

**FIELD TRIP PARENT PERMISSION FORM: Sign and Return OKM by March 4, 2019.**

**DETAILS OF TRIP:** School Okanagan Mission Secondary School. Phone. 250-870-5108.

Teacher Contact: Mr. Corman, Mr. McKay, Ms. Ferguson Destination: Jyväskylä & Helsinki Finland.

Purpose of Trip: Curricular Hockey/School and Cultural Tour Travel Dates: Nov 22 - Dec 1, 2019

**Description of Activities:** Students will be participating in school, cultural and hockey activities while in Finland. Students will be billeted with Finnish families during their stay in Jyväskylä. While in Helsinki student will be staying four per room in a hotel for 3 nights. Students will attend a hockey game and be toured around the city. For more information please visit [okmhcsa.weebly.com](http://okmhcsa.weebly.com) and click on the Finland trip. Parents will be under contract with Ellison Travel & Tours Company.(registered professional company TICO #2392471; BPCPA # 3795.

**Budget: Trip total cost** \$3000 per student approx. 1<sup>st</sup> payment: Non-refundable \$1000 to OKM due Mar 8, 2019 (paid on School Cash Online: \$200 to OKM and \$800 to Ellison Travel and Tours). Please complete the Tour registration form. See website for payment schedule and details. [www.okmhcsa.weebly.com](http://www.okmhcsa.weebly.com)

**Proposed Itinerary:** as presented at the Feb 26, 2019 OKM Launch Meeting. Subject to ongoing modifications by SD23 Staff, Helsinki & Jyväskylä hosts and Ellison Tours, for best safety, budget and quality and timing of our trip.

**Finland Trip:** Traveling to Helsinki and Jyväskylä Finland will provide a group of students at OKM a unique school trip with hockey as the common connection between OKM and Schildtin High School, two hockey loving nations. It is a dream of many Canadian Children who plays hockey to represent their country at the national level. This trip will give these students the opportunity to do so. Although these students will not be a part of a Hockey Canada National team program, they are students in the OKM Hockey Canada Skills Academy who will practice and play hockey with Finnish students their own age.

The Finnish School system is one of the most innovative when it comes to student learning. OKM students on this exchange will be given the opportunity to learn in the Finnish school environment. Along with the hockey, the OKM students will experience the life of a Finnish school student. OKM students will be billeted with a Finnish family for five days and will attend classes at Schildtin Upper High School and participate in cultural events in Jyväskylä. Students will be billeted in pairs.

**Day 1 – DEPARTURE DAY: Friday Nov 22, 2019.**

9:00 am Arrive at Kelowna International Airport.

11:00 am Depart for Vancouver

1:30 pm Depart for Frankfurt Germany.

**Day 2 – ARRIVAL Frankfurt and Helsinki: Saturday Nov 23, 2019.**

8:15 am Arrive at Frankfurt Airport

9:30 am Depart for Finland

12:55 arrive at Helsinki Airport

2:00 pm Depart for Hotel in Helsinki.

3:00 pm arrive at Hotel rest and recovery from flight..

**Day 3 –Helsinki/Jyväskylä Sunday Nov 24, 2019.**

10:00 am Depart for Jyväskylä

1:30 Meet host families/Evening with host family.

**Day 4 –Jyväskylä Monday Nov 25, 2019.**

9:00 am to 12:00 noon School classes with host student.

12:00 noon to 12:40 Lunch

1240: to 3:00 Ice time with Skills Academy.

4:00 pm Free time with host Family for the evening.

**Day 5 —Jyväskylä Tuesday Nov 26, 2019.**

9:00 am to 12:00 noon School classes with host student.

12:00 noon to 12:40 Lunch

1240: to 3:00 Cultural Activity

3:30 to 5:00 Watch JYP Sr. Hockey Team Practice.

5:00 to 7:00 Host family time.

7:30 to 9:00 JYP Club team practice

**Day 6 —Jyväskylä Wednesday Nov 27, 2019.**

9:00 am to 12:00 noon School classes with host student.

12:00 noon to 12:40 pm Lunch

1240 pm : to 3:00 pm Ice time with Skills Academy.

Free time with host Families.

7:00 pm to 10:00 pm JYP Sr. Hockey club Game.

**Day 7 —Jyväskylä Thursday Nov 28, 2019.**

9:00 am to 12:00 noon School classes with host student.

