



Office of the Superintendent
Madison Public Schools
Madison, CT 06443

School Trip Proposal / Request Form Student International Travel

School: Daniel Hand High School Principal: Mr. Anthony Salutari

Date(s) of Trip: April 4th - April 13th, 2024 Trip Organizer(s): Mary Merkle & Davey Brine

Destination of Trip: Rome, Italy & Paris, France

Grade level of student participants: 10-12 No. of Students: 20-24

Educational Objectives including related classroom activities prior to / following the trip:

- opportunity to use French language in context; to experience and to tour some of Paris' most important sites & neighborhoods; chance to feast on French & Italian cuisine.

- opportunity to learn the history and culture of the Roman sites, understand the role of the Vatican and its place in history and in contemporary Italian culture; chance to visit Pompeii and understand its role & importance in history

Funding Source(s): students & their families

Complete if students are paying for all or part of the trip.

Total fees required from each student: Tour Fee = \$4,690

Transportation Fee = included in tour fee

Name of Tour Company: Prométour

Name of transportation service vendor: Durham Bus Service to/from airport to keep costs down

No. of buses required: 1 Cost per bus: \$35-50 pp for RT airport transportation w/Durham Bus Services

Date / Time of trip: Departing Madison: 2:00P, April 4th Returning to Madison: 10:00P, April 13th

Number of chaperones on trip: 3

CHAPERONES:

Mary Merkle - 203.980.8175
Davey Brine - 860.608.0315
Sasha Gauley - 860.301.2112

Include the information below when submitting this approval form. (Place a check mark by each item indicating its inclusion in the approval packet.)

- Information outlining parental financial responsibility should there be an emergency cancellation
- Parent / Guardian letter explaining the trip and travel itinerary
- Parent / Guardian Permission and Acknowledgment of Risk for Student International Travel Form
- Emergency Plan (Includes arrangements for medical needs, parent / guardian contact information, access to communication devices, and procedures for general potential emergency situations)
- List of Chaperone Names and Phone Numbers with MPS employees noted
- Telephone Tree in the event of an emergency

Be sure the school administrator has a list of those students participating in the activity and a copy of the emergency contact numbers.



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School Trip Proposal / Request Form Student International Travel

I / We certify that this trip proposal is in accordance with Madison Public Schools policies #5100.8 and #6100.16.1 and corresponding regulations:

[Handwritten Signature] *[Handwritten Signature]*
 Signature, Trip Organizer(s)

Trip approved

[Handwritten Signature] *[Handwritten Signature]*
 Signature, Principal / Assistant Principal 10-20-22
Date

[Handwritten Signature] *[Handwritten Signature]*
 Signature, Superintendent or Designee 10/31/22
Date

Trip Denied

Reason: _____

Signature, Superintendent or Designee Date

International Travel Checklist

- Obtained approval at least six (6) months prior to the trip.
- Submitted list of participating students to Principal and Health Office at least three (3) months prior to the trip.
- Submitted an updated list of participating students to Principal and Health Office one (1) month prior to trip.
- Submitted flight, hotel, charter bus, and airport information one (1) month prior to trip.
- Arranged appropriate number of chaperones and provided orientation.
- Clearly explained expectations of students
- Received parent permission forms and emergency medical forms

#PROMETOUR

YOUR ITINERARY



USA: 1-800-304-8446 CAN: 1-800-657-7754 INFO@PROMETOUR.COM

ITALY & FRANCE

Rome - Paris

Daniel Hand High School
April 4 - 13, 2024 (tbc)
10 DAYS

Jennifer Page
Tour Consultant
jennifer.page@prometour.com

DAY 1: TRAVEL TO ITALY

Thursday 04-Apr-2024



Board your **flight** from **New York** and begin the journey to Italy

DAY 2: ROME

Friday 05-Apr-2024



Benvenuti In Italia! Meet your **Italian Prometour Tour Director** at the airport in Rome

Transfer by **motor coach** to the **hotel** to drop off your luggage, check-in will be done later

