May 24, 2018

Dear Upcoming 8th Graders and Parents/Guardians:

While most of us are planning our summer fun, it is not too early to think about the fall Washington, D.C. trip for the CSLA 8th graders. The trip is scheduled for November. We will be departing CSLA around 8:00 P.M. on November 13 and will be traveling all night en route to DC. Shortly after our arrival, we begin seeing the many historic sites of Washington, D.C. Around 8:00 P.M. on November 16, we will begin our journey back home with a tentative arrival time of 6:00 A.M. Saturday morning, November 18, at CSLA. A tentative itinerary is attached to this letter.

Four students room together, and the cost per student will be between $600-625. A required deposit of $200 is due the first day of classes. Payment in full is due by 10/15/18. Sign and return the Release of Liability form with the deposit also. We have several teachers who chaperone this trip, and bus space is very limited. Therefore, we do not take parent chaperones on the DC trip. A Washington, DC informational meeting will be held for all students and parents shortly after fall break.

With summer upon us, many students might be able to earn money towards their trip by doing chores, lawn work, or babysitting. If you took advantage of pre-payment options, this money has been held in an account and will be dispersed to the tour company with all deposits. An updated trip balance will be available for you at registration. Unfortunately, there is NO scholarship money available from the school or PTA in any way. The full payment for the trip from each student is expected.

This field trip is an integral part of the 8th grade academic curriculum; all students are expected to participate. We will be doing many learning activities prior to and after the trip related to Washington, D.C. and the founding of our country. It truly is both an excellent way to begin the school year and a highlight for the 8th graders.

Sincerely,

Jane Varnell

CSLA 8th Grade Language Arts and Social Studies Teacher and Trip Coordinator

***CSLA -* Washington, D.C. Trip**

**November 13 - 17, 2018**

**Tuesday, November 13**

8:00 p.m. Depart for Washington with rest breaks along the way

**Wednesday, November 14**

7:00 a.m. Arrive at Cracker Barrel, Manassas for breakfast **(Included)**

8:00 a.m. Depart to Arlington Cemetery

8:30 a.m. Arlington Cemetery

11:30 a.m. Lunch at Reagan Building **(Not Included)**

12:30 a.m. Depart to National Cathedral

1:30 p.m. National Cathedral

3:30 p.m. Visit the Holocaust Museum

5:30 p.m. Dinner at Union Station **(Included)**

On the way back to hotel visit WWII Memorial and Washington Monument

9:00 p.m. Arrive at hotel (Security provided starting at 10)

Holiday Inn Express, Springfield, VA 703-644-5555

**Thursday, November 15**

7:00 a.m. Breakfast at hotel **(Included)**

8 00 a.m. Depart for Capitol Visitor Center

9:30 a.m. Tour the Capitol and Library of Congress

11:30 a.m. Lunch at the Capitol Center Food Court **(Not Included)**

12:30 p.m. Depart for Mt. Vernon

1:30 p.m. Visit Mt. Vernon **(Mansion tour time TBD)**

4:00 p.m. Lincoln, Korean, Vietnam Memorials

5:00 p.m. White House for picture taking

6:00 p.m. Dinner at National Place **(Included)**

After dinner visit Jefferson and MLK Memorial

9:00 p.m. Arrive back at hotel (Security provided starting at 10)

**Friday, November 16**

7:00 a.m. Breakfast at hotel **(Included)**

8:00 a.m. Check out and depart for Ford’s Theatre

9:00 a.m. Ford’s Theater /Driver goes back to hotel

10:00 a.m. National Archives, Air and Space Museum, Natural History, American History, National Gallery of Art and the new African American Museum **(subject to getting requested tickets)**

Lunch at a museum **(Not Included)**

5:30 p.m. Driver pick up for Pentagon City for dinner **(Included)**

7:30 p.m. Start return trip home

**Saturday, November 17**

6:00 a.m. Approximate arrival time home

***Please Note: Itinerary is subject to change.***

Washington DC Registration Form

Release of Liability Agreement

The undersigned agrees to hold harmless Groups on Tour, LLC, its officers, representatives, tour guides and employees from any and all responsibilities, injuries, damages to property and liability in connection with the following traveler participating in a tour or activity planned by Groups on Tour, LLC:

Traveler Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This total release of all responsibility and liability is in connection with the tour listed below:

School or Organization: Chattanooga School for Liberal Arts

Date of Trip: 11/13-11/17, 2018 Destination / Tour Name: Washington, DC

I/ We recognize and acknowledge that the arrangements for the above referenced trip or tour and activities are made by Groups on Tour, LLC. In return for the opportunity to participate in the tour, I/We agree unconditionally to hold Groups on Tour, LLC and its officers, owners, employees and representatives harmless and absolve them of all responsibility. I/We understand and acknowledge that trip cancellation insurance is available upon request for an additional cost.

Signatures Below Indicate Agreement

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent or Guardian Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Traveler Signature

Dated this \_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_

Groups on Tour, LLC is not affiliated with any other tour operator and is not responsible or liable e for the actions of any other tour operator or travel provider. Groups on Tour, LLC and its employees or tour escorts act only as agents for its passengers in all matters pertaining to air, cruise, and ground transportation, lodging, meals, and other travel services. Groups on Tour, LLC, its employees or agents are not responsible and assume no liability for any accident, injury, delay, or loss of any participant that results from any act, negligence, or non performance of its suppliers, who are independent contractors or tour operators, and not agents or employees of Groups on Tour, LLC. Groups on Tour, LLC reserves the right to alter the trip itinerary or make comparable substitutions, to refuse to accept or retain any participant on its tour at any time for any reason before or during the actual tour, or to cancel any tour with the limit of liability being the refund of any monies paid.

**Groups on Tour, LLC *“The Group Travel Experts”***