

Washington Chaperone Commitment

Please read, sign, date and return to Rockford Christian.

- I understand that I am representing Rockford Christian School on this trip.
- I understand that student needs must come before my own.
- I will support and personally follow the rules defining dress code.
- I will not drink alcohol or use any other substances on this trip.
- I understand that it is important for me to always be on time and with my assigned group.
- I will remain with the Rockford Christian group at all times and will not make plans for other trips or excursions.

I have read the above statement and agree to follow it to the best of my ability.

Signature: _____ Date _____

2020 Washington Trip Chaperone Policy

Thank you for joining us on our 8th grade trip to Washington this year, and helping us to chaperone and care for our students!

We at Rockford Christian are very proud of our students and of the Godly young men and women they are becoming. Our itinerary throughout the week will be busy and at times we will be on a tight schedule with pre-booked appointments that we need to meet. However, no matter how full the schedule, the safety and security of our students is paramount at all times.

As parents you will know that no matter how responsible a child is usually, they do not always make the best choices, and it is our job to create boundaries to keep them safe. We will therefore have rules in place for behavior on the bus, at the hotel, on the streets of Washington, and in the buildings we visit. Part of your responsibility as a chaperone will be helping us to remind students of these rules and to enforce them. We will review all requirements and expectations with students before and daily during the trip. The key points will be:

- No student may be alone at any time. Students must be with a buddy at each hotel, at rest stops, in museums, and when walking on the streets.
- Students of the opposite sex may not enter each other's rooms at the hotels.
- No student may leave his/her hotel room after curfew. If a student is ill or has an emergency, he/she is to call a teacher or the nurse. The numbers will be in the rooms.
- Students must take note of meeting times and places and ensure they arrive in the designated location on time.
- Students are expected to be polite and courteous to others in all public places and restaurants.
- Any student who fails to follow the rules will incur disciplinary consequences up to and including a flight back to Rockford at their parents' expense and school suspension.
- The standard school rules and code of conduct outlined in the school handbook should be followed at all times.

During this trip, Becky Currie will serve as our trip leader. The daily schedule for our group and individual responsibilities will be determined by the trip leader in consultation with the other school personnel. If you disagree with a decision, please discuss it with the trip leader when students are not present. The contact for the leaders is:

- Becky Currie (815) 505-0601

While the majority of the trip has been scheduled and booked in advance, there are some activities that will depend upon weather and timing. Therefore, we need to be flexible and

accommodate changes when necessary. Our goal is to ensure that our students experience as much of Washington and its rich heritage as possible in the time we have available.

Chaperone Responsibilities

- You will be allocated a group of students to chaperone. You will need to call your students together as a group and ensure they are all present:
 - When we are boarding a bus.
 - Taking a headcount
 - Entering/leaving museums or buildings
 - Riding the subway – if taking the subway, chaperones stay with their group at all times
 - Any other time requested by the trip leader
 - If touring a museum or monument as a group, it is your responsibility to assemble your students at the assigned meeting point on time
 - The majority of time, students will be able to mingle with their friends outside of their group; however, they must always be with a buddy
 - Please make sure students are being smart, safe, and respectful
- We ask that all students, staff, and chaperones refrain from using electronic devices during group times such as itinerary reviews or devotions.
- All chaperones are expected to follow the same dress code standards as students.
- As student safety is the top priority, all chaperones should refrain from the use of alcohol and tobacco for the duration of the trip, despite being of legal age.
- Chaperones should stay with the Rockford Christian group at all times and not make any plans for other trips or excursions, including after lights out.
- Please be aware of couples. 8th grade can typically be a year that many of our students begin to form attachments for one another. While genuine feelings of affection may exist between students, public displays of affection on campus, on school transportation, and at school-sponsored activities are not acceptable. Examples include but are not limited to holding hands, hugging, and kissing. If you observe unacceptable displays of affection between students, please alert a member of the staff.
- Chaperones are required to attend a short evening meeting each day to review any challenges they are facing, and discuss the schedule for the next day. This will usually take place immediately after evening prayer or devotions.