

ROOM PARENT SIGN UP – 2007-08

It is time to sign up to become a Head Room Parent or Room Parent for the upcoming school year. It is our continued hope that the role of room parents at Harrington School is to make all the children and their families feel welcome and involved in school activities.

The Head Room Parent is the parent coordinator for the room parents and classroom. The responsibilities include

- 1) Maintaining open communication with the teacher, including scheduling a meeting with the classroom teacher at the beginning of the school year to find out how parents can assist in the classroom.
- 2) Dividing the classroom families into groups with one room parent contact for each group.
- 3) Coordinate, delegate and update room parents as needed throughout the year.
- 4) Communicating with other head room parents within the grade to maintain consistency throughout the grade.

Once the classroom is divided in to groups, the Room Parents welcome families by calling and introducing themselves, confirming contact information including e-mail addresses and how the parents would like to be involved in the classroom. They will share responsibilities for classroom celebrations, collections, and other tasks to be determined by the teacher.

If you have any questions, please contact

Kerry Heyda - 781-862-7416 or russ.kerry@verizon.net or

Lisa Smith - 781-861-7004 or lisasmith1@rcn.com

Please sign up by completing the information below and returning it to the PTA box at school or sending the info to Kerry at russ.kerry@verizon.net.

Name of parent: _____

Phone: _____ email _____

Name of child #1: _____

Classroom Teacher _____

Check one: head room parent _____ room parent _____

Name of child # 2 _____

Classroom teacher: _____

Check one: head room parent _____ room parent _____

Name of child # 3 _____

Classroom teacher: _____

Check one: head room parent _____ room parent _____