While in Rome, do as the Romans do by **walking and taking public transportation** to get around the city

Have a **guided visit of the Catacombs of St. Callixtus**; among the greatest and most important of Rome, they began in the middle of the **second century** and are part of a **cemeterial complex** where many martyrs, **Christians and 16 popes** are buried

Have lunch on your own

Explore some of **Rome's Piazzas** with your **Tour Director** such as: **Piazza della Rotonda** and the **Pantheon**, the **Fountain of Four Rivers** in **Piazza Navona**, and historic **Piazza del Popolo**

Enjoy dinner in a local restaurant with your group

Make a wish as you toss a coin in the **Trevi Fountain**, legend says it will one day bring you back to Rome

Overnight accommodation in Rome

DAY 3: ROME

Saturday 06-Apr-2024



Enjoy breakfast at the hotel with your group

At the **Gladiator School of Rome**, learn what it takes to be an ancient Roman gladiator with an **interactive workshop** on how to battle with authentic weapons while wearing a traditional gladiator tunic and belt, it's a fun way to learn about the role that this sport played in ancient Rome

Have lunch on your own

Discover the most monumental elements of this majestic city with your **local guide** who will bring the **spirit of Ancient Rome to life**. See the **Colosseum**, where gladiators once battled, the **Roman Imperial Forum**, and walk through the **Roman Forum** ending at the **Palatine Hill**

Enjoy **traditional music during dinner** at **Le Terme del Colosseo** (or similar)

Overnight accommodation in Rome

DAY 4: ROME

Sunday 07-Apr-2024

Herculaneum - Pompeii



Enjoy breakfast at the hotel with your group

Board your **motor coach** and head out for a full-day excursion to **Herculaneum and Pompeii**

Experience the **Virtual Herculaneum Archeological Museum**; with the help of modern technology, it is now possible to **relive the eruption of the Vesuvius in 79 AD**

Have lunch on your own

Meet your **local guide** for a **half-day visit (3-hours)** of the ruins of **Pompeii**; try to imagine what daily life was like as you explore the ruins including the **Forum Baths**, **Villa of the Mysteries**, **House of the Small Fountain** and the **Garden of the Fugitives**

Board your motor coach and return to Rome

Enjoy dinner with your group in a local restaurant close to the hotel

Overnight accommodation in Rome

DAY 5: ROME

Vatican City

Monday 08-Apr-2024



Enjoy breakfast at the hotel with your group

With a local guide, visit St. Peter's Basilica and the Vatican Museum including the Raphael Rooms, Tapestry Gallery and Sistine Chapel, then have time to discover St-Peter's Square at your own pace

Have lunch on your own

Discover the Trastevere with your Tour Director and its ancient city hidden below the modern street level; see Largo Argentina and the Senate House where Julius Caesar was murdered, then go across Tiber Island to Campo de' Fiori, once the site of executions during the Inquisition and today, one of the Rome's most lively piazzas

With your Prometour Tour Director have a tasty treat of Italian Gelato

Enjoy an authentic Italian pizza meal with your group and Prometour Tour Director

Overnight accommodation in Rome

DAY 6: ROME - PARIS

Travel By Plane

Tuesday 09-Apr-2024



Enjoy breakfast at the hotel with your group

Transfer by motor coach from your hotel to the airport

Say a fond *Arrivederci* to your Italian Prometour Tour Director and continue on with your trip

Board your flight from Rome to Paris

Bienvenue en France! Meet your French Prometour Tour Director upon arrival at the airport

Transfer by motor coach to the hotel to drop off your luggage, check-in will be done later

While in Paris, travel as the locals do by walking or taking public transportation

Have lunch on your own

Head to **Place du Trocadéro**, it's a must-go-to for all photo seekers, with the Eiffel Tower providing the perfect backdrop

Admire the architecture of Paris as you cruise along the River Seine on board a **Bateau Mouche**

