

SBRHS DISNEY 2018 CHAPERONES' RESPONSIBILITIES

Thank you for volunteering to chaperone our trip to Disney World – Orlando, FL! You are providing a valuable service to our school community. Your supervision and participation are critical to the health and safety of our students. Listed below are some of your primary responsibilities as a trip chaperone

- 1.) As harsh as this sounds, we are not on a vacation. This is a performance trip. There are countless loved ones at home that are counting on us to provide this wonderful opportunity for their child to experience and that we also return them home safe and sound. We are all going to have a ton of fun, but it is imperative that all chaperones on the trip understand that we must chaperone the students at all times. Though GREAT STRIDES WERE MADE TO PLACE ALL STUDENTS IN GROUPS WITH WHOM THEY MAY WANT TO SPEND THEIR DOWN TIME WITH, some students may want to trade groups. The opportunity will be afforded ONCE A DAY, each morning when we meet as a group. If both Chaperones agree to a trade, they must submit the change to Mr. Marshall via a private BAND App Chat message before departing from the main group. The students will be held to that decision for the rest of the day. Then on the next day, we return to the official groups and the once-a-day request opportunity will be made again each morning.
- 2.) Checking for the attendance of your chaperone group students at all times that the group is departing from one location to the next, except when the students are with the instructional staff for a performance or a workshop.
- 3.) Check the BAND App daily for updates and keep your BAND App notifications ON to get up-to-date information that you and the students need. Attend all meetings held by the staff for daily updates and planning.
- 4.) Students are not allowed to wander alone or unaccompanied by a chaperone throughout the park. You do not have to go on the rides with the students, but must remain near the entrance to a ride until each student has finished so the group can stay together. You may have to poll your group regarding decisions of where and when to go to attractions throughout the trip. Remember, you are the adult and have the final say. Keeping your group together and safe are the primary objectives.
- 5.) Helping with the director / instructors - room checks at night and upon check-in (*please ensure that the room is in the correct condition before students occupy the rooms*), getting students to settle down for lights out, supervising after lights out to make sure that no one leaves their room, collecting keys at check-out, checking to make sure that students are up in the morning, reminding kids what they need for the next day, supervising at the pool, handing out Park Hopper Passes and Meal Tickets to your group, etc. When we are at the hotel, chaperones will need to be in different areas to supervise the rooms, etc. which we can all coordinate together.
- 6.) Mr. Marshall, Mrs. Valiente, Mrs. Machado, Mrs. Carneiro, and Mrs. Marshall will be handling all medical issues on the trip and will hold onto the medical forms and all student medications. Please check with them before the trip to see if any of the students you are chaperoning have any medical concerns and to exchange your cell phone numbers with them. Also, if any of your students need medical attention, contact Mrs. Marshall at (401) 297-9957 and/or Mr. Marshall (401) 952-5574 immediately or send a BAND APP PRIVATE CHAT MESSAGE!
- 7.) Though the BAND App will be our primary form of communication on the trip, it is a good practice to collect the cell phone numbers from students that you are chaperoning so that you have a line of communication with them in case you are separated from them at any point during the trip and be sure to give them yours as well.

In General

- Understand that when dealing with a large group, I need to make decisions for the good of the group. You may not always agree with my decisions, but please try to understand, enforce and abide by them. – Mr. Marshall
- When dealing with the students, be firm but fair - don't overreact!!!
- If any major problems arise, they should be brought to the attention of one the directors/instructors.

Medical

Please fill-out the trip medical form for yourselves and hand it in to one of the nurses or Mr. Marshall as soon as you can. You do not need to fill out everything; we just want to make sure that if you have any conditions or allergies that we are aware of them just in case. Thank you for understanding!