



GLASHAN PUBLIC SCHOOL



OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

28 Arlington Avenue, Ottawa, Ontario K2P 1C2

Phone (613) 239-2264 Fax (613) 563-2955

<http://glashanps.ocdsb.ca>

Principal: James Tayler
Vice-Principal: Karen Landheer

Office Administrator: Anita Luciano
Chief Custodian: Al Ardley

February 2019



Dear Parents:

It's almost spring and our thoughts are turning to the Quebec City trip, just three months away on May 8, 9 and 10, 2019.



Thank you so much to families who have donated extra funds to support students in our school who are unable to afford all or part of the trip. Your kindness has truly made a difference in making sure that these students don't miss out on the trip.

With all of our fundraising we have brought the overall cost of the trip to \$469 per student. We currently have 188 students joining us for three days of learning and adventure.

Payment Schedule

Payment	Amount	Due by
1	\$200	November 15
2 (final payment)	\$269	March 22

Please send the form below as well as two hundred forty dollars (\$269) in cash or cheque made out to Glashan Public School by March 22, 2019.

Responsibility

Students participating in the trip have been informed of some of the details and requirements surrounding the trip. Specifically, we spoke about the importance of making responsible choices in school over the next few months since field trip participation at Glashan is a privilege and not necessarily a guaranteed right. Students were also informed that if they have been having difficulties making responsible choices in the past or continue to have challenges between now and May, that their right to participate in the field trip might be forfeited. Students will be notified if they are going or not by the end of April. Responsible choices include how students act towards their fellow students and the staff at Glashan, their behaviour in and out of class, and the commitment to their own learning that they show by doing their assignments during class and at home.

This information has been carefully explained to students so that they fully understand and are aware of the consequences if they are unable to make responsible choices. If a student is unable to participate, monies paid less a deposit of \$50 will be refunded, as per the tour company's policy.



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In addition, students were informed of how important it is to demonstrate responsibility in Quebec City. Some specifics that we talked about were appropriate behaviour on the bus, in the hotel, in restaurants, and in the city while on tour. Students will be practicing and discussing some of these situations in class over the next month. Please feel free to reinforce with your child some of the common manners and etiquette related to dining in restaurants, buffets, as well as appropriate hotel and tourist behaviour. Your cooperation and support with this is greatly appreciated.

Electronics

Students will be allowed to bring electronics but it will be at their own risk. During tours and meals, students will be asked to leave their electronics in their bags or in their hotel room safe. Digital cameras or video cameras will be allowed during the tour at the discretion of the tour guide. Please help remind students that the responsibility for these items is wholly theirs. Cell phones present some concern for us. We do not want students communicating with each other into the wee hours of the night. Students require sleep so that they can participate fully in all activities. We prefer not to take away their cells during the night but will resort to that if we need to. All students are able to contact chaperones in their rooms and the security guards are on the floor all night long. An app called Our Pact allows parents to control internet access.

Medical conditions, food restrictions, and other issues related to being away from home for three days

Please look over the attached sheet carefully and indicate in detail any medical conditions, food restrictions, or other issues your child may have related to being away from home for three days. The more we know ahead of time, the easier it is to plan for any problems or conditions should they arise.

Spending money

Since lunches are not provided for by the tour company, we are asking students to please bring along an additional sum of money to cover lunches on the three days (two days only if the student is bringing a bag lunch on the first day). Sending additional funds to purchase souvenirs is your choice. The amount we are suggesting is \$40 - \$60 and should be more than sufficient to purchase lunches on the three days we are away.

Final letter

The final letter with a detailed packing list, emergency contact numbers, and a full itinerary will be sent home at the end of April.

In the meantime, if you have any concerns or questions, please contact your child's homeroom teacher or Ms. Elias at the school (239-2264) or via e-mail. ruth.elias@ocdsb.ca

Thank you for your support and encouragement.

Sincerely,
Glashan Grade 7 Homeroom Teachers



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***Please fill in and return the following sheets to your child's
homeroom teacher.***

Medical Conditions / Allergies / Food Restrictions / Other Important Information

Please state any medical conditions / allergies / food restrictions or issues, or other concerns that you
or your child may have below:

Student name: _____ Homeroom: _____



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Please return by March 22 along with cash or cheque for \$269 made out to Glashan Public School. Extra donations to help students unable to pay part or all of the cost are gratefully appreciated.

Student name: _____

Homeroom: _____

_____ I have enclosed a final payment of \$269 for my child.

_____ I have donated extra funds to help students who otherwise might not be able to go without financial assistance.

_____ I would like my child to be part of this unique learning experience but am unable to pay the entire cost. Please contact me about this.

Parent /Guardian name:

Parent's/Guardian's Signature:

Comments or concerns I would like to discuss:

