

GUIDELINES FOR FIELD TRIP CHAPERONES

1. Chaperones will be chosen on a rotating basis, giving everyone the opportunity to attend a field trip during the year.
2. Each chaperone will be responsible for a particular group of children, not just their own child.
3. The chaperone must remain with this group at all times, including taking students to restrooms.
4. All chaperones must follow the agenda given to them by the teacher.
5. Chaperones must ride the school bus with their group. Parents **cannot** take their cars and join the group at the field trip location.
6. Chaperones must report any behavior problems to the teacher immediately. Chaperones are not to touch students at any time.
7. Only parents, grandparents, or legal guardians may serve as chaperones. **No other adults or children are allowed on field trips.**
8. **Chaperones are not allowed to purchase anything for themselves or the students in their group.**
9. Chaperones must be at school at least 15 minutes before the time the buses are scheduled to leave. If late and you miss the bus, refunds cannot be given.
10. All chaperones must pay the cost of the trip as indicated on the field trip permission slip form.
11. Chaperones must dress appropriately. Administrators can refuse a chaperone's participation if their attire is inappropriate.
12. **Chaperones must not smoke, drink alcoholic beverages, or talk on cell phones while on a field trip. Cell phones should be turned off and used only in an emergency.**
13. A doctor's note is required for all expectant mothers and for adults with any medical condition who wish to chaperone.
14. Everyone who plans to serve as a chaperone must sign that he/she understands and will follow these guidelines.

If you wish to serve as a chaperone for your child's class during the 2013-2014 school year, you must sign below and **return the bottom section to you child's teacher by Friday, 8/23/13**

(Please submit to homeroom teacher)

I have read the chaperone guidelines and agree to abide by them. Please put my name on the list to serve as a chaperone.

Student's Name _____

Parent's Signature _____

Date _____