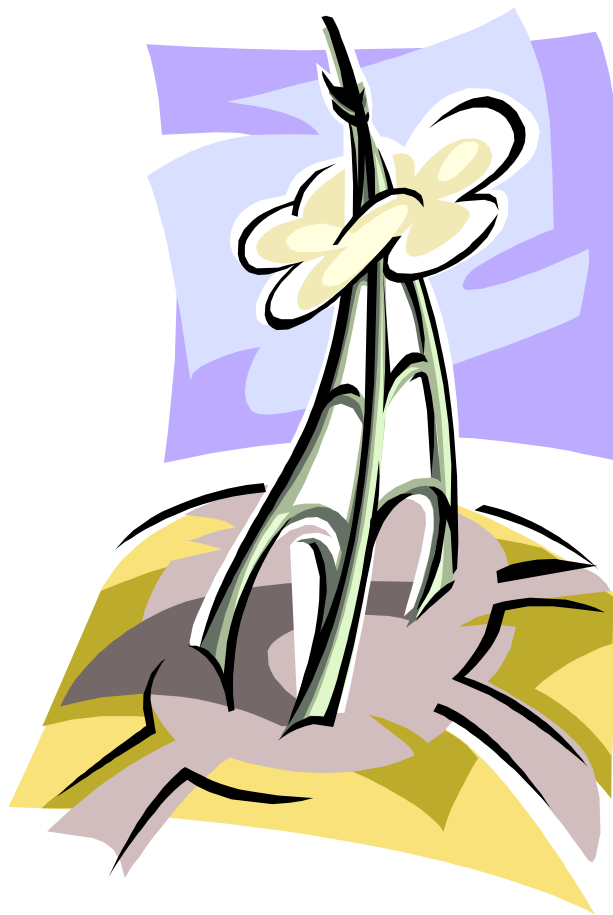


PARIS 2010



6-12

JUNE

CONTENTS PAGE

Click on the hyperlink below to read the section you require

Page 3	<u>Staff</u> <u>Accommodation</u> <u>Meals</u> <u>Emergency Contacts</u>
Page 4	<u>Itinerary</u>
Page 5	<u>Coach Journey</u>
Page 6	<u>Ferry Journey</u>
Page 7	<u>Hotel</u> <u>Free Time</u>
Page 8	<u>Luggage</u> <u>Personal Belongings</u>
Page 9	<u>Customs Regulations</u> <u>Personal Hygiene</u> <u>Illness/Medication</u>
Page 10	<u>General Behaviour and safety</u>
Page 11	<u>Curriculum for Excellence</u>
Page 12	<u>In Conclusion</u>



STAFF

Miss Grant <i>(Activity Leader)</i>	Mrs Murphy	Mr Hobbs
Mrs Taylor <i>(Deputy Leader)</i>	Miss MacKay	

ACCOMMODATION

On ferry	Cabins with en-suite facilities (max 4 pupils per cabin)
In Paris	Rooms with en-suite facilities (max 4/6 pupils per room)

MEALS

Evening meals and breakfasts are included in the cost of the trip.
Lunches have to be purchased by the pupil out of pocket money

On ferry	Evening meal and breakfast
In Paris	Breakfast at Hotel Evening meals arranged locally (to include Hard Rock Café, Planet Hollywood)

EMERGENCY CONTACTS

First point of contact	Miss S Grant Trip Leader	Tel: 07910 039745
Additional contact	Ms A Bonsall Depute Rector	During school hours: Tel: 01224 310184 Out with school hours: Tel: 07917551013

[Back to Contents Page](#)



