



EDUCATION COMMITTEE OF THE WHOLE

TUESDAY, May 17th, 2022
2:30 p.m.
VIA ZOOM

Mandate:

To discuss and make recommendations to the board on the general directions for education in the district, and to serve as a vehicle for regular reports to the board on educational programs and services.

Facilitator: Trustee Laura Godfrey

Join Zoom Meeting
<https://sd69-bc-ca.zoom.us/j/3546156423>

- 1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES**
- 2. OPENING COMMENTS**
- 3. SHARED LEARNING**
 - a. Presentation - Social Prescribing - Dr. Sandra Allison
 - b. Kwalikum Secondary School Presentation on NOIIE/Student Voice – Social Justice
 - c. Kwalikum Secondary School Trip Request for Approval in Principle (Germany, Czech Republic, Austria and Switzerland) for March 2023 p 1-21
 - d. Update from Director of Instruction
- 4. INFORMATION**
 - a. Registration Update
 - b. FSA Summary
 - c. Extended Time for June Meeting for Learning Grant Presentations
- 5. ITEMS FOR DISCUSSION**
- 6. QUESTION PERIOD**
- 7. FUTURE TOPICS**
- 8. NEXT MEETING DATE:**
 - Tuesday, June 21st, 2022 at 2:30 p.m. (via Zoom until further notice)
 - Agenda will be Presentation of Learning Grant Projects 2021-2022
- 9. ADJOURNMENT**



FORM SD69-FE04A

Category 4 Field Experience

REQUEST FOR PRELIMINARY APPROVAL (APPROVAL IN PRINCIPLE)

Out of Province but within Canada and/or Continental USA or Off-Continent

RECEIVED

APR 26 2022

RECEIVED

APR 19 2022

Definition: Excursions of this type require an additional level of approval by not only the Principal, but also by the Board of Education. These field experiences involve travel outside of British Columbia, where students can be immersed in the language and culture of another area (e.g.: cultural and linguistic exchanges, music competitions, etc.)

APPROVAL CHECKLIST (Check if answer is yes)

- ☒ Have you referred to the Field Experiences Resource Book for additional policy information and risk-assessment guidelines?
- ☒ Has the field experiences excursion been organized in compliance with School District 69 (Qualicum) Board of Education policies, particularly Policy 5020 Field Experiences (Trips) and Field Experiences (Trips) Resource Book?
- ☒ Have you ensured that appropriate supervision ratios have been met (See Field Experiences Resource Book - Supervision Ratios)
- ☒ Plan to ensure appropriate level of supervision and support for students based on gender/gender identity attached
- ☒ Will the Parent Consent Form include appropriate detail, including: reference to a developed safety plan, reference to student behavior expectations, details of the activities to be undertaken during the excursion.
- ☒ Educator-in-charge to forward following information to School Principal for review and approval:
- Form SD69-FE04A Request for Preliminary Approval of Category 4 Field Experiences
 - Cover letter from Educator-in-charge outlining specific objectives, proposed follow-up activities, and presentation(s)
 - Parent Information Letter
 - Schedule/Itinerary
 - Class List
 - Third Party Waiver (if applicable)
 - DRAFT Service Provider Proposal, Agreement and/or Contract
- ☒ In addition to above information, Educator-in-charge MUST have on file:
- FORM SD69-FE14 Category 3 and/or Category 4 Field Experience Educator-in-charge Checklist
 - FORM SD69-FE15 Category 3 and/or Category 4 Field Experience Educator-in-charge Planning form
- ☒ Principal to forward copy of following information to District Office for review and Board of Education approval:
- Cover letter from Educator-in-charge
 - Letter of Support from Principal requesting preliminary approval from the Board of Education
 - FORM SD69-FE04A Request for Preliminary Approval of Category 4 Field Experiences
 - Parent Information Letter
 - Schedule/Itinerary
 - Third Party Waiver (if applicable)
 - DRAFT Service Provider Proposal, Agreement and/or Contract

SCHOOL NAME: KWALIKUM SECONDARY**Educator-in-Charge:** Jaret Abel**Proposed Destination:** Germany/ Czech Republic/ Austria/ Switzerland**Proposed Departure Date:** Spring Break 2023**Proposed Return Date:****Area of Study:** History**Grades:** 10-12

Educational Purpose of Trip: To have a first person experience with historical sites of Cold war, World War 2 and specifically the Holocaust. In order for students to acquire a proper sense of the Jewish Genocide of World War 2, the visit to Dachau concentration camp offers a compelling voice from our recent, grisly past, warning and pleading "Never Again". Experiencing the iconic Berlin Wall and associated cold war sites in Europe will bring to life the personal cost of living in a divided world. Experiencing these locations will support students understanding of course content in Genocide Studies 12, History 12 and Socials 10.

Total No. of Students: 25**Total Projected Cost:** \$3830/ student participant**Projected Cost per Student:**

\$3830

Projected Built-in Cost per Teacher:

N 6:1 ratio N 600/adult

Projected Cost to Teacher (if any):

500 - addition teacher cost

Proposed Excursion Details (Planning Form attached): ☒ Yes - ☐ No (If no, please explain below)

Plan to ensure appropriate level of supervision and support for students based on gender/gender identity.

Indicate if supervisors will be teachers, volunteers or other:

The supervisors will all be teachers from SD69. There will be a ratio of approximately 6 students: 1 teacher. Looking to have a balance of 2 male and 2 female supervisors.

