

**Hamilton Middle School**

**Eighth Grade**

**Washington D.C. Trip**

**May 2019**

September 2018

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, 2019.

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** during the school year will not be eligible to attend the trip. Students who receive **more than 5 days in ISS** will not be eligible for the trip. Students with **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 8<sup>th</sup> grade Washington DC trip.

- 1). To be eligible to attend:
  - No OSS days
  - No more than 5 ISS days
  - 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 and not in danger of retention.
- 3). Payment of the trip in full by April 8, 2019.
  - Students will not be allowed to select 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 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 29th 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 Nov 14, 2019.