

# CHAPERONE INSTRUCTIONS

## EASTLAKE HIGH SCHOOL TITAN REGIMENT

1. Help load the buses.
2. Primary Chaperone checks students in on clipboard as they enter the bus. Instruments are stowed prior to loading kids on bus unless otherwise indicated. Make sure the adults planning to ride are accounted for as well. Have secondary chaperone count students on bus to confirm.
3. Enforce the rules on the bus. Silence on surface streets. Students facing forward in seats.

***Questions are directed to Head Chaperone and not to Band Director at the event.***

4. When we arrive at the event, chaperones duties include: help with gauntlets, plumes, uniform adjustments, hair, and bathroom escorts. Chaperones help give water throughout warm up and may be asked to push pit equipment if need be.

***Only Head Chaperone can provide medication to students unless otherwise arranged***

Chaperones escort students to stands to watch other bands and awards ceremonies. Encourage student leaders to be responsible for maintaining etiquette. Remain with them to enforce proper award ceremony etiquette. (Be supportive of other bands, show unity and class, remain seated unless cheering, no going to concessions without approval)

5. Students need to have a chaperone outside the door of the bus to enter bus to change into uniform or retrieve personal items. Chaperones to ensure all students have departed the bus before closing the door.
6. After awards, or towards the end of awards, Primary Chaperones get to the buses first to retrieve clipboard to check students and adults back onto the bus. Secondary chaperone does count. Notify Head Chaperone if anyone is missing.
7. Upon return, the director or the head chaperone will release students from the bus. Primary Chaperone please go through the bus interior to make sure everything is picked up. If buses aren't clean, send the kids back in to make it so. All other Chaperones make sure underside of bus is completely unloaded.