

Extended Trip for Students Proposal (Form 4531-R)

September 26, 2014

Jeff Brown, French Teacher, Averill Park High School

Paris, Normandy, Brittany – Spring Vacation 2016

- 1) The purpose of this trip is to expose APHS students to the language and culture of France.
- 2) This proposed trip will begin potentially one school day before spring vacation 2016 and will end potentially one school day after spring vacation 2016.
- 3) The trip itinerary includes two days in Paris, three days in Normandy, one day in Brittany and one day returning to Paris.
- 4) I expect to travel with approximately 16 APHS students.
- 5) The students traveling on this trip will be limited to those enrolled in a French class at the time of the trip or who have earned teacher/trip leader approval. I would prefer not to travel with students who have developed a negative behavior profile while studying at APHS.
- 6) The cost of this trip is approximately \$3,200. Not included in this price are lunches and personal expenses.
- 7) I, Jeff Brown, will be the teacher in charge of this trip.
- 8) I will use the EF Educational Tours Company which I have used in 2006, 2010, 2012 and 2014 and which Mrs. Judd used in 2008.
- 9) The ratio of adults to students on this trip depends on how many students attend. EF Tours will provide a free chaperone travel spot for each six paying students. However, even if three free chaperone spots are available for eighteen paying students, for example, I foresee using only two chaperones (1/9 ratio). If an especially large group enrolls, I would expect to maintain a 1/10 chaperone/student ratio.

10) Liability Insurance

Included for all EF Groups:

- All administrators, teachers, & schools traveling with EF Educational Tours are protected by a General Liability Insurance policy, outlined below:
- All EF Group Leaders are covered for the duration of the EF Educational Tour.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-

- Coverage is up to \$15 million per occurrence (and in the annual aggregate) for covered claims related to the tour regarding bodily injury, property damage and errors and omissions.
- EF obtains a release from the participant and/or the participant's parents related to such potential claims.
- EF's Global Liability Insurance Plan allows for schools and districts to be added to the policy by written agreement. EF can provide a certificate of insurance that details coverage.

11) Individual Insurance Details (\$155 per person)

[http://www.eftours.com/eLiterature/ETUS\\_CoverageDetails\\_15.pdf](http://www.eftours.com/eLiterature/ETUS_CoverageDetails_15.pdf)

- **Tour Cancellation and Interruption Coverage**  
A refund of the Program Price if your child needs to cancel from or interrupt the tour due to reasons of serious injury or illness requiring hospitalization, financial hardship due to unexpected job loss, jury duty, military call to active duty or severe damage to home.
- **Illness and Accident Coverage**  
Coverage of up to \$35,000 for hospital bills, doctors' fees and medical transportation for illnesses or injury while on tour, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness.
- **Baggage and Property Coverage**  
Coverage for baggage, airline tickets, travel documents and valuable property in cases of theft or delay.
- **Flight Delay Coverage**  
Coverage for expenses due to flight delays (lodging, food, and other reasonable expenses) as well as a refund for every full land day missed of your tour due to flight delays or cancellations.

12) Students will participate in a Hoffman Car Wash fundraiser and an Applebee's Flapjack Fundraiser. Earnings will help pay for tour guide and bus driver tips, and entrance fees to sites not covered by tour fees.

13) There are no scholarships available for this trip.

14) If a formal travel warning is issued for any country a group is traveling to, travelers could be eligible to receive a refund.

15) I will need to use the APHS copy machine and mailing supplies infrequently for purposes of paper/mail communication with students and parents.

16) The estimated cost to the school will be minimal. I will host a family night which will require room usage. I will reserve a room on a night when there is already an event

taking place at APHS so a custodian needn't be hired for my event. If this tour leaves or returns on a scheduled school day, I will need a substitute teacher for coverage. If unforeseen circumstances arise that require APCSD teachers to work at some point during spring vacation 2016, I would need substitute teacher coverage for that time as well.

- 17) If a formal travel warning is issued for any country a group is traveling to, travelers could be eligible to receive a refund.