Category 4 Out of Province Field Experience – Preliminary Approval**Educator-in-Charge (please print):**

Jaret Abel

Date (day/month/year):

15/04/2022

Educator-in-Charge signature:**Principal Name (please print):**

Lori Marshall

Date (day/month/year):

15/04/20202

Signature indicating preliminary approval:



FORM SD69-FE15

Category 3 and/or Category 4 Field Experience

Educator-in-Charge Planning Form

School:	KWALIKUM SECONDARY		Destination:	Western Europe	
Trip Date:	Spring Break 2023		Departure Time:	Return Time:	
Educator-in-Charge:	Jaret Abel		Email:	jabel@sd69.bc.ca	
Phone:	250 951 5228				
Area of Study:	Genocide/ History field experience				
Purpose of Trip:	Field Experience				
Grade/Homeroom:	10-12		# of Students:	TBD but planning is on a 6 student: 1 supervisor ratio	
SUPERVISOR NAMES (PRINT NAMES BELOW)			STAFF (S) / VOLUNTEER (V) / OTHER (O)		
Educator-in-Charge:	Jaret Abel				
Other Supervisor:	Lori Marshall				
Other Supervisor:	TBD				
Total # Supervisors:					
Name of Service Provider ("SP") (if applicable): EF Tours					
SP Contact Person Name: Shirley Zhang			SP Telephone #: 778-372-2072		
TRANSPORTATION (CHECK ALL THAT APPLY)			ESTIMATED COST OF TRIP		
Method:			Sources of Funding (e.g. cost/student, other sources):		
<input checked="" type="checkbox"/> Walking			<input checked="" type="checkbox"/> Professional Driver		
<input checked="" type="checkbox"/> School Bus			<input type="checkbox"/> Volunteer Driver (staff/other supervisor)		
<input checked="" type="checkbox"/> Public Transit			<input type="checkbox"/> Other (specify):		
<input checked="" type="checkbox"/> Charter Bus			EQUAL ACCESS FOR ALL STUDENTS:		
<input type="checkbox"/> 15 passenger van			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See attached		
<input type="checkbox"/> Rental Van			Special Needs Addressed:		
<input checked="" type="checkbox"/> By Service Provider			<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/> See attached		
<input type="checkbox"/> Other (specify):			Alternative Activity for Non-participants:		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			Contingency Plan:		
EDUCATIONAL VALUES					
Goals and/or Student Learning Outcome: To build understanding of the human impact of Genocide and war. Connecting concepts that are presented to the physical spaces that we will be walking through will bring historical events to life. Developing cultural appreciation to foster tolerance for peoples differences will be achieved by working in a varied group and having to interact with European hosts. The overall experience of international travel will build confidence in the students to take on the new experiences.					
Activity(ies) that will occur (or include on Attached Program/Activity/Trip Plan and/or Itinerary Card): Outline of trip included					
Student Preparation (e.g. re: knowledge, skills, attitudes, fitness): Lunch hour sessions will be offered in the months that lead up to the trip. Topics that will be covered will be focussed around building an understanding of the causes of Genocide with specific examples provided from World War Two and the Cold War. Explanation of the importance of Berlin and Dachau concentration camp will be highlighted. As the trip planning progresses there will be trip safety plans presented, how to travel safely and cultural awareness activities.					
Follow-up Activity(ies) that will occur: Lunch hour classes will be offered to work on completing the Independent Directed Studies project.					
SAFETY GUIDELINES					
I am familiar with relevant Board policies, district procedures, the School District 69 (Qualicum) Field Experiences Resource Book, and the YouthSafe Outdoors: Safety First! Guidelines for BC School Off-Site Experiences (2005): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
Safety Plan: Briefly describe (or attach in Detailed Trip Plan) the risk assessment and safety planning process to address any key risks related to the environment (e.g. weather, terrain/site, wildlife):					
Activity (e.g. transportation, outdoor pursuits/aquatic specific):					
Group (e.g. clothing, equipment, water, food, behavior):					
SUPERVISION PLAN					
Briefly describe the supervision processes to be used (e.g. large or small group setting(s), lead/sweep, head counts, buddy system, level of supervision [constant visual, on-site, in the area], other elements of supervision plan as relevant: Supervision is on a 6 student: 1 educator ratio. Additionally, students will be utilizing a buddy system. Students will be provided with cell phone numbers of all supervisors to be used if there is a need to connect while on the trip. We will have a tour director with us for specific site safety considerations.					
VOLUNTEER PLAN					
Process to identify volunteer candidates:					
Volunteer screening processes (check all that apply): <input type="checkbox"/> Criminal Record check <input type="checkbox"/> Reference check					
Volunteer briefing process re: their roles and responsibilities (e.g. briefing to be conducted when, where, how, by whom):					
EMERGENCY PLAN					
Contingency kit(s) carried (stocked and accessible) (check all that apply):					
<input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Repair <input type="checkbox"/> Survival					
Emergency communications technology carried/available (check any and all that apply):					
<input type="checkbox"/> Telephone <input checked="" type="checkbox"/> Cell Phone <input type="checkbox"/> Satellite Phone <input type="checkbox"/> Radio (VHF, UHF) <input type="checkbox"/> None					
<input type="checkbox"/> Other (specify):					
Name of Primary First Aider: Jaret Abel		Current Certification Held: EF Tour Directors hold valid First Aid certificates			
Name of School Contact Available (24/7): Jaret Abel					
Home Phone:		Work Phone: 250 951 5228		Cell Phone: 250 951 5228	
EVALUATION					
Criteria for success of off-site experience: 1. Completing the IDS course 2. student and parent surveys on satisfaction upon trips completion and ability to integrate their experiences into responses for the History/ Genocide classes					
Process to determine success:					
Educator-in-Charge Name (please print):		Date (day/month/year):		Educator-in-Charge signature:	
Jaret Abel		14/04/22			
Principal Name (please print):		Date (day/month/year):		Principal Signature:	
Lori Marshall		21/04/22			
ORIGINAL: SCHOOL OFFICE COPY: EDUCATOR-IN-CHARGE					



