

CENTRAL DAUPHIN SCHOOL DISTRICT

Orlando 2019 TRIP HANDBOOK

Trip Dates 4/25/19-4/29/19

Think about it... The positive actions of the indoor members of the past have allowed you to go on this trip. If students on past trips had not behaved as positive ambassadors for the Central Dauphin School District, they would have jeopardized future trips, including this one. Going on a trip is certainly not a right of an indoor unit member, but rather a privilege extended to those who are positive examples of the school community. Your actions, demeanor, and performance on this trip will be a representation of the greatness of our school district. Let's keep alive the strong CDSD tradition of having positive trips that are enjoyable both for the excellent performances and time spent with friends in a safe manner!

I. GENERAL INFORMATION

Trip Leaders. Who is in Charge? ^[11]_{SEP} **The music staff is in charge of this trip.**

This includes the teachers: Mr. Bitner, Mr. Carraher, Mr. Kibler, Mr. Madas, and the Marching Band and Musical staff attending. Furthermore, parent chaperones may be designated specific assignments to be trip chaperones. Please get any information regarding our trip from ONLY the staff or the trip chaperones. Even if your parents are making their own trip, you are the responsibility of – and therefore you belong to-- the music ensembles for these 4 days. If your parents are not chaperones, you cannot get permission from them for any privileges. Please cooperate with the staff and the chaperones. If you are told to be at a certain place at a certain time, you must be on time. *All school rules apply at all times!!!*

When are we departing and arriving?

Departing: Thursday, April 25th- Morning

Returning: Monday, April 29th- Early Morning

Where are we staying and what is the phone number?

Information on hotel accommodations will be given by our travel agency and provided to students and parents at our informational meeting.

Contact Persons and Cell Phone Numbers

Contact numbers for Mr. Kibler, Mr. Madas, Mr. Gugoff, Mr. Carraher, and Mr. Bitner will be given to use only in emergency.

Will I be excused from school?

Yes, your teachers will submit a list of names for this “field trip” to the appropriate offices. You will NOT need to fill out an educational trip form. However you will need to talk to your teachers well ahead of time in order to get make-up work. Be proactive, talk to you teacher a few weeks early, give them a chance to get you everything ahead of time.

II. THINGS TO BRING ON THE TRIP

(Students are responsible for all personal items brought on the trip)

PHOTO ID

It is good practice to carry a photo ID when traveling. Driver's license, library card, or student ID card is sufficient.

INSTRUMENTS AND/OR EQUIPMENT

1. All cases/luggage should be labeled with name of school and address [L] [SEP]
2. All instruments must be in good working order [L] [SEP]
3. Percussionists should all have their own sticks packed plus a couple of [L] [SEP] additional pairs as back-ups [L] [SEP]
4. Color Guard must pack flags and equipment [L] [SEP] needed for performances [L] [SEP]

UNIFORMS

Students are responsible for their own uniforms- DO NOT forget to pack it! While in uniform reflect the pride of the CDSD music ensemble.

THE OLFACTORY SENSE (smell)

1. You MUST smell nice! Bathe properly and wear deodorant / antiperspirant. [L] [SEP]
2. We want you to smell nice, but do not spray things on a bus or truck. We are in closed quarters and spraying things, no matter the intention, is not appropriate. [L] [SEP]

LUGGAGE:

Each student will be allowed:

1. **ONE SUITCASE**, which he/she must be able to carry (25lbs is a good guide). Please label with Name and School on Tag. Please consider that this is a 4 days/3 Night trip. You will not need to bring too much "stuff." [L] [SEP]
2. One carry-on bag that will fit below the seat (backpack size). [L] [SEP]
3. Items you may want to pack are in a list at the end of this document. [L] [SEP]

CLOTHING SPECIFICS

1. During the trip, students' personal appearance and dress will reflect neatness, cleanliness, and conservativeness at all times. [L] [SEP]
2. Dress appropriately: 2018-19 school rules apply [L] [SEP]

3. Shoes-bring comfortable shoes, you will be walking a good bit. [SEP]

PETTY CASH

You should bring money for meals not covered in the trip and if you want to spend at the boardwalk. A word to the wise, it might not be a good idea to bring large amounts of cash on the trip. It is likely that no more than \$75 will be necessary.

MEDICATION

No student may take medication on the trip unless the type, dosage, times of administration are listed on the student's medical form. This includes all prescription and over the counter medication (Tylenol, Advil, etc.). Additionally, any student taking ANY medication should have a doctor's note on file with the school nurse detail the specifics. If a student takes a daily medication it should be appropriately listed on the medical form and only the amount needed for the trip should be brought in the original container. All medications brought on the trip must be identified on the medical form. **AT NO TIME MAY ANY STUDENT OR PARENT GIVE ANOTHER STUDENT ANY TYPE OF MEDICATION.** If an emergency situation arises the staff will contact the parent (using the information on the medical form) in order to get permission to provide necessary services and medications. If you need to update your medical form please do so with the caption head for your indoor group ASAP. Students must be administered medicine by a staff member.