PARIS 2010

ITINERARY

<i>DATE</i>	<i>DETAILS</i>	<i>APPROX TIMES</i>
<i>SUNDAY 6 JUNE</i>	Leave school to travel to Newcastle for overnight ferry to Amsterdam Evening meal on ferry	Report to school 7.30 am for prompt 8.00 am departure Ferry sets sail 5 pm
<i>MONDAY 7 JUNE</i>	Arrive Amsterdam Arrive My Travel Explorers Hotel , Disney Free time at hotel (unpack/swim/relax) Evening meal at hotel Evening at Disney Village	9.30 am 3.30/4.30 pm
<i>TUESDAY 8 JUNE</i>	Disneyland Resort (Hopper pass to both Disney Park and Disney Studios included in cost) Evening meal at Planet Hollywood	All day
<i>WEDNESDAY 9 JUNE</i>	Paris Possible visits to: Sacre Coeur, Boat Trip, Champs Elysee, Arc de Triomphe, Eiffel Tower Evening meal at Hard Rock Café	All day
<i>THURSDAY 10 JUNE</i>	Asterix Parc Stop at Shopping Mall Evening meal at hotel - Pizza Evening at leisure in hotel	All day
<i>FRIDAY 11 JUNE</i>	Travel to Amsterdam Report to Amsterdam for overnight ferry to Hull Evening meal on ferry	All day Ferry sets sail 5.00 pm
<i>SATURDAY 12 JUNE</i>	Arrive Newcastle <i>Estimated</i> time of arrival back at school	9.00 am 3.00 pm*

* Pupils will be given an opportunity to contact home once we are back in the UK and able to give a more accurate time of arrival. This will probably be when we have a lunch stop once we have crossed the border. Please do not telephone the school contact number for this information.

[Back to Contents Page](#)

COACH JOURNEY

We will be travelling in a 49-seater luxury coach with toilet, air-conditioning and video/DVD. We are using the same coach company as we have for the last 9 years. We have built up a very good relationship with the coach company and their drivers and would like this to continue. It will benefit everyone if the driver is treated at all times with courtesy and respect. He is in charge of the coach and should be treated as a member of staff.

- Noise and distractions for the driver should be kept to a minimum.
- Pupils will be responsible for ensuring that the coach is kept tidy and all rubbish is placed in the bags provided.
- CHEWING GUM WILL NOT BE ALLOWED ON THE COACH.
- The toilet on the bus will be kept locked and, for obvious reasons, only used in cases of extreme urgency. By law, the driver must have regular rest stops and pupils should ensure that they make use of the toilet facilities at these stops.
- Food at motorway service stations is expensive and it is strongly advised that pupils take a packed lunch and refreshments for the journey to Hull. The first meal included in the trip will be our evening meal on the ferry.
- Pupils who wish to listen to music must do so on personal music players using headphones, not speakers. Pupils are responsible for looking after their own players etc, while we are away.
- Videos/DVDs can help to make the coach journey pass more quickly but these must be appropriate for the age group of the pupils. Only pre-recorded items with the age group displayed will be allowed and the decision of the staff will be final if there is any dispute about the suitability of any video/DVD.
- While the coach is in motion pupils should be seated and seat belts fastened. This is the law. On the continent, especially, the coach can be stopped at any time by the police if they see unnecessary movement inside the coach. This can include kneeling on seats to speak to the person in the seat behind, sitting on armrests etc. Please bear this in mind as fines imposed by the police could result in pocket money being confiscated and parents being charged on our return.
- Before pupils get off the coach they should listen carefully to any instructions given by staff or the driver. Pupils must always leave and enter the coach in an orderly manner and, in the interests of safety, only use the door indicated by the driver. This will normally be the door nearest the pavement.
- It is particularly important that pupils remember when to return to the coach as delays may mean missed reservations for meals or departure times for the ferry.
- There will not be a lot of spare room on the coach so on-board personal items should be kept to a minimum. Bags will have to be kept on the floor as any available space on the overhead racks will be reserved for jackets and general items required for the trip.

[Back to Contents Page](#)

FERRY JOURNEY (Newcastle/Amsterdam/Newcastle)

We have always had excellent behaviour from pupils on the ferry and we hope this continues. On boarding, the safety officer on the ferry will advise pupils of safety procedures and where they should meet in the case of an emergency.

