FORM D
CHAPERONE STATEMENT ACKNOWLEDGING RESPONSIBILITIES AND DUTIES

(Please check appropriate box.) □ Staff □ Non-Staff

I, ________________________________________________________________ will chaperone for:

(Print Full Name)

_________________________________________________ to ______________________________

(Campus Name)

_________________________________________________ on ______________________________.

(Field Trip Destination/Group Traveling)

CHAPERONE DUTIES AND RESPONSIBILITIES AS PER FMG (REGULATION):
Chaperones must be:
1. District employees, or
2. Any other adult approved by the principal and sponsor of the field trip who meets the eligibility
   requirements to volunteer in the District before the trip is scheduled for departure, including a
   criminal background check. (*Note—a “cleared” criminal background check is required of all
   school volunteers and nonemployee chaperones.)

The primary responsibility of the chaperone is to supervise a group of students. Chaperones are
responsible for students and are expected to stay with their assigned group and monitor student behavior
for the entire field trip from departure time until the students return to school.

Chaperones are responsible for enforcing the Student Code of Conduct and other relevant District policy.
The chaperones are additionally responsible for executing the submitted approved plan for student
supervision for the entire field trip from the time of departure until the scheduled conclusion of the trip.

Chaperones must adhere to established basic guidelines for District-sponsored functions and additional
guidelines as may be developed by the individual school. Chaperones are responsible for attending any
designated information or procedural meeting prior to and during the field trip as are required by the
school principal, sponsor, or designee.

Chaperones must sign a form acknowledging their responsibilities as chaperones and must not be allowed
to smoke, use tobacco products of any type, consume alcoholic beverages or illegal drugs, or be involved
in any illegal or immoral activity during the trip. [See FMG (EXHIBIT)]

The ratio of students to chaperones will be no greater than ten to one.

I, ________________________________________________________________ have read and understand all the responsibilities and duties
as chaperone. I accept these responsibilities without waiving any applicable immunity that may exist
under the laws of the State of Texas or the United States.

________________________________________________      _________________________
Signature        Date

Chaperone Cell Phone Number ______________________________

________________________________________________      _________________________
Witness (Principal, Sponsor, and/or designee)   Date