

## Eastlake North Ranger Marching Band Chaperone Guidelines

Let us first begin by expressing our gratitude and appreciation for the awesome responsibility you have volunteered to take on. Without the generous gift of your time, this trip would be impossible. Please understand that it is the chaperones that will have a direct impact upon the success or failure of the 2016-2017 Marching Band season. The execution of your duties described within, rapport with the students, and positive attitude are CRUCIAL to everyone having a safe, enjoyable, and memorable experience.

### General Chaperone Guidelines A comment on credibility

The students in this band are trained to respect the authority of chaperones, and they know the director will support the chaperones. They are also generally good kids and will be respectful of all reasonable commands. As a chaperone, it is crucial that you treat ALL OF THE KIDS EQUALLY. You will INSTANTLY lose credibility with the kids if they see you treating your student differently (cutting them slack). If this happens, it will put the chaperone (as well as the student) in a tough situation as the students WILL complain to the director and it will be difficult to support these actions. Example includes chaperones allowing their student to be late to student check in time. These situations CANNOT occur. While it may be difficult, please make every effort to avoid offering your student preferential treatment.

- Each of you will be provided with a copy of the student guidelines for the season at the student/parent meeting. Please familiarize yourself with these guidelines. For the students, this is “the line” that they know is NOT to be crossed.
- If you see a student violate any of the guidelines, it is YOUR RESPONSIBILITY to notify the student of the infraction, then to notify the director as soon as possible. Consistency is critical. If the students feel that you are “soft” in enforcing the rules, they WILL take advantage of you.
- NEVER attempt to discipline the students (even if it is your student). Please notify the director of the infraction and he will handle the discipline. It is like getting a speeding ticket, you write the ticket, and the director issues the fine.
- Carefully avoid letting the students “get to you”. For many of you, dealing with 50 kids can get a bit, mind numbing. This typically occurs mid-season.
- If a student becomes insubordinate with you or cops an attitude, report it to the director and he WILL DEAL WITH IT. Do NOT let them get away with it. One thing to keep in mind is how you approach the student. They will be respectful to you as long as you are respectful to them. If you yell at them or give them attitude, they may not take to it too kindly.
- NEVER touch the students in any way.
- It is the W-E Board of Education policy that all chaperones abide by a no drinking policy. If you must smoke, you must do so out of the vision of the students.
  
- Please understand that throughout the duration of any trip, Mr. Niederkorn is the one entrusted by the Board of Education to be in charge. If there are any differences of opinion with the decisions made on any trip, feel free to speak with him. YOU MUST NOT IN ANY WAY COMPLAIN TO THE STUDENTS. Any situations that may require disciplinary action will be handled immediately, strictly, though fairly.
- **Distribution of prescription medications:** ONLY the director will do distribution of prescription medications.

- **Distribution of non-prescription medications:** Medications may ONLY be given to the affected student by the director. The medication, time, and dosage will be noted in the binder with emergency forms.
- **Emergencies:** If there is an emergency, the chaperone must contact the director immediately. If the circumstance requires the parents to be contacted, the director will make the call.
- **At any event:** Chaperones on duty will not be responsible to watch any articles that belong to the students. They may not leave “stuff” with the chaperones. Tell them to either carry their belongings or not to bring so much junk the next time.

### **Chaperone Requirements and Eligibility**

- **ALL** Chaperones are required to have a current background check on file with the Willoughby-Eastlake School District. Contact Willoughby-Eastlake Board of Education and inquire as to what days and times they do fingerprinting. It is free if you are having it done to volunteer.
- Persons intending to chaperone must be at least 21 years of age and have the approval of the Director.
- Persons intending to chaperone must have volunteered for at least 1 Bingo night scheduled for the Music Boosters and volunteered at 1 other Music Booster sponsored event (carwash, football concessions, Pasta Dinner, Game Show Night, Music Showcase, Baton Competition, band camp, etc.)
- Persons intending to chaperone must be able to lift and carry up to 30lbs (we often carry equipment for the band).
- Persons intending to chaperone must be able to pull a loaded wagon for extended distances at any given event.
- Persons intending to chaperone must be able to walk unassisted (crutches, walker, etc.) at a brisk pace for a minimum of 1 mile.
- Persons intending to chaperone must be able to navigate bleachers multiple times in any given event.
- Persons intending to chaperone must be able to effectively communicate with the Director, students and other chaperones.
- Persons intending to chaperone must be dependable and may not have any “no-shows” from previously committed Music Booster volunteer opportunities.

**\*\*\*\*\*Please note that these requirements have been established to maintain a STRONG support network for the Director and the Marching Band. Our first priority is the health and safety of our students, hence the physical requirements of a chaperone. \*\*\*\*\***