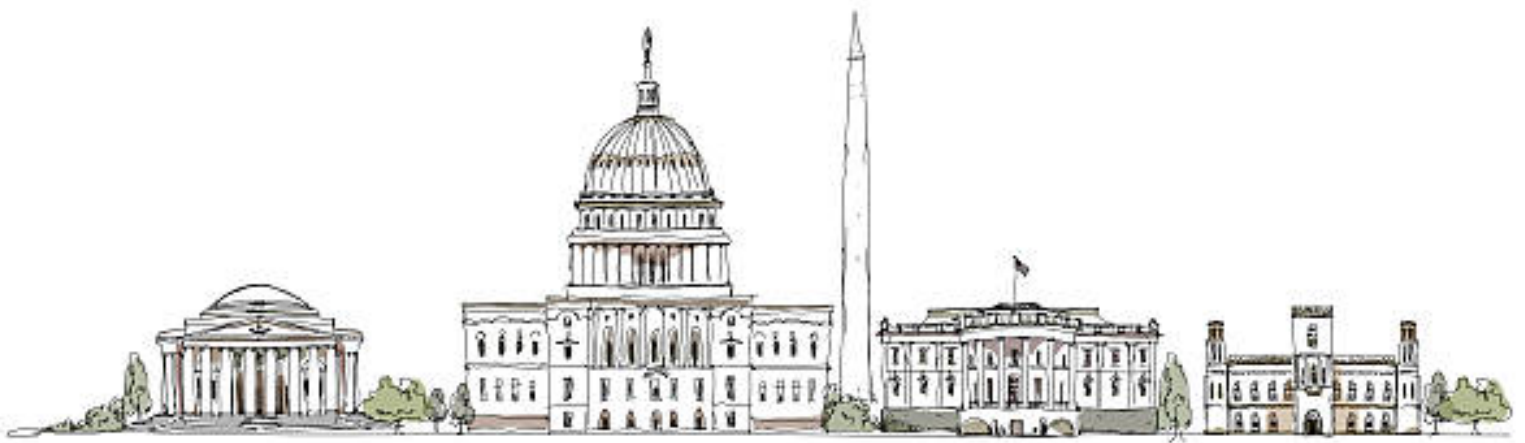


Poland Junior High
8th Grade
Washington, D.C. Trip
May 20-22, 2026
Fall Parent Meeting



**Please read over the information in this
packet and retain it for your records.**

Direct questions to:

Abby Aebischer at 330-757-7018 Ext. 37426 or aaebischer@polandschools.org

Janice Hohloch at 330-757-7018 Ext. 37440 or jhohloch@polandschools.org

September 16, 2025

Dear Parents and Guardians:

The planning for the Washington, D.C. trip is well underway. We hope this tradition will add to your students' appreciation of history, civics, and diversity. We will leave Poland Seminary Junior/Senior High School on **Wednesday, May 20 and return on Friday, May 22, 2025.**

While we desire to include all students in this trip, we cannot jeopardize the safety of others by taking a student who has not demonstrated trustworthiness throughout the school year. Therefore, the administrators reserve the right to refuse participation at any time to students who:

- Have displayed a consistent lack of responsibility in adherence to the student code of conduct or have committed an act worthy of exclusion
- have excessive absences
- have lacked academic effort

While attending the Washington, D.C. trip, students remain under school rules. A student who creates a significant disruption of the tour, or who creates a danger for themselves or others, may be returned home at the expense of the parents.

Sincerely,

Abby Aebischer, trip coordinator

Janice Hohloch, trip coordinator

Alaina McMahon, trip coordinator

Kevin Snyder, principal

Mike Daley, assistant principal

DC TRIP Rules & Regulations

1. There are no alcoholic beverages, cigarettes, tobacco, or drugs permitted. Parents are advised to check luggage before the trip. School administration or a designee will check bags prior to loading the buses. Bags and luggage are subject to search randomly and/or with reasonable suspicion throughout the trip.
2. Medications (including over-the-counter) are not to be in a student's possession at any time on the trip (excluding inhaler / epi-pens). All medications must be turned into the nurse **two weeks prior to the trip** along with a "Medication Administration Record" (MAR), *signed by a medical provider*. All medication will be administered by school personnel **only**.
3. Room checks will be taken upon arrival at the hotel to make certain everyone is in their assigned room. Once in the room, *no one is permitted out of that room* without permission of the chaperone, and only in an emergency. The doors are to be locked and opened only for authorized chaperones.
4. Noise levels in the hotel rooms, hallways, buses, restaurants, and buildings must be kept low.
5. Students are responsible for all money and possessions brought on the trip.
6. Whenever you are on the bus, you must abide by the bus driver's commands at all times. Movement around the bus must be kept to a minimum.
7. Eating snacks on the bus may be permitted on the days that meals are spread out longer than usual. Extra care must be taken to assure a clean bus, and keep sick students at a minimum. **The only beverage permitted on the bus is WATER**. Do not litter; the buses must be kept clean.
8. Gum chewing and candy are not permitted on the bus or in Government buildings to avoid possible damage.
9. Energy drinks are ***strictly prohibited*** on this trip.
10. Students are responsible for all property in the hotel room. Upon arrival, each room will complete a damage report, which chaperones will collect.
11. **You must abide by the dress code and all other school rules** since this is a school field trip. (See "What to Wear – What to Pack")
12. In summation, remember: Every precaution has been taken to ensure your safety and welfare. All of you are "ambassadors of our community," and what you say and do reflects your home, school, and community. We are proud of you and are happy to share this experience!

