

**North Wasco County  
School District 21**

Code: **IICA-AR(3)**  
Revised/Reviewed: 6/08/00; 5/26/04; 6/15/17  
Orig. Code(s): The Dalles IICAA-AR

**Extended Field Trips - Chaperone**

Dear Chaperone:

Your willingness to assist the school staff and students by serving as a chaperone to a school activity is greatly appreciated. The following guidelines are provided for your information so you are familiar with the district's rules and regulations regarding expectations for student behavior while participating in a school-sponsored activity. Consistency in dealing with students is a very important part of the educational process and it is essential that all school personnel and chaperones enforce district and school rules in a uniform fashion. These guidelines are also provided to furnish you with some information about your role as a chaperone.

1. The activity you are helping to chaperone has been approved by the administration and a staff member has been designated as the supervisor directly responsible for the activity. Please rely on that person for guidance and assistance when needed.
2. Expectations for student behavior at an activity are identical to those of the regular school program and possible consequences for rules infractions are also the same. For each type of activity, special rules sometimes exist for leaving and returning, dress, eligibility to attend, etc. Please familiarize yourself with any special rules associated with the particular event you are helping to supervise.
3. Always know where and how the supervising staff member can be reached. When major or minor rules infractions by students occur, inform the supervising staff member immediately. In particular, any suspected use of drugs or alcohol should be reported without delay. It is very important that inappropriate behavior be corrected on the spot.
4. Do not attempt to use physical force in dealing with inappropriate behavior or when coping with a problem.
5. Look for opportunities to give individual students positive recognition for their grooming, behavior, etc. which is contributing to the success of the activity.
6. Feel free to contact the supervising staff member with any questions you may have.

Thank you again for your interest in our school and for your assistance in chaperoning a school activity. We hope it will be an enjoyable experience for you.

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School Official