

COLUMBIA HIGH SCHOOL MUSIC DEPARTMENT SPRING TRIP
Williamsburg, VA
April 15-18, 2010

Information, Packing, and Behavioral Guidelines

Luggage and Instruments

Each student is allowed to have only **one** small to medium (approx. 32 inches tall or less) sized suitcase, one carry-on (a backpack or equivalent size), instrument(s), and music (must be packed your instrument or in your suitcase). If you have not already made a record of the type of instruments you are bringing with you on the trip with the serial number(s) for your personal records, please do so before we depart on the trip.

- Be sure your name is on both the outside and inside of your instrument case, suitcase, and backpack or carry-on
- Be sure to have all the necessary supplies you need for your instrument
- Luggage, instrument cases, and carry-ons may be subject to inspection
- Try to make your luggage or instrument case easily identifiable (a piece of ribbon, etc.)

Please remember that we are traveling with 106 students and adults, each of whom will have a suitcase and a carry-on, as well as lots of instruments (some of them are large, like string basses!) Please make every effort to bring only that which you need for the trip in the smallest suitcase possible. If you're not sure whether you need something or not, leave it at home.

Packing Guidelines

The weather in Williamsburg this time of year is generally warm, between 70 and 80 degrees, though there is always the threat of rain. Please visit your favorite weather website for updated forecasts prior to our departure and plan accordingly. With the exception of our adjudication performances you are free to dress casually, following the Columbia High School Dress Code (see pages 27-28 in the Student/Parent Handbook). Dress for our adjudication will be concert attire (black and white; no jeans, sneakers, t-shirts are permitted) for all students. *Please note that you will be changing into concert attire during the day on Friday, so it should be something that is easily transportable and not overtly complicated.* Remember that you are representing Columbia High School at all times.

- Pack layers for any kind of weather (rain, cool evenings, etc.)
- Bring your cell phone charger
- Bring a small umbrella
- Bring sufficient toiletries and personal items for the entire trip
- Bring spending money of your own (\$50.00 is a good number). Debit cards or the equivalent are a safe and convenient alternative to cash.
- The staff and chaperones are not responsible for any personal items including jewelry, electronics and electronic devices, or money if they are lost or stolen. If there is any doubt, don't bring it!
- Suitcases, backpacks, carry-ons, and instrument cases may be inspected. Any student found with illegal substances will not be allowed to travel on the trip and will be subject to appropriate school disciplinary action
- Coordinate with your roommates so that people do not bring duplicate items (hair dryers, etc.)

Food & Beverages

If you have not already done so, please remind us of any dietary restrictions. If you plan to bring something to drink, it must be in a new plastic container with an unbroken seal. You are responsible for the clean up and removal of any and all refuse from food, beverages, and other items from buses, hotel rooms, etc.

In the Hotel

Students will follow all hotel guidelines and directives from hotel staff without exception. Room keys will be issued to students for each room. Students are responsible for these keys and they must be returned at check out. Students may not switch rooms at any time during the trip for any reason. Hotel pay services (toll telephone service, room service, pay-per-view TV) are allowed and will be disconnected upon our arrival. Use of any pools, whirlpools, fitness areas, etc. is strictly prohibited. Cost to replace anything broken or missing in hotel rooms will be the responsibility of all students residing in the room. Quiet hours and curfews will be followed as announced. After curfew there will be security guards assigned to our block hotel rooms. These guards are in place to ensure our students' safety first and also to ensure that all students remain in their rooms after curfew. Students are to remain in their rooms from curfew to breakfast time and will be subject to disciplinary action if they are found out of their rooms after curfew.

Behavioral Guidelines

Students are representatives of Columbia High School and are to conduct themselves with the highest level of decorum and respect at all times!

- All district and school rules apply at all times while on the trip
- Absolutely NO tobacco products, illegal drugs, or alcohol are permitted. Use or knowledge of the use of any of the above is subject to all school and legal ramifications.
- Only prescription (in original, labeled containers) or over the counter medications listed on your Medical Information Sheet will be allowed
- Foul language will not be tolerated at any time
- Be prompt at all times. Wear a watch or have your cell phone with you at all times. Remember: Early is on time, on time is late, and late is inexcusable.
- Students are not to wander off on their own. Any time students are afforded "free time" (i.e. in Williamsburg, at Busch Gardens) they are to be together in groups of 2 or more.
- Listen to your directors and chaperones and follow all instructions as given without exception.
- Fighting, physical or verbal, of any kind will not be tolerated and may result in immediate dismissal from the trip.
- Lastly, and most importantly of all, ***have a great time!***

Students who fail to follow these rules will be subject to school disciplinary actions and/or legal actions. If the infraction is severe, students will be sent home and/or the parent/guardian may be required to join the group in Virginia in order to bring the student home. An early return due to misbehavior or infraction is at the student's or parent/guardian's expense and no refunds in whole or in part will be issued for missed portions of the trip.

Please print, sign, and return the Student Contract on the following page with your final payment. If you have questions about any part of these guidelines please contact Mr. Bauer via email at pbauer321@yahoo.com.

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STUDENT CONTRACT

By signing below we agree that we have read, understand, and agree to abide by the terms and conditions set forth in the “Information, Packing, and Behavioral Guidelines” for the Columbia High School trip to Williamsburg, VA on April 15-18, 2010.

We further understand that any violation of school policies and/or laws may result in dismissal from the trip at any time and at the expense of the parents/guardians.

Signed:

Student Name (Please Print)

Student Signature

Parent/Guardian Name (please print)

Parent/Guardian Signature