

## MASC/MAHS Conference Adviser/Chaperone Responsibility Agreement

To ensure a safe and beneficial conference for all those in attendance and to show respect for those that have put their time and efforts into the conference, we are asking that all advisers adhere to the following responsibilities at all times during the conference. The statements below have been formulated to ensure that those individuals that will be held liable are protected to the utmost degree, including you as the adviser. Please read this form carefully and thoroughly. **Bring this form with you to the conference. You must submit this form, signed, upon conference check-in.**

Your participation, agreement, and cooperation are appreciated by MASC/MAHS. Thank you for allowing us to help provide a wonderful conference!

As an adviser, you set the EXAMPLE your students follow.

- Students attending the conference should meet with their adviser to discuss the Student Participant Commitment form prior to arriving at the conference. MASC/MAHS will enforce all commitments.
- All advisers must arrive and check in prior to 6:00 PM on Saturday, March 27, 2010
- All advisers and chaperones are required to attend the Advisers' Mandatory Meeting on Saturday, March 27, 2010, at 6:10 PM.
- Each adviser will be assigned to work at least two "traffic flow" shifts throughout the conference. These shifts entail manning a post in an assigned location of the hotel and keeping the crowd moving in the right direction. Assignments will be given at registration.
- During all meals and General Sessions, advisers MUST sit with their delegation unless assigned otherwise by the host school for seating arrangement purposes.
- All advisers must be present at all Center Meetings. We ask that advisers help to manage the crowd as a whole and keep their own delegation attentive and participating in the meeting in a positive, meaningful way.
- Advisers are responsible for the actions of their students throughout the entire conference. All attendees are expected to demonstrate leadership and should show respect to all those around them. The following behavior is unacceptable: talking during presentations, interfering with anyone's ability to participate in the conference, inappropriate attire, or creating an intimidating, hostile, or offensive environment.
- Advisers are not to leave the hotel premises for the duration of the conference unless an emergency situation arises and they notify the MASC/MAHS Staff.
- Each adviser is responsible for ensuring that his/her students are in the appropriate hotel rooms at the stated times. Hotel security as well as MASC/MAHS staff will be monitoring halls and rooms as needed.
- If a student of yours has acted in violation of the Student Participant Commitment or Hotel Regulations, it will be your responsibility to arrange for transportation home for that student.
- Exceptions are not granted for any student rules by anyone except the MASC/MAHS Staff. Advisers are not permitted to allow their students to mingle in other hotel rooms, stay up past curfew times, or skip portions of the conference.

School Name: \_\_\_\_\_ School City: \_\_\_\_\_

Advisers' Name: \_\_\_\_\_

Advisers' Signature: \_\_\_\_\_ Date: \_\_\_\_\_

As the principal of the above named school, I understand both what the above named adviser and my students are committing to and I understand the consequences for not adhering to conference agreements.

Principal's Name: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_