

Grande Innovation Academy

Chaperone Policies and Procedures

Thank you for taking a day to chaperone. We appreciate your help. Chaperones are an important part of GIA's field trips. That being said we have policies and procedures for all chaperones to abide by to ensure safety for all.

ALL chaperones must have passed a Background Check prior to attending any field trip.

Please read below, sign, and return to the classroom teacher.

1. If there is a cost for the trip the chaperone must pay that fee to the teacher prior to the trip.
2. Chaperones must ride the school bus. No personal vehicles may be driven due to insurance liabilities.
3. No scholar may ever ride in a private vehicle, including his or her parent's vehicle.
4. Chaperones will be assigned a group of scholars. It is their responsibility to supervise that group the entire trip, unless the teacher makes changes during a trip. School trips typically are 7:30-3:30.
5. Chaperones may take pictures of his/her OWN child only. It is against GIA's policies for chaperones to take pictures of other scholars. Additionally, posting pictures of others on any social media site is against school policy.
6. Chaperones will be given a schedule for their day of chaperoning. They may not deviate from that schedule unless the teachers need to change it.

Signature of Chaperone

Date