

# OVERNIGHT STUDENT TRIPS

## I. RULES AND REGULATIONS

All regulations for in-school behavior which can be logically applied to the trip will be in effect. It is understood that in case of students who are 18 years of age and who have assumed responsibility for their own actions in advance of the trip, the references below to parents and guardians are not applicable and the word "student" should be substituted for "parent" or "guardian".

Possession, purchase and/or drinking of alcoholic beverages of any kind and purchase, possession and/or use of drugs other than those for medicinal purposes previously reported to the school nurse will be reported so that appropriate disciplinary action can be taken. No student, REGARDLESS OF AGE, is permitted to attend any school function, ON OR OFF SCHOOL PROPERTY, if evidence exists that the student is under the influence of some intoxicant. Any student who consumes an intoxicant while participating in any school activity, ON OR OFF SCHOOL PROPERTY, shall be subject to disciplinary action. It is our position that consumption of any amount of intoxicant places a person under the influence of that intoxicant.

Students are not permitted to smoke in public at any time. "Public" is defined as any place where you will be seen by people other than those from West Deptford High School. In addition, smoking is prohibited by students on school property.

Any student who is on suspension on any of the days of the trip will not be permitted to go on the trip. The "10-day ineligible to participate in extra-curricular activities rule" (see Student Handbook) applies to this trip. Therefore, should a student be suspended for a second time during the school year, he or she will not be permitted to go on the trip during the actual period of suspension and for ten days after his or her return from suspension. This latter regulation also applies to all subsequent suspensions.

Each student must be in his or her room at the termination of the day's activities and curfew. No one will be permitted to leave his or her room after that time. Boys are not permitted to be in girls' rooms nor girls in boys' room AT ANY TIME.

Students are not to be in possession of fireworks.

Everyone going on the trip must be in school on the last school day prior to departure.

In the interest of maintaining the good name and integrity of West Deptford High School, it is expected that all students will conduct themselves in a creditable manner at all times.

Any student who is taking medicine of any kind must report this to Mrs. Constantine, the school nurse, prior to departure.

## II. WAIVER OF RESPONSIBILITY

It is agreed that in case of accident, resulting in personal injury to any student during the trip, the school and chaperones will not be held responsible. In the event of illness or family emergency which would require that a student be sent home before the termination of the trip, the student will be sent home by the best available means of transportation, accompanied by a chaperone, if possible. If it is not possible to send a chaperone with the student, it will be the responsibility of the parents or guardian to make arrangements for transportation home. In the event of hospitalization or other problem which would require a student to be sent home after the termination of the trip, it will be the parent's or guardian's responsibility to go to the hospital and/or make arrangements for transportation home. Financial responsibility for any transportation (student and chaperone) required will rest with the parents or guardian of the student involved.

## III. STUDENT NEEDS

A specific list of suggested wardrobe needs will be developed for each trip.

It is recommended that students purchase at home and take with them a sufficient quantity of film to be used on the trip, if desired. It is also suggested that batteries in your camera be checked before departure to insure that they are in working order.

Students are to report to the high school at (TO BE ANNOUNCED). All luggage must be tagged with tags which are available in the Student Activities Office. All luggage, including overnight bags and pocketbooks, must be checked by chaperones before boarding the buses. Chaperones have the authority to inspect luggage AT ANY TIME.

## IV. EMERGENCIES / ACCIDENTS

Parents or guardians should call the school (848-6110) when school is in session, or the West Deptford Township Police Department (845-2300) when school is not in session if they have to contact any student while he or she is on the trip because of emergency. School personnel or police will contact one of the chaperones on the trip in the event of an emergency at home.

Students are to report any accidents or illness immediately to a chaperone.

## V. SUGGESTIONS

The group will travel together and must remain together except during leisure periods. Students are requested to travel in groups of four or more – DO NOT TRAVEL ALONE.

Students will be given an itinerary listing all events and times. Students are to make certain they are on time for all events, especially departure times. Before leaving the buses each time, students must check to see that no papers or personal belongings are left on the bus.

Security is always one of our main concerns. Conversations with strangers from hotel windows and/or balconies should be avoided. Room curtains must be closed when changing clothes and during nighttime hours.

## **VI. CHAPERONES**

The school will designate chaperones to take full charge of the movement and control of each student. In case of difficulty with any student, appropriate disciplinary action will be taken. Disciplinary action may exclude restriction from participating in scheduled activities. If the difficulty is deemed to be extremely serious, the student(s) may be sent home, accompanied by a chaperone, if possible. If it is not possible to send a chaperone with the student(s), it will be the responsibility of the parent or guardian to make arrangements for transportation home. The parent or guardian of the student will be financially responsible for this transportation – both student and chaperone.

Students should understand that chaperones are present to help them. If students have questions about meals, accommodations or itinerary, they should ask one of the chaperones. The chaperones are present to help students to avoid possible problems; students should feel free to call them for help at any time. However, the chaperones will not permit a student or group of students to spoil the trip for the group.

## **VII. ROOMS**

Students assigned to a room are responsible for anything which happens in that room. The cost of missing items (towels, etc...) and/or damage to rooms, furnishings, etc... will be shared equally by those who occupy the room unless the responsible person(s) assumes the responsibility. Prior to leaving the hotel the last day, each room will be checked for missing items and damage.

Students' rooms and/or luggage shall be available for inspection AT ANY TIME.

## **VIII. PERMISSION FORMS**

Students going on the trip must submit two forms. The first is a permission slip for the student to go on the trip and an agreement with the trip rules and regulations. The second form is a medical history/emergency medical form. They must be signed by BOTH the student and his/her parent/guardian.

## **IX. DISCIPLINARY ACTION**

Disciplinary action taken while on the trip may be followed by further disciplinary action upon return to school. This additional disciplinary action can consist of demerits, suspension and/or a hearing before the Principal, Superintendent of Schools or the Board of Education.