

The Mendip Players – Chaperone Duties

Thank you for agreeing to act as a chaperone for this pantomime. We rely on volunteers like you to help run this well-loved community event and we are hugely grateful.

Duties of the Chaperone

Please remember that the primary role of the chaperone is to supervise the children and ensure their safety at all times.

Please:

- Ensure children keep to the rules for children (see below)
- Remain available in your designated room (in case of emergencies). Even if the room is empty, the children may return at any time and must be supervised at all times
- Fill in the register:
 - Sign in each child on the register (in the folder in your room)
 - Sign out each child on the register at the end of the performance, and ensure each child is collected by an adult
- Children will be told when they are due on stage by the nominated co-ordinator. Please ensure that the children are escorted to the stage and that they wait quietly until their entrance
- Stay at the end of the performance until all the children have been collected by their parent or guardian
- Put all sheets back in the folder in your room
- Report any injuries to the front-of-house co-ordinator

- Please bring snacks and a drink for yourself (no alcohol is permitted in the dressing rooms. Once the last child has left the building, you are welcome to visit the bar.)

Rules for children

- Children must **not** leave the dressing room once the audience has started to arrive (i.e. 30 minutes before the performance is due to start) **not even** during the interval
- Children should only leave the dressing room
 - If they are due on stage (they will be notified by the nominated co-ordinator to ensure they are there on time)
 - For make-up
 - To go to the toilet
- Girls and boys must not change in the same room
- The taking of photographs or video within the dressing rooms is strictly forbidden.

Once again, thank you for being a chaperone. Your help is greatly appreciated.