12:00 noon to 12:40 pm Lunch

12:40 pm : to 3:00 pm Skills Academy

3:00 pm to 7:00 pm Free time with host Families.

7:00 pm to 10:00 pm JYP Jr Hockey club Game.

**Day 8 —Jyväskylä/Helsinki Friday Nov 29, 2019.**

Last day in Jyväskylä

9:00 am to 12:00 noon School classes with host student.

12:00 noon to 1:00 pm Fair well Lunch

12:40 pm : to 3:00 pm Skills Academy

1:00 Leave for Helsinki

4:00 pm Check into hotel

7:00 pm Watch Finnish Pro Hockey Game

**Day 9 —Helsinki Saturday Nov 30, 2019.**

A day of Touring and Shopping in Helsinki.

Possible guided tour of historic Helsinki.

Partake in city activities

Shop the Malls and shops of Helsinki.

Early to bed for an early Flight the next morning.

Times TBA.

**Day 10 –Helsinki/Kelowna Sunday Dec 1, 2019.**

5:00 am Depart hotel for Helsinki Airport.

6:55 am Depart for Frankfurt

8:45 am arrive at Frankfurt Airport

10:20 am Depart for Vancouver

11:35 am Arrive in Vancouver

1:15 pm Depart for Kelowna

2:14 pm Arrive back home !

“Buddy System” Supervision Rules: There are times, during the trip, where the students will be unsupervised by the OKM chaperones but with host parents or host students . We encourage the students to buddy up with there OKM partner at all times. We instruct the students that they are responsible for themselves AND their partner and expect nothing but the best behaviour. If at any time an OKM student gets separated from their host group or partner they ALL must follow the instructions on their Emergency cards IMMEDIATELY:

**First**, they read the emergency instructions that are printed on their “Emergency Cards”: *(1. Go to a public place, like a store. Phone until you hear from Mr. Corman, Mr. McKay or Ms. Ferguson – call their cells at ----- If you can’t get through, call the hotel. Still no contact? Phone home in Kelowna.)* Students will have 4 phone numbers to contact (SD23 teacher/chaperones and Ellison Tour directors); the phone numbers of the hotels. **Second**, we give them maps, and/or explain the boundaries wherein they can spend their free time.

**Third**, we have regular check-in times daily with the chaperones, where we head-count the entire group. If anybody is late, we start our “find them” protocols. If a student follows the instructions, they should be able to get help within minutes. If a student is late at a check time, we start phoning the hotel, venues, local authorities, Kelowna families, the police, etc., leaving contact instructions at each place. We assure them that they will not be given consequences for using the emergency system, even if they made a mistake to get themselves into the difficult situation. We have a ratio of students to teacher chaperones (30:3) that works well for the trip. Some adult chaperones will have First Aid certification. Night accommodation is in groups of 2 to 3 students, at host family homes or in hotels.

#### **Inherent Risks of Participating:**

Students who break rules could endanger themselves and/or others. Students who don’t have age-appropriate discretion and all risks inherent to poor decision making will put themselves and/or others at risk.. Hockey related injuries could occur while participating on skills practices; sprains, cuts, abrasions, concussions and other sports related injuries. All Inherent risks associated with travel by air and land; chartered busses in Finland and international flights. Hotel accommodation (shared rooms). Free time in buddy system. Visiting venues as per itinerary, walking in crowds in Finland; pickpockets (review itinerary).

Group of Students: OKM HCSA Students 9 - 12 No. of Students: 24 No. of Teachers/Supervisors: 3 SD23 Teachers/Admin; hired guides. Departure Date (M/D/Y): Nov 22, 2019 (subject to final bookings): Departure Time: 9:00 am. Kelowna International Airport \_  
Return Date: Dec 1, 2019. Arrival Time: 2:14 pm. Parent to pick-up students at Kelowna International Airport.

#### **TRANSPORTATION:**

School District Bus [ ] Wheelchair Access [ ] City Transit [ x ] Private Vehicle [x]  
Rented Vehicle [ ] Commercial Carrier [ x ] Foot/Bicycle [ x ] Commercial Flight [ x ]  
**Driven by:** District Driver [ ] Authorized Adult [ x ] Teacher [ x ] Commercial Driver [ x ]  
Authorized Student Driver (no passengers allowed) [ ]

#### **FIELD TRIP’S PLACE IN SCHOOL CURRICULUM:** Learning Outcomes to be achieved:

- i. Demonstrate skills and attitudes appropriate of an OKM students in the school environment in Finland.
- ii. Demonstrate ability to contribute to physical well-being of self and others while experiencing school and hockey in Finland
- iii. Understand differences and similarities between school life at OKM and high school in Finland.

