Overnight Chaperone Guidelines Acknowledgment

Social Circle City Schools would like to thank you for your interest in being a chaperone and helping ensure that school-sponsored events are safe and rewarding for all involved. We have prepared the following guidelines to provide additional information about being an overnight chaperone.

- Chaperones must be at least 21 years old and the parent or guardian, unless otherwise approved by the Superintendent or their designee
- Chaperones must be fingerprinted and then approved by the SCCS Board of Education.
- Chaperones must be willing to assume student responsibility 24 hours/day during the trip.
- Chaperones must model appropriate behavior for students.
- Chaperones must *not* use, possess, or be under the influence of drugs or alcohol at any time during the trip.
- Chaperones must *not* smoke or use any tobacco or nicotine products, including vapes, e-cigarettes, or smokeless tobacco, at any time during the trip.
- Chaperones must *not* administer medications to students.
- Chaperones must comply with FERPA and maintain the confidentiality of all sensitive student information.
- Weapons or anything that can be used as a weapon are prohibited during the trip.
- Siblings are not allowed to participate in school-sponsored overnight trips.
- For your protection and the student's protection, chaperones must never be alone with a student.
- Chaperones should limit cell phone use to emergencies and trip-related communication only.
- Chaperones have the authority to enforce rules and appropriate behavior; however, discipline/consequences are the teacher's responsibility.
- Chaperones should know what to do and who to contact in an emergency.
- Chaperones must be aware that some students have photo restrictions. (Teachers will have that information.)
- Chaperones must *not* post photos of students on personal social media.
- Chaperones must *not* retire until all students are settled and secured in their rooms for the night.
- Students are not allowed to have visitors in their rooms or use room service.
- Students must remain in their assigned rooms from curfew until meeting their teacher/coach at the designated morning assembly time.
- All school rules apply to school-sponsored field trips. Chaperones must comply with school policies so everyone has a safe and eventful experience.

By signing below, you acknowledge that you have read, understand, and agree to follow the rules and guidelines listed above.

Signature:	Print Name:	Date:

Effective July 1, 2012, Georgia Law HB 1176 requires those who work with families or who come in contact with children to report suspected child abuse. You shall notify the person in charge of the facility, or the designated delegate thereof, and the person so notified shall report or cause a report to be made in accordance with this Code section. Such notification shall be made immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused.

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