

**Class Room Parent Sign-Up Form  
School Year 2017-2018**

**Are you interested in volunteering to be a class parent this year? If so, please fill out the form below by September 14<sup>th</sup>.**

- 1) Return a hard copy in an envelope to *Loreen O'Hearn c/o Gwen O'Hearn, (4A) OR***
- 2) Scan a copy and send to [ohearn@embarqmail.com](mailto:ohearn@embarqmail.com)**

**Please only submit one form per class. If you have more than one child at RB please use a separate form for each teacher/class. Room parent and/or assistant room parents will be asked to work only with one (1) class.**

**Volunteers will be called & notified during the first few weeks of school about the initial room parent meeting, along with room parent duties/responsibilities. As a room parent, you will be expected to check your email on a DAILY basis and notify your class parents of any upcoming events through email. You also need to have a background check and complete a Virtus training class.**

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**Grade  
/Class** \_\_\_\_\_

**Student  
Name** \_\_\_\_\_

**Parent  
Name** \_\_\_\_\_

**Room Parent or Assistant Room Parent?** \_\_\_\_\_

**Your Phone  
Number(s)** \_\_\_\_\_

**Email Address** \_\_\_\_\_