**Apparel, Costume Design, and Technical Theatre Trip to NYC!**

Dear Parents and Students,

Our field trip to NYC will be taking place April 20th-23rd, 2017. All students are invited to attend as long as they meet the following requirements:

* “C” or above average in Apparel, Costume Design, or Technical Theatre Classes
* No OSS (for the entire school year)
* Are NOT listed on the academic probation list at the time of trip

*\*\*\*If your child is removed from the trip for any of these violations, no refunds will be given.  We must pay the travel company at every due date and cannot issue refunds.\*\*\**

Students who participate in our department fundraiser(s) can earn money toward their trip! This fundraising amount will be deducted from the final payment.

\*\*Please note that we are limited to 16 total students on this trip. Students will be chosen based on a first come, first served basis so long as they meet the above requirements with the collection of $350 deposit and forms (ALL forms must be complete and note that seniority may be considered.) After 16 students have been reached, we will create a waiting list, and may consider adding an extra chaperone.

Sincerely,

Lindsay Kelvington and Laura Hoffman

**Behavior contract**

* All students will follow all rules of conduct and behavior of Charlotte Mecklenburg Schools, and NWSA.
* All students will act with the utmost respect and realize they represent themselves, their teachers, their school, and their school system during every moment of the trip.
* Students will wear the appropriate “dress code” the entire trip.
* Students are to be at the assigned locations, check in, or arrivals ON TIME.
* Students will travel in groups of three or more AT ALL TIMES.  No one is ever to be alone.
* In the hotel, students are not allowed on any floor or room other than their own, and must remain in their rooms between the late night check-in in the evenings and breakfast time in the mornings. Students may not congregate in common areas other than during breakfast. If a student has an emergency they are to report directly to the front desk and ask for his/her director.
* Whenever you are outside of your hotel room, you MUST be dressed according to school dress code. For example, you may not go to breakfast or visit the vending machine in skimpy pajamas.
* Students will not participate in ANY water activities on this trip (no pool, water rides, etc)

**Consequences:**

*Students not following any of the above rules will be subject to consequences at the discretion of the chaperones for their behavior.  Any student breaking school rules will be remitted to the administration and dealt with per the rights and responsibilities handbook for CMS and NWSA*. *For example, students may have to sit out of an activity or remain with a designated chaperone for the remainder of the trip.*

**\*\*Any student violating the policies of places we visit, violating curfew, or breaking any laws will be removed from the trip immediately.  Parents will be responsible for immediately arranging transportation for their children in these instances.  All CMS consequences will apply for their actions upon return to school the following week\*\***

**SIGNATURE FORM**

Parents, please initial each statement below:

\_\_\_\_\_\_ I understand the requirements set forth for my child to be considered for this trip, and that a student will NOT be allowed to attend this field trip without meeting these requirements (all fees are NOT REFUNDABLE unless your child is on the waiting list). All grade and conduct requirements are for the entire school year.

\_\_\_\_\_\_ I understand that all fees are NOT REFUNDABLE regardless of the reason the student cannot attend (ie: OSS, change of plans, drop in grades/academic probation, poor conduct, etc.) The only exception is if a student from the waiting list takes the place of a cancellation. There is no guarantee that cancelled spaces will be filled.

\_\_\_\_\_\_ I understand the behavior requirements of my child AND understand the consequences laid out on the behavior contract (located in this packet). I understand that severe behavior will result in students being sent home and I agree to provide a way home for my child if a severe behavior infraction occurs.

\_\_\_\_\_\_ I understand that we will accept the first 16 students who meet the listed requirements and turn in a completed set of permission forms and deposit. A waiting list will be formed beyond 16 students.

\_\_\_\_\_\_ I understand that there will be NO water activities on the trip.

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                          Parent Name (PRINT) Parent Signature

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               Student Signature                          Date

\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian(s) Phone Number(s)

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