



**Baker Middle School**  
**Dance Chaperone Guidelines**

**Before the Dance:**

- ✓ *Call Ms. Jackson at 301-253-7010 if you would like to be a parent chaperone at the dance, including the game room. Please leave a phone number where you may be reached. You will receive a phone call back from Ms. Haines confirming your attendance at the dance.*
- ✓ *Review the school student discipline policy as posted in the student planner and parent handbook.*

**Arrival at the Dance:**

- ✓ *Arrive 15 minutes prior to the start time of the dance.*
- ✓ *If the dance is after school, enter the school through the main front doors and report to the main office to receive your name badge. Proceed to the gym where you will be given directions from an administrator.*
- ✓ *If the dance is at night, enter the building through the lower level doors and report to the administrator in the lobby to receive your name badge and directions for the dance.*

**During the Dance:**

- ✓ *Monitor students in your assigned area.*
- ✓ *Once tickets are collected, students may exit the gym only through the main gym doors.*
- ✓ *Students may not go outside during the dance. A student may leave only if a parent arrives and escorts his/her child out of the dance.*
- ✓ *All school rules apply to students at the dances as posted in the student planner and parent handbook. If you observe behavior that is against school policies, report it to an administrator or teacher.*
- ✓ *If you observe behavior that is rude, threatening, offensive or harmful, report it to an administrator or teacher.*

**After the Dance:**

- ✓ *Stay 15 minutes after the dance to help escort students out of the building and help students find their rides home.*
- ✓ *Usher students out of the dance once the gym lights have been turned on.*
- ✓ *Usher students out of the building and assist students in finding their rides home.*
- ✓ *If any student has not been picked up after 15 minutes from the end of the dance, escort the student to an administrator in front of the building.*

**Thank you for chaperoning the dance and supporting our students!**