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**Mills Park 8th Grade Trip to Washington, DC**

**May 11th – 13th, 2015**

We are very excited about our trip and know it will be meaningful as well as educational. The list below is a ***suggested*** packing list. Please contact your child’s social studies teacher with any questions you might have.

**What to Bring**

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|  | 1. | ONE suitcase- this will be stored under the bus until we get to the hotel. |
|  | 2. | ONE “carry-on” bag (backpack or other small bag) |
|  | 3.  | Camera (optional) |
|  | 4. | Clothing – You will want to be sure to include COMFORTABLE walking shoes, rain gear, and a plastic bag for wet/dirty clothes. We will give students the projected forecast before we leave.\*School dress code rules apply while on the trip. |
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|  | 5.  | Toiletries (toothbrush, toothpaste, shampoo, etc.) |
|  | 6.  | Sunscreen |
|  | 7.  | Water bottle/drinks (with screw tops only please) |
|  | 8. | Snacks **(No chocolate or gum on the bus)** |
|  | 9. | Bag lunch for Wednesday |
|  | 10. | Spending money (suggested amount: $20 per day)  |
|  | 11. | Cell phone and charger |
|  | 12. | Phones, Ipods, etc. can be used on the bus and in the hotel room, but these are NOT to be used during guided tours.  |
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**\*\*\* Students are 100% responsible for any items that they bring including money, phones, and/or electronic devices. Label EVERYTHING!!\*\*\***

**Itinerary**

Please note that because of the large size of our group, there are 4 different Itineraries (3 bus groups per itinerary) for this trip. All students will see the same things in Washington, but we will be seeing them at different times. Students will be told which bus they are on and which itinerary their group is following on Monday, May 9. Parents, please note the hotel name/number will be on this itinerary that is sent home with students that day.

It is important that all students are ON TIME FOR ALL ACTIVITIES. **You will need to arrange for transportation to school on Wednesday, May 11th, and arrive at the front (carpool side) of Mills Park MS by 5:30am. We are on a strict time schedule – it is up to the students to be here on time or risk having to provide their own transportation to DC.** Our expected time of arrival back to Mills Park on Friday evening is 10:30 pm. We will ask students to call home when we are about 30 minutes away. Please arrive on time to pick up your child on the carpool side.

**Contact Numbers**

See your itinerary for the hotel’s name and phone number.

You may also call one of the staff members below ***in case of an emergency***.

 Mary Dyer (919)518-4934 Meg Fanney (919) 631-2162

 (Girls Chaperone Bus 1-3) (Girls Chaperone Bus 4-6)

 Nicole Ferrari (631) 988-6163 Thomas Pilkington (919) 922-2602

 (Boys Chaperone Bus 7-9) (Boys Chaperone Bus 10-12)

**BEHAVIOR GUIDELINES**

1. Curfew will be announced upon arrival at the hotel each night. Students may stay inside of their rooms after that point and socialize with roommates or watch television at a reasonable sound level. All ice and vending machine runs should be done before this time. No one is permitted to leave his/her room until a chaperone knocks on the door the next morning for the students to leave for breakfast. A security guard will be posted in the hallways to enforce the curfew. **Students should expect that they** **will be told to immediately return to their rooms if they come out in the** **hallway.** Talking back to the security guard or disobeying the security guard is a serious infraction that can result in expulsion from the trip.
2. Students will respect **ALL** adults (chaperones, bus drivers, restaurant and hotel employees, museum employees, and other tourists.) If there is a problem, please locate a chaperone immediately.
3. At no time are students allowed to enter a hotel room assigned to any person from outside of the MPMS group.
4. Please remember that we are NOT the only guests at the hotel! Students should be quiet in the hallways and be mindful of slamming doors, etc.
5. Students must remain under the supervision of the group leader at all times when touring.
6. Be on time for all scheduled events and departures. Itinerary stops are not optional.
7. Be attentive and respectful during presentations.
8. Give immediate attention to teachers, parents, and bus drivers when requested.
9. Housekeeping will generate room reports Friday morning. If any damage is done to the hotel room or if it is in disarray, chaperones will be informed immediately and will address the problem. Students are financially responsible for any damage done to hotels, transportation, or tour stops while on the trip.
10. Students are responsible for keeping buses free of trash. Please use garbage cans/bags and do not leave trash on or underneath the seats. In addition, we will be eating outside for some meals. Students are responsible for cleaning up all trash.
11. No alcohol, drugs, or cigarettes are allowed on the trip. Teachers reserve the right to search luggage and hotel rooms if necessary. Students should not break any laws, including stealing, drug and alcohol use. Teachers will contact the local authorities if needed and will send the student home during the trip if necessary at the family’s expense.
12. Students are responsible for their own personal property including money.
13. Cell phones should only be used at appropriate times. Ask an adult if you’re not sure.
14. Abide by all school rules.
15. Students will listen to instructions and understand the importance for following them.