FORM SD69-FE14

Category 3 and/or Category 4 Field Experience

Educator-in-charge Checklist Form

TO SUPPORT AND GUIDE THE EDUCATOR-IN-CHARGE PLANNING THE FIELD EXPERIENCE

Destination: Western Europe

Date(s) of Trip: Spring break 2023

Educator-in Charge: Jaret Abel

Grade/Class/Course: 10-12

<input checked="" type="checkbox"/>	Met	?	Need more information
<input checked="" type="checkbox"/>	Not Met	N/A	Not applicable

Met	Criteria
<input checked="" type="checkbox"/>	Administrative process respected (e.g. proposal submitted to appropriate administrator in time to be considered)
<input checked="" type="checkbox"/>	Off-site experience accessibility/eligibility policy addressed (e.g. equal access, voluntary participation, if appropriate; special needs addressed, alternative activity for non-participants)
<input checked="" type="checkbox"/>	Educational value of the trip is evident (e.g. goals, student learning outcomes, curricular connections)
<input checked="" type="checkbox"/>	Trip is appropriate to the students (e.g. age/grade, preparation and follow-up)
<input checked="" type="checkbox"/>	Duration of the trip is appropriate and can be accommodated in the school calendar
<input checked="" type="checkbox"/>	Destination or route adequately assessed (through pre-visit or other data collection) and appears appropriate
<input checked="" type="checkbox"/>	Itinerary and activities are outlined and fit the objectives
<input checked="" type="checkbox"/>	The group appears adequately prepared for the field experience (e.g. knowledge, skills, attitudes, fitness, clothing, equipment)
<input checked="" type="checkbox"/>	Information to be given to parents/guardians is appropriate for the type/duration of the field experience
<input checked="" type="checkbox"/>	Parent/guardian information meeting date is planned, if holding one is appropriate for the field experience (e.g. overnight trip)
<input checked="" type="checkbox"/>	Parent/guardian Consent forms to be collected (e.g. consent to attend, consent to secure medical treatment)
<input checked="" type="checkbox"/>	Relevant student health and medical information to be secured from parent/guardian
<input checked="" type="checkbox"/>	Additional insurance needs addressed, if relevant (e.g. out-of-province medical, hospital care)
<input checked="" type="checkbox"/>	Budget and financial arrangements appropriate (e.g. financial accessibility, legality of any fees charged as per School Fees policy)
<input checked="" type="checkbox"/>	Transportation arrangements acceptable (type of vehicle and type of driver) and parental consent secured
<input checked="" type="checkbox"/>	Supervision plan is appropriate for group, activities and sites/areas
<input checked="" type="checkbox"/>	Plan to ensure all participants are clear re: behavioural expectations and consequences
<input checked="" type="checkbox"/>	If overnighing, accommodation arrangements are acceptable (e.g. hygiene, security)
<input checked="" type="checkbox"/>	Leadership is competent to instruct/lead the particular group in the identified activity(ies) and environment(s)
<input checked="" type="checkbox"/>	Plan in place to brief supervisors re: trip purpose, logistics, roles/responsibilities, safety plan, emergency plan, etc.
<input checked="" type="checkbox"/>	Safety Plan is appropriate (e.g. procedures for managing the key inherent risks of the activities, environments, and participants)
<input checked="" type="checkbox"/>	Emergency Plan is in place to deal with injured/ill/lost/stranded participant(s) (e.g. training, kits, communications, equipment, back-up transportation, Emergency Services access)
<input checked="" type="checkbox"/>	Destination contact and phone number (e.g. outdoor centre, camp, local authority(ies))
<input checked="" type="checkbox"/>	List of documents teacher will carry (e.g. trip plan, permits, passenger lists, medical conditions, and emergency contacts of participants)
<input checked="" type="checkbox"/>	Office to receive copy of finalized trip plan, signed consent forms, passenger lists and names of no-shows
<input checked="" type="checkbox"/>	Is there an appropriate plan in place to evaluate the field experience (e.g. criteria for success, process to evaluate)
<input type="checkbox"/>	Other relevant information unique to particular field experience. Specify:

Comments:

Educator-in-charge Name (please print):	Date (day/month/year):	Educator-in-charge Signature:
Jaret Abel	15/04/22	
Principal Name (please print):	Date (day/month/year):	Principal Signature:
Lori Marshall	15/04/22	

BASIS FOR DISCUSSION WITH PRINCIPAL OR DESIGNATE



KWALIKUM SECONDARY SCHOOL

Working together to realize our full potential

Principal: Lori Marshall, lmmarshall@sd69.bc.ca
Vice-Principal: Jennifer Lunny, jlunny@sd69.bc.ca
Vice-Principal: Heather Deering, hdeering@sd69.bc.ca

April 22, 2022

School District 69 (Qualicum)
PO Box 430, 100 Jensen Avenue East
Parksville, BC
V9P 2G5

Board of Education – School District 69 (Qualicum)

This letter will stand as my support for the Kwalikum Secondary School Student Field Trip to Germany, Czech Republic, Austria and Switzerland during Spring Break 2023. This trip has been planned by teacher Jaret Abel.

Please see attached itinerary for details.