THIS COPY IS FOR YOUR RECORDS.

YOU WILL SIGN AND RETURN A SECOND COPY.

Electronic Devices

We reserve the right to confiscate any electronic equipment that disrupts the educational purpose of this field trip.

Reading material or small games may be taken for the bus trip. You **must** use headphones for any electronic devices taken on the bus. We are not responsible for lost or stolen items. Please **do not** take any electronic games or equipment that plug into the TV.

Electronic devices for listening to music and reading are permitted for use on the bus traveling to Washington, D.C. and traveling home. They are **not** to be used on the bus during the tour.

Electronic Act - means an act committed through the use of a cellular telephone, computer, personal communication device, or other electronic communication device. Students found responsible for harassment, intimidation, or bullying through written, verbal, physical, or electronic acts can be administered discipline consequences ranging from, but not limited to detention, suspension, expulsion and/or the involvement of local authorities.

Restrictions and Expectations:

1. Mobile phones must be muted at all times.
2. Use of mobile phones for any voice communication is not permitted while on the bus, during touring, and/or anytime you are with a chaperone.
3. Texting and/or wearing earbuds while touring or when receiving instructions is prohibited.
4. Mobile phones may possess advanced functions including Internet access, eReader, and video/audio functions. Use of these functions throughout the trip is at the discretion of the chaperones.

The following actions are strictly prohibited and will result in possible consequences ranging from, but not limited to detention, suspension, and/or expulsion upon return to school, dismissal from trip, and/or the involvement of local law enforcement:

5. The video/audio recording or photography of students or chaperones without their consent.
6. Accessing, sharing, disseminating inappropriate content including pornography, material with abusive language, drug/alcohol/weapon related content, or any information that can be deemed harmful to minors.
7. Any and all harassment/bullying and intimidation behaviors per the Ohio Revised Code definition which follows:

Harassment, intimidation, or bullying means either:

- a. Any intentional written, verbal, electronic, or physical act that a student has exhibited towards another particular student more than once and the behavior both
 - i. causes mental or physical harm to the other student
 - ii. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.
- b. Violence within a dating relationship.

What to Wear-What to Pack

1. While representing our school and community in our nation's capital, shirts that have silk-screened pictures or "off-color" remarks are not permitted. Hats are not to be worn at any time. SWEATS AND/OR ATHLETIC WEAR ARE NOT PERMITTED. Also NOT PERMITTED are CROP tops (midriffs must be covered). Clothing fads cannot be anticipated and will be addressed as necessary.

Remember, Washington is generally a few degrees warmer than Poland; however, jackets may be needed, especially in the evening. Check the weather before we leave! ALL STUDENTS ARE REQUIRED TO HAVE A JACKET FOR THE TRIP. ***Recommended: Jackets with hoods that are NOT made of sweatshirt material in case of rain.***

2. Wear comfortable shoes that are good for walking, walking, and more walking. Tennis shoes are best. No flip-flops, slides, slippers, or Crocs.
3. Think about the outfit you put on Wednesday morning-you will be wearing it all day! Be sure you have your jacket on the bus with you every day.
4. We will leave the hotel each day early in the morning for a full day of activities. We will not return to the hotel until late p.m. If you need contact lens solutions, tissues for allergies, etc. you *must* take them with you. It will be safe to leave these items on the bus.
5. Boys - Nice pair of pants/shorts with a nice top.
6. Girls - Nice pants, skirts, skorts, or capris with a nice top and/or dresses.

Clothing must follow the school dress code

SUGGESTED PACKING LIST

ONE SUITCASE PER STUDENT (SUGGESTED medium or small suitcase/duffle bag) - Make sure to clearly mark your luggage for quick identification. Each student will carry his or her own suitcase to and from the bus. One carry-on of a reasonable size that will fit underneath the seat is permitted on the bus for phone, jacket, etc.

PLEASE LABEL ALL ELECTRONIC DEVICES.

