

## Designated Parent Commitment 2021-2022

One Form Per Family \_\_\_\_\_ (family name)

**For Designated Parent Duty, I commit to:**

1. Sign up for the required number of full DP days and alternate day on Sign Up Genius,
2. Fill in the google document on the website with my DP dates, as instructed in the Registration Procedures,
3. Write the DP dates I sign up for on my calendar,
4. Respond to the reminder email from BTM LT within 24 hours from when it was sent to confirm my ability to fulfill my commitment,
5. Arrange my schedule accordingly so that I can thoroughly serve the **full 7 hours** that I am needed at BTM,
6. Read the DP Guidelines, set up and break down procedures right before serving as DP, so I am very familiar with what is expected of me during my time on duty,
7. Use the Sign Up Genius switch function appropriately, leaving adequate time to attempt to swap dates with another parent when necessary,
8. Understand that the use of the alternate parent is **ONLY** for the BTM Leadership Team to utilize for last minute emergencies,
9. Understand that my cell phone will be shared in the reminder email with the LT and the other DP on duty.

**If I fail to follow through with each of the above commitments, I understand that:**

1. Missing my DP date and/or not responding to the BTM LT reminder will require that I, upon each occurrence, remain in the building at BTM, for the next BTM day for the entire time my student is in class and leave once my student's classes are completed. Additionally, I may be called upon to serve another duty day if needed.
2. If I continue to miss my date and/or not respond to the email within the requested time parameters, I will lose the privilege of being able to register as a current family for the following school year, and will have some immediate limitations of using the Student Center during the current school year.

**Parent name (print):** \_\_\_\_\_

**Parent signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent name (print):** \_\_\_\_\_

**Parent signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_