

TEWKSBURY PUBLIC SCHOOLS
TEWKSBURY SCHOOL COMMITTEE

Notice of Regular School Committee Meeting #5
Wednesday, December 8, 2021 at 5:30 PM

Meeting Place:

Tewksbury Memorial High School
Large Group Instruction Room #1
320 Pleasant Street, Tewksbury, MA 01876

1. CALL TO ORDER - 5:30 PM

2. EXECUTIVE SESSION (File) (Non-Public Session) - 5:30 PM

3. RECOGNITION (Held in the Christine McGrath Performing Arts Center) - 6:00 PM

2021 Tewksbury Memorial High School Academics (File)

John & Abigail Adams Scholarship Recipients

TMHS 2021 MCAS Student Achievement Awards

4. RECONVENE REGULAR SCHOOL COMMITTEE MEETING (Public Session) - 6:30 PM

5. ANNOUNCEMENT

The December 8, 2021 Regular School Committee Meeting will be televised and recorded and may be viewed live on Comcast Channel 22 and Verizon Channel 34 or YouTube/TewksburyTV.com. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. At this time, I would ask if anyone is recording tonight's meeting to please identify himself/herself.

6. PLEDGE OF ALLEGIANCE

7. STUDENT REPRESENTATIVE REPORT

Jack Stadtman: Notes from Tewksbury Memorial High School

8. PRESENTATIONS

a. MASC Presentation - Dorothy Presser, Field Director

b. Out-of-State/Country Field Trip Updates (File)

i. 2022 TMHS Costa Rica Trip - Principal Jon Bernard

ii. 2022 TMHS Domestic Trip to National Parks - Principal Jon Bernard

iii. 2022 Wynn Middle School 8th Grade Washington, D.C., Overnight Trip - Principal John Weir

9. CITIZEN'S FORUM (*Citizens are asked to limit comments related to items on the agenda to three (3) minutes or ten (10) if spokesperson is representing a group concern.*)

10. APPROVAL OF MINUTES

November 17, 2021, Regular School Committee Meeting (File)

SCHOOL COMMITTEE MEMBERS

Keith M. Sullivan, Chairperson, ksullivan@tewksbury.k12.ma.us

Shannon M. Demos, Vice-Chair, sdemos@tewksbury.k12.ma.us ~ Bridget L. Garabedian, Clerk, bgarabedian@tewksbury.k12.ma.us

John R. Stadtman, Member, jstadtman@tewksbury.k12.ma.us ~ Nicholas G. Parsons, Member, nparsons@tewksbury.k12.ma.us

Superintendent of Schools Christopher J. Malone, cmalone@tewksbury.k12.ma.us

11. SUBMISSION AND PAYMENT OF BILLS

Payroll Period Ending November 10, 2021 (\$1,446,568.11) (File)

Payroll Period Ending November 24, 2021 (\$1,562,053.37) (File)

12. SUPERINTENDENT & STAFF REPORT

13. CONSENT AGENDA (*itemized on page 3*)

14. COMMITTEE REPORTS

Elementary School Building Committee

Tewksbury SEPAC

Wellness Advisory Committee

Policy Sub-Committee

15. POLICY CHANGES, PROPOSALS, and ADOPTION

None

16. OLD BUSINESS

Aperture Education: About the DESSA (File)

17. NEW BUSINESS

None

18. SCHOOL COMMITTEE MATTERS OF INTEREST

19. FUTURE SCHOOL COMMITTEE MEETING DATES

January 12, 2022; February 16, 2022 (Public Hearing: Budget); March 16, 2022 (Public Hearing: Budget)

20. FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES

Elementary School Building Committee: December 9, 2021

Tewksbury SEPAC Business Meeting: December 16, 2021; January 20, 2022; February 17, 2022; March 17, 2022;

April 28, 2022; May 19, 2022 (Elections); June 16, 2022.

Tewksbury SEPAC School Safety Sub-committee: TBD

Wellness Advisory Committee: March 23, 2022; May 18, 2022

Policy Sub-Committee: TBD

21. FUTURE AGENDA ITEMS

22. ADJOURNMENT

CONSENT AGENDA

Correspondence:

None

Enrollment Update: None

PERSONNEL ITEMS (Files)

New Hires (Files): Cynthia Bellino, 1-year only, full-time Occupational Therapist, at the Dewing Elementary School, effective November 9, 2021; Suzanne Dibble, district-wide, 1-year only, part-time Occupational Therapist, effective November 15, 2021; Molly Riordan, district-wide, 1-year only School Nurse, effective November 9, 2021; Katie Buck, Kindergarten Teacher at the Heath Brook School, effective November 29, 2021

Transfers: None

Reappointment: None

Retirement (File): Donna Boudreau-Hill, Social Studies Teacher at Tewksbury Memorial High School, effective June 30, 2025

***Appendix B: Co-Curricular:** None

***Appendix B: Athletics:**

Tewksbury Memorial High School

Lauren Polimeno, Head Coach, Boys Indoor Winter Track

Joel Mignault, Head Coach, Girls Varsity Basketball

*APPENDIX B POSITIONS ARE PENDING CONTRACT NEGOTIATIONS

Acceptance of Donations/Gifts: None

Fundraisers/Raffles: None

Executive Session

**Tewksbury School Committee
Executive Session (Non-Public Session)
Wednesday, December 8, 2021
5:30 PM**

Tewksbury Memorial High School
Guidance Office Conference Room
320 Pleasant Street, Tewksbury, Massachusetts

A. CALL TO ORDER

B. EXECUTIVE SESSION

1. To discuss strategy with respect to collective bargaining with employee groups and/or personnel matters. The School Committee will reconvene the School Committee in open session following the Executive Session.
2. Approval of Executive Session Meeting Minutes

C. ADJOURN & RECONVENE REGULAR SCHOOL COMMITTEE MEETING

Recognition and/or Presentations

Tewksbury School Committee - December 8, 2021

RECOGNITIONS

Tewksbury Memorial High School Academics

John & Abigail Adams Scholarship Recipients

Milo Bobotas	Kassidy Macdonald
Aaron Connelly	Maisan Nguyen
Jason Cooke	Ava Piccolo
Alek Cranston	Obadah Shikh Khamis
Courtney Curtin	Jack Stadtman
Nicolette Evangelista	Cuong Tran
Madison Forgione	Jacqueline Vitiello
Lily Gigante	Lila Won
Paige Harrington	Abigail Yaing
Hannah Kocsmiersky	

TMHS 2021 MCAS Student Achievement Awards

John Baker	Gavriella Lightfield
Callie Finnegan	Maximus Mattuchio
Anirudhh Harlalka	Darya Mehrabani
Ceceila Ho	Pouriya Mehrabani
Kiley Kennedy	David Penney
Hannah Kwartler	Olivia Ward

PRESENTATIONS

1. MASC Presentation - Dorothy Presser, Field Director
2. Out-of-State/Country Field Trip Updates
 - a. 2022 TMHS Costa Rica Trip - Principal Jon Bernard
 - b. 2022 TMHS Domestic Trip to US National Parks, Principal Jon Bernard
 - c. 2022 Wynn Middle School 8th Grade Washington, D.C., Overnight Trip - Principal John Weir

TMHS Student Travel Experiences

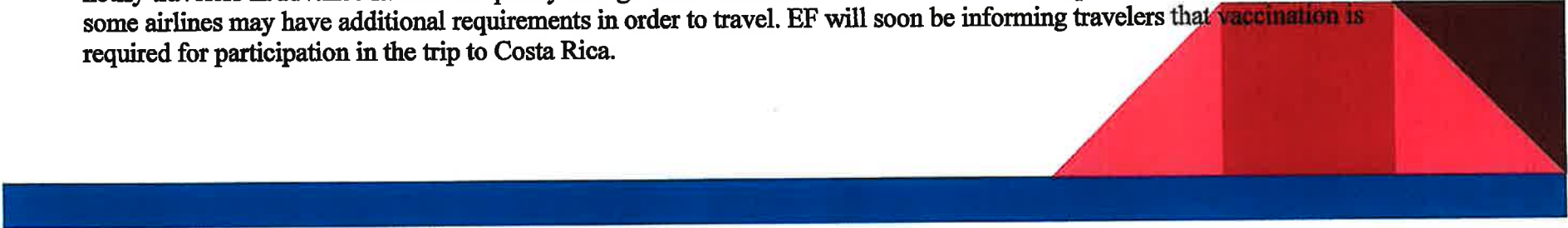
April 2022

Presentation to the Tewksbury School Committee: December 8, 2021

COVID-19 Safe Traveler Protocols

EF COVID Care Promise – if a traveler develops symptoms of COVID-19 while on tour, EF will help to facilitate medical attention and testing for the traveler. If, ultimately, the traveler needs to quarantine or isolate, our exclusive EF COVID Care Promise will cover the cost of hotel and meals during the isolation period, rescheduled flights, fly out a parent if the traveler that tests positive is under the age of 18, as well as provide support from an EF representative.

Health and Safety on Tour and Covid 19 updates

1. **COVID-19 Safe Traveler Agreement** – all travelers will be required to complete a COVID-19 Safe Traveler Agreement, which is available online, 30 days before departure on each traveler's secure site.
 2. **Pre-tour Testing** – all travelers are required to bring proof of their negative result from a COVID-19 viral test, completed using a sample taken no more than 72 hours prior to their scheduled flight departure. Any costs associated with testing are the responsibility of the traveler.
 3. **Vaccines** – at this time EF Explore America is not requiring COVID-19 vaccines for the U.S. National Parks itinerary. EF will notify travelers in advance should this policy change as EF continues to monitor destination-specific information. Note that some airlines may have additional requirements in order to travel. EF will soon be informing travelers that vaccination is required for participation in the trip to Costa Rica.
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COVID-19 Safe Traveler Protocols (continued)

4. Flexibility – until December 27, 2021 for the Costa Rica trip (110 days before the requested departure date) or until December 28, 2021 for the U.S. National Parks trip, the group (through its leader) has the option to change the destination, postpone the tour until summer 2022, or move the trip to the next school year. Additionally, if any individual travelers no longer feel comfortable traveling, they have until December 27, 2021 for the Costa Rica trip and until December 28, 2021 for the National Parks trip to receive an EF Future Travel Voucher worth all monies paid to EF or a refund minus a cancellation fee. After December 27, 2021 for the Costa Rica trip or December 28, 2021 for the National Parks trip, the group would be able to enact our [COVID-19 Peace of Mind Policy](#) if any of the relevant conditions were to occur (government required quarantine upon arrival, federal mandated quarantine about return, or a federal travel ban) otherwise, travelers will be held to our standard cancellation policy on page 4 [here](#).



Communication with Travelers and Their Families

Costa Rica: The original trip meeting was during the fall of the 2019 school year for a 2021 departure date; a follow-up parent meeting was held in the fall of 2020 to provide options for parents once we had pushed the date ahead to 2022, which included the cancellation policy, replacement options, and other pertinent information that we had at that time; a meeting is set to be held shortly after this meeting with the School Committee to discuss the most recent updates with parents prior to the cancellation deadline mentioned above. This latter meeting was initially scheduled for November 17, 2021 and will occur on either December 9 or 10, 2021. The current trip enrollment is at eighteen students plus three faculty chaperones (Lindsey Bowden-White, Beth Beauchesne, Eamon Edgerton). TMHS will have its own “private tour,” meaning we will not be partnering with another, outside school trip.

National Parks: The Covid Peace of Mind policy and most current information was shared at the October 2021 parent meeting. We have not had a follow-up meeting yet as we were waiting to achieve our final enrollment number (due on November 30, 2021). Said meeting will occur the week of December 13, 2021. Enrollment is at twenty-eight students plus three faculty chaperones: Kelsey Ring, Erin Murphy, TBA). TMHS will have its own “private tour,” meaning we will not be partnering with another, outside school trip.



