

Fall Festival Information – Grade Reps

As grade reps, you are responsible for your grade's Fall Festival Booths. You will need to:

- ✓ Make sure all room parents understand their responsibilities for Fall Festival. They have been given all information.
 - They are to fill all shifts with parents/volunteers to run their class' booth the day of the Fall Festival. This includes, set up, shifts 1-3, and clean up.
 - They will turn in the form to the Volunteer Coordinator, who will put it in to a master form, no later than October 9th. Her cell number will also need to be provided so that the coordinator can get a hold of her if there are any issues regarding her booth.
 - All volunteers will check in at the info booth 15 minutes before their shift starts on Fall Festival day.
- ✓ The day of Fall Festival, you will need to be at the school at 3:00 to make sure all booths from your grade are set up properly and ready to go at 4:30. We have included the 1) Fall Festival Booth Assignments and 2) the layout for you so that you know where your booths will be located.

Thank you so much for being a grade rep, as it is an important job. Your time and energy spent on this will help the Fall Festival run smoothly.

Included information

- Fall Festival Booth Assignments
- Fall Festival Layout