Costa Rica Mission Trip

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WHAT IS REACH?

REACH is an outwardly focused program in which the seniors work on meeting needs in the immediate community, the nation, and the world. This program will enable the students to look beyond the borders of their “world” to serve others. Students will travel abroad and serve a struggling community in a tangible, hands-on manner. They will be trained in cross-cultural experiences, focus on establishing relationships, learn how to raise support, and help plan activities for a 8-10 day mission trip to Costa Rica. Participation in this program is a 12th Grade requirement.

WHY A MISSION TRIP?

I have been on many mission trips in my life; both domestic and international. I was blessed enough to be asked to attend the 2015 Costa Rica Trip with Shannon Forest and was blown away. It was by far the best missions experience I ever had. Every student that went on the trip came back deeply changed by their experiences in Costa Rica. I have never seen such a large amount of personal and spiritual growth in students’ lives in such a short period of time. The biggest blessing of it all is the fact that Shannon Forest has cultivated and maintained a relationship with these same ministries in Costa Rica for years now. I am glad to have been a part of it!

(Mr. Rob McGrath, SFCS faculty and chaperone)

WHY COSTA RICA?

SFCS partners with Coalition Ministries for this trip, which is divided into two parts. The first portion of the trip is comprised of working alongside a church in Guararí and assisting with their youth group as well as ministering to a slum area filled with Nicaraguan refugees. The slum is called la Cuenca (literally, “the basin”) and is home to approximately 800 children and single mothers. The second part of the trip is spent in Cot de Cartago working in a local high school. Cot is a mountain town near the volcano, Irazú, and is home to an indigenous group of people. The high school in Cot is very familiar with SFCS and our students as they have sent their teachers and students to Shannon Forest as part of an exchange program. We are excited to work alongside them and continue to build that relationship.
2017 MISSION TRIP

**Travel Dates:** March 15-23, 2017

**Departure/Arrival Gates:** TBD

**Flight Itinerary**

*TBD*

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**Sample Itinerary**

**Day 1:** Fly to Costa Rica
- spend the night in a hotel in San Jose
- orientation to Costa Rica

**Day 2:** Travel to Cot
- meet host families
- visit school in Cot
- Irazú volcano
- games with students and Cot families

**Day 3:** Cot
- visit school in Cot
- attend classes and recreation time
- dinner with Creating Value Association

**Day 4:** Guararí
- travel to Guararí
- meet new host families

**Day 5:** Guararí
- attend church service
- soccer games with SFCS students and local kids

**Day 6:** Guararí
- visiting families from la Cuenca
- attend youth group

**Day 7:** Arenal Paraíso Hotel
- travel to resort hotel

**Day 8:** Arenal Paraíso Hotel
- zipline adventure
- spend time relaxing at hot springs
- shopping for souvenirs

**Day 9:** Depart for home

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**Trip Cost**

Total Price for Students: **$1,800**

*Please be aware that the cost of the trip will not be finalized until we have the exact number of students going and can finalize the airfare based on that number.*

Included in this cost:

- ✓ Round-trip flights on major carriers
- ✓ Transportation in Costa Rica
- ✓ Food and lodging costs
- ✓ Entrance fees into sightseeing attractions

Additional Costs:

- ✓ Souvenirs
- ✓ Snacks
- ✓ Passport fees
- ✓ Any miscellaneous medical expenses

