



Frost Valley YMCA

Chaperone Guide

Forstmann Conference Center for Family & Group Programs



Dear Chaperone,

Thank you for being a part of the Frost Valley experience. We hope you will find your role as a chaperone enjoyable and rewarding. Please read this guide carefully before your trip. If you have questions feel free to call Frost Valley YMCA to speak with the Program Coordinator before your visit.

Your primary role as a chaperone is supervision. Supervision responsibilities for the various times of the day are outlined below along with suggestions for ways to make the most of your role.

Frost Valley YMCA Led Activities:

A Frost Valley staff member will lead all the classes and activities, but an adult from your group must be present at each Frost Valley led activity. Please stay with your group for the entire class period.

- Encourage participation and enthusiasm by being a positive role model.
- Adhere to and help enforce all rules, guidelines or safety measure set down by the instructor.
- Assist with discipline as requested by the instructor. If a participant is being disruptive, take him or her aside.
- Allow the instructor of the group to be in charge. Please do not contradict the instructor in front of the participants.
- Participate and get involved in the activity. Enjoy yourself, but keep in mind that the activities are designed to provide learning experiences for the participants.
- We value and welcome your contribution to classes. Let us know if there are certain topics you'd like discussed.

(Feel free to keep the group together after class to continue debriefing the experience or discuss related topics.)

- Please refrain from smoking or having personal conversations during class times.

Meals:

Supervision during meals is very important to maintain a smooth and pleasant dining hall experience. There should be one adult at each table who actively supervises the table. Please support the rules and procedures of the dining hall by enforcing and role-modeling them.

- Make sure that all participants stay seated while in the Dining Hall. Participants should not be running, playing games or climbing rock pillars in the Dining Hall.
- Encourage participants to take pride in their eating space by clearing their table after the meal, returning all dishes to the dish room, and wiping off each table before leaving the dining hall.

Free time:

Frost Valley staff do not supervise students during free time—this is the responsibility of the group. Accidents are most likely to occur during unstructured time, so it is very important to make sure the students are well supervised.

Lodges:

Supervision in cabins and lodges is one of your most important roles. "Cabin-time" can be a very significant and special time for participants. Often their experiences in the cabin or lodge are remembered long beyond the program lessons. Get to know the participants in your lodge and help them process and learn from their experiences.

- Students are not allowed in any building without an adult. Please make sure there is at least one adult in your cabin or lodge whenever students will be there.
- As soon as possible after you arrive at Frost Valley, sit down with the students you will be living with and discuss rules and guidelines for the lodge. Make sure the students understand the reasoning behind the rules they must follow.
- Help the students to feel comfortable and show them that you really care; it's well worth the effort!