

Brecksville-Broadview Heights City School District

Overnight Student Trips
RULES & REGULATIONS

This trip is a sponsored school function; therefore all rules, regulations and policies of Brecksville-Broadview Heights High School, Brecksville-Broadview Heights Middle School and Brecksville-Broadview Heights Board of Education are in effect.

CONDUCT

Remember you are representing your family, your team, your school, and your community. Conduct yourself accordingly. Extracurricular activities and field trips like this are a privilege, not a right. Inappropriate behavior of any type as deemed by the coach or chaperone will not be tolerated! **Disruptive actions on your part may not only lead to serious consequences for you, but also cancellation of future school trips.**

The following forms of behavior **will not be tolerated** at any time on the trip.

1. Smoking / Vaping (including cigarettes, e-cigarettes, cigars, marijuana, etc.)
2. Drinking alcohol
3. Use of drugs or illegal substances or their possession
4. Any form of hazing or horseplay
5. Leaving the group unexcused (AWOL)
6. Abusing the curfew
7. Having members of opposite sex in your room (or you in their room)
8. Vandalism - Damage to property
9. Fighting - verbal and/or physical (this includes cyber bullying)
10. Tardiness
11. Use of improper or abusive language
12. Disrespect toward staff, chaperones, bus drivers, other students and other people in general

CONSEQUENCES

Any violation of rules #1, 2, 3, 4 and 5 may result in suspension or expulsion from school and possible dismissal from the Athletic Team or Club. Please refer to your High School/ Middle School Student Handbook for further explanation of school policies. Violation of rules #6 through #12 will be reviewed by the staff and may result in serious consequences. If there are concerns, please feel free to discuss them with your coach or advisor.

BAGGAGE INSPECTION

All luggage, purses, and carry-on bags will be inspected prior to leaving. Students found in violation of school rules and trip policy (depending on the violation) will not be allowed to participate in the trip

BBHHS Marching Bees - Florida Trip Student Rules and Regulations

1. FIRST AND FOREMOST - Every participant is expected to maintain the **highest moral conduct** in private and public. Students are requested to keep in mind that they, more than anyone else, create a lasting image of our band, school and community among the people we meet. You are directly responsible for our “Class Act” image!
 - a. ***SHOPLIFTING – Zero tolerance!*** You will be sent home and prosecuted by Disney/FL for felony.
2. **Absolutely no alcohol will be tolerated.** Any incidents requiring intervention by officials or chaperones will result in expulsion from the trip at the student’s expense. School consequences will also be in place upon return.
3. **Smoking / Vaping will not be permitted.** Any incidents will result in expulsion from the trip at the student’s expense.
4. Only transportation provided by the school is to be used. No student is allowed to travel by means of private transportation, unless the proper form is signed and authorized prior to the trip. Also, students are not permitted to use the MONORAIL to get to the parks.
5. Attendance at all functions is mandatory for all students.
6. Persons in charge reserve the right to post and implement any additional regulations as they find necessary during the duration of the trip. Such regulations become binding on all participants. Willingness to comply with these rules is a condition of one's acceptance as a participant. A violation can mean expulsion from the trip.
7. Possession of and/or consumption of marijuana, chemicals or related paraphernalia is forbidden. Violators will be sent home immediately at their own expense.
8. **Curfews** will be established according to the circumstances as deemed necessary. After curfew all students must remain in their respective rooms. **Call/text your chaperone if you need something**
9. There will be **no** visiting of members of the opposite sex in the rooms. If there is hotel time prior to curfew, socializing must occur in common areas of the hotel. (i.e. lobby, pool, etc.)
10. Promptness is expected at all functions. To be early is to be on time, to be on time is to be late, to be late is to be forgotten! Buses will wait for no one. Any expenses that are incurred because of delays or missed transportation will be paid for by the student that was tardy.
11. It should be understood that **all rules and regulations stated in the Brecksville -Broadview Heights High School Student Handbook will be enforced at all times.** Any violations of these rules will meet with immediate action as well as administrative consequences upon return to school.

12. No form of **hazing** or cyber bullying will be tolerated.
13. Have a good time, but use good **common sense**.

A. General Comments:

- 1a. Get to know your chaperone so that you can establish a good rapport and win their trust and respect. They will be your advisor, your confidant, and hopefully, your friend. You should be able to seek their help whenever you need it. Trust their judgment and show them respect at all times. Good communication is very important.
- 2a. For your well-being, be sure your chaperone is aware of any medical problem before you leave Brecksville/Broadview Heights. If you are taking any kind of medication, make sure they know what it is you are taking, and why. It will all be kept confidential. **All medical forms and medications must be turned in to Mrs. Lisa Witzke, the school nurse by March 11, 2020 by the parent or adult.**
- 3a. **TAKE CARE OF YOURSELF – Drink water**, eat nutritiously, SLEEP, use sunscreen, etc. If for any reason you feel ill while on the trip, immediately inform your chaperone.
- 4a. Avoid making critical or derisive remarks on local customs, thinking, economic conditions, and most of all on their manner of speech. Remember, Disney World is an INTERNATIONAL destination. USE PLEASE & THANK YOU! **Think before you speak.**
- 5a. Familiarize yourself with the Student's Rules and Regulations. **Be sure you and your parents go over these rules with your chaperone.** They will be strictly enforced at all times and in the same manner for all students.