I recommend budgeting $150-$200 for these extra costs; however, you can adjust this to your own personal spending habits.
**TIMELINE OF EVENTS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer 2016</strong></td>
<td>Fundraising</td>
</tr>
<tr>
<td>September 2, 2016</td>
<td>Interest &amp; Information Meeting</td>
</tr>
<tr>
<td>September 30, 2016</td>
<td>$100 deposit due</td>
</tr>
<tr>
<td><strong>Fall 2016</strong></td>
<td>Fundraising, apply for passport</td>
</tr>
<tr>
<td>October 21, 2016</td>
<td>First Payment due ($450)</td>
</tr>
<tr>
<td>November 18, 2016</td>
<td>Second Payment due ($450)</td>
</tr>
<tr>
<td>January 27, 2017</td>
<td>Third Payment due ($450)</td>
</tr>
<tr>
<td><strong>Spring 2017</strong></td>
<td>Fundraising, various planning meetings</td>
</tr>
<tr>
<td>February 24, 2017</td>
<td>Final Payment due ($350)</td>
</tr>
<tr>
<td>March 15, 2017</td>
<td>Depart for Costa Rica</td>
</tr>
<tr>
<td>March 23, 2017</td>
<td>Return from Costa Rica</td>
</tr>
<tr>
<td>April 10-14, 2017</td>
<td>Spring Break</td>
</tr>
</tbody>
</table>

Mission Trip meetings will be held in the months leading up to the trip. Many of these will be to prepare the students by working on basic Spanish skills, discussing what to expect, planning activities, etc. Others will be for parents and students to make sure that everyone involved is fully informed and up to date.
Travel Information

**PASSPORTS**
- Everyone must have a passport
- Your passport must not expire within 6 months of our return date
- Passports can take up to 6-8 weeks to process so apply ASAP
- You must sign your passport for it to be official
- If you are not an American citizen, check to see what visa requirements you may have

**Where to get a passport**
Application found here: [http://travel.state.gov/content/travel/english.html](http://travel.state.gov/content/travel/english.html)

- Main Post Office (W. Washington Street, Greenville)
- Simpsonville Main Post Office (N.E. Main Street, Simpsonville)
- Keith Oglesby Station (Orchard Park Drive, Greenville)
- Mauldin Post Office (S. Main Street, Mauldin)
- Cleveland Post Office (Geer Hwy, Marietta)

- Bring Mrs. Brice a copy of your passport

**REQUIRED FORMS**
All of these forms are important to help the trip run smoothly and keep everyone safe in the event of unusual circumstances. In our pre-trip meetings, I will be collecting these forms and explaining their purpose. All of the forms are included in this handbook and will be available at meetings or via a scanned and emailed copy.

- Participant Information Form
- Behavior Contract
- Medical Release Form
- Liability Waiver
- Roommate Request Form

**MONEY MATTERS**

**What is included in the trip cost?**
- Round-trip airfare
- Transportation in Costa Rica
- Food and lodging
- Entrance fees into sightseeing attractions

**What is not included in the trip cost?**
- Snacks
- Souvenirs
- Passport fees
- Any miscellaneous medical expenses

**So how much money should I budget?**
I recommend bringing $150-$200 in cash to cover extra expenses. You can adjust this to your spending habits and expectations.

**How do I buy stuff while in Costa Rica?**
- You can exchange money once you arrive in Costa Rica. Carlos, our host, will have colônes (Costa Rican currency) for you to exchange.
- Bring a debit/ATM card – in case you run out of cash, you can always withdraw more (don’t forget, most banks will have an additional ATM fee).
I recommend bringing a debit card. It serves the same purpose as an ATM card and a credit card in one. Don’t expect individuals and/or shops to accept credit cards.

Do NOT bring traveler's checks!

**PACKING**

**Checked Luggage**

- ✔ 1 checked bag (limit of 50 lbs)
- ✔ Pack less than you think you will need (pack only what you can personally carry)
- ✔ Roll up your clothes to save room
- ✔ Pack some Ziploc bags or grocery bags for dirty or wet clothing (bring dryer sheets to help limit stinky clothes)
- ✔ Consider sharing toiletries (like shampoo) with your homestay roommate(s)
- ✔ GIRLS: Don’t worry about packing make-up. Chances are, you won’t have time or opportunity to put it on every day, and it is going to be extremely hot and humid and working conditions will be dusty.
- ✔ Save room in your suitcase for souvenirs

**Carry-On Bag**

- ✔ One carry-on bag (no larger than 22in x 9 in x 14in)
- ✔ Definitely bring: passport, prescription medication, money, glasses and/or contact lenses
- ✔ Make sure you have a change of clothes in your carry-on in case your luggage is lost
- ✔ Toiletries (and any liquids) must be 3.4 oz or less and fit in a single, quart-sized Ziploc bag

See the end of the handbook for the packing list.