- It is important that pupils realise they will be supervised on board by both their teachers and ferry security. Remember, the security officers on the ferry have the same authority on board as the police do on shore.
- Pupils will have a certain amount of freedom on board but must always remember that they have a responsibility for their own safety and that of other members of the group.
- **Pupils who do not act in a responsible manner will be dealt with severely.**
- Certain areas on the ferry will obviously be out-of-bounds. Pupils may go outside on deck whilst the ferry is in port but once we are at sea they must always seek permission from a member of staff to go on deck. If permission is granted a member of staff will accompany them. **After dark pupils will not be allowed on deck at all.**
- Pupils must never run whilst on board and should always be courteous and considerate towards other members of the travelling public and the ferry crew.
- Once the pupils have settled in their cabins for the night they must not leave the designated cabin area unless asked to do so by a member of staff from the school or the ferry. Ferry security will also be patrolling the cabin areas during the night and can be approached if any problems arise.

[Back to Contents Page](#)

HOTEL

At Disneyland we will again be staying at the **My Travel Explorers Hotel** on a bed and breakfast basis. We have, however, arranged for a meal at the hotel on the day we arrive. The hotel has an indoor swimming pool and a variety of entertainment facilities. Pupils should check with staff if they are uncertain whether a particular area is out-of-bounds. **Pupils must not leave the hotel except to take part in an organised activity.**

- Each room accommodates a maximum of 4/6 pupils. All rooms have en-suite facilities. Sufficient towels may not be supplied so pupils should ensure they take towels from home.
- The hotel has an indoor swimming pool. **There is no trained lifeguard on duty.** Pupils will, therefore, not be allowed access to the pool area unless supervised by a member of staff. If parents have any reservations about their child being allowed to use the pool please let a member of staff know. If pupils misbehave at the pool and give staff cause for concern regarding their own safety or the safety of others, they will be banned from using the pool. Towels can be hired from the attendant at the swimming pool and returned after swimming at a cost of 2€ a time.
- Once we have left the hotel after breakfast we will be away all day and sometimes into the evening as well. Pupils will not be able to return to the hotel during this period and must ensure they take everything with them that they might need for the day. It is important that pupils on medication ensure they have sufficient supplies to last until they return in the evening.

FREE TIME

There will be times when pupils are not under the direct supervision of staff, especially at Disney and Asterix and on the Champs Elysee. At these times pupils will be made aware of the following rules that must be strictly adhered to for their own safety.

- **Pupils must always be in a group.**
- It is the responsibility of each member of the group to make sure no-one in the group is left on his/her own.
- If a pupil accidentally loses contact with the group they should stay where they are for at least 10 minutes.
- Members of staff will be on duty and contactable at all times.
- Pupils must listen carefully to information about how to contact a member of staff should the need arise. At Disney and Asterix pupils will be informed of the designated location and times when they can meet with a member of staff.
- In an emergency at Disney or Asterix, pupils should contact a uniformed member of staff at the resort, or a uniformed police officer.

[Back to Contents Page](#)

- Pupils must carry their ID cards with them at all times as this also has the emergency contact number for the staff in it.

LUGGAGE

Please be sensible when packing as pupils will have to carry their own belongings into and out of hotels, and up and down stairs!

- On the ferry the coach will be secured on the coach deck and pupils **will not** get access to their suitcases. **A separate small overnight bag is therefore essential for the 2 ferry journeys.**
- All personal belongings, including bags/suitcases, should be clearly labelled with the pupil's name. You will be issued with a NST luggage label. The address of the hotel is

MyTravel's Explorers Hotel Disneyland
50 Avenue de la Fosse des Pressoirs
77700 Magny le Hongre
Paris, France

- Please leave expensive designer gear at home.
- Be sensible regarding footwear. Make sure footwear has been well "broken in". Some pupils in the past have had their trip ruined because of blisters caused by new/inappropriate footwear. On most days pupils will be away from the hotel for at least 8 hours and footwear must be comfortable enough to be worn for long periods without causing problems.

