



Thank you for coming today!

We appreciate your time and your
commitment to our NBMS community
and students.



General Notes:

- The CARE Store opens 10 (ten) minutes after lunch begins.
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- After our students “shop” the store, we cancel out the stamps with the dated CARE Store stamp. Check the date on the stamper!
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- We have a daily limit for candy purchases of only 5 (five) stamps per student, per CARE sheet. No exceptions.
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- Exercise a firm hand but be patient. Students can be loud and overly enthusiastic.
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- From experience, we know that rules will be pushed to the limit. Report behavior that breaks the Student Code of Conduct to the NBMS administrators.



Store Opening Tasks:

- Please check that the CARE stampers are all on the correct date.
- Either choose a role or ask for an assignment.
- Familiarize yourself with the instructions for each CARE Store Role. In case you need to cover the role in a pinch.





Store Close Out Tasks:

- Close the candy window and lock the roll door.
- Remove window items and store them in cart or shelf.
- Please write out any suggestions, ideas, comments, and concerns to help with the CARE store. We welcome your feedback and help.
- Tell us about and make a record of any issues you spotted with the students which should be addressed with NBMS leadership directly.



CARE Store Roles:

Candy Window - Line 1

Candy Window - Line 2

Candy Line Manager

Store Door Manager

Store Floor Manager

***Cart (or Floater) 1**

***Cart (or Floater) 2**

*** If enough volunteers are available.**

Candy Window

Lines 1 & 2

Guidelines

- Check the Candy stamp for the correct date and use this week's candy color.
- Check both sides of the CARE sheet to make sure the candy allotment has not already been used up.
- Use BOTH the store stamper and the marker to cancel out the CARE stamps.

Candy Line Manager

- Advise kids to eat their lunch first. Please tell kids to line up ten minutes **AFTER** lunch begins. While the kids are in line, check the students' CARE sheets for:
 - Student ID Number line filled out.
 - This week's candy color - if present they are done for the day.
- No more than two students at a time **PER** line - if a big group wants to come up, they need to choose who stays back!
- Please cancel out the stamps in order – this will help other volunteers the next time!

Store Door Manager

- Advise kids to eat their lunch **FIRST**. Please, tell kids to line up 10 (ten) minutes **AFTER** lunch begins.
- Maintain a single file line at the door.
- Before letting them into the store:
 - Ask if they have more than 5 (five) stamps on their CARE Sheet.
 - Remind them to please be quick inside the store.
- If they want to come into the store in groups, **no more than three at a time**. If the store is busy, we will need to allow single students in line to enter ahead of groups insisting on coming in together.

Store Manager

- Remind students to make their selections quickly!
- Please cancel out the stamps in order – it will help with the next time!
- We have bags for them to hold multiple items.
- If the Store is not busy, please jump in to help with the candy line.

Cart (or Floater)

- Thank you, brave soul!
- The Cart Volunteer goes into the cafeteria wilds and provides some respite to the Candy line.
- If we have enough volunteers, please go out in pairs and one of you will cancel out stamps while the other manages the line.
- Check both sides of the CARE Sheet for this week's candy color.

Troubleshooting

- If you need to “refund” a student, use the CARE Store Stamp
- When you run into an “odd” or suspect sheet, please quickly transfer their stamps to a good sheet and retain the odd/suspect one.
- Also retain sheets which have signatures instead of stamps, so that we can alert NBMS to order a stamp for that teacher.