

Suffield Public Schools  
Field Trip/School Sponsored Trip Request Form

**Directions:** Form to be completed by Advisor of the field trip. The completed form needs to comply with all regulations found in Policy #6153.

Date of Request: Sep. 30, 2019

Type of Trip:            Field Trip            Extracurricular            Athletic            International

**NOTE:** Out of state or overnight trips must be approved by either the Superintendent or his/her designee and the Board of Education. (See Regulation #6153)

Advisor: Carl Casinghino

Date(s) of Trip: February 10-19, 2020

Destination: Paris, France and Tours, France

Number of Students: 12

Number of Chaperones: 2 (see Regulation #6153 – Chaperone guidelines)

Has disclosure form been completed for all chaperones that are not Suffield Public School employees and are chaperoning an overnight trip?

All employees.

Yes

No

N/A

Has chaperone information, including applicable Board of Education policy(ies) been delivered to chaperones?

Yes

No

Cost of trip (include information regarding payment of expenses and any financial penalties that may be incurred):

\$ 2750 (Tour with Prometour Company)

Insurance Certificate Required: Yes No

Mode of Transportation: Bus / Plane

Explanation of Trip:

Trip to France for French language and culture immersion experience. Travel to Balzac High School in Tours, France for family stay with correspondents and five days and nights in Loire River Valley. Then travel to Paris for visit of city and cultural attractions (Louvre, Montmartre, Jardin du Luxembourg, etc.) for three days.

Educational Purpose:

- Immersive language experience.
- Visit actual high school in France, attend classes, and take part in daily life.
- Experience cultural activities and investigate firsthand topics related to course themes (French Impressionism, open markets, Louvre, etc.)

Itinerary:

Departure Monday evening, February 10. Arrival Paris 2/11 - travel to Tours and meet families. 2/11-16: Home stay in Tours, visits of local attractions, attend high school classes, organized group team building activities at school. 2/16: Travel to Paris. 2/17 - visit Louvre and guided tour of Paris. 2/18 - Versailles and visit Paris. 2/19 - Return home.

-----

Advisor's Signature: \_\_\_\_\_

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

Principal Signature: \_\_\_\_\_

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

Superintendent/Designee: \_\_\_\_\_

☒ Approve

☐ Deny

Superintendent/Designee Signature: \_\_\_\_\_

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

Board of Education: \_\_\_\_\_

☐ Approve

☐ Deny

Board Chair Signature: \_\_\_\_\_

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

Updated 9/16/18

Sample / Draft.

RE: Advanced French Trip to Balzac High School in Tours, France  
September 26, 2019

Dear Student and Parent or Guardian,

At the current time, the World Languages department at Suffield High School is planning to run a trip to France open to Advanced Placement and French 5 classes during the February Vacation, 2020 in order to visit a French high school in Tours, France and to engage in a tour of Paris and the Loire River Valley. This trip is currently subject to Board approval.

The trip is planned to be from **Monday evening, February 10 to Wednesday, February 19**. The projected trip that we will run involves two phases: 5 nights (and 5 ½ days) in Tours with a host family followed by three days and nights in Paris. Students will stay with a family of one of the students of the class with whom we communicate during the school year. During the week, students will join their hosts at school and go to classes and take part in their daily life.

This projected cost includes plane fare, hotel and meals in Paris (except lunch), events and entry fees, and all trains and transport during our 10-day trip.

Total Cost: \$2750

- Primary payments will be due to Prometour, with some made to a school account for bus fares to airport, tips, and contingency.
- \$500 Deposit due on October 25.
- Balance of payment to Prometour will be due on December 5 (exact cost to Prometour depends on number of travelers on the trip).

Participating in a scholastic trip abroad offers students a variety of benefits, particularly one that involves home stay and a high school visit. Travel can add new dimensions to students' formal curriculum, expanding their view of the world and their perspectives on themselves and their own culture. Direct exposure to a foreign culture can equal months of classroom study. Language skills can be practiced and improved, and students will develop a stronger appreciation and interest in history, literature, and the arts. It can make this language and culture they've been studying to become suddenly *real*.