Reimbursements/Refunds

Options:

Travel voucher--full monies paid; applicable to any future EF trip or any EF product, including college and family tours, for the traveler or his/her parent or sibling; vouchers are transferable. You can find a list of all voucher redemption options [here](#).

Refund--all monies minus \$500 cancellation fee for the Costa Rica trip if the cancellation is documented prior to December 27, 2021. For the National Parks trip, the maximum refund amount is all monies paid to EF less \$350 for students who did not use a voucher to enroll and less \$500 for those who did use an EF Future Travel Voucher to enroll if the cancellation is documented before December 28, 2021. Families who purchased the Travel Protection Plus Plan may be eligible for higher cash refund amounts.

As a district, we may also choose to push the trips to Summer 2022 to ensure that our seniors do not lose out on an opportunity to travel that many have been eager for since 2019. We can also change locations if need be as well.



COVID-19 Safe Traveler Agreement

Action Required: You must read and agree to the following terms by signing the bottom of this document by 72 hours prior to your flight departure. These terms will be updated to align with the latest CDC, WHO, state, and federal government requirements regarding travel, and the most up-to-date version will be available for signature in your traveler account 30 days prior to departure. We are here to explore your options if you cannot meet these terms for any reason.

Preparing for departure

To promote the health and safety of all group members on tour during the COVID-19 pandemic, I agree to review the following information and commit to the following measures and requirements in advance of my departure.

COVID-19 Risks

Travel during the COVID-19 pandemic involves certain inherent risks related to the chance of being exposed to and/or contracting COVID-19. I understand and acknowledge that it is not possible to eliminate all such risks related to COVID-19 during travel on my Tour Program. I will speak directly to my own physician with questions pertaining to my individual health and regarding travel at this time.

COVID-19 Recovery

If I have tested positive for COVID-19 within a 90-day period prior to departure, I have met all CDC guidelines for leaving isolation and/or have received proof of recovery documentation from my physician.

Pre-Departure COVID-19 Testing

I will take a mandatory **COVID-19 PCR test** and receive a negative result from a test taken within 72 hours of departure. I will carry my test results with me at all times through the duration of the Tour Program, as proof of my negative test results when or if required. I will not be awaiting the results of any other COVID-19 tests at the time of departure. Under certain circumstances, a COVID-19 antigen test may be an acceptable replacement for the COVID-19 PCR test requirement. EF will notify travelers in writing if a COVID-19 antigen test is acceptable for their specific destination.

COVID-19 Exposure

I agree to take all reasonable efforts to minimize my exposure to COVID-19 within the two weeks prior to my tour departure. If I am made aware that I have been in close contact (as defined as within 6 feet for a total of 15 minutes over a 24-hour period) with a person diagnosed within COVID-19 within 14 days of my tour departure date, I will not travel unless I can meet one or more of THESE requirements:

- It has been more than 10 days since the exposure AND I remain symptom free

- I remain symptom free AND have received a negative **COVID-19 PCR test** taken after day 5 since exposure AND it has been 7 days since exposure
- I have been fully vaccinated (received both shots AND passed a waiting period of 2 weeks since the second shot)
- I have had, AND recovered from, COVID-19 in the last 3 months, AND have not developed any symptoms since my close contact

Symptoms

I agree to immediately contact EF Educational Tours if I experience symptoms associated with COVID-19 within 72 hours prior to travel, including:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Advisories and Guidelines

I understand and will follow the travel guidelines of my local or state public health authorities, the U.S. Department of State, and the U.S. Centers for Disease Control related to travel in general and any that apply specifically to the locations I will visit on my Tour Program and my return home after my Tour Program.

Airline Requirements

I will consult and follow the requirements and guidelines from the airline carriers, connecting airport authorities, and arrival airport authorities, as outlined at [eftours.com/airlines](https://www.ef-tours.com/airlines)

On the road

Staying healthy throughout the tour is a group effort, and therefore I agree to the following requirements to help keep myself and my fellow travelers as safe as possible on tour.

EF Educational Tours and Local Regulations

I agree to follow all local regulations, restrictions, and advisories related to COVID-19 for my Tour Program. I also agree to follow all rules, requests, and requirements from my Tour Director or EF Educational Tours staff for the health and well-being of myself, my fellow travelers, and suppliers. I understand that if I am unable or unwilling to comply with these requirements, I may be removed from the tour at my own expense.

Mask Wearing

I will wear an acceptable mask at all times on tour even if vaccinated, when required by local law, other relevant authorities, or at the direction of my Tour Director or EF staff.

Health on Tour

I agree to monitor my health while on tour for symptoms associated with COVID-19 every day throughout tour. If I develop symptoms of COVID-19 while on tour, I agree that I will not rejoin my group prior to informing my Tour Director or an EF Educational Tours staff member.

Quarantine and/or Isolation on Tour

I understand that if a tour member is diagnosed with COVID-19 while on the Tour Program, the person diagnosed with COVID-19 will be required to isolate and the remainder of the tour group will be required to quarantine on tour AND take tests for COVID-19, in accordance with local guidelines. I agree to comply with EF and relevant authority quarantine and isolation requirements, including those that may exceed local guidelines.

Coming home from tour

There are a few important things I need to do at the end of tour; understanding and agreeing to these things will help my travel to and arrival back home go smoothly.

Pre-Return COVID-19 Testing

International tours only

I will take a mandatory COVID-19 test (either PCR or antigen viral test) OR have documented proof of recovery from a medical professional, within 72 hours prior to my return flight departing to the U.S. in accordance with U.S. Centers for Disease Control requirements.

Advisories and Guidelines

I am familiar with and intend to follow the travel advisories and guidelines from my local, state, and federal public health authorities upon my return home from my Tour Program, which may include (but are not limited to) COVID-19 testing and a quarantine period.

COVID-19 Diagnoses

I agree to notify EF Educational Tours immediately if I am diagnosed with COVID-19 within 14 days of the end of my Tour Program.



For more information and frequently asked questions, visit eftours.com/safe-traveler

Agreement

I will immediately contact EF Educational Tours in the event any information included in this certification changes between now and my return home from my Tour Program.



By checking this box and submitting this form, I (or parent or legal guardian if enrollee is under 18 or a minor under any other applicable law) certify that the information I have provided is true and accurate to the best of my knowledge and acknowledge my responsibility to immediately inform EF Educational Tours of any changes to these certifications. I understand and acknowledge that if I am unable to comply with these certifications due to health considerations, I must contact EF Educational Tours prior to departure to understand my options which may include receiving a cash refund of all money paid less \$500 or a COVID-19 Future Travel voucher for all money paid. I understand that if I have purchased the Global Travel Protection Plan and want to pursue a claim, I should follow the instructions provided by the claims administrator, Seven Corners, on how to file a claim in order to have them determine if I am eligible for cancellation benefits. I understand that some countries, suppliers and/or airlines may require proof of vaccination in order to travel and that I will be notified in writing, by EF, if vaccination is required for my tour.

Signature

Date

General Terms and Conditions

These Booking Conditions are valid for all EF tours departing after October 1, 2021. All tours are operated outside of the U.S. by EF Education First International, Ltd., Switzerland. EF Institute for Cultural Exchange, Inc. is a marketing service provider for that company and is referred herein together with EF Education First International, Ltd. as "EF."

WHAT'S INCLUDED IN THE PROGRAM PRICE?

- \$95 non-refundable enrollment deposit
- Round-trip airfare
- Accommodations in hotels with private bathrooms
- A Tour Director available 24 hours a day from when you arrive until you depart
- Breakfast and dinner daily in Europe. (For non-European destinations different meal plans may apply.)
- Sightseeing tours and excursions led by licensed local guides as specified
- Airport transfers and transportation between destination cities
- Transportation to all included activities
- Entrance fees and theater tickets as specified
- EF walking tours and Tour Director-led sightseeing as specified
- Cruises, trains, or ferries as specified
- Adult supplement (if applicable)
- 24-hour worldwide emergency service
- Support from EF representatives abroad
- EF backpack and luggage tag for each tour

The above apply to all tours unless otherwise noted on the tour itinerary. If we ever fail to provide you with any of the above, we will refund you its value upon your return from the tour.

What does the non-refundable enrollment deposit include?

All travelers must pay the non-refundable, non-transferable \$95 enrollment deposit upon enrollment in order for the enrollment to be complete. After travel is completed on the first tour, repeat travelers will receive a \$100 repeat traveler discount off of future tours.* (EF Explore America repeat travelers will receive a \$50 repeat traveler discount off of future EF tours.) The \$95 non-refundable enrollment deposit includes:

- EF's Standard Cancellation Policy and Peace of Mind program as described on p. 20
- Processing services by EF staff
- Eligibility for discounts on other EF programs

*Repeat travelers are paying travelers who traveled beginning in 2003. Travelers who cancel their tour prior to traveling are not eligible for a repeat traveler discount. The repeat traveler discount is non-refundable and non-transferable.

WHAT'S NOT INCLUDED IN THE PRICE?

- Rooming supplement (if applicable)
- Optional excursions (except where indicated)
- Global Travel Protection plan or Global Travel Protection Plus plan (except where indicated)
- Beverages and lunches (except where indicated)
- Transportation to free-time activities
- Customary gratuities (for your Tour Director, bus drivers, and local guides)
- Portage
- Any applicable baggage-handling fees imposed by the airlines (see [ef-tours.com/baggage](https://www.ef-tours.com/baggage) for complete details)
- Expenses caused by airline rescheduling, cancellations, or delays caused by the airlines, bad weather, or events beyond EF's control (see next page for details)
- Passport, visa, and reciprocity fees or any other fees associated with entry to a specific destination

GROUP TRAVEL

How does group travel work?

We believe that all students should have the opportunity to travel, which means we do everything we can to keep our program prices the lowest in the industry without sacrificing quality. One of the ways we do that is by combining groups to fill a tour bus so that all travelers help cover the costs of the bus, the Tour Director, local guides, etc. Consolidating groups also allows travelers to meet students from other schools, although groups may not be of the same age level.

Therefore, in order for everyone to travel for the lowest price possible, group travel requires some flexibility. Each group submits its preferred tour choices and travel dates, and then we book all of the groups with the same requested tours on one specific departure date. Because EF is the largest student travel provider, it's rare that groups do not travel on their first-choice tour. However, on occasion, we may need to book your group on a second-choice tour. In the event we cannot offer for booking a tour comparable to your first-choice tour, travelers can opt to receive a full refund. Once a program is booked, EF's Standard Cancellation Policy applies. EF strives to keep departure dates within two days of the requested date for tours departing October through April and within four days of the requested date for tours departing May through September. Your final tour itinerary and travel dates will be confirmed approximately two months prior to departure. Group Leaders also retain the ability to change the requested tour or travel dates on behalf of their group.

Anything else I need to know about my itinerary?

Based on your travel dates, there may be times when it becomes necessary to modify your itinerary. Sometimes this involves changing the order in which cities are visited, altering your length of stay in a city or country, or using an alternate airport. On certain days, especially holidays, some tour inclusions may be unavailable. In such cases, we will substitute different inclusions or provide a refund after the tour. Tours are designed for students, as reflected in the pacing, accommodations, and other aspects of the tour.

PRIVATE GROUPS

What if my group wants to travel on our own without being consolidated?

