



December 2, 2010

Dear Parents/Guardians,

Elmwood School takes pride in regularly participating in the **Independent Schools' Drama Festival**. This is a non-competitive festival that welcomes senior drama students from independent schools across Ontario to gather together for two and a half days to share their drama work, and to participate in professional theatre workshops. It is a positive and collaborative event that leaves a lasting impression on the drama students who attend.

Elmwood School has happily hosted this festival four times in the past fifteen years. This year our host is **Country Day School in King, Ontario** and the dates are **Thursday, April 28 to Saturday, April 30, 2011 inclusive**.

Senior drama students will attend with their own thirty-minute performance. **Rehearsals for the play will be held after school on Wednesdays starting March 30 and the weekends of April 2, April 9 and April 16 (Saturday and/or Sundays). There will be a full dress rehearsal on Tuesday, April 26 and Wednesday, April 27 from 4:00 – 8:00 p.m.**

The students will leave the morning of Thursday, April 28 at 9.00 a.m. and return Saturday, April 30 at approximately 7:30 p.m. The fee is **\$425.00**. This includes the festival fee (that covers the cost of a professional performance, two theatre workshops, and three meals), the hotel and travel costs. The students will each need to bring some spending money for ONE additional meal not provided by the festival and two breakfasts. All travel arrangements and contact numbers will be provided to you shortly after the March Break.

If you would like your daughter to attend, please sign the attached consent form, together with the information allergy sheet and the over-night waiver forms granting permission for the school to take your daughter to the festival. These must be returned to my attention on or before Friday, December 10, 2010.

If, for unexpected reasons, your daughter has to withdraw from the trip on or before **March 1, 2011** the school will refund the full amount to your account, only if another student can take your daughter's place.

Thank you and I look forward to a wonderful festival this year with the students.

Sincerely yours,

Angela Boychuk, Hons.B.F.A; B.Ed.
Instructional Leader of the Arts/English
(613) 749-0235
boychuk@elmwood.ca



Elmwood School Parent/Guardian Consent and Release Form (Over Night)

for Excursion to the Independent Schools Drama Festival

Date of Trip: April 28 to April 30, 2011

Departure: April 28 at 9:00 am Return: April 30 at 7:30 pm

Destination: Country Day School, King, Ontario

** In the case of joint custody, BOTH parents must sign this Consent/Release form **

COST OF TRIP

By my signature below, I allow Elmwood School to bill my account \$425.00 for the cost of this trip. **I understand that Elmwood School will incur fixed costs as a result of this commitment and accordingly there are no refunds in the event that my daughter is unable to participate.**

MEDICAL INFORMATION and EMERGENCY CONTACT INFORMATION

Student: _____ Birth Date: _____
Month Day Year

Family Doctor: _____ Phone: _____

Medical Condition(s): _____

Medication(s): _____

Allergies: _____

Ontario Health Card Number: _____

Emergency Contact: _____ Phone: _____

CONSENT TO PARTICIPATE & TERMS OF PARTICIPATION

By my signature below, I give my daughter of SLG/Homeroom _____ permission to attend the Independent Schools Drama Festival, Country Day School, King, Ontario, April 28 to April 30, 2011.

I understand that all of Elmwood School's rules and policies (see Handbook) as well as any rules and directives established by those leading the trip remain in full force and effect for the duration of the trip.

By my signature below, I acknowledge and agree that I am solely responsible for any costs arising out of my daughter's breach of any of Elmwood School's rules and policies and/or any rules and directives established by those leading the trip and the resultant disciplinary actions, if any, whether occurring prior to or during the trip.

By my signature below, I further acknowledge and agree that in the event that my daughter breaches any of Elmwood School's rules and policies and/or any rules and directives established by those leading the trip while on the trip, Elmwood School may in its absolute discretion require that my daughter immediately return home and any expenses related to such a return (including without limitation travel, including travel of an adult to accompany my daughter, and any outstanding trip expenses) will be my sole responsibility.

RELEASE AND INDEMNITY

In consideration of my daughter being permitted to participate in the Independent Schools Drama Festival, I do for myself, my daughter, my spouse and our respective heirs, executors, administrators, successors and assigns, agree as follows:

I acknowledge and accept that participation in the trip may expose my daughter to unspecified risks and hazards, which are inherent in such trips, including without limitation, the method of transportation for the trip, my daughter's participation in all travel activities and programs incidental to the trip, including without limitation, participation in tours, cultural events, athletic events, sightseeing, recreational and entertainment events, whether or not they have been fully explained to me in advance, including without limitation, the use by my daughter of various methods of transportation, all of which I expressly and voluntarily assume.

