



# Chaperone Guidelines

## Oakmont-Overlook Music Parents Association (OOMPA)

Chaperoning is a big job, but it is also abundantly rewarding. When you are a good chaperone, you will form lifelong bonds with the students and the other adults involved. You will help to shape the lives of these students and share in some of their most memorable and positive experiences. Working together we can create a special “family experience” for all involved. It is not the job of the chaperones to discipline; your role is supervision. Chaperones may remind the students of the appropriate behavior guidelines, then advise the head chaperones who will report to the staff or Mr. DeMoura. The staff, Mr. DeMoura, and/or the school administration will administer the appropriate discipline for the situation.

### **When do we need chaperones?**

- Band Camp- day and overnight opportunities
- Performances- football games, competitions, parades, etc
- Tues/Thursday 2:15-5:00 after school supervision
- Friday's before football games 2:15-5:00 after school supervision

### **What do I need to qualify as a chaperone?** *All forms/details are on the website.*

- CORI form with photocopy of license/photo ID
- Fingerprint on file with AWRSD
- Overnight chaperones also need a SORI & health form with proof of MMR vaccine

### **What are the duties of a chaperone?**

There are a variety of tasks depending on when you sign up to chaperone, but our main goal is to be sure the students are safe, and following all expectations of the program. It is mainly a supervision role and you will also be responsible for carrying a small first aid bag and water at most venues. Chaperones follow the same rules as volunteering at any school event- no smoking/vaping or alcohol, appropriate body/verbal language, and application of acceptable parental skills to arising situations. Any questions that arise should go first to veteran chaperones or the chaperone coordinator, then to Mr. DeMoura, if necessary.

#### **BAND CAMP (daytime)**

- Duties include walking around the camp to the various sections of students and keep an eye for students that may need reminders to hydrate, reapply sunscreen, make healthy food choices or other general parental reminders.
- Students asking for medications should be referred to the on duty medical staff, if students are injured or sick you will check in on them as directed by the nurse or staff.
- Most of the time students are under the direction of staff members and need very little from parental chaperones, we are mainly there for backup, positive encouragement and/or extra supervision during breaks.

#### **BAND CAMP (overnight)**

- There will be up to 8 students on each side of the cabin with chaperones in the middle- it's a separate room to sleep within the student cabins. Adults will not sleep in the student sections (\*unless there is a unique situation and the need has been approved by the nurse or Mr. DeMoura). Each cabin has a restroom.
- Overnight chaperones are responsible for making sure students adhere to 'lights out' and act appropriately in the cabins. Chaperones can remind students to get plenty of rest (they need it), eat/drink healthy snacks at night (help prevent stomach aches if students brought junk), and might offer comfort in the way of encouraging words to students who feel homesick.
- Chaperones can also help with typical parental reminders such as waking up on time for stretching, keeping the cabins clean, reviewing the expectations of sharing space, or reminding students to keep track of their belongings as needed.

- Any suspicious or inappropriate activity should be reported to the chaperone coordinator for evaluation.

### PERFORMANCES

- Every time the band travels there is a need for chaperones in addition to the uniform and pit crew parents. Chaperones **arrive at least an hour before** the scheduled loading time to fill water bottles and check first aid supplies.
- At the **performance venue**- chaperones follow the band and split up for warm-ups making sure all sections have access to water without interrupting the rehearsals of each group.
  - There may be a need to bring a group to the restroom.
  - Chaperones follow the band until they take the field for competition, at this time chaperones can stay in the front or go into the stands to watch the show.
  - As soon as the band finishes performing, chaperones follow the students offering water when they break from formation. After students put away equipment and uniforms they are allowed to travel with a buddy to the food stands and to watch other bands. **They may NOT stay on the bus.**
  - Students are not supposed to take the main bleacher seats (paid seating) and will usually watch other bands from the visitor stands or side of the field. Chaperones are responsible for walking around to be sure no student is alone, and that they are acting in a respectful manner.

### BUSSES

- When loading/unloading there should be a chaperone on the bus (*students should never be alone on the bus*).
- Chaperones should take an occasional walk down the aisle to be sure student activity is appropriate, reminding students as needed about appropriate behaviors (staying seated and safe) and may even pass around a trash bag if needed depending on the trip.
- When we return home, chaperones remind students to double check they have collected all belongings and trash from the bus- it is the student's responsibility to "leave it better than when we arrived," but they sometimes need a friendly reminder after a long day.
- \*Pro-Tip; ask for two student volunteers to stay on the bus when we return to the school to make sure the bus is clean (one of the chaperones stays with them).

### AFTER SCHOOL

- Some students prefer to go directly to the band room after school on rehearsal days. This chaperoning opportunity is mainly a supervision role- making sure students stay in the music portion of Oakmont. They use the classroom for homework time and it must be kept silent with the exception of occasional tutoring as needed.
- Students may also practice or socialize in the band room or attend sectionals with student leadership.

### FAQ/Tips

- When chaperoning you cannot supervise other children, your main job is to supervise and be available for band member/staff needs.
- Bring layers and snacks to performances- these are usually long shifts!
- When in doubt ask a fellow chaperone for help.
- Students go home with the group on the bus- there are occasional exceptions, but approval must be granted from Mr. DeMoura, chaperones cannot give permission for dismissal.
- Chaperones supervise from the side- we do not disrupt staff/rehearsals or distract students.
- Pay attention to staff instructions so you can best help students follow expectations.
- We are assisting the program and must always represent our best self.
- When you have a question, ask! Some parents have been around a long time and forget that rookie parents need guidance, it's a friendly and helpful bunch so don't be afraid to seek answers.