If you want the privacy of your own tour bus and Tour Director, you can choose to travel as a private group. This option is available for an additional fee, which varies based on the final number of paying travelers. If your group fills a standard-size tour bus, the private group option is free. The itinerary may not be modified while on tour (i.e. you do not have the tour bus at your disposal); however you are able to make certain tour modifications prior to the tour departure. Although your base itinerary will include only your group, you may be consolidated with others during optional excursions. Also, due to flight and hotel availability, we require the same departure date flexibility as described above. Please let EF know prior to your first enrollment if you would like to be a private group.

What if my group is traveling on a customized tour?

If your group is traveling on a customized tour, you will automatically be traveling as a private group. The tour price for your customized tour can fluctuate based on the group size and will be finalized based on the number of paying travelers at the time of departure.

ENROLLMENT

All Enrollment Forms must be received at EF by at least 110 days prior to departure. Travelers should provide complete first, middle, and last names, and dates of birth as they appear (or will appear) on their passports.

What is the cost of a name correction?

Any corrections to match passport names made after 110 days prior to departure require that we change the flight reservation, resulting in a minimum fee of \$200 per airline up to the cost of a new published fare ticket. This may also result in a different flight itinerary from the rest of the group. Travelers who have not yet applied for a passport should provide their full name and date of birth as they appear on their birth certificate.

How do travelers enroll?

Enrollment Forms and payment can be submitted to EF in any of the following ways:

- Online: [ef-tours.com/enroll](https://www.ef-tours.com/enroll)
- Phone: 800-665-5364
- Mail:
EF Educational Tours
EF Center Boston
Two Education Circle
Cambridge, MA 02141

For your convenience, travelers are automatically enrolled in paperless billing. Travelers who prefer to receive invoices by mail may request this by logging into their account at eftours.com or by calling 800-665-5364.

Can a traveler enroll on a waitlist if the tour is full?

Upon the discretion of the Group Leader, a waitlist may be offered for full tours. The \$95 non-refundable enrollment deposit is required for waitlist enrollments. If space becomes available on the tour and the applicant chooses to enroll, EF's payment plan and cancellation policies apply immediately. If space is not available by 14 days prior to departure or if the applicant cancels from the waitlist, the \$95 non-refundable enrollment deposit will be refunded.

Can children under 11 go on tour?

We do not allow children under the age of 6 to travel with us. Travelers ages 6-10 must have an adult chaperone other than the Group Leader and will have to room with that chaperone. Travelers may choose to stay in a family room (a room with two twin beds and a cot) or in a twin (a room with two beds). Applicable fees will apply.

Can adults go on tour?

EF's published program prices are based on student rates for transportation, admissions, accommodations, etc. We welcome adults (those age 20 and older, including those who will turn 20 while on tour) but have to charge a per-person flat fee supplement of \$100 plus \$50 per night of the tour to cover the difference between student and adult rates. Adults will pay an additional \$40 per night for the sea portion of their tour on overnight ferries and cruises, where applicable. Please see next page for information on adult rooming. Groups comprised of a majority of adults must select the private group option. All adult travelers will be required to complete a background check through a third party company prior to traveling. EF reserves the right to cancel any traveler if, in EF's sole discretion, it determines the results pose a risk to the group's safety or wellbeing.

LATE ENROLLMENTS

Can a traveler enroll after 110 days prior to departure?

Yes. A traveler may submit a late enrollment request 109 days or fewer prior to departure. The traveler must enroll on the tour, pay a non-refundable \$145 late enrollment fee, and make full payment of the current program fee. The traveler will be placed on a waiting list while we check bus, flight, and hotel availability. The traveler is responsible for any additional charges that may apply. We may also offer an alternate flight to meet up with the tour or the option of arranging your own flight and buying the land-only portion of the tour.

If we are unable to place the traveler on a tour or the traveler does not wish to pay the additional charges, the traveler may cancel their enrollment request and receive a full refund.

PASSPORTS, VISAS, OTHER TRAVEL DOCUMENTS & ENTRY REQUIREMENTS

Who is responsible for obtaining a traveler's passport, visas, and other travel documents and for complying with a destination's entry requirements?

Each traveler is solely responsible for obtaining prior to departure a valid passport, applicable visas, and any other required travel documents, as well as verifying and satisfying the entry requirements necessary for each destination of the tour itinerary. This may include required medical documents, testing, or proof of vaccinations (including any requirement to provide proof of full and up to date COVID-19 vaccination). All U.S. passports must be valid for at least six months following the tour's return date, and travelers will need to provide passport information to EF by 110 days prior to departure. Non-U.S. citizens will need to contact the embassy or consulate of their destination countries to ensure they meet specific entry requirements. Remember to check your itinerary carefully for all countries that will be visited (including countries visited in transit). Visit the U.S. Department of State's travel website at www.travel.state.gov for more information. If a traveler is unable to obtain these travel documents or meet any applicable entry requirement, EF's Standard Cancellation Policy will apply and travelers will be solely responsible for any incurred expenses.

CAN I HELP PROTECT MY INVESTMENT?

Global Travel Protection plan

Travelers can help protect their investment from the unexpected with the offered Global Travel Protection plan. Designed specifically with EF travelers in mind, this plan includes both pre and post departure benefits, which includes medical expense coverage that may apply on tour and tour cancellation for stated

reasons such as serious injury or illness or financial hardship due to job loss. All benefits are subject to the limits, terms, and exclusions of the policy available at <https://www.sis-inc.biz/tours/efeducationaltours/>. Learn more at eftours.com/protection. The Global Travel Protection plan becomes non-refundable after any of the following occur: when you depart on your tour, when you file a claim, or 10 days after receipt.

Global Travel Protection Plus plan

In addition to the benefits provided in our Global Travel Protection plan, travelers who purchase the Global Travel Protection Plus plan are provided with additional benefits for tour cancellation. Travelers are able to cancel their tour up to 24 hours prior to departure for any reason and receive a refund of their tour program cost (less the cost of the plan and other Non-Refundable Fees). Learn more at eftours.com/protection. The Global Travel Protection Plus plan must be purchased at the time of enrollment and is non-refundable after any of the following occur: when you depart on your tour, when you file a claim, or 10 days after receipt.

FLIGHT INFORMATION

Which airlines are used by EF?

EF reserves seats with major airlines, including Aer Lingus, Air Canada, Air France, Air New Zealand, Alitalia, American, British Airways, Copa Airlines, Delta, Iberia, Icelandair, KLM, LATAM Airlines, Lufthansa, Qantas, Swiss, United, Virgin Atlantic Airways, and other U.S. and international carriers. Our contracts do not allow upgrades, stopovers, or the accrual of frequent flier miles.

What will my flights be like?

We always do our best to provide the most direct route to your destination city. However, due to available flight routings, we cannot guarantee non-stop or direct flights. Sometimes, groups may travel on an overnight red-eye flight, departing the evening before the tour is scheduled to begin. In rare cases, groups may have a domestic and/or international overnight, layover, and/or bus transfer. Based on seat availability and the size of the plane, we may not be able to accommodate all members of a group on the same flight, in which case the Group Leader will determine on which flight itinerary each traveler will travel. In such instances that a traveler is not satisfied with their flight assignment, standard cancellation fees apply. We are not able to pre-assign seating. Seat assignments will be provided upon check-in. Depending on your group's size, travelers may or may not sit together. Some countries may require aircraft insecticide treatment for inbound foreign flights. A list of such countries is available at eftours.com/insecticide.

Do I have to travel on all legs of my flight itinerary?

You must travel on all legs of your itinerary. If you do not travel on a portion of your flights, the remaining portions will be cancelled. You will be responsible for purchasing a new ticket as well as for any service fees charged by the airlines.

What happens if my flight is delayed?

EF is not responsible for airline schedule changes or mechanical, weather, or capacity-related flight delays; however, visit eftours.com/protection for benefits offered in the Global Travel Protection plan and Global Travel Protection Plus plan.

Are any airports interchangeable?

Flights to and from the following destinations may originate/end at any of the airports in that vicinity. On occasion, the tour may return to a different airport than the one you departed from.

- Chicago: O'Hare or Midway
- Dallas: Dallas/Fort Worth or Dallas Love Field
- Houston: George Bush Intercontinental or Hobby
- Miami: Fort Lauderdale or Miami
- New York: LaGuardia, JFK, or Newark
- San Francisco: Oakland, San Jose, or San Francisco
- Washington, D.C./Baltimore: BWI, Dulles, or Ronald Reagan National
- Ireland: Cork or Shannon
- Italy: Milan or Venice
- Scotland: Edinburgh or Glasgow

Are there flight restrictions for travelers under 18?

Anyone younger than 18 years old traveling apart from the group without an adult companion must contact each airline on the minor's itinerary and may need to register as an unaccompanied minor per the airlines' policies. Some airlines will not allow minors under 16 years of age to travel without an adult companion. Any resulting fees will be assessed by the airlines and are the responsibility of the traveler. Additionally, travelers younger than 18 years old are not permitted to travel land-only unless accompanied by an adult traveling on the tour.

SPECIAL TRAVEL REQUESTS

EF is happy to provide stay-ahead/stay-behind options, alternate departure airports, and land-only tours for individual travelers or the whole group. If you have requested special travel arrangements, EF cannot guarantee that you will fly with your group in either direction.

What if the whole group wants to do a stay-ahead or stay-behind?

Where possible, EF will provide altered flight and/or land arrangements for a group of at least six paying travelers plus the Group Leader. Each traveler will have to pay any additional air and/or land costs. The Group Leader should submit one request for the whole group, which needs to be received prior to the first enrollment.

What if only one traveler has a special travel request?

Individual special travel requests should be submitted online at eftours.com by 110 days prior to departure. Please keep in mind that you should not make any actual arrangements—such as booking a flight or hotel—until final tour itinerary and departure date have been finalized (around 60 days prior to departure). A \$150 service fee plus any additional air and/or land costs will be charged.

What are the types of individual special travel requests?

- Individual stay-ahead/stay-behind option: Where possible, EF will provide altered flight arrangements, according to a traveler's request. Travelers are responsible for making their own arrangements to and from the hotel or airport as well as all land arrangements pertaining to their individual itinerary.
- Alternate departure airports: Program prices are based on group departures. If an individual chooses to fly out of a different airport than the group, the program price of the alternate airport will apply. Travelers must depart from and return to the same domestic airport.
- Land-only tours: On certain tours, travelers have the option to make their own flight arrangements and join the tour at the first hotel on the itinerary. Travelers are responsible for making their own arrangements to and from the hotel or airport. In this case, the program price will be reduced depending on the length and destination of the tour. EF is not responsible for any travel-related delays or inconveniences for land-only travelers. Additionally, travelers younger than 18 years old are not permitted to travel land-only unless accompanied by an adult traveling on the tour.

EXCURSIONS**What are excursions?**

EF offers these activities in addition to what is already included on the itinerary. Most Group Leaders choose to add excursions to all traveler accounts.

When should I purchase excursions?

To secure a discounted price, most excursions need to be purchased by 50 days prior to departure (70 days for Versailles). Some excursions may be purchased on tour, though at an increased price.

Are excursions refundable?

If EF cancels an excursion (due to low enrollment, for example), travelers will receive a full refund for the excursion after returning home from tour. To receive a refund for an excursion that you simply no longer wish to be enrolled in, you must let us know by 50 days prior to departure or no refund will be given.

ROOMING

EF handles final rooming assignments for all travelers. We make rooming assignments based on the sex identified on your passport. If you tell us you identify as a different sex, we will work to accommodate you. Please ensure that all rooming requests are submitted by 110 days prior to departure.

How are students roomed?

Students will room in triples or quads with others of the same sex from the entire tour group. This means that students from different schools may room together. EF uses hotels with rooms that contain two double beds (beds for two people). Two students are expected to share each bed.

Can students request a twin room?