**DRESS CODE**

*This is not your chance to show off your stylish new clothing. Pack old, comfortable shoes and clothes to wear on this trip. You will be dirty and sweaty most of the time, and it is important to keep in mind that the people you will be ministering to don’t wear (or have) expensive, new clothing.*

**Shirts**

ALL | Bring loose fitting shirts. Sleeveless shirts are acceptable as long as they cover the whole shoulder. No tank tops, no muscle shirts, no ripped or torn clothing. No shirts with profanity or suggestive writing or pictures may be worn. Shirts must be worn at all times.

GIRLS | No midriffs or cleavage may be revealed or tight fitting tops. Shirts should cover your stomach and lower back.

**Pants**

Shorts that are just above the knee and loose or comfortably fitting are acceptable. No spandex shorts or underwear showing. No stretch pants (leggings, etc.).

**Swimwear**

GIRLS | Bring a one-piece bathing suit or plan to wear a t-shirt (not white) over your two-piece.

BOYS | Shorts (no speedos, gentlemen)

**COMMUNICATION**

Wi-Fi is almost non-existent in this part of Costa Rica, and even when your students have access to the internet, the speeds are very slow. As a result, you should not expect to hear from them very often. Remember no news is good news.

The chaperones will send out update emails whenever they get the chance so that
parents/friends can stay up to date with the adventures of the group.

The best way to stay up to date with the seniors in Costa Rica is through the trip blog: http://sfcs-mission-2017.blogspot.com/

While in Costa Rica, keep your phone in “airplane mode” to save your battery and prevent you from incurring accidental data or service fees.

HEALTH AND SAFETY

Vaccinations | There are no major medical threats that would necessarily require any vaccinations, but if you want to check for yourself, the most accurate information can be found with the Center for Disease Control. The CDC does recommend getting the Hepatitis A and Typhoid vaccines. Their website is http://wwwnc.cdc.gov/travel/destinations/traveler/none/costa-rica. All of your regular immunizations should also be up to date (tetanus, etc.).

Water | The water in Costa Rica is safe to drink. You can always buy and drink bottled water if you prefer.

Raw Sewage | There is an open sewer in Guararí and while you should not be in direct contact with it, you will play soccer nearby and the kids who live there deal with it on a regular basis. Make sure to frequently use hand sanitizer, keep your hands away from your face and mouth, and cover any open wounds. This will help you prevent sickness.

Medical Issues | There is a full pharmacy in Cot that students will have access to if there are any medical issues. If a student gets sick, they will be able to get treatment locally. If you are prone to illness, it may be a good idea to budget some extra money for doctor’s visits or medicine. The chaperones will have a first-aid kit as well.

Avoiding Pickpockets | It is always a possibility that we will run into pickpockets while traveling. Tourist groups usually stand out and are viewed as easy targets. However, there are a few easy measures you can take to help avoid being pickpocketed.

- Carry your money and passport in a pouch you wear under your clothes
- Be aware of people bumping into you on the street or on subways/trains (wear your purse/backpack in front of you in crowds)
- Do not wear expensive jewelry or carry valuables with you
- Act like you know where you are going and what you are doing – try not to stick out as a tourist too much
- Watch out for the rest of the group – loudly draw attention to someone who has their hand in your friend’s purse or backpack

If you are pickpocketed, notify your chaperones immediately.

HOTELS & HOST FAMILIES

Hotels | You will stay in hotels the first night and the last two nights of your stay in Costa Rica. The first night you will stay at a hotel in San Jose, the capital of Costa Rica. At the end of the trip, you will spend a couple nights at a resort hotel.