B. Luggage:

- 1b. Bring only one large suitcase for your clothes, and 1 carryon bag for the bus.
- 2b. **Everyone will carry their own luggage**, so think twice before you pack. The theory here is, if you can carry it, you can bring it. **Flutes and Clarinets will be packed in your suitcase**, so plan accordingly!
- 3b. Be sure all your luggage has your name and address marked clearly on it and in it. Be able to quickly identify your luggage and instrument. Put a special identifying marker on all your belongings such as a colored strap, a decal, or even just a colored string or ribbon. Make your belongings easy to spot.
- 4b. You may take the following in a carry-on bag on board the bus: your coat or sweater, small blanket/pillow, iPhone/iPad, etc. **with headphones**, snacks, reading material and a purse for the ladies (one with a shoulder strap is good). **Everything you need for Rainforest Cafe breakfast and Blizzard Beach MUST be in your carryon.**

- Allergies -- NO PEANUTS OR PERFUME/COLOGNE ON THE BUSES! Some students have severe allergies.

C. Attire:

- 1c. Remember that you are representing Brecksville-Broadview Hts. High School, and the image you project should be complementary to both your school and your community. Other than full dress uniform in performance, casual clothing will be the norm. It should be noted that **only appropriate casual clothing, as stated in your student handbook, will be acceptable.** If you are not familiar with the BBHHS standards, review your student handbook.
- 2c. It is of great importance that you have *broken-in* walking shoes. It is painful to walk on blisters, let alone march on them. Get your shoes now and break them in before you leave.

D. Clothing and Miscellaneous Items:

The lighter you travel, the happier you will be. You'll do better to take fewer things and wear them more often. Here is a suggested list, which might be of help to you. Discuss with roommates how to share non-personal common items.

- **Uniform**, uniform shoes, hat, white gloves, black socks.
 - Ladies – black hair tie for uniform if needed
 - Light jacket/rain gear
 - 2 pair casual pants (no sagging pants, follow school dress code)
 - shorts (NO CUTOFFS) and shirts for 5 days (no bare midribs)
 - Belt
 - 1 heavy sweater or sweatshirt
 - 5 pairs of underwear
 - 5 pair socks
 - 1 pair pajamas or sleepwear
 - 1 pair walking shoes or sneakers
 - Hair dryer, curling iron (if needed)
 - Toothbrush, toothpaste
 - Shampoo and favorite soap if preferred
 - 2 plastic bags for dirty laundry and wet swimsuit & towel
 - Shaving gear
 - Deodorant
 - Girls: cosmetics in plastic containers or zip bags
 - feminine sanitary needs
 - Small pillow and blanket for travel on the bus
 - **Swim suit, towel and sunscreen in your carry-on bag on the bus!**
 - Camera (with your name on it!)
 - CELL PHONE CHARGERS (and any other device charger, etc.)
- 1d. *If you wear glasses or contacts, it's advisable to take an extra pair if possible.

- 2d. Prescription and non-prescription meds must be turned in to the school/trip nurse prior to the trip in their original labeled containers with the correct forms/authorizations according to school policy.
- 3d. All hotel rooms have televisions, and it is NOT recommended that students bring any large electronic equipment (computers, video game systems, etc).
- 4d. Stuff shoes with socks and other small articles to save space in packing. It is important that you pack compactly.

***DIGITAL DEVICES:**

PARENTS – Please be aware of the content that your child has on their device, and have discussions, prior the trip, about what is appropriate vs. inappropriate material for them to access on the internet. Staff and chaperones can police what content is being shown on the bus DVD players, but it is simply impossible for the adults to monitor the content on every student's personal screen.

Any student who is found to be accessing inappropriate material will be asked to surrender their device, and parents will be contacted immediately.

E. Money and Travelers Checks:

- 1e. Purchase travelers checks before you leave home. American Express, Visa Travelers Checks are accepted everywhere. Make a list of the numbers of these checks and keep it separate from your travelers checkbook. In case of loss, you will have a record. We recommend you make a second list and leave it at home. Be sure to have an I.D. for check cashing purchases.
- 2e. **Budget your spending money for the trip.** You are only responsible for three fast food type meals as we travel on the bus (approx. \$25), two meals on Monday and one on Saturday, (approx. \$50). The rest of the meals are already included in the cost of the trip. Any extra money you wish to have on hand for souvenir shopping or additional snacks is completely up to you!
- 3e. The wise traveler foresees the unforeseen. Always reserve a little "extra" money for travel delays, and lost or damaged items.
- 4e. Please refrain from borrowing money from friends or chaperones.

