

Medicine Hat Public School Division

601-1st Avenue SW, Medicine Hat, AB T1A 4Y7 Phone 403.528.6700 Fax 403.529.5339 www.mhpsd.ca

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.
- Please submit forms at least 30 days in advance of departure. Prior approval is required from the school principal and the Occupational Health and Safety Officer.
- 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, Dustin LookLead Teacher First Aid Intermediate (Standard) First AidDestination: London, United KingdomDate(s): April 7 - 14, 2026 Time Leaving: 2:00pm Time Returning: 11:00pmNumber of Students involved: 20 Classes/Grades involved: 10-12Adult to student supervision ratio: 1 : 10
(# Supervisors: # Students)Total trip length (#days) 8 Total # of instructional days included in trip 2Does the trip application meet the grade requirements for the type and duration of the proposed trip?
Yes ☒**Supervision Information**

Supervisor Name	Supervisor Type	First Aid Training
1) <u>Jennifer Davies</u>	<u>Staff</u>	<u>Intermediate (Standard) First Aid</u>
2) <u>Dustin Look</u>	<u>Staff</u>	<u>Intermediate (Standard) First Aid</u>
3) _____	<u>Non Staff</u>	<u>Choose an item</u>
4) <u>There will be an appropriate number</u>	<u>Non Staff</u>	<u>Choose an item</u>
5) <u>of Adult supervisors added based on the</u>	<u>Choose an item</u>	<u>Choose an item</u>
6) <u>number of students on the trip. It is likely</u>	<u>Choose an item</u>	<u>Choose an item</u>
7) <u>we will be adding 2 more Adults as this</u>	<u>Choose an item</u>	<u>Choose an item</u>
8) <u>number has worked out well previously.</u>	<u>Choose an item</u>	<u>Choose an item</u>

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 West End 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 3 days of school being missed for an unmatched theatre experience. Previous Drama trips have helped to connect CHHS theatre students with the West End Theatre community and the National theatre through a series of workshops, master classes, productions and tours.

Activities Planned (please list all):	Activity Risk Category as per AP 722 P 001
Masterclasses and Workshops for Singing, Dancing, and Acting	Green
West End Shows, National Theatre Tour and Performance	Green
Victoria and Albert Museum, British Museum Natural History	Green
Guided tours, Westminster Abbey, Buckingham Palace, Big Ben,	Green
Thames River Cruise, Guided Hop on Hop off Bus Tour,	Green
Globe Theatre tour and exhibition, West End Theatre Tour	Green
Tower of London and House of Parliament Tours, National Gallery	Green
Explore Southwark Market, Boroughs Market, Camden Market	Green
Has the <i>Off-Site Activity Risk Assessment Form (720 E 006)</i> been completed? Yes ☐	

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

Financial Considerations (If there are costs to this trip, describe the plan to finance the trip. Include estimated costs per student, total cost of the trip and any fundraising plans. Consider costs of transportation, accommodation, food, registrations, etc.)

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. 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 in February. Many fundraising activities related to the musical will occur to assist in raising money to help pay for the trip. Students also fundraise individually in addition to group projects. In previous years, most students were able to pay for the majority of their trip through fundraising.

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Accommodation Arrangements (Provide detailed information including accommodation name and address/location, sleeping arrangements for students and staff, and overnight supervision plans for all overnight trips.)

We are staying at:

We have several excellent choices, but pick one once deposits are paid.

Transportation Arrangements

- ☒ Bus (select provider) Southlands
☐ Volunteer drivers – complete and submit the Automobile Driver Authorization form (720 E 007).
☐ Other/not listed _____

Signature of Lead Teacher:



Date:

May 28, 25

Signature of Principal:



Date:

May 28, 25

Signature of OHS Officer:



Date:

May 29/25

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 19/25

If a significant change in trip itinerary occurs, notify the Occupational Health & Safety Officer.

**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 P 001 Off-Site Activities

Crescent Heights

LONDON 2026

BOOKED ACTIVITIES & TOURS

FREE TIME ACTIVITIES

DAY DATE	1	2	3	4	5	6	7	8
07:00 :30			Breakfast at hotel	Breakfast at hotel	Breakfast at hotel			
08:00 :30			Depart for Globe	Tube to Hop on Hop off	Tube to Workshop	Breakfast at hotel	Breakfast at hotel	Breakfast at hotel
09:00 :30			Globe Theatre tour and exhibition	Hop on Hop off Bus	Workshop	Tube	Tube	Coach Transfer to Airport
10:00 :30						National Theatre Tour	West End Theatre Walking Tour	Arrive at Airport
11:00 :30		Arrive in London Customs & Baggage	Free time in Southwark	Hop on Hop off				
12:00 :30		Coach Transfer to Hotel	Lunch on own Borough Market	Lunch on own near V&A	Lunch on own	National Theatre Performance	Tube to Camden Market	
01:00 :30		Drop bags & Check in Lunch on own	Walk to Workshop	V&A visit	Tube	Lunch on own	Lunch on own	Flight Departs
02:00 :30	Coach Transfer to Airport	Guided Sightseeing Tour	Workshop		Museum Visit British Museum Natural History Museum National Gallery	National Theater Workshop	Camden Market Shopping	
03:00 :30		Westminster Abbey Buckingham Palace		Hop on Hop off				Arrive Calgary Baggage
04:00 :30		Big Ben & more	Tube to Dinner	Tower of London		Tube to Dinner	Tube to Dinner	Transfer to Medicine Hat
05:00 :30	Arrive at Airport		Dinner Included		Tube Dinner on own	Dinner Included	Dinner on own	
06:00 :30		Dinner Included	Walk to Theatre			Walk to Theatre	Walk to Theatre	Arrive Home
07:00 :30			West End Theatre	Dinner on own	Thames River Cruise	West End Theatre	Possible Addon Theatre	
08:00	Depart Calgary	Return to Hotel		Suggest: V&A Evening Entertainment				
09:00								
10:00			Return to Hotel	Return to Hotel	Return to Hotel	Return to Hotel	Return to Hotel	