

## Chaperone Agreement / Code of Conduct

Thank you for volunteering to chaper. It is because of chaperone participation that Summit Public Schools is able to offer this experience to our students. This may or may not be a school sponsored event. However, in either case, chaperones are expected to be examples of good behavior for our students. It is imperative that you adhere to the general Code of Conduct as well as the additional items mentioned below. You must remember that from the time of departure to your arrival home, you are responsible for setting the example for students.

I agree to:

- A. Refrain at all times from the consumption of alcoholic beverages and/or drugs unless said drugs are prescribed by a physician and dispensed by school personnel or self-medication and/or possession are properly authorized
- B. For overnight trips, sleep in my assigned room and not entertain members of the opposite sex in my room;
- C. Not have a student alone – I will make sure either other students, chaperones, or staff are present;
- D. Maintain contact with students assigned to me at all times, constantly aware of their whereabouts;
- E. Attend all mandatory activities and meal functions;
- F. Adhere to all established curfews;
- G. Conduct myself in such a manner as to bring pride to myself, my family, my school, and my community;
- H. Adhere to any established dress code;
- I. Comply, throughout the trip, with any and all instructions directed to me and/or the group by staff.
- J. Remember that this experience is for the students, and I am here to help make it possible for the students to have this experience.
- K. Be aware of student safety at all times, notifying staff of any unsafe or hazardous conditions.
- L. Comply with school volunteer requirements including but not limited to fingerprinting, Livescan, Megan's Law Database and TB Tests.

If a problem arises that is serious enough in nature to warrant my removal as chaperone of the travel group, I agree to bear any additional costs to return home. NOTE: This removal decision will be made by the accompanying professional staff member(s) after being provided the opportunity to respond to any allegations. The chaperone may also be subjected to discipline upon return home in accordance with local, State, and Federal law.

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Chaperone Signature

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Date

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**DISCLAIMER: This material is for informational purposes only. It is not intended to give specific legal or risk management advice, nor are any suggested checklists or actions plans intended to include or address all possible risk management exposures or solutions. You are encouraged to retain your own expert consultants and legal advisors in order to develop a risk management plan specific to your Charter School.**