

# ÉCOLE VICKERS PUBLIC SCHOOL

CHOIR and BAND

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## CHAPERONE APPLICATION PACKAGE

<b>CHOIR TRIP:</b>	MAY 14, 2019 – MOOSE JAW [TO BE CONFIRMED]
<b>GRADE 5 BAND TRIP:</b>	May, 2019 – Camp Quest, Christopher Lake [TO BE CONFIRMED]
<b>GRADE 6 BAND TRIP:</b>	May 24-25, 2019 – Springfest, Regina [TO BE CONFIRMED]
<b>GRADE 7/8 BAND TRIP:</b>	May, 2019 – CALGARY / Banff [TO BE CONFIRMED]

Please complete this package and bring it to Mr. Acorn or Mrs. Green as soon as possible. Mrs. Green will provide you with the required letter from the school so that you can request a Criminal Record Check and Vulnerable Sector Search without cost.

*Significant time is required to process requests for Criminal Record Cheques so please do not delay!*

We cannot always accept all applicants due to limited space, need, and cost; therefore, we select a balance of experienced chaperones with new chaperones.

**Thank you for your time and consideration.**

**PLEASE NOTE: Hotel and transportation costs are paid for by the band. Wherever possible, meals and other expenses will also be paid by the band.**

## CHAPERONE APPLICATION FORM

### EXPECTATIONS

This is not a holiday. You will be acting *in loco parentis* for the entire duration of the trip. Do not expect to have 'down time' or time to yourself. You will need to be positive, warm, and encouraging to all students - particularly to those students who are quiet. A kind word to each student is expected.

NOTE: All trips are alcohol-free and tobacco-free. While some organizations allow chaperones to have a glass of wine with a meal, or when back at the hotel (once the children are asleep), we have an absolute ban on alcohol consumption of any kind – at all times. Tobacco use of any kind is strictly prohibited. The use of profanity is unacceptable.

Your responsibilities will/may include:

- Wake-up calls
- Ironing uniforms
- Administering medication
- Ensuring students maintain appropriate personal hygiene [brushing teeth, washing hair, changing clothes, etc]
- Ensuring students have their daypacks and materials required for each day
- Administering spending money
- Arranging for telephone calls home
- Frequent conversations with each student to ensure that concerns do not develop into problems
- Assistance with behaviour and manners
- Assistance packing luggage
- Ensuring the group is organized and on-time
- Ensuring all students are accounted for at all times
- Being in charge of Roll Call
- Always positioning yourself in the midst of the students to avoid a cluster of chaperones
- Official group photographer
- Administer first-aid.
- Hotel room checks
- 'Good Night' routine with the Directors
- Etc.

Chaperones will take turns being on **wake-up duty** [as early as 7:00a.m.] and being on **late-night supervision** [hallway supervision until 2:00a.m.]. You will expect to be up very late and awake very early.

### BEHAVIOUR PROBLEMS:

**All** behaviour concerns will be shared with the Teacher and Head Chaperone, immediately. The Teacher will involve the Principal if necessary. The Director(s) will contact the parent(s)/guardian(s) if necessary. Chaperones will have meetings with the Directors in advance of our departure to organize responsibilities and duties of each Chaperone.

# ÉCOLE VICKERS SCHOOL

## CHAPERONE APPLICATION FORM 2018-2019

NAME OF APPLICANT: \_\_\_\_\_

INDICATE WHICH BAND OR CHOIR TRIP(S): \_\_\_\_\_

NAME OF CHILD PARTICIPTING IN TRIP: \_\_\_\_\_

PROFESSION: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

MOBILE PHONE: \_\_\_\_\_ ABILITY TO SEND/RECEIVE TEXT MESSAGES: Y..N..

E-MAIL ADDRESS: \_\_\_\_\_

HAVE YOU SUBMITTED A CRIMINAL RECORD CHECK TO DR. SANDER IN THE PAST? WHEN? \_\_\_\_\_

Please describe your Chaperone experience. Please include a list of your skills/knowledge that make you a good choice to serve as a Chaperone on this trip. Please attach a photocopy of any current First-Aid/CPR training certificates.

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