

LARAMIE COUNTY COMMUNITY COLLEGE CHAPERONE AGREEMENT

I, _____ (please print full legal name) agree to serve LCCC as a Travel Chaperone for the following trip, event or activity:

_____ (Activity)

_____ (Dates Scheduled)

EXPECTATIONS OF TRAVEL CHAPERONES

1. Be fully aware of the purpose and learning outcomes established for the travel trip through active participation in organizational planning meetings and consultation with the Travel Supervisor.
2. Understand that the Chaperone's primary responsibilities are to assist with the learning outcomes and to promote the safety of the Participants in the event of unforeseen circumstances.
3. Make reasonable efforts to promote the safety and welfare of the Participants for the duration of the travel period, insofar as reasonably practical.
4. Be familiar with all relevant LCCC policies and procedures (*including the LCCC Travel Policy and LCCC Code of Conduct*) and with all travel guidelines.
5. Understand that as an LCCC travel chaperone, you are responsible for assisting the Travel Supervisor with administrative procedures related to travel and to promote Participant compliance with the applicable policies and procedures including the LCCC Travel Policy, the LCCC Code of Conduct and student travel guidelines.
6. Be available to respond to critical incidents, behavior concerns, medical or mental health emergencies, or any other precipitating factors which may require attention and with which the Chaperone may reasonably be equipped or able to assist.
7. Assist the Travel Supervisor in managing potentially disruptive incidents to minimize the impact of unforeseen circumstances on the learning or educational outcomes for other Participants.
8. Understand that you may be required to leave the trip temporarily to facilitate the return of a Participant(s) to LCCC and, therefore, miss portions of the planned events. If deemed necessary by the Travel Supervisor, the return of a Participant may include the Chaperone's accompanying that Participant as she/he returns to LCCC.
9. Understand that you may be responsible for assisting with the implementation of an Emergency Response Plan as directed by the Travel Supervisor and the appropriate campus personnel (*Care Team, Judicial Officer, Vice President, Campus Security, etc.*).

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- To the fullest extent permitted by law, Chaperone agrees to indemnify and hold harmless LCCC, its elected and appointed officials, employees, officers, agents, successors, and assignees from any and all lawsuits, losses, liability for injuries, damages, claims, penalties, actions, demands or expenses arising from or in connection with my participation as a Travel Chaperone.
 - I understand and agree that LCCC does not waive its Governmental/Sovereign Immunity by entering into this Agreement and specifically retains all immunities and defenses available to it as a governmental entity pursuant to WYO. STAT. ANN. § 1-39-101 (2013) *et seq.*, and all other applicable laws.
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I hereby certify that I am over 21 years of age and that I have carefully read the foregoing and acknowledge that I understand and agree to all of the above terms and conditions. I have had the opportunity to ask any and all questions regarding this Waiver. I am aware that by signing this Waiver, I assume all risks and waive and release certain substantial rights that I may have. I acknowledge that this Waiver is binding upon myself, my heirs, executors, administrators, and representatives in the event of my death or incapacity.

Printed Legal name of Chaperone (*First, MI, Last*): _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Signature _____ Date _____

Distribution: Original to the LCCC Human Resources Office, on file in Chaperons' personnel file.

Copy: To Chaperone upon request.

Date filed: _____ Received by: _____