Host Families | You will stay with local host families both in Cot and in Guararí. This will most likely not be luxury living – you can expect limited hot water in the shower, no internet, and very basic accommodations. You will be assigned a host family with 2-4 other students, so you will never be alone in your homestay. This is an
incredible opportunity for you to build a relationship with other families and to live life alongside them for a few days. Make the most of this experience – it can be truly life-changing.

Gifts | Please bring a gift for each of your host families (total of two). This can be something small like a candle, a dish towel or a mug. It’s nice to bring something that is reminiscent of South Carolina or Greenville. Think through your gifts; for example, don’t bring a magnet – chances are good that refrigerators will be few and far between.

MEALS

Breakfast & Dinner | Most days breakfast and dinner will be provided by your host families. Unless you have a particular food allergy, please make every effort to eat whatever food is placed in front of you. These families are being incredibly generous to you, and it will be an enormous insult if you do not eat their food. Make sure to eat a hearty breakfast as lunch times may vary and be later than noon.

Lunch | Lunch will normally be provided by the church. Lunch times will vary, so make sure you have eaten a hearty breakfast to tide you over until then.

Snacks & Drinks | There is a small shop in Cot and la Cuenca where you can buy snacks and drinks. You will need to have your money exchanged in order to make these purchases.

Special Accommodations | If you are a vegetarian or have any food allergies, please notify Mrs. Brice and your chaperones as soon as possible so we can make the necessary accommodations.

Be willing to try everything – you never know what you might like! Don’t be surprised if the food looks a little different than it does at home – for example, even staples like pizza are different in other countries than they are in the US. If you don’t care for something, politely and quietly set it aside. Do not complain or insult the food; that is very rude to those who live in that city or county.

BEHAVIORS & ATTITUDES

Females | Females are often at a disadvantage in other countries, for American females tend to be stereotyped by local populations as easy to approach. This makes them easy targets for pickpockets and other, more sinister characters. Try to dress as conservatively as possible and do not talk to strangers who approach you. Do not flirt with locals and never go anywhere alone. Though females often outnumber the males on tour, it is important that the males in the group help protect the females. Watch out for each other at all times!

Language Barriers | Most people in Costa Rica speak Spanish, so this will be a great opportunity for you to practice your own Spanish skills. During the day, you will have people around you who can serve as translators, but in your host families, it will be your time to step out of your comfort zone and try to communicate with them. And who knows? Maybe they will want to practice their English with you! Do not be afraid to try to speak Spanish, and remember that a friendly smile can go a long way.

Hotels | It is important that you do not make a lot of noise as the walls are often thin and there will of course be other people staying at the hotels. Do not run up and down the hallways or hold dance sessions in the lobby. Use your common sense about what to do and not do in the hotel.

Rooming | Carlos and your chaperones will do their best to match you up with roommates that you like and are your friends. However, each
hotel and homestay will have a different configuration of rooms, and this may not always be possible. Try to be flexible and open to rooming with different people along the way. If you have irreconcilable differences with anyone, talk to your chaperones directly rather than spreading gossip throughout the group.

**Food** | The food we eat will most likely be different from what you are accustomed to. No matter what, **DO NOT COMPLAIN**. Try everything anyway, unless you are allergic to it. Even if you do not like it, do not let anyone hear you talking about it unless you are alone with your friends later. If you don't get enough to eat, you might want to make sure that you have some snacks for later. Your host families have put a great deal of effort into showing you their best food and do not need to be insulted by complaining or loud comments. If you are a picky eater, you may need to just get over it for the trip.

**Group Dynamics** | You will find that you don't really get to know everyone on your trip until the third or fourth day. There will be people that you like more than others and those you would prefer not to be around. As a rule of thumb, don’t create drama by voicing your opinions of others (unless they are encouraging and positive). If you have problems with anyone on the tour, please let your chaperones know so that the situation can be rectified. Even your friends might be starting to annoy you after 10 days together, so be patient and hang in there.