VALUABLES/PERSONAL BELONGINGS

Pupils are responsible for their own personal belongings.

- Pupils should not carry unnecessary valuables on the trip, eg expensive cameras, mobile phones, music players, jewellery etc.
- Money or valuables should be kept in a secure place.
- Pupils should take care if they allow other pupils into their rooms unsupervised by a member of staff.
- Pocket money will be kept by staff and issued on a daily basis, as required.
- **We would discourage pupils from taking mobile phones on the trip. However, if parents feel that pupils need to have mobile phones with them, the phones must be in silent mode when on the coach and in the hotel. If staff feel that a mobile phone is being used inappropriately or causing a disturbance to other pupils or members of the public etc, the phone will be confiscated and returned at the end of the trip.** International telephone calls using mobiles are very expensive and it is much cheaper to buy telephone cards for use in public telephone kiosks if pupils wish to phone home.

[Back to Contents Page](#)

CUSTOMS REGULATIONS

Pupils should be aware that some items can be bought over the counter in continental Europe that they are not allowed to buy in the UK, eg fireworks.

- Pupils will not be allowed to buy alcohol, tobacco products (including cigarette lighters), knives, toy guns or anything that could be interpreted as an offensive weapon, even if it is a present for someone at home. Please do not ask them to do so. **Staff will not agree to take items through customs for any pupil.**
- In the past we have confiscated all of the items mentioned above at one time or another and also items such as laser pens and ornaments filled with toxic substances. **Staff will always have the right to confiscate any item that they feel is inappropriate.**
- If pupils are unsure about the suitability of any purchase they should ask a member of staff.
- It is essential that pupils keep receipts for any purchases until we have cleared customs on return to the UK.

Pupils must also be on their guard if they are approached by people trying to sell items on the street. These people are operating illegally and can be very persistent and persuasive. **Always say NO if approached, and move away.** There will be plenty of opportunities for pupils to buy souvenirs without buying from street vendors. The items they sell are often dangerous and pupils in the past have been charged extortionate prices for items that can be bought much more cheaply in the UK.

PERSONAL HYGIENE

All pupils are expected to maintain the high standards of personal hygiene they have been taught at home, both for their own benefit and others on the trip.

ILLNESS/MEDICATION

If a pupil has an existing medical condition please make sure you advise Mrs Taylor. All medication (clearly labelled with the name of the pupil) should be given to Mrs Taylor along with instructions (preferably in writing) regarding the administration of the medication.

- Parents should check with their doctor in case the medication causes problems at Customs. A letter from the doctor is usually sufficient.
- Pupils who suffer from travel sickness or hay fever should make sure they have appropriate tablets with them. Additional supplies can be given to Mrs Taylor.
- If any pupil becomes ill they should contact any member of staff without delay.

[Back to Contents Page](#)

- As we are heading south temperatures should be warmer than in Aberdeen and the sun will be stronger. Pupils should be prepared with plenty of **sun cream and after-sun cream, drink plenty of water and wear head protection.**

GENERAL BEHAVIOUR/SAFETY

Pupils should remember that at all times they are acting as ambassadors of the school. They should, therefore, behave in an appropriate manner with regard to fellow pupils, staff, the coach driver and the general public. Pupils must always listen to and carry out instructions without question, bearing in mind that these instructions are being given for their health and safety and to ensure that nothing happens which will lessen the enjoyment of the trip for themselves and others in the party.

