

June 2018 Ottawa Trip Reminders

Mrs. K. McEachern
Ms. L. Baker
Mrs. J. Jolly
Mrs. K. Basilio

Mr. P. VanderHelm
Mrs. M. Buist
Mrs. C. Allen

Mr. B. Harman
Mr. A. Gregori
Mrs. T. Wendover

Bus Manifests:

The bus manifests (lists) have now been posted and students are asked to ensure their name appears on the list. The bus manifest is firm and switching of student placements will not be permitted.

On Monday June 11th your child will attend a final briefing meeting and discuss the trip itinerary. In the interest of saving paper, we will not be printing out an itinerary for each student. All itineraries will be posted on STE website for parents and students. If students wish to print out their own copy of the itinerary, they are welcome to do so.

We will inform you via Synervoice what time your son/ daughter must be at Stewarttown on Tuesday, June 19th

Spending Money:

Personal spending money is needed to purchase lunches each day and dinner one night. Students may also wish to purchase snacks and souvenirs and have some money during a scheduled shopping time on the tour. The amount of money your child brings is a decision you should make as a family. It is important to brief your child on the security of their money or bank cards in regards to storage and handling.

Luggage/ Clothing

Students will need suitable clothing for the weather. The school's dress code will be in effect.. Pack comfortable clothing and walking shoes as we walk many kilometres each day. Rain gear and a small umbrella are also good items to pack.

Students are allowed one large piece of luggage to be stowed under the coach and one smaller carry on piece. Students will be allowed the use of electronic devices on the way to and from Ottawa, but are asked to keep them safely in their hotel rooms during the week. If you deem it necessary for your child to bring a cell phone, please counsel them regarding appropriate use of a cell phone. If used inappropriately, the cell phone will be confiscated. Our supervisors will have cell phones to access in case of an emergency. The school will not be responsible for lost or damaged items.

Transportation

We are traveling on a highway coach equipped with a washroom. The bus will make periodic stops for restroom/eating breaks.

Hotel

While on tour staff and students will be staying at

Ottawa

Algonquin College: Algonquin College Residence

1385 Woodroffe Ave.

Ottawa On

Phone Number: 613 727 7698

We may or may not be the only school group in the building along with other tourists. It is essential that we recognize the rights of other guests, the hotel property and the hotel rules. Our group will be briefed on hotel protocol, fire safety, and hotel rules.

Please keep in mind that all parents and students signed a "Student Behavior Agreement." As this is an excursion of the school, student misbehavior will be addressed in accordance with our discipline code. Those students who are uncooperative or defiant of established rules will be sent home at their family's expense. Also, students will be required to pay for any damage to buses or hotel property incurred as a result of their actions.

Emergency information

Keating Tours has a 24 hour **Emergency Number** for your son/daughter while in Ottawa.

In the event of an emergency, please contact 1.888.378.8845 Ext 194.

Please ensure that your son/daughter copies down this number and has it with them on the trip.

Thank you for your support,

Mrs. Karla McEachern
Grade 8 Trip Coordinator