

TRIP CHAPERONE POLICIES & AGREEMENT

All WHS Choir trip chaperones (aka Tour Moms and Tour Dads) shall...

...exercise a duty of care and supervision of all students throughout the duration of the trip, with a primary responsibility as “Tour Mom or Tour Dad” to a specific group of students assigned at the initial orientation meeting by the Director, Head Chaperone, or Booster President.

...will travel with the group at all times, unless specified by the Director, Head Chaperone, or Booster President.

... share and/or split shifts for any duties as designated by a schedule set by, or as deemed necessary by the Head Chaperone or Booster President.

...report to the Director, Head Chaperone, or Booster President prior to leaving the immediate area or group.

... immediately report any infraction of school or district policies as stated in the student handbook to the Director.

...hold all medications for students. The Conejo Valley Unified School District policy on dispensing medication will be enforced.

...not consume alcohol during the trip at any time.

...not smoke in the presence of students and will be expected to use appropriate discretion at all other times.

...keep a room list of students with them at all times, and be familiar with emergency procedures and building exits.

...follow any specific instructions given by the Director, Head Chaperone, or Booster President for safety reasons.

...head chaperone or appointed tour mom or dad to remain with students upon our return from any trip.

...wake-up and bed check must be done in person, no checking by phone ☺ .

By typing your name in the box below, you acknowledge having read this document and agree to adhere to all policies listed above.

Amy Rolniak
Director
Westlake Choir