

Chaperone Handbook

All Stony Point High School standard rules are in affect at all times at games and events. Chaperones and staff WILL set a good example regarding conduct, language, appropriate dress, etc.

Chaperones must complete the online volunteer application and be approved prior to helping with a game or event. Located at https://partners.roundrockisd.org/volunteer/.

Chaperones are to wear Stony Point Band chaperone shirts or band shirts and their laminated chaperone badge at all times.

Chaperones are always on-call at football games and events. Do not leave your assigned area without letting the head chaperone know where you are going. **Bring all disciplinary concerns directly to the directors.**

No medication should be dispersed by anyone except a student’s legal guardian or the band’s designated first aid representative/adult.

Arrive no later than 5:00pm on game days or the designated time on event days. Please contact our head chaperones, **Gaby Vega** **at (512) 947-7801** **or Charmaine Esunju at (512) 955-2798** , ASAP if you suddenly become unavailable to fulfill your obligation.

Prior to loading the buses, chaperones will meet up and the head chaperone will determine their supervisory locations for that day’s game/event. Chaperone binders will be handed out to one chaperone on each bus.

Chaperones must wear their badge (located in the binders) while with the students on the buses and at the games.

There will be at least two chaperones per bus. When loading the buses, one chaperone will oversee taking attendance. The other chaperone will be on the bus monitoring the students as they get seated. The chaperone in charge of attendance will report absences to the director(s) prior to leaving school.

Students are to sit two to a seat and sit with their same gender both to and from the games.

Chaperones should be spread out throughout the bus. The bus driver is always in charge of their bus. Bus rules will be covered with leadership prior to the first game and should be in place at all times on the bus.

Students are to remain seated at all times when the bus is in motion.

Students are not allowed to eat in uniform. Students can bring snacks but can only eat them once they are out of their uniforms and cannot bring the snacks into the stands/stadiums.

Students are to remain on the buses when arriving at games/events until instructed to exit by the directors.

When arriving at games/events, the chaperone at the front of the bus will exit the bus with their students and remain with them and escort them to the staging area. The remaining chaperone will ensure that all students exit and have all their equipment/uniform pieces/hats/music with them.

On event/competition days, if a chaperone see that a uniform is improperly worn,

hair/hat is improperly worn, or shoes are not performance ready, the chaperone should gently offer correction to the student. The chaperone is not responsible for the students being contest ready.

During the games, students are not allowed to use their cell phones, except during director-designated 'selfie time'. During games, students are to represent Stony Point in a respectful manner, including watching their language. Public displays of affection are not permitted.

During games, friends and family are not permitted to enter the band section to visit with them. If a student wants to visit, they can move to the edge of the band to converse briefly and then go back to their spot.

Chaperones will sit in the stands with other band parents to cheer for the band and team. If necessary, chaperones may be asked to stand along the edge of the students while they are in the stands.

When the band goes down to the field for halftime, some chaperones will go down with the students (including the first aid representative). The other chaperones will remain in the stands to monitor any equipment or items left behind.

Students will be permitted to use the bathrooms in pairs - students shall never move anywhere alone. They always have their "two" with them. Sections need to remain covered for any playing opportunities. Students are allowed to go in small groups but not as whole sections.

At events/competitions, chaperones are to ensure that students are always respectful including in the stands while other bands are performing. **Bring all disciplinary concerns directly to the directors.**

Students are not to wander off at events/competitions. During designated “free times” approved by directors, chaperones are still to remain visible/reachable for any assistance that might be needed.

At the end of games, chaperones will head to the bus to be ready to check attendance as students board. They will also make sure all students get back to the buses.

When returning to school, all buses are checked when students leave to make sure no personal items are left behind.

Turn in any personal items found to a director and let that director know which bus number it was from. Students are to make sure all trash is picked up before exiting the bus.

At school after duties are completed, return the chaperone handbooks and first aid bag(s) to the head chaperone.