A note about knowledge of poor behavior:

While every person on the trip is responsible for his or her own decisions, it should also be understood that having knowledge of inappropriate or illegal activities compels an individual to inform a staff member immediately. This means: if you know about something that is going on that is illegal or against the rules of the trip- then you need to tell a staff member immediately. This may sound like you're required to be a "rat", but the truth is that it is about safety. The rules of the trip were designed so as to allow students to be safe and have a great time. If you hide something, you are allowing an unsafe situation to occur, even if you are/were not breaking the rules yourself. The truth will always come out eventually, and if you choose knowingly hide the truth you could be held responsible. Our goal is to have a great trip in which all of the rules get followed, but if for some reason that does not happen; hiding the truth will only make it worse.

III. TRIP RULES:

The following rules are designed to make trips a fun and rewarding experience for everyone involved. **All school rules apply, even if not listed below.** If you have a question as to if something should be done or not, you should error on the side of caution. You are representing CDSD at all times!

*If at any point during the trip a staff member decides you have grossly violated the rules (including, but not limited to, use of alcohol or drugs, defiance of instructions, or being an accessory to severe violations by other students) your parents will be called and will be required to come to pick you up and take you home **immediately-- at their own expense.** Think about your actions. Do not let this happen to you.*

1. Absolutely NO problems with discipline, control, defying a chaperones/staff directive, or conduct detrimental to our indoor groups and CDSD.
2. Absolutely NO alcohol or drugs. This includes use or possession.
3. Absolutely NO smoking, use of, or possession of tobacco products.
4. Absolutely NO possession of weapons, fire arms, or lighters. [SEP]
5. Absolutely NO leaving your assigned hotel room following bed check for any reason. If an emergency arises students will be able to contact a chaperone or the staff member by phone. [SEP]
6. You may not leave the hotel during times that students are supposed to be at the hotel.
7. Students must, at all times, be with at least 1 other person (besides yourself) from the CDSD indoor program. **Don't be alone. Don't let someone else be alone.**
8. Everyone must be punctual and on time (which means early). Follow the trip itinerary. Excuses will not be acceptable. Check your itinerary and plan your time accordingly. Tardiness could hold up over 80 people. [SEP]
9. Co-ed room visitation is NOT permitted. At NO times is a student of the opposite gender allowed in your room. You may meet with members of the opposite gender in the public areas at the hotel. Similarly, you are not to have anyone in your room who is not on the trip with the CDSD indoor program. Do not "accidentally" have someone in your room who is not supposed to be in your room.
10. Displays of affection (kissing, being "all over" one another, inappropriate contact, etc.) are not appropriate for a school trip or at a school function. Students must refrain from this type activity at all times.
11. Consider your language and speech. Do not use inappropriate or vulgar

language.

12. Always be where you are supposed to be. You will have a certain amount of freedom on this trip, but you should not abuse the privilege. If you are not sure where you are allowed to be, ask a staff member.

IV. BASIC EXPECTATIONS:

PERSONAL

1. Rest is very important on a long trip. You will be on the go constantly during the day, and while the idea of staying up late may sound like fun, you will be wishing you had gone to bed earlier come the next morning. [L] [SEP]
2. Stay hydrated. You will need to replenish your body with water and sports drinks more frequently than you might think. Remember that soda, especially with high levels of caffeine, is a poor drink to use for hydration. [L] [SEP]
3. Wear sunscreen! Being burned is uncomfortable, especially while in a uniform! [L] [SEP]
4. Caution is advised with strangers and “newly acquired friends.” Do not tell others where we are staying or your room number. [L] [SEP]
5. All trip members will be at breakfast at the required time. You should check in with the staff at this time. This will be a time to hear from the staff about any changes in schedule that may occur. You must eat breakfast as this will help nourish your body for what will be some long and tiring days. [L] [SEP]

PERFORMANCES

1. Most of your time on this trip will be spent getting to watch some amazing sets performed by other groups or in museums/parks. Take advantage of this time to see groups you have not seen yet and enjoy different types of ensembles that you might not normally be in to. Find them and watch them! [L] [SEP]
2. Please be respectful audience members. Give the performers credit for their hard work and remember that they are ones who are the show. Also keep in mind that it is good to have your own opinions about other shows, but you might be sitting right next to the mom or dad who thinks their son or daughter just did the most amazing show ever. Think before you speak. [L] [L] [L] [SEP] [SEP]

