

WOMEN CAN DO!

TRADES AND TECHNOLOGY EXPLORATION CONFERENCE FOR HIGH SCHOOL GIRLS

Thursday, October 15, 2009
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 6th.
- ✓ 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 SHAPE Gym**, with all kinds of resources and materials to help you in your work.

Thank you for your participation and your help!

Vermont Works for Women
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