

AMITY REGIONAL SCHOOL DISTRICT NO. 5

RULES AND REGULATIONS GOVERNING OVERNIGHT TRIP BEHAVIOR

Students participating in overnight trip activities must abide by the following rules and regulations.

GENERAL:

1. All rules, regulations and policies governing student behavior in the Amity Regional School system are to be followed.
2. Students are to cooperate fully with and follow the instructions of all chaperons and other supervisory personnel. Repeated refusal to follow requests/directions of trip supervisors/chaperons or violation of school rules, regulations or policies will result in parents being notified and student discipline upon return to school. Severe behavioral problems may result in the misbehaving student being sent home at the expense of the parents.
3. No alcohol, controlled drugs, or smoking is allowed at any time during the trip, including transportation. Any violation of drug, alcohol or smoking rules will result in parents being notified and student being sent home at parents' expense. If illegal substances are found, they will be turned over to the police and prosecution may result.
4. Prescription medication should be given to a trip supervisor with written instructions as to dosage. (See Medical Information sheet.)
5. No fireworks and/or weapons may be purchased, possessed or used during the trip.
6. Whenever chaperons or supervisors are speaking, students must be quiet and attentive. Remember – Actions of this group on this trip determine whether or not trips such as this occur in future years.
7. Throughout the trip, students are required to maintain a “buddy system.” During free time they must check in as required with their group chaperon. **STUDENTS MAY NOT LEAVE THE GROUP WITHOUT ADVANCE PERMISSION FROM A CHAPERON.**

8. No radio or other audio equipment is allowed on the trip. However, Walkman-type equipment with headphones is allowed on the bus trip. No “walkman” will be allowed during tours. Unauthorized “walkman” use will result in the confiscation of the “walkman” for the remainder of the trip.
9. Once students have selected a bus seat, they will be required to use that seat throughout the trip. No sitting on the arm rests or the backs of the seats will be allowed. Students are expected to keep the bus clean by properly disposing of all trash.
10. Students are to immediately inform a chaperon of any injury or physical problems, or if they know some other student is having such problems.
11. The Amity Board of Education, its employees, agents or representatives are not responsible for damage or loss to any personal property, money or other valuables of participants on this trip.

AT THE HOTEL: . . . Rules and Regulations

1. The noise level in the corridors and in the rooms must be kept to a minimum. Close and lock doors properly, use a normal tone of voice and appropriate language, and use only the floor assigned to you.
2. The use of elevators should be minimized so that all hotel guests may use them.
3. A final inspection of all rooms will occur on checkout morning. Students will be held responsible for all charges incurred by and any damage done to their room. If specific responsibility for such costs is not readily determinable, the costs will be shared by all students assigned to that room.
4. The maids at the hotel are expected to do basic cleaning, but not disaster relief. Clothes should be kept in the dressers or in suitcases. Food should be kept on the counter and trash should be placed in the basket.
5. Money or anything of value should not be left at the hotel or on the bus unless it is in a locked suitcase.
6. Use pay phones in the hotel lobby to make any phone calls out of the hotel. (Calls from hotel rooms, even if they are local calls, are very expensive and will be charged to the occupants of the room.)
7. Students are not permitted to visit the rooms of other students without the permission of a chaperon.

8. All students must be in their assigned rooms by the curfew time established by chaperons and must remain there until morning wake-up call by the chaperons. No wake-up calls will be made by the front desk.
9. Remember that one set of towels per day is allocated each quest.
10. Room service will not be available to students. Students may not have any food delivered to the room by an outside restaurant.
11. Lights out at the time designated by chaperons each evening.
12. After the established curfew, students needing to speak with the teacher/chaperons may contact the night security guards posted in the hotel hallways.

We have read the rules and regulations governing overnight trips and have discussed them with our child. Our signatures below indicate we and our child agree to abide by these rules and regulations.

Student Signature: _____

Parent Signature: _____

Date: _____

SCHOOL TRIP PERMISSION SLIP

MEDICAL INFORMATION SHEET

CHILD'S NAME: _____ BIRTH DATE: _____

1. I hereby give permission for the teacher/chaperons to administer to my child the following medication(s) (prescription and non-prescription); including Tylenol.

a. _____
(medication)

(dosage/how much)

(frequency/how often)

(diagnosis/symptoms, what is this being administered for?)

b. _____
(medication)

(dosage/how much)

(frequency/how often)

(diagnosis/symptoms, what is this being administered for?)

Please use another form if additional medication is needed.

2. List any allergies, e.g. food, environmental, medication, and explain degrees of severity and current treatment.

(Over)

3. _____ Place an "x" here if no medications are to be administered.

Your child will **not** be allowed to keep any medication in his/her possession. A pharmacy label containing the RX number, the name of the medication, the dosage, directions for administration, and the child's name must accompany prescribed medications. All non-prescription medications must be in their original containers, clearly labeled with the child's name, name of the medication and direction for its use.*

Signed: _____ Dated: _____
(Parent/Guardian)

Relationship: _____ Phone Number _____

*An official authorization for the administration of medicines by school personnel must be completed and signed by parent and physician for prescription and non-prescription drugs.

In case of emergency, the advisor may contact: (please list several names and telephone numbers)

Name Tel. Number

Name Tel. Number

Name Tel. Number

We have read the rules and regulations governing overnight trips and have discussed them with our child. Our signatures below indicate we and our child agree to abide by these rules and regulations.

Student Signature: _____

Parent Signature: _____

Date: _____