

# New Boston Recreation Chaperone Guidelines

*Our goal is to provide an enjoyable, safe evening for our kids.  
Let's be watchful, discipline with kindness, and let them have fun!*

First and foremost your job as a chaperone is to ensure that everyone has a safe and fun experience at our dances. This means that you should stay off your phones and keep your focus on the children. We have had instances of bullying, teasing and behavior issues. The sooner we can be aware of and take control of these types of situations the better. If, at anytime, you see a child upset, being bullied or the perpetrator of an act of bullying, you need to bring all parties to the kitchen. Please find the Recreation Dance Supervisor (either Mike or Sheri) and we will, together, try to solve whatever issue is at hand. The kitchen will provide us with a quiet place where we can talk to the kids.

Chaperone jobs include:

- Staff the concession
- Help with check-in
- Help ensure all students leave with an adult at the end of the dance
- Monitor doorways—No child is allowed to leave the school without a parent/guardian
- Make sure students don't take food or beverages into the gym—Except ring Pops, they are allowed
- Float throughout the dance and restroom areas: Chaperones need to be a visible presence. You should regularly walk around and through the "dance floor" area. Also check bathrooms for large crowds, "drama" and that the kids are keeping the areas clean.
- Children should stay in the gym unless they are using the restrooms or eating. Please do not let kids hang in the hallway, hallway nooks, under the coat racks, or in the bathrooms.
- Prevention/Safety: Kids should not be climbing on bleachers, stairs or the stage. Please keep on top of the "tag and chase" that will inevitably start up a couple of times during the dance. For everyone's safety try to nip this right away and keep kids from running in the gym.
- If any student exhibits any behavior that is inappropriate, the chaperone is expected and empowered to interrupt and tell the students to refrain from that behavior. If there is any question about whether the behavior is inappropriate, the chaperone should immediately seek the Recreation Dance Supervisor.
- If you have any questions or you feel that you are not able to perform these chaperone duties, please see the Recreation Dance Supervisor.