

Summer Band Camp Chaperone Instructions 2010/2011

Name Badges & Chaperone Attire for Band Camp

- ⊙ When you arrive no matter what shift you are on – you will enter the band room and sign in the Dividend Log Book that will be located on the Chaperone Shelf.
- ⊙ Chaperones will be required to wear a Chaperone Badge whenever Chaperoning Band Camp.
- ⊙ Chaperones **MUST** wear some kind of “RED” shirt.
- ⊙ Comfortable clothing such as Shorts, Tennis Shoes, etc. as it will be very HOT!
- ⊙ Sunglasses or Hat

What to Bring

- ⊙ Sunscreen
- ⊙ Bug Spray
- ⊙ Snack
- ⊙ Water Jug for your own personal consumption (students will be required to bring their own water).
- ⊙ Folding Lawn Chair (to take with you while the students are on the field).

Where to Report

8:00 to Noon Shift (Field Chaperones)

- ⊙ After signing in/getting Name Badge, you will report to the Chaperone Tent on the Field. Please be sure to take necessary items Chaperone items, listed under “Items to take to Field”.
- ⊙ Make yourself comfortable until needed by Mr. Mitchell or any of the students.
- ⊙ Be on the look-out (by scanning the field frequently) for students who may become dehydrated from the heat or sick.
- ⊙ Do **NOT** be afraid to spot out a student if you feel that they look like the heat is getting to them.

Noon to 4:00 Shift (Inside Chaperones)

- ⊙ After signing in/getting your Name Badge you will find a seat in the Hallway located between the Band Room and the Back of the Auditorium.
- ⊙ At this point the students will be on their Lunch Break until approximately 1:00. You can mingle around to just make sure everything is running smoothly. Feel free to bring your lunch and eat with the students.
- ⊙ At approximately 1:00 the students will start their Afternoon Rehearsals. Your station will be in the Hallway located between

the Band Room and the back of the Auditorium until needed by Mr. Mitchell or any of the students. Please keep Medical Bag with you in case needed. (Feel free to bring a book if you would like).

- ⊙ At some point the students may split up into the various rooms throughout the building to rehearse in their sections. They may even be instructed to take breaks during this time.

4:00 to 8:00 Shifts (Inside, Dinner, Field Chaperones)

- ⊙ After signing in/getting your Name Badge you will find a seat in the Hallway located between the Band Room and the Back of the Auditorium, to relieve the Noon to 4:00 Chaperones.
- ⊙ At approximately 5:00 the students will proceed to the REF Room for their Dinner Break. You will follow the students to the REF Room, and remain close until needed by a student or Mr. Mitchell. All chaperones on this shift may partake of dinner with the students.
- ⊙ At approximately 6:00 the students will return to the field. At this time you will report to the Chaperone tent on the field. Please make sure to take necessary Chaperone items.
- ⊙ Make yourself comfortable until needed by Mr. Mitchell or any of the students.
- ⊙ Be on the look-out (by scanning the field frequently) for students who may become dehydrated from the heat or sick.
- ⊙ Do **NOT** be afraid to spot out a student if you feel that they look like the heat is getting to them.

Dinner Break Chaperones ~ 4:00 to 7:00

- ⊙ After signing in/getting your Name Badge you will Report to the REF Room and meet with Suzanne & Peter Sheres for further instructions for Setting Up, Serving and Clean Up of Dinner Break.

Uniform Chaperones ~ Anytime Between 1:00 & 8:00 on Wednesday/Thursday

- ⊙ After signing in/getting your Name Badge you will Report to the Uniform Room in the Band Room and meet with Diana Garcia for further instructions.

Necessary Chaperone Items to take to the Field from Chaperone Shelf

- ⊙ Medical Bag
- ⊙ Round Blue Cooler w/White Lid (filled half way with water from sink in Band Room)
- ⊙ Small Cooler (Lunch Box Size)
- ⊙ Several White Towels
- ⊙ Five or 6 Bottles of Water
- ⊙ Three or Four Juices
- ⊙ Two or Three Packs of Crackers/Cookies
- ⊙ Small Water Fans/filled half way with water from sink in the Band Room
- ⊙ Sprayers/filled half way with water from sink in the Band Room
- ⊙ Note Pad with Pen
- ⊙ Plastic Grocery Bags (for garbage and wet towels)
- ⊙ Folding Lawn Chairs
- ⊙ Scoops for Ice

Items that should already be on the Field when you arrive

- ⊙ Chaperone Tent
- ⊙ One Large Orange Cooler on Wheels full of Ice
- ⊙ One Large Blue Cooler full of Ice

Instructions for Field Chaperones (Mornings & Early Evenings)

