

Parent Volunteer Commitment Form

Parent and/or guardian commitment and support are important in a successful and educative experience. I understand that my child has made a volunteer commitment with Kidzu Children's Museum that also involves a commitment on my part. I understand that part of my child's commitment to Kidzu is to arrive on time for when they are scheduled and I agree to provide/find reliable transportation. I, or my child, agrees to notify the Volunteer Coordinator as soon as possible of any scheduling changes.

Volunteer Policies

Dress Code: Volunteers must dress appropriately to convey a professional attitude and to communicate respect for our visitors. Specifically, no athletic clothes, no open-toed shoes, and only knee-length or longer shorts/skirts. Wear clean, neat clothing without tears or holes.

Tardiness: Volunteers should arrive 5 minutes before their shift is scheduled to check-in. Volunteers that are late for shifts on a recurring basis will be asked to reassess their schedule and rethink their commitment and may be asked to not return.

Planned Absences: If volunteers have a planned absence please let the volunteer coordinator know as soon as possible. Volunteers that miss more than 2 unexcused scheduled volunteer shifts will be asked to reassess their schedule and rethink their commitment and may not be asked to return. Any absence that is not due to an emergency or has not been given prior authorization (at least 48 hours notice) is considered an unexcused absence.

Illness: Volunteers are asked to stay home if they have a contagious illness (high fever, over 101) but we request that you give us as much notice as possible. Please contact us soon as you feel sick so we can look into finding another volunteer to take your shift.

Inclement Weather Policy: Our highest priority is safety - if roads are unsafe we will open late or close early as needed. Kidzu does not follow the local public schools policies on delays/closures. Our decisions are based on University Place, UNC-CH, and Chapel Hill Transit's announcements.

How to contact us:

- **For illness or last minute emergencies that change schedules:** Phone the Front Desk at (919) 933-1455 and leave a detailed message with your full name, where/for what program were you volunteering, and your shift time.
- **For updating a schedule in advance** or questions about schedule or volunteering: email our Volunteer Coordinator, Elisabeth Suttee, at volunteer@kidzuchildrensmuseum.org.

I have read and agree to the above policies and agreement,

Printed Parent/Guardian Name

Name of Volunteer

Parent/Guardian Signature

Date

