



Underage Student Chaperone Agreement

Chaperone Name:		
Relationship to Student:		
Chaperone address and phone #:		
City/State/ZIP:		Phone #:
Student Name:	Phone #:	RCC Student ID #:
Term(s):		Academic Year:
Course Number:	Section:	Title:
Start Date:		End Date:
Days in Course: ___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri ___ Sat ___ Sun		
Brief Description of Duties: (eg., Transportation to and from the field trip site; supervision when the course is not in session; other.)		
RCC Instructor Name:		

It is the intent of Rogue Community College (RCC) to provide a safe environment for all students. Underage students require chaperones on overnight field trips or day trips when the underage student must travel on his/her own. Only parents or legal guardians qualify as chaperones. The purpose of this **Waiver Agreement** is to authorize the chaperone to be on an RCC campus to attend a field trip orientation and to accompany students younger than 18 year old on day long or overnight field trips. If for any reason, a chaperone is unable to attend a field trip with the underage student, the student will be ineligible to join the trip and will receive a full refund of tuition and fees.

This **Waiver Agreement** must be completed by all chaperones. The form will be initiated by the field trip instructor at the orientation and signed by the chaperone at the orientation. The instructor will send the forms to Rogue Central.

Student Chaperones must agree to the following terms and conditions:

- Chaperone agrees that he/she is not an employee, volunteer, or agent of RCC, and is not affiliated with RCC in any way.
- Chaperone agrees that the College accepts no responsibility for the actions of the Chaperone, and agrees to hold RCC, its organization, officers, employees,

representatives, agents and assignees harmless in the event of loss, damage, destruction or injury to person or property as a result of activities engaged in under this contract except that arise out of the sole negligence of RCC.

- Chaperone agrees that RCC is not responsible for loss or theft of personal property.
- Chaperone responsibilities do not end when formal instruction is complete. Chaperones attend courses designated by RCC as having extended supervisory needs and it is the duty of the Chaperone to ensure appropriate, ethical and safe behaviors of the underage student for the duration of the field trip.
- Chaperone agrees to adhere to all College policies, procedures, and codes of conduct and maintain an orderly, safe, and professional learning environment.
- Chaperone agrees that his/her role is to supervise and have custody of the student before and after the instruction portion of the field trip, is not to interfere or help the student academically, and shall remain neutral in a testing environment.
- Chaperone agrees that the field trip instructor has the sole authority to direct the actions of the underage student during class sessions and will not interfere with or contradict the instructor's direction.
- Chaperone will comply with the Family Education Rights and Privacy Act (FERPA) and agree to confidentiality agreement below.

Chaperone Confidentiality Agreement

- I understand that as a chaperone (parent, or legal guardian), I must sign an underage release form.
- I understand that by virtue of my presence on a Rogue Community College field trip, I may have access to records that contain individually identifiable information, the disclosure of which is prohibited by the Family Educational Rights and Privacy Act of 1974.
- I agree to maintain the confidentiality of all information with which I come into contact as a chaperone at the college. I will not share information pertaining to student academic, financial, or disciplinary actions with anyone other than current college staff/faculty who have a legitimate need to know.

Authorization/Signatures

By signing below, the following agreements are made:

- Chaperone is agreeing to the terms and conditions as listed above.
- Student is agreeing that he/she understands the role of the chaperone and will comply with College policies and procedures regarding the use of a chaperone.
- RCC instructor is confirming approval of the student's use of the chaperone.

	Signature	Printed Name	Date
Chaperone			
Student			
Instructor			

NOTE: AGREEMENT IS NOT VALID UNTIL ALL SIGNATURES ARE OBTAINED. RCC SIGNATURES MUST BE OBTAINED PRIOR TO CHAPERONE'S ATTENDING RCC COURSES.