EIGHTH GRADE CLASS TRIP CONTRACT

The eighth grade trip is an event that we look forward to every year. It is an opportunity to take learning "outside the classroom," as well as a way to reward students for their hard work in class over the course of the year. With this in mind, I strive to include a variety of experiences that will be not only educational, but fun for everyone as well.

While the trip itself is typically a few days, it is really the culmination of a great deal of work and planning that begins shortly after the new year begins. Transportation and lodging reservations need to be made early, schedules coordinated, and chaperones identified. Moreover, the class holds a number of fundraising opportunities over the course of the year to help defray the costs of the trip. Because so much time and effort is required—by myself, students and parents alike—to make the trip a success, we have created a *Class Trip Contract* to clearly establish the policies, procedures and expectations with respect to the trip preparations.

- 1. **Dates.** The Eighth Grade Class Trip for the 2011-2012 school year will take place during the week of Tuesday, May 29th through Friday, June 1st this year.
- 2. Attendance. It is presumed at the beginning of the school year that every member of the eighth grade class will go on the trip. Because changes in the total number of people going on the trip affect reservations and overall cost, it is important that parents inform me as soon as possible if a student will be unable to go. Furthermore, it is important to remember that even though we will not be at school during the trip, it is nevertheless a school activity for which credit is given and to which the usual rules regarding attendance apply. Therefore any student who is unable to go on the trip will be expected to attend school at Trinity during the week of the trip; separate arrangements will be made for that student regarding lessons, projects, and assignments.
- 3. **Costs, Fund-Raising and Payment.** The total per-person cost of the trip obviously varies depending upon what activities are scheduled and the number of people going. That said, based on past trips, I would estimate the cost to be somewhere between \$300 and \$400. The per person cost is the same for everyone who goes on the trip—myself, students, and parent chaperones. To help defray the cost of the trip, students have the opportunity to participate in a number of fund-raisers (planned by a parent volunteer) over the course of the school year. Many of these fund-raisers have been very successful in the past—often, students have been able to cover the cost of their own trip as well as the cost of their parent's trip! The following provisions explain how the fund-raisers work.
 - a. Application of Funds Raised. The money raised by fund-raising activities becomes the property of the Eighth Grade Class, to be used exclusively towards the cost of the Class Trip. The amount of money raised by each fund-raising activity is apportioned to each individual participating based on the number of hours that individual worked. By way of illustration, consider the following example:

The students hold a car wash, and take in a profit of \$1000. Students A, B, and C each work 4 hours; Students D and E each work 3 hours; Student F works 2 hours. Thus, there were a total of 20 student-hours of work for the car wash. Dividing the total profit by the number of student-hours results in a profit of \$50 for each hour worked. So, Students A, B and C would earn \$200 each towards their trip cost; Students D and E would earn \$150 each; and Student F would earn \$100.

A running ledger will be kept for each student over the course of the year to keep track of his or her participation. In addition, if a student's parent will be going on the trip, that student can also "earn" money to defray the parent's individual trip cost. Please note, though, that while money "earned" by a student through participation in a fund-raiser is applied to that student's individual trip cost, the money does not become the property of that student. If a student ends up earning more than his or her individual trip cost, (including, if applicable, the trip cost for the student's chaperone), or participates in fund-raisers but then does not go on the trip, the money "earned" by that student will not be applied to defray the total cost of the trip for everyone else who is going.

- b. **Participation.** Participation in class trip fund-raising is entirely voluntary, but is strongly encouraged as an effective way to help pay for the cost of the Class Trip. In addition, any parents who will be going on the trip are welcome to participate in fund-raising activities as well, and will "earn" money to defray their own trip cost as described above.
- c. **Payment in Lieu of Fund-Raising.** If a student does not earn enough money through participation in fund-raisers to cover his or her individual trip cost, that student's parents will need to pay the difference by May 18th.
- 4. Cancellation Penalties. Because fund-raisers for the Class Trip are typically so successful, payment up-front is not necessary. In fact, if a student participates in enough fund-raising activities to cover his or her individual trip cost, that student's parents will not have to pay any out-of pocket cost at all! Unfortunately in past years, students have sometimes informed me, at the last minute, that they will not be able to go on the trip. This is unfortunate, first and foremost, because he or she will miss one of the true highlights of the year. In addition, though, such cancellation affects everyone else: the per-person cost of the trip goes up, and reservations often need to be adjusted. Therefore, the following provisions will apply to any student who does not go on the trip:
 - a. **Timing and Cancellation Policy.** If a student or chaperone informs me, at any time during the First Trimester, that he or she will not be able to go on the Class

Trip, that student or chaperone will not be responsible for any part of his or her individual trip cost. If a student or chaperone informs me at any time during the Second Trimester, that he or she will not be able to go on the Class Trip, that student or chaperone will be responsible for paying 50% of their individual cost. If a student or chaperone informs me at any time during the Third Trimester, that he or she will not be able to go on the Class Trip, that student or chaperone will be responsible for the full amount of their individual cost.

b. **Payment and Penalty.** Any student or chaperone who incurs a cancellation penalty under this provision may either pay the penalty out-of-pocket, or through participation in fund-raising activities as described above.

Kirstin Hanna
Eighth Grade Teacher
Parent Signature
Parent Name (Please Print)
Student Signature
Student Name (Please Print)

FOR PARENTS/GUARDIANS

Yes, I	will be going on the class trip.
No. I	will not be going on the class trip.