

Music Chaperone Expectations

1. Assist students at PDX. Our group will be on Alaska Airlines flight 889. Students will be checking in with you before checking baggage and receiving boarding passes. All chaperone groups will gather together before we walk through security. Please notify Mr Henson if you are missing a member of your group.
2. Please stay with your chaperone groups as you go through security. Once your bags are checked and you have all members of your group, please head to security. Go directly to the gate and wait for the rest of the group to arrive. Once you have all cleared through security, meet with your chaperone group at the gate. You will need to be back to the gate and check in with your chaperone group at 7:00 am. Our flight leaves at 7:35 am. You may walk around and get food, coffee, and relax. You must not leave the security area.
3. **Please don't let students change seats without the permission of the flight crew. Check with Mr. Henson if you are unsure.** When we arrive in Honolulu, please make sure that you have all of your items from the plane. Please make sure students have carry-on luggage and other personal items (phones, wallets, cameras, etc) before we leave the airplane. If a student doesn't find their checked bag on the carousel, notify Henson or ASAP so we can let the appropriate airline people know. A tour representative from Gateway will be there to assist us before we board the motorcoach.
4. Everytime we board the bus, make sure you have all of your students accounted for. Everytime we enter a guided tour or have check-ins throughout the day, make sure all students are accounted for. Notify Mr. Henson immediately if you are missing a student.
5. Bus Rules must be followed. On trips, students are expected to stay with the same bus for the entire trip (both ways) and are expected to be on their best behavior. This means demonstrating high levels of respect and integrity to other students, parents and staff members. If you have to remind a student repeatedly of this, please let Mr. H know! I will take care of discipline if necessary.

6. While at the performance, it is important to remember how our behavior reflects on the school. Students are encouraged to have a good time, however, they are not allowed to do anything that might hurt themselves, others, or any property.

7. It is important that the students clean up after themselves. Kindly remind students to clean up if you see they are forgetting to throw away their trash. We are not here to pick up after them!

8. Remember, the students and parents are here to have a good time and to enjoy the beauty that is Hawaii. Please come to the Director if you have any issues that come up with students or other parents.

9. We will have chaperone/parent meetings every night at the hotel. This will be 30 minutes before room checks. Important information will be relayed to the group. All chaperones MUST attend these meetings. You will then relay all important information to your rooms when you do your room checks. We will be taping doors after room checks. I will give a tutorial on how to do this on the first night.

10. While it may be a temptation to have an adult beverage at the pool or on the beach, remember that you are representing the Oregon City School District and you are responsible for students 24/7. At no time should you be or appear intoxicated while on the trip. If this is going to be an issue, please let me know and we can reassign you as a non-chaperone for the trip. There will be no tolerance neglecting your duties as a chaperone and a violation of this will result in your removal from the trip and all costs to get home will be your responsibility.

Mr. Henson will set up a Remind group for all travelers on the trip.

Students can contact me through the Remind app if needed.

Please gather all of your student's phone numbers and take a picture of each of them so you remember their faces if you are unfamiliar with them. You are their "Island Parents" so please be there for them as you would want someone to be for your kids.