



## **Job Description: Field Trip Chaperone**

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### **VOLUNTEER POSITION:** Field Trip Chaperone

**TIME COMMITMENT:** Pending field trip location, duration, and need. Annual field trips are:

Fall Rouge River Testing - Waterford Bend Recreation Area (1st Wed. in Oct.)

Literary Character Day Bowling - location TBD (Literary Character Day/Halloween)

Cross Country Skiing - Kensington Golf Course [location may vary] (pending weather; around January-February)

Student Pre-Auction Ice Skating - Plymouth Cultural Center (date varies pending Annual Auction date)

Spring Rouge River Testing - Waterford Bend Recreation Area (1st Wed. in May)

End of the year Field Trip - location varies (during last week of school M-W)

NOTE: Activity may switch pending availability (e.g. ice skating at Plymouth Cultural Center - walking distance)

**DESCRIPTION:** Help chaperone students during school field trips. It may help with driving and/or being on-site.



### **GUIDELINES:**

- **Adults who plan to drive for any Steppingstone function must sign\* the “Volunteerism at Steppingstone School” form that is provided with the registration packet and provide driver information for our insurance company.**
- If chaperoning a student with a car/booster seat, must ask the student’s parent to install it during morning entry.
- Watch for FIELD TRIPS in your weekly electronic NEWSLETTER.
- Chaperones must be within hearing and visual distance of students at all times.
- During bathroom breaks, only one student can go into a bathroom at a time.
- Chaperones must have a student emergency contact form (provided by the teacher) in case of emergency.