

# OXFORD PUBLIC SCHOOLS

## CHAPERONE AGREEMENT

Thank you for participating in an Oxford Public Schools (OXPS) field trip. Because field trips are part of the District's educational program, they are essentially considered an extension of the classroom. As such, chaperones attending any field trip shall, at all times, represent the District in an appropriate and professional manner without causing situations of embarrassment, safety, or endangerment. All chaperones are expected to be examples of good behavior for our students.

Chaperones must be at least 21 years of age and have a valid CORI background check on file with the Central Office, and chaperones attending an overnight field trip must also submit to a national fingerprint background check. Chaperones must agree to the below requirements before attending a field trip. If you cannot commit to the below guidelines, then you may not attend the trip. Please give careful consideration to the requirements below before signing this Agreement.

1. I will maintain contact with students assigned to me at all times, constantly aware of their whereabouts, and will not leave the group I am chaperoning without arranging for another OXPS chaperone or staff member to take over my responsibilities.
2. I will be aware of student safety, notifying staff of any unsafe or hazardous conditions.
3. I will not be alone with a student, and will make sure an OXPS staff member is always present.
4. I will comply, during the entire field trip, with any and all instructions directed to me and/or the group by OXPS staff, including adherence to established time frames and attending all scheduled activities and meals (no deviation from scheduled itinerary).
5. I will maintain acceptable standards of dress and grooming per staff recommendations.
6. I will refrain from the use of inappropriate or foul language and will discuss age-appropriate topics only with students. I will not expose students to "adult" conversations.
7. I will refrain from purchasing any food or other items for students and will not lend money to any students, unless permission is previously granted by student's parents.
8. I will abstain, at all times, from: (a) the consumption of alcoholic beverages; (b) smoking any products or materials including, but not limited to, tobacco, electronic devices, vaping, e-cigarettes, and cannabis; and (c) use of any illegal drugs.
9. I will familiarize myself with all school rules and regulations addressed in the Parent/Student Handbook and will follow them for the duration of the field trip.
10. I will not bring friends or other family members on the field trip.

Date of Field Trip: \_\_\_\_\_ Destination: \_\_\_\_\_

I have read and understand the above requirements and agree to follow the chaperone guidelines.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Printed Name: \_\_\_\_\_