FAMILY LITERACY DAY TRAINING INFORMATION

Location
Family Literacy Day will take place at E.S. Rose Park, 1000 Edgehill Ave. In the event of inclement weather, we will move everything inside the Easley Community Center located there at the park.

Parking
Please carpool or walk if possible as parking will be limited. Parking for Volunteers will be either in the parking lot behind Carter Lawrence Elementary School, accessible from Edgehill Ave. right past the school, or at Rose Park Middle School on 9th Ave. just off of Edgehill Ave. Signs will be posted for Volunteer Parking. We ask volunteers to reserve the parking lots in the Park for our guests. Of course accommodation will be made for folks with special needs.

Arrival and Check In
Groups should arrive between 12:00 and 12:30 to set up their area. There will be a registration table for the volunteers to sign in.
Each volunteer will receive a
• Literacy Day t-shirt upon signing in,
• Each group will be given stickers to put on the children’s programs when the children have visited the group’s circle.
Volunteers should stop back by the volunteer registration table to sign out when they leave. If they desire community service convocation credit, they should be prepared to record their BUid#. Volunteers failing to sign out will be given 1 hour of community service convocation credit. Please make sure your volunteers sign in and out!

What to Bring
• A variety of books for children from ages 3 – 12,
• Each group is expected to bring a sign to identify their group and/or theme. (Please include the name of your organization or group on the posters for your circle).
• Groups should also bring blankets for the children to sit on and decorations for your circle. While we will have some chairs available, they will be used primarily to hold your sign. People will sit on the ground or floor to read.
**Reading Circle Etiquette**
To make the day more convenient for both the readers and the children, we ask that each group have two or three people prepared to read at a time. This way, if one reader is in the middle of a book and a group of children approach the circle, there will be another reader prepared to read to those children.

**Additional Instructions**
If people in your group are volunteering for set-up in addition to the actual event, please ask them to check in at the volunteer registration table. Most important of all, **Have Fun!**

**Volunteer and Child Interaction**
For those who are interested in volunteering in areas that will have the most involvement with the children, an inviting attitude is **essential!** Especially in areas such as crafts, games and reading circles, it is the volunteer’s job to interact with and assist with the children. We understand that everyone has different gifts and talents. If you have signed up for an area that requires an amount of child interaction that you are uncomfortable with, please let us know so that we may give you a job you are better suited for.

**Creative Interaction Ideas**
- Compliment the children’s art work; ask them to show you what they’re working on!
- Show the children the pictures in the books you are reading
- Use different voices for the characters in the books you read
- Help a child who wishes to glue or use scissors for a craft
- Get involved in the games! Don’t be afraid to run around with the kids!

**Safety and Security**
- Never go off with a child by yourself
- If you see a child wandering by themselves, check to make sure the parents are nearby or if the child is lost.
- If a child has been separated from their parent or guardian, grab another volunteer and take the child to the registration table.