

**ST. STEPHEN SCHOOL**  
401 EUCALYPTUS DRIVE  
SAN FRANCISCO, CA 94132  
(415) 664-8331

**AUGUST 2011**

**TO: ALL PARENTS**  
**FROM: MRS. SHARON ALLEN**  
**REGARDING: YARD SUPERVISION**

The supervision of the school yard during the lunch period is an important job. In previous years all parents were asked to carry this responsibility on a rotating basis. Realizing the hardships of this arrangement with the majority of families having both parents working outside the home, several years ago a new system was devised.

Those parents and grandparents who are free during the hours of 12:00 p.m. and 1:20 p.m. are invited to become part of a team of regular yard supervisors. This system ensures the supervision of our children is consistent and yard behavior is improved as the regular persons on duty each week get to know the students and the expectations of safe play.

I invite any of our parents or grandparents - women and men who are available during this time to volunteer for this important assignment.

Please fill in the form below, if you can help. You will be contacted when the scheduling process begins. Thank you for your help!



**RETURN COMPLETED FORM AS SOON AS POSSIBLE.**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ / \_\_\_\_\_  
(DAY) (EVENING)

\_\_\_\_\_ I would like to do yard duty on a permanent basis one day a week.

\_\_\_\_\_ Please contact me at \_\_\_\_\_, \_\_\_\_\_ is the best day/days for me.

\_\_\_\_\_ I cannot come one day a week, but would be willing to come every other week, preferable on \_\_\_\_\_.

\_\_\_\_\_ I cannot come regularly, but would like to be put on a substitute list.

\_\_\_\_\_ I cannot volunteer because of work or other reasons.