Middletown Musical Arts Club

Volunteer/Chaperone Guidelines

We greatly appreciate the help and support of our parents and volunteers. Without this support, we would not be able to do many of the things we do throughout the season. When we travel, it is especially important that we have the help of volunteers and chaperones.

We also need to understand that in order for things to run smoothly we must have a clear idea of what is expected from volunteers and chaperones. We also need to understand that there is a limit to the number of people we can have volunteering and traveling with the band at any given event, although there is never a limit to the number of enthusiastic supporters we can have cheering on the marching middies from the stands!!!

***General Guidelines***

• In the best interest of the group, it is necessary that the band director have the final decision on all matters regarding policy, procedure, schedule/itinerary, volunteers, and travel.

• Chaperones and volunteers must be parents/guardians of current marching band members (or approved by the band director.) Friends, boyfriends/girlfriends, younger siblings, recent alumni, etc. will not be permitted to be chaperones or volunteers. Any questions regarding this should be directed to a band director.

• All pit volunteers will be scheduled by the *transportation committee chairperson,* all uniform volunteers will be scheduled by the *uniform chairperson,* and all chaperones will be scheduled by the *chaperone chairperson.* Only those scheduled will be volunteers/chaperones for that event. These volunteers will be limited to the number set by the band directors.

• Only designated chaperones, pit volunteers, and uniform crew will be permitted to enter events with band. All other supporters must pay general admission and enter at main entrance.

• Based on state law and school policies, most Ohio schools prohibit smoking on school campuses, both inside and outside. We ask that chaperones/volunteers do not smoke around the buses, trailers, students, equipment or band staging areas. We ask that chaperones/volunteers that need to smoke please find a place that is removed from the staging areas to do so.

• Hospitality rooms at contests are reserved for *staff and bus drivers only.* Please respect this as contest hosts plan for specific numbers of guests for hospitality rooms.

• Directors must be notified before any student rides home with a parent. Students may not be permitted to ride home with other students' parents without director approval.

***Bus Chaperone Guidelines***

• One parent must sit in the front of the bus and one parent must sit in the back of the bus.

• Pass the notebook all through the bus and have every student write THEIR GIVEN NAME. Then take a roll call to make sure that everyone signed the notebook. Have the other parent count heads to ensure that everyone is accounted for.

• No yelling, PDA, or flash from cameras or phones (especially at night).

• Have the students clean up all their trash, gather all of their belongings (i.e. instruments, hat boxes, shoes, etc) before they leave the bus.

• Take roll and count heads again on the return trip to the High School.

• Everyone must have a parent note to not be on the bus on the way home from a game or competition. Note MUST be given to the chaperone on that bus and placed in the notebook.

• Make sure all uniforms are turned in before they leave the High School (including hat boxes).

**Thank You and Have Great Fun Chaperoning**