

## Overnight Trip Policy for Seminole High School

School trips are a privilege and all students are expected to behave in a manner that best represents the school, the district, and the student. A school administrator will be called immediately in cases of inappropriate behavior. Abuses of this policy may result in the student being sent home at the parents' expense and/or ineligibility for future school trips.

In order that everyone may receive maximum benefits from participation on school trips, district policies for behavior at school will be enforced at all times during trips. In other words, if it is not allowed at school, it is not allowed on a school trip. Those policies are outlined in the Seminole Independent School District Student Code of Conduct.

Sponsors shall make every reasonable effort to procure hotel/motel arrangements where room doors open to the interior of the facility.

Prior to departure, trip sponsors will provide the appropriate administrator with an expected itinerary, a student list, hotel information (name, address, phone numbers), and sponsors' cell phone numbers.

1. Adult supervision is provided on all school trips. Students traveling to an event with a school group must return in the same manner with the following exception: students may return with their own parents or a guardian if a note has been approved by an administrator and a trip sponsor prior to leaving for the trip.
2. Students shall be prompt and prepared for leaving on school transportation. They shall remain on/in assigned vehicles and shall not make switches without permission.
3. School officials will not be responsible for personal items. Unnecessary items of value should be left at home. All luggage and personal belongings may be searched prior to being loaded for the trip and at any time during the trip if the administrator/sponsor has reasonable suspicion that the item warrants searching. Student may be searched by an administrator and a sponsor or by two sponsors if an administrator is not available. An adult of the same gender will search the student. The gender of the witness does not matter.
4. If passes or ID badges are provided, students shall wear them at all times.
5. Students shall not deface public property. The individual will pay for any damages to property or furnishings.
6. Students shall keep the sponsor informed of their activities and whereabouts.
7. Sponsors shall assign rooms and secure a key to each room.
8. One or more adult chaperone(s) may be assigned to each student room.
9. At hotel check-in, movie and game privileges shall be turned off in student rooms. They may be re-instated only by sponsor approval and only after students have made payment for movies, etc.
10. Students shall spend the night or nights at assigned hotels in assigned rooms, and students will not leave the hotel without sponsor permission.
11. Students shall be in their assigned rooms and quiet at the curfew set by the sponsor. At curfew, students may be asked to turn off cell phones and may be asked to turn them over to the sponsor for the night.
12. Students shall not use hotel telephones without sponsor approval. At check-in, long distance capabilities shall be turned off in student rooms.
13. Room doors may be taped from the outside at curfew. The sponsor will remove the tape in the morning.

14. Students shall not open outside doors for any reason after curfew.
15. Students shall not be permitted at any time (day or night) in sleeping rooms with the opposite sex unless a sponsor is present.
16. Students shall be prohibited from having or using alcoholic beverages or drugs in any form. As stated in the Code of Conduct, all school grounds and activities are to be tobacco-free, alcohol-free, and weapon-free.
17. Students shall promptly attend all sessions and activities for which they are assigned during the trip.
18. Students shall neither open windows nor hang/throw objects out of hotel windows.
19. At all times, students shall be quiet and considerate of other guests in hotels or at gatherings.
20. At all times, students shall wear appropriate attire as defined by the school dress code or as deemed by the sponsor to be appropriate for the activity.
21. School buses are to be clean and free of trash at the end of all trips.
22. At the end of all trips, students shall arrange to be picked up at school promptly at the designated time.
23. Organizations may supplement these rules specific to their program's needs.

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We have read and understand the information pertaining to school trips. We understand any violation may result in the student being sent home immediately at the parents' expense. We grant permission for the below-named student to participate in this trip.

We also authorize Seminole ISD representatives to seek emergency medical attention for the student if the need arises.

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Signature of Parent Date

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Signature of Student Date