

CHAPERONE EXPECTATIONS

THANK YOU so much for giving up your time to go to Florida with the band. Without your help and support, this trip will not be the success that we all hope it will be. Please remember that this trip is for the students, and we, as adults are there to help ensure their enjoyment and safety. As a chaperone, there are a few things that will be expected of each of you. These guidelines will help ensure their safety, which is our top priority.

Bus Rules

1. Masks are required for all individuals while on the bus.
2. While on the bus, chaperones will be seated throughout the bus to help monitor the students. If you have a preference as to where you would like to sit, please let me know as soon as possible.
Not everyone will be able to sit in the front of the bus.
3. We will drive through the day on Monday, and we will make stops along the way for stretch breaks and lunch.
4. Students ARE allowed to have cell phones on the trip. Each adult will be given a list of student names and their cell phone numbers. This is in case of an emergency ONLY. While on the bus, the students are encouraged to have all cell phones on silent or on vibrate so as not to disturb everyone around them and/or the bus drivers.

Hotel Rules

1. Masks are required to be worn while at the hotel except for when students/chaperones are in their rooms or if they are eating down in the main lobby.
2. Male students are not allowed in female rooms (adult rooms or student rooms) unless that student is your child. Female students are not allowed in male rooms (adult rooms or student rooms) unless that student is your child. Students are only allowed in their room or the lobby/commons area. Hallways are not hang out areas. There will be other guests on our halls as well.
3. We must have at least 2 chaperones in the lobby and on each designate band floor in the mornings from 6:30am until we load the buses, as well as in the evenings from the time we arrive back at the hotel until 60 minutes AFTER "lights out." A rotation will be set up so the same chaperone isn't always on duty.
4. Students are only allowed to be on their hall or in the lobby. There is no reason for them to be in any other place. If YOUR child is not on the same floor as you, he or she ONLY may go to your room, but you must escort them to your room, and you must be with them the entire time.
5. If a child becomes ill while on the trip, he or she may need to stay in his or her room for the next day. An adult must stay with them during that time. I realize that you have paid the money to go on this trip too, but this trip is for the students and as a chaperone, we must have an adult present to monitor the student. If the student is in your group, then we will ask that you (unless another chaperone volunteers) stays with that student. The remainder of your group will be placed into another group. But no worries..... Everyone will be healthy, happy, and have a great time. 😊

Disney World Rules

1. Masks are required to be worn when on Disney transportation or indoors for lines, rides, or food.
2. Everyone will get a 4 day, non-hopper pass. Groups will not be able to park hop at all. For student safety, at least one adult must be assigned to each group of students. Walt Disney World is over 46 square miles (twice the size of Manhattan). Students are allowed to pick their own groups to be with on the trip.

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3. Once students receive their tickets, please take a picture of each student's ticket number with your phone in your group. Students will also take a picture of their own ticket. If a ticket gets lost, as long as someone has the ticket number, Disney can re-issue a ticket for free. This came in handy a few years ago when a student lost his ticket. If you don't have the ticket number, then a new ticket must be purchased, which is around \$130 for a one-day pass.
4. We will have meeting times in the evening and specific locations to meet. Times and places will all be announced each morning before we get off the buses at the parks.

Medicine

1. Students are not allowed to carry any type of medicine with them, this includes over the counter (OTC) meds as well as prescription meds.
2. All meds that students have permission to take will be turned into the nurse going on the trip. You will be given basic information of when prescriptions need to be taken so you can help remind the students in your group. The nurse will help distribute the morning and evening meds to the students in the lobby area of the hotel each day before we leave and after we get back. If a child needs to take a prescription med or needs any OTC meds during the day while at the parks, the nurse will need to meet that student at a predetermined location. You are not allowed to give meds to students for any reason, unless that student is your child.
3. Except for in an emergency situation, all meeting locations for the nurse at any park will be inside the main entrance of each park.
4. As a parent, you have the right to carry ONLY your child's meds (OTC or prescription).

The following statements come from the Union County Public Schools Administrative guidelines for Field Trips. Please review them carefully.

a. Student Behavior

- i. Students must follow the UCPS Code of Student Conduct and the behavior guidelines in the school's Student Handbook during field trips. Violations of disciplinary rules may result in student being sent home before the end of the field trip or other consequences as set for in the Code of Student Conduct and/or the school Student Handbook.
- ii. Students are not allowed to operate motor vehicles while on a field trip, even if they are licensed drivers.
- iii. Students are subject to all laws of other states or foreign countries while on a field trip. Parents must agree assume responsibility for any fines or other penalties that may be incurred as a result of a student being arrested or convicted of violating the laws of other states or countries

b. Supervision

- i. Chaperones of the same gender as student-participants must accompany all field trips. A minimum adult/student ratio elementary is one to six, middle and high one to ten, is required, including an adequate number of school personnel, unless special circumstances, e.g., medical conditions, disabilities, etc. require more supervision.
- ii. In addition to the driver, at least one member of the school staff must travel in each bus used for a trip, and at least one staff member or adult assistant approved by the principal must travel in each automobile used for a trip.
- iii. Volunteer screening requirements apply to all chaperones on field trips.
- iv. Generally, two academic days are the maximum for field trips. This may be placed near a weekend to make the trip longer if necessary.

c. Disclosures. Parents must be informed that:

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- i. All field trips will be cancelled in the event of a Severe (Code Red) Homeland Security Advisory System National Threat Level or an act of terrorism, war, civil unrest, power failure, severe weather conditions, or where other emergency conditions exist.
- ii. UCPS reserves the right to cancel field trips with little or no notice in the event of a High (Code Yellow) Homeland Security Advisory System National Threat Level.
- iii. In the event of a cancellation by UCPS, the district has no obligation to refund fees or deposits paid to travel agencies or providers of transportation, lodging, or other trip-related expenses. Parents may be held liable for payment of such fees by travel companies.
- iv. Parents must agree to waive claims against UCPS in the event that UCPS cancels a field trip for one of the above reasons.
- v. Other required disclosures may be added at the discretion of the Superintendent. The school must document that each parent received the required disclosures.