
PCCS Camping Trip Chaperone Contract

Parents are one of the greatest assets of Prairie Crossing Charter School. You are an integral part of our success providing great field trips and camping experiences. We would like you to chaperone and attend and support our trips with us so that we provide the best and safest experience possible for our students. When you do you will be in contact with students other than your own child. In order for the best experience and activities to run smoothly, it is important that you are well informed of, and agree to abide by, the following guidelines.

1. The teacher or teacher assistant is the leader of the students. All interactions with students must be conducted under their direction and with their approval. This includes discipline. As stated in the school code, chaperones are not allowed to discipline any student, this must include your own child. If there is a reason for adult intervention, specifically discipline, please bring the student to a teacher or teacher assistant and explain the situation. The teacher, teacher assistant and/or school administration will then decide on an appropriate consequence.
2. It is possible that as a chaperone you will have questions about general activities, rules or behaviors you observe. Please do not try to discuss these issues or have other conversations with the teacher or assistant while they are working with students or within the earshot of the students. This permits us to give appropriate focus to the students and separately have those important adult conversations. Please save your questions and make sure to speak with the teacher or teacher assistant later privately.
3. Please remember that chaperoning on the camping trip is not the time to mini-conference about your child. It is important that your child and the other children all understand that you are participating as a chaperone for all the students. While you are excited to be there and want to spend time with your child, you might or might not be participating in an activity directly with your child. The other children, teachers, teacher assistants, and parents who could not attend, really value and need your being there. You and your child should be prepared for this.
4. You may have down times when you are not actively involved with the group, for these times make sure to bring things to do. You can read or enjoy a craft. We need your presence for certain activities or in the event that something goes wrong. The students will be doing all of the camping work necessary under the guidance of the teachers, teacher assistants and other parents at times. We want you to enjoy and get the most out of your experience and to be able to take full advantage of any free time you will have.
5. Chaperones should make sure that all students are in their tents when it is time for lights out, unless otherwise directed by the teacher or teacher's assistant. Students should always be in sight of a chaperone, this does not include when students are inside tents however, since you will not be able to actually see them.
6. Each trip has at least one PCCS staff member who is certified in first aid and CPR. Please inform the teachers and bring the certificates if you are trained in first aid or CPR. In the event that a student gets hurt, a staff member needs to be informed immediately. If the student is unconscious or unable to move, do not move them; send at least 2 students to get a staff member. If the situation warrants, also call 911 immediately – be prepared to give them your exact location and details of the injury.

7. You may not feel like an expert at what we are doing, but please be an enthusiastic participant! As adults we model behaviors and attitudes for students even when we are not aware of it. Students have amazing powers of hearing and observation. Students will pick up on adults' interests; likewise, if you show that you think something is uninteresting or a "waste of time" the students will pick up on that as well.
8. Most importantly, chaperones must be aware of the need to maintain confidentiality with respect to the academic performance, behavior, or other aspects of a child's presence in the group. Even the most innocent and well-meaning comments to that student's parents, other parents, children in the class, or to persons outside of the school staff, can be hurtful or destructive. Please do not discuss classroom matters with anyone other than the teacher, principal or director.

Sincerely,

PCCS Teachers and administrators

I, _____, understand and agree to the above-stated expectations for being a chaperone on the camp-out.

(Signature)

(Date)

**PRAIRIE CROSSING CHARTER SCHOOL
CONSENT AND RELEASE FORM
CAMPING TRIP CHAPERONE**

As a chaperone for the Prairie Crossing Charter School (“PCCS”) class trip to _____ (“Trip”), I agree to abide by all of the terms and conditions set forth by my Prairie Crossing Chaperone Contract (“Contract”) with PCCS which is attached to this consent and release form and incorporated herein.

I acknowledge that one of the terms and conditions in the attached Contract is that PCCS assumes no liability for any injury, loss, damage, delay, or death to person or property arising from the negligent or willful act or failure of its Board of Directors, employees, volunteers, students, or third persons that provide goods or services for the Trip. Furthermore, I acknowledge that PCCS reserves the right to modify or withdraw any of the travel arrangements when it deems that such action is necessary to serve the best interest of its students, and that it may make reasonable changes in the itinerary including, but not limited to, substitution of accommodations and alteration of the itinerary.

I acknowledge that my participation in the Trip is at my own risk and I acknowledge that as part of the Trip I may encounter physical challenges that may be demanding and unavoidable. I acknowledge that while on the Trip I may encounter unanticipated hazards and risks of physical injury. In consideration of PCCS granting the undersigned permission to chaperone the Trip, I agree to indemnify, defend, release and hold harmless PCCS, its Board of Directors, officers, employees, insurers, administrators, and agents thereof, from and against any and all suits, actions, legal proceedings, claims, demands, damages, loss, costs, expenses, attorneys’ fee, and judgments for personal injuries, including but not limited to death to any person, in any manner caused by, arising from, incidental to, connected with or growing out of my participation in the Trip.

Chaperone Signature Date

Chaperone Name Date

PRAIRIE CROSSING CHARTER SCHOOL

1531 Jones Point Road, Grayslake, Il 60030
Phone 847-543-9722 Fax 847-543-9744

CHAPERONE EMERGENCY INFORMATION AND AUTHORIZATION

Name _____ Birth Date _____

Address _____ Home Phone _____

City _____ Zip _____

Name of Spouse _____ Cell Phone _____

Business Name _____ Bus Phone _____

Business City _____

Other Emergency Contact

Name _____ Cell Phone _____

Business Name _____ Bus Phone _____

Business City _____

Doctor/Group _____ Phone _____

City _____

List any medications you are allergic to:

List any medical conditions you have:

Medications presently taking:

I do here by give permission and/or consent to the personnel of Prairie Crossing Charter School to secure and authorize such hospital and emergency room care, and/or first aid treatment as I might require while with said school personnel. I also agree to pay the entire cost and fees contingent on an emergency medical treatment for myself as secured or authorized under this consent as required in the sole judgment of school personnel.

Signed _____ Date _____

Which phone number should we try first? _____

Please attach a copy of your medical insurance card.