# Volunteering at Matthews

Matthews Elementary School staff is excited to welcome visitors, volunteers, and families into our building during the 2023-24 school year. We are always delighted to welcome new volunteers to our school. In fact, we rely on families and community members to supplement the hard work of our teaching staff. Your time, your talents and your treasure bring a plethora of experience—personal and professional—to our students.

There are many opportunities to volunteer at CMS. Volunteering *includes, but is not limited to:* field trips, help in the classroom, tutoring, help with class parties, room parent, involvement with MPTO, clerical assistance at school, school store. **Visitors must register to be a volunteer (see below) and also sign in through Lobbyguard. Please always have a photo ID when you come to the building. If you have registered in prior years, please log in to be sure your registration and approval is current. Registration must be updated each year.**

**\*\*If you are going to chaperone on a field trip, please register to be a volunteer at least two weeks in advance of the field trip date. Family members who are not registered CMS volunteers will not be allowed to attend field trips.**

# How to Register

Thank you for considering volunteering with CMS!

* To register as a CMS volunteer, please visit [www.cmsvolunteers.com](http://www.cmsvolunteers.com).
* If you have questions regarding the volunteer system or volunteering in schools, please call or email your school or call our Partnerships and Family Engagement Department at 980-343-6256. Katie Kline, front office secretary, can also assist as she is our volunteer coordinator.

After all forms are submitted, you will receive an email from the Partnerships and Family Engagement Department regarding the status of your registration. Please register at least two weeks before you would like to begin volunteering in the building to allow time for the application to process.