



October 20, 2011

Dear Parents, Guardians & Students,

The Grade 11 Washington Trip will take place November 1 – 4, 2011. Please find below some important information and reminders pertaining to the upcoming trip.

**Spending Money:**

EF Tours recommends that each girl budget \$30-\$50 (US dollars) in spending money each day for lunch and souvenirs.

**Behavioral Expectations:**

As outlined in Elmwood's Code of Conduct, there is zero tolerance for the following substances and items; alcohol, cigarettes, recreational/hard drugs and/or weapons. These items may not be brought on the trip or purchased during the trip under any circumstances. If a student violates Elmwood's Code of Conduct they will be required to return home immediately at the expense of that student's parents. By signing the consent form, each student and her family have agreed to fully abide by these requirements.

**Safety:**

Our goal is for students to enjoy a safe visit to Washington, DC. Security guards will be posted in the hotel corridors from 10 p.m. to 5:00 a.m. Students may not leave their rooms during these times, except in case of an emergency. All students will know the room numbers and phone extensions of the faculty supervisors, who can be contacted at any time.

**Itinerary:**

A detailed itinerary will be sent home a few days prior to the trip date.

**Non-Canadian Citizens:**

If you are not a Canadian Citizen, please make sure to include any visas or documentation required to cross the American border.

**Checklist:**

Provide Ms. Neale with the following by Wednesday, October 26, 2011:

1. Photocopy of your passport information (a copy of US visa or other documentation required for non-Canadian citizens.)
2. Completed customs consent letter (enclosed)

**Packing List:**

Luggage should be limited to one small suitcase. Keep in mind that the weather in Washington, DC in November is variable. It is suggested that you check the weather forecast two days before the trip and pack accordingly. Don't forget comfortable running shoes and clothing in case of wet weather.

Below is a list of items to bring with you:

- Pajamas
- Toothbrush
- Toothpaste
- Shampoo
- Body wash
- Deodorant
- Hairbrush
- Sunblock
- Band-Aids
- Personal Medication (please check medications with Group Leader)
- Sunglasses
- Hat
- Rain Jacket
- Comfortable shoes
- Refillable Water Bottle
- DVDs (for the coach ride)
- EF Backpack (provided)
- Camera
- Travel Journal
- Pen
- Spending Money

**Reminder:**

There should be a clear understanding of the costs associated with cell phone use. Each family should have this conversation prior to the trip to avoid being faced with a large bill.

We are looking forward to the trip!

Sincerely,

Brenda Neale and Gretta Bradley  
Faculty Supervisors



**CUSTOMS CONSENT LETTER**

Today's Date: \_\_\_\_\_

I (we) \_\_\_\_\_ authorize our daughter  
\_\_\_\_\_ to travel to Washington, DC on  
November 1 – 4, 2011 supervised by Brenda Neale and Gretta Bradley, staff of  
Elmwood School.

Signed: \_\_\_\_\_ (Parent)

Signed: \_\_\_\_\_ (Parent)

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

***Please return this form to Ms. Douglas by October 26, 2011***