We would ask that the Board grant approval in principle for this exciting trip.

Respectfully submitted,

Ms. Lori Marshall
Kwalikum Secondary School

Copy: Jaret Abel



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Vice-Principal: Jennifer Lunny, jlunny@sd69.bc.ca

Vice-Principal: Heather Deering, hdeering@sd69.bc.ca

Board of School Trustees
School District #69 (Parksville/Qualicum)
PO Box 430, 499 W. Island Highway
Parksville, BC, V9P 2G6

Dear Board of School Trustees,

At this time, I would like to apply for agreement in principle for a trip to Germany (Berlin and Munich), Czech Republic (Prague), Austria and Switzerland (Lucerne) during Spring Break 2023. I am planning to take a group of approximately 30 students with the support of 4 other teachers and an experienced tour Education First (EF) tour director. I am applying in advance so that we may begin to provide opportunities for the students to save their money over the summer months. As well, early approval will allow our school to add the trip to the school calendar, enroll participating students, facilitate coordination with a school in Germany and to apply for financial grants. We are aware that the world is in a state of upheaval due to the Coronavirus outbreak but want to plan that things will be returned to a measure of normal by then.

My experience is that these trips provide incredible and memorable life experiences for our students and they are exceptional educational tools. An educational highlight of this trip will be difference and similarities between cultures of Europe and Canada. Additionally, it will expose the causes and impacts of Genocide, World War 2 and the Cold war. There has been preliminary planning to incorporate a 3-night homestay in Munich Germany with Realschule Ebersberg Secondary school. The home stay will build connections that will hopefully foster German students from this school continuing to come to Kwalikum Secondary. Having a homestay will enable us to apply for the International Education Mobility Program Grant (BC ministry of Education) that finically support opportunities for BC students to develop intercultural and global competence. This trip will ideally be co-curricular in design as the students will be encouraged to enroll in Genocide Studies 12, History 12 and potentially explore an Independent Directed Studies course of the student's choosing. There will be substantial connection to the Curricular Competencies of the History and Genocide Studies course. Highlighting some of the connections in Genocide Studies 12 that are learned experientially would be;

- Acts of violence and atrocities in different global regions
- Evidence to demonstrate the scale and nature of Genocide
- Asses the significance of location and events

In addition to their commitment to providing safe educational experiences for students, EF is committed to reducing their environmental impact. They will be voluntarily offsetting all of their global carbon emissions through their Hello Zero program and plan to become historically carbon neutral by removing all the carbon they have ever emitted, directly or indirectly, since they were founded in 1965. For more info on this initiative, please go to <https://www.ef.com/wwen/about-us/impact/articles/hello-zero/>

Sincerely yours,

Jaret Abel
History/ Genocide Teacher

Lori Marshall
Teacher Chaperone

SD69-FE03 CATEGORY 3**OUTDOOR EDUCATION AND HIGHER RISK****FIELD EXPERIENCES****REQUIRED:**

- Form SD69-FE03 Request for Approval of Category 3 Field Experiences
- Parent Information Letter
- Schedule (include multiple date trips, if applicable)
- Class List
- FORM SD69-FE05: Parent/Guardian Consent and Acknowledgement of Risk form
- FORM SD69- FE06 – Student Behaviour Expectations Contract
- FORM SD69-FE11 Category 3 Field Experience Assessing Educator-in-charge/Leader Readiness
- FORM SD69-FE14 Category 3 and/or Category 4 Field Experience Educator-in-charge Checklist
- FORM SD69-FE15 Category 3 and/or Category 4 Field Experience Educator-in-charge Planning form
- FORM SD69-FE16 Outdoor Education Site Selection Checklist
- My EducationBC "BC Student Information with Photo" Report for each participating student

IF APPLICABLE:

- Third Party Waiver
- Service Provider Proposal, Agreement and/or Contract
- FORM SD69-FE08: Volunteer Driver Application and Approval form
- FORM SD69-FE09 Field Experience Transportation Record
- SD69 Field Trip/Experience Transportation Form

SD69-FE04A CATEGORY 4**OUT OF PROVINCE (Canada and the Continental United States) and EXTENDED OFF-CONTINENT****–APPROVAL IN PRINCIPLE****FIELD EXPERIENCES****REQUIRED:**

- Cover letter from Educator-in-charge outlining specific objectives, proposed follow-up activities, and presentation(s)
- ✱ • Letter of Support from Principal requesting preliminary approval from the Board of Education
- Form SD69-FE04A Request for Preliminary Approval of Category 4 Field Experiences
- Parent Information Letter
- DRAFT Schedule/Itinerary
- Class List → *don't have*
- FORM SD69-FE14 Category 3 and/or Category 4 Field Experience Educator-in-charge Checklist
- FORM SD69-FE15 Category 3 and/or Category 4 Field Experience Educator-in-charge Planning

IF APPLICABLE:

- Third Party Waiver
- DRAFT Service Provider Proposal, Agreement and/or Contract

SD69-FE04B CATEGORY 4**OUT OF PROVINCE (Canada and the Continental United States) and EXTENDED OFF-CONTINENT****– FINAL APPROVAL****FIELD EXPERIENCES****REQUIRED:**

- Cover letter from Educator-in-charge outlining specific objectives, follow-up activities, and presentation(s)
- Letter of Support from Principal requesting final approval from the Board of Education
- Form SD69-FE04B Request for Final Approval of Category 4 Field Experiences
- Parent Information Letter
- Schedule/Itinerary
- Class List
- FORM SD69-FE05: Parent/Guardian Consent and Acknowledgement of Risk form
- FORM SD69- FE06 – Student Behaviour Expectations Contract
- FORM SD69-FE07: Category 4 Field Experience Parent/Guardian Consent for Student Travelling without Parent
- My EducationBC "BC Student Information with Photo" Report for each participating student

