

# WASHINGTON D.C. STUDENT GUIDELINES

- ❖ Pay attention to all directions and information received from the chaperones so that you always know where you are going and what time to return to the bus.
- ❖ Always know where your chaperones are while you are touring. Never go wandering off on your own. If given free time, you **MUST** always have a partner.
- ❖ Be punctual. This is very important, as we must stick to a schedule.
- ❖ Lack of time prevents loitering at rest stops or waiting in line to purchase items. Students may purchase items providing it can be done quickly without disrupting time schedules. Chaperones must grant permission before this can occur.
- ❖ All students must visit all sites on the tour. You cannot stay at the hotel or on the bus because you are tired.
- ❖ Be careful of your belongings. You are responsible for your belongings. Jerry Nowak Tour & Travel or your school is not responsible for lost or stolen items.
- ❖ Respect should be shown to any exhibit that is being viewed. Comments and questions should be relevant and intelligently phrased.
- ❖ Exhibits should not be touched. Listen to the instructions and commentary of the guides at all times.
- ❖ If you get lost, stay where you are. Locate a police officer or security guard. **WE WILL FIND YOU!!!!**
- ❖ In the morning, make sure that everyone in your room is up and ready to go. Stay in your room until the chaperones come to get you for breakfast.
- ❖ Meals will be partaken in a relative peace and quiet. Normal conversation is permitted with the people at your table.
- ❖ Proper manners and conduct will be displayed at all times. After meals, please remain at your table until a chaperone directs you to your bus.
- ❖ Do not run, yell, or scream at any time during the trip.
- ❖ Dangerous activities such as pushing, fighting, or shoving will **NOT** be tolerated.

## WASHINGTON D.C. MOTORCOACH SAFETY

- ❖ No Milk Products.
- ❖ No Energy Drinks.
- ❖ Students will ride only in the bus they are assigned.
- ❖ Glass bottles and containers are prohibited.
- ❖ Stop and listen when directions are being given by the tour director or chaperones.
- ❖ Always stay seated when the bus is moving. NO EXCEPTIONS.
- ❖ Do not yell or scream.
- ❖ Snacks are fine, but do not make a mess.
- ❖ Keep the bus clean at all times. Please clean up after yourselves!!
- ❖ The rest room on the bus is for emergencies only!
- ❖ No flash photography on the bus!
- ❖ Do not put your feet on the seat at any time.

### SPECIAL INSTRUCTIONS

- ❖ You may bring two (2) bags on this trip. One average sized bag will be stored under the bus in the storage bin. You may bring the smaller, carry-on bag onto the bus with you. This carry-on bag must fit under the seat.
- ❖ Please put all your everyday items into your carry-on bag. This would include: camera, snacks, money, pop, sunglasses, contact case & solution, phones, ipads, books, magazines, rain ponchos or anything you may need on the bus. You will not be able to get to your larger bag until we arrive at the hotel.
- ❖ All bags, jackets, and purses will be searched before students are allowed to board the bus. Any student in possession of contraband will be rejected from the trip.
- ❖ Only hand-held electronic devices will be permitted. Ipods and phones are permitted only with the use of headphones or air pods.
- ❖ ***Most importantly, remember that a positive attitude creates an enjoyable trip.***
- ❖ No hats.
- ❖ No flip flops or sandals.
- ❖ Rain ponchos are highly recommended!

3/21/2024

**WARNING: We are not planning a six-month expedition to the South Pole. Use common sense when planning and packing for our three (3) day trip to Washington D.C.**

## WASHINGTON D.C. HOTEL GUIDELINES

Disturbances in the hotel could result in your removal from the hotel. This is beyond our control and under the jurisdiction of the management. Please follow these rules.

- ✓ Please go quietly to your room. Do not disturb other guests.
- ✓ Do not talk loudly in halls, slam doors, or pound on windows or walls.
- ✓ Do not leave the floor of your hotel without permission from a chaperone.
- ✓ Only one person from each room may get pop and/or ice. Permission must be granted by a chaperone.
- ✓ Telephones are not to be used, and in most cases will not be connected. They are monitored by the front desk.
- ✓ Never open windows.
- ✓ Bring change from home for pop and/or candy machines.
- ✓ Always make sure your room is locked when you leave, and you have a key to re-enter.
- ✓ Check your room when you enter. Make sure everything is in order: towels, television, etc. Inform chaperones of problems right away. Do not leave your room until a chaperone inspects any problems.
- ✓ After curfew, you are not permitted to leave your room for any reason.
- ✓ Remain in your room in the morning until a chaperone comes to get your group.

### CHECKOUT PROCEDURES:

- ✓ Try to pack most of your belongings the night before checkout.
- ✓ In the morning, set your luggage in the hall, prop open your door, and stay in the room.
- ✓ Chaperones must inspect your room before you leave.
- ✓ Double check to make sure you have all of your belongings. We do **not** return once you are checked out.

## 8<sup>th</sup> GRADE TRIP PUNISHMENT SYSTEM 3 STRIKES AND YOU ARE OUT!!

### While on the Trip:

*The violation of any of the rules that are included in the student guidelines will result in the following punishment:*

**STRIKE ONE:** Detention to be served when we return. Seat, bus, or room change. Sit with the Chaperone the rest of the day.

**STRIKE TWO:** Suspension or ALE when we return. Parents called.

**STRIKE THREE:** Parents called and arrangements made to return student home at parents expense. Students will be transported by bus, plane, or picked up by parent.

3/21/24



# MEDICATION(s) for DC TRIP

Student's Name: \_\_\_\_\_

Medication: \_\_\_\_\_

Dose: \_\_\_\_\_ Route: \_\_\_\_\_ Time(s): \_\_\_\_\_

**\*\*\*MEDICATION ADMINISTRATION RECORD\*\*\***

(AM) WEDNESDAY: \_\_\_\_\_ THURSDAY: \_\_\_\_\_ FRIDAY: \_\_\_\_\_ (place initials after giving med)

(PM) WEDNESDAY: \_\_\_\_\_ THURSDAY: \_\_\_\_\_ FRIDAY: \_\_\_\_\_ (place initials after giving med)

(PRN--AS NEEDED) WEDNESDAY/TIME: \_\_\_\_\_ THURSDAY/TIME: \_\_\_\_\_ FRIDAY/TIME: \_\_\_\_\_

Special instructions: \_\_\_\_\_

\_\_\_\_\_

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Student's Name: \_\_\_\_\_

Medication: \_\_\_\_\_

Dose: \_\_\_\_\_ Route: \_\_\_\_\_ Time(s): \_\_\_\_\_

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Special instructions: \_\_\_\_\_

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