HOTEL

1. Upon check-in one student from each room should assume the responsibility for picking up all room keys from a staff member or the Chaperones. [L] [SEP]
2. There is no room switching. Be nice to the people you are rooming with. [L] [SEP]
3. Damage to the hotel room or the hotel will be the responsibility of the [L] [SEP] student(s) assigned to that room or in that area. All payments for damage must be made to the hotel management prior to departure. All damage shall be reported to the staff immediately. [L] [SEP]
4. Co-ed room visitation is NOT permitted. Meet in a common area. [L] [SEP]
5. There are usually 4, sometimes 3 students in a room. Rooms are small. [L] [SEP] Keep your room neat so that things do not get lost. Set a schedule for bathroom use as not having a “bathroom plan” will result in problems in the morning when preparing for breakfast and departure. Consider showering at night. [L] [SEP]
6. There are NO PHONE CALLS OR TEXTING (or snap-chatting, instagramming, facebooking, vining, etc.) made after lights out! This includes the use of cell phones and room phones. The only exception is when you need to contact a chaperone or staff member in the case of an emergency. [L] [SEP]
7. Chaperones and staff will inspect the rooms on the final morning of the trip, prior to check-out. This will assure that everything is in order and all towels and amenities are there. Students taking “souvenirs” from the hotel will result in the hotel billing the band boosters association, which will subsequently bill the students in that room. Please do not create this problem. [L] [SEP]

Transportation

1. We will be flying out of BWI both ways to Orlando. More specific information on flight requirements will be available as we get closer to the date.
2. We will have buses on site, which may mean that you have to catch a ride earlier/later than normal. The staff will give you detailed schedules for each day. Don't miss the bus. [L] [SEP]
3. No trash should be left on the bus. If you have trash take it with you when you exit the vehicle. [L] [SEP]

4. No horseplay, etc. DO NOT switch seats during a ride. [L] [SEP]
5. Keep the noise level low. If someone kindly asks you to be a little quieter, [L] [SEP] you should do your best to comply. [L] [SEP]
6. Do not spray anything while in a closed environment. Even sprays to [L] [SEP] deodorize or freshen the air should never be used on buses, as certain individuals may have allergic reactions or asthma. [L] [SEP]

CHAPERONES AND STAFF

1. Students will be assigned a specific chaperone/staff member before we leave. [L] [SEP]
2. Chaperones will have the authority to make and to enforce decisions for the welfare of the participants. [L] [SEP]
3. The Chaperones have volunteered their time to come on this trip so that you may have a positive experience; therefore, please show them your appreciation with good behavior, and respectful and clear communication. [L] [SEP]

V. Suggestions and Reminders for a Fun- Filled, Memorable Trip

1. Bring your handbook on the trip. This will remind you of our itinerary and commitments throughout the trip. [L] [SEP]
2. Read all details in your handbook. Even though they may seem trivial to you, this will eliminate many questions and concerns. [L] [SEP]
3. Check with your teachers before we leave so that you can get future assignments that you may miss. There will be homework/study hall time during the trip for each group. Every student must have something to work on at this time! Don't forget to bring what you need to work on. [L] [SEP]
4. If you bring a radio, tape player/CD player, iPod, or whatever, make sure that you use headphones. [L] [SEP]
5. Don't panic if things don't always go smoothly or the way you hoped they would. All details, itinerary, guidelines, etc. are for the benefit of the entire group. Although every possible attempt has been made to make sure things go smoothly, things sometimes go wrong. Have patience and use good common sense. [L] [SEP]

6. It is very probable that we will have to deviate from the initial itinerary and make some time changes from those indicated in your handbook. Such changes may result from a longer travel time than anticipated, long tourist lines, etc. So always listen carefully when the Staff or Chaperones give directions. [L]
[SEP]
7. Never believe any time change unless you hear it directly from a chaperone or staff member. [L]
[SEP]
8. Be aware that it is easy to get sunburned in Tennessee in April//May. Marching Band members: Remember Band Camp? We have seen people "sun themselves" with no intention of getting burned, but 20 minutes in the sun can burn you quite badly. Use suntan lotion with a minimum SPF 15. [L]
[SEP]
9. It is going to be difficult to give an exact return time. Please use your cell phone to contact your parents when we are about 30 minutes away from CDHS. [L]
[SEP]

A note about participation:

All students attending the Band Trip must be a part of the entire trip. Student may not leave the group, make separate arrangements, or have separate travel plans. Orlando is a great experience, but with many students, and a busy schedule, allowing individuals to deviate from intended trip plan will make this trip unmanageable for the staff.