

MISD Field Trip Chaperone Agreement

Chaperone will be defined as any adult placed in a supervisory role by the trip leader

Chaperone must:

- Be a parent or guardian, OR someone else designated who must be 21 years or older
- Be qualified by the trip leader as a responsible supervisor
- If driving students, have appropriate proof of insurance and valid license
- If chaperoning an overnight field trip, must have criminal history check
- Be firm, yet fair if necessary when dealing with students on trips

CONDUCT

Chaperones attending any Midland ISD field trip as well as any other person in attendance (student, staff or family/friend) shall at all times represent the school district and in that sense are acting as ambassador. Therefore, appropriate and professional behavior is expected at all times throughout the duration of the trip and at no time shall any participant cause a situation of embarrassment, safety or endangerment.

Adults (including employees, chaperones and non-employee adults)

It is in the best interest of all of our students that each traveler agree to the following mandated guidelines before attending MISD field trip. If you cannot commit to these stipulations in advance, you may not attend this trip

- No alcoholic beverages or illegal drugs shall be consumed by any trip participant at any time during the trip
- Tobacco is not permitted by any trip chaperone while supervising or while in a position of influence over students.
- No use of foul language will be tolerated by any trip participant
- Only age-appropriate topics of discussions shall occur around students during the trip
- Appropriate attire is required as an example to the students for field trip events
- Chaperones must adhere to and will not deviate from the scheduled itinerary
- _____

(blank line for trip leader to add items if necessary)

Violations in the above standards could result in the following

Employee: disciplinary action up to and including dismissal

Non-employee chaperone or any other adult attending: forfeiture of volunteer and chaperone privileges for future school trips and future school-related events.

Field Trip Chaperone Agreement

Chaperones shall be:

- District employees

OR

- Any other adult approved by the principal and sponsor of the field trip who meets the eligibility requirements to volunteer in the district before the trip is scheduled for departure. Eligibility includes a criminal background check (allow 2-4 weeks for completion) used for all school volunteers.

The primary duties of chaperones are:

- **to supervise a group of students**
- **to be responsible for students**
- **to stay with their assigned group**
- **to monitor their behavior for the entire field trip from departure time until they return to school**

Chaperones shall adhere to established basic guidelines for district-sponsored functions and additional guidelines as may be development by the individual school. Chaperones are responsible for attending any designated information or procedural meeting prior to and during the field trip as are required by the school principal sponsor or designee.

Chaperones shall sign a form acknowledging their responsibilities as a chaperone and shall not be allowed to smoke, use tobacco products of any type, consume alcoholic beverages or illegal drugs, or to be involved in any illegal or immoral activity during the trip.

The campus administrator or instructional staff person/sponsor will determine the ratio of students per adult based on classroom group needs.

I agree to accept the duties and responsibilities of chaperone and in doing so, agree to abide by all the above terms and meet all requirements as specified by the trip leader.

Chaperone Signature:	Date:
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