Students may request twin accommodations (a hotel room with two single beds) by submitting the name of their roommate. The following additional fees will apply:

- \$50 per hotel night per student
- \$90 per ferry or cruise night per student
(Please note: Twin accommodations are not available on overnight trains.)

How are adults roomed?

Adults are placed in twin accommodations (a hotel room with two single beds) with another adult of the same sex from the entire tour group, unless the name of a roommate has been provided. This will mean that adults from different schools/organizations may room together.

Can adults request a room with a double bed?

Adults can request double-bed accommodations (a room with one bed for two people) by providing EF with the name of their roommate by 110 days prior to departure.

Can adults request a single room?

Adults can request a single room for an additional \$40 per hotel, cruise, or ferry night. This fee is in addition to the standard adult supplement fees covered on the previous page. Single rooms are not available on overnight trains.

What are the sleeping arrangements on trains?

Overnight trains provide couchette sleeping berths or sossels (recliners). The couchettes contain up to six fold-out beds that come down from the wall; on rare occasions, these compartments may not be exclusive to EF travelers and may be mixed gender. Single rooms and private bathrooms are not available on overnight trains.

MISCELLANEOUS**When does the tour officially start and end?**

Each tour begins with the take-off from the departure airport and ends when the flight lands at the return airport. For those making their own flight arrangements, the tour begins upon arrival at the first EF hotel and ends upon departure from the last EF hotel, according to the itinerary. The official length of an EF tour does not include stay-ahead, stay-behind, or any optional periods or activities when travelers are not escorted by a Tour Director.

What if a refund is due?

Where applicable, refunds for overpayment will be issued upon request and after the most recent payment has been in the traveler's account for 21 days. Refunds will be issued back to the original form of payment unless that is no longer valid, in which case a refund check will be issued in the name that appears on the traveler's account. All refund checks are mailed 4-6 weeks after the request has been processed. There will be a non-refundable \$35 stop-payment fee for lost refund checks.

Non-Refundable Fees

Non-Refundable Fees are defined as the Enrollment Deposit (\$95), Global Travel Protection plan cost (\$165), Global Travel Protection Plus plan cost (\$460) and Manual Payment Plan Fee (\$50) as well as any late fees, late enrollment fees, Automatic Payment Plan decline charges, return check/ direct debit fees, late special travel request fees and canceled check fees which have been applied to the account at the time of cancellation.

What about lost belongings?

EF is not responsible for loss of passports, airline tickets, or other documents, or for loss of or damage to luggage or any other passenger belongings. In the case of lost travel documents, the traveler is solely responsible for meeting the airline's requirements (both logistical and financial) for ticket replacement.

What about travelers with food allergies?

EF recognizes that some travelers may have severe food allergies. We will do our best to ensure that our suppliers are informed of the situation, but we cannot guarantee that all requests will be accommodated. Travelers are responsible for making their own arrangements for all in-flight meals.

How can I protect myself from the risk of COVID-19 while on tour?

Taking personal responsibility for your wellbeing begins with packing any personal protective equipment and sanitizers you require. Adopt physical distancing and hygiene practices throughout your pre-trip travel arrangements and follow all health instruction whether physical signage, or requests from the Tour Director or our staff once on tour.

What items are prohibited from tour?

For the safety and well-being of all travelers, no firearms or any other weapons are permitted on tour except as required by law.

What if my tour dates do not fall in the range covered by these Booking Conditions?

Visit efitours.com/bc for the most recent version of the latest travel year's Booking Conditions.

PERSONAL DATA

EF will process your personal data in compliance with applicable data protection legislation for the purposes of completing your enrollment, customer service, the purchase of an offered travel protection plan, and providing you with the products and services related to your tour. This may entail sharing your personal data with corporate affiliates, claims handlers, insurance providers, and other business partners both within and outside the U.S., including to and within the EEA/Switzerland. We have put appropriate safeguards in place for such transfers of your personal data, including the standard data protection clauses adopted by the European Commission. EF may also use your personal data, combined with data from third parties, to market products and services based on your interests, including by email and SMS/text. You may contact EF at any time to unsubscribe from any direct marketing purposes.

We will only keep your personal data for as long as it is necessary for the purposes for which it has been collected or in accordance with time limits stipulated by law and good market practice, unless further retention is necessary for compliance with a legal obligation or for the establishment, exercise or defense of legal claims. We will keep your personal data for marketing purposes until you withdraw your consent. If you have questions about the processing or use of your personal data, would like to have a copy of the information EF holds about you, or have inaccurate personal data corrected or erased, please contact Traveler Support at 800-665-5364.

PROTECTION FOR TRAVELERS' PAYMENTS

Travelers' tour money has protection in the unlikely event of EF bankruptcy, insolvency, or cessation of business under our participation in the United States Tour Operators Association (USTOA) \$1 Million Travelers Assistance Program. For program details and a list of its affiliates, contact USTOA by mail at 275 Madison Avenue, Suite 2014, NY, NY 10016, by email at information@ustoa.com, or online at USTOA.com.

Cancellations and Modifications**STANDARD CANCELLATION POLICY**

The cancellation policies outlined below take into consideration the costs EF incurs often years before groups ever depart. Notice of cancellation from an EF tour will only be accepted from the traveler, their legal guardian, or the Group Leader. The date of cancellation will be determined by the date on which EF receives notice. In order to qualify for refunds in accordance with EF's Standard Cancellation Policy, all payments must be received on time.

EF's Standard Cancellation Policy*

- **150 days or more prior to departure:** Full refund less the \$95 non-refundable enrollment deposit, all Non-Refundable Fees, and a \$300 cancellation fee.
- **149 to 110 days prior to departure:** Full refund less the \$95 non-refundable enrollment deposit, all Non-Refundable Fees, and a \$500 cancellation fee.
- **109 to 45 days prior to departure:** Full refund less the \$95 non-refundable enrollment deposit, all Non-Refundable Fees, and 50% of the program price.
- **44 days or less prior to departure:** No refund will be issued.

*Travelers who purchase a Global Travel Protection plan have the opportunity to cancel the trip until 60 days prior to departure due to reasons not covered by the insurance underwritten by United States Fire Insurance Company and have the option to rebook to another EF Educational Tour within 30 days of such cancellation. Traveler is responsible for finding a new tour, and final placement is based on availability.

Such tour needs to take place within 180 days from cancellation, and any difference in price will be covered by the traveler (non-refundable fees from the original tour will not be put toward the rebooked tour). This benefit is not an insurance provided by United States Fire Insurance Company.

*Travelers who purchase the Global Travel Protection Plus plan have the option to cancel with a non-insurance Cancel for Any Reason waiver provided by EF Educational Tours. The non-insurance Cancel for Any Reason waiver provided by EF Educational Tours provides a cash refund for trip costs paid (less the cost of the plan and other Non-Refundable Fees), to EF Educational Tours for cancellation prior to departure. For plans issued in New York, customers can purchase the non-insurance Cancel for Any Reason waiver separately from the rest of the travel protection plan – for further details, please contact Specialty Insurance Solutions at 877-974-7462 ext. 321.

Cancellation with replacement**

- **150 days or more prior to departure:** Full refund less the \$95 non-refundable enrollment deposit and all Non-Refundable Fees.
- **149 to 110 days prior to departure:** Full refund less the \$95 non-refundable enrollment deposit, all Non-Refundable Fees, and a \$100 substitution fee.
- **109 days or less prior to departure:** Replacements can no longer be accepted and EF's Standard Cancellation Policy will apply.

** Cancellation with replacement refers to a traveler who cancels but finds a person to replace them for the same program. The replacement's Enrollment Form must be submitted at the same time as the notification of cancellation.

GROUP LEADER CANCELLATIONS

A Group Leader must accompany travelers on every tour. If a Group Leader cancels for any reason, they will be asked to assign a new Group Leader. Any travelers who cancel at this point and choose not to travel with their replacement Group Leader will be treated as standard cancellations. If no replacement Group Leader is found, the affected travelers will need to cancel to be eligible for EF's Standard Cancellation Policy. Those travelers interested in being placed with a new tour group should contact EF at 800-665-5364. If we cannot find a new tour for these travelers, EF's Standard Cancellation Policy will apply.

CANCELLATIONS OR MODIFICATIONS REQUIRED BY EXTERNAL EVENTS BEYOND EF'S REASONABLE CONTROL

EF shall not be liable to any traveler for the need to cancel, modify, or postpone the tour as a result of events that are beyond EF's reasonable control. These matters include such "acts of God" or force majeure events as actual or threats of: epidemics or pandemics, or other public health issues or emergencies (such as but not limited to the current COVID-19 pandemic); severe weather events or natural disasters such as but not limited to hurricanes, earthquakes, tsunamis, tornadoes, fires, floods, volcanic activity, or landslides; war (whether declared or undeclared); terrorist activities; instability in a destination location; incidents of violence, riot, sabotage, civil commotion, or nationalization; strikes or labor disputes or lockouts; government orders, sanctions, actual or potential quarantines, or other restrictions affecting travel in, to, or around a location; disruption to transportation; chemical or radioactive contamination; or any other reason that makes it actually or potentially impossible or illegal for EF to conduct the tour as originally contracted. EF incurs substantial non-recoverable costs and expenses of its own in planning, preparing, and pre-paying amounts for such tours. Accordingly, if EF cancels a tour for any such reason, travelers will receive an EF future travel voucher for all monies paid, less the cost of any purchased travel protection plan. Cancellation, modification, or postponement by EF for causes described in this section shall not be a violation of its obligations to any traveler and will not be deemed a "failure" to provide travel services.

COVID-19 CANCELLATIONS, MODIFICATIONS, OR REQUIREMENTS

In the event external events beyond EF's reasonable control have not rendered a tour program impossible or illegal to depart as scheduled yet EF reasonably decides in its sole discretion that the program must nevertheless be cancelled, modified, or postponed due to health or safety concerns related to the COVID-19 pandemic or because issues related to the COVID-19 pandemic would affect the quality of the program, travelers acknowledge that EF's sole obligation to them will be to issue an EF future travel voucher in the amount of all monies paid, less the cost of any purchased travel protection plan. EF and the enrolled traveler agree that a cancellation, modification, or postponement by EF for causes described in this section shall not be a violation of its obligations to any traveler and shall not be deemed a "failure" to provide travel services.

EF is not responsible and shall not be liable to any traveler for any destination-imposed travel or entry requirement related to COVID-19, including but not limited to vaccination, testing, or other public health requirements. Customers who are unwilling or unable to comply with such travel or entry requirements and who choose to cancel their tour are subject to EF's Standard Cancellation Policy. EF also reserves the right in its sole discretion to, in good faith efforts to protect against health concerns, exceed destination-imposed travel or entry requirements and require full vaccination against COVID-19, pre-tour and on-tour testing for COVID-19, and other public health measures for travelers to certain destinations. In such an event, travelers unable or unwilling to meet such requirements must notify EF of their decision to cancel by no later than 110 days prior to departure. Travelers acknowledge that EF's sole obligation in that instance is to issue an EF future travel voucher for all monies paid, less the cost of any purchased travel protection plan. EF's Standard Cancellation Policy applies to travelers who cancel for a reason covered by this provision within 110 days prior to departure.

Peace of Mind Program

We understand that plans can change due to unforeseen circumstances. EF provides an exclusive Peace of Mind program to account for such situations. This program is automatically included for all travelers and can be enacted at the group level for any reason, including terrorism or other world events. Your Group Leader may choose from the following options:

45 days or more prior to departure

- Change the travel dates of your group's current tour
- Work with EF to modify your group's current tour or find a new tour
- Cancel your tour and all travelers will receive a transferrable travel voucher

44 days or less prior to departure

If any location(s) included in the group's tour itinerary is designated as a Travel Advisory Level 3 or 4 by the U.S. Department of State, your Group Leader may still choose any option from the section above.

