



**Mountain View-Los Altos Union High School District**  
1299 Bryant Avenue, Mountain View, CA 94040-4599

**FIELD TRIP AGREEMENT FOR CHAPERONES**

The Governing Board expects district employees to maintain the highest ethical standards, follow district policies and regulations, and abide by state and federal laws. Employee conduct is expected to enhance the integrity of the district and advance the goals of the educational programs. Each employee is expected to make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities.

As a chaperone/advisor, I understand that I am representing the Mountain View-Los Altos Union High School District and that I am expected to enforce all school rules, regulations and policies. I will handle student mis-conduct appropriately and follow district guidelines in disciplining students. I will provide adequate and appropriate supervision at all times.

I accept responsibility for my own conduct and recognize that my behavior will serve as a model for my students. My personal behavior will at all times be consistent with district expectations. As such, I agree not to possess, consume or use any tobacco, alcohol or illegal substances at any time during this trip, including those times when I am away from students. I will use good judgment and common sense and my decisions will be in the best interest of my students and supportive of protecting their safety and well being.

I hereby certify that I have read and understand all applicable district policies and regulations and I accept the responsibility for enforcing these regulations around the clock for the duration of the trip. Failure to carry out my responsibilities as stated in this contract and/or gross negligence on my part may result in disciplinary actions against me, up to and including termination from my position. (To determine appropriate consequences for student failure to adhere to expected behavioral guidelines, please refer to policies listed below and to the permission slip/contract signed by students and parents.)

\_\_\_\_\_  
Lead Chaperone

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Phone Number

\_\_\_\_\_  
Name of Activity and Destination

\_\_\_\_\_  
Duration of Trip

**Signatures and phone numbers of all co-chaperones:** (My signature below certifies that I understand district policy, that I have read the above, and that I understand that I am held to the same standard as the lead chaperone, and that I will do my best to support the lead chaperone in his role.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Administrator to be contacted during trip, if necessary

\_\_\_\_\_  
Administrator's Telephone Number

**Referenced Board Policy and Regulations:**

BP/AR 5131.6 a-e Alcohol and other Drugs  
BP/AR 5131.62 Tobacco  
BP/AR 5132 Dress and Grooming  
BP/AR 5144 Discipline

BP/AR 5144.1 Suspension and Expulsion/Due Process  
BP/AR 5145.12 Search and Seizure  
BP/E 4319.21 Professional Standards