IF APPLICABLE:

- Third Party Waiver
- Service Provider Proposal, Agreement and/or Contract
- FORM SD69-08: Volunteer Driver Application and Approval form
- FORM SD69-FE09 Field Experience Transportation Record
- SD69 Field Trip/Experience Transportation Form



KWALIKUM SECONDARY SCHOOL

Working together to realize our full potential

Principal: Lori Marshall, lmarsshall@sd69.bc.ca

Vice-Principal: Jennifer Lunny, jlunny@sd69.bc.ca

Vice-Principal: Heather Deering, hdeering@sd69.bc.ca

Apr 30, 2022

To whom it may concern;

The trip to Western Europe is going to be a life time experience. The students will be exposed to historical sites that will be impactful on a personal level. Additionally, when the travelers return to the Oceanside area with stories and explanations of what they experienced it will impact all members of the school community.

The specific objectives that have be identified are

- Create a life time memory of historical sites/knowledge acquirement
- Develop appreciation for the impact of the Holocaust/ World War 2 and the Cold War and bear witness to sites that are associated with it
- Install a sense of our intercultural world
- develop personal confidence

As follow up to the trip there will be 2 main activities. First, many of the students are traveling to Germany as part of the Genocide 12 and/or History 12 class at Kwalikum Secondary. Students will be completing assignments to facilitate reflection and discussion. Secondly, there Additionally, students will develop their social and emotional selves through connections they have made with peers, teachers and experiences brought back to the local community.

Amongst the planned presentations that students will partake in as part of the field experience;

- Dachau concentration camp- A guided walking tour with an expert local guide
- Remains of the Berlin Wall & Reichstag- A guided walking tour through the historical site
- Dresden- - A guided walking tour with an expert local guide to view the impact of Firebombing of Civilians
- Charles Bridge and Old Town Square in Prague
- Neuschwanstein Castle

This travel experience will undoubtedly be meaningful.

Thank you in advance



Jaret Abel



KWALIKUM SECONDARY SCHOOL

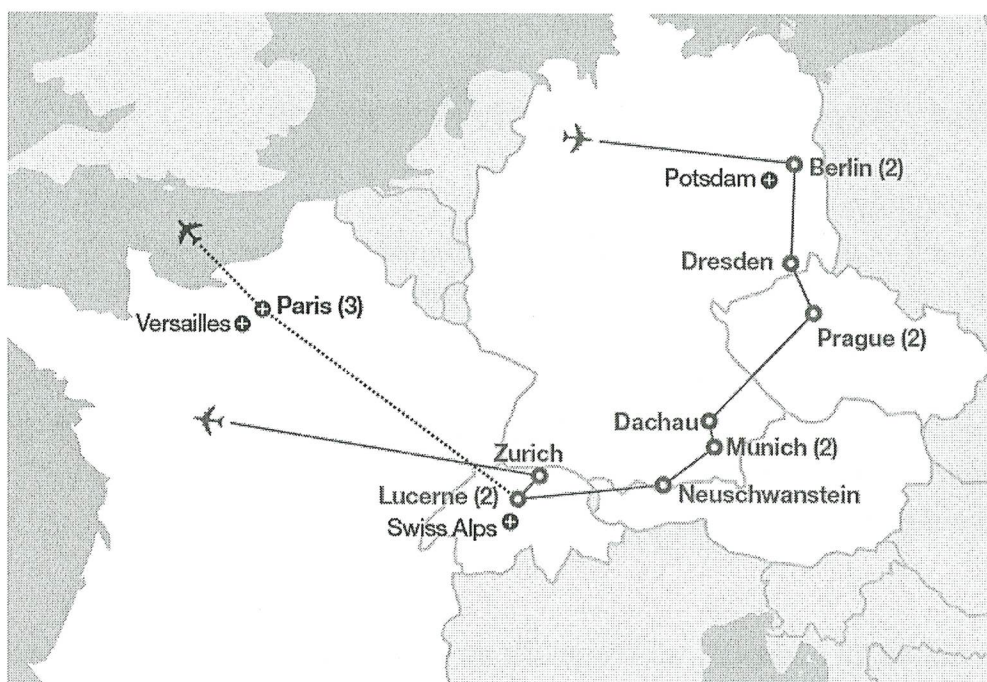
Working together to realize our full potential

Principal: Lori Marshall, lmmarshall@sd69.bc.ca

Vice-Principal: Jennifer Lunny, jlunny@sd69.bc.ca

Vice-Principal: Heather Deering, hdeering@sd69.bc.ca

Welcome to Europe 2023!



<http://www.eftours.com>

The information you are about to read has been compiled from the EF Tour website and from the teachers that have travelled with EF before. It is recommended that you visit the EF website before your trip. This guide and the website will answer many questions and help make your trip memorable.

There are four important words to remember when traveling abroad

Go with the flow!

Group Travel

On this trip, you will be traveling with students, chaperones, and a teacher from your school as well as students and teachers from another school. It is important to keep in mind that traveling with others requires thoughtfulness, a good attitude and flexibility. Our group will have a full time EF Tour director who is a professional, experienced traveler and guide who will be with us from our arrival in Germany and departure in Switzerland.