Furthermore, I acknowledge and accept that my daughter will not be under the direct supervision and control of Elmwood School staff or other trip volunteers at all times during the trip. As such, I agree that the conduct of our daughter during unsupervised times and any consequences flowing from such conduct is solely the responsibility of my daughter. [Note: include this paragraph only if activity is "on-site supervision" or "in-the-area supervision" activity (i.e., remove if it is "constant visual supervision" activity)]

By my signature below, I do for myself, my daughter, my spouse and our respective heirs, executors, administrators, successors and assigns, hereby RELEASE, WAIVE AND FOREVER DISCHARGE Elmwood School Inc. and its respective officers, partners, agents, employees, servants, representatives, successors and assigns ("the Releasees") OF AND FROM any and all actions, causes of actions, complaints, demands and claims whatsoever in existence prior to on or after the date hereof whether in law or in equity, in respect of death, injury, loss or damage to my daughter's person or my person or property HOWSOEVER CAUSED, arising or to

arise by reason of my daughter's participation in the activities contemplated herein except to the extent that same are directly caused by the gross negligence of Elmwood School Inc. or its respective officers, partners, agents, employees, servants, representatives, successors and assigns. I FURTHER UNDERTAKE TO HOLD AND SAVE HARMLESS AND AGREE TO INDEMNIFY all the aforesaid from and against any and all liability incurred by any or all of them arising as a result of or in any way connected to my daughter's participation in the activities contemplated herein.

By my signature below, I also agree and undertake not to make any claim or take any proceedings against the Releasees set out above, or any other person or corporation which might claim contribution or indemnity under the provisions of any statute or otherwise from the Releasees set out above.

EMERGENCY MEDICAL CONSENT

In the event of an emergency, Elmwood School requires parental consent in order to consent to the medical treatment or surgery of the student. Elmwood School will use reasonable efforts to contact the parent(s) prior to consenting to medical treatment for the student and the parent(s) acknowledge and agree that the need for an immediate decision regarding medical treatment for the student may make such contact impossible.

Accordingly, I, by my signature below, hereby authorize and give my express consent to the Head of Elmwood School, or her delegate, to act in loco parentis and in that capacity to consent to medical treatment or surgery for the student based on the advice of the attending physician who considers immediate medical treatment or surgery to be a necessity.

In addition, by my signature below, I hereby authorize and give my express consent to the Head of Elmwood School, or her delegate, to seek and obtain any and all medical interventions that may be reasonably required to ensure the safety and well being of my daughter while on the trip.

I have read all of the foregoing carefully and by my signature agree to be bound by all aspects of the foregoing.

Parent Name: _____ Date: _____

Parent Signature: _____

Parent Name: _____ Date: _____

Parent Signature: _____

Please return this form to Mrs. Angela Boychuk by Friday, December 10, 2010

INDEPENDENT SCHOOLS DRAMA FESTIVAL 2011

CONDUCT REQUIREMENT CONTRACT

Disciplinary action will be taken in the case of any infringements of the following regulations and expectations for behaviour on the trip, and may result in a student being sent home at the parents' expense.

PLEASE READ THROUGH THE FOLLOWING. BOTH THE STUDENT AND HER PARENTS MUST SIGN THIS CONTRACT AND RETURN IT TOGETHER WITH YOUR PERMISSION SHEET AND EXCURSION CONSENT FORM.

1. Students must arrive punctually at all group departure times.
2. Students will participate in all group activities. You must bring a note from a parent/guardian if your activities will be in any way different from the group (e.g. spending time with a relative).
3. There will be some free time between shows and meals and workshops. **During these periods you will be unaccompanied by the teacher/chaperone so you must always be in the company of at least one other Elmwood student, and preferably two.**
4. For purposes of safety and security, students may not trade rooms to which they have been assigned without the express permission of one of the supervising teachers.
5. Students may not leave the hotel unless with the permission of one of the accompanying teachers.
6. Students must remain in the room to which they have been assigned between the hours of 11:00 p.m. and 7:30 a.m.
7. Students may not at any time invite into their room any person who is not in the Elmwood group, or enter the room of any person who is not in the Elmwood group, unless with the permission of an Elmwood teacher.
8. Students must make any outside phone calls from pay phones in the hotel or their personal cell phones. Please do not call from room to room between 11:30 p.m. and 7:00 a.m. except if it is necessary to contact one of the teachers in case of emergency.

9. No smoking of cigarettes, and no consumption of illegal substances or drinking alcohol is permitted. Any infraction of this rule will be regarded very seriously and may result in immediate expulsion. In this latter case, parents will be notified and the student will travel home by bus at their expense.

10. Appropriate clothing must be worn. This does not include tank tops, spaghetti straps, midriff-baring tops, short shorts, torn jeans, or other similar informal or revealing clothing. The teachers reserve the right to ask the students to change.

11. Students are responsible for the safekeeping of their own money and valuables. Please check carefully to make sure you leave nothing behind in restaurants, the theatre, and other public places.

You are expected to behave at all times and in all places with courtesy, responsibility and consideration for others, and to inform the teachers immediately if any serious infringements of the above regulations occur. Failure in this regard will damage the trust placed in each student by the accompanying staff and will jeopardize future trips.

Please be aware of and observe any behaviour requirements of our hosts at the university and the hotel.

During this trip, you should direct the major part of your energies towards making the most of the educational opportunities being offered and towards gaining a full understanding and enjoyment of the plays we are seeing and the workshops you will be attending.

I HAVE READ AND UNDERSTAND THE ABOVE CONDUCT REQUIREMENTS AND AGREE TO THE CONDITIONS AS SET OUT IN THIS CONTRACT.

Student signature

Date

Parent/Guardian signature

Date