Purpose of a Text
03/19/2012

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Instructions: Read each question carefully and select the correct answer.**

 Read the following passage and answer the questions that follow.

**Happy Tots Day Care and Preschool**

After School Helper Responsibilities:

 The goal of the Happy Tots program is to provide excellent childcare for children ages two to four years old in a friendly, caring, and clean environment.
 The position of After School Helper is important to the work of the Happy Tots program. After School Helpers are sixth to twelfth grade students who work from six to fifteen hours a week assisting the regular Happy Tots staff in the following areas: supervision, play, rest, snack, cleanup, and music. Because of insurance regulations, After School Helpers do not help with checkout.
 Your assistance in the program is important; therefore, being on time is expected. If you are not able to be on time, please call the program director so arrangements can be made to cover your responsibilities.
 Illness is always a concern in a day care environment. If you are sick, please do not come to work. Call the program director, and a substitute will be called to cover your responsibilities.
 Supervision: The playground supervisor will direct you to an activity on the playground. You will usually be asked to supervise a small group of children at a specific activity to ensure their safety and enjoyment. There will be one staff member for every four children on the playground.
 Play: The playroom supervisor will direct you to an activity. You will usually be asked to oversee a small group of children at a specific indoor activity such as art, food exploration, block play, books, or puzzles. This is an opportunity for you to develop a relationship with the children at Happy Tots. Attempt to engage the children and encourage them to enjoy the activity, but if you need help with any of the children, the playroom supervisor is there to assist you.
 Rest, Snack, and Music: The instructors will give you specific responsibilities for rest time, snack time, and music time. During rest time you will usually be asked to help prepare the afternoon snack. During snack time, you will assist the children at the snack table. During music time, you will sit with the children and participate in the music activities.
 Cleanup: Cleanliness is important in a day care setting, so your regular cleanup duties will include wiping the snack tables, sweeping and mopping the hard floors, vacuuming the carpeted floors, and washing the toys.
 We are glad to have you as a part of the Happy Tots team. If you have any questions, please ask any of the Happy Tots staff members.

 **1.** If you have questions about the responsibilities of an After School Helper, to whom should you direct your questions?

 **A.** the instructors

 **B.** the playground supervisor

 **C.** any of the Happy Tots staff

 **D.** the program director

 **2.** What is the purpose of calling the program director if you are going to be late?

 **A.** so you will not get in trouble and lose your job

 **B.** so someone else can be asked to cover your responsibilities

 **C.** so the director can determine if your hours need to be adjusted

 **D.** so your parents know where you are

 **3.** Why are After School Helpers not expected to assist with checkout?

 **A.** Parents do not want the After School Helpers checking the children out.

 **B.** Happy Tots' insurance policy prohibits it.

 **C.** Checkout happens after all of the After School Helpers have gone home.

 **D.** After School Helpers are too busy with their other responsibilities.

 **4.** After School Helpers will not be asked to help in which area?

 **A.** checkout

 **B.** cleanup

 **C.** rest

 **D.** snack