

Chaperone Duties:

Airport and Plane:

1. Assist your assigned students as needed while checking in and going through security.
2. Directors will count kids as they board the aircraft, but keeping an eye out for anyone wandering away at the wrong time will be helpful.
3. We will do a count at the baggage check/bus boarding in Chicago, so again you don't need to stay in groups, but keeping an eye out for anyone wandering at the wrong time will be helpful.

Bus

1. Sit in different areas of the bus, not just the front.
2. Help monitor excessively rowdy behavior on the bus.
3. Couples may not share a blanket on the bus and hands must be clearly visible.

Hotel

1. Be visible (i.e. lobby, hallways, pool) during free time in the hotel.
2. Know where your students will be spending their free time. Check in on occasion.
3. Check in at curfew, make sure all the students in your room are accounted for. Tell them you are about to tape the door and that they must call you if they need anything. Make sure they have your room number and/or cell number.
4. Shut the door and put a strip of tape at the top and at the bottom.
5. In the morning do a wake up knock ~45 minutes before breakfast and check to make sure the tape is not disturbed. Peel off the tape.
6. On your way to breakfast check to make sure your room is on its way or has already eaten (there may be a large window of time to eat in the AM).
7. Make sure your room knows what time to get on the bus.
8. Make sure your kids are wearing their name badges when appropriate.

Morning Checklist:

Do you have

1. Medications
2. Cell phone
3. Charger and Battery Pack for cell phone
4. Change of clothes (if needed that day).
5. Wallet
6. Everything you need for the entire day
7. Hotel key card

Thursday Activities:

1. **Travel to Chicago** - see above
 - a. Students should have everything they need for the first day in Chicago on their carry on! We will not be opening suitcases on the Mile...
 - b. Dress can be casual
2. **Lunch on the Mile.** Students should stay in supervised chaperone groups. Groups may combine and kids can split off within reason (i.e. different stores in the Water

Tower) - but chaperones need to know where kids are and students should never be in an unsupervised group with fewer than 3 students.

3. **John Hancock Tower** - no specific duties
4. **Shopping** - same rules as lunch.
5. **Dinner at Giordano's** - no specific duties
6. **Blue Man Group** - no specific duties.
7. **Hotel** - bedtime check in

Friday Activities:

1. **Hotel** - tape check, wake up/on time departure
 - a. Students can go to Six Flags in casual dress, but will want a change of clothes for before the CSO. The evening activity will be a dressy event.
 - b. Students should have everything they need for the entire day with them when they leave the hotel.
2. **Breakfast** - to specific duties
3. **Six Flags** - no specific duties, kids stay in groups of 3 or more.
4. **Dinner at Ed Debevic's** - no specific duties
5. **CSO** - no specific duties
6. **Hotel** - general eyes/ears, bedtime check in

Saturday Activities:

1. **Hotel** - tape check, wake up/on time departure
 - a. Students can spend most of the day in casual wear but will want something dressier for the musical that evening.
 - b. Students should have everything they need for the entire day with them when they leave the hotel.
2. **Breakfast** - No specific duties
3. **River Cruise** - No specific duties
4. **Field Museum** - No specific duties, kids stay in groups of 3 or more. No exiting the museum.
5. **Mag Mile** - Shopping rules apply.
6. **Dinner at Hard Rock** - No specific duties
7. **Musical (Death Becomes Her)** - No specific duties
8. **Hotel** - general eyes/ears, bedtime check in

Sunday Activities:

1. **Hotel** - tape check, wake up/on time departure
 - a. Today is all casual wear.
 - b. Students should have the appropriate items packed in their carryon and luggage.
2. **Breakfast** - No specific duties
3. **Millennium Park** - No specific duties
4. **Lunch at Navy Pier** - No specific duties, kids stay in groups of 3 or more. No leaving Navy Pier.
5. **Travel back to Oregon** - see Airport/Plane section