**Regular Volunteer Orientation**

**GENERAL –** *Volunteers who work over 8 hours/week or are part of adult: child staff ratio*

\_\_\_Parent Handbook (give handout to regular volunteers as well as parents)

\_\_\_Physical, TB, child abuse and criminal record check on file  
\_\_\_ Code of Conduct Agreement – signed and attached

1. **CLASSROOM**

\_\_\_”Promoting Literacy at Head Start” (handout)

\_\_\_”Ways to change your child’s behavior (and your own)” (handout)

\_\_\_”The Basics of Creative Curriculum” (handout)

1. **KITCHEN**

\_\_\_ Mealtime poster

\_\_\_ Hepatitis A shots – all kitchen volunteers

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Site Manager Signature

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Volunteer Signature