

## 2018 Washington D.C. Trip Guidelines

### Airline Information

**Thursday, February 15th** –Depart Birmingham early morning (students be at the airport at 5:00 a.m.)

*February 15 Southwest flight # WN291 BHM 7:00 AM (CST) – BWI 9:55 AM (EST)*

**Monday, February 19th** –

*February 19 Southwest flight # WN1848 BWI 5:45 PM (EST) – MDW 6:50 PM (CST)*

*February 19 Southwest flight # WN163 MDW 8:15 PM (CST) – BHM 9:55 PM (CST)*

- *Flight manners: Students will remain seated during the entire flight. No one will be allowed to exchange boarding passes.*

### Hotel Information

*Thursday and Friday night:*

Embassy Suites –  
3006 Mooretown Road  
Williamsburg, Virginia 23185  
Phone: (757) 229-6800  
Fax: (757) 220-3486

*Saturday and Sunday night:*

Washington Dulles –Embassy Suites –  
13341 Woodland Park  
Herndon, VA 20171  
Phone: (703) 464-0200

### **General rules**

**All school rules apply on the trip. See the OMMS handbook.**

*Items not allowed:*

- Laser pens, toys (including fidget spinners and rubik's cubes, and other nuisance items (ANY INAPPROPRIATE ITEMS OR PURCHASES WILL BE CONFISCATED / DISCARDED.)

*Items allowed with restrictions:*

- Cell phones, iPads, iPods, tablets, etc. These devices may be used for communication purposes when designated by the chaperones or for camera or alarm use. **Cell phones will need to be charged at night.**

*Other rules:*

- No girls in boys' rooms and no boys in girls' rooms.
- No talking to strangers.
- Students may not use the hotel phone in the rooms for any reason. If you need anything from hotel management, tell a chaperone. You may NOT call from room to room. You will have a chance to call home throughout the day. These calls can be made by cell phone. Parents, please review with your child how to place these calls.
- You may not open the room windows for any reason!
- Because chaperones must serve in the place of a parent, please direct your child to follow the directions of ANY chaperone. Explain that even though something may be allowed by a parent, it may not be allowed by a chaperone. Chaperones will likely be stricter due to the number of students involved.
- We cannot miss appointments to look for lost items (i.e., cell phones, wallets, cameras, backpacks, purchases, etc). Any item lost will remain lost.

### **Discipline**

Students who have discipline infractions throughout the OMMS school year will not be allowed to attend. We will use the same infraction guidelines as for social events. Usually there are no major discipline problems on this trip. However, should a student require discipline, a detention may be issued to be served upon return to school. Should a student commit a major violation of appropriate behavior, he/she will be escorted to the airport terminal and flown directly home at the parent's expense. Should a student break the law, the student will be turned over to local police, and a parent or guardian must come to Washington, D.C. to retrieve the student.

### **Luggage**

Each person may **bring one bag/suitcase to check in** and a **personal item** such as a backpack, purse, etc. to carry on the airplane. Be sure your child can carry both up stairs!! Students will be carrying their own bags on this trip. Let him/her carry the luggage into the airport. It will be good practice! Keep in mind that souvenirs will be coming home in those same bags, so leave some extra room. Be sure to keep the weight of each piece of luggage below 50 lbs as there could be an exorbitant fee for each pound over 50. Visit [www.tsa.gov](http://www.tsa.gov) for more complete information. Remember any liquids must be in travel size containers (3.4 ounces or less).

### **Identification**

Identification (passport, birth certificates, etc.) will **not** be needed on this trip.

## Dress

You may wear nice jeans, pants, shorts (if warm weather), shirts, comfortable walking shoes. Please leave expensive jewelry at home. Bring one coat/jacket (good for rain/snow/cold weather), hat, and gloves. Do not bring different coats for different outfits. Pack one outfit per day. We cannot and will not go back to the hotel to get clothes should you dress without concern for the weather. Keep up with the weather reports a few days before we leave. Remember, what you wear leaving Birmingham will be on your body all day until we check into the hotel that night. You will wear your DC t-shirt to the airport on the first day of our trip.

**Students are still expected to maintain Dress Code.**

## Cell Phones & Calling Home

We strongly suggest that students bring cell phones on this trip; however, their use will be restricted. Chaperone cell phones will remain on the entire trip. There will be times when student cell phones must be turned off. Students must follow the chaperone's directions for cell phone usage or the phone will be confiscated and turned off for the remainder of the trip. Students will be allowed to call home and use their phones periodically every day. Another alternative is to buy a prepaid calling card or a prepaid phone to call home. Make sure they know how to use these before they leave. They will have no phones in their hotel rooms. If there is an emergency and you cannot reach your child, please call Mrs. Kennedy, Mr. Buckner, or Mr. Bouldin. There will be times throughout the day and at night when the students will have an opportunity to make phone calls home.

## Parents

Parents, please keep your cell phone on and with you until we return. If there is an emergency and we can't reach you, we will call the contact you have listed.

The chaperone cell phone list includes:

Mrs. Kennedy 205-907-2959 Mr. Buckner 205-616-0402

Mr. Bouldin 256-636-0488 Ms. Alfinito 205-533-1884.

There are two important times when you can't be late – when we leave on Thursday and when we return on Monday. Also, if you can assist with compiling a scrapbook of the photos to remain on display in the media center, please contact Mrs. Kennedy.

## Make-up Work

Each student is responsible for communicating with his/her teachers and making up any work that is missed. The teachers have been notified that the students are responsible for this. Talk with teachers ahead of time, so that the work can be spread out and not crammed in at the last minute.

## Snacks

You may bring snack from home. Remember, we will be in a tourist area, and these items will be more expensive once we arrive. There will be some long periods between meals. Having crackers or some type of snack will keep you from getting irritable from hunger. Drinks can be purchased on location; however, only water is permitted on the bus.

## Camera

If you are using disposable cameras, put your name or initials on each one you use. We have many opportunities for large group photos and having your name on your camera will assure you get the correct one back.

## Meals

Students will attend ALL meals whether they choose to eat or not. No one will be allowed to remain in a room alone. Please review mealtime manners.

## Spending Money

Probably \$20 -\$40 a day will be enough for incidentals (look at itinerary for details). All breakfasts and three additional meals are provided. **There will be 7 meals that students will need to pay for on their own.** Many of our tour destinations have gift shops, so consider possible money for souvenirs. Traveler's checks will not be replaced due to strict scheduling limitations. If you would like the chaperones to hold your child's money and disperse it daily, place the amount you want them to spend per day in 5 separate envelopes (Thu. – Mon.) with his/her name on each envelope. Place these envelopes in one large envelope (or zip-lock baggie) with the name on the outside. Refer to tentative itinerary to help plan daily budget.

## Checklist

- Cell Phone (camera), Charger, & Timepiece (other than phone)
- Spending money
- Medication (must be distributed by a Medication Assistant)
- Snacks for delays between meals
- Water bottle & Backpack
- Clothing (one outfit per day) and rain gear/coat
- Toiletries/DEODORANT