Peace of Mind Program Terms & Conditions

Benefits of the Peace of Mind program are only available to the entire group and not to individual travelers. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program. Revised tours must fall within the date range that these Booking Conditions are valid. If the revised tour has a higher price than the original tour, travelers will be required to pay the difference as a condition of traveling on the revised tour. If EF cannot accommodate a revised tour request and/or the group decides not to travel on the original tour, then the group may opt for travel vouchers. If the group does not travel on the original tour, travel on a revised tour, or receive a future travel voucher, standard cancellation fees will apply. Travelers cancelling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. EF will make every effort to accommodate revised tour requests. Travel vouchers will be issued in the amount of all monies paid, less the cost of any purchased travel protection plan. Travel vouchers are valid for the current and following travel year. Travel vouchers are transferrable at the face value of the voucher to members of the traveler's immediate family or community. The future travel voucher is not a merchandise credit or a gift certificate and may not be redeemed for cash.

COVID-19 Peace of Mind Program

In addition to our standard Peace of Mind program, EF provides an exclusive COVID-19 Peace of Mind program to account for situations related to the COVID-19 pandemic. This program is automatically included for all travelers and can be enacted at the group level and specific options can be implemented at the individual level.

For programs scheduled to depart between October 1, 2020 and September 30, 2022, your Group Leader can enact the COVID-19 Peace of Mind program in the event that any of the following conditions (referred to as "COVID-19 Travel Events") occur as a result of the COVID-19 pandemic between 109 to 45 days prior to your tour program's original departure date:

- A U.S. federal governmental authority has issued a travel ban or an order restricting travel to a location on your group's itinerary
- A U.S. federal or state governmental authority has issued an order that would require a self-quarantine for travelers in your group upon return home from a location on your group's itinerary
- A governmental order applicable to a location on your group's itinerary would ban or restrict travel or require visitors to self-quarantine upon arrival

If COVID-19 Peace of Mind is enacted, your Group Leader may choose one of the following COVID-19 Options:

- Change the travel dates or tour itinerary of your group's current tour; or
- Cancel your tour with each traveler receiving a transferable COVID-19 Future Travel Voucher for 100% of all money paid to EF; or
- Cancel your tour with each traveler receiving a cash refund for all of the money paid to EF less \$500*

Individual travelers also have between 109 to 45 days prior to departure to choose one of the following options if a COVID-19 Travel Event occurs:

- Cancel off your tour and receive or reinstate a transferable COVID-19 Future Travel Voucher for 100% of all money paid to EF; or
- Cancel off your tour and receive a cash refund for all money paid to EF less \$500*

If at 44 days or less prior to departure, travel restrictions, governmental orders, or other conditions related to the COVID-19 pandemic make it impossible for EF to operate your tour as scheduled or any of the COVID-19 Travel Events referenced above are newly imposed such that a postponement of your tour program becomes necessary then Group Leaders or travelers will have the same COVID-19 Peace of Mind options set above.

*For travelers who had booked their program by redeeming a previously issued COVID-19 Future Travel Voucher, the cash refund option available will be based on the originally issued voucher terms (e.g., travelers who received a COVID-19 Future Travel Voucher for a tour originally scheduled to depart between March 1, 2020 and May 14, 2020, may exchange their voucher for all monies paid less \$565).

COVID-19 Peace of Mind Program Terms & Conditions

This COVID-19 Peace of Mind program is applicable to travelers on EF Educational Tours and EF Tours for Girls programs scheduled to depart between October 1, 2020 and September 30, 2022. The benefits of the COVID-19 Peace of Mind program are available at the group level and for individual travelers. So long as the COVID-19 Peace of Mind program would apply, individual travelers can choose to cancel from their original tour or revised tour and receive a COVID-19 Future Travel Voucher to be used for future travel or exchanged for the cash refund option detailed above. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program. EF will make every effort to accommodate revised tour requests. Revised tours must fall within the date range for which their current Booking Conditions apply. If the revised tour has a higher price than the original tour, travelers will be required to pay the difference as a condition of traveling on the revised tour. If the group does not travel on the original tour, travel on a revised tour, or if EF cannot accommodate a revised tour request, the travelers will receive COVID-19 Future Travel Vouchers. Travelers cancelling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. COVID-19 Future Travel Vouchers will be issued in the amount of all monies paid by a traveler for the original tour. COVID-19 Future Travel Vouchers are valid for the current and following travel year expiring on September 30, 2023 and may be exchanged during that time period for the cash refund option that the traveler was originally eligible to receive pursuant to the COVID-19 Peace of Mind program policy at the time of issuance. COVID-19 Future Travel Vouchers are transferable at the face value of the voucher to members of the traveler's immediate family or community. The COVID-19 Future Travel Voucher is not a merchandise credit or a gift certificate.

Payment Plan Terms and Conditions

Should you choose the Automatic Payment Plan or Manual Payment Plan, the following Terms and Conditions apply.

AUTOMATIC PAYMENT PLAN

- Travelers must select a payment method of either direct debit from a checking account or an ATM/debit card (card must display the Visa or MasterCard logo).
- EF must have the checking account or card holder signature on the Enrollment Form, electronic signature, or verbal authorization indicating agreement to EF's Automatic Payment Plan Terms and Conditions before the plan is activated.
- A minimum of three months of automated payments are required. Travelers who are not eligible for the Automatic Payment Plan must pay in full upon enrollment or enroll in the Manual Payment Plan.
- Travelers must provide a valid email address and pay the tour's \$95 non-refundable enrollment deposit before the plan is activated.
- Travelers who choose monthly payments must choose a date between the 1st and 26th of the month on which their account will be automatically debited.
- Travelers who choose bi-weekly payments must choose a weekday on which their account will be automatically debited.
- Due to weekends and holidays, EF reserves the right to debit the travelers' account up to three days after the scheduled date.
- The Automatic Payment Plan amounts are subject to change if tour items or payments (other than the Automatic Payment Plan) are added or removed in excess of \$20. All other items or payments totaling \$20 or less that are added or removed will only be reflected in the final payment.
- After the Automatic Payment Plan's final scheduled payment, any additional items are due at time of purchase. Payments will no longer be automatically deducted.
- A non-refundable \$35 fee will be assessed each time a payment is returned or declined. In these cases, the plan will be recalculated to have the missed payment redistributed across the remaining schedule. EF reserves the right to withdraw travelers from the plan for returns or declines in two consecutive payments. Should the final payment be returned or declined, travelers will automatically be withdrawn from the plan.
- Travelers are not charged late fees while enrolled in the Automatic Payment Plan. If the traveler opts to withdraw from the plan or is withdrawn by EF, the traveler will be enrolled in the Manual Payment Plan, and the \$50 plan fee will be assessed.
- All of the above terms and conditions of the Automatic Payment Plan also apply to travelers on EF Tours for Girls programs.

MANUAL PAYMENT PLAN

- If travelers do not pay in full upon enrollment or choose the Automatic Payment Plan, they will be enrolled in the Manual Payment Plan and a non-refundable \$50 plan fee will be applied.
- Based on date of enrollment, travelers will be invoiced up to three payments. The first payment of \$500 is due 30 days after enrollment. The second payment of \$500 is due 90 days after enrollment. The remaining balance is due 110 days prior to departure.
- Based on date of enrollment, travelers on an EF Tours for Girls program will be invoiced up to four payments. The non-refundable enrollment deposit of \$95 is due at the time of enrollment. The first payment of \$300 is due 60 days after enrollment. The second payment of \$500 is due 14 months prior to departure. The third payment of \$500 is due 9 months prior to departure. The remaining balance is due 110 days prior to departure.
- A late fee of \$95 will be assessed for any missed payment. All late fees are non-refundable.
- Travelers can pay with ATM/debit card, credit card (card must display the Visa or MasterCard logo), or personal checks.
- Payments made by personal check must be submitted with the traveler's name and account number.

- A non-refundable \$35 fee will be assessed each time a payment is returned or declined.
- Travelers are responsible for making on-time payments even if an invoice is not received.
- All payment due dates refer to the dates by which each payment must be received by EF.
- EF reserves the right to cancel the traveler's reservation if any payment is past due by 30 days (or 15 days after final payment).
- Payment for the Global Travel Protection plan or Global Travel Protection Plus plan is due at time of purchase, and the plan will not be purchased until payment is received.

Paperless Billing Terms and Conditions

For travelers enrolled in Paperless Billing, the following Terms and Conditions apply:

- Travelers will receive electronic invoices in connection with all information related to their EF account, including tour invoices, and other notices that are available in electronic format. Travelers understand this means that, once enrolled, they will not receive paper copies. Invoice reminders will be sent to the primary contact e-mail address that travelers provide on their enrollment form. Travelers may view and print invoices by logging into their account at eftours.com.
- EF is not responsible for any delay or failure to deliver any invoice, and travelers understand that nothing in these Terms and Conditions relieves obligation to pay any invoice.
- Travelers may elect not to receive electronic invoices and change to billing by US mail at any time by logging into account at eftours.com or by calling 800-665-5364.
- To the extent permitted by law, paperless billing is provided "as is" with faults and without warranties of any kind, either expressed or implied. Travelers assume all responsibility and risk for use of paperless billing. EF does not warrant that the information, processes, or services will be uninterrupted, or bug or error free.

Other Terms and Conditions

The terms and provisions of these Booking Conditions supersede any other warranties, representations, terms, or conditions, unless they are expressly stated within a Booking Conditions Addendum or in a letter signed by an EF officer. While EF makes every effort to ensure the accuracy of its publications, it cannot be held responsible for typographical or printing errors (including prices).

Enrolling travelers acknowledge that EF may change the Booking Condition terms from time to time and those changes become effectively immediately. Notice will be provided to you in the event of a material change. A traveler's continued use of EF's services following such notice constitutes acceptance and agreement to be bound by such changes. Travelers agree that the current version of the Booking Conditions in effect at the time of travel or cancellation applies to their tour program.

The tour operator for your trip is EF Education First International, Ltd., Seinaustrasse 30, 8001 Zurich, Switzerland, organization number CHE-109.874.655, VAT number CHE-116.325.678 MWST. EF Institute for Cultural Exchange, Inc. is an affiliate of EF Education First International, Ltd. and acts only as a marketing services provider for that company. EF Institute for Cultural Exchange Inc. is not an agent of EF Education First International, Ltd., does not provide any goods or services for your trip, and is located at Two Education Circle, Cambridge, MA 02141 (t: 800-665-5364). The services provided are tax-exempt with credit in accordance with Swiss Federal Law with regard to VAT Article #23.

EF is a registered as a "Seller of Travel" as defined by travel regulations in the following states: Florida (Reg. No. ST36778); California (Reg. No. 2015641-20); Washington (Reg. No. 603084928).

DIVERSITY, EQUITY, INCLUSION AND BELONGING

EF is committed to providing an inclusive tour experience, and all of our travelers play a role in this. On tour, you will meet people who represent a variety of backgrounds and beliefs and explore diverse cultures and histories. Our goal is to create an environment that celebrates these differences and fosters learning more about the world, yourself, and yourself in the world.

EF's Rules of the Road

When you enroll on tour, you agree to EF's Rules of the Road, which can also be found on your personalized website. If you do not conform to these regulations or any specific rules set by your Group Leader, you risk dismissal from the tour, returning home at your expense with no refund for the missed tour portion. Decisions regarding tour dismissal are up to EF and/or your Group Leader.