- ⊙ When you get to the field you will fill the Round Blue Cooler (that is half full of water) with ice and put white Towels inside the ice water. These towels will be used for students who become dehydrated and need to cool off, by putting the towels on student's forehead, top of the head, back of the neck and arms or wrists. .
- ⊙ PLEASE DO NOT RE-USE TOWELLS!!!! Once used, hang dry in the sun to be put in a plastic bag.
- ⊙ When you get to the field place 5 or 6 bottles of water in Orange Ice Cooler for Students Emergency Water.
- ⊙ Place Juices in Small Lunch Box Cooler and place ice over them when you get to the field.
- ⊙ No Juices or Snacks in Medical Bag at any time.
- ⊙ At end of your shift, please make sure that Medical Bag is straightened up.
- ⊙ When you get to the field you will fill the Bug Sprayers (with water already in them) up the rest of the way with Ice. You will use the Sprayers to Spray the students when they are on breaks.
- ⊙ When you get to the field you will fill Water Fans (with water already in them) up the rest of the way with Ice. You will use the Water Fans to Spray the students when they are on breaks.
- ⊙ You will use the Clip Board/Note Pad to write every student that needs your assistance. (Name, Date, Time & What's Wrong)
- ⊙ All items will be returned to the Band Room when your shift is complete.
- ⊙ Place wet towels in plastic bag on Chaperone Shelf for Chaperone Coordinator to wash.

Students and Water/Ice

- ⊙ Students shall be responsible to bring their OWN Water Jugs and/or Camelbacks.
- ⊙ Students may fill up their Water Jugs/Camelbacks with Ice from the Large Orange Cooler with Wheels when they are on break from the field. When doing this a Chaperone will use the scoop to scoop the ice for the students as they fill up. Do not let students put their hands in the ice.
- ⊙ Students may re-fill their own Water Jugs/Camelbacks in the Band Room or in the Bathroom.
- ⊙ Chaperones will not be give water to Students unless it is in an Emergency Situation

Medical

- ⊙ **Medical Book with Student Medical & Parent Contact Information will be inside the Medical Bag.**
- ⊙ **School Board Policy states that Chaperones are Prohibited from dispensing any medication; even for headaches and also that Students are prohibited from sharing medication.**
- ⊙ **Some students have medical issues like severe allergies to food/bees, diabetes or asthma that can result in a medical emergency on campus. It is the parent's responsibility to inform the band director/Kris Ebert about any medical issues ahead of time, and provide the student with any necessary remedies. The appropriate paperwork must be on file with the school main office.**
- ⊙ **It is the student's responsibility to have quick access to those remedies at all times. (e.g. in case of allergy, the Epi-pen must be outside on the field with the student, not secure in their band locker.) Chaperones will gladly store the supplies for the student under the shade tent during Band Camp.**
- ⊙ **If a student becomes too sick to stay at band camp - once the situation has been assessed by the Chaperone and the Band Director, the student's parent should be called.**
- ⊙ **Chaperones shall not call parents unless directed to do so by the Band Director.**
- ⊙ **In case of immediate emergency, using your own parental discretion, please do not hesitate to call 911.**

Treating the Overheated Student

- ⊙ **Move the student out of direct sunlight, preferably into a cool, shaded area.**
- ⊙ **Hydrate well with lots of water.**
- ⊙ **Place a cool wet towel on student's forehead, top of the head, back of the neck and arms or wrists.**
- ⊙ **If the student feels dizzy or has fainted, have the student lie flat and elevate his or her feet. (you may have to return with student to the band room if needed)**
- ⊙ **Remove heat-retaining clothing, such as shoes, socks, etc.**
- ⊙ **Have the student rest quietly.**

Signs & Symptoms of Heat Stroke:

- ⊙ **Severe headache**
- ⊙ **Nausea**
- ⊙ **Hot, dry skin without sweat**
- ⊙ **High pulse rate**
- ⊙ **High body temperature**
- ⊙ **Unconsciousness**
- ⊙ **Fatigue**
- ⊙ **Slurred speech or hallucinations**

THIS IS A TRUE EMERGENCY AND STUDENT NEEDS IMMEDIATE MEDICAL CARE!

Student Conduct

- ⊙ If you feel like a student is doing something wrong, make a suggestion to them first, like for example – “gee, do you really think that you should be doing that?”
- ⊙ If to no avail, then speak to a band officer or the Chaperone Chair concerning the situation at hand.
- ⊙ Of course, you are never expected to tolerate rudeness, foul language, or uncooperative behavior. Please notify the Chaperone Chair immediately if this occurs.
- ⊙ The Marching Rams are for the most part very mature, responsible, and well informed students. Mr. Mitchell will give instructions to the Marching Rams and the Officers. The Officers are the ones responsible for carrying out his instructions with the students.
- ⊙ Our job is to assist in any way we can to ensure the safety/well being of the students and to support them.

A Chaperone’s Main Goal at Band/Rookie Camp

- ⊙ A Chaperone’s Main Goal of Chaperoning Band/Rookie Camp will be to Watch and Monitor ALL Students to make sure that they do not become sick/dehydrated from the heat or sun. This includes: Instrumentalists, Percussion, Color Guard and Marionettes.
- ⊙ When outside on the Field, please scan the Field periodically, even walking out onto the Field if necessary if you feel a student is not acting right.
- ⊙ The Safety and Well-Being of our Students is a PRIORITY!!!!!!

Thank-You in Advance for your Commitment & Support to the Marching Rams!!!

We are looking forward to another
FANTASTIC
Week at Band Camp!!!!

Should you have any questions or encounter any problems, please contact Kris Ebert at (321) 689-4740 or kebert@marchingrams.org