



Rotarian/Rotaractor Chaperone

Overview

The role of the Chaperone is to accompany and supervise the students when traveling to and from the convention and act as a primary point of contact for parents when students are at the event. They will take part in the event programming to aid in bridging the Rotary/Rotaractor-Interact gap. Each district must submit the name(s) of their chaperone(s) and this individual must be unanimously approved by all the Rotary Clubs sponsoring students to attend. Every Rotary District in the zones, except the host district, will be required to send a minimum of one chaperone.

Criteria

- ❖ A Rotarian or Rotaractor of a good standing
- ❖ Must be over the age of 18
- ❖ Send vulnerable sector check and automobile & travel insurance in advance
- ❖ Completed Chaperone Confirmation Form that shows that all sponsor clubs and parents/legal guardians of student participants are aware they're the Rotarian chaperone and approve them (separate form sent after registration package is received)
- ❖ Certificate of Completion for MyRotary's Learning Centre Course *Protecting Youth Program Participants*
- ❖ Must be registered by **September 13th, 2022**

Suggestions of Potential Chaperone

- District's Youth Services Chair
- District Interact Chair
- District Interact Representative (if over the age of 18)
- A previous/incoming District Governor

Responsibilities

The months leading up to departure

Once confirmed in your role as a chaperone, secure payment for your participation

Introduce yourself to the families of students attending

Send back Chaperone Confirmation form

Fill out any pre ZIC program information we send you

The Days Leading up to Departure

Check-in with the families and confirm where and when you're meeting students (ie. obtain flight itineraries, coordinate driving plans, etc.)

Ensure you're adequately packed

Departure

If needed, they may pick students up and bring them to the airport. The bare minimum is that they should be meeting the students at their respective airports. For districts that are within driving distance to the host city, such as D5370, we advise that the Rotarian Chaperone meets the students in a central city and drives them all to the event.

At The Event

Chaperones will be incorporated into the programming and will partake in the discussions and activities during the event.

Be a primary contact person for the parent/guardians, altering them of any issues

Take a COVID test 72 hours before the event

Afterwards

Chaperone students back to their district and ensure they are safely returned back to their parents

Deadlines

September 2022

- September 13th at 11:59pm ET - Participant Registration & Payment Deadline

The fee for Interact students and chaperones is 991 dollars including tax (850 Canadian dollars per attendee with an additional \$141 deposit).

- September 19 at 11:59pm ET - Participant Cancellation Deadline

Cancellations after this date will not be refunded.

October 2022

- October 6th - Vulnerable Sector Check
- October 6th - Certificate of Completion for *Protecting Youth Program Participants*
- October 6th - Completed Chaperone Confirmation Form
- October 6th - Automobile insurance (if you plan on driving students at any point) and travel insurance