As you may know, we have already begun correspondence with students from Balzac high school and we are planning on further video exchanges. During the coming weeks, we will match all traveling students with hosts from the Lycée Balzac, so the students will be familiar with their host friends and families before departure. All participants share information and communicate clearly to arrange the most beneficial experience.

If you are planning on participating on this trip, please sign and hand in the following intention form as soon as possible. Since this trip involves coordination with families and staff of Lycee Balzac in Tours, the number of spaces is limited. There will be an informational meeting on **Tuesday, October 1 in Room 203 at 6:00 P.M.** If it is your intention to take part in this trip, please return the attached form by Monday, September 30.

If you have any further questions, please contact Mr. Casinghino at [ccasinghino@suffield.org](mailto:ccasinghino@suffield.org).

Sincerely,  
Carl Casinghino  
AP French Instructor



## 2020 Trip to France - High School Immersion - Tours & Paris

### DAY 1: Monday 10-Feb-2020 TRAVEL TO FRANCE

Board your flight in Boston and fly through the night to **France**

### DAY 2: Tuesday 11-Feb-2020 PARIS- TOURS EXCHANGE PROGRAM

Take a **TGV high speed train** to Tours

Your Tours host family will welcome you at the train station and take you to their home.

Get to know your host family followed by dinner and overnight accommodation

### DAY 3 - DAY 6: Wednesday 12-Feb-2020

to Saturday 15-Feb-2020 TOURS EXCHANGE PROGRAM

### DAY 7: Sunday 16-Feb-2020 TOURS EXCHANGE PROGRAM- PARIS

Say a fond goodbye & thank you to your host families

Transfer from your exchange school to the Tours train station

Take a **TGV high speed train** to Paris

Meet your **French Prométour Tour Director** upon arrival at the train station

Walk through the **Quartier Latin** and see the **Luxembourg Gardens**, the **Pantheon**, the **Sorbonne University** and **Eglise St-Sulpice**

Climb to the top of the **Arc de Triomphe** - dinner and overnight in hotel

### DAY 8: Monday 17-Feb-2020 PARIS

Breakfast at the hotel with your group

Have a guided tour of the **Musee du Louvre**; visit of Paris to many landmarks.

Visit **Eiffel Tower** and dinner

Overnight accommodation in Paris

### DAY 9: Tuesday 18-Feb-2020 EXCURSION: VERSAILLES

Board the RER and head to **Versailles**

Board the RER and return to **Paris**

Discover **Quartier Montmartre**, known as "la Butte" and make sure to enter the **Sacre Coeur Basilica**

### DAY 10: Wednesday 19-Feb-2020 PARIS- RETURN HOME

Breakfast at the hotel with your group

Transfer by motor coach from your hotel to the airport

Say a fond *Au Revoir* to your French Prometour Tour Director

Board your flight in Paris and begin the journey back to Boston



STUDENT  
PERMISSION FOR FIELD TRIP

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Address: \_\_\_\_\_ Tel. #: \_\_\_\_\_

Destination: France –Tours (Loire River Valley) and Paris

Date of Trip: February 10 to February 19, 2020

Contact Person: SHS: Carl Casinghino

1-860-668-3810

Purpose of Visit: For students . . .

- to visit a French high school and spend several days with French students of their grade level
- to stay with a French family in a home situation
- to speak French in a Francophone setting for an entire week
- to engage in a hands-on study of French culture and history: museums and landmarks in Paris; chateaux and countryside in the Loire river valley
- to have an intensive language preparation experience in support of the rigor of advanced language courses (including AP)
- to serve as ambassadors for our school and community in the high school that participates in our teleconferencing exchange

\_\_\_\_\_  
Student Signature

I hereby grant permission for my son/daughter \_\_\_\_\_ to participate in the above mentioned trip.

Are there any medical conditions that we should be aware of? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

Teacher permission: 1 \_\_\_\_\_  
2 \_\_\_\_\_  
3 \_\_\_\_\_  
4 \_\_\_\_\_  
5 \_\_\_\_\_  
6 \_\_\_\_\_  
7 \_\_\_\_\_

