

Sleepy Hollow Middle School
Overnight Trip
Rules and Expectations
Student Code of Conduct

Students are expected to adhere to the following rules of conduct at all times and under all circumstances during a school-sponsored trip. Student behavior is governed by the District Code of Conduct and School Rules as outlined in the Student Handbook.

Throughout the trip, students who are found to be in violation of any law will be subject to discipline by the local government.

1. Students are subject to the authority of the teacher chaperones.
2. Students are never permitted to go anywhere alone.
3. The nightly curfew will be established daily by the chaperones. Students are expected to be in their own room at the indicated time. Room checks will be made by the teacher chaperones.
4. Students may not leave their hotel rooms after room checks. Students are not permitted to change assigned rooms. At no time are boys to be in girls' rooms, or girls in boys' rooms.
5. Students must respect hotel property. Any damage or theft of hotel property will be the responsibility of the individual student(s) involved and could delay the entire group on days of departure. These rules also apply to busses.
6. Students may not use the telephone in their hotel room to make long distance calls. Personal cell phones are to be used to call home. Restrictions on cable TV are at the chaperone's discretion.
7. Students must be considerate and respectful of the rights of the other guests in the hotel. The law protects the right of the individual to a respectful night's sleep, and the hotel staff will enforce this right.
8. All students must be present for all meals.
9. All students are expected to participate in all group activities, and to report on time for all scheduled activities. Tardiness can result in restrictions and limited participation in scheduled activities and free time at the discretion of the chaperones.

10. Students are not permitted to go off on their own at any time during the trip and must remain with their chaperones at all times.
11. Students may not leave the hotel at any time unless they are accompanied by a chaperone.
12. Students may not enter or ride any motorized vehicle (car, scooter, motor bike, boat, etc.). Students may only ride motorized vehicles approved by the tour or use public transportation when in the company of the teacher chaperones.
13. Students are warned that purchasing, carrying or using drugs or any other illegal or dangerous items is an offense punishable by immediate imprisonment. The chaperones are not responsible for anyone who so violates the law.
14. Any student requiring prescription medication must have sufficient supply to last for the duration of the trip, as well as a duplicate copy of the prescription. All medication, including “over-the-counter” medications, must be properly labeled in its original packaging and given to the chaperone before departure.
15. Students are expected to take care of their own spending money. The chaperones will be happy to give students advice, but they cannot be held responsible for the loss or misappropriation of students’ spending money.
16. Students are expected to show consideration and respect for their fellow students, teacher chaperones, tour leaders, guides, bus driver and hotel and restaurant personnel. While traveling, you are ambassadors for our school community and will be held to high standards of decorum.
17. Students are not to engage in any activity which endangers themselves or any other person throughout the course of the trip
18. Any student who commits a serious breach of discipline may be expelled from the trip at any time. He or she will be sent home by the chaperone at the expense of the student’s parent(s)/guardian.

(Sign, date and submit)

We, the undersigned, have read, understood and agree to adhere to all the rules and regulations set forth in this document, the student handbook and the District Code of Conduct.

Trip: Washington, DC Date: 4/10-4/12

(X) _____ (participant) _____ (date)

(X) _____ (parent/guardian) _____ (date)

(X) _____ (parent/guardian) _____ (date)

Participant's name _____ (print)