



# Daily Orientation

Thank you for volunteering!



## Reminders:

- Arrive by 8:15 with your child and check-in at the front office for schedule and pictures.
- Follow your personalized Daily Schedule.
- Always wear your WD uniform while you are on WD duty. You are not required to purchase a t-shirt, one will be provided on your first visit and can be used for future visits.
- Stop by the office if you have any questions throughout the day.
- Be approachable and available to students.
- Be smart and alert, reporting any safety concerns to a Tom Cox staff member immediately.
- Be a positive role model for our Timberwolves.

## Guidelines:

- Follow all CISD and Tom Cox policies.
- Always use the faculty/staff restrooms.
- Never be alone with students without supervision.
- Follow the confidentiality policy in regard to students and staff.
- Do not disrupt classes; no cell phone use in front of students.
- Do not initiate discussions regarding your religious or political views.
- Do not use profanity, alcohol, or any form of tobacco on school grounds.
- Do not sell or give your official WATCH D.O.G.S.<sup>®</sup> T-shirt to someone who isn't an approved Watch D.O.G.S. volunteer.

Date: \_\_\_\_\_

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*(Signature of WatchDOG)*

I have read and agree to adhere to these guidelines.

***WATCH D.O.G.S. make a positive difference in the lives of students and staff!***





# Tom Cox Intermediate

## Watch D.O.G.S. Daily Schedule

**Watch D.O.G.:** \_\_\_\_\_

**Child's Homebase teacher** \_\_\_\_\_

**8:10-8:20** Check-in at the office and receive your volunteer nametag to place on your official WATCH D.O.G.S.® uniform T-shirt above the WATCH D.O.G.S.® logo. Inform the front office at this time if your child will be going home a different way today.

**8:20-8:35** Report to the office for a brief orientation with a WATCH D.O.G.S. School Representative and to receive your daily schedule. Help greet students at buses.

**8:35 to 8:50** Meet Mrs. Corbett or Mrs. Bodin with your student to take a picture to add to our daily slide show.

**\*\*\*During transition breaks please patrol building\*\*\***

**1<sup>st</sup> period (8:50-9:35)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**2<sup>nd</sup> period (9:39-10:24)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**3<sup>rd</sup> period (10:28-11:13)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**4<sup>th</sup> period (11:17-12:36)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

\_\_\_\_\_ **Scheduled break: eat lunch with your student, feel free to check in with Mrs. Corbett or Mrs. Bodin,**

**5<sup>th</sup> period (12:40-1:25)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**6<sup>th</sup> period (1:29-2:14)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**7<sup>th</sup> period (2:18-3:03)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**8<sup>th</sup> period (3:07-3:55)** Volunteer for \_\_\_\_\_ in room\_\_\_\_. 5<sup>th</sup> 6<sup>th</sup>

**3:50** Check out in the front office by returning your name tag & clipboard. Thanks for supporting *Tom Cox* as a WatchD.O.G.!!