

Medicine Hat Public School Division

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NON-LOCAL OR OVERNIGHT OFF-SITE ACTIVITY APPROVAL

(To be completed by Lead Teacher and Principal and OHS Officer)

- This form is used for grades 4-12 off-site activities with destinations greater than 50km one-way from the city limits but within the Province of Alberta or overnight trips; grades 7-12 within Canada; grades 10-12 international travel.
- Prior approval is required from the school principal and the Occupational Health and Safety Officer so please submit forms at least 30 days in advance of departure.
- Regularly scheduled travel for extracurricular teams and clubs can be requested with the *Extra-Curricular Off-Site Activities Form (720 E004)*.

School: Crescent Heights High School Lead Teacher: Jennifer Davies and Dustin LookDestination: New York City , USADate(s): April 15 - 21, 2025 (dates are still flexible with costs) April 23-28, 2025Number of Students involved: 24 Classes/Grades involved: 10 - 12

Ratio of designated supervisors to students (designated supervisors can include non-staff supervising adults):

1 : 12

(# Supervisors: # Students)

Does the ratio of supervisors to students meet the required ratio for the grade level in as outlined in the *Off-Site Activity Summary (Schedule A – 720 AP 001)*? Yes ☒Total trip length (#days) 7 days Total # of instructional days included in trip 1 or 2Does the trip application meet the grade requirements as per the *Off-Site Activity Summary* for the type and duration of the proposed trip? Yes ☒**Supervisors** – List supervisor name, role and current first aid training for each. Please refer to the *Off-Site Activity Summary (Schedule A – 720 AP 001)* for first aid training requirements for off-site activities.

	Supervisor Name	Role of Supervisor	First Aid Training
1)	<u>Jennifer Davies</u>	<u>Teacher</u>	<u>Standard First Aid</u>
2)	<u>Dustin Look</u>	<u>Teacher</u>	<u>Standard First Aid</u>
3)			<u>certified June 2022</u>
4)	<u>We anticipate adding more adult supervisors</u>		
5)	<u>based on our needs for the trip.</u>		
6)			

Educational Alignment (describe the educational fit and if required, attach the relevant *Program of Studies* and *Intended Student Outcomes*)

The students are members of the Theatre Arts Program who are in the Drama, Choral Music, and Musical Theatre classes. The activities and performances we will watch are closely connected to these courses. Students will receive training to work on their performance skills as well as attend multiple Broadway productions and tours related to theatre. Almost every learner outcome for the Drama 10, 20, 30 Choral Music 10, 20, 30 and Musical Theatre 15, 25, 35 courses will be explored during this trip. There are only 1 or 2 days of school being missed for an unmatched Broadway experience. Previous NYC trip have helped to connect CHHS theatre students with the Broadway community through a series of workshops, master classes and Broadway musicals.

Activities Planned (please list all that apply):	Category of Activity as per AP 722 AP 001		
Musical Theatre Masterclasses and Workshops	☒ Green	☐ Yellow	☐ Red (Prohibited)
Broadway Shows, Ellen's Stardust Cafe and Performance	☒ Green	☐ Yellow	☐ Red (Prohibited)
Museum of Man and Natural History Tour, Moma Museum	☒ Green	☐ Yellow	☐ Red (Prohibited)
Observe St. Patrick's Cathedral, 5th Ave, Wall Street & Financial District	☒ Green	☐ Yellow	☐ Red (Prohibited)
Guided Boat Harbour Tour of Manhattan, Central Park	☒ Green	☐ Yellow	☐ Red (Prohibited)
Broadway Up Close Tour or Radio City Music Hall Tour or NBC Studio Tour	☒ Green	☐ Yellow	☐ Red (Prohibited)
Greenwich Village Culinary Walking Food Tour	☒ Green	☐ Yellow	☐ Red (Prohibited)
Top of the Rock Observatory, 9/11 Memorial Fountains	☒ Green	☐ Yellow	☐ Red (Prohibited)
Has the <i>Off-Site Activity Risk Assessment Form (720 E 006)</i> been completed? Yes ☐			

Are the activities listed above planned in accordance with the *School Physical Activity, Health & Education Resource for Safety?* www.myspheres.ca Yes ☒

Financial Considerations (Are there any costs to this off-site outing and if so, how is it being funded?)

It is sincerely felt that through fundraising efforts like what we have accomplished in the past, we can bring the cost down as we have successfully been able to raise money in previous years. The parent group appears to be strong and willing to work on several projects to finance the trip. The cost from the tour group is close to \$3,400. However, we will be doing significant fundraising events to help pay for additional shows and to bring down individual costs to students. We will be staging the musical "Shrek" in February. Many fundraising activities related to the musical will occur to assist in raising money to help pay for the trip. There is also a proven history from these same families working to support the drama program and our productions. Students also fundraise individually in addition to group projects.

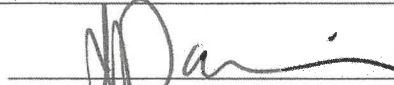


Transportation Arrangements (please include details for all types that apply)

We will be traveling charter busing to and from the airports. Our group will fly on a commercial airline. We will also use public transportation such as subways and buses as well as a commercial bus line for tours. We also hope to use public transportation like buses.

If students are being transported in a private vehicle by a teacher, parent, or volunteer, please complete the *Volunteer Driver Application* form (720 E 007).

Signature of Lead Teacher:



Date: June 24, 2024

Signature of Principal:



Date: June 25, 2024

Signature of OHS Officer:



Date: 26-June-2024

If this is a **NATIONAL** or **INTERNATIONAL** trip, the signature of the Superintendent is required.

In addition, please attach a detailed itinerary.

Signature of Superintendent:



Date: June 27/24

If a substantial change in trip itinerary occurs, notify the Occupational Health & Safety Officer (OHS).

Once the form is completed with all applicable signatures, send
720 E 001 All Off-Site Activity Consent Form home to parents.

Reference: *Administrative Procedure 720 AP 001 Off-Site Activities*