

**Board Policy #C500 - FIELD AND OTHER CORPORATION-SPONSORED TRIPS
OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST**



CHECKLIST

WHO:

- Approximately 130 students
- 12 staff chaperones and 20 parent chaperones

WHAT:

- 8th grade Washington, D.C. trip

WHEN:

- Date of event: May 10, 2023 - May 13, 2023
- Start/end time of event:
 - student leave at approximately 10:00 AM from school on Wednesday, May 10, 2023
 - pick up at approximately 11:00 PM on Saturday, May 13, 2023

WHERE:

- Washington, D.C.
- Gettysburg
- Parent drop off: parents pick up from south parking lot and sign in students in gymnasium
- Parent pick-up: parents pick up from south parking lot

CHAPERONES:

- Parents: 20 parent chaperones*

**all chaperones will have a background check on file with MVCSC prior to departure or will be deemed ineligible to attend the trip*

- Teacher: 12 staff chaperones

Tour Directors: Imperial Travel, 2150 Sagamore Pkwy, Lafayette, IN 47904 (765) 447-9321

TRANSPORTATION: Transportation will be via motorcoach provided by Imperial Travel

COST:

Approximately (final pricing may increase slightly)

- Quad occupancy: \$800
- Triple occupancy: \$840
- Double occupancy: \$960
- Single occupancy: \$1,220

Cancellation and refunds

WHY: Destinations on the Washington, DC and Gettysburg trip align with 8th grade social studies standards.

HEALTH, SAFETY, AND SUPERVISION PROVISIONS:

* All COVID-specific plans will be fully determined 2 week prior to the trip if necessary with the most recent guidance from MVCSC and Hancock County Health Department

Masks

- Masks will be required by all for travel on the bus as required by federal guidelines. Masks will be required for all at all sites that require them.

Volunteers

- Building administrators will submit a complete list of volunteers' 48hrs prior to the health clinic.
- Will be required to complete the MVCSC School Visitor Intake Form.
- Will be required to sign in to the Lobby Guard.
- Will be required to wear a mask when around children who are not their own
- Be willing to have their temperature taken upon entering the building (health clinic to administer).

- Stay home if anyone in their home has COVID-19 symptoms, has received a positive diagnosis or has a shared household member in quarantine.
- Should not volunteer for any activity if in the last 14 days you have:
 - Travel to any foreign country or large metropolitan city
 - Been on a cruise or been in an airport
 - Been around anyone who has COVID-19
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SAFETY AND SUPERVISION PROVISIONS:

Other Safety Protocols

- A rooming list will be shared at least 5 days prior to the trip
- Students only room with students, parents only room with parents, school staff only room with school staff
- Plan subject to change based upon change in health guidelines
- Security will be provided in the hotels

Medical Releases/Parent Permission on File

- All parents will sign medical releases and health information will be collected

Tentative Trip Itinerary:

Washington DC 8th Grade Class Trip May 10-13, 2023

WEDNESDAY, May 10, 2022

10:00AM Buses stage at school for loading

10:45AM Departure for Washington DC.

St. Clairsville, OH – Included box lunch from Chick-fil-A for dinner

Embassy Suites by Hilton Tyson's Corner - 703-883-0707 8517 Leesburg Pike, Vienna, VA 22182
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10:00PM Arrive at the hotel.

THURSDAY, May 11, 2023

Breakfast is included at the hotel.

Scheduled House Tour. Tour times TBA.

8:40AM House tours of Mount Vernon

Red meal pass included for lunch at Mount Vernon Food Court.

TBA Depart Mount Vernon.

4:15PM Included dinner at Hard Rock Café.

7:00PM Guides will meet groups.

FRIDAY, May 12, 2023

Breakfast is included at the hotel.

8:30AM Meet your step-on guides at your Arlington. Enjoy a full day of touring.

Lunch vouchers included for Pentagon City Mall.

4:30PM Drop off guide.

7:00PM Arrive at Buca Di Beppo for your included dinner.

SATURDAY, May 13, 2023

Breakfast is included at the hotel.

8:00AM Prompt departure for Gettysburg, PA

9:30AM Approximate arrival.

10:00AM Tour of battlefield with guide.

12:30PM Depart for Home. A box lunch is included.
Stop en route for included dinner

11:00PM Arrival at MVMS