

**Foothill Elementary School
Field Trip
Chaperone Guidelines**

Teacher's Role:

The Teacher's role on the field trip is to manage the logistics of the day, be available for any issues, and monitor the various groups to optimize the learning for the day. If there are any behavior problems, please bring them to the attention of **Mrs. Marks, Mrs. Orlando, or Mrs. Waite-Lopez.**

Parent Chaperones

We recognize that parent chaperones have a very important role to help facilitate a smooth and well-organized educational field trip. The success of your child's safety and learning experience is dependant on the understanding and respect for these rules. Please make sure that you keep a careful watch over your group of children at all times. We ask that you chaperone your group throughout the field trip, keeping track of them, and, if necessary, reminding them to use their manners. We are committed to support you in your dual role as a parent and chaperone.

Prior to Field Trip Destination

- **Please make sure that all of the children you are responsible for are on the bus.**

While at the field trip

- When you get to the destination, please walk your group to the class-meeting place.
- Keep track of them at all times.
- Engage the students in the activity.
- Correct their behavior by using a kind voice.
- **Restroom visits should be done as a group if possible. If a child needs to use the restroom other than at group bathroom time, the chaperone should escort the child and a peer friend to the restroom if another adult can supervise the group. If another adult cannot supervise the group, then the entire group needs to walk to the bathroom.**
- If there are any continued behavioral problems, report to the teacher.
- **Never leave a child unattended.**

Coloma Outdoor Discovery School

The role of the parent chaperones:

- Assist at meal time
- Supervising free time
- Participate in activities
- Supervise and provide help to the participants both during day and night activities
- Tobacco, drugs and alcohol are NOT permitted
- Avoid conversations related to personal or controversial topics
- Respect student modesty and privacy
- Limit physical contact with the students (aside from general assistance)
- Role Model: Please use positive and appropriate language
- Follow through with discipline as directed by the CODS personnel

Our guides and any of the staff members are not responsible for student behavior. As a chaperone, that is one of your responsibilities. Please feel free to bring behavior issues to the attention of Mrs. Terral, Ms. Ormé, or Mrs. Waite-Lopez.

Accommodations:

Coloma Outdoor Discovery School is located within the Coloma Resort, a gated campground. All teaching and meeting areas will occur outdoors or under covered, outdoor areas, aside from sleeping accommodations and a small clubhouse.

USA Educational Adventures participants will sleep in tent cabins, which accommodate 8 – 10 individuals and are supervised by one or more parent chaperone from the attending school. The cabins consist of sturdy framed canvas tents built on plywood floors with bunk beds and mattresses. Water, electricity hook ups, tables and awnings are immediately outside the tent cabins, while restrooms and showers are close by.