



Chaperone Volunteer Opportunity for SLRC Parents:

The St. Louis Rowing Club (SLRC) appreciates the level of involvement and dedicated support of parents who are willing to devote their time and energy to chaperoning our SLRC juniors at an out of town regatta. This document is a general outline of duties for parents chaperoning out of town regattas. We ask two parents to chaperone on each bus for the out of town regattas. Depending on the number of junior rowers attending a regatta, we have one bus and one hotel (co-ed) or two buses and two hotels (one for girls and boys). At all times, all chaperons need to have the emergency contact and medical information with them in case there are allergies, medical conditions, or injuries. These chaperons also work closely with the bus driver(s) to assure the rowers arrive at the race venue as directed by the coaches and communicate when the group needs transportation. Being a chaperone is a lot of fun but also a lot of work. Please consider wearing comfortable shoes and dress in layers as chaperons (and the junior rowers) will be outside at the venue all day during the regatta. The day is very busy with very little free time.

This document is not intended to be all-inclusive. Please follow the direction of the coaches, who will inform chaperons of the times the junior rowers should be at the venue and any changes in the travel schedule.

Prior to departure:

Chaperons will receive cell phone numbers of the chaperones, coaches, and emergency contacts, directions to the site and hotel, restaurants that are near the hotel or venue, roll call sheets and other information prior to departure. Please ask the bus driver for his/her contact information and provide yours to the driver. The hotel room assignments are created by the coaches and forwarded to the hotel in advance. You will have the rooming list in advance, but not necessarily room numbers. As the coaches may change room assignments, please consult with them prior to sharing the room assignments. The coaches typically pass out room keys to the junior rowers. The hotel should provide chaperons and coaches with a list of rowers and room numbers (for room checks).

Departure:

Buses arrive at the boathouse 1 hour prior to departure. Either the travel coordinator or another member of the Booster Committee will be at the boathouse to greet you and help with the departure process.

- Food and equipment must be loaded onto the bus – the junior rowers are responsible for loading the bus – chaperons supervise.
 - The food, food service equipment, and other supplies needed for the regatta will be near the boat bay doors.
 - Tents/ tarps and grills/propane will travel on the boat trailer or in the bed of the coaches' trucks.
 - Water jugs and Gatorade containers should be filled and loaded on to bus (if there are two buses, put one Gatorade and one water on each bus for the lunch stop).

- Sandwiches and snacks for lunch on the departure day will be provided and should be loaded on to the bus (if two buses, the food coordinator will give instruction on what is loaded on each bus).
- Rowers check in and give their regatta fee to a designated person who will check off their attendance & payment.
- Once loaded on the bus and prior to departure from the boathouse
 - Roll call prior to every departure.
 - Make a few announcements – planning on stopping for lunch, not standing in the aisle, appropriate music / movies (G- and PG-rated movies only – no R- or unrated movies), the juniors are responsible for cleaning up the bus and throwing away their trash, do not plan on using the restrooms on the bus, and no sleeping on the floors or sitting in the aisles.

Arriving at the Race Site:

- Most of the time, the bus will go directly to the race site. Communicate with the coaches shortly before arrival and ask where the tent site is located.
 - The rowers will unload the buses and bring everything to the tent site. Then, most of the rowers will go to the boat trailers to unload and rig the boats for the races.
 - The coaches will send some of the junior rowers to the tent site to set up the tents and help prepare the “kitchen” area.
 - The chaperone will supervise set up of the tents & equipment.
 - Confer with the other chaperone about where you plan on eating. Sometimes calling the restaurants in advance is helpful.
- Prior to arriving at the hotel
 - Typically, the bus will stop to eat on the way back to the hotel. The chaperones should be with the rowers at all times. Confirm evening plans with the coach.
 - Call the hotel about 45 minutes prior to arrival and give them an ETA. Also communicate the ETA to the coaches.
- At the hotel
 - Keep the rowers on the bus until you (or the coaches) have the keys and are prepared to hand them out.
 - Check the coolers and have rowers re-ice anything that needs it. The coolers can be stored in a hotel room or under the bus (depending on weather).
 - Assist the coaches with distribution of keys, if requested. Coaches determine who is in which room.
 - Conduct room checks – coaches determine departure times and when lights need to be out – remind the rowers about setting alarms, bringing all their stuff with them, etc.
 - Partner with other chaperon to determine when to check on rowers prior to lights out
 - Assure all rowers are on the bus prior to departure

Race Days:

- Rowers should loan and unload any of the food items that were stored under the bus.
- Assist the food team with food preparation, clean up, and break down of the “kitchen” area.
- Watch the junior rowers to assure they are behaving appropriately

- As the regatta ends, most of the kids will work with the coaches to de-rig and load the boats on the trailer.
- The coaches will assign kids to remain at the tent site to help take down the equipment and load the buses.
- Be prepared to proactively work with the kids to get the work done.

Return to the boathouse:

- On the way home, at some point, turn off the movies and encourage the junior rowers to sleep.
- Wake them about 30 minutes out from St. Louis so they can call parents for pick up at the boathouse.
- Supervise rowers emptying equipment into the boathouse and cleaning up the bus.
- Place any unclaimed personal items in the lost & found.
- Make sure all rowers are picked up by their parent/guardian before leaving.
- Close all entrances to the boathouse and make sure it is locked.

Other:

- In order to comply with US Rowing regulations, **all chaperones** are required to complete a background check through US Rowing SafeSport (or other SLRC approved vendor). Details will be provided prior to the trip and the background check is valid for 2 years.
- **SLRC Junior rowers are not allowed to trade room assignments or wander off to different restaurants or other “points of interest.”** They are to stay with the group under chaperon supervision.
- If a junior rower becomes ill enough to warrant medical attention, see the medic at the venue and have the child or his/her coach contact the parents (if possible). If that is not possible, contact the parents. Please, **DO NOT PANIC!** Remain calm – there is always plenty of parent help available.
- Discipline is ultimately the responsibility of the coaches. Feel free to correct the kids if behavior is inappropriate, but please **inform the coaches of any behavioral concerns or misconduct while in transit, at the hotel, or at the venue** (or any time during the trip).

For additional information, please feel free to contact SLRC.juniors.email@gmail.com.