



Letter to Parent / Guardian Chaperones

Thank you for volunteering to be a Parent / Guardian Chaperone for the Grade 6 YouthLink School Program field trip on: _____. The field trip to **YouthLink Calgary Police Interpretive Centre** serves as a part of student studies in the grade 6 Evidence and Investigation Unit. This **1-day field trip** will provide each student the opportunity to participate in a combination of our 2 program elements: our “Forensic Science Investigation” and “Safe for Life” programs.

Your Role as a Parent Chaperone

Your support as a parent chaperone during this exciting day is important to the overall success and enjoyment of the day for the students attending.

- **You will be assigned to a small student group.**

Before your scheduled visit to YouthLink, your child’s teacher will have assigned you to a small group to assist during the day. These groups are labeled as TAC, K9, or HAWC. Please be sure to be aware of which group you will be supporting.

- **Please stay with your assigned group during the day.**

Upon your arrival to YouthLink, all students will be meeting in one of YouthLink’s Crime Labs (classrooms). After an introduction, the groups mentioned above will break off and rotate through a number of stations throughout the day. Please ensure that you follow your group, and remain with them for the day.

- **Engage with the students, but please do not take away from their experience.**

During the day, **your role is to support, engage, and manage the behaviour and focus of students in your group.** A YouthLink Educator will be leading your group through the program and will provide classroom management, but your support is appreciated. We enjoy thoughtful and respectful contributions from parents during the day, but we kindly ask that you allow students to fully participate and ask questions under the guidance of the YouthLink staff.

- **Provide good role modelling.**

Please be a good role model, this includes not talking to other parents while teaching is taking place and keeping cell phones tucked away.

- **Lead students to washrooms.**

When students need to use the washroom, we ask that Parent Chaperones lead students to the washroom and lead them back to their group.

- **Provide supervision during the lunch break.**

There will be a 30-minute lunch break mid-day. We ask the Parent Chaperones eat lunch with the class and continue to provide support to the students by taking students on bathroom runs before the end of lunch.

- **Please pack your own lunch/bring coffee.**

We are a secure facility. You will be unable to leave the building for coffee or lunch, as the building is locked for security reasons, and you may not be able to get back in. Please come prepared with your lunch and coffee before arriving at YouthLink.

Directions and Parking

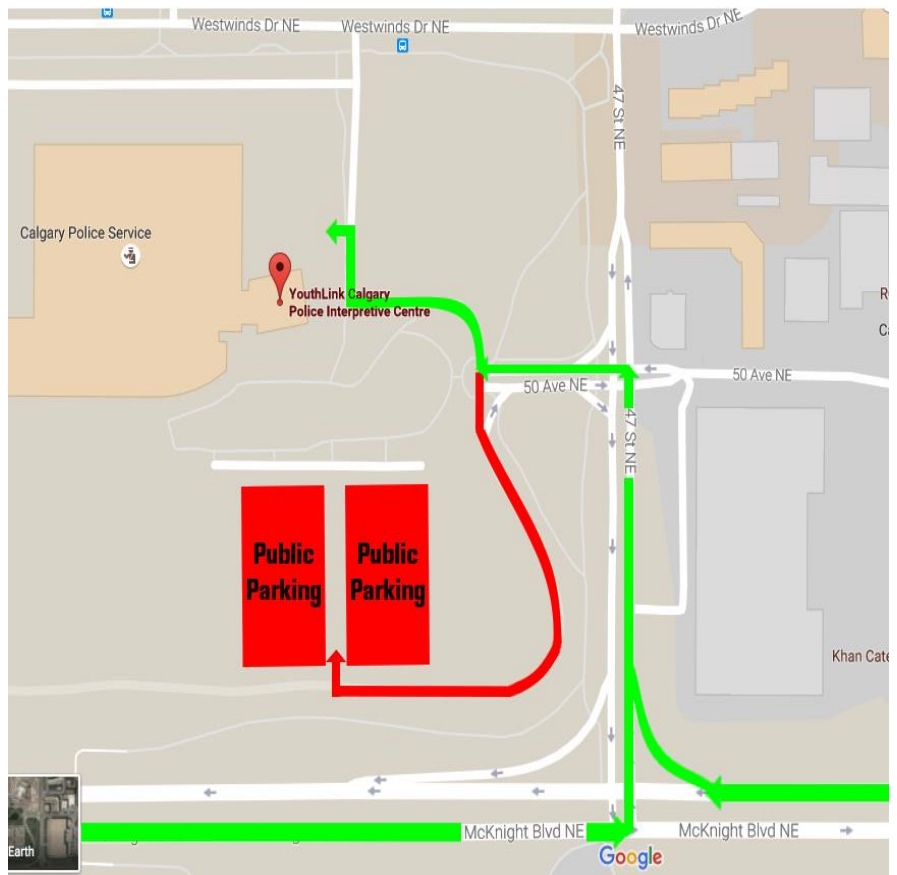
You may decide to drive yourself to YouthLink. If so, please be sure to go to our **NEW** location at:

5151 47th Street NE
Calgary, AB, T3J 3R2

From 47th St NE, you will reach the intersection of 50th Ave NE. Turn to head West on 50th Ave NE and continue around the bend until you see the main parking lots on your right (indicated in red on the map).

We recommend parking in lots 4, 5, 9 or 10 and walk across the pathway between the ponds to YouthLink's main doors.

The front door is locked for security reasons, so a YouthLink staff member will need to let you in. Staff will be present at the approximate arrival time of your child's bus. If you are late, or there is no staff person available, please call our front desk at 403-428-4530, or ring the doorbell.



If you would like to learn more about our organization please feel free to visit our website <http://youthlinkcalgary.com>. We are also open to the public on Fridays and Saturdays from 10AM-4PM if you wish to come back and visit.

If you have any questions or concerns about our programs please contact Breanna Shorter, Bookings and Analytics Coordinator, at 403-428-8397 or bshorter@calgarypolice.ca.

Thank you again, and we look forward to seeing you when you come to YouthLink!

Best regards,

Molly McDonald

Program Coordinator

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