**AIRPORTS & FLYING**

**Rules for the Airport**

- Never leave your luggage unattended
- Always keep track of the time and be back at the gate at (or before) the given time
- Do not leave the group or meeting point without first informing a chaperone
- Stay with the group while traveling through the airport – make sure you keep up with the chaperones and don't lag behind (especially if rushing to catch a flight)

**Customs and Security** | Be polite and courteous to the airport personnel at security and at customs. Do not talk (even joking) about terrorism, bombs, etc. Move calmly and quickly through the lines, and pay attention to the instructions for each (when to take your shoes off, take out your liquids and tablets, etc.). Don’t freak out if you are chosen for a random spot check of your luggage or person.

**Plane Etiquette**

- Sit in your assigned seats (don't assume a stranger will switch with you)
- Be aware of and considerate to the people around you (don't fling your seat back or sleep on the shoulder of your seat neighbor)
- Keep your person and belongings contained to your seat (bag under the seat in front of you or in the overhead compartment)
- Don't forget to stand up and move around but try to choose convenient times (not during drink/food service or if your neighbor is sleeping)
- Go to the bathroom on the plane before we land so you can hold it until we get to our next gate

Don't leave your passport or phone or anything else in the seatback pocket – always check before exiting the plane.
Fundraising

OVERVIEW

Senior parents and students are responsible for all fundraising efforts. Students are encouraged to send support letters to friends and family, and one or more parents are welcome to volunteer to organize and facilitate fundraisers for the students.

All donations are tax deductible, and donors will receive a donation receipt from Shannon Forest.

Any additional monies that a student receives will be applied to trip as a whole. No money will be returned to parents or donors.

ALL fundraising ideas and events MUST be approved by SFCS before they are finalized or scheduled. Please contact Diana Van Houten (dvanhouten@shannonforest.com) for administrative approval.

WRITING SUPPORT LETTERS

Step 1:
The first priority in your life should be your daily quiet time/devotional time with the Lord! You should definitely have a daily time to pray for God’s provision for you and the mission project to which the Lord has led you.

Step 2:
Brainstorm and think of those in your home church, as well as your family and friends whom you can contact. Be sure to talk with the pastor or administrator of your home church to notify him of your plans to go on a mission trip (sometimes churches have "scholarships” for short-term mission trips).

Examples of those who you may consider contacting include:

1. Your immediate family
2. Your extended family and relative (uncles, aunts, cousins, etc.)
3. Your friends
4. Christian parents of your friends
5. Friends of your parents
6. Your home church (maybe the congregation can help support you)
7. People you know at your home church
8. Other churches that you have a relationship with (both individual people as well as the church congregation)
9. Your neighbors (both current and previous)
10. Your doctor, dentist, hairdresser/barber, insurance agent, etc.
11. Your Christmas card list

Step 3:
Look at the list you created in terms of an “A” list, “B” list, and “C” list. The “A” list will include those you strongly feel will likely support you financially. The “B” list will consist of those you feel might support you financially. The “C” list will include those who you are uncertain if they will financially support you.

Step 4:
Preferably meet (in person) with those on your “A” list to share about the mission project, and about your calling to go. Sometimes asking for a specific amount or giving a range of giving a range of giving possibilities is best (i.e. asking them to give $100, $75, or $50).
Step 5:
Send a warm, informative, and personal letter requesting financial and prayer support to all those on your list with whom you do not personally meet. Be sure to include both a response card and a self-addressed, stamped envelope with any letter you send. Add a personal, handwritten note at the bottom of the page to personalize the letter.

Step 6:
Call your recipients about seven days after mailing the letters. When you call, ask them if they received your letter, if they have any questions, and if they have had a chance to pray about supporting you. If so, ask them how God has directed them. Note: Calling to follow up is a crucial step. Don’t expect people to give just because they received a letter. Also, be sure to set a timetable and deadline for the entire support raising effort.

