

Guidelines and Procedures for Volunteering at Carriage Hill

The most important thing for them to remember is that they are for the primary purpose of bringing some of the joy that young people naturally express to the elderly. It is only as a secondary benefit that they will receive SSL hours for the work that they do. The students are examples of all those groups that have put their faith in them that they will be mature and understanding people in this work. They represent their parents, their schools, their church, their teachers and themselves and they should dress and act accordingly.

Carriage Hill Nursing Home
5215 West Cedar Lane
Bethesda, Maryland 20814

The volunteers will be participating in Bingo with the residents. Someone will call out the numbers and the other volunteers will work with individual residents to help them get their numbers marked properly.

- 1. Attire:** The attire is clean, orderly, casual - think casual adult birthday party, combed hair, brushed teeth, clean fingernails, etc.
- 2. Arrival and Departure:** Arrive 5 minutes early with your parent (or attending adult). The parent should stay with the student until he/she has SIGNED in at the front desk and the volunteer coordinator, Ellen Holtje, connects with you. The attending adult should come to the door and pick up the student personally and remind he/she to SIGN OUT.
- 3. Behavior during the volunteer session:** Turn off all cell phones. No texting. No gum chewing. No eating. No bad language will be tolerated. Once the student has received his/her instructions from Christine, he/she will spend his time interacting with the residents. Keep conversation with the other volunteers to a minimum. I will be discussing the behavior of the volunteers periodically and, if there is a problem, that volunteer will not be allowed to return.
- 4. Talking to the residents:** Make sure that they introduce themselves to the resident with your name, grade and school in a loud, clear voice. Each student might think up 2 or 3 topics to discuss with the residents ahead of time including a favorite sport or hobby.
- 5. Forms:** Please have your student send me their reflection on the questions below by EMAIL. I will prepare the Confirmation/SSL paperwork and submit the form before the end of the quarter. There will be no need to prepare any other forms or submit any other reflections for Carriage Hill. The reflection should be 5 to 7 sentences long.
What I learned from this project: Was the project a new experience? Was it difficult/easy? Do you think you made a difference? What did you learn about yourself?
- 6. Can't Make it?:** Please make every effort to be there on the scheduled date. If you cannot, please try to find a substitute by using the email listing on one of the Volunteer Schedules. If you make a reasonable attempt to find a sub, and cannot, let me know by email as soon as you know.
- 7. Have Fun:** Although volunteering requires a certain amount of work and sacrificing some other activity that you might want to do, if you go to Carriage Hill with a positive attitude, you will have some fun doing it!