

Chaperone Guidelines

Prattville High School Marching Band

2011/12 School Year

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The support and assistance of parent chaperones is necessary to the success of the band's various activities. While the most important thing we do is making sure that our kids are safe ... there are other responsibilities that must be done for the game/event to be a total success.

GENERAL EXPECTATIONS:

- Everyone who chaperones is expected to work concessions for at least 2 home games during the football season. This is applicable to those who also just want to chaperone any of our concert band events. *(Exceptions to this are those who have regular gameday/event assignments ... i.e. nurse, equipment crew, photographer, etc.)*
- Your conduct at the game/event is of the utmost importance. Chaperones are not to yell at refs, other bands, other teams, other teams' fans, judges, etc. Remember, you are role model to our kids.

BEFORE EACH EVENT:

- Arrive in the band room one half hour (30 minutes) before 'call time'
- Pick up forms from Chaperone Chair person, who should be located near the band director's office
- Receive any special instructions
- Offer help where needed – but let students handle any special loading or unloading

WHO IS IN CHARGE:

- Ultimately, decisions for the band will be made by the director and/or the assistant director.
- Discipline is handled by the band director and/or the assistant band director
- Each bus will have someone designated to be 'head chaperone' ... this person needs to sit in the front of the bus. He/she, along with the bus driver, is in charge while on the bus.
- If you have a problem with a student or situation, take the issue to your head chaperone. If it cannot be resolved, the head chaperone will take it to the band director.

MAINTAINING THE 'COUNT':

- The count is key for off-campus games/events
- Count and check names when ...
 - First boarding the bus (do not wait for them to get on the bus, check the roll as they get on)
 - When loading at the end of the game/event
 - Whenever the bus has been unloaded (i.e. stop for a meal, rest stop, etc.)
- We do not move until we account for everyone
- Once students are on the bus, do not allow them back off the bus without the director's approval

BUS SAFETY RULES:

- Students need to remain seated while the bus is moving
- No standing or sitting on the seat backs
- Nothing should be outside the bus windows at any time
- Only one person per seat (charter bus seats) ... two per bench seat (school bus seats)

BUS GUIDELINES:

- Remember ... the Bus Driver is in charge of the bus
- We try to have 4 chaperones on each bus – spread out – don't everyone sit in the front
- No shouting or screaming on the bus – this can distract the driver
- No PDA – “Public Displays of Affection” – yes, they can sit together, but if you feel it's inappropriate, do not hesitate to talk to them or separate them

ARRIVING AT THE GAME/EVENT:

- Do not dismiss your bus until directed by the band director and/or assistant director
- Generally the unloading crew/percussion/runners exit first
- As band members get off the bus, make sure they have everything they are supposed to have (i.e. full uniform {note gloves and hats}, instrument {if carried on the bus}, etc.)
- Once everyone is off the bus, walk through the bus and check for anything that may have been forgotten

STUDENTS BEING PICKED UP AFTER THE GAME/EVENT:

- Students must turn in notes 24 hours prior to the game/event if they are going to be picked up at the game/event site
- After the game/event is over, the head chaperone needs to be at the door of the bus the check off students being picked up
- Parents/Guardians/or those designated to pick up the student must check the band member out in person. Never let the band member just walk off alone
- If there is no note, the student must ride home on the bus

AT THE GAME/EVENT:

- Walk with the band as they move from the buses to the stadium. This helps provide security, control, and also helps you get in the game/event venue
- Escort band members *of the same sex* to the bathrooms when asked. In the event a band member of the opposite sex ask you to escort them to the bathroom, find a chaperone of the same sex to go with you
- Control traffic when the band is arching to/from the stadium and to/from the field. Because our band is so large, some people will get impatient and try to cut through the line. In a nice way, ask people to wait until the band passes
- First priority for seating in the band section goes to band members. Yes, there will be times when alumni of the band will come over to visit – that's okay – but it's not a section where friends/family of band members can join them for the entire game
- Sit along the edge of the band when in the stands
- When the band is on the field performing, stay in the band seating area. This will prevent items from disappearing
- Band members are not allowed to leave the band area to visit with parents, friends, etc. unless allowed by the band director
- Your conduct at the game is of the utmost importance. Chaperones are not to yell at refs, other bands, other teams, other teams' fans, judges, etc. Remember, you are role model to our kids.

NOTE: At home games, the band director may invite the visiting team's band director, staff, and chaperones to come to our side of the field and sit in our band's seating area in order to better watch their band's performance. This is a courtesy often extended by the home team's band director; so, if you see someone you do not recognize, don't hesitate to ask if they are with the visiting team's band

RETURNING FROM THE GAME/EVENT:

- Have band members clean up their own trash (this helps the bus driver get home sooner)
- Check for items left on bus – turn them in at the band director’s office
- Head Chaperones – Remember to return your Chaperone bags to the band room

GENERAL GUIDELINES:

- Never allow a band member to leave the group unescorted
- Stay engaged, practice “defensive chaperone” (*expect the unexpected*)
- Do not allow, encourage, or ignore exceptions to the rules
- Do not consume alcohol while you are serving as a chaperone
- Do not use tobacco products in front of band members
- Treat your own child the same way you treat the other band members
- Allow other chaperones to supervise your child

DRESS CODE:

- Chaperone shirt – can be ordered at Chaperone Orientation
- Khaki pants or khaki shorts
- Absolutely no jeans