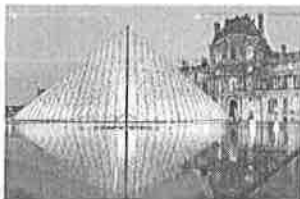
Enjoy dinner with your group in a local restaurant

Admire the view from the 2nd floor of the Eiffel Tower (*subject to availability, no access to 3rd floor*)

Overnight accommodation in Paris

DAY 7: PARIS

Wednesday 10-Apr-2024



Enjoy breakfast at the hotel with your group

Have a guided tour of the **Musée du Louvre**, the world's most-visited museum, a Paris historic landmark, and home to more than 480,000 works of art and antiquities including the Mona Lisa and the Venus de Milo

Have lunch on your own

Enter **Sainte Chapelle**; a masterpiece of flamboyant Gothic architecture with its unique stained glass windows, rendering the air iridescent with light and colour

With your Prometour Tour Director, discover some of the highlights of the **Quartier Latin** like the Luxembourg Gardens, the Pantheon, the Sorbonne University, the famed Shakespeare & Co. bookstore, and the Petit Prince Store dedicated to St-Exupéry's masterpiece

Enjoy dinner with your group at a local Flams Restaurant, they are renowned for their "Flammekueches"

Make a photo stop at Cathédrale Notre-Dame de Paris to see the progress of its restoration from the 2019 fire

Overnight accommodation in Paris

DAY 8: PARIS

Château de Versailles

Thursday 11-Apr-2024



Enjoy breakfast at the hotel with your group

Board a local RER train and travel to Versailles

Discover **Marché de Notre Dame de Versailles** by interacting with the vendors and experiencing daily life as a local

Explore the elegantly landscaped **Gardens of Château de Versailles**

Have lunch on your own

Have a guided visit of **Château de Versailles**, one of the most beautiful achievements of 18th-century French art; some of the rooms open to visit are the Grand Apartments, the Royal Chapel and the Hall of Mirrors

Board a local RER train and return to Paris

Discover **Quartier Montmartre**, "La Butte", it was and still is the source of inspiration to many artists such as Pissarro and Delacroix; stop at **Sacré Coeur Basilica** to admire its mosaic interior, take a selfie at the **Wall of Love**, and spend time in the always lively **Place du Tertre**

Enjoy dinner with your group in a local restaurant

Overnight accommodation in Paris

DAY 9: PARIS

Friday 12-Apr-2024



Enjoy breakfast at the hotel with your group

Discover **Opéra Garnier** at your own pace; it is probably the most famous Opera house in the world, and known to be the inspiration for Leroux's "The Phantom of the Opera" (**non-guided**)

Have time to explore **Quartier Opéra**; walk along rue Rivoli, admire the spectacular ceiling at **Galeries Lafayette**, or shop at the numerous boutiques like *A la Mère de Famille*, Paris' first sweets shop

Have lunch on your own

Stroll along the **Champs-Élysées** where luxury boutiques mix with French brand stores, and is lined with majestic monuments like the **Arc de Triomphe**

Enjoy an authentic **Crêpe** dinner at a local restaurant

Overnight accommodation in Paris

DAY 10: PARIS - RETURN HOME

Saturday 13-Apr-2024



Enjoy 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 from Paris and begin the journey back home

PRICE PER PERSON SHEET

This is a privately operated tour - you will not be combined with another group

40 + participants : (maximum 1 bus)	4 420 USD
35 to 39 participants :	4 470 USD
30 to 34 participants :	4 520 USD
25 to 29 participants :	4 590 USD
20 to 24 participants :	4 690 USD

SUPPLEMENTS

Adult Insurance Premium \$ 15 per day, per person
Adult Activity Supplement \$ 15 per day, per person
Twin Room Supplement \$ 45 per night, per person
Single Room Supplement \$ 90 per night, per person

This trip is quoted as a student tour, prices are subject to increase if number of adults exceeds 30% of group size