- iv. Create a motivational goal for achieving high standards and outcomes in school and in hockey.
- v. Cultural exchange– social studies, school culture & other cross-curricular social and intrapersonal outcomes to be achieved in the planning and implementation.
- vi. Document their experiences and be able to share those experiences with fellow students and team-mates upon returning from Finland.

**Conditions and Terms from Ellison Travel & Tours:** *The Ellison & Tours Travel Company will make all bookings, as per the posted itinerary. **Price Guarantee:** The tour cost is based on the current exchange rate at the contract date. Should the exchange rate fluctuate before the first per person payment is paid, adjustments to the tour cost will be made accordingly. Please note once the first per person payment is paid, the contract tour cost is guaranteed. Prices are subject to change for matters over which Ellison Travel & Tours Ltd. has no control, such as fuel surcharges, government taxes, airline schedule changes or cancellations which are imposed by one of our suppliers. **Changes to the Tour:** The tour cost is based on the prices and exchange rates in effect on the date of the current contract. You will be notified if increases are imposed by airlines, suppliers or governments and will be reflected on the final invoice. Should the number of participants change, it may be necessary to revise components of the tour or adjust the cost to cover these differences. Ellison Travel & Tours Ltd. reserves the right to alter the itinerary as required for the comfort, convenience and safety of the participants and for the proper management of the tour. **Cancellation Penalties:** Initial proposal is completely free of charge **First and Subsequent Per Person Payments:** Individual payments – non-refundable **Final Payment:** 100% non-refundable **Insurance:** Ellison Travel & Tours Ltd. strongly recommends that all passengers are insured for medical expenses, baggage loss or damage and trip cancellation or interruption. Many group leaders prefer to have the insurance included in the tour price to ensure everyone is covered. **Responsibility:** Ellison Travel & Tours Ltd. will have no liability for inconvenience, injury, delay, airline schedule changes or cancellation due to war, riot, terrorist activity, natural disaster, sickness, weather conditions, airport regulations or other circumstances considered Acts of God. **Visa and Passports:** Passengers must have valid passports for travel abroad and visas for some countries. Ellison Travel & Tours Ltd. does not accept responsibility for passengers who do not meet correct visa and passport requirements. Entry to another country may be refused even if the required information and travel documents are complete. **CANCELLATION PENALTIES:** tickets are 100% non-refundable once purchased all payments received by Ellison Travel & Tours are 100% non-refundable*

**PLEASE SIGN, DETACH, AND RETURN THE NEXT 3 PAGES TO OKM BY March 4, 2019**

## OKM HCSA Finland 2019 Trip: PARENT/GUARDIAN CONSENT

I have read the description of activities, understand that there are inherent risks attached to this activity and accept these risks. I also understand that all of the requirements of the school Code of Conduct apply while students are on field trips, and I will repay the school for costs if it is necessary to send this student home by means other than as stated above. I will take the full responsibility of ensuring that my son/daughter has a valid passport for our time of travel, and will assume all financial consequences should my son/daughter's passport (or other needed documents) not satisfy the rules for international travel. Further, I agree as follows:

- I have reviewed the posted itinerary and accept the personal onus to research the activities to fully understand the nature of all of the associated risks.
- I accept that my son/daughter's participation in this tour is subject to their individual readiness, maturity, and resilience for the intense rigours of international group travel.
- I have reviewed and I accept the terms (inclusions and exclusions) of the required "Manulife Ellison Youth Package" Insurance (posted at [www.okmhcsa.weebly.com](http://www.okmhcsa.weebly.com)), and contact Ellison Travel & Tours and/or Manulife Insurance for further clarification if needed.
- I agree to support the rules as per the required "Finland Tour Behaviour Contract" (attached)
- I agree to allow both SD23 staff to have access to confidential data, for the purposes of the tour.
- I accept there will be no travel deviations allowed whatsoever.

Consent is given for \_\_\_\_\_ to participate and travel as described.

