

CHS Band Parade Chaperone Information

Please arrive with student or at time posted on the website. Either wear Cumberland Band Attire or Cumberland apparel with either black short/capris or khaki shorts/capris and closed toes shoes (no flip flops or sandals).

Prior to leaving:

- Hat boxes down from top of cupboards (white board)
- Fill water bottles
- Fill water coolers with ice and water
- Unpack trailer (racks and table)
- Make sure trailer has first aid bag, cups, plumes and misc supplies (extra hat, black socks, shoes, gloves, garbage bags, etc)

Once band is done practicing:

- Students will load their own uniform, hat and instrument and sign in on buses
- Once racks are filled, please help load into trailer as marked and strap down
- Load color guard equipment through side door
- Load water bottles, and coolers, table

Bus: Prior to leaving school

- Divide chaperones between buses
- Count number of students listed on sign in sheet vs. number on bus or take attendance. (We sit up front - they should leave spots for us)
- REMIND STUDENTS: if not returning on bus we need a written note given to bus chaperone (not Mr. Hopkins or Mrs. Rademaker), parent must meet us at buses, and student must find another person to bring in their uniform, hat and instrument.

Arrival at parade site:

- Mr. Hopkins will release students from buses (but please have them pick up their garbage)
- Start unloading trailer (racks, plumes, water bottles, first aid kit)
- Set up water table (fill cups / garbage bag)
- Once student are released from buses and in uniform, put the parade plumes in their hats (Please grab the plumes by the metal end)
- Once students are dressed - reload trailer as the buses and trailer will meet us at the end of the parade

Parade warm up and parade time:

- Please do not address students during rehearsal or comment directly to them. If you have concerns, please speak with head chaperone.
- We will give them water again prior to parade when they are done rehearsing.
- Walk behind band but not in step with marching.
- Pick up any lost equipment but do not hand to student during parade (they will fake it).
- If a student gets sick, falls or can no longer keep in parade formation - please pull them off to the side and stay with them. When they feel up to it, please meet us at end of parade route.

End of parade:

- Fill water cups
- take plumes out of hats (please do NOT let students do this as we need to keep them as nice as possible).
- Repack plumes (metal end down in carrying case).
- Inspect uniforms - pant should be hung by creases, front of jacket away from curve of hanger; jack should be zipped down to white and left open the rest of the way. If not hung correctly, please have student redo (you may have to help or have section leader help them).
- Hat boxes and instruments placed neatly on cart neatly too.
- Water jugs can either be empty prior to loading or at the school doors.
- Students should get on buses
- Please either help load trailer or go to bus and start taking attendance.

Back at school:

- Start unloading trailer racks and guard equipment.
- Mr. Hopkins will dismiss student from buses.
- PLEASE REMIND STUDENTS: bus windows should be up, trash put in waste basket and all items taken off of bus.
- Students should help bring all instruments, uniforms and hat in (they do not need to grab their own hat/uniform - just bring one in).
- Empty and rinse out large water jugs and wash water bottles and leave to dry by sink.
- Load hat boxes back above white board.
- Uniforms should be hung in back hallway, fan and dehumidifier turned on to help in drying them out.

Trailer driver:

- Coordinate meeting place at end of parade
- When parking trailer, try to find a level spot if possible. (Away from mud and puddles if possible)
- Bring construction cones, so you can mark off a space behind the trailer to give the students room to load the racks and trailer.
- When removing the racks from the trailer, place them so there is room for the students to load the rack, and safe from any traffic.
- After arriving at meeting place at end of parade: please unload trailer racks and have water table set up. Setup garbage bag for empty cups.
- Once you see the band marching back to the trailer, start filling water cups.