



Hillcrest ELEMENTARY Daily Schedule for



(Insert name of WatchDOG here)

- 9:10 - 9:15** Check-in at the office and then to the library to say hello to our librarian. You'll be given a vest and Guest Pass to wear.
- 9:15 - 9:20** Assist with student supervision in the back of the school.
- 9:20 - 10:00** Morning Meeting with your child
- 10:00 - 10:35** In class with your student
- 10:35 - 11:05** Mrs. Sorbo's Kinder Class: Literacy Room # 6
- 11:05- 1:40** Lunch and recess interaction
- We encourage you to eat lunch with your own student(s) and visit with other students during this time.
 - Options - Before and after lunch with your student(s):
 - Patrol hallways, parking lot, buildings and perimeter.
 - Football/Soccer/Baseball with kids at recess.
 - Assist in the library
 - *Take a break as needed. Please remember that adults do not use the student restrooms.*
- 1:00 - 1:40** Mrs Sauer's class: Math with students Room #4 (if this is not your students lunch or recess time)
- 1:40 - 2:05** In class with your student
- 2:05 - 2:45** Patti Elias - 1st Grade Classroom # 7
- 2:45 - 3:25** Mrs. Yate's Kinder Class: Reading with students Room # 81
- 3:25 - 3:35** Connect with your student at the end of the day.

Thanks for supporting Hillcrest as a WatchDOG!!

Tips for Success

- Follow your personalized Daily Schedule
- Always wear your WD uniform t-shirt or “dog tag” and your security vest
- Stop by the office if you have any questions throughout the day
- Be approachable – smile, talk to the students, listen to them
- Be alert – if a situation arises, please report it to the school office immediately
- Be available – the goal is to be of service to the school, teacher and students
- *Be a positive role model*
 - ❑ Always use the faculty/staff restrooms (never use student restrooms)
 - ❑ Never be alone with students
 - ❑ Report any recess accidents/injury to recess staff immediately
 - ❑ Follow school’s confidentiality policy in regard to students and staff
 - ❑ Always be visible to others
 - ❑ Do not be disruptive when classes are in session
 - ❑ Do not use profanity
 - ❑ Do not use any form of tobacco on the school grounds
 - ❑ Do not share political views
 - ❑ Do not sell or give your official WATCH D.O.G.S. T-shirt to someone who isn’t an approved WatchDOG volunteer
 - ❑ Limit personal use of cell phones and tablets (DO NOT use cell phones during arrival duty)
 - ❑ Never engage in any conduct that brings disrespect to yourself or your student(s), the School and/or the WATCH D.O.G.S.