

Away Game Chaperone Assignments

Please report to the Community Room at **5 p.m.** for a brief meeting. You will sign the dividend book, pick up your name tag, review the bus schedule, and receive assignments for the evening.

Objective:

Keep the kids safe and out of trouble. Please review the [Football Game Procedures](#) and the [Band Bus Rules](#) for specific guidelines. **Keep your eyes on the students at all times.** Students should not be using their cell phones or any other electronic device.

Assignments:

Bag Security:

During the half time show, 2-3 chaperones will need to sit in the stands to guard the band bags. We also need 2-3 chaperones to guard the rope line, depending on the school set up.

Bus Captain:

A section leader will be a member of the band assigned by Miss Berry. The Section Leader should keep the bus conduct in line and will be responsible for taking roll. Roll must be taken immediately upon arriving on the bus (before the buses pull away).

Bus Leader:

The bus leader is an assigned chaperone. They will have the roll call sheets for the bus captain. Once roll is taken, you will need to write down the names of who is absent and also the names of any loading crew members that are on your bus. This information will be given to the Assignment Coordinator when you arrive at the school. The bus leader will need to make sure they have their cell phone on and will have a radio provided by the band. You will also be responsible for the medical kit on the bus. You may leave the small medical kit and the roll call sheets on the bus.

Half Time Security:

While the band is marching on and off the field for the half time show, 4-5 chaperones will need to walk with them and guard them from the opposing stands.

Lollipop Holder:

If you are assigned the responsibility of holding the Lollipop (bus number), you will need to stand outside your bus holding the bus number so it is easy for the students to find their bus. Please check all students for earrings and nail polish as they enter the bus. After all students and chaperone's have loaded, the lollipop should be placed in the bus window. Lollipop holders should report to the bus promptly at the end of 4th quarter so all students can find their bus.

Nail Polish Patrol:

We will need 3-4 chaperones to stand in the band room and chorus room while the students are getting their marching uniforms on. You will have a bag of cotton balls, band-aids, hair ties and nail polish remover. Students are not permitted to wear nail polish or have any visible piercings. All piercings should be covered with a band-aid. Also, all hair must be pulled back off the face and neck.

Name Tag Collector:

All name tags should be collected during 4th quarter. You will have a Ziploc bag to place the tags into.

Pit Crew:

There will be about 6 chaperones assisting the pit crew. You will be helping to bring the instruments to the field. Report to the Pit Leader for instructions.

Podium:

There will be 3 chaperones assisting with the podium. You will set up the podium and help the drum major go up and down the podium safely.

Truck Loaders:

Approximately 10 chaperones will assist the students with loading the instruments onto the truck. You should report to Steve Tremel during 4th quarter.

Uniform bag:

This bag will contain materials necessary throughout the game. If students forget something or tear something, we may need a back up. You would be responsible for carrying this bag and for making sure it gets returned at the end of the evening. If students borrow items (i.e. gloves) you need to make sure all items are returned at the end of the evening. Write down their name and the item they borrowed.

Water Chaperones:

When we first arrive at the game, approximately 5 chaperones will help pass out water bottles. Report to the Water Leader immediately upon arrival. The water bottles will be in the Rental Trucks, so head towards the trucks.

3rd Quarter Break:

Chaperones need to be positioned by the restrooms making sure all students go in and out very quickly. Chaperones may need to go in and get them out if they are taking too much time. We will have a male and female chaperone outside the restroom doors. You are welcome to watch the half time show; however you will need to get into your bathroom position immediately after the show. Report to the 3rd Quarter Break Leader for your exact position.

Away Game Notes:

Patience is the name of the game. There will be times when you don't have anything to do. The Assignment Coordinator will give you instructions when needed.

Arriving at our Destination:

The assignment coordinator will radio to the bus captains when to release the "Loading Crew".

Deplaning the Bus:

The members of the loading crew will be deplaned first. No one is to deplane the bus without permission from Miss Berry. As they deplane, check for any wardrobe violations. Miss Berry will march the band into the stands and the water leader will coordinate, with 5 other chaperones, the distribution of the water.

Back to the Buses:

Lollipop chaperones should go back to the buses ASAP and display the bus number. You should begin walking to the bus during the last 2 minutes of the game. All bus chaperones need to walk through the bus after all kids have deplaned and make sure there is no trash, valuables, etc. left on the bus.

Upon Arrival at home:

The bus leader should walk through the bus with a flashlight after all kids have deplaned . Make sure there is no trash, valuables, etc. left on the bus. Lollipop ladies should return the lollipops and small medical kits to the parent room. The bus leader should return the radio and roll call sheets to the parent room.

**Thank you for your volunteer efforts and supporting the Lake Brantley Band.
Your support is greatly appreciated.**

“Working Together to Achieve Superior Performance”!

***Thank you,
Lake Brantley Band***