PAYMENT SCHEDULE

Based on Dates of Travel

30-Jan-2023 \$ 500 pp
30-Apr-2023 \$ 800 pp
30-Jun-2023 \$ 800 pp
30-Sep-2023 \$ 800 pp
30-Nov-2023 \$ 800 pp
20-Jan-2024 Balance (determined by final group size)

Monthly installments available at time of online registration

Deposit is 100% refundable until the group has been confirmed to travel by your Group Leader

Please check with your credit card company and/or financial institution for any extra applicable fees

PRICE INCLUDES

PROMETOUR PEACE OF MIND PROGRAM

Student Group Insurance Program covering group dates of travel

Coverage Includes:

Trip Cancellation, Interruption and Delay
Cancel for Any Reason up to 75% of prepaid, forfeited, non-refundable payments or deposits
Baggage & Personal Effects; Damage Loss & Delay
Emergency Medical & Dental Expenses
Emergency Evacuation/Repatriation
24 hour Accidental Death & Dismemberment
Travel Assistance & Concierge

Transportation

Round trip airfare: New York / Rome / - Paris / New York
One-way airfare: Rome / Barcelona
Round trip RER train ticket: Paris / Versailles / Paris
Motor coach transfer: Rome airport / hotel x 2
Motor coach transfer: Paris airport / hotel x 2
Full-day motor coach service: Herculaneum & Pompeii
Public transportation tickets in Rome & Paris as required by program

Accommodation

8 nights' accommodation in quality, well located hotels
3 star standard
Students: 3 (& 4) per room, by gender, single beds not guaranteed
Chaperones: 2 per room, by gender, single beds guaranteed

Meals

8 Breakfasts / 8 Dinners
Restaurant meals are group menu with 1 non-alcoholic beverage + vegetarian option

Activities / Sightseeing

All aforementioned visits, activities, tours and admissions

Tour Guides

Service of a bilingual Italian Tour Director while in Italy
Service of a bilingual French Tour Director while in France
Local city / activity guides as indicated in the program

Complimentary Trips

PRICE DOES NOT INCLUDE

Airline baggage charges according to their policies

Motor coach transfer: USA School / Airport / USA School

Meals that are not indicated in the daily program

Service of a hotel night hall monitor

Service of a Prometour Tour Director on the Rome / Paris flight

Tips – these are standard guidelines

Tour Director: € 3 EUR per day, per person
Bus Drivers: € 1 EUR per day, per person

Personal spending money

Costs associated with travel documents, visas, medical testing, vaccinations, or other as required by your destination(s) or home country

Costs associated with changes to itinerary due to unforeseen circumstances including but not limited to: pandemics, epidemics, natural disasters, or other

Any applicable Prometour processing fees (\$35)

1:6 complimentary trip ratio
1:8 complimentary trip ratio - SAVE \$120
Based on full paying participants

Other

Applicable service fees, taxes and FICAV contribution

Notes

*These prices are based on 2022- 2023 seasonal rates. The program will be reviewed in April 2023 and possibly updated to reflect 2024 pricing (maximum 10%).

AIRLINE FUEL SURCHARGE (already included in these prices): Airlines have the legal right to impose fuel surcharges to tickets even after bookings have been made. Departure taxes and airline fuel surcharges at time of this quote = \$645

Prométour reserves the right to alter your itinerary before or during your tour for reasons including but not limited to: severe weather conditions, government restrictions, holidays, special events, or other unforeseen circumstances. When a scheduled activity or tourist site is not possible, we will make every effort to minimize inconvenience by adjusting the itinerary or replacing the item with a similar item of equal standard and value.

Prométour's Green Initiative!

Prométour's target is to be a 100% carbon neutral company. Complimentary CO2 offsetting is now included on all tours including bus or air

EXCHANGE RATE Prométour has quoted this package at an exchange of 1 EUR = 1,10 USD

Useful Information / Documentation

Your Role as a Group Leader

SAFETY PROTOCOL

TERMS & CONDITIONS

PROTECTION PLAN / PEACE OF MIND 2020

These prices are valid until March 2023

Prométour Educational Tours

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