

## **GUIDELINES FOR CHAPERONES**

The support and assistance of parent chaperones is necessary to the success of band activities. These selected parents will act as "away-from-home parents" at functions. Chaperones are expected to support the philosophy of the program as stated by the director. Chaperones will ride on the buses and stay with the band during the entire activity. Anyone who volunteers to be a chaperone accepts certain responsibilities and will be expected to carry out assigned duties. Punctuality is necessary. Chaperones are prohibited from consuming alcoholic beverages immediately before or during band activities or trips. Smoking is prohibited on any school campus. The Director will make rules and guidelines with the safety and welfare of the band members in mind.

The first aid kit and medical forms are to be carried by the chaperones at all times. All chaperones should be aware of who has these items in case of an emergency. If an injury occurs please use your best judgment on how to handle the injury, and do not be afraid to ask for assistance.

The director, at her discretion, reserves the right to relieve you of your chaperone duties at any time and ask you to return home at your own expense.

### **What to Expect**

-If you have signed up to help chaperone, the Chairperson typically calls the week prior to the game or event.

- Report to the school, you will be assigned a bus, and given pertinent instructions at that time.

- A reminder -- courteousness and friendliness toward all officials/guests/hosts/band parents is expected whenever you are representing the Band.

- Band members take care of most routine items themselves, chaperones will be asked to help with uniform problems, handing out/collecting hat plumes, taping sleeves, set up Band signs in the stadium, rope off designated Band area, sit with the Band to help insure the safety of our students and assist otherwise as needed.

- You **MUST** remain with the group. **DO NOT** wander off or leave the group without checking with the head Chaperone.

## **Duties & Responsibilities**

- Report on time. Bus and duty assignments will be made at this time.
- There will normally be two to four chaperones on each bus.
- Stop all conversation during roll call. A student officer will check roll.
- While the band is out of the stands (performing or break during third quarter) chaperones will stay to watch the seating area.
- There will be no food, drink, or gum in the band seating area except coolers of ice water.
- Individual permission for a student to leave the seating area may only be granted by the Director.
- The band will not leave the seating area until instructed to do so by the Director. Restrooms can be used during third quarter when the band is dismissed for break.
- After the band has left the seating area at the end of the game, check to be sure that all trash is picked up and put in garbage bags, and that no items have been left behind.
- When the students have left the buses at the conclusion of a trip, check to be sure that the bus is neat and clean, that all windows are up, and that no belongings have been left behind.
- If you have a problem with any student failing to follow directions or showing disrespect, see the Director immediately. The role of a chaperone is to guide and assist. The Band Director will handle all discipline problems.
- If a student becomes ill enough (in the opinion of a chaperone) to warrant calling his/her parents, the Band Director will be informed of the situation and will be responsible for contacting and discussing the problem with the parents. If there is such a problem, see the Director!
- Please be reminded that your children who are not band members are not to be brought with you when you chaperone. If you have any questions concerning chaperoning, or to volunteer to chaperone, please contact the Chaperone Chair.