

Lock In Meal Volunteers – please arrive no later than 4:45

When you arrive, please report to one of the Student Services representatives (Sheli or Katrina). Please help set up the cafeteria for dinner by taking supplies to the cafeteria. All supplies are in the uniform closet located in the band room. There should be a large tote bag on the shelf in the band room closet. Load the bag with the following items from the uniform closet shelves.

- * paper towel roll
- * cleaner spray bottle
- * package of napkins
- * package of paper plates
- * hand sanitizer
- * table liner
- * gloves for serving food
- * fruit cups or chips (please ask Katrina or Sheli what to serve)

The football team usually exits the cafeteria by 4:45. Set up the serving table (position instructions below) and line that table with a liner. Set up 7 tables for the kids. These tables may need to be wiped down (use the spray and paper towels). Set up the hand sanitizer, plates and napkins at one end of the serving table.

The large water tank with the sprayers will need to be filled with water. It can be filled in the cafeteria kitchen. Fill tank $\frac{1}{2}$ way with ice then fill with water only $\frac{3}{4}$ of the way or it will leak. If the large tank is unavailable, please fill the largest orange cooler and use that. Bring the tank into the cafeteria for the kids to fill their water bottles.

Once the pizzas arrive, help to set them up on the serving tables. Mr. Dempsey will usually dismiss the kids to dinner around 5/5:15pm. We will now be serving the kids ourselves; be sure to wear gloves. Each student may have 2 slices of pizza. Once everyone has been served, if there is still pizza left over, have the Drum Major call for anyone who would like seconds. When the kids are finished eating, THEY will wipe down the tables and fold them back up.

Pack up any leftover paper products to take back to the band room closet. Throw the pizza boxes away in the dumpster out the back cafeteria doors. Move the water cooler from the cafeteria to the sidewalk right outside the band room. If there is any leftover pizza, please take it to Mr. Dempsey's office.

Thank you for volunteering!!

Table set up:

Door to courtyard

Use cafeteria tables as buffet serving tables.



Kitchen