

**P.A.C.E. Travel/The King's Academy**  
**Washington, D.C./Gettysburg/New York City/Boston Tour 2018**  
**BEHAVIOR GUIDELINES**

Parents and students must agree to abide by the following guidelines. The student signature indicates that the student agrees to abide by the guidelines. The parent signature indicates that you understand the guidelines and will support P.A.C.E. Travel and The King's Academy in enforcing them.

**HOTEL BEHAVIOR**

- ❖ Be considerate at all times.
- ❖ If you need help, get an adult or a teacher.
- ❖ You may not use hotel room phones for making phone calls.
- ❖ Running, loud talking, and door slamming disturbs other guests; therefore, walk, be quiet and gently close doors
- ❖ Never leave your room without your room key.
- ❖ Do not keep valuables in your room; entrust excess money to your adult or a teacher.
- ❖ Keep your door locked. The only people allowed in rooms are those staying in the room or adults from our group. Boys are not allowed in girls' rooms and girls are not allowed in boys' rooms. **NO EXCEPTIONS!**
- ❖ Before leaving your room each day, bring everything you will need. We usually do not return to the rooms until the day's activities are completed.
- ❖ Do not leave the hotel alone.

**GROUP SAFETY**

- ❖ **Your safety is important. Always be with at least two other students or an adult chaperone from our group,** unless otherwise instructed. These are your buddies when you are allowed to be on your own without an adult.
- ❖ Be on time for breakfast and daily departure and when our P.A.C.E. Travel Guide tells us to meet back together.
- ❖ Stay together when we are in a group. Stay with your adult during those times when you need to be with a chaperone. Get with your chaperone quickly when asked to do so.
- ❖ Please be courteous and attentive when someone is providing information or instructions.
- ❖ Be courteous to others in the group.
- ❖ Exclusivity and unkindness will not be tolerated. This is a trip to be with all of your classmates and enjoy getting to know people you did not know before.

**GENERAL**

- ❖ Observe all traffic and safety precautions. Do not climb on things that are not designed for that purpose.
- ❖ Keep track of your stuff. We cannot go back if you leave something somewhere.
- ❖ Observe TKA behavioral guidelines during the trip.

**DISCIPLINE POLICY**

**THREE STRIKES AND YOU'RE OUT!** Strikes are given by the P.A.C.E. Tour Guides, the TKA staff, or at the recommendation of your chaperone. Being without your buddy or arriving late for a meeting are examples of strikes.

- ❖ Strike 1: You receive a warning.
- ❖ Strike 2: You must call home to explain to your parents what you have done.
- ❖ Strike 3: You will be sent home on the next available flight at your parent's expense!

Some actions count as three strikes from the start (for example, purposely causing injury to anyone, using alcohol, tobacco, non-prescription drugs, shoplifting, pornography, etc.)

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Parent(s) Name(s) - Please print

\_\_\_\_\_  
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Student(s) Name(s) – Please print

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Parent(s) Signature – Please sign

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\_\_\_\_\_  
Student(s) Name(s) – Please sign

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## PACKING LIST

Reminder: Please keep in mind that laundry services will not be made available on the trip. It is important to pack keeping this in mind. Additionally, you are allowed one suitcase in addition to your one carry-on (backpack recommended). Again, please pack wisely.

### **Clothes: Please observe The King's Academy Dress Code**

- ❖ Warm coat and/or raincoat.
- ❖ Gloves, scarves, and beanies/hats.
- ❖ Comfortable shoes for walking – bring a couple of pairs.
- ❖ Four to six pairs of neat pants or jeans. No baggy, frayed, or ripped jeans. No sweatpants/pajama bottoms during the day.
- ❖ Variety of tops (with sleeves) to accommodate the weather. Think layers! Check the weather reports!
- ❖ Socks, underwear for 9 days – no laundry will be done.
- ❖ Sleepwear
- ❖ One nice outfit for the Broadway play and Dinner Cruise.

### **Personal Hygiene Items:**

- ❖ Shampoo and other hair care items you use
- ❖ Toothpaste and toothbrush
- ❖ Deodorant
- ❖ Glasses and contact solutions if needed

### **Other:**

- ❖ Airborne/Zicam (Optional)
- ❖ Hand sanitizer
- ❖ Sunglasses
- ❖ Prescription medication if needed
- ❖ Small umbrella
- ❖ Bible and other reading material for plane and bus trips
- ❖ Wristwatch
- ❖ Water bottle/travel mug
- ❖ Recommended \$150-\$200 for lunch money and souvenirs. Do not bring large bills.

### **What NOT to bring:**

- ❖ Valuables you do not wish to lose
- ❖ No electronic devices (including iPods, video games, etc.). Only cellphones are permitted.
- ❖ Laptops
- ❖ Prank items, supplies, or toys