Student Worker Job Responsibilities*

Preschool A.M. Set-up

1) Remove chairs from tables
2) Spray tables with new bleach solution
3) Empty dishwasher, distribute dishes to classroom, empty drainer and put other dishes away.
4) Fill water containers
5) Check on laundry, fold napkins and put in basket, put towels and washcloths under sink.
6) Check supplies:
   a) White drawing paper
   b) Easel paper
   c) Spoons and paper cups
7) Sharpen pencils
8) Straighten up blocks and other toy shelves
9) Wipe down chairs, tub table, easel with soapy water
10) Engage with children in room or on playground.

Preschool After Lunch

1) Help children pack up lunches. Everything goes back in lunch box except the placemat and milk cup. (Plastic bags for leftovers are in each room or in the kitchen)
2) Remind children to use the bathroom.
3) Put rest mats out. (Map is inside the rest mat cabinet)
4) Remind children to collect a book before going to their mats. (Varies in rooms)
5) Put dishes in dishwasher, start if necessary
6) Wash paint brushes
7) Empty tub table if necessary

Preschool End-of-Day

1) Put in laundry, change to dryer, fold
2) Put away nap mats
3) Assist with toileting
4) Unload and refill dishwasher
5) Engage with children in classroom activities i.e. reading, puzzles, blocks, etc.
6) Assist teachers in supervising children on playground equipment
7) Help with clean-up at the end of the day

*Responsibilities may vary according to room placement