

A Walk Through the Middle Ages

Volunteer Directions

Welcome Booth

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. Welcome everyone with a smile and greeting ☺
2. Have parent volunteers sign in and read volunteer instructions handout if they have not read the handout on the website ahead of time.
3. Direct volunteers to assigned areas.
4. Welcome all visiting guests and hand them a “Walk” program with a comment sheet inside.
5. Show guests the map inside the program and give a short explanation of how to “walk” through the Middle Ages. (Guests are free to wonder and visit scenes. Each scene is between 5-7 minutes. Enjoy).
6. Ask adults who are leaving to hand in or fill out the comment sheet that was in the event program and place it in the comment bucket.
7. Medieval meal tickets for parents who ordered them are in an envelope under their son/daughter’s name.
8. 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)