Checklist/Parental Contract/Passport

Make sure you have completed the

- a. *Passport is valid until 6 months after the return date*
- b. *Confirmed passport list on EF tour website*
- c. *Read and signed the Code of Conduct For Europe 2023*
- d. *Field Experiences Student Behavior Expectations Contact (SD69- FE06)*
- e. *Parent Guardian Consent and acknowledgment of Risk Form (SD69- FE05)*
- f. *Parent Guardian Consent for travelling without parent (SD69- FE07)*
- g. *Individual payments are up to date with EF tours*

As well be aware all names of all travelers on all documents including airline tickets must match the legal name on their passports. No nicknames, etc.

Money Belts

Purchase a money belt that can be worn around your waist preferably under your pants. It is expected that you will wear your money belt at all times! Keep your passport and extra money, cards, etc. in your money belt. It is suggested that you carry only your money needed for one day at a time in your pocket and everything else in your belt. You do not want to be going into the money belt when you are in a public place.

Packing List

The bottom line for any trip abroad: **Packing light is essential!** Keep in mind you will be toting your own luggage around at the airports and to and from your hotel room in each city. You will be the one taking your luggage on and off buses and through busy terminals and into hotels, so make sure you can easily carry your

luggage including up and down stairs. If it is too heavy, start unpacking. So bring what you need and nothing you don't. Any non-essential items, such as jewelry, should be left at home. Remember you are only allowed **one suitcase** (maximum loaded weight 50 lbs) and **one carry-on bag**. As an added thought, list or better yet video record the contents of luggage prior to travel in the advent of a loss. Do not over pack!

SUGGESTED CHECKLIST OF ITEMS TO TAKE WITH YOU ON YOUR TRIP

- _____ **PASSPORT - DO NOT LEAVE HOME WITHOUT IT**
- _____ Money belt
- _____ Travel mug for coffee and tea
- _____ Portable charger- photo opportunities result in depleted batteries
- _____ Cell phone plan (texting is great to have)
- _____ A copy of the tour itinerary (supplied in February 2020 meeting)
- _____ A list of important phone numbers, email addresses and an address book (to send postcards home)
- _____ One suitcase labeled with identification tags. The brighter the suitcase the better! Tie something bright onto your suitcase so you can pick it out right away. (Dollar stores sell Canadian flag luggage tags.)
- _____ After packing, take out 25% of the stuff. Start the trip with your neatly packed checked bag being half to three quarters full.
- _____ A watch (BE ON TIME)
- _____ Power converters (for electrical items such as hairdryers)
- _____ Camera
- _____ Windbreaker or rain coat
- _____ Sweatshirt with hood

- _____ T-shirts, some long sleeved
- _____ Warm sweater
- _____ Jeans
- _____ Underwear
- _____ Socks
- _____ good walking shoes or running shoes. Do not purchase new shoes just before the trip. New shoes can cause blisters. You will be doing a lot of walking! Bring your most comfortable shoes!
- _____ Sleep wear
- _____ Sun glasses
- _____ Shampoo and conditioner (travel size)
- _____ Deodorant
- _____ Hairbrush/comb
- _____ Sanitary supplies
- _____ Make-up
- _____ Spare set of contact lenses/glasses (if applicable)
- _____ A copy of any prescriptions you require from the doctor

Airplane Carry-on bag

There is a limit of one bag per person, which must be removed from carry-on luggage and placed separately in a screening bin at airport security. Here's a short list of things travelers might need on the first day of the trip. These should be packed in the carry-on bag in case their larger suitcase is delayed.

- Toothbrush and toothpaste (remember, toothpaste needs to go in a one-quart Ziploc bag, and can't be bigger than 3 oz)

The maximum quantity of liquids or gels permitted in carry-on baggage is 100ml/100g (3.4 oz.) per article. These items must be placed in one clear, closed and re-sealable plastic bag no larger than one litre (one quart). Bottles of water are never permitted through the security checkpoints.

- Hairbrush
- Contact lens case/glasses
- A full change of clothes (in case luggage is delayed or worst lost!)
- Medication

Copy of any prescriptions (Customs officials may want to verify that a container's contents match its label, so all medication should be carried in its original container.)

- Any valuables
- Personal headphones for watching TV on the airplane
- A book to read!

Daypack

Your daypack could be your flight carry-on bag as well as being your backpack to carry each and every day while on tour. Each day will begin very early and you will want to dress in warm layers. As the day progresses, you can take off the warm layers of cloths and put them in your backpack. Backpacks are also useful for carrying souvenir items you might want to purchase throughout the day.

A strong word of caution! Pickpockets exist in Europe. They are very clever people and you will not be able to tell a professional pickpocket out in a crowd. Be prepared for crowded places and lineups!

Money abroad

Currency	Canada- For ferry snacks and airport
	Euros for Germany, Czech Republic
	Swiss Franc- Switzerland

Do not bring traveler's checks since they are no longer widely accepted in Europe. Debit (bank) cards are always best for cash withdrawals. ATMs are widespread in Europe and these are recommended for all cash withdrawals; however they are not readily available. Credit cards are easy to use there as well but it is suggested to have them limited to low daily amounts in the advent of a theft. Lastly you will need Canadian money for food etc. both going and returning at the airports, ferries and hotels but we recommend this be done via use of bank cards.

Inform your bank and credit card company in advance about your trip. In many destinations, you must have a chequing account and a personal identification number (PIN) of at least four digits in order to withdraw cash. Ask your bank if your account will work in Europe. Using a bank card or credit card in a foreign country WITHOUT notifying your bank can result in your bank or credit card being frozen.

