

# FMHS Greenwave Band Boosters Chaperone Guidelines

## Chaperone Responsibilities:

- Arrive at the Band Room at the time Mr. Wilkerson deems appropriate for the event.
- Sign in with the Head Chaperone and receive your chaperone pin.
- Make sure the Nurse on Duty has the First Aid kit and medical forms.
- Make sure rain ponchos goes to the stands for Home Games and on the bus for Away Games and Competitions
- Go and fill the coolers with water and ice with the wagon. For Home Games wheel wagon to Stadium. For Away Games and Competitions make sure the wagon and coolers go in the Trailer.
- The Head Chaperone will make sure they have trash bags and bottle water for Away games. Home games the students bring their own water jugs to be filled during the game. For competitions the Head Chaperone will make sure we have cups for the students to fill.
- The Chaperones will help load and unload the Trailer as directed by the Road Crew Chairperson.
- The Head Chaperone will report to Mr. Wilkerson and ask him if any students are leaving early and the time of breaks from performing.
- For Away games and Competitions the Head Chaperone will hold a meeting to assign buses and go over the schedule per Mr. Wilkerson.
- There has to be 1 Chaperone per 10 students according to Lee County School District policy. There will be no more than 30 student per bus with no less than 2 Chaperones assigned to a bus.
- **If there is a medical instance at the game or event, the Head Chaperone must notify Mr. Wilkerson or Ms. Cassie and The Nurse on Duty will take it from there. The rest of the chaperones along with the Head Chaperone will remain with the other students.**

## Games:

- Follow the Band into the stadium, carrying equipment, plumes, pulling the water wagon, etc. The Chaperones will then go into the stands to make sure the band has a place to sit.
- **SIT WITH THE BAND** and equipment spaced up and down on the bleachers and make sure some are seated on both sides of the band.
- For Home Games the Dancers bring out the band's water coolers.
- For Away Games make sure you pass out the water bottles after 15 minutes of getting to the stands.
- During the game fill water jugs or bottles as the students request the water.
- Students are to remain in the stands for the entire game, unless Mr. Wilkerson states they are permitted to have a break during the game.
- Students who lose their break privileges specified by Mr. Wilkerson, are to be separated from each other. With the loss students are only permitted water and no visitors.
- Chaperones are to sit surrounding the bleachers at this time, not to lose seating for the band while on break and a careful eye on their instruments.

- Students who need a bathroom break must be accompanied by a Chaperone. No one than 4 students per Chaperone.
- Students are permitted to eat in Uniforms and not in the stands if at all possible. While in uniforms students are **NOT ALLOWED TO EAT COTTON CANDY AND SLUSHES.**
- Chaperones are **NOT** responsible for personal belongings. Students should carry their own instruments, dance bags and flags. They must also hold their own money.
- First Aid Kit will be brought out with the Nurse on Duty.
- We are not permitted to pass out any Tylenol, Ibuprofen and any other medication.
- After the game please collect trash and make sure the bleachers are cleaned.
- Make sure no student has left anything behind and help with either bring equipment back to the band room or loading the Trailer.
- Most Important thing is to have fun and enjoy yourself.

### **Competitions/Parades/ Festivals:**

- The same basic responsibilities as a game apply.
- The Head Chaperone will get the schedule and all the necessary papers from Mr. Wilkerson. If there is a break students may go to the Concession Stand or area for food if the band has preordered. At this time Chaperones must be scattered around to watch the students.
- Personal belongings may be left on the bus unless Mr. Wilkerson states otherwise. Make sure all students have their own money and everything they need to perform.
- There is an assigned warm-up area and time for each band. The Chaperones need to stay with the band as they practice.
- Water will be provided for the band either by the event host or by the Band itself.
- Chaperones need to help dispense and make sure the area is cleaned up.
- Chaperones must make sure the band is drinking water to prevent dehydration.
- The Band is to stay together at all times.
- Chaperone student to the bathroom again no more than 4 students per chaperone.
- After their performance, students help load the Trailer and return to the stadium and sit together in a designed area to wait for scores, trophy's or simply leave.
- Uniforms need to stay on, appropriately worn, unless directed by Mr. Wilkerson.
- Make sure the students return to the buses safely.

### **Buses:**

- At the beginning of the school year students pick their buses.
- The student will remain on their assigned bus.
- Mr. Wilkerson will make up the bus list and bus numbers to be placed on the windshield of the bus upon arriving at the event.

- The Head Chaperone will go in his office to get the clipboards with the bus list and numbers. This person will then assign Chaperones to each bus. One Chaperone will be the head for each bus. The Head Chaperone will be on Bus 1 along with the Nurse on Duty.
- Chaperones will then take attendance upon leaving the school. You will notify the Head Chaperone when your bus has all students and please mark the absent. This attendance is how Mr. Wilkerson does his grading.
- Once all clear The Head Chaperone might make a statement on each bus and notify Mr. Wilkerson we are ready to go.
- Students will remain on the buses until they are directed by the Chaperones. The Head Chaperone will give the all clear to get off and where to go to the assigned bus Chaperones.
- Chaperones will sit in front or if need in the back. One must be able to hear the bus driver's instructions.
- Keep noise level down, not to distract the driver and the allow them to have fun.
- Going over Railroad Tracks please put your hand up and the students will remain quiet.
- Students must remain in their seats.
- No food or drinks are allowed on the bus except water.
- No lying on laps, sitting on laps, making out, or anything else along that lines you feel as a chaperone is inappropriate behavior.
- When on long trips, we normally stop for food. We remain with the students and make sure they are behaving appropriately. Remind them that they represent Fort Myers HIGH SCHOOL.
- Upon leaving the event the chaperones will escort the students back to the buses and take attendance again. Notify the Head Chaperone if we are missing anyone. The Head Chaperone will inform you before we go to the event who will not be going back to the school with us.
- Those students leaving early must have their parents sign them out.
- Arriving back to the school one Chaperone checks the bus and signs the driver's papers.
- Some Chaperones will then help unload the trailer and some will go in the band room to help move along the students so everyone can go home.
- Hand in your clipboard with attendance and chaperone pins to the Head Chaperone.

### **Duties of the Head Chaperone:**

- You have a meeting with all Chaperones before the game or event.
- Make sure all water coolers and wagons are back in the band room.
- All papers and chaperone pins are back in Mr. Wilkerson's office.
- Nurse on Duty put the First Aid Kit and Medical book back.
- All Students have rides home.
- Before leaving make sure if there is a medical issue the proper medical papers are filled out by the Nurse on Duty. This **MUST BE DONE** before the Nurse on Duty leaves.
- Tell Mr. Wilkerson if there were a problem and ask him if he needs anything else done before you leave.

## **Respect and Discipline are to be shown at all times:**

- Discipline problems are to be taken to Mr. Wilkerson or the Head Chaperone when it happens, not hours later. If the student is endangering him/herself or another, Mr. Wilkerson should be notified immediately by any chaperone.
- Do not tolerate any disrespect, and be strong with the students. If a student shows any disrespect and not following direct orders their parents will be called.
- The safety of the students is our primary concern, and we cannot insure that if a student is not following the rules.
- Be a “friend” to the students, but be strict and appropriate. Another parent can sometimes be a person the students can talk to as a friend, and trips are great for that.

Thank you for volunteering to be a chaperone. Your participation is greatly appreciated. It is the help and support from the parents that will achieve a successful year of keeping our students safe and happy. Although this is a huge responsibility, you will find it to be rewarding experience. Spending time with the students and parents, getting to know each one individually and as a group, can be an awesome and memorable time in your life.

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