

BBHHS BAND BOOSTERS CHAPERONE DUTIES

HOME GAMES

Prep

1. Meet by band doors at specified call time to receive name tags and assigned duties (also emailed prior to game).
2. Chaperones assigned to plumes will distribute plumes to every student as they are entering their blocks for warm ups.
3. Parents will carry their assigned equipment to the field.

Pre-Game Show

4. After pre-game show, plumes will be collected and stored back in boxes.
5. Students are to be chaperoned to restroom and chaperones are to ensure students do not wander away from band stand.

Half-Time Show

6. As students are gathering for half-time show, chaperones in charge of plumes again distribute to students, ensuring each student has a plume.
7. Ladder chaperones (four) will move them onto the field in designated areas for drum majors.
8. Chaperones assigned to flags (four) will get instruction from Grace (flag line director). Generally, flags are placed on side-lines near mid-field and collected as flag line finishes each routine.
9. Flags are removed from field and neatly rolled and placed back in bags.
10. After show, plumes are collected and stored back in boxes.

Post Half-Time

11. After show, students are given snacks, allowed to get concessions and have time to mingle.
12. Approx. five minutes to beginning of 4th quarter, students are reminded to return to band stand.
13. Students are to be chaperoned to restroom and chaperones are to ensure students do not wander away from band stand.
14. Parents are to carry their assigned equipment back to the band room at which time duties are complete.

AWAY GAMES

Prep / Bus

1. Meet by band doors at specified call time to receive name tags and assigned duties and bus.
2. There will be at least two chaperones per bus. Each pair of chaperones will be given a bus number and a roster of students assigned to that bus to/from game.
3. About 15 minutes prior to departure, all students (except those in charge of loading the equipment trucks) should be seated for attendance. When students in charge of equipment are done with duties, they will report to their assigned bus.
4. As students enter the bus, make sure they have full uniform (hats, gloves, black socks, band shoes, proper uniform and instrument if not on truck).
5. Take attendance: Must ensure every student on the bus list is present and accounted for. It helps if one chaperone calls name while other verifies the acknowledgement by each student. A final head count should be done when all are on the bus.
6. Chaperones should note any students missing and provide names to Mrs. Astey/Mr. Wyse during their bus check.
7. Remind students there is no eating on the bus, they should always clean up after themselves/check their seats prior to departing, use their 'inside voice', do not stand, keep aisles clear for bus driver.
8. Chaperones will post the bus number and roster on bus window (as directed by bus driver).
9. Chaperones will ensure students are well maintained and do not disrupt the bus driver.
10. Chaperones assigned to plumes will distribute plumes to every student as they are entering their blocks for warm ups.
11. Parents will carry their assigned equipment to the field.

Pre-Game Show

12. After pre-game show, plumes will be collected and stored back in boxes.
13. Students are to be chaperoned to restroom to make sure they get back to the stands and not getting food – they are free to get concessions and socialize outside of grand-stand during third quarter.

Half-Time Show

14. As students are gathering for half-time show, chaperones in charge of plumes again distribute to students, ensuring each student has a plume.
15. Ladder chaperones (four) will move them onto the field in designated areas for drum majors.
16. Chaperones assigned to flags (four) will get instruction from Grace (flag line director). Generally, flags are placed on side-lines near mid-field and collected as flag line finishes each routine.

Post Half-Time

17. After show, students are given snacks, allowed to get concessions and have time to mingle.
18. Approx. five minutes to beginning of 4th quarter, students are reminded to return to band stand.
19. Students are to be chaperoned to restroom and chaperones are to ensure students to not wander away from band stand.
20. Parents are to carry their assigned equipment back to the bus.
21. Five minutes to departure, chaperones will take attendance to ensure all students are on their assigned bus. Chaperones will be given names of students allowed to leave early with parents. Any student missing from bus must be reported to Mrs. Astey/Mr. Wise. for verification.