

Hamilton Middle School

Eighth Grade

Washington D.C. Trip

May 2024

September 2023

Dear Parents and Students,

Plans for the trip to Washington D.C. for the eighth grade students are well underway. The students will be able to see many things, which they may not see again, and the experience adds significantly to their appreciation of history and government. For many students it will be the highlight of their eighth grade year. The trip this year is scheduled from Tuesday morning May 7 through Friday evening May 10, 2024.

The staff of Hamilton Middle School believes that this trip could be a fun-filled adventure as well as a great educational experience for your child.

We would like for every student to have the opportunity to attend this trip and we will try to accommodate as many students as possible. The staff does reserve the right to refuse participation to any student that has been a disruption or a discipline problem, has unsatisfactory academic performance, has not fulfilled any financial obligations (picture money, library fines, etc.) has an unsatisfactory attendance record, or whom they believe would jeopardize the trip in any way.

Although, it is the wish of the staff that all students attend this trip, it is a **privilege** to attend and a student that displays questionable behavior or fails to meet the criteria to attend can be refused participation or could be removed from the trip. Any student who receives **OSS** or has had an **emergency removal** during the school year will not be eligible to attend the trip. Students who the school administration feel have had **excessive behavior concerns/incidents** will not be eligible for the trip. Students who have **excessive absences** (more than 65 hours of excused or unexcused absences, as defined by the state of Ohio) will

not be eligible to attend the trip. Every effort will be made to keep parents informed of anything that might jeopardize your child's attendance on the trip.

Sincerely,

Carmen Burnheimer
Susan Rinaldi

Contract

We _____ and _____
(Parent Name) (Student Name)

understand the following requirements and stipulations regarding eligibility for the 8th grade Washington DC trip.

- 1). To be eligible to attend:
 - No OSS Days or Emergency Removals
 - No behavior concerns/incidents as determined by the school administration
 - No more than 65 hours of absences-Excused or Unexcused as defined by the state of Ohio
- 2). Students should be in good academic standing,as of the third grading period and not in danger of retention.
- 3). Payment of the trip in full by March 15, 2024.
 - Students will not be allowed to select a room or bus seat until the trip is paid in full.
- 4). Payments will be paid directly on line or through mail to Prodigy Student Travel.
- 5). Refund Policy
 - Policy provided by Prodigy Student Travel in the informational packet.
 - There is no refund of money raised through fundraising.
- 6). Mandatory Parent Meeting

-Parents will be expected to attend a meeting the week of April 29, 2024 to receive last minute information and to turn in medical paperwork and any medications.

7). Behavior on the trip must be appropriate and parents will be charged in the event of damage or the early return of a child from the trip.

8). Students will have an assigned t-shirt to wear on Tuesday, Wednesday and Thursday.
-Students will be expected to wear the shirt for the full day.

Parent Signature: _____ Date: _____

Student Signature: _____

Address: _____ Phone Number: _____

*Contract must be signed and returned to Mrs. Rinaldi or Mrs. Burnheimer by October 20, 2023.



The journey is the reward

**Hamilton Middle School
Washington, DC / Gettysburg, PA tour
May 7-10, 2024**

Dear Parents:

Hamilton Middle School, in conjunction with Prodigy Student Travel, Inc., is organizing an exciting trip to Washington, DC & Gettysburg PA, set for May 7-10, 2024! This tour will give your student an opportunity to experience first-hand the excitement & history of these legendary cities!

Arrangements for the tour will be made through Prodigy Student Travel, a fully licensed and insured educational travel company based in Columbus, OH.

The trip package, priced at **\$730** per student (based on **quad** hotel occup. & **40** min. paid per bus) includes the following: round-trip ground transportation, three (3) nights of accommodations, ten (10) meals, tours of the Gettysburg battlefields, Arlington National Cemetery and the U.S Capitol Building; visits to the US Holocaust Memorial Museum, the National Cathedral, Mount Vernon & all of the major memorials, and more! This price also includes an evening at a recreation center, tour directors & night hotel chaperone staff, and all taxes & gratuities.

A non-refundable deposit of \$130 per student is due to Prodigy Student Travel by **Fri. October 20, 2023**. Deposits and payments can be made by check or money order and mailed to the address at the bottom of the page, **OR** can be made online at www.prodigystudenttravel.com. If paying by check or money order, please make payable to Prodigy Student Travel.

ALL PARENTS MUST FIRST REGISTER THEIR STUDENT ONLINE AT WWW.PRODIGYSTUDENTTRAVEL.COM NO MATTER WHAT FORM OF PAYMENT IS ISSUED. We ask this for three (3) reasons: 1) it states that your child has permission to go, 2) it states that you understand and accept the refund policies and 3) it allows you to have instant access to trip details and payment records. **If for any reason you are unable or unwilling to register online, please call our office at 877-845-1463.**

The following is the established payment schedule (after deposit). These payments should be made online, or sent directly to Prodigy Student Travel at the address listed at the bottom of this page by the following due dates:

**Fri., November 19, 2023: \$150 due
Fri., January 19, 2024: \$150 due
Fri., February 16, 2024: \$150 due
Fri., March 15, 2024: \$150 due (final payment)***

***Your child's final balance may be less depending on fundraising credits he/she may have earned. HMS will notify you of the exact amount earned no later than February 9, 2024.**

INDIVIDUAL REFUND POLICY:

1) \$130 deposit is non-refundable, 2) Beyond the non-refundable portion, as of 3-8-24, portion of trip costs refundable to PST will be refunded to customer if PST is notified up to 30 days before departure date, 3) refunds requested to PST within 30 days of departure date will be made at the discretion of Prodigy Student Travel.

**** IF THE SCHOOL DECIDES TO CANCEL THE TOUR FOR SECURITY REASONS AT ANY TIME THRU 3-7-24, EACH STUDENT WILL RECEIVE A 90% REFUND OF THE TOTAL TRIP PRICE (\$657), MEANING PST WILL RETAIN \$73 PER STUDENT. SCHOOL CANCELLATION AS OF 3-8-24 WILL RESULT IN AN 88% REFUND OF THE TOTAL TRIP PRICE (\$642), MEANING PST WILL RETAIN \$88 PER STUDENT.**