

Trip Expectations and Policies

It is our goal to promote a trip atmosphere where group coordinators/chaperones and students support one another with genuine respect. All participants are expected to demonstrate a high standard of conduct and to accept personal responsibility and consequences for their actions. You are expected to exhibit honesty, courtesy, and consideration toward others. This includes those in your group, as well as anyone else with whom you may come in contact—such as trip leaders, bus drivers, guides, and restaurant and hotel staff. To maintain an enjoyable and safe atmosphere for all involved, the following policies are to be complied with:

GENERAL

1. The student shall abide by the contents of the Handbook for Students and Parents, including the four guiding school principles:
 - a. Honesty - Act with integrity at all times.
 - b. Respect - Respect oneself and be respectful of all people, property, and the environment.
 - c. Responsibility – Fulfill all commitments and be personally accountable for your choices.
 - d. Safety - Make wise choices, concerned for the well-being, health, and welfare of all yourself and others.
2. The student shall conduct themselves according to the rules and guidelines pertaining to whatever activity the group is doing, and will act in no manner which might discredit themselves, the group or The Gregory School.
3. Students will be courteous and attentive to those providing information or instructions – no talking or side conversations.
4. The student is to follow the directions and the rules and regulations established by the trip coordinator, chaperones and/or trip guides, both prior to and during the trip.
5. Except for items intentionally left at a hotel or on a bus to which the group is returning, students will keep personal possessions with them at all times, recognizing that the group will not be able to return to a location to collect anything left behind. Student is responsible for the safekeeping of all their items, and no other student shall be held responsible for damage to or loss of these items.
6. Students will stay with the appropriate group and/or buddy(ies) at all times.
7. Students will show respect by being on time so the rest of the group does not have to wait.
8. Students will comply with the Handbook for Students and Parents with regard to the use of any electronic devices, including mobile phone. Student agrees that any/all electronic devices will be used in a manner that is consistent with the school's educational purposes, environment, and mission. By signing this document, it is acknowledged that the trip coordinator/chaperones have the right to monitor these resources and/or prohibit the use of the same in particular circumstances, to ensure compliance with the school's policies.
9. If a problem arises, the student agrees to seek out a trip coordinator/chaperone.

LAWS/SAFETY

1. The student shall not be involved in any way with smoking of any kind (including vaping and juuling), alcohol, non-prescription drugs, vandalism, theft/shoplifting, intentional physical injury to another, or

any other illegal conduct or type of behavior that is judged by the trip coordinator/chaperones to be detrimental to the health, well-being, safety, or reputation of the student, the group, any trip guides, or The Gregory School. Any student caught engaging in any of these activities is likely will be sent home on the next available flight, at your parent's/guardian's expense.

2. Student will not be in possession of medications of any kind other than those specifically pre-authorized by parent/guardian on the attached Medication and Information Release form.
3. The student will comply with all rules and regulations of the various governmental and commercial agencies involved in the trip (such as airlines, hotels, bus companies, etc.).
4. Student will observe all local traffic and safety precautions, including using crosswalks when available, and using special care when on elevated walkways, escalators, stairs or balconies.
5. Student will stay on sidewalks and not climb or scale structures, ledges, walls or embankments that have not been designed for that purpose.

HOTEL EXPECTATIONS

1. Student will not run, throw any object, tamper with hotel property, or talk loudly while in a hotel.
2. Hotel facilities must be left in the same or better condition from which they were found. Student will notify a chaperone if their room is not clean upon arrival. The student is responsible for any damage to the facilities with which the student is involved.
3. At the designated time each day, student will be in their assigned room, and will remain in such assigned rooms until permission is given by the trip coordinator/chaperone to leave their rooms.
4. Daily quiet hours at the hotel will be observed during the hours set by the trip coordinator.
5. The student will never leave the hotel unless accompanied by a chaperone.
6. The student will cooperate with their roommate(s) to decide on a room leader who will be responsible for the room key.
7. Student will not leave valuables in their room. If student has brought a considerable amount of money, student will entrust it to one of the chaperones, using the envelope system, or use the hotel safety deposit box, to store any money not needed for a particular day.
8. Student will not leave their room unlocked and will be certain that the room leader has the key and the door is locked when the group leaves the room.
9. Student will cooperate with the roommate(s) to ensure the security chain or privacy lock is engaged when in the room.
10. In the event there is a knock at the door, student will find out who is there before opening it and. To the extent it is not someone who is allowed, including hotel security, student will contact a chaperone before opening the door.
11. Upon arrival at the hotel, the roommates shall review general hotel fire procedures, usually found on the room door, and locate the nearest fire exit from the room. In the event of a fire alarm, the roommates shall take the room key and at least one phone, walk to the nearest exit/stairs (not the elevator), and go to a meeting place designated by the chaperones.

If the student should violate any of these rules, both student and parent/guardian understand that the student may face consequences for such actions. Such consequences could include a warning, a call home to explain to a parent/guardian what has occurred, and/or other situation-specific consequence. Additionally, in the discretion of the trip coordinator and/or school administration, repeated and/or serious violations of the above policies and/or the law could result in the student being sent home early at the parent's/guardian's expense without a chaperone, a loss of the privilege of traveling with a TGS group in the future and/or forfeiture of enrollment at The Gregory School.

STUDENT CONTRACT

I have read and I understand the Trip Expectations and Policies above. To the best of my ability, I will comply with all of these expectations and policies, and understand that there will be consequences for failure to do so.

Student Signature: _____ Date: _____

PARENT/GUARDIAN CONTRACT

I have read and I understand and support the Trip Expectations and Policies above, and am signing this on my own behalf and that of any other parent or guardian, as may be applicable. I agree to support the trip coordinator/chaperones, and understand that any serious or repeat violation by my student of the policies and/or the law may result in my obligation to arrange and pay for my student to return home early without a chaperone, a loss to the student of the privilege of traveling with TGS in the future and/or forfeiture of enrollment by the student at The Gregory School.

Parent/Guardian Signature: _____ Date: _____

Phone number at which I can be reached during the trip: _____