

A Walk Through the Middle Ages

Volunteer Directions

Set-up (7:00AM – 8:30AM)

General

1. Thank you for volunteering.
2. Start at the Welcome Booth located at the front of the west parking lot.
3. Initial next to your name on the volunteer spreadsheet.
4. Fill out a name tag.
5. No matter what job you are volunteering for today, help keep things safe and on task. If you see anything that is unsafe or if any student is goofing around, please step in and stop it immediately.

Specific

1. Please go to the Welcome Booth at 7:00AM
2. Mr. Bergthold, Mr. Marquez, or Ms. Lane will meet you there to give you any specific directions with what we need help with at that point.
3. The main job of setting up is helping students with their tents and setting up their scenes. Many students will have background sheets for their scenes, we will zip tie them to their tents. Please get zip ties at the welcome booth and a pair of scissors to poke a hole in their sheet if they have not done that already.
4. Encourage students who have set-up their scenes to begin practicing their presentations.
5. Help direct traffic.
6. Encourage any cars to move out of parking lot once they have dropped off large or heavy items. Many parents will want to leave their cars there while they help their child set-up. This causes traffic jams so if you can encourage parents to move their vehicles, then come back and help set-up this will make setting up much easier.
7. Thank you!

A Walk Through the Middle Ages Overview

Set-up 7:00AM - 8:30AM

Students Practice 8:30AM – 9:00AM

“Walk” Presentations 9:00AM – 12:00PM

Lunch 12:00PM – 1:00PM

Clean-up 1:00PM – 2:30PM (students may not leave school early)