Shopping at marketplaces or buying from street vendors. Most stores have fixed prices, but you will find yourself in at least one marketplace where bargaining for the best price is the name of the game. Here are some tips:

- Try to see what the locals are paying; market vendors tend to charge more for tourists.
- Pretend you don't care--the minute the vendor thinks you can't live without it; you'll be hard-pressed to get the price down.
- Work the price all the way down, then walk away. The last price he yells at you to get you back is the one to take.
- Act the expert; show you know about the merchandise and what it's worth.

Recommended that you go to the local bank and order currency at least 60 days prior to departure. Currency is then placed in separate envelopes for each country.

Tipping

It is customary to tip your tour director, bus driver and, on occasion, the local guides for a job well done. We will be collecting \$150/ traveler at the February 2023 meeting.

Groups/Chaperones/Rooms

You will be put into groups of travel groups of 6 people and assigned a chaperone for the trip. In the hotels, the number of people in a room can vary, which will mean that we must be flexible for rooming arrangements. Rooming lists will be planned for between 2- 4 students to a room.

Washrooms

Go when you have the opportunity. Use your hotel bathroom before you start the day's sightseeing. During a museum visit, look for the restroom. At restaurants and cafés use the washroom before you leave. Public washrooms cost money and require the exact change.

- Carry change for toilets- often pay toilets
- Don't be fazed by unisex facilities, they are common in Europe
- Public washroom cleanliness may not be at North American Standards
 - Use hotels and restaurants

Departure/ Returning

We are leaving from the Nanaimo ferry terminal. Ferry and bus/ skytrain costs will be collected at the February 2023 meeting-- \$30. There may be a cost associated with a hotel in Vancouver prior to departure. We are aiming to avoid this cost but weather and/or departure time may make it unavoidable.

A Few Parting Tips

Go with the flow.....you will enjoy your trip so much more if you follow this advice!

Be aware this is a school trip and as such all school rules must be adhered to at all times too!

BE ON TIME. WEAR YOUR WATCH. Other EF tour groups will be sharing a bus with our group. The buses, planes, tour guides have to leave on time!

We are traveling internationally and have to be at the airport 3 hours ahead of our scheduled plane departure.

Read a bit about where we are going to or browse the internet using the cities as key words in your searches.



EDUCATIONAL
TOURS

Watch videos, read
reviews, and enrol on your
teacher's Tour Website

eftours.ca/

This is also your tour number

BERLIN, PRAGUE & THE ALPS

10 or 13 days | Germany | Czech Republic | Austria | Liechtenstein | Switzerland | Extension to France

To fully appreciate Central Europe, you have to experience both its storied past and its natural beauty. Berlin, Prague, and Munich reveal centuries of history, from the medieval cobblestone squares to the remains of the Berlin Wall. In the Swiss Alps, history takes on a profound new meaning—these geological wonders are billions of years in the making.

YOUR EXPERIENCE INCLUDES:



Full-time Tour Director



Sightseeing: 4 sightseeing tours led by expert, licensed local guides (5 with extension); 1 sightseeing tour led by your Tour Director; 2 walking tours (3 with extension)



Entrances: Topography of Terror Museum; Dachau; Neuschwanstein Castle; with extension: Louvre



weShare: Our personalized learning experience engages students before, during, and after tour, with the option to create a final, reflective project.



All of the details are covered: Round-trip flights on major carriers; comfortable motor coach; TGV high-speed train with extension; 8 overnight stays in hotels with private bathrooms (11 with extension); European breakfast and dinner daily



Anyone can see the world.

YOU'RE GOING TO EXPERIENCE IT.

As you can see, your EF tour includes visits to the places you've learned about in school. That's a given. But it's so much more than that. Immersing yourself in new cultures—surrounded by the people, the language, the food, the way of life—creates inspirational moments that can't be listed in an itinerary. They can only be experienced.

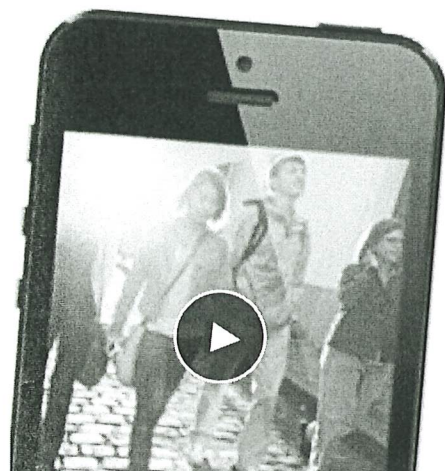
And the experience begins long before you get your passport stamped and meet your **Tour Director** in your arrival city. It begins the moment you decide to go. Whether it's connecting with other travellers on Facebook, Twitter, or Instagram, or delving deeper into your destinations with our personalized learning experience, **weShare**, the excitement will hit you long before you pack your suitcase.

When your group arrives abroad, everything is taken care of so you can relax and enjoy the experience. Your full-time Tour Director is with your group around the clock, handling local transportation, hotels, and meals while also providing their own insight into the local history and culture. **Expert local guides** will lead your group on sightseeing tours, providing detailed views of history, art, architecture or anything you may have a question about.

