



# Discovery Parent-Child Preschool

1919 Gunston Way, San Jose, CA 95124  
(408)377-5390 www.discoverypreschool.org

## WORKDAY PREFERENCE SHEET

This form will help determine which day you will work in your child's class. Workdays for the different classes are: **TTH - one day every other week, MWF and MTTH - one day every week, with every 4<sup>th</sup> week "off" or "on call."** Although every effort will be made to give you your first choice, we appreciate your being flexible where possible. In addition to your classroom workdays, over the course of the school year each member is required to participate in one three-hour indoor weekend work party and one three-hour outdoor weekend work party, usually scheduled for Saturday mornings from 9:00 AM to 12:00 PM.

This form also provides a space for you to indicate whether you desire to work as a "paid" substitute in the classroom or for indoor or outdoor weekend work party days. **Scheduling and payment of a paid substitute is the responsibility of the absent parent who requested the substitute.**

Paid **classroom** substitutes list their names as potentially available to work on any class day to fill in for another parent who may be unable to work on that particular day. The paid classroom substitute will be paid the sum of **\$40.00** per class day worked.

Paid **indoor or outdoor weekend work party** substitutes list their names as potentially available to work on any scheduled indoor or outdoor weekend work party days to fill in for another parent who may be unable to attend their scheduled work party day. The paid outdoor weekend work party substitute will be paid the sum of **\$75.00** per weekend work party worked. The paid indoor weekend work party substitute will be paid the sum of **\$75.00** per weekend work party worked.

CHILD'S NAME: \_\_\_\_\_ CLASS: \_\_\_\_\_

CLASSROOM WORKING PARENT'S NAME: \_\_\_\_\_

FIRST WORKDAY CHOICE: \_\_\_\_\_ SECOND WORKDAY CHOICE: \_\_\_\_\_

I HAVE NO WORKDAY PREFERENCE: \_\_\_\_\_

If you need your first choice for a special reason, please state the reason below:

\_\_\_\_\_

If you are in a carpool, please list the other parents in your carpool and the day each is requesting to work:

Name: \_\_\_\_\_ Workday: \_\_\_\_\_

Name: \_\_\_\_\_ Workday: \_\_\_\_\_

### PAID SUBSTITUTE: (Check as applicable)

\_\_\_ I want to be a paid substitute to work in the **classroom** & can fulfill the requirements described above.

\_\_\_ I want to be a paid substitute to work **indoor** weekend work parties & can fulfill the requirements described above.

\_\_\_ I want to be a paid substitute to work **outdoor** weekend work parties & can fulfill the requirements described above.

(for office use only)

DAY ASSIGNED: \_\_\_\_\_