

St. Joseph High School

Student Conduct Policy for Overnight Field Trips

The policies that have been established are designed to assure that each person shall benefit from the educational tours and field trips that are organized. This trip is a co-curricular activity like many others that take place throughout the year and each student is expected to behave in the same manner that he/she would at any other activity. Therefore, no student shall be permitted to complete his/her reservation until he/she and his/her parent or guardian have read together the following policies and have signed that the student will comply with the policies.

Policies:

1. The students shall represent St. Joseph High School at all times and must never conduct themselves in a way that is detrimental to the reputation or identity of the school. Applicable rules and regulations as printed in the Student Handbook must be followed. Therefore it is understood and agreed that if a student willfully disregards these established rules, the supervisor and/or chaperone will notify his/her parents, the Dean of Students and he/she may face serious consequences including suspension and expulsion. If the supervisor finds it necessary to notify parents regarding behavior, administration will also be notified. Law enforcement agencies will be notified of and involved in situations as deemed appropriate by the trip supervisor or as required by law.
2. The students are subject to the authority of the supervisor and chaperones at all times. If a student has any concern about the behavior of fellow students, he/she should bring these concerns to the supervisor and/or chaperone.
3. Student cell phone numbers are for chaperone use during the trip and will not be shared.
4. In the event of illness or accident, the supervisor, if unable to contact the parents/guardian at the phone numbers provided, will determine the course of action to follow and shall be authorized to act "loco parentis," that is, to proceed in the place of the parent. Teachers shall not assume liability, either expressed or implied, for an action taken in the best interest of the student. Parents agree to assume any medical expenses not covered by their own family medical insurance policies.
5. Any medication, either over the counter or prescribed that must be administered during an overnight field trip requires a physician's written order and a parent/guardian authorization. Required medication should be in a properly labeled container. The student may carry and self-administer the medication during the overnight field trip.
6. The School's substance use policies will be adhered to regardless of the laws or customs of other countries.
7. The nightly curfew will be ____ P.M. Students are expected to be in their own rooms with the lights out at this time. Bed checks will be made. Students may not leave their hotel room for any reason once bed checks are made. The hotel staff has been advised to notify the supervisor if there is any infraction of this rule.
8. No student is allowed to have a member of the opposite sex in his/her room at any time.
9. Students are not permitted to change assigned hotel rooms.

10. Students must be on time for all scheduled activities and for each meal in the tour. Each student will fully participate in each day's program. Students will not deviate from the schedule, program, or directions of the chaperones without their consent.
11. Students must respect hotel property. The student is responsible for any damage or misappropriation of hotel property. The student is responsible for restitution should any damage or loss of property occur. The student must reimburse the hotel before the group leaves the premises.
12. Students must be considerate and respectful of the rights of other hotel guests. Unnecessary and loud noises, such as slamming doors, running in the hallways, and loud music, are strictly forbidden.
13. Each student is responsible for respecting the property of the transportation service and will be held responsible for any damage or misappropriation of the property of the Transportation service. The student is responsible for restitution should any damage or loss of property occurs.
14. Students will not enter into any vehicle except the ones that are provided by the tour. Students will not engage in any activity with persons unfamiliar to the Supervisor and Chaperones without their consent.
15. Students are limited to one piece of luggage and one carry on piece. Luggage must have identification clearly visible. Students are responsible for the contents of their luggage and are asked not to bring any personal property of value.

The signature of either parent to this policy statement shall constitute full permission for the student for the student named below to participate in the trip. It is likewise understood that the Diocese of Bridgeport disclaims all legal responsibility on any matter whatsoever.

We have read together the foregoing and agree to the conditions as outlined above.

Parent's Name—Please Print

Student's Name—Please Print

Parent's Name—Please Sign

Student's Name—Please Sign

Date_____

Revised 9/18/17