

Field Trips/Chaperones During the course of the school year, parents may be called upon to chaperone class field trips. All adults volunteering to assist with this responsibility should strictly follow the chaperone guidelines below:

1. You are responsible for the children in your group. It is important that you assume responsibility. Do not wait for teachers to correct the students. Assume appropriate parental regulatory methods.
2. Control student behaviors from the time they leave school until they return, appropriate behavior is required on the bus to and from the field trip site. Assist in keeping the students seated on the bus.
3. Always stay together, especially in restrooms. Waiting outside the door when necessary.
4. Support the goals and decisions of the teachers. If students have been assigned a task, assist them toward its successful completion. When a student misbehaves, encourage the student to understand the dilemma and correct the behavior.
5. Notify the teacher of any one in the group who constantly misbehaves, who is injured, or too ill to remain with your group.
6. Watch the time so that you may return to your group on time for departure.
7. Do not smoke, drink alcoholic beverages, or use profanity while on the field trip. Cell phones should not be used during a field trip except in the case of an emergency.
8. Only students in the class for which the field trip is planned can participate in the field trip. Other children, including preschoolers, are not permitted to go on these trips.
9. Parents/Guardians are invited to be chaperones--not cousins, brothers, or other relatives. Requests for an exception should be made directly to the principal with the reasons for such a request.
10. A criminal background check must be completed before any adult can chaperone a school function.

By signing this written communication you are hereby state that you adhere to and understand all the guidelines and expectations outlined.

Date _____ Parent/Guardian Signature _____