

Bus Chaperone

1 hour prior to bus departure time to return (6-7 hours for away football games, up to 13 hours for competitions, MPA, State Semi-Finals).

Expectations:

1. Assist with getting U-Haul trucks loaded prior to departure from RHS and after the performance for the return to RHS
2. Assist with unloading of instruments and equipment from the U-Haul trucks upon arrival to the performance venue, as well as upon return to RHS
3. Ride on bus to and from game
4. Take attendance on bus and make sure all students return from the game on the same bus, unless verified by Mr. Revett that a particular student has an alternate ride
5. Sit in RHS Marching Knights section with the students during the game to be available to assist as needed
6. Distribute iced water bottles to students as needed (this will involve walking up and down the stands to hand water to students, as they are not allowed to leave their places unless they are going to the rest room)
7. Collect/dispose of empty water bottles as needed
8. Administer first aid as needed
9. Assist with specific tasks listed below

Task: Ice bottled water

1. Get 2 rolling coolers and 2 coolers on black rolling stands from little room in the Band Storage Room
2. Fill 2 coolers on black rolling stands with bottled water from the marked closet on back wall of the Band Storage Room and stack as many flats of bottled water on bottom shelf of rolling cooler as possible
 - a. Put a couple of plastic bins/baskets on top of the coolers, to use when distributing/collecting bottles of water
3. Roll the 2 rolling coolers and 2 coolers on rolling stands to Ice Machine (far end of building at east end of the football field; Mr. Revett or RHS Band Boosters President have keys (but frequently unlocked prior to a football game) – pour ice over water bottles on rolling stands, close lid of cooler securely to minimize ice melt; fill 2 rolling coolers with ice to refill coolers on stands later
 - a. Ice scoops are usually left on top of the ice makers
 - b. Please remember to scrape remaining ice in the ice makers to the front of the bin, so the sensor in the machine will make more ice to replace what was taken
4. Roll all coolers (iced water, ice, 1 ice scoop, plastic baskets), 10 extra flats of bottled water to the U-Haul trucks to be loaded (loading will be done by Equipment Leadership)

Task: Rolling red 1st Aid Kit-one volunteer should be responsible for this kit for the entire event to make sure it doesn't get left behind

1. Load 1st Aid Kit from labeled storage cabinet in Band Storage Room onto your bus- Check to make sure there are plastic bags (to make ice packs if needed) and 3 long purple towels to tie ice packs to student, if needed
2. Take 1st Aid Kit to the RHS Marching Knights section of football bleachers and keep near coolers
3. At the end of the game, load the 1st Aid Kit onto your bus
4. Return the 1st Aid Kit to the appropriate Band Storage Room cabinet upon return to RHS-inform a Booster Board member if there are items that need to be replaced in the kit

Task: Rolling black Performance Supply kit-one volunteer should be responsible for this kit for the entire event to make sure it doesn't get left behind

1. Load Performance Kit from labeled storage cabinet in Band Storage Room onto your bus
2. Take Performance Kit to the RHS Marching Knights section of football bleachers and keep near coolers
3. At the end of the game, load the Performance Kit onto your bus
4. Return the Performance Kit to the appropriate Band Storage Room cabinet upon return to RHS-inform a Booster Board member if there are items that need to be replaced in the kit

Task: Take the following items to the U-Haul trucks so they may be loaded by Equipment Leadership and parent truck driving volunteers (before departing RHS and after the performance for transport back to RHS):

1. Large band, front ensemble and percussion instruments
2. Show props
3. 2 rolling Shako Storage Cabinets and 2 Plume Boxes
4. 2 coolers on rolling stands filled with bottled water and ice
5. 2 rolling coolers filled with ice
6. Extra flats of bottled water
7. Snacks

Task: Rolling Shako (marching band hat) Storage Cabinets

1. During 2nd quarter, move the Rolling Shako Storage Cabinets and Plume boxes from in front of the Band Section to the far end (west end) of the track to the staging area for the half time performance
2. When Students arrive at the far end of the football field during the 2nd quarter of the game to prepare to perform, open up the shako storage cabinet (hinges at 90 degree angle to minimize chances the cabinets will tip over in the wind)
 - a. Assist with distributing the plumes to students to insert into the top of their Shakos (students have assigned shakos, so should be able to locate themselves from the numbered cubbies in the open shako cabinets)
3. After the half time performance, collect Plumes from all students
 - a. When returning plumes to the Plume storage box, push the plumes into the tubes while holding the blunt end of the plume—not the loop end—IT IS VERY

IMPORTANT TO ONLY MOVE THE PLUMES THROUGH THE CARDBOARD TUBES IN A SINGLE DIRECTION – with the feathers flowing away from the metal loop— TO AVOID PULLING FEATHERS OFF THE METAL SUPPORT OF THE PLUME

- b. Students will put their own shakos back in the shako storage cabinet in the appropriately number cubby
4. Roll the 2 Shako Storage Cabinets and 2 Plume Boxes back staging area until departure.