

So you wanna be a chaperone...

In a perfect world, the chaperones will stay with the students at all times - ESPECIALLY when they are on the field/floor (loading, unloading, eating, etc.). Here are some guidelines to make chaperoning go smoothly.

1. Only assigned students are allowed to ride the bus. The staff has permission forms that need to be completed PRIOR to departure for any non-performing student.
2. Chaperones must stay with the students as much as possible.
3. A chaperone's responsibilities are to make sure the students are on the bus and are acting appropriately. Always introduce yourself to the bus driver. Ask the bus driver about important details and rules that need to be communicated with students. Introduce the bus driver and clearly relay any information.
4. Take attendance before the bus departs any location.
5. There should be an attendance list and medical/emergency forms on hand at all times.
6. Acute medical information will be relayed to the chaperone. Medication will need to consistently be in the chaperone's possession.
7. No student may leave with a parent without a written note and a signature. Chaperones must also physically see the student with the adult that they leave with.
8. When leaving a site to return to NPHS, please post on the Color Guard Facebook group that the bus has departed and is en route to the school. If you do not have a Facebook, please let the director know when the bus has departed so a post can be made on your behalf.
9. About 10 min prior to the arrival at NPHS, remind students to actively call home to ensure quick pick up. Nothing is worse than waiting in a dark school parking lot waiting for a student's parent to pick them up.
10. Upon return, the chaperone will ensure that students check the bus to make sure it is clean and nothing is left behind.

Additional thoughts to keep in mind when chaperoning:

- This program is designed for students.
- Their performance needs to be paramount. It's about *their* experience .
- Be patient, flexible, and helpful.
- Make sure that everyone understands all instructions.
- Communicate: Get to know all student's names. Listen to their concerns. Hear what they say.
- Report any rule violations to the head chaperone.
- In an emergency, report to Kelly Piacenti (color guard director), but do not create problems.
- Be courteous and helpful. Correct if necessary, but don't antagonize.
- You cannot grant a favor or a slide in the rules unless you can do it for everyone.
- Again, be patient. Don't let go of the fun of it all. This can be a great experience!

Color Guard Staff Rules & Guidelines

1. NO public displays of affection whatsoever.
2. NO bad mouthing anyone at all!. If you don't have something nice to say, then don't say anything at all.
3. Allow space and time for instructors to work with the members. Sometimes we just need private time with our kids.
4. Don't hesitate to ask questions. Never assume anything.
5. Think about what a staff member would want you to do when making a decision.

It is important that chaperones STAY with the students at all times. The times immediately before, during, and immediately after a performance are critical. And the time that chaperones are needed the most.

It is a good idea that all chaperones exchange phone numbers to be able to stay in contact with each other throughout the day.

Staff Contact Information:

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