

# VCHS TRIP

## STUDENT BEHAVIOR GUIDELINES

REVISED: 9/7/21

### STAYING WITH THE GROUP

- Students should never wander off individually or attempt to sight-see on their own.
- Students should never leave the site where the VCS event is located. This includes sight-seeing, leisure, or for food. If a student needs something, they need to contact the chaperone.
- When split into groups, students must remain in groups no smaller than four. Students are allowed to form a group and do periodical checks-ins with the VCHS leaders, when the VCHS leader allows it.
- All students must be on time to designated meeting times.

### CHECK IN POLICY

- Each student will be expected to give the VCHS chaperone their phone number and join a trip group text. The chaperone will use this as a method to notify students when the "lights out" period begins and ends, as well as updates throughout the day.
- All students should be able to reach their designated chaperone within 10 minutes.
- Check-ins should occur at minimum every 3-4 hours.

### RIDE/DRIVING POLICY

- Students may not use Uber, Lyft, or another ride sharing service on a VCS trip.
- Students may not enter any vehicle or form of transportation other than the transportation identified by the VCHS program leaders.

### INDIVIDUAL WORKOUT POLICY

- On trips, students may request permission from the trip leader to use the workout space provided in the hotel (where applicable). The trip leader has the authority to deny the request.

- Students must have at least one other person with them and cannot leave the hotel.
- Workouts will only be approved within the window of 6:00am-9:00pm.
- Jogging paths or work out plans outside of the hotel are not permitted.

## FOOD OR SERVICE DELIVERY

- Students are not allowed to order any food delivery system to their hotel rooms, such as Door Dash (only to the lobby before curfew).

## OVERNIGHT ASSIGNMENTS

- There should be three people assigned to a room, with possible four in larger rooms. Each student has the right to their own bed, but additional fees may be added to the trip.

## CURFEW EXPECTATIONS

- ACTS provides dedicated night security to monitor hotel hallways throughout the night.
- Students must follow the “lights out” times set by the leader, which should usually be no later than 11:00pm. Trip leaders need to aim for students to have at least seven hours of sleep, with at least 30 minutes to get ready (morning/evening).
- Members of the opposite gender are not allowed in each other’s room at any time, unless as part of an official VCHS team meeting.
- Students may not leave their room after curfew, unless it is to contact their VCHS leader about a concerning issue.

## “LIGHTS OUT” AND IN ROOM EXPECTATIONS

- ACTS provides dedicated night security to monitor hotel hallways throughout the night.
- Students are permitted to leave their room to get a chaperone/seek help.
- VCHS trip leaders may conduct random room checks during the “lights out” timeframe if needed, but will refrain unless concerns exist so as to give everyone good rest.
- When students are unsupervised in the rooms, extra respect, sensitivity and privacy should be extended to one another.
- Students should not be touching each other or another person’s property.
- Students should only use uplifting language and should not engage in teasing or making fun of each other, even if the student believes that the other person doesn’t mind.
- If a student is not extending respect, sensitivity, and privacy during the time in the rooms, it is the responsibility of the other students to notify a chaperone asap.

## TRIP ACTIVITY PARTICIPATION

- Scheduled activities are not optional. They are the focus of the trip.
- If a student feels unwell or stressed, he/she needs to immediately notify the VCHS leader.

## MEDICATION

- All medication must have the **Medical Consent Form** filled out with appropriate signatures, including doctor's signature if prescription or over the counter medication, and be turned into the VCHS trip leader at the start of the trip with medication in the original prescription bottle.
- No student is allowed to carry their medication.

## CHOOSING TO LEAVE A TRIP EARLY

- If a student or the parent wants the student to return home before the scheduled time, the parent should contact the VCHS trip leader and explain the reason and the level of urgency. The VCHS trip leader will then notify the trip's VCS campus administrator, who will work with the parent to decide the timing of the return, collectively weighing the family's needs with the overall trip team's needs. The family is financially responsible for all actions needed to return the student.

## VCS CODE OF CONDUCT POLICY

The VCHS trip leaders have complete authority over students on the trip. Students are expected to be cooperative, courteous, and orderly and to respond properly to correction.

**VCHS trip participation is a privilege. Failure of the student or parents to comply with all policies, rules, and regulations of the VCHS program is grounds for removal from the trip, either prior to the trip departure or prior to the trip, with no refund of fees. Valley Christian Schools reserves the right to remove any student from the trip for violation of any policy, rule, or regulation by the student or parent or if Valley Christian determines that either the student or parent is not in agreement with the Philosophies of VCS or the VCHS purpose.**

Valley Christian Schools expects all students to adhere to the VCHS Student Handbook and will be disciplined based on the policies in the handbook if issues arise on the trip.