



# BEREA-MIDPARK TITAN MARCHING BAND

GUIDELINES FOR CHAPERONES

2019



# 2019 / 2020 BEREA-MIDPARK MARCHING BAND

GUIDELINES FOR CHAPERONES – Summer, 2019

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Thank you for volunteering to chaperone the Berea-Midpark Titan Marching Band during the upcoming marching season. The privilege of your time and dedication to the safety of our students is very much appreciated.

Before you can chaperone the marching band you must complete fingerprinting and a background check. This can be done through the Berea City Schools Board office. Please go to <https://www.berea.k12.oh.us/Domain/433> or call (216) 898-8300 (x 6235) to set up an appointment.

We have put together the following guidelines based on information from the Berea City Schools' guidance for chaperones, our experience with chaperoning the marching band, and the historical questions that have come up over the years.

- **The safety of the students is your primary function.** From the moment you arrive at the high school until you leave at the end of the night, your primary function is the safety of the students. While it is likely that you have a child in the marching band remember that your chaperone responsibilities extend beyond your own child.
- **Follow the directions of the lead chaperone.** For all events, the band boosters will assign a lead chaperone who will assign or confirm specific roles and responsibilities for all chaperones. This lead chaperone will likely be a booster officer (president, vice president). This person will be your primary resource for information and guidance on the day of our performance. When you report to the high school, please see the lead chaperone. Chaperones will normally gather by the band storage room located near the band room entrance on the west side of the high school.
- **Do not discipline the students.** Per school district policy ... The students are governed by the District's Code of Conduct which prohibits any inappropriate behavior, such as discourtesy, fighting, harassment, drug-use, stealing, and the like. Your responsibility is not to invoke discipline on a student, except in cases of imminent threat to that student's or other people's safety or well-being, but to report any student behavior problems or any inappropriate conduct on the part of a fellow chaperone or staff member to the band directors as soon as possible.
- **Never release a student from the band.** Students will occasionally be granted permission to leave early. Students can only do this through the band directors. *Under no circumstances are you to release a student from the band even to their parents.* If a student and/or parent approaches you seeking early release, take them to the band directors.
- **Uniform / Instrument care.** Band members are required to take proper care of their uniform and instrument. If you should witness behavior that creates risk (eating in uniform, instruments left in an area that could cause damage) please guide the student. The uniforms and raincoats can cost \$500 to replace while instruments can range from hundreds to thousands of dollars ... per instrument.



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- **Respect the band's performance.** The band's performance is not limited to just pregame and halftime. The band performs in the stands and when they parade.
  - When the band is parading, please take your position **BEHIND** the band. Unless otherwise instructed to do so, do not walk in front of or beside the band.
  - Do not sit "in the block" when the band is in the stands. The band performs while seated in the stands. Please take a seat near the band on the outside of the block.
  - Unless otherwise instructed to do so, never come down to the field during pregame or halftime performances. Also stay out of the area where the band warms up before halftime.
  - While parading never talk to the band or give instruction unless it is necessary for the safety of the band member.
- **Taking attendance for road games.** When the band is traveling to an away game / performance, you may be assigned to take attendance for your bus.
  - Before we leave the high school, take attendance to confirm who is on your bus. Keep in mind, not everyone on your list may be present due to absences.
  - Before leaving the away venue, take attendance again. It is much easier if a chaperone is stationed at the door of the bus and checks off names as the students board the bus. Know your bus number because many band members will ask "which bus is this?"
  - The band directors / staff will visit each bus to confirm your students are on board before departing the venue.
- **Traffic / crowd control on home games.** When the band parades to and from Finnie Stadium, you may be assigned to traffic and crowd control. It is important for the safety of the students that automobiles and people do not interfere with the band while they are parading. This will be particularly trying when the band is returning to the high school after the game as fans and cars are exiting Finnie Stadium. **Be polite** when asking fans to step aside as the band approaches. People react much more positively when treated politely. Please refer to the parade map and note the stars for positioning of chaperones. The lead chaperone will assign chaperones to each position.
- **Student comfort.** Secondary to student safety is assisting the students with needs they may have such as restroom visits or other requests.
  - Students who need to use the restroom on away games should be escorted by a chaperone. Make sure that the band has taken their seats **BEFORE** allowing students to leave for the restroom. By the way, be prepared that it's never just one student who has to use the restroom.
  - If a student should become ill or injured, make the student as comfortable as possible and immediately report this to the band directors. The band directors have all medical records necessary for the band. **NEVER** issue any medication to a student.
  - Students are prohibited from eating, drinking, (water is permitted), chewing gum, and using their cell phone while the band is in the stands. If you should see a student violating these rules, please instruct them to stop. Any student who refuses or repeats an offense, please inform the band directors.



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- **Third Quarter.** Third quarter is the usual break time for the band.
  - Band members are free to visit the concession stand or the booster's snack area. You may be assigned to assist with the booster snack area. Band members are NOT allowed to bring friends to the booster snack area nor are they allowed to leave the stadium for any reason.
  - Sometimes there are snacks available from the home band when we are on the road. Again, band students are not to bring friends into this area.
  - Band members should not be wearing their overlays (outer garment) when snacking. If the weather dictates that a band member should keep their overlay on, then they should wear their raincoat to protect the overlay.
  - Band members are required to be back in their seats and in uniform by the end of the third quarter.
- **Teenagers.** It is likely that while you are not only a chaperone you are also a parent. Your parenting skills will be more reliable than anything we can provide. With over 200 members in the band there will likely be lapses in judgment, drama, and just plain knucklehead moments. Remember the number one rule ... you are there for the safety of the students. Immediately intervene if safety is an issue. Rules violations should be brought to the band directors. Matters of a lesser circumstance can be dealt with by you if you feel comfortable. Again, you are likely the parent of a teenager and will have a good judgment of what level an issues is taking and your parenting discretion should be used. As unlikely as this is, any disrespect by a band member towards a chaperone will not be tolerated. Please report any issues of this nature to the band directors.
- **Ambassadors.** You represent the Titan Band as much as the students and staff. Whether we are at home or on the road your behavior will reflect on the band program. In all instances we expect our chaperones to be courteous to our fans, hosts, students and anyone else you come in contact with while chaperoning.
- **The Band Directors.** Throughout this document you have seen many references to matters that should be referred to the band directors. They are the ultimate authority whenever the band is gathered and, like you, the safety of the students is their primary concern. But they also have the responsibility to educate and prepare the students for their performance along with serving as counselors, travel coordinators, uniform inspectors, instrument repair technicians, visiting band ambassadors, etc. So please keep in mind that your judgement as a parent and chaperone is critical when considering what should be managed to the band directors. Never hesitate to bring to their attention any and all matters of student health, safety and poor behavior.
- **THANK YOU.** It should never go without saying how important our chaperones are to the success of the Titan Band program. On behalf of the band directors, staff, boosters and especially the students, thank you again for your time and dedication to the Berea-Midpark Marching Band.



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## Chaperone positioning when the band is parading to and from Finnie Stadium