Please bring a **PACKED LUNCH** to be eaten at the rest stop Wednesday afternoon. This is only a 30-minute stop; there is no time to purchase food.

CLOTHING:	PERSONAL ITEMS:
<ul style="list-style-type: none"> ● 3-4 comfortable outfits ● 1-2 pairs of <i>comfortable</i> shoes ● sleepwear ● jacket ● 3-4 pairs of socks 	<ul style="list-style-type: none"> ● soap, shampoo ● toothbrush, toothpaste ● toiletries, Band-Aids, <u>deodorant</u> ● flat iron/blow dryer/curling iron ● towels furnished by the hotel <ul style="list-style-type: none"> ○ <i>The hotel provides one towel per person, per day. If you require more than one towel, bring your own and a plastic bag to put them in.</i> ● umbrella and/or poncho ● sunscreen ● phone charger ● bottled water (recommended 3 per day) <p><i>*The tour company provides water and ponchos if needed. Students are still encouraged to bring their own water!</i></p>
For the Bus:	
<ul style="list-style-type: none"> ● pillow ● Blanket ● light snacks/water ● Small draw-string/bus bag: <ul style="list-style-type: none"> ○ sunscreen ○ umbrella ○ jacket ○ phone charger 	



Washington, D.C. May 20-22, 2026

Medication Administration Record (MAR) ** ONE medication per form **

Student Information

Student Name		DOB
School	Year	
Known Allergies	Height	Weight

Prescriber Authorization

Name of Medication ONE PER FORM		Reason for Use
Dosage	Route	Frequency
Special Instructions		
Prescriber Signature		Phone
Prescriber Name (print)	Date	Fax

Licensed
Health Provider
Sign

Parent/Guardian Authorization

<input checked="" type="checkbox"/> I authorize an employee of the school board to administer the above medication. <input checked="" type="checkbox"/> I authorize the licensed healthcare professional to talk with the prescriber or pharmacist to clarify medication order.			
<input checked="" type="checkbox"/> Medication form must be received by the principal, designee, and/or the school nurse. <input checked="" type="checkbox"/> I understand the medication must be in the original container and be properly labeled with the student's name, name of medication, dosage, and strength.			
Parent/Guardian Signature	Date	#1 Contact Phone	#2 Contact Phone

Parent Sign

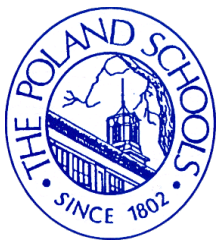
Parent/Guardian Self-Carry Authorization (if applicable)

<input type="checkbox"/> For Epinephrine Auto Injector: As the parent/guardian of this student, I <u>authorize my child to possess and use an epinephrine auto injector</u> , as prescribed, at the school and any activity, event, or program sponsored by or in which the student's school is a participant. I understand that a school employee will immediately request assistance from an emergency medical service provider if this medication is administered. I will provide a backup dose of the medication to the school principal or nurse as required by law.			
<input type="checkbox"/> For Asthma Inhaler: As the parent/guardian of this student, I <u>authorize my child to possess and use an asthma inhaler</u> as prescribed, at the school and any activity, event, or program sponsored by or in which the student's school is a participant.			
Parent/Guardian Signature	Date	#1 Contact Phone	#2 Contact Phone

*****STAFF USE ONLY***** Medication Documentation Record (MDR) *****STAFF USE ONLY*****

Month	May		
Day	20th	21st	22nd
Time given and initials			

Nurse/Staff Signature _____ Initials _____



Poland Seminary Junior Senior High School

Kevin Snyder, Principal
Michael Daley, Assistant Principal
3199 Dobbins Road
Poland, OH 44514

Phone: (330) 757-7018 Fax: (330) 757-2305
www.polandbulldogs.com

... a tradition of excellence

Medication Administration Guidelines

These are the guidelines for medication administration in the Poland schools as reflective of Board Policy 5330 & Ohio Revised Code 3313.

- **ALL MEDICATION** must be delivered to the school by a parent/guardian in the **original container** labeled with the student's name. Medications that are not in the original container **WILL NOT BE ACCEPTED.**
- **ALL MEDICATION, BOTH prescription and over-the-counter** must be accompanied by a medication form that has been signed by **BOTH Licensed Health Care Provider** (Doctor-MD/DO, dentist, orthodontist, CNP, or PA), **AND the parent/guardian.**

Forms are available on the school website or in the school clinic.

Only ONE medication can be listed per form.

Medication forms are VALID ONLY for the current school year.

- Students are **not permitted to carry ANY** medications in school, unless it is an Epinephrine auto-injector or rescue inhaler (a signed medication form must be on file in the school clinic).

ANY QUESTIONS OR CONCERNS PLEASE CALL:

Holly Lefoer: PSJSJS (330)757-7018, #6, or extension 37334
School Nurse