

Seminole County Guidelines for Chaperoning A School Trip

1. If you are planning on going on the trip with your student and the band, you must be a chaperone.
2. A chaperone has to be 21 years of age or older.
3. Children or other family members of a chaperone are not permitted to participate in a trip unless the child is part of the program.
4. Parent/siblings are not permitted to join in on a trip at its destination only parents who qualify as a chaperones.
5. Parent or student relatives who are not chaperones or student participants in the trip will not be permitted to join the trip at its destination.
6. Chaperones will have students to supervise. Chaperones are expected to follow the planned timeline and itinerary. Be sure your group is at the right place at the right time.
7. Do not use profane or inappropriate language.
8. Chaperones are not permitted to use tobacco products of any kind or consume alcoholic beverages while supervising children.
9. There are physical requirements of chaperones on a trip. Each attendee is responsible for their own personal belongings (i.e. to carry your own luggage to and from any location i.e. hotels, bus, planes, etc. All participants (students/chaperones) must be able walk a minimum of 3 miles/day at a moderate pace during scheduled activities as well as stand/sit for extended time periods.
10. Chaperones will supervise 6 - 8 teens at all times except when asleep.
11. Chaperones are not permitted to discipline the students. If there is a problem discuss it with the teacher or the lead person in charge.
12. If there is an emergency, contact the teacher or the lead person in charge.

If you have questions about being a chaperone please refer to the Seminole County Public School website at www.scps.k12.fl.us or email francetrip@seminolehsband.org.

FREQUENTLY ASKED QUESTIONS

1. How do I become a chaperone?

Answer: You must be 21 years of age or older and a registered Dividend (This can be done on SCPS website and must be done annually). You must have a current valid passport and be fingerprinted by the county.

2. How can I get fingerprinted?

Answer: ALL OVERNIGHT FIELD TRIP CHAPERONES MUST BE FINGERPRINTED. Fingerprinting is offered Monday-Friday, 8:30 a.m. to 12 p.m and 2 p.m. to 4 p.m. at the SCPS Educational Support Center, 400 E. Lake Mary Boulevard, Sanford. Please allow 7 days to process the fingerprinting process. Cost is approximately \$52.00.

3. I have been previously fingerprinted. Do I need to get fingerprinted again?

Answer: YES, If you have never been fingerprinted at the Seminole County Educational Support Center you will need to have your prints taken there. They do not transfer prints from other organizations/employers.

NO, If you have been fingerprinted at the Educational Center previously your fingerprints are on file and good for 5 years. Call 407.320.0178 and ask if you aren't certain if your prints will still be valid.

4. Can Grandma or Grandpa (Aunt, Uncle etc.) chaperone?

Answer: Yes, if they are Dividends and they can adhere to the chaperone procedures. If they are not a Dividend or can not adhere to the Seminole County trip guidelines then NO.

5. My child is currently a senior can he go on the trip?

Answer: Yes! The directors have said that any senior student who wishes to go on the trip may. They will not be used as chaperones, but will help with equipment loading/ unloading and will perform with the band.

6. I'm going as a chaperone, but want to extend the trip to stay longer and travel to different places with my family. Can I do this?

Answer: If you plan on staying longer you will be responsible for booking your own flights for your family and your student. You can meet up with the band at the hotel on the day that we arrive. (It may be possible to get on the same flight going to France).

7. How many students per one chaperone?

Answer: There will be no more than 10 students per chaperone. In most cases it is a lot less. The county states that one chaperone can have no more than 10 students.

8. Is there extra security in the hotels at night?

Answer: The chaperones have a certain number of student rooms that they are responsible for. Chaperones make sure that students are in their room at curfew. The chaperones go over the expectations of our students in their rooms. They tell them the plan for the next day, what time they have to be up and ready to go. We have extra security that sits in the halls from 11pm to 6am. If there are any problems security will contact the directors. The chaperones wake students up each morning and the chaperone makes sure that those same students are present and accounted for when it is time to go anywhere.

9. I am a larger person. Will I need to purchase an additional ticket?

Answer: Each airlines has different guidelines. However, the FAA mandate is that passengers must be able to lower their armrests and sufficiently buckle and fasten their seat belts. The average seat width ranges from 16-18 inches between armrests. The DOT (the Department of Transportation) states that airlines are not required by law to provide additional seating or an upgrade in the event additional space is required for a passenger.

10. I'm not chaperoning can I still participate in all of the events with the band?

Answer: No, The travel company will not do a la carte event tickets. If you want to participate in an activity at the same time as the band then you will need to purchase tickets on your own.

11. Where can I purchase travel insurance?

Answer: It is mandated by the county that we as an organization traveling purchase trip insurance for the whole group. That is part of your travel cost. However, this is the first time the county has mandated this, and it was just brought to our attention. We are hoping it will not affect our designated cost at this time, but it is a possibility it may. Stay tuned and we will let you know as soon as we know.

12. Can I pay the first 2 payments after the holidays?

Answer: No, because the BPA (Band Parent Association) has already paid over \$10,000,00 out of the BPA money and we need to recoup that money.

13. How will we carry our instruments on the plane?

Answer: The smaller instruments will go in your luggage or your carry on. As for the larger instruments (tubas, trombones, and drums) we are looking into having those instruments shipped ahead of time.

14. Will we be taking our uniforms and shakos?

Answer: Yes, we will be taking uniforms and shakos. Your uniform will go in your luggage. We will let you know how we will be taking the shakos at a later date.

15. Do I need a passport?

Answer: Yes, you will need an updated passport. Please check to make sure your passport will be valid for the dates of travel (June 3-10, 2019). Make sure you have the passport book, not the passport card. The card is NOT valid for air travel.

16. Will there be more trip meetings?

Answer: There will be meetings when we have more updates and information to share and to give out.

Please watch for the emails and check the band website or Facebook page. You can always send an email with questions or concerns to francetrip@seminolehsband.org and someone will get back to you.

Important Points to Remember

1. **Dues Payments:** Students dues must be paid in full by December 21, 2017. This is an extension of 1.5 months from the original due date. If the dues are not paid by December 21, 2017, any funds that you have paid towards the France trip will be moved to pay down/off your band dues. Therefore, you will have to make up for your missing trip payments by February 1, 2018.

2. **Receipts:** We have lots of payments coming into the band room daily. Each payment is to be logged in the band log and placed in the safe. Your check, money order, credit card (PayPal), serves as your receipt. We will write a receipt if you absolutely have to have one. Please write this request on your payment envelope and we'll make sure it gets to your student.

NOTE:

As more information comes available or more questions are asked we will update this post, because in most cases there are others with the same questions.

If you have any questions please contact francetrip@seminolehsband.org or treasurer@seminolehsband.org.