Step 7:
Say “thank you” to those who support you! Do not neglect this important step! Don’t hesitate when you find out about a gift. The same day you find out about a gift, thank them! Call and send a personal handwritten letter to thank those who financially support you.

Step 8:
Following your return from the mission project, say “thank you” as you report the results of what God did on the mission trip. You may want to send pictures or possibly give them a small gift or souvenir you bought for them while you were away on the project. There is probably no better way to express your appreciation to someone who gave and/or prayed than to tell them a short testimony of someone whose life was changed by Jesus.

CHECKLIST

✓ Talk with your parents to decide how much you can contribute, how much they are willing to contribute, and how much more money you will need to pay for the trip

✓ Write support letters and mail them ASAP

✓ Turn in your donations to Mrs. Brice

✓ Keep track of who sends you money (Mrs. Brice also has this information)

✓ Send thank you notes to your supporters

✓ Make sure your supporters and family have the blog website so they can follow your adventures

✓ Help plan and carry out various class fundraisers

✓ Most importantly, trust that God will provide!
SAMPLE SUPPORT LETTER

Recipient’s Name  
Address  
City, State, Zip  

Dear ______________________,

God has given me the incredible opportunity to go on a mission trip to Costa Rica this spring. I will be working with Coalition Ministries alongside a church in Guararí and assisting with their youth group as well as ministering to a slum area where many Nicaraguan refugees live. The slum is called la Cuenca (literally “the basin”) and is home to approximately 800 children and single mothers living in extreme poverty. I will also be working in Cot de Cartago where Shannon Forest partners with a local high school. Cot is a mountain village near the volcano Irazú and is home to an indigenous group of people.

We will be leaving on Wednesday, March 15, 2017, and the cost of the trip is approximately $1,800 which includes transportation, lodging, meals, and activities.

I would like to ask you to prayerfully consider being a part of this team through your prayers, encouragement, and financial support. Whatever amount God might lead you to give will be a great blessing to me and to the people I will encounter and serve in Costa Rica. Please make your check payable to Shannon Forest Christian School and return in the envelope provided.

Thank you for prayerfully considering being a part of helping me share the love of Christ with the people of Costa Rica. I anticipate that God is going to do incredible things! I pray I will never be the same. Again, thank you so much for your support.

Thank you,

Your Name (feel free to sign by hand)

__________________________________________

(please detach and return in the envelope provided)

Name of Traveler: ____________________________________________

_____ Yes, I will support you financially with a gift of $__________

_____ Yes, I will pray for you!
Packing List

*Remember to pack only what YOU can carry! Limit yourself to one checked bag (no more than 45 lbs) and one carry-on bag. Leave space to pack any additional items the team is bringing to donate (you can fill this space up with souvenirs on the way home!).

**Clothing & Accessories**

- Flip-flops or sandals
- Work shoes (comfortable, close-toed, etc.)
- Work clothes for 5 days (shorts are fine)
- Clothes for evenings/travel days
- School clothes
  - Long pants (jeans are fine)
- Church clothes
  - Boys: long pants, collared shirts
  - Girls: skirts, dresses, long pants
- Socks and underwear (enough for the whole trip + extras)
- Bathing suit
- Sweatshirt/jacket
- Raincoat/poncho

**Toiletries**

- You will need to pack a towel
- Toothbrush & Toothpaste
- Shampoo/conditioner
- Soap
- Deodorant
- Hairbrush/comb
- Spare set of contact lenses/glasses
- Sunscreen
- Insect repellant
- Hand sanitizer

**Money**

- Debit card
- $100-$150 to exchange once you arrive
- Pouch for storing money and passport under clothing

**Documents**

- Passport and photocopy of passport
- A copy of the tour itinerary
- A list of important contacts and addresses to send postcards home (optional)

