

IN-PERSON CELEBRATION GUIDELINES



Chapter One

Early RSVP's are important!

To assist with the coordination and planning of this event, it is very important that all volunteers respond to the emailed invitation. The RSVP status will be shared with teachers so they can set appropriate expectations for students.

Please note that events with fewer than four volunteers attending will be canceled. We don't want to risk disappointing students due to last minute cancellations.

Arriving at the school

Check in with the main office! Let them know the name of your organization and that you have a scheduled visit.

Plan Ahead

Coordinate with fellow volunteers to structure your classroom visit and discuss plans for bringing treats for the students.

Taking pictures

Please check with your teacher before taking a picture with your student. Picture taking is only allowed with the teacher's permission and if there is a signed permission form for the student.

All About Me Activity Book

We will be supplying each room with an activity book for you and your student to explore during your visit. The books will be available at the school for you to distribute on the day of the event.

Treats, Gifts, and Cards

Parties are more fun with snacks! Consider coordinating with fellow volunteers in the classroom and bring yummy treats for the event. This can be something simple like juice boxes and fishy crackers or a full blown pizza party. Food items should always be commercially wrapped and peanut-free.

Thinking about bringing gifts or company swag? If so, please be sure to include EVERY STUDENT. Contact your program manager for the number of students in the classroom.

It is certainly OK to give your student a greeting card addressed just to them.

QUESTIONS?

Contact your organization's volunteer coordinator, your Chapter One program manager, or email us at help@chapterone.org.

