



City of Torrance Community Services Department ✪ RECREATION SERVICES DIVISION
310/618-2930 ✪ www.Recreation.TorranceCA.Gov

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Community Services Director

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September 13, 2015

Dear Parent/Guardian,

Welcome to the Early Childhood Education Program Fall 2015 session. We look forward to getting to know you and your child this session. Our goal is to provide your child with a nurturing environment in which they can grow and develop life-long skills.

Over the years the key to our success has been our wonderful parent volunteers. Parents have helped us accomplish so much more than we ever could have without their support. Parents find that volunteering is an excellent way to observe the growth and development in their child's social and academic skills while participating in the school routine.

We would like to invite you to join the team and become a parent volunteer this session. If you would like to volunteer there are a few things to complete prior to the start of the session. Below are the requirements for all our parent helpers.

Volunteer Application:

Complete the Early Childhood Education Volunteer Form online at <http://www.torranceca.gov/VolunteerProgram.htm> (look for the Early Childhood Classroom Volunteer link).

Fingerprinting:

You will need to go to Human Resources, 3231 Torrance Blvd., and pick up a volunteer fingerprint request form. City policy requires volunteers to be fingerprinted annually.

TB Test:

Provide proof of a negative TB test from your doctor.

If you need additional information please contact me at (310) 781-7517.

Sincerely,

Patti Goldenson,
Recreation Services Supervisor

