



2023 Asian Educators Alliance Conference CHAPERONE AGREEMENT FORM

We are excited to meet your students at the upcoming 2023 AsEA Conference. To ensure the success and safety of your students, please read carefully and complete the following Chaperone Agreement Form. **Please email the forms** to AsEA Southern California Team Member Asako Kurosaka-Jost at akurosaka-jost@bwscampus.com or **bring a hardcopy with you** to the conference site. *Your student will not be admitted without signed copies of both the Chaperone Agreement Form and the Student Conduct Agreement Form.*

1. The school chaperone (or accompanying parent/guardian, if applicable) is responsible the student before and after the following conference times:
 - a. **Saturday, April 15, 2023**
 - i. Drop off at 8 a.m. at Smethurst Commons
 - ii. Pick up time is 4:30 p.m. at the Pick up/Drop off area at the Upper Library
 - b. **Sunday, April 16, 2023**
 - i. Drop off at 8:30 a.m. at Smethurst Commons
 - ii. Pick up time is 12:30 p.m. at the Upper Library
2. The school chaperone (or accompanying parent/guardian, if applicable) is responsible for the drop off and pick up of students at the start and end of each conference day.
3. After the student is picked up, the chaperone or parent/guardian assumes the sole responsibility of the student.

Please note, as the location and timing of the pick up area is subject to change, please be sure to check your email before dropping off/picking up your student.

Name of students: _____

Chaperone Name: _____

Chaperone Email address: _____

Chaperone Phone Number: _____

Relationship to the students (circle one) (School Adult) (Parent/Guardian)

Signature: _____ (date)