

## 2017 CHAPERONE REGISTRATION FORM

In the interest of safety and communication, Grant Wood AEA requires schools to provide at least one (1) teacher or adult chaperone to accompany students to the Open Minds, Open Doors conference. Please print clearly and legibly. One form per chaperone. Return to Grant Wood AEA with student registration forms.

### Section 1: Chaperone Information

Name \_\_\_\_\_ Position/Title \_\_\_\_\_

School District \_\_\_\_\_ School \_\_\_\_\_

School Phone \_\_\_\_\_ Email \_\_\_\_\_

Cell Phone # (where I can be reached while at Coe) \_\_\_\_\_

I have health conditions or allergies \_\_\_ YES \_\_\_ NO Please explain: \_\_\_\_\_

I am the appropriate person at my school to receive pre-conference emails and the confirmation mailing:  
 \_\_\_ YES  
 \_\_\_ NO - please indicate appropriate person/contact info: \_\_\_\_\_

### Section 2: Chaperone Agreement

I understand that the chaperone must remain on the Coe College campus during the conference and will be responsible for the following:

- Check-in at Sinclair Auditorium between 8:30 a.m. and 9:00 a.m.
- Alert conference staff of student absences on conference day.
- Check on my students during their workshop sessions, and assist/intervene as needed.
- Remain with my students during the lunch and learn rotation, encouraging appropriate behavior of the group.
- Act as emergency contact for my students on conference day.

*I have read and agree to the responsibilities listed above:*

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Section 3: Payment

\_\_\_ Option 1: \$14.00 Includes lunch and conference t-shirt. Indicate size: S M L XL 2XL

\_\_\_ Option 2: \$ 7.00 Lunch only (no t-shirt)

(Please send one check or purchase order from your school – see *Registration Instructions*.)

For Office Use Only: Date \_\_\_ Check # \_\_\_\_\_ Amount \_\_\_\_\_ Paid by \_\_\_\_\_

Workshop Assignment: \_\_\_\_\_