- We are strictly bound by any rules imposed on us by the Education Authority, the hotels where we are staying, the ferry company, the coach company and the laws of the countries we are visiting.
- There will be **no smoking, drinking of alcohol or use of illegal substances** by any pupil at any time during the trip. Pupils will find themselves in situations where facilities exist for these activities but any breach of these rules will be dealt with very severely.
- **Sanctions for serious misbehaviour will include withdrawal of pocket money, loss of free time, withdrawal from activities and, in very serious cases, could result in pupils being sent home. If the last sanction has to be used parents will be charged with the travel costs for both the pupil and the accompanying member of staff.**
- When meals are taken as a group – usually breakfast and evening meal – pupils must make sure they are on time. When eating as a group, pupils will be expected to behave in an acceptable manner. They should remain at their tables until permission has been given to leave. At the end of the evening meal pupils should remain until they have been given instructions for the rest of the evening. A time is usually set aside in the evening or after breakfast to go over instructions, hand out pocket money, tickets etc.
- It is very important that pupils check their rooms on arrival and make staff aware of any problems. These can then be reported to the hotel management for action to be taken. Any subsequent damage caused by pupils, even if accidental, will have to be paid for by the pupils concerned.
- Pupils should walk at all times both on the ferry and in hotels. These are public places and noise must be kept to a minimum.
- Once pupils are settled into their rooms for the night there will be **no noise and no visiting to other rooms**. Staff will be on duty on a rota basis each evening and we need our sleep as well!!!
- Some pupils may find it strange sharing a room with other pupils but it is in everyone's interests if hygiene rules are observed, rooms are kept tidy and rubbish disposed of.
- As a safety precaution pupils should lock their doors when they are in their rooms.

[Back to Contents Page](#)

- **GIRLS may attract the attention of local boys and whilst we would encourage international relations, the girls must ensure that their attitude does not result in the boys becoming a major nuisance. If this happens, find a member of staff immediately. Be aware that certain forms of dress and certain actions may be misinterpreted.**

- In Continental Europe vehicles drive on the right hand side of the road. Pupils should cross public roads only at designated points, eg zebra/pelican crossings or at traffic lights where there is a pedestrian crossing. Be especially careful at zebra and pelican crossings. Wait until the road is clear before you start to cross – oncoming vehicles may not stop for you like they do in the UK. Keep looking and listening as you cross.

CURRICULUM FOR EXCELLENCE

In order to keep in with the new Scottish Curriculum of CfE and it's 4 capacities, it is expected that our Activities Week trips fit in with the 4 capacities of this.

Become a Successful Learner:	Become a Confident Individual:
Developed their communication and numeracy skills Think creatively and independently Make reasoned evaluations Follow instructions and develop good time-keeping	Relate to others and manage themselves Be self aware Be independent Assess risk and make informed decisions Be successful in different areas of activity
Be a Responsible Citizen:	Become an Effective Contributor:
Develop knowledge and understanding of their world Experience a way of life in another country Understand different beliefs and cultures Make informed decisions and choices Be courteous and friendly towards members of the public Be a good ambassador for Hazlehead Academy	Communicate in different ways in different settings Work in partnership and teams Experience being part of a group activity Be considerate and understanding of other members of the group Co-operate with other members of the group Take initiative Create and develop ideas and solve problems

Pupils will be expected to contribute towards a scrapbook illustrating their trip and what they learned from it. They will be expected to keep a daily log of their trip.

In order to do this pupils are asked to take pens/pencils and a notebook/journal with them to keep notes. Any pupil who doesn't bring one will be issued with a very basic version.

[Back to Contents Page](#)

IN CONCLUSION

We are very aware that this booklet contains not only information about the trip but a great many warnings - what to do, what not to do etc. These are not in any way meant to overshadow the purpose of the trip which is to have an enjoyable time while we are away and return the pupils safely home

with some lasting happy memories of what they have done and seen. Many things can contribute to the success of a school trip and we hope the pupils play their part by taking on board what we have written in this booklet.

We expect pupils to be sensible and use their common sense. We have seldom had to impose sanctions as most pupils are aware of, and accept, their responsibilities while they are away from home.

Thank you for reading this booklet.

[Back to Contents Page](#)