All travelers must adhere to the following regulations while on tour:

1. All scheduled activities are obligatory. If you are sick, have signs of becoming sick, or have a physical ailment that might prevent you from participating in an activity, you must tell the Group Leader, who should notify the Tour Director.
2. If you want to visit friends or relatives in a destination country, your Group Leader must be told before the tour begins. Please complete the Tour Leave Form, found under Forms and Resources on the Help Center (eftours.com/help-center), to receive permission for the visits. You must then give the form to your Tour Director upon arrival.
3. You are expected to respect the nightly curfew that your Group Leader may set for your own safety and security. Room checks will be conducted at the Group Leader's discretion. Visitors or group members of the opposite sex are not permitted in your room.
4. Smoking is not allowed on buses, during meals, in hotel rooms, or in any other shared, enclosed space.
5. Hitchhiking and the driving or renting of any motor vehicle is strictly forbidden for all travelers.
6. You are required to pay for any phone calls or incidental personal expenses incurred at hotels. These will be payable the evening before departure at each hotel.
7. Travelers under the age of 18 may not consume alcohol on tour. Travelers over the age of 18 (or older, if local laws require) may consume beer or wine in moderation. The consumption of hard liquor is strictly forbidden. Group Leaders and/or parents may prohibit all alcohol consumption at their discretion. Excessive drinking by any traveler will not be tolerated and will result in dismissal from tour at the traveler's own expense.
8. Illegal activities will not be tolerated and are punishable by immediate dismissal from the tour. If you are involved in any illegal activities, all costs to return home are at your own expense. If the local authorities are involved, you will be subject to the laws of the country you are visiting.
9. 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 Tour Director immediately.

Release and Agreement

I (or parent or legal guardian if enrollee is under 18 or a minor under any other applicable law) have read, understand and agree to the following in exchange for enrollment on an EF Educational Tour:

1. I acknowledge and understand that my tour is operated outside of the U.S. by EF Education First International, Ltd., Switzerland, and that EF Institute for Cultural Exchange, Inc. acts only as a marketing service provider for that company.
2. EF Institute for Cultural Exchange, Inc., EF Education First International, Ltd., and their affiliated companies, partners, and any companies acting on their behalf, along with their officers, directors, employees, agents, and authorized representatives (collectively referred to herein as "EF") do not own or operate any entity which is to or does provide goods or services for my program, including, for example, hotels; arrangements for, ownership of, or control over houses, apartments, or other lodging facilities; tour directors; airline, vessel, bus, or other transportation companies; local ground operators; visa processing services; providers or organizers of optional excursions; or food service or entertainment providers; etc. I acknowledge that all such persons and entities, specifically the Tour Director assigned to my tour, are independent contractors and not employees or agents of EF. As a result, EF is not liable for any negligent or willful act or failure to act of any such person or entity or of any third party.
3. Without limitation, EF is not responsible for any injury, loss or damage to person or property, death, delay, or inconvenience in connection with the provision of any goods or services occasioned by or resulting from, but not limited to, acts of God; force majeure; acts of government; acts of war or civil unrest; insurrection or revolt; strikes or other labor activities; public health issues or emergencies, epidemics, pandemics, plagues, outbreaks of infectious disease, mass-illness; criminal, terrorist, or threatened terrorist activities of any kind; overbooking or downgrading of accommodations; structural or other defective conditions in houses, apartments, or other lodging facilities (or in any heating, plumbing, electrical, or structural problem therein); mechanical or other failure of airplanes or other means of transportation or for any failure of any transportation mechanism to arrive or depart timely or safely; financial failure or other defaults by suppliers; dangers associated with water-based activities; dangers associated with or bites from animals, insects, or pests; sanitation problems; food poisoning; lack of access to or quality of medical care; difficulty in evacuation in case of a medical or other emergency; or any negligent or willful act or failure to act of any third party or for any other cause beyond the direct control of EF.
4. I agree to release EF and my school, my school district, my school board, my Group Leader, and Tour Director (collectively, the "Released Parties") from, and agree not to sue the Released Parties for, any and all claims of any nature related in any manner to my participation in an EF-sponsored tour or a Service Learning Tour, including, but not limited to, claims for negligence, breach of contract, breach of express or implied warranties, negligence or wrongful death, or any statutorily based claim. I hereby unconditionally and unequivocally waive any and all claims and demands for all damages, losses, costs and expenses of any nature whatsoever (including attorneys' fees) on account of or arising out of any and all personal injury, death, bodily injury, mental anguish, emotional distress, or property or other damage that I may suffer from any cause whatsoever related in any way to my participation in any EF-sponsored tour or a Service Learning Tour.
5. I understand that travel in other nations is not similar to travel within the United States. Travel outside of the United States can involve inconvenience and risk, including, but not limited to, forces of nature, geographic and climatic conditions, different hygienic standards, infrastructure problems (including road maintenance, transportation delays and accommodation conditions), civil unrest, vandalism, crime, political instability, and terrorism. Medical services or facilities may not be readily available or available at all during all or part of a program and, if available, may not be equal to standards in the participant's home country. I understand that a Service Learning Tour is a physically demanding excursion in a developing country, and I knowingly assume the risks of such an excursion. I further understand that different parts of the world present unique health, disease, and safety concerns, and I agree to review any specific risks related to my destination by visiting the U.S. Centers for Disease Control and Prevention's Traveler's Health website at www.cdc.gov/travel and the State Department's International Travel website at travel.state.gov/content/travel/en/international-travel.html. I assume all risk of bodily injury, death, emotional trauma, property damage, inconvenience, and/or loss resulting from negligence or any other acts of any and all persons or entities, however caused, including, but not limited to, those risks mentioned above. It is my intention fully to assume all of the risks of travel and participation in the program and to release the Released Parties from any and all liabilities to the maximum extent permitted by law.
6. I further agree to release the Released Parties from any and all decisions to cancel, modify, or delay the tour as a result of unforeseeable events that are beyond the reasonable control of EF or which become necessary or advisable for my safety or for the quality of the tour experience.
7. I agree that this Release applies to and binds myself and my minor child enrolling on tour (if applicable) along with my personal representatives, executors, heirs, and family.
8. In addition, EF shall have no responsibility for me whatsoever when I am absent from an EF-supervised activity or for non-supervised activities, such as visits to friends or relatives or during stay-ahead/stay-behind option periods or any other optional period or activity when not escorted by a Tour Director.
9. My tour begins with the takeoff from the EF departure airport and ends upon completion of the flight back to the origination (or other arrival) airport.
10. The air carrier's liability for loss of or damage to baggage or property, or for death or injury to person, is subject to and limited by the airlines' contract of carriage, its tariff, the Montreal Convention or Warsaw Convention and their amendments or both.
11. EF or my Group Leader reserves the right to refuse or cancel my registration at its sole discretion. In such event, standard cancellation policies as outlined in the Booking Conditions apply.

12. I agree to abide by EF's regulations and the directions of my Group Leader, my Tour Director, and EF's personnel during my tour. Failure to do so may result in my Group Leader or EF terminating me from the tour immediately. I understand that to disobey such rules or directions is to waive the right to a refund of any part of my program price, and that my Group Leader or EF may then send me home at my own expense.
13. I agree to abide by all local laws, regulations, and governmental advisories for all locations of my tour while abroad. I understand that if I refuse to follow, abuse, or disobey those laws, even unintentionally, I waive my right to a refund of any part of the program price, and my Group Leader or EF may send me home at my own expense. I also understand that, should local authorities be involved, I will be subject to the laws of the country I am visiting.
14. If I become ill or incapacitated, EF and their employees, my Tour Director, or my Group Leader, may take any action they deem necessary for my safety and wellbeing, including notifying parents/guardians and/or securing medical treatment (at my own expense) and transporting me home. EF retains the right, in its sole discretion, to contact the traveler's parents/guardians with regard to health issues or any matter whatsoever that relates to the traveler's tour. These rights transcend any and all privacy regulations that may apply. In the event of a medical emergency, EF will attempt to cause appropriate treatment to be administered, and the traveler authorizes EF to do so. EF, however, makes no warranty that it will be able to cause effective (or any) emergency treatment to be administered or to be timely administered.
15. I have made the choice to travel with the teacher/Group Leader organizing my group. I understand that this choice is not the responsibility of EF. I understand that my Group Leader is able to make decisions on my behalf, including but not limited to changing the group's requested tour or travel date and requiring that I purchase items such as the Global Travel Protection plan and optional excursions. I understand that a Group Leader must accompany me on tour. If my Group Leader cancels for any reason, EF will ask them to assign a new Group Leader. If I cancel at this point and choose not to travel with the replacement Group Leader, I will be treated as a standard cancellation. If no replacement Group Leader can be found, I will need to cancel and EF's Standard Cancellation Policy will apply. I may also request that EF place me with a new tour group. If EF cannot find a new tour group for me, EF's Standard Cancellation Policy will apply.
16. If I will be age 20 or older at any time during my tour, I acknowledge that EF will conduct a criminal background check ("CBC") as a pre-condition to travel. If such a traveler refuses to consent to the CBC, it will be deemed a cancellation and EF's Standard Cancellation Policy will apply.
17. This Release and Agreement and EF's Booking Conditions constitute the entire agreement between EF and me with reference to the subject matter herein, and I do not rely upon any promises, inducements, marketing materials, or agreements not herein, including, but not limited to, any oral statements made to me by any agents or employees of EF or by my school or Group Leader. This agreement may be amended or modified only in a writing, signed by EF. The waiver by EF of any provision of this agreement shall in no way affect the remaining provisions of this agreement, and this agreement shall be interpreted as if such clause or provision were not contained herein.
18. This agreement and performance hereunder shall be governed in all respects by the substantive laws of the Commonwealth of Massachusetts. In the event of any claim, dispute, or proceeding arising out of my relationship with EF, or any claim which arises between the Parties, whether or not related to this agreement, the literature for the trip or the trip itself, it shall be resolved solely in courts of the Commonwealth of Massachusetts and/or the United States District Court for the District of Massachusetts.
19. For travelers in Utah only: This tour is not sponsored by any public school, public school district, or other public entity and is operated and organized by a privately owned company.
20. EF may use any film or digital likeness taken of me and any of my comments while on an EF tour as well as any project work (including, but not limited to, online learning programs offered by EF) for future publicity without compensation to me and also use my contact information for future EF promotions. I have read and agreed to the Terms of Use and Privacy Policy outlined at eftours.com/legal-notices and I consent to EF's processing of my personal data.

21. I have read and agreed to the Terms of Use and Privacy Policy outlined at eftours.com/legal-notices, and I consent to EF's processing of my personal data as set forth on page 19.

LIMITED POWER OF ATTORNEY

For parents/guardians of travelers under the age of 18 or a minor under any applicable law

The tour itinerary may include certain activities (such as whitewater rafting in Costa Rica) that may require the Group Leader to sign a release on behalf of the travelers (who are minors and cannot sign for themselves) in order to allow participation. This Limited Power of Attorney allows the Group Leader to execute these documents on your behalf should the need arise. Your execution of this Limited Power of Attorney is voluntary, and if you choose not to grant this Limited Power of Attorney, your child may still participate in the tour but may not be able to participate in some tour activities. With regard to said activities:

1. I understand and agree that my child, with my permission, has voluntarily chosen to participate in the activities, and we assume all dangers and risks associated with the activities.
2. I do hereby delegate to the Group Leader 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. By signing the EF Educational Tours Enrollment Form, I understand and agree to the above.

The safety and well-being of travelers remains our top priority.

