

**FASSETT JR HIGH SCHOOL**  
**Washington D. C. Field Trip General Chaperone Guidelines**

Thank you for volunteering to be a chaperone! The following policies and procedures are required to make each field trip successful, safe, and fun for all those involved.

1. Due to the expected size of our group, there will be a limit of 1 parent chaperone per student. The total number of chaperones needed will be determined based on the number students going on the trip. Chaperones are also limited to parents/legal guardians.
2. Chaperones will support and abide by the policies and procedures established by Fasset Jr. High School. The role of the chaperone is to carry out the tour as planned by the school and Scholastica.
3. Chaperones will not use tobacco products or consume alcoholic beverages at any time.
4. Students and chaperones will travel to and from all attractions with the school group using school transportation. If questions arise about specific situations, the classroom teachers will be the first point of contact.
5. Chaperones will need to remain with their designated groups at all times, speak with students in an appropriate manner, and use appropriate language.
6. Siblings or other children will not be permitted on the DC trip.
7. Each chaperone will have a specified number of students. You are responsible to take bus attendance, hotel room checks, give wake up calls and curfew calls. Chaperones will obtain the room numbers and keys from the trip leaders at check in.
8. All chaperones will need to take and pass a FBI background check conducted by the Oregon Board of Education in order to chaperone the Washington, DC trip. The cost will be \$46.00 per chaperone.
9. Communication will be VERY important throughout the trip.
  - Chaperones will have Mr. Slovak's cell #, as well as the Fasset staff members on each bus.
  - There will be a Fasset 101 Remind set up, chaperones are strongly encouraged to sign up for these alerts.

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**PLEASE TEAR OFF BOTTOM AND KEEP TOP PART. Return to Mr. Slovak**  
**THIS FORM IS TELLING US YOU WANT TO CHAPERONE THE**  
**WASHINGTON TRIP.**

**I have read the guidelines provided and I agree to abide by the conditions described above on the field trip.**

\_\_\_\_\_  
**Parent Name – Print Please**

\_\_\_\_\_  
**Student Name**

\_\_\_\_\_  
**Parent Email**

\_\_\_\_\_  
**Parent Signature**

\_\_\_\_\_  
**Cell # or Home # (best way for you)**

**Chaperone T-shirt size (Adult sizes)--** \_\_\_\_\_