

**OUR LADY OF GRACE SCHOOL
2009 – 2010 LUNCH YARD DUTY SIGN-UP FORM**

All families are required to do five (5) shifts of Yard Duty per year, or pay a \$50 yard duty fee which provides the funds for tuition credits for someone else to do their five shifts for them. Yard duty begins the second week of school in September. If you want to be scheduled, you need to fill out and return this form. The September and October yard duty schedules are prepared during the summer.

Please complete this form for scheduling **OR** send in your \$50 per family Yard Duty Fee by June 1, 2009. You may choose to do more than the five required shifts and receive either Volunteer Hours or Tuition Credits.

Please be as flexible as possible on the form. Numbers 1 through 6 and 7 if applicable, need to be answered – **incomplete forms will be returned for completion.**

If you only want to be scheduled for the 5 required shifts, you will be scheduled once a week for 5 weeks in a row and need to be willing to fulfill your shifts during the first three months of the school year. If you wait until the end of the year to do your required five shifts, you may have difficulty getting on the schedule.

If you have any questions, please contact Damaris Lam, Yard Duty Chair, at 470-7135.

2009 – 2010 YARD DUTY

NAME _____ PHONE _____
Clearly PRINT first and last name

1. _____ I am unable to work Yard Duty, enclosed is my \$50 Yard Duty Fee.

2. Schedule me for Yard Duty as follows (check all that apply):

_____ in lieu of the \$50 fee only (5 shifts)

_____ volunteer hours

_____ \$7.50 per day credit (may be applied to fees owed)

_____ sub list (volunteer hours or tuition credits)

Note: If your choice is \$7.50 per day credits, you will begin earning credits after your first 5 shifts. To receive tuition credits your 35 hour volunteer hour obligation must be earned in other volunteer activities. If you opt for volunteer hours, you may switch to \$7.50 credits once your 35 hours have been completed. There are no cash refunds for credits; you may apply credits to other fees owed.

3. Circle which day/days you are available: M T W Th Any day

4. Circle how many days per week you wish to be scheduled: 1 2 3

5. Do you wish to be scheduled: _____ Every week _____ Every other week _____ Monthly

6. Regarding 2, 3, & 4, are you making a commitment for the **full** school year? ___ Yes ___ No

7. If your answer to 5 is “No”, how many days in total do you want to be scheduled? _____ days

8. If you have a specific grade you would like to supervise, fill in this blank: _____
(We will try to accommodate you but it may not always be possible, particularly in the case of five required shifts.)

9. Please use the below space for questions or additional information about your request.
