

Sanderson High School Academy of Finance
2019 NYC Trip Rules/Regulations

All of the following rules and regulations should be followed to ensure a safe and successful 2019 AOF Senior Trip. Violation of the rules and regulations may result in the student being removed from AOF, sent home at own expense, and/or discipline by the school.

- 1. All Wake County Public Schools and Sanderson High School rules and policies apply during school sponsored field trips. Students are also expected to uphold additional rules and procedures to ensure student safety at all times. Failure to comply with any county, school, or AOF rules will result in school consequences.**
- 2. No drugs, alcohol, or smoking will be permitted at any time.** Wake County Public Schools Policy states: ***“No student shall possess, use, transfer, or be under the influence of any narcotic drug... while in the school building... or while off campus on a school-sponsored function or event.”*** Any incident of this nature may result in suspension or expulsion from school or other disciplinary actions. Students that violate this policy will need to be picked up immediately at their own expense.
- 3. Students are representing themselves, our school and the Academy of Finance and are expected to uphold the behavior expectations set by the organization. Failure to meet the expectations may result in school and AOF consequences.**
- 4. No student shall possess matches, lighters or lighting fluid.**
- 5. Students will not leave the hotel property unless accompanied by a chaperone.**
- 6. Student should always walk in pairs/groups. This includes the hotel.**
- 7. No visitors are allowed in hotel rooms.**
- 8. Changing room assignments will not be permitted.**
- 9. No boys may be in the girl’s hotel rooms and vice versa.**
- 10. Curfew is 11:00pm. Each student must be in his or her hotel room before curfew.**
- 11. There will be other people staying in this hotel. Be courteous to all people. Others staying at the hotel should not and will not be disturbed by any member of our group.**
- 12. Students must use personal cell phones for any phone calls to avoid additional room charges except in an emergency situation.**

13. Each student will respect hotel property. If any damage or costs (including but not limited to: room service, telephone, hotel property) occur, students responsible MUST pay.
14. Do not leave your room doors open and unattended. Keep your money with you and do not leave it in the room.
15. Students are expected to be at all designated meeting spots on time (or early). Itinerary schedule, appointment times and morning start times will be followed without exception or parents will be called. We have appointments and tour times and we cannot get behind schedule.
16. All students are expected to **behave appropriately AT ALL TIMES** on this trip. All WCPSS behavior policies will be enforced. Be sure to familiarize yourself with the WCPSS student behavior policies in the handbook before this trip.
17. Instructions given by chaperones must be obeyed.
18. All students **MUST STAY WITH THEIR CHAPERONES** at all times during the trip. Chaperones are responsible for your safety, so you **MUST** comply with this expectation.
19. Be sure to bring **APPROPRIATE** clothing for the trip. Comfortable shoes for walking are highly recommended. You will need one business casual outfit, one professional dress outfit and one casual outfit. The NYSE has enforced dress codes. Students must wear professional business attire (suits, pants/coat, dress, skirt w/blouse) No cargo pants, No corduroy, No denim, No tennis shoes, No hiking or Ugg boots on professional dress day. All WCPSS Dress Code policies are in place for this trip, so be sure to keep that in mind when packing.
20. Students are limited to 1 suitcase and 1 carry-on. Please make sure your luggage is tagged and easily identifiable. We will not be checking any bags.
21. All money for lunches and souvenirs will be the responsibility of the student. Students should plan to bring approximately \$100.00 for meals. This should also cover snacks.
22. We will travel by Subway in NYC. Students **MUST** stay with designated chaperone to prevent missing the train. In the event a student misses the train, they should call their designated chaperone immediately and remain in the same location.
23. Students should leave valuables at home. AOF is not responsible for any lost items.
24. Students will display a positive attitude and welcome the knowledge shared at all tours. This is an **EDUCATIONAL** field trip.

Any violations of the rules and regulations listed above may result in the student being removed from the Academy of Finance in addition to being sent home, and disciplined by the school. **If a student is removed from the Academy of Finance due to a violation during this trip, a letter will be sent to the student's admission colleges stating their change in membership status.** Since this event is school sponsored, **all Wake County Public Schools and Sanderson High School code of conduct rules apply.**

I have read and understand the rules governing the AOF Junior Trip.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____