

# EUFULA HIGH SCHOOL MIGHTY TIGER BAND

## CHAPERONE GUIDELINES

2017-2018

**PURPOSE:** The sole purpose for chaperone service on any EHS Band trip shall be to aid the director in preserving the well being of each student while maintaining and enforcing policies, instructions and guidelines as set forth by the director. You will function in an official capacity as representatives of the Eufaula High School Band and should conduct yourself accordingly.

**QUALIFICATIONS:** Each chaperone shall be an adult who is actively involved in the Band Booster Organization and attends Band Booster meetings. Meetings are mandatory for chaperones unless otherwise specified. Chaperones must be twenty-five years of age or older. Preferable, a chaperone shall be one who is either a parent of a child in the band.

### DUTIES:

- All chaperones shall wear the chaperone badge during the entire band trip.
- Silence all students when roll is being taken or announcements are being made.
- Silence all students when crossing railroad tracks.
- Keep students seated on the bus at all times.
- Occasionally, check with the bus driver to see if students are too noisy.
- Radios are allowed only if students are using headphones to listen to them.
- Station themselves in the front, middle, and back of the bus to police.
- Sit as a group during the football games next to the band and aid the director in water, restroom breaks, halftime, first aid, etc. They will have assigned duties during each game.
- Those that don't follow through with the duties specified will not be eligible to participate as a chaperone for future events.
- **ABSOLUTELY:** no alcoholic beverages are allowed by chaperones or students on any EHS Band trips. Student violators should be immediately sent to the director. Chaperone violators will not be allowed to participate in future trips.
- **ABSOLUTELY** no smoking on the buses. Any students caught are subject to disciplinary action and should be sent to immediately to the director.
- Always follow the director's instructions when stopping for fuel, restrooms, or food. Never rely on "somebody said..."
- Please stay with the band at all times and be ready to assist in any way possible.
- Encourage all students to visit the restroom prior to leaving school or road trips and just prior to beginning the return trip home.
- If you have a problem with a student, do not address the problem in front of the band. Take the student aside. Do not single out any one student out. Good or bad.
- Your responsibility as a chaperone will keep you up late and at times get you up early. Remember, these are high school students... let them have fun but within the context of our rules. It's about them, not you. Always keep a positive attitude.

Thank you!

Below you will find a job duty list for all chaperones that ride the bus. If there are four chaperones on one bus, then 1 or 2 will have to get off the bus first. The others must be the last ones off. This includes when the bus arrives back at EHS.

Please check behind the kids to make sure nothing is left on the bus, especially uniforms and instruments. Sometimes they may leave stuff by accident, especially if they have been asleep. Kindly remind them to pick up all trash and put all windows up. You must sign off on the sign-in/out sheet when you get back to the school. Must be turned in to the chaperone chair(s).

CHAPERONE 1:

1. Front of the bus
2. First chaperone off the bus to monitor kids as they get off the bus
3. Restroom duty at any time
4. Stand duty during halftime.

CHAPERONE 2:

1. Middle of the bus
2. First chaperone off the bus to monitor kids as they get off the bus
3. Halftime field duty
4. Last chaperone to leave stands to load the bus

CHAPERONE 3:

1. Back of the bus
2. Last person off the bus
3. Stand duty during half time
4. 3<sup>rd</sup> quarter break... concessions

CHAPERONE 4:

1. Back of the bus
2. Last person off the bus
3. Halftime field duty
4. Last chaperone to leave the stands to load the bus

Thank you for your cooperation.