**PRINT:** Student's Legal Name: (First, Middle, Last Name): \_\_\_\_\_

Date of Birth \_\_\_\_\_ Student's BC Medical# \_\_\_\_\_

Medical concerns, allergies, medication requirements (**attach letter if needed**) \_\_\_\_\_

\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Please note:** In addition to these required SD23 forms/paperwork, there will be also be upcoming additional online forms for parents to submit via the OKM HCSA website. This will give us the best electronic data directly from parents, for crucial information such as dietary restrictions, emergency contact information*

# OKMHCSA Finland 2019 Trip: BEHAVIOUR CONTRACT

For: \_\_\_\_\_  
(Student's Name)

Because all of following rules are for the safety of all tour participants, they will be strictly enforced. All School District 23 rules governing student behaviour are in effect before, during and after the tour. This is a fully optional and trip. At the discretion of SD23 staff, any student who raises concerns regarding their ability to make proper behavioural decisions, comply with rules, and/or may struggle with the physical/emotional resilience and readiness needed to self-regulate and manage the possible rigors of international travel, may be withdrawn from this non-refundable tour.

- In case of illness (self or others), students will immediately contact a teacher during the day, or hotel reception desk at night (which is the surest way to reach a teacher at night).
- You will not arrange to meet or associate with anybody outside of this tour without prior timely arranged written consent from teachers and parents.
- Mature, responsible, and resilient behaviour is required. Courtesy and respect will be given throughout the tour. Any consequences will be accepted graciously.
- Smoking (and all tobacco) and intoxicants (alcohol/drugs) in all forms are not permitted, under any circumstances. If you break this rule - the consequences will be extremely severe.
- Medications must be noted on the medical form. If you have food allergies/sensitivities, you will remind all servers of food (restaurants) to ensure you are satisfied and safe.
- You will not drive any type of motor vehicle.
- You will be on time for all check-ins, and strictly obey "Buddy System" rules.
- Both the student, and at least one parent must sign up for the Google Classroom notification service to receive group texts and/or emails as both a courtesy, and to expedite emergency group contact (see website).
- **HOST FAMILY AND HOTEL SAFETY:** You will never be alone, anywhere in a hotel or while staying with your host family. While in the hotel, during the designated times at night, you will NEVER open the door, for any reason (except if there is a fire alarm). For any nighttime emergency, you must contact the hotel front desk for assistance (they will contact a teacher). If these rules are broken, there will be severe consequences.

I, \_\_\_\_\_ (student's name), do hereby certify that I have read and understood all the rules (above) with my parent/guardian, and have asked for clarification if needed. I understand that breaking these rules could put myself and others at risk. I hereby pledge and promise that I will honour all the above rules.

**SIGNATURE BY STUDENT:** \_\_\_\_\_

I, \_\_\_\_\_ (print name) am the parent/guardian of \_\_\_\_\_. I understand that the above rules are for the safety of all participants of the trip, and, since this is a School District #23 undertaking, all school rules apply, at all times, during the trip. I hereby acknowledge that I have read each of the above rules together with my son/daughter, and have asked for clarification from OKM, if needed. I agree to immediately pay for all extra expenses incurred should my child, upon the assessment of SD23 staff, have to be withdrawn or sent home from the trip, accompanied by a chaperone, as a possible consequence for breach of this contract.

**SIGNATURE OF PARENT/GUARDIAN:** \_\_\_\_\_

Date: \_\_\_\_\_

# Travel Out of Country Disclaimer.

Parents, you are aware of and agree to the School Board Out of Country Travel policy.

*If Students will be travelling out of country: Parents you are aware that **a)** the school board can make the decision to cancel a field study trip for any purpose before or during the trip; and **b)** should any situation arise that results in students or staff being excluded from a field study trip across an international border, including being denied entry to another country despite having the appropriate documentation, the field trip will be cancelled and the group as a whole will return home and not proceed. Our school district is multicultural and inclusive and these essential principles of our school system are integrated into all of our policies, programs, operations and practices including field study trips.*

I, \_\_\_\_\_ (print name) am the parent/guardian of \_\_\_\_\_. I understand the above policy as it pertains to travelling out of country across international borders. I hereby acknowledge that I have read policy and have asked for clarification from OKM, if needed. I agree to immediately pay for all extra expenses incurred should this policy be enacted..

**SIGNATURE OF PARENT/GUARDIAN:** \_\_\_\_\_

Date: \_\_\_\_\_