

# WOMEN CAN DO!

TRADES AND TECHNOLOGY EXPLORATION CONFERENCE FOR HIGH SCHOOL GIRLS

Thursday, October 16, 2008  
Vermont Technical College, Randolph Center, VT

## EXPECTATIONS FOR CHAPERONES

In order to help all participants get as much out of the conference as possible, we ask that chaperones take an active role in creating a positive experience for the girls. The more engaged you are, the better time **you** will have as well!

For the best day, we recommend that chaperones follow these guidelines:

- ✓ Please be sure that your registration forms are submitted - through a school contact - to Vermont Works for Women by Tuesday, October 7<sup>th</sup>.
- ✓ Please be sure that you register in the morning at the chaperone registration table.
- ✓ Please be sure you have a list of all students you are accompanying to the conference and let conference staff know of any last minute changes.
- ✓ Please have your students visit all the **exhibit tables** during registration, lunch and closing activities.
- ✓ Remember that this is an **all-day** event – please plan to stay for the **entire** conference.
- ✓ Involve yourself as much as you can in conference activities in which your students are participating.
- ✓ Familiarize yourself with the schedule, the workshops, and the campus map in order to be a resource for all students.
- ✓ Make sure that your own students are in their assigned workshops and are fully participating once the workshop begins.
- ✓ Let your students know where you'll be during the day so they can find you quickly.
- ✓ Engage students who aren't in workshops, and help them get where they are supposed to be – be especially alert to this during the transitions between workshops
- ✓ Help **all** students participate fully and safely in the conference.
- ✓ Make sure to find time to visit the **Resource Area in Judd Gym**, with all kinds of resources and materials to help you in your work.

**Thank you for your participation and your help!**

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