[COVID-19 updates](#) | [Health & safety on tour](#)



EDUCATIONAL
TOURS

MENU

< [Help Center: Coverage and policy flexibility](#)

EF's industry-leading safety & coverage programs for 2022 tours

When you decide to travel with EF, we want you to feel secure in that decision. That's why as the world changes, so do we. Below are a range of policies and programs designed to flex to meet our travelers' specific needs—no matter where they are in the planning process.

Please note: These programs apply to tours departing before October 1, 2022.

We're covering:

1. Safety First Program
2. Peace of Mind Programs
3. Individual Coverage
4. General Liability Coverage
5. Risk-Free Enrollment Period Terms

Safety First Program

Provided to all groups

This program was created to provide the safest possible tour experience for our customers.

EF's unmatched global presence

With 600 schools and offices in 50 countries worldwide, including regional offices dedicated to on-tour support, our global presence is truly unmatched. Our 50,000+ staff and faculty members around the world provide a local presence and are able to react quickly and in person where necessary. Plus, the staff in each office and school are trained to respond to a wide range of emergency situations.

Dedicated Emergency Service and Incident Response Teams

EF's Emergency Service & Support Team is available 24/7 to resolve any issue, from a missed flight to a lost passport to more serious on-tour incidents. They also facilitate communication between travelers and families in the event of an emergency at home. The Emergency Service & Support Team is made up of highly trained, dedicated EF staff based in our Boston, Denver, and Austin offices who are equipped to solve problems and answer questions that may come up, even outside of regular business hours. This team also maintains direct communication with our Operations Safety & Incident Response Team to jointly solve issues as needed.

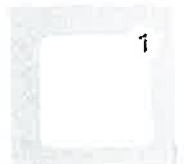
Background checks on adult travelers

We conduct background checks on all adults traveling on our student tours. This is meant to help provide a safer tour experience for all travelers, and is a similar process to what many school districts implement for adults who volunteer in schools or chaperone school activities. Background checks take place through a secure process that is meant to specifically identify individuals who could present a risk to student travelers while on tour.

COVID-19 Peace of Mind Program

Provided to all groups departing through September 30, 2022

Hi there! 🙌 What brings you to the site today?



1

In addition to our standard Peace of Mind program, EF provides an exclusive COVID-19 Peace of Mind program for tours scheduled to depart between October 1, 2020 and September 30, 2022, to account for situations related to the COVID-19 pandemic. This program is automatically included for travelers within these departure dates and can be enacted at the group level and specific options can be implemented at the individual level.

Up until 110 days prior to the departure of your tour's original departure date, your Group Leader can enact the COVID-19 Peace of Mind program on behalf of your group for any reason. In that event, your Group Leader can choose one of the following options (referred to as "Group COVID-19 Options"):

- Change the travel dates or tour itinerary of your group's current tour; or
- Cancel your tour with each traveler receiving a transferable COVID-19 Future Travel Voucher for 100% of all money paid to EF; or
- Cancel your tour with each traveler receiving a cash refund for all of the money paid to EF less \$500*

Individual travelers also have up until 110 days prior to their tour's original departure date to choose one of the following options (referred to as "Individual COVID-19 Options"):

- Cancel off your tour and receive or reinstate a transferable COVID-19 Future Travel Voucher for 100% of all money paid to EF; or
- Cancel off your tour and receive a cash refund for all of the money paid to EF less \$500*

Between 109 to 45 days prior your tour's original departure date, your Group Leader can enact the COVID-19 Peace of Mind program on behalf of your group and choose among the Group COVID-19 Options if any of the following conditions (referred to as "COVID-19 Travel Events") occur within that timeframe as a result of the COVID-19 pandemic:

- A U.S. federal governmental authority has issued a travel ban or an order restricting travel to a location on your group's itinerary;
- A U.S. federal or state governmental authority has issued an order that would require a self-quarantine for travelers in your group upon return home from a location on your group's itinerary;
- A governmental order applicable to a location on your group's itinerary would ban or restrict travel or require visitors to self-quarantine upon arrival

Individual travelers also have between 109 to 45 days prior to their tour's original departure date to choose among the Individual COVID-19 Options if any of the COVID-19 Travel Events occur within that timeframe as a result of the COVID-19 pandemic.

If at 44 days or less prior to the departure of your tour, travel restrictions, governmental orders, or other conditions related to the COVID-19 pandemic make it impossible or impracticable for EF to operate your tour as scheduled, or any of the COVID-19 Travel Events referenced are newly imposed such that a postponement of your tour program becomes necessary, then your Group Leader will be offered the same Group COVID-19 Options, or travelers will have the same Individual COVID-19 Options referenced above with the cash refund option increased to all monies paid, less \$350.

* For travelers who had booked their program by redeeming a previously issued COVID-19 Future Travel Voucher, the cash refund option available will be based on the originally issued voucher terms (e.g., travelers who received a COVID-19 Future Travel Voucher for a tour originally scheduled to depart between March 1, 2020 and May 14, 2020 may exchange their voucher for all monies paid, less \$565).

EF'S COVID-19 PEACE OF MIND PROGRAM TERMS & CONDITIONS

This COVID-19 Peace of Mind program is applicable to travelers on EF Educational Tours and EF Tours for Girls programs scheduled to depart between October 1, 2020 and September 30, 2022. The benefits of the COVID-19 Peace of Mind program are available at the group level and for individual travelers. The COVID-19 Peace of Mind program will not apply based on travel conditions or restrictions imposed or recommended by local (i.e., non-state) governmental entities or third-party entities unrelated to the provision or arrangement of travel services for your tour. So long as the COVID-19 Peace of Mind program would apply, individual travelers can choose to cancel from their original tour or revised tour and receive a COVID-19 Future Travel Voucher to be used for future travel or exchanged for the cash refund option detailed above. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program. EF will make every effort to accommodate revised tour requests. Revised tours must depart prior to September 30, 2023. If the revised tour has a higher price than the original tour, travelers will be required to pay the difference as a condition of traveling on the revised tour. If the group does not travel on the original tour, travel on a revised tour, or if EF cannot accommodate a revised tour request, the travelers will receive COVID-19 Future Travel Vouchers. Travelers cancelling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. COVID-19 Future Travel Vouchers will be issued in the amount of all monies paid by a traveler for the original tour. COVID-19 Future Travel Vouchers are valid for the current and following travel year expiring on September 30, 2023 and may be exchanged during that time period for the cash refund option that the traveler was originally eligible to receive pursuant to the COVID-19 Peace of Mind program policy at the time of issuance. COVID-19 Future Travel Vouchers are transferable at the face value of the voucher to members of the traveler's immediate family or community. The COVID-19 Future Travel Voucher is not a merchandise credit or a gift certificate.

Peace of Mind Program

Provided to all groups

We understand that plans can change due to unforeseen circumstances. EF provides an exclusive Peace of Mind program to account for such situations. This program is automatically included for all travelers and can be enacted at the group level including terrorism, pandemics, or other world events.

Your Group Leader may choose from the following options:

45 days or more prior to departure:

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- Work with EF to modify your group's current tour itinerary and dates, or find a new tour and apply all money paid to the new tour
- Cancel your tour and all travelers will receive a transferable Future Travel Voucher in the amount of all monies paid for the original tour, less the cost of any purchased Travel Protection plan
- Cancel your tour with applicable fees under the Standard Cancellation Policy

44 days or less prior to departure:

- If any location(s) included in the group's itinerary is newly designated as a Travel Advisory Level 4 by the U.S. Department of State; or a U.S. federal or state governmental authority has newly imposed a travel ban to your destination, or newly issued an order requiring a self-quarantine for travelers in your group upon arrival to a location on your itinerary or upon return home from a location on your group's itinerary; your Group Leader or the individual traveler may choose not to depart on the tour as scheduled and will have the same Peace of Mind options set forth above.

Terms & Conditions

Benefits of the Peace of Mind program are only available to the entire group and not to individual travelers unless specifically indicated. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program.

Revised tours must depart within one year of the original tour. If the revised tour has a higher price than the original tour, travelers will be required to pay the difference as a condition of traveling on the revised tour. If EF cannot accommodate a revised tour request and/or the group decides not to travel on the original tour, then the group may opt for future travel vouchers. If the group does not travel on the original tour, travel on a revised tour, or receive a Future Travel Voucher, standard cancellation fees will apply.

Travelers canceling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. EF will make every effort to accommodate revised tour requests.

Future Travel Vouchers are valid up to 25 months from the month of the original tour's scheduled departure. Future Travel Vouchers are transferrable at the face value of the voucher to members of the traveler's immediate family or school community. The Future Travel Voucher is not a merchandise credit or a gift certificate and may not be redeemed for cash unless specifically noted on the voucher. Travelers who had booked their program by redeeming a previously issued Future Travel Voucher may have different terms and options available to them based on the originally issued voucher terms.

EF COVID Care Promise

Provided to all groups

If a traveler is diagnosed with COVID-19 while on tour, EF will provide or arrange for the following, consistent with local requirements, at no additional expense to the traveler throughout the duration of any on-tour quarantine period:

- Lodging and meals
- EF representatives available to support the traveler and to coordinate with local authorities on their behalf where necessary
- Assistance connecting with local health care providers
- Translation services
- Communication between the traveler and the traveler's family back home
- EF-arranged flights home, based on existing itinerary, for the traveler once cleared to return
- If the diagnosed traveler is a minor, flights for their parent or guardian to join them at the tour location

If a traveler or group is not diagnosed with, yet is required to quarantine on account of, COVID-19 while on tour, EF will provide or arrange for the following, consistent with local requirements, at no additional expense to the travelers throughout the duration of any on-tour quarantine period:

- Lodging and meals
- EF representatives available to support the traveler or group and to coordinate with local authorities on their behalf where necessary
- Assistance connecting with local health care providers
- Translation services
- Communication between the traveler or group and their family back home
- EF-arranged flights home for the traveler or group once cleared to return

Individual Coverage

Travelers can choose to enroll in one of the Global Travel Protection plans, both of which are designed specifically with EF travelers in mind. These affordable plans provide pre-departure and on-tour benefits, including medical expense coverage that may apply on tour and tour cancellation for the stated reasons below. Please read on for additional coverage details, as well as deadlines to purchase each Global Travel Protection plan.

Hi there! 🙋 What brings you to the site today?





COVERAGE

Program cancellation

Covered for limited and pre-defined reasons

Any reason up to 24 hours prior to departure

Program interruption



Illness & accident



Baggage & property



Flight delay



Emergency evacuation



Global Travel Protection Plan

Available to all travelers

Cost: \$165

Can be added from the time of enrollment up until 75 days before departure. To purchase this plan, log in to your EF account [here](#).

Designed specifically with EF travelers in mind, this plan provides both pre-departure and post-departure benefits, including medical expense coverage that may apply on tour and tour cancellation for the stated reasons below.

Trip Cancellation coverage

This plan includes Trip Cancellation coverage. If a traveler needs to cancel a trip due to reasons specified in the plan, this reimburses non-refundable pre-paid payments.

Illness and accident coverage

Provides benefits related to hospital bills, doctors' fees, and medical transportation associated with on-tour illnesses or injuries, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness.

Trip Interruption coverage

This plan includes Trip Interruption coverage. If a traveler needs to interrupt a tour due to serious injury or illness, this provides a benefit.

Protection for your belongings

Coverage for baggage in cases of theft or delay.

Trip delay coverage

Coverage for expenses due to trip delays (lodging, food, and other reasonable expenses plus limited reimbursement of unused, forfeited, prepaid non-refundable payments for travel arrangements).

Emergency evacuation coverages

This plan includes coverages that can provide a benefit in the unlikely event a traveler should need to return home unexpectedly due to a natural disaster or unrest.

Nonrefundable fees are outlined in EF's Booking Conditions.

