

Mt. Lebanon High School Marching Band

CHAPERONE INFORMATION, 2023-2024

We're looking forward to working with you this season! This packet is meant to help you understand what to expect when you help out on a Friday or Saturday night. If you have any questions, please don't hesitate to ask:

MLBBVP@gmail.com

Laurel Kennedy, cell: #412-400-7683

Jessica Concannon, cell: #412-773-1903

Each chaperone is assigned a particular job for each game or festival; job duties are listed below. If there are certain tasks that you cannot perform, let us know and we can assign you something else. The goal is to help the students succeed, stay safe, and have fun!

Chaperone Duties

- Plumes: Chaperones place the plumes in the students' hats before the game and remove the plumes after halftime. 4 chaperones needed.
- Snacks & Water: Chaperones pass out water and snacks after the students perform at halftime and collect water bottles and trash from the band in the stands when they're done. 4 chaperones needed.
- Gate (Home games only): Chaperones help to get the students on and off the field in an orderly fashion. Crowds will be asked to refrain from crossing through the band as they come on and off the field. 4 chaperones needed.
- Drivers: Truck drivers are needed to drive the equipment trucks to away games and festivals/competitions and help students load and unload the instruments. There are two 26-ft trucks for the instruments, props & percussion front ensemble (i.e., the Pit). One driver and one helper per truck is needed. Organized by Jessica Concannon, MLBBVP@gmail.com, cell# 412-773-1903
- Pit Crew: Chaperones come down to the track 10 minutes before halftime, where they will be assigned a piece of equipment to help move into place for the halftime show. The students help direct where each piece belongs. Step to the fence to watch the show. After the show, push the same piece of equipment back off the field. Ten chaperones needed. Casual volunteer clearances only needed for this job if not riding the bus with students.
- Crowd Barrier (Away games only): In bleachers with no barrier between the band and the spectators in the stands next to them, chaperones will sit along the edge of the band to keep spectators out of the band section.

How It Works

Sign-ups will be done through the BAND App, so please make sure you have downloaded it. If you need to cancel (i.e. unable to attend), you should be able to remove your name from the sign-up form. Please also contact Laurel or Jessica to let them know, especially when cancelling close to the event. We will email the report time out to the group of chaperones by Wednesday evening each week.

Chaperones meet at report time in the auditorium lobby, outside of the band room and should check in with Laurel or Jessica. At that time, you will be given a name badge and told what your job is for the night. Chaperones always work in pairs or groups, so no one has to handle a job alone.

All chaperones also do the following

- Uniforms – Keep an eye out to see that students are wearing all pieces of their uniform appropriately. If something is missing, tell Laurel, Jessica, or one of the uniform chairpersons (Kelly Latona, Kerry McGee).
- Restroom escorts – When given permission by Mr. Cheskawich, students can go to the restrooms. Chaperones escort groups of up to 5 students at a time. Help may be needed to hold gauntlets and jackets, etc.
- Bus duty – For away games and festivals/competitions, chaperones ride the bus with the students and take attendance before departure from the school, and again when the students get back on the bus after the event. Please make sure you take attendance before the bus leaves and report to the staff member on your bus so that they can let Mr. Cheskawich know everyone is accounted for before the buses depart.

Remember

- All clearances must be turned into the High School (see [Dana Martin](#)) before you can chaperone.
- Your child's Annual Marching Band Membership Fee must be paid for you to serve as a chaperone.
- If you want to be considered to chaperone the annual band trip, you need to chaperone at least three games and/or festivals/competitions. Pit Crew only (without riding the bus and/or staying with the band for the duration of the game) does not count toward the three events necessary to be considered for the band trip. Mr. Cheskawich will choose the chaperones.

Additional Chaperone Information

Our main objective is to maintain security and safety of our band members, their instruments, and personal belongings. Our responsibility as chaperones is to also help the band director and staff. It is not our place to discipline any student. The band members are taught to respect and listen to the chaperones. If you experience any problems, or a difference of opinion with a student, please refer the issue to one of the band directors. Above all, enjoy your time chaperoning! The students are great and will respond well to having you there. It's great to see the kids having fun together, and it's nice to get to know other parents.

General Rules and Guidelines for Chaperoning

1. Chaperones are to prevent outsiders from disrupting the band on and off the field, when the band is marching from the bus to the stadium and back, and when they are sitting in the stands. No one is permitted in the stands except band members, directors and chaperones – this includes friends and family. Occasionally, upon permission of the directors, alumni band members are permitted to come into the stands to visit.
2. NO ONE is permitted to dispense medications of any kind to the students. If students have prescription medication, inhalers, epi-pens, etc., please direct them to the EMT/Nurse on duty.
3. Family members and friends are not permitted to give outside food or drinks to band members during games and festivals/competitions.
4. Band members are permitted to go to the restroom with a chaperone upon permission of the band director. You may take up to five students at one time. While in the restrooms, you may need to hold the band members' coats and gauntlets.
5. Chaperones are not permitted to eat, drink, or smoke in front of the students. If you need to get water, coffee, or a snack, please do so where the students can't see you. (Chaperones are permitted to have water and a snack after the students and staff have been served.)
6. Chaperones should not be under the influence of alcohol or drugs while serving as a chaperone.