



Stevens Creek Friday Schedule



DRAFT

8:55-9:00: Check-in at the main office and receive your official WATCH D.O.G.S.® 'Dog Tag' name tag to place on your official WATCH D.O.G.S.® uniform T-shirt above the WATCH D.O.G.S.® logo.

9:00-9:20: Monitor students waiting for bell or assist in the cafeteria.

9:20-10:00: Classroom with your student

Please assist in the library if your student goes to music or PE

10:00 - 11:00 Grade Reading (Check in with Ms. Gjersee in C21)

11:00-11:30 Classroom with Student

11:30 - 12:00 Check makerspace and/or library for help needed.

12:15-1:30 Attend House Time, lunch and recess with your student.

*** Patrol hallways, parking lot, buildings and perimeter when time allows ***

Take a break as needed. Please remember that adults do not use the student restrooms. Restrooms are located in the main office.

1:30-2:10 Teacher Assignment/or Library

Thanks for supporting **Stevens Creek Elementary** as a Watch DOG!!

Stevens Creek Elementary

Watch DOGS Orientation

Thank you for volunteering!

Things to Remember

- 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.