**Electronics**

- Camera (with memory card and charger/batteries)
- Phone charger and headphones

**Miscellaneous**

- Copy of any prescriptions
- IDs (student, driver’s license, etc.)
- Journal and pen/pencil
- Bible
- Purse
- Water bottle
- Ear plugs
- Flashlight
- Hat or visor
- Sunglasses
- Snacks (seal in Ziploc or airtight containers)
- TWO gifts for your host families

**Carry-On Bag**

- Passport
- Money
- Airline ticket
- Toothpaste and toothbrush
- Hairbrush
- Contact lens case/glasses and glasses case
- A change of clothes
- Medication
- Any valuables (phone, iPad, etc.)

**DON’T BRING**

- Hairdryers or other beauty appliances
- Weapons or anything illegal (drugs, etc.)
- Expensive jewelry
- Computers (or any other electronics that you would be devastated to lose)
- Traveler's checks – DO NOT BRING THESE!
- A bad attitude 😊
Required Forms

Checklist

_____ Participant Information
_____ Behavior Contract
_____ Medical Release Form
_____ Liability Waiver
_____ Roommate Request Form
_____ Copy of Passport
_____ Original Prescriptions (if any)

Please detach and submit completed forms to Mrs. Becky Brice in Student Services.
Participant Information Form

**Student Information**

Full Legal Name: ________________________________________________________________

Home Address: ________________________________________________________________

Phone Number: ___________________________ (cell) ___________________________ (home)

Email Address: ________________________________________________________________

Grade: ___________________________ Date of Birth: ___________________________ Age: ________

Passport Number: ___________________________ Date of Expiration: __________________

Driver's License Number: ___________________________

**Parent Information**

Parent/Guardian Name: __________________________________________________________

Home Address: ________________________________________________________________

Phone Number: ___________________________ (cell) ___________________________ (home) ___________________________ (work)

Email Address: ________________________________________________________________

**Emergency Contact Information**

Name: ________________________________________________________________

Relationship to Traveler: _______________________________________________________

Phone Number: ___________________________ (cell) ___________________________ (home) ___________________________ (work)

Email Address: ________________________________________________________________
2017 Costa Rica Mission Trip
Student Behavior Contract

_____ 1. **All scheduled activities are obligatory.** If you are sick or have a physical ailment that might prevent you from participating in an activity, you must tell a chaperone.

_____ 2. **Travelers are expected to respect any nightly curfew.** For your own safety and security, room checks will be conducted at the chaperones’ discretion. Visitors or group members of the opposite sex are not permitted in any room.

_____ 3. There will be no smoking, drinking of alcoholic beverages, taking illegal drugs, or engaging in sexual activities at any time.

_____ 4. **Hitchhiking or the driving/renting of any motor vehicle** is strictly forbidden for all travelers.

_____ 5. New body piercings or tattoos cannot be acquired while on tour.

_____ 6. **Illegal activities will not be tolerated** and are punishable by immediate dismissal from the trip. If the local authorities are involved, you will be subject to the laws of the country you are visiting.

_____ 7. **Dress code** for the 2017 Mission Trip will comply with the Shannon Forest Christian School dress code. All clothing must be modest and professional.

_____ 8. Keep the **hotel rooms and tour bus neat.** Payment for damage done to hotel rooms or to buses is your responsibility. If you notice any damage upon arrival at a hotel, you should notify the chaperones immediately.

_____ 9. Students must be in **groups of three or more** during the lunch breaks or any period of free time. Male and female students should never be alone, either in hotel rooms or out and about on the trip.

_____ 10. Students will show **respect and courtesy to all members** of the trip (fellow students, adults, chaperones, host families, etc.). This includes engaging in the trip through participating in and having a good attitude about the events and activities planned for each day, as well as following the instructions of the chaperones or Carlos Cordero.

