



# Gahanna Safety Town



Dear Safety Town Helper,

It's that time of year again! Gahanna Safety Town is right around the corner. We have been planning and getting ready for the busy week and your help is needed! Safety Town is held at Lincoln Elementary. Below are the dates and information for the week.

**Safety Town Set-Up** – Friday, June 17<sup>th</sup> (8:30AM to about Noon)

**Gahanna Safety Town** – June 20<sup>st</sup> – June 24<sup>th</sup>

*Morning Session- 8:00AM-11:00AM*

*Afternoon Session – 12:00PM -3:00PM*

If you are interested in being a Helper this year, first please read the Helper Expectations and Guidelines. Then fill out and return the Helper Application to me by no later than **May 31st**. Helpers are chosen on a first come first serve basis and not all applications may be accepted. You will receive a confirmation letter via e- mail to let you know that you have been accepted as a Safety Town Helper.

**You will need to pack a lunch each day for yourself.** We ask that you do not leave Lincoln Elementary during lunch. We will hold meetings each day during lunch to discuss the schedule and the day's events.

If you have any questions, please contact me at home (801-0269). I will return all calls in the evening when I return home from work. Thanks in advance for volunteering your time at this year's Gahanna Safety Town.

Sincerely,

Kelly McClaskey

Safety Town Director

**Scan and email application and returned to... [kellymclaskey@yahoo.com](mailto:kellymclaskey@yahoo.com)**

**Or Mail to:**

**Kelly McClaskey**

**2162 Forestwind Drive**

**Grove City, Ohio 43123**

**The following expectations and guidelines  
are expected of you while helping at Safety Town.**

**Helper Expectations & Guidelines**

- Helpers need to be at least entering sixth grade.
- As a helper, you are expected to assist your classroom teacher to the best of your ability. Helpers may assist students in cutting, coloring, and gluing. They may also assist in restroom breaks, supervision of students in all areas of the school, modeling safety lessons, reading books, and singing songs.
- Report to the classroom you are helping in at least 10 minutes before the session begins.
- Helpers are not to leave Lincoln Elementary at any time during the time you are volunteering. Please pack a lunch to eat in the cafeteria each day.
- Dress comfortably, but neatly. Shorts and jeans are acceptable. Refrain from clothing featuring alcohol or other drugs or shirts that show your stomach. Open toed shoes are discouraged. (A good guideline for clothing is if you would be allowed to wear it to school then it is appropriate for Safety Town.)
- You are a role model for all students at Safety Town. Speak using appropriate language at all times and act in a respectable manner with the students.
- Enthusiasm for the program is important to help students learn the lesson. Please be an active participant in the lessons. Do not sit in the back of the room talking to friends.
- Cell phones should be turned off or put away during each session.
- If you are unable to make it to Safety Town on time or you are sick, contact Kelly McClaskey as soon as possible at 778-6437.