F. Departure: Check-in time: 7:00 AM

- 1f. Arrive early at school! Go directly to (and REMAIN IN) your bus meeting area:
 - BUS 1 – Theory Room (059)
 - BUS 2 – Band Room
 - BUS 3 – Stage

- BUS 4 – Auditorium House
 - BUS 5 – Choir Room
- 2f. **ALL BAGS** will be searched by chaperones. There will be law enforcement/K-9 officers.
- 3f. Be sure your chaperone is on the bus for each trip after a stop. Seats will be assigned for quick, accurate attendance. No one will be permitted to change buses once they have been assigned. After each stop, attendance will be taken.
- 4f. **Be considerate of everyone around you** and help to keep a positive atmosphere at all times. There will be no need for loud, unruly noises. Ladies and gentlemen conduct themselves properly at all times in action and in words. We expect that of our students at all times. You are directly responsible for our “Class Act” image.
- 5f. Before disembarking from the bus, make a double check of your seat and surroundings to be sure you have all your belongings with you. Leave nothing behind.
- 6f. In Florida, when we check in to the hotel, see to it that you have all of your luggage, carry-on bag and belongings as you exit the bus. Check in with your chaperone to get room number assignments and keys.

G. Arrival in Orlando:

- 1g. Once you have arrived in Orlando, wait for instructions! Be as pleasant and as courteous to employees at Rainforest Cafe and hotel officials as you can... remember, they are doing their job.
- 2g. Once in the hotel, claim all your belongings and check into your hotel room. Should you find anything wrong with your room, report this to your chaperone at once. You don't want to get blamed for anything that was already there before you arrived.
- 3g. Know which room your chaperone will occupy in case you need his or her help. Keep your chaperone's cell phone number with you too.
- 4g. Familiarize yourself with the hotel and its facilities and use them with **care and respect.**
- 5g. Students are not permitted to leave the hotel complex! Free time areas will be announced. There may be an opportunity for athletes to run with a chaperone in the morning.
- 6g. **After bed checks, students may not leave their room for any reason.** Take care of what you need (like snacks, ice, hygiene products) before curfew time. If there is an emergency, contact your chaperone. Chaperones may be directed to tape doors after evening bed checks. Any broken tape found in the morning will result in disciplinary action. If you have an emergency after bed checks

you must contact your assigned chaperone IMMEDIATELY.

- 7g. NO outside calls from the hotel room phones. Use or borrow a cell phone.
- 8g. Any accidents, be they in your room, on the bus, should be brought to the attention of your chaperone. Students will be held responsible for any damage done. If it is reported in good faith, it can be handled in good faith.
- 9g. Breakfast: Be on time for breakfast and let common sense prevail where manners are concerned. **Everyone is required to be at breakfast.** FIND YOUR CHAPERONE and check in with them each morning at breakfast. Do not leave for breakfast until 7:00am, or as instructed by your chaperone.
- 10g. **Curfews will be established and enforced.** There will be consequences for anyone found breaking rules. A call to parents to arrange for an early trip home (at their expense), a loss of free time and other travel privileges can be expected. We will have security guards (for your protection and safety) at the hotel especially for our group, and as you may know from previous trips, they will not tolerate any foolishness (nor will we.)

H. Sightseeing:

- 1h. **It is your responsibility to know each of the day's events.** Know what you will be doing, where you will be going, when you will leave and when you will return. In addition, be sure you check what mode of dress will be required each day. You will be given a complete itinerary... Be sure your roommates are also informed. Keep the buddy system going.
- 2h. Before disembarking from the bus, be sure your chaperone has told you when to return for the trip back to the hotel. If for any reason you should become lost from the group while sightseeing, or finish before the rest of the group, return to the prearranged meeting place and stay there.
- 3h. Since there are complicated and very refined systems for protecting the facilities you will be viewing, please observe all rules and regulations. When it says don't touch, they mean just that! Your individual actions are a reflection of the group as a whole. **Anyone committing any kind of theft on park property will be prosecuted to the fullest by those companies, and your parents will be required to come get you out of detention.** In addition, upon returning to school you will face disciplinary consequences.
- 4h. Whether shopping, sightseeing or in the hotel, please try to use exceptional care of the property. Any damage done will be at the student's expense.
- 5h. **Vandalism** - Any damage or destruction to hotel or other property will become the financial responsibility of the person or persons involved. If no one person assumes responsibility, an equal financial factor will be assessed to all persons involved as set by the hotel management (or other) and approved by the proper school personnel.

I. Return Trip:

- 1i. When it comes to packing for the return trip, make sure you take back all that you brought.
- 2i. Before leaving the hotel room, check to be sure no personal belongings are left and all hotel articles are as you found them.
- 3i. Be sure your instrument and uniform are properly loaded on the bus following our performance
- 4i. On the trip home, we will all be tired and sometimes cranky. Make the extra effort to be pleasant and cooperative with other students, your chaperones and bus drivers.
- 5i. ***LET'S HAVE A GREAT TRIP!!!***