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*I have read and understand the above rules for the 2017 Mission Trip. I acknowledge that failure to adhere to these regulations may result in dismissal from the trip and immediate return to the United States (paid for by the student or their parents).*

Student Name ____________________________________________ Grade __________

Student Signature __________________________________________ Date __________

Parent Signature __________________________________________ Date __________
Medical Release Form

Student’s Name: _____________________________________________________________

Emergency Contact Name: ___________________________________________________

Emergency Contact Phone Number: ____________________________________________

Special Needs
Does your child/do you require any special accommodations? (wheelchair, interpreter, etc.)
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Allergies
Is your child/are you allergic to any medication, food, etc.? What should be done in case of a reaction?
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Medical Conditions
Does your child/do you suffer from any pre-existing medical conditions (seizures, diabetes, mental health issues, eating disorders, etc.)? What are the warning signs that the chaperones should be aware of, and what should be done in case of an emergency?
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Prescription Medication
Does your child/do you take any prescription medications? If so, all prescriptions must be up-to-date and in the original packaging, and should be packed in your child’s carry-on bag with copies of the prescription paperwork. Please list prescriptions and dosage information.
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
Medical Release Form (page 2)

Over-the-counter Medication

The chaperones may administer certain over-the-counter medications to your child/you if necessary. Are there any restrictions that the chaperones should be aware of?

___________________________________________________________________________________________________________________________
___________________________________________________________________________________________________________________________
___________________________________________________________________________________________________________________________

Primary Insurance Coverage

Please provide the policy and contact information for your primary insurer.

___________________________________________________________________________________________________________________________
___________________________________________________________________________________________________________________________
___________________________________________________________________________________________________________________________

Any Other Information

Is there any other information about your child's/your health or medical history that should be conveyed to your chaperones prior to the trip? If so, please list here.

___________________________________________________________________________________________________________________________
___________________________________________________________________________________________________________________________
___________________________________________________________________________________________________________________________

Please Initial

_______ I give permission to the SFCS chaperones to give my child Zofran, a prescription medication used to treat nausea.

_______ I give permission to the SFCS chaperones to admit my child to the hospital in case of an emergency.

Parent/Legal Guardian Signature: ______________________________________________________________ Date: _____________
Liability Waiver

Our records indicate that your child is traveling on a tour that may include an activity which requires travelers to sign a waiver in order to participate. Since your child is under the age of 18, they will not be able to sign this waiver by themselves. Therefore, in order for your child to participate in this activity, the SFCS chaperones need to be authorized to sign the waiver on your behalf. Please read the information below and sign to acknowledge your acceptance of these terms. Your agreement is completely voluntary. If you do not give permission, your child will not be allowed to participate in any of the activities that require a waiver.

I understand and agree that the trip itinerary may include certain activities (such as zip lining) that may require the SFCS chaperones to sign a release on behalf of the travelers (who are minors and cannot sign for themselves) in order to allow participation. This document allows the SFCS chaperones to execute these documents on your behalf should the need arise. Your execution of this document is voluntary. If you choose not to execute this document, your child may still participate in the trip but may not be able to participate in some trip activities. With regard to said activities:

- I understand and agree that my child, with permission, has voluntarily chosen to participate in the activities and we assume all dangers and risks associated with the activities.
- I do hereby delegate the SFCS chaperones a “Limited Power of Attorney” and full authority to sign any documents, including but not limited to liability releases, permission slips, waivers and/or any other type of participation agreement required by the operators of any activity for participation.

Student's Name: ____________________________________________________________

Parent/Guardian's Signature: ________________________________________________

Parent/Guardian's Printed Name: ____________________________________________

Date: ____________________________________________________________________
Roommate Request Form

Name: _____________________________ Grade: ________

Please list 3-4 students you would be interested in rooming with on the trip:

1. _________________________________
2. _________________________________
3. _________________________________
4. _________________________________

Please list any students you definitely would NOT want to room with on trip:

______________________________
______________________________
______________________________
______________________________