



PERIMETER SCHOOL
A Covenant Christian Community

Field Trip Chaperone Guidelines

If the Enrichment Day, Service Project, or E Day will be a trip away from school, please follow these guidelines:

1. All students must first go to their classrooms and be seated. Take a few minutes to go over what kind of Enrichment Day has been planned. Insist that they sit quietly and listen to the explanation, and ask them if they have any questions. Go over the ground rules of the behavior expected of them (PEARL rules), and pray before you leave.
2. Check that all students are dressed appropriately for the field trip. According to the dress code, if a student is not dressed properly, you or the office may call the student's parent to come and bring proper attire (if time permits); otherwise, the child may not be able to participate.
3. Keep your copy of the student emergency contacts with you. Medical Consent forms are located in the office and must be returned to the office at the end of the day. If the prescribed treatment of a student's life-threatening allergy includes an antihistamine, make sure you bring the student's EpiPen® with you.
4. Please be conscientious to give each child their own seat belt. It is not acceptable to double-buckle or squeeze in extra children for a school-sponsored activity just to minimize the number of cars that are driven. Parents need to be examples of safety and show that they value human life.

When driving to and from an event/location, we request that any music played in the car be Christian music or CDs of Christian artists. An even better choice would be to engage the students in conversation and help them get to know one another better. Often teachers will create the carpools for this very purpose. Please be sensitive to students who may be "loners" and do your best to include them. Lastly, please do not allow students to speak disrespectfully or disparagingly about PCS or any faculty members. No movies or DVDs are to be played while in the car.

While at the event/location, please do not use your cell phone. Do not check or send email or texts. Do not make or take calls unless it is a known emergency. Be present!

The students are not allowed to have any handheld electronics, cameras*, or cell phones on field trips. Please let a teacher know if a student has violated this policy.

While on site at the event/location, be fully engaged with your assigned group. Your group of 3-5 students needs to be with you at all times. You need to model proper behavior such as listening to any speakers or docents. You need to admonish, correct, redirect, and discipline as needed. Follow these specific rules where applicable: students are not to sign guest books, no gum or candy, and be respectful of memorials and the other visitors at the site.

Please be prompt about returning to the school when you said you would. Allow plenty of time for driving back to school. There will be many carpools waiting to pick up children. Unplanned stops, such as stopping for snacks, should not be made; however, exceptions are made when all teachers and parents have concurred that a stop is to be made by everyone. This decision should be disclosed prior to the day and time of departure. If you return to school at dismissal time, have the children line up for carpool line as usual and wait for their parents to pick them up.

Upon returning to Perimeter, take your group to their classroom and stay with them until the teacher has returned. If the classroom is locked, you may take the students to the playground to wait for the teacher, but do not leave them unattended.

* There are some exceptions for the 7th and 8th grades.