



## **GUIDELINES FOR CHAPERONES**

Educational trips and excursions, including sports trips, are possible only with the assistance of chaperones. The assistance of chaperones allows the school to ensure that a minimum of staff is away from the school at any particular time. Chaperones are not employees but community members who volunteer their time to team with a teacher/supervisor to ensure that students have a safe and rewarding trip. Being a chaperone is demanding. The chaperone is an ambassador for the Division and the school and is on call at all times. Frontier School Division acknowledges the very positive and necessary role that chaperones play.

The following guidelines are intended to clarify the general duties and responsibilities of chaperones.

- On any educational trip, chaperones, as well as staff and students, must follow all Division and school policies.
- The supervisor of the trip is a staff person, generally a teacher. Chaperones are expected to provide assistance by carrying out assignments and following directions provided by this supervisor.
- On any trip, the supervisor and the chaperones are on call at all times and must be prepared to respond appropriately to any situation that may arise.
- Supervisors and chaperones shall ensure the safety of students by providing a standard of care consistent with that of a reasonable parent and appropriate to the student's age and nature of the trip.
- Chaperones must provide confirmation of clear child abuse and criminal record checks. In some situations, chaperones will be required to have appropriate training for an activity. An example might be first aid training for some outdoor wilderness activities.
- Chaperones are expected to supervise students from point of departure (at the school) to point of return (at the school or pre-approved drop-off location).
- Because chaperones are expected to supervise the students on the trip and to be on call at all times, no additional children or guests are allowed.

Adopted September 1, 2009		
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