



Passaic County Technical Vocational Schools

NJROTC

45 Reinhardt Road Wayne, NJ 07470
(973) 389-2011



Commander Nikki Hills
U.S. Coast Guard (Retired)
Senior Naval Science
Instructor

Chief Craig Santiago
U.S. Navy (Retired)
Naval Science Instructor

Master Sergeant Lawrence
Boden
U.S. Marine Corps (Retired)
Naval Science Instructor

Master Sergeant Paul
Kozlowski
U.S. Marine Corps (Retired)
Naval Science Instructor

Student Conduct Policy Field Trips

The policies that have been established are designed to assure that each person shall benefit from the educational tours and field trips that are organized. This trip is a co-curricular activity like many others that take place throughout the year and each student expected to behave in the same manner that he/she would at any other activity. Therefore, no student shall be permitted to attend any trip or complete his/her reservation until he/she and his/her parent or guardian have read together the following policies and have signed that the student will comply with the policies.

Policies:

1. The students shall represent Passaic County Technical Institute at all times and must never conduct themselves in a way that is detrimental to the reputation or identity of the school. Applicable rules and regulations as printed in the Student Handbook must be followed. Therefore, it is understood and agreed that if a student willfully disregard these established rules the supervisor and/or chaperone will notify his/her parents and he/she may face serious consequences including suspension and expulsion. If the supervisor finds it necessary to notify parents regarding behavior, the school administration will also be notified. Law enforcement agencies will be notified of and involved in situations as deemed appropriate by the trip supervisor or as required by law.
2. The students are subject to the authority of the supervisor and chaperones at all times. If a student has any concern about the behavior of fellow students, they should bring these concerns to the supervisor and/or chaperone.
3. In the event of illness or accident, the supervisor will determine the course of action to follow and shall be authorized to act "loco parentis," that is, to proceed in the place of the parent. Teachers shall not assume liability, either expressed or implied, for an action taken in the best interest of the student. Parents agree to assume any medical expenses not covered by their own family medical insurance policies.
4. Any medication that must be administered during an overnight field trip, either over the counter or prescribed requires a physician's written order and a parent/guardian authorization. Required medication should be in a properly labeled container. The student may carry and self-administer the medication during the overnight field trip.
5. Students are not permitted to have members of the opposite sex in their room at any time. On day trips there will be no Public Displays of Affection (PDAs) of any kind.
6. Students are not permitted to change assigned hotel rooms.
7. Students must be on time for all scheduled activities and for each meal in the tour. Each student will fully participate in each day's program. Students will not deviate from the schedule, program, or directions of the chaperones without their consent.
8. Students must respect all property that is visited. The student must respect all property that the student may use like an hotel iron in a room. All items used on the trip shall stay in the hotel. The student is



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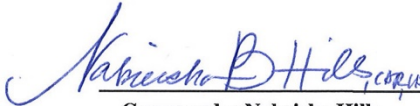

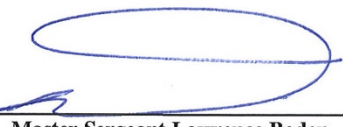
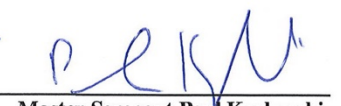
responsible for any damage or misappropriation of hotel property. The student is responsible for restitution should any damage or loss of property occurs. The student must reimburse the hotel before the group leaves the premises.

- 9. Students must be considerate and respectful of the rights of other hotel guests.
- 10. Unnecessary and loud noises, such as slamming doors, running in the hallways, and loud music, are strictly forbidden.
- 11. Students are responsible for respecting the property of the transportation service. The student is responsible for any damage or misappropriation of the property of the Transportation service. The student is responsible for restitution should any damage or loss of property occurs.
- 12. Students will not enter into any vehicle except the ones that are provided by the tour!
- 13. Students will not engage in any activity with persons unfamiliar to the Supervisor and Chaperones without their consent.
- 14. Students are responsible for the contents of their luggage.

The signature of either parent to this policy statement shall constitute full understanding of the behavior that must be displayed for the student named below to participate in any PCTI NJROTC trip. It is likewise understood that the PCTI NJROTC disclaims all legal responsibility on any matter whatsoever. We have read together the foregoing and agree to the conditions as

(Printed Name and Signature of Parent or Guardian) Date _____

(Printed Name and Signature of Cadet) Date _____

			
Commander Nakeisha Hills U.S. Coast Guard (Retired) Senior Naval Science Instructor	Chief Craig Santiago U.S. Navy (Retired) Naval Science Instructor	Master Sergeant Lawrence Boden U.S. Marine Corps (Retired) Naval Science Instructor	Master Sergeant Paul Kozlowski U.S. Marine Corps (Retired) Naval Science Instructor

Ensure that all areas are filled out properly. Printed Names and Signatures are required.