

EXPECTATIONS FOR CHAPERONES

Please carefully read over the following expectations for chaperones. We absolutely need our students to be safe, guarded, well-mannered, respectful, responsible and **always** in sight of the eyes of an adult. If you feel this is within the scope of what you can do, please assist us in some other way.

- Supervise the group of assigned students at all times -keep them in sight and in close proximity. Be constantly aware of what's happening in the group and who is around the group. Be sure you know which students are in your safekeeping and in your car.
- Listen to and carry out the teacher's instructions regarding the plan for the time spent on the field trip -activity schedules, meeting places, departure times, etc.
- Check in with the teacher before making any changes in the original plan.

- Be aware of the children's needs -do not let the children go to the restrooms without adult supervision. Be sure you have arranged for supervision of the remaining students.
- Siblings, cousins, friends, etc. are not allowed to go on the field trip. Insurance does not cover them and it takes supervisory time away from our students.
- Chaperones must bring their children directly back to school. No side trips are allowed. Please do not leave the school grounds if you are the first and only adult present. After returning to school, please "check" out your child with the teacher and sign him / her out at the office before leaving the campus.
- Check in with the teacher if there is a problem, concern, question or injury. Emergency bags should be carried by the teacher / instructional assistant.

- Arrive promptly. Most field trips are scheduled down to the minute and they may have to leave without you.
- No cell phone use for business or personal reasons, unless there is an emergency.
- Be willing to drive any student to the field trip site.
- Be attentive to transporting students safely.
- Model appropriate behavior for the students.
- Adhere to any and all school policies.

Parent Signature _____ Date _____