The Global Travel Protection plan includes insured components that are underwritten by US Fire Insurance Company. Fee waivers provided by EF Educational Tours. You can find further details of the policy, coverage limits, and

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Global Travel Protection Plus Plan

Available to all travelers

Cost: \$460

The Global Travel Protection Plus plan must be purchased when you book your tour. To purchase this plan, please call 800-665-5364 to speak with one of our Traveler Support Specialists.

Cancel for Any Reason*

The Global Travel Protection Plus plan provides a refund of the Program Price (minus the cost of the plan and other non-refundable fees) if your child needs to cancel their tour up to 24 hours prior to departure for any reason.

Trip Cancellation coverage

This plan includes Trip Cancellation coverage. If a traveler needs to cancel a trip due to reasons specified in the plan, this reimburses non-refundable pre-paid payments.

Illness and accident coverage

Provides benefits related to hospital bills, doctors' fees, and medical transportation associated with on-tour illnesses or injuries, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness. Subject to policy limits and exclusions.

Trip Interruption coverage

This plan includes Trip Interruption coverage. If a traveler needs to interrupt a tour due to serious injury or illness, this provides a benefit.

Protection for your belongings

Coverage for baggage in cases of theft or delay.

Trip delay coverage

Coverage for expenses due to trip delays (lodging, food, and other reasonable expenses plus limited reimbursement of unused, forfeited, prepaid non-refundable payments for travel arrangements).

Emergency evacuation coverages

This plan includes coverages that can provide a benefit in the unlikely event a traveler should need to return home unexpectedly due to a natural disaster or unrest.

Nonrefundable fees are outlined in EF's Booking Conditions.

* The Global Travel Protection Plus plan includes a non-insurance Cancel for Any Reason waiver benefit provided by EF Educational Tours. The non-insurance Cancel for Any Reason waiver benefit provided by EF Educational Tours provides a cash refund for trip costs paid to EF Educational Tours for cancellation prior to departure. For plans issued in New York, customers can purchase the non-insurance Cancel for Any Reason waiver separately from the rest of the travel protection plan. For further details, please contact Specialty Insurance Solutions at 877-974-7462 ext. 321.

For additional details regarding the insurance components of this plan, underwritten by US Fire Insurance Company, including coverage limits and a full list of exclusions, please visit [this page](#).

General Liability Coverage

Provided to all Group Leaders and Schools

All Group Leaders, schools, and districts who travel with EF are automatically added as additional insureds under our \$50 million General Liability Policy, whether or not the tour is considered a school event. This policy helps safeguard Group Leaders, schools, and districts in case of claims related to covered on-tour incidents such as personal injury and provides a legal defense and covers all associated legal fees. Policy terms, conditions, and exclusions apply.

Risk-Free Enrollment Period Terms

New travelers who enrolled on an EF Educational Tour no later than May 1, 2021 had the option to cancel their tour for any reason prior to August 1, 2021 for a full refund of 100% of the monies paid to EF. To be eligible, the traveler must have been enrolling on a tour with a scheduled departure date between October 1, 2021 and September 30, 2023. Travelers must have paid in full or enrolled in our Automatic Payment Plan at the time of tour enrollment and must have remained either paid in full or enrolled in our Automatic Payment Plan and in good financial standing at the time of cancellation to have remained eligible. Travelers who applied a Future Travel Voucher towards the cost of their tour were not eligible for this risk-free enrollment period.

Hi there! 🙌 What brings you to the site today?

Related Articles



Payment plans



Peace of Mind Program

We're here to help. Call us:

Teachers and Group Leaders

800-637-8222

Students and Parents

800-665-5364

Careers at EF

View Opportunities

Resources

Help Center

How It Works

About EF

Blog

Customer Reviews

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Other EF tour brands

EF College Study

EF Explore America

EF Tours for Girls

EF Educational Tours Canada

EF Ultimate Break

EF Go Ahead Tours

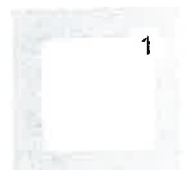
EF Gap Year



EducationFirst

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the site today?



Wynn Trip to Washington DC

May 2022

Presentation to the Tewksbury School Committee: December 8, 2021

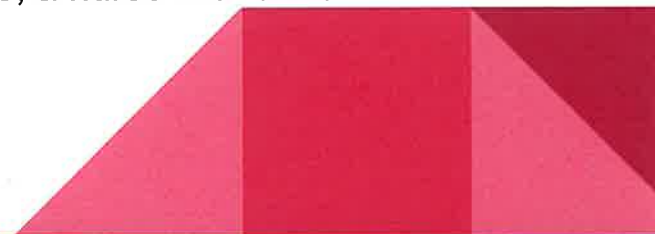
COVID-19 Safe Traveler Protocols

<https://www.tourdcwithus.com/covid-19> If a traveler develops symptoms of COVID-19 while on tour, TourDCWithUS will help to facilitate medical attention and testing for the traveler. If, ultimately, the traveler needs to quarantine or isolate, TourDCWithUS will help to facilitate rooming arrangements; however, we would be required to provide the chaperone(s). Parents/Guardians would need to cover costs related to an extended stay and would need to file a claim with the insurance company. They would also be responsible for arranging transportation for the return home of the student. Chaperones required to stay with students beyond the return date would also be required to arrange for transportation home.

1. All unvaccinated travelers will be required to complete a COVID-19 test 1-3 days prior to departure. They must present a negative result in order to attend the trip. Any costs associated with testing are the responsibility of the traveler.
2. **Vaccines** – At this time TourDCWithUS is not requiring COVID-19 vaccines for the Washington DC trip.

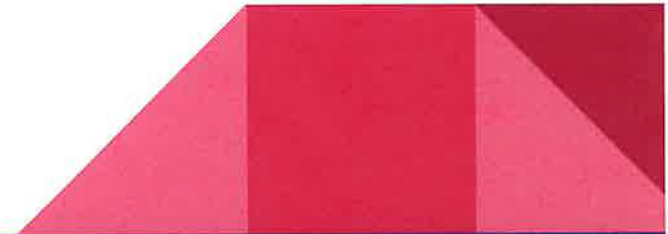
Nursing and COVID Concerns

- If students become symptomatic in Virginia or DC, they would need to be transported to a testing site in that jurisdiction and then become subject to the requirements of that location. While awaiting results and/or if determined to be positive, students would not be able to return to the bus. Alternate transportation would need to be found back to the hotel, or the student, if testing in DC, would need to stay in DC.
- Positive cases must be isolated and monitored for severity of symptoms.
- Unvaccinated close contacts would need to be quarantined. Symptomatic vaccinated students would need to be tested and quarantined until receiving a negative result.
- The parent nurses have volunteered to support the administration of student medication. COVID Testing and contact tracing would add additional responsibility and take away from their ability to chaperone and provide medication.
- These nurses would need to be hired as substitute nurses by the district in order to administer meds.
- According to the Nurse Licensure Compact (NLC). Massachusetts is not one of the 38 states that are recognized by the NLC for reciprocity in the state of Virginia. Massachusetts is a state with pending implementation status. Reciprocity does exist with DC. At this time, a nurse with a Massachusetts license cannot practice in Virginia.



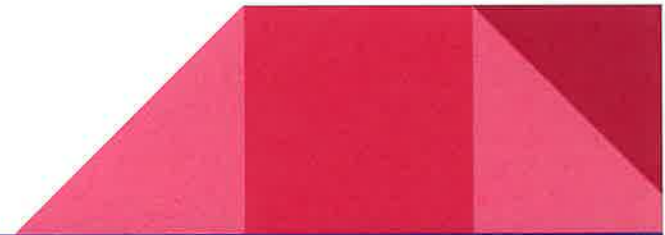
Communication with Travelers and Their Families

Information regarding the trip was provided to parents for sign-up on the TourDC With US website in June. In September, an informational meeting for parents and guardians was held virtually with our trip advisor, Mr. Gillespie, and a representative from the tour company. Other communications throughout the fall have been sent regarding fundraising and rooming arrangements. Currently, we have 168 students attending, twelve staff members (including an administrator), 8 parent chaperones, five of which are registered nurses.



Reimbursements/Refunds

Purchase of Cancel For Any Reason (CFAR) Insurance was required as part of the trip cost. Cancel For Any Reason applies to any time prior to departure. This insurance will reimburse 75% of the trip cost. TourDCWithUS will refund the remainder of the cost of the trip minus the cost of the insurance plan.



CONFIRMATION OF BENEFITS



**TRAVEL INSURED
INTERNATIONAL**

A CRUM & FORSTER COMPANY

Plan Number: .

Application Date: 7/27/2021

Issue Date: 7/27/2021

Plan: WORLDWIDE TRIP PROTECTOR

Underwriter: United States Fire Insurance
Company

Agency: InsureMyTrip.com

SCHEDULE

Departure Date: 5/18/2022 **Return Date:** 5/21/2022 **Term:** 4 Days **Destination:** United States -
Continental

BENEFITS AND LIMITS

Planholders	Benefits	Limits	Paid Date	Plan Cost
	Base Plan	\$792.00	7/27/2021	\$71.00
	Optional Cancel For Any Reason		7/27/2021	\$31.24

FEES: \$0.00

TOTAL COST: \$102.24

If changes are made to your trip cost, please contact us immediately at 1-855-752-8303 in order to maintain full coverage and continue eligibility for time sensitive benefits. Benefits affected may include, but are not limited to, the pre-existing condition waiver.

This document contains important plan and claims information. This document is not a bill.

CONFIRMATION OF BENEFITS

Plan Number:

BENEFITS	LIMITS
Trip Cancellation	Up to 100% Trip Cost
Trip Interruption	Up to 150% Trip Cost
Trip Delay	\$1,500 (up to \$200/day - 3 hours)
Change Fee	up to \$250
Itinerary Change	up to \$500
Frequent Traveler Reward	up to \$250
Single Supplement	Included
Missed Tour or Cruise Connection	up to \$500 (3 hours)
Medical Evacuation and Repatriation of Remains	up to \$1,000,000
Political/Security Evac & Natural Disaster Evac	\$150,000
Optional Cancel For Any Reason	Up to 75% Trip Cost (Purchase Within 21 Days of Initial Trip Deposit)
Baggage & Personal Effects	\$1,000
Baggage Delay	up to \$500 (3 hours)
Accident & Sickness Medical Expense	up to \$100,000
Accidental Death and Dismemberment- 24 Hour	up to \$10,000

* Trip Cancellation and Interruption are up to the lesser of the Trip Cost paid or the limit of coverage on Your confirmation of coverage.

** Baggage and Personal Effects has a per article limit of \$250. There is a combined maximum limit of \$500 for valuables.

The Optional Upgrade Benefit(s) are applicable only when specifically requested on the enrollment document(s) and You have paid the additional premium and the purchase is confirmed on Your confirmation of benefits.

Trip Cancellation is not applicable when \$0 Trip Cost displayed on Your confirmation of coverage. \$500 Return air ticket cost only if \$0 Trip Cost displayed for Trip Cancellation on Your confirmation of coverage.

Traveler	Beneficiary	Percent
		100%



TRAVEL INSURED INTERNATIONAL

A CRUM & FORSTER COMPANY

Travel Insured International
P.O. Box 6503, Glastonbury, CT 06033

Plan Number: . . .
Effective Date: 7/27/2021
Departure Date: 5/18/2022

Destination: United States - Continental

Return Date: 5/21/2022

To whom it may concern:

This letter confirms that the following travelers have coverage under one of our travel protection plans:

We provide coverage worldwide for the coverage listed below, including Accident and Sickness Medical Expenses, and Emergency Medical Evacuation, Medical Repatriation and Repatriation of Remains. There is no deