**ADT Chaperone Responsibilities:**

\*keep order in the studio (dancers should be quiet and calm in the lobby/hallways)

\*make sure the dancers are safe and no one wanders into the studio that doesn't belong

\*keep the doors shut, no outside door should be propped

\*NO FOOD OR DRINK IN THE STUDIO (water only)

\*clean up any messes (pick up trash, empty water bottles, etc.)

\*help any dancer that may get sick or hurt during a rehearsal (first aid kit, ice packs and

medical binder are behind the desk)

\*no one is allowed behind the front desk or should answer the phones (water bottles are

not for sale during ADT rehearsals)

\*dancers should not be in unused dance spaces outside of rehearsal time

\*make sure the studio is left in the same condition it was when the dancers arrived

\*the last shift of the evening - please remain at the studio until the choreographer has

locked the building

**\*MOST IMPORTANT:** every dancer must be picked up before any chaperone leaves

the studio

Please contact your Group’s Chaperone Coordinator, or Melinda Broadhurst, if there is a scheduling issue

***Thank you for volunteering!***