



THE FOUNDERS ACADEMY

Chaperone Agreement Form

Thank you for serving as a Founders' chaperone! Below is an outline of certain guidelines that ***must*** be followed in order for students to have an educational, safe and fun trip. Please remember to do the following:

- Always have a list of students assigned to you on your person.
- Check your list for a head count to be sure your assigned students are present before you go anywhere, including boarding the bus to and from the destination.
- Keep to the trip schedule, but also be flexible when changes are made.
- Inform the lead teacher if there are behavioral issues that violate the Student Code of Conduct, Student Handbook, Code of Discipline, dress code, and acceptable use of devices policy.
- Respect and keep the confidentiality of student medical, disciplinary and other related privacy issues.
- Refrain from the use of alcohol, smoking, swearing, and/or other conduct that contradicts the rules of the school as cited in the Student Handbook.
- Be aware of emergency numbers, any medications, allergies and students' cell phone numbers of those in your assigned group (if applicable).
- Be certain that students in your group know where to meet and how to respond in the case of an emergency or natural disaster.
- Notify the lead teacher immediately if a student gets sick or injured.
- Be aware that another duty may possibly prevent you from getting to view all activities of the trip (e.g., supervising a child with a headache, etc.).

I, _____(name), hereby agree to adhere to the above guidelines and to follow the emergency procedures set forth by the lead teachers to ensure the safety of the students.

(Signature of Chaperone)

(Print Name): _____

Date: _____

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