Wiley Band Volunteer Rehearsal Duties

SETUP - Both Volunteers - 7:30am - Using the seating chart in the pink clipboard (located in the top drawer of the Band filecabinet), please move the chairs & desks into rehearsal formation.

GREET KIDS - Volunteer #1 - 7:40am - Please go to the carpool loop to greet students and direct them safely to the Spanish room.

TAKE ATTENDANCE - Volunteer #2 - 7:45am - Please find the appropriate attendance sheet (Beginning or Continuing) in the pink clipboard. As students enter the room, please ask them their names, and mark them on the sheet.

ASSIST WITH REHEARSAL - Both Volunteers - 8-8:45am - During rehearsal, please help us maintain a quiet and orderly learning environment for our band. Feel free to find a nice spot to sit, and keep your eyes out for potential disruptions or student needs:

For more details about what to expect at rehearsal, please see *Getting Ready to Volunteer with the Wiley Band*, available at http://www.wileyelementaryband.com/docs/readyvolunteer.pdf

PACKUP AND TRANSITION - Volunteer #1 - 8:45am - Students will pack up their instruments and line up in the hall outside the Spanish room. Please ensure that the students are quiet as they line up. Once everyone is lined up, please walk the students in an orderly line to the media center to store their instruments for the school day. Once students have stored their instruments, they may walk to their classrooms or to the cafeteria (for breakfast).

RESTORING THE SPACE - Volunteer #2 - 8:45am - After students leave, please assist Ms. Thompson with moving chairs and desks back to their proper places for the school day.

Both volunteers should be all finished at or before 9am!

Thank you for your help!