

NEWBOROUGH EAST PRIMARY SCHOOL

VOLUNTEERS NEEDED FOR CANTEEN ROSTER.

Dear Parents/ Guardians of NEPS children

It's now time to put together our roster that will staff our Canteen for Term 1&2 of 2018.

It would be greatly appreciated if you could volunteer some time, whether it is only 1 hour on a Monday, Tuesday or Wednesday from 1.10pm - 1.45pm, or on a Thursday or Friday from 9.00am - 2.00pm, which has now been split into 2 shifts to accommodate busy parents.

Our rosters are drawn up to accommodate our volunteers, therefore you may choose to help out once a week, once a fortnight or monthly. Even if you work part-time and would still like to help out, write your available dates in the box at the bottom on the reverse side.

We can never have too many helpers and the more helpers we have, the lighter the workload. Please consider signing up for as little, or as much time as you can spare.

All new mums that would like to volunteer on ice pole sale days (Mon to Wed) please see the canteen manager for operation and instructions for the Minke drink machine, opening and closing.

Please note - NEPS canteen has a 'No Children' policy due to Health & Safety reasons. If you have a toddler, arrangements for them would need to be made prior to your duty time.

Our Term 1 & 2 roster begins on Monday the 5th February and finishes at the end of Term 2.

If you have some spare time and would like to help out, please complete the form and return it to the general office by Thursday 19th February 2018.

Thank you,
Jen Hutton - Canteen Manager.

CANTEEN TERM 1&2 2018

ROSTER REVIEW

Volunteers needed, are you able to help?

Name _____ Phone Number _____

Mobile Phone Number _____

Child/ren Name _____ Room No. _____

Please tick your preferences: **Over counter Canteen Sales**

Monday 1.10pm - 1.45pm Weekly

Tuesday 1.10pm - 1.45pm Fortnightly

Wednesday 1.10pm - 1.45pm Monthly

Lunch Order days

Thursday 9.00am - 11.30am Weekly
11.30pm - 2.00pm

Friday 9.00am - 11:30am Fortnightly
11:30am - 2:00pm

9:00am - 2.00pm Monthly

Parent please note the times for AM and Pm shifts.

AM shift 9:00am -11.30am

PM shift from 11.30am -2.00pm.

Thursdays and Fridays are our lunch order days.

Please return the completed form to the office as soon as possible.

Thank you,
Jen Hutton - Canteen manager.