



Exhibit 4 - Student Overnight Travel (SOT) Chaperone Agreement

Full Name: _____ School: _____

Email: _____ Mobile #: _____

High School Team/Group: _____ School Year: _____

Start Date: _____ End Date: _____

This Chaperone Agreement is between the High School Group above and the Chaperone and must be signed, PRIOR to working with students and participating in student overnight travel.

The Student Overnight Travel agrees to the following: the following:

- **Supervision:** Chaperones have a responsibility to assist with supervision of students while participating in school-sponsored activities, including, but not limited to, on the field, court, or other competitions, during practices or workouts, in seating areas, eating establishments, in lodging facilities, and while traveling ([Policy 500.24 – Student Educational Travel](#); [Policy 500.23 – Extra-curricular Activities and Student Participation](#)).
- **Personal Conduct:** Chaperones should be role models and must maintain high professional standards of ethical conduct during student overnight travel, even while not directly supervising students. ([Policy 400.01-Employee Conduct and Professionalism](#); [Utah Public Officers and Employees’ Ethics Act](#)).
- **Language:** Chaperones shall not engage in and/or promote the use of demeaning or profane language ([Policy 500.09 – Speech and Manners](#); [Policy 400.01 – Employee Conduct and Professionalism](#)).
- **Financial Management:** Chaperones shall adhere to all financial policies, guidelines and practices of the District, e.g., [CSD Accounting Manual](#), [Master Fee Schedules](#), Extra-Curricular purchases (P-Cards).
- **Drug Free Workplace:** Chaperones shall maintain a drug free work environment and report to the school administration any suspected drug, alcohol, e-cigarette, and/or tobacco related concerns for investigation ([Policy 400.03 – Drug Free Workplace](#); [Policy 500.02 – Student Conduct and Disciplinary Process](#)).
- **Clear Background:** Chaperones are required to clear a criminal background check. ([Policy 400.04 – Criminal Background Checks](#)).

I hereby acknowledge the opportunity to assist as a chaperone is voluntary and may be withdrawn at any time, without notice. I agree to maintain the conduct expectations above as outlined in my service as a chaperone.

Chaperone’s Signature: _____ Date: _____

Administrator’s Signature: _____ Date: _____