**CLASS OF 2017 CLASS TRIP PARENT CHAPERONE GUIDELINES**

Parent chaperones provide faculty sponsored field trips with important additional adult presence, increasing the safety and enjoyment of all the students participating in the trip. Although we want everyone to enjoy the experience, it must be understood that the well-being and happiness of the children remain our first priority. Parental understanding and acceptance of certain basic expectations will be key to a successful field trip.

1. Parents will be selected as chaperones on a first come, first served basis, depending on the number of children going on the trip. It is essential for the well-being and safety of the children that chaperones clearly understand what is expected of them and that they comply with school administration requests through the excursion. Only one chaperone per family allowed.
2. Chaperones need to be free to focus on their supervision of the students participating in the trip. Chaperones must be willing and physically able to perform all activities on the trip. The safety of our children requires concentration of all school administration and chaperones.
3. Chaperones serve as role models of appropriate behavior, and they are expected to intervene promptly if students need to behave more appropriately. Chaperones must refrain from drinking alcoholic beverages at all times while on this trip.
4. Chaperones are expected to remain with the whole group at all times. If a chaperone has been assigned a small group of students, the chaperone is to remain with the assigned group throughout the trip. Frequent head counting, to ensure that all students in the group are present, is essential. An exception is when a chaperone might miss part of a performance or other event while escorting a student to the restroom.
5. Conscientious supervision is the top priority.
6. Transportation for this trip is via tour bus. There are sufficient seats, thus chaperones will be expected to ride on the bus with the students at all times to provide additional adult presence to and from the destination.
7. Chaperones should try to have the dollar equivalent of $200 per month “paid” toward their trip starting in June of 2016 and continuing through January of 2017. This can be accomplished by making payments of $200 per month, working a minimum of 20 hours per month toward the trip (this will be in addition to hours worked for your child’s trip) or any combination thereof. This will ensure your trip will/should be mostly paid for by the February payment deadline.
8. Any questions or concerns should be brought to the Trip Chairs right away.

I have read and understand the above guidelines for chaperones for the MCS Class of 2017 class trip. I will comply with these guidelines and would like to volunteer as a chaperone for the Class of 2017 class trip.

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Name (print) Date

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Student’s Name