

Mississippi Christian University Chaperone Agreement

The Office of Student Engagement appreciates your service and support to students by agreeing to chaperone an off campus event. Your participation is essential to providing students with a safe and supportive environment, ensuring adherence to university policies, and responding effectively in case of emergencies.

Chaperone Expectations:

- No later than 5 days prior to the event, meet with the student organization president to align expectations and goals for the event such as time, duration of event, distance, meals, etc.
- Be present for the entire event. Arrive 15 minutes prior to the start of the event and stay until all student attendees have departed.
- If security officers are not present, check entrances and exits frequently for suspicious activity or uninvited guests.
- Assist student organization officers with managing attendee conduct to ensure a safe, secure, and respectful environment. Specifically, mitigate risks by closely monitoring attendees for alcohol and/or drugs, threatening behaviors/violence, or any other visible conduct violation.
- If a student is found violating the Mississippi College Student Code of Conduct, the Student Organization Handbook, the Title IX Sexual Harassment and Misconduct Policy or any other university policy, you are required to submit a written report to the Office of Student Engagement within 24 hours.
- In case of an emergency, you are the direct liaison between the students and Mississippi College. See the emergency numbers below for contact information.

Emergency Contact Information:

- Jadi Foster-White, Director of Student Engagement: 985-517-5958
- Dr. Jonathan Ambrose, Assistant Vice President for Student Affairs: 985-981-3939
- MC Public Safety: 601-925-3204

Liability Statement:

Chaperones are generally covered by the University's liability insurance while performing duties necessary to supervise an approved university sponsored off-campus event. The University's liability policy will not provide coverage to the chaperone if he/she participates in or encourages behavior that violates university policies or has knowledge and fails to take action and/or report university policy violations by event participants.

Please sign that you have read and agree to adhere to these expectations. Submit a signed copy to the Office of Student Engagement (Back Patio of BCR) and retain a copy for yourself.

Signature: _____ Date: _____

Printed Name: _____

Phone: _____ Email: _____