When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

@EFtours I attribute my college semester abroad to the love for travel I discovered on an EF Tour in high school #traveltuesday

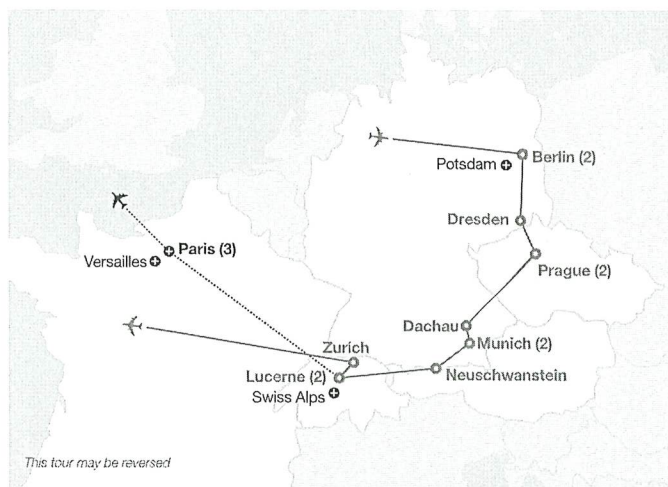
—MELISSA, TRAVELLER



CHECK OUT WHAT A TOUR IS ALL ABOUT

Watch the videos at
eftours.ca/

Your teacher's Tour Website



What you'll experience on your tour

Day 1: Fly overnight to Germany

Day 2: Berlin

- Meet your Tour Director at the airport in Berlin, the vibrant capital of reunified Germany. The city has been transformed since the Berlin Wall fell in 1989 and now plays a vital role in the European Union.
- Take a walking tour of Berlin.

Day 3: Berlin

- Take an expertly guided tour of Berlin: Brandenburg Gate; Kurfürstendamm.
- Visit the Topography of Terror Museum, which was built on the grounds of the Gestapo and SS headquarters. Here you can revisit Nazi regime and discover this documentation centre
- Time to see more of Berlin or
 - ✦ visit Potsdam.

Day 4: Dresden | Prague

- Travel to Dresden.
- Take a guided walking tour of Dresden.
- Continue on to Prague and encounter the legendary beauty of the former capital of the Holy Roman Empire. Located on the Vltava River, Prague gracefully balances the classical features of old Europe with a lively, bohemian spirit. While here you'll pass the concert hall where Mozart conducted the premiere of Don Giovanni. Walk the quaint, cobbled streets of the Mala Strana and visit the 13th-century Stare Mesto (Old Town) and Market Square. Here you'll see the famous 15th-century astronomical clock.
- Enjoy free time to visit the Zwinger Museum on your own.

Day 5: Prague

- Take an expert-led tour of Prague: St. Vitus Cathedral, Wallenstein Palace Gardens (April-October), Lennon Wall, Charles Bridge, Old Town Square.
- Take a walking tour of Prague.
- Enjoy a free evening or
 - ✦ attend a Czech folklore evening.
 - ✦ Prague River Cruise

Day 6: Dachau | Munich

- Visit Dachau.
- Continue on to Munich, where you'll experience the medieval to the modern.

Day 7: Munich

- Take an expertly guided tour of Munich: Olympic Stadium; Residenz; Marienplatz.
- Enjoy free time to see more of Munich.

Day 8: Liechtenstein | Lucerne

- Visit Neuschwanstein Castle, the real-life model for Disneyland's *Sleeping Beauty* Castle. Perched in the Bavarian Alps, this fairy-tale castle was the brainchild of "Mad" King Ludwig.
- Travel via Liechtenstein to the Lucerne region.

Day 9: Lucerne

- Take a tour of Lucerne: Löwendenkmal; Kapellbrücke.
- Time to see more of Lucerne or
 - ✦ enjoy a Swiss Alps experience
 - ✦ attend a traditional Swiss evening.

Day 10: Depart for home

✦ 3-DAY TOUR EXTENSION

Day 10: Paris

- Travel by TGV train to Paris.

Day 11: Paris

- Take an expertly guided tour of Paris: Place de la Concorde; Champs-Élysées; Arc de Triomphe; Les Invalides; Eiffel Tower.
- Time to see more of Paris or
 - ✦ visit Versailles.

Days 12: Paris

- Take a walking tour of Paris.
- Visit the Louvre.
- Catch a glimpse of Notre Dame Cathedral.

Day 13: Depart for home



*Best part of the trip :) #berlin
#germany #ef #eftours
#europe #neverstopexploring
#throwback*

– NICK, TRAVELLER



Via Instagram

*It was fantastic to see all
of these great cities. I loved
Prague the most with its
cobblestone and narrow
streets. It brought history to life
for me. I enjoyed seeing how all
of these cities were intertwined
due to the royal families and
the Holy Roman Empire.*

– ABIGAIL, TRAVELLER



Tour review

TOP THREE THINGS I WILL SEE, DO, TRY, OR EXPLORE

1. _____

2. _____

3. _____

— The easiest ways to —
ENROL TODAY



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eftours.ca/enrol



Enrol by phone
1-800-263-2806
Enrol by fax
1-800-556-6046



Mail your Enrolment Form to:
EF Educational Tours
80 Bloor Street West, 16th Floor
Toronto, ON M5S 2V1

My daughter has gained such an amazing view of the world and history from this experience. She has not stopped talking since I picked her up at the airport. Thank you for all the organization, helpful hints, flexible payment plan and knowledgeable tour guides.

—CHARLOTTE, PARENT



Tour review

THE WORLD LEADER IN INTERNATIONAL EDUCATION

For over 50 years EF has been working toward one global mission: Opening the World Through Education. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem solving, collaboration, and global competence.

- We always offer the lowest prices so more students can travel.
- All of our educational tours feature experiential learning activities and visits to the best sites.
- We're completely committed to your safety. We have more than 600 schools and offices in over 50 countries around the world, so local EF staff members can react quickly and in person wherever you travel.
- Your full-time Tour Director is with your group every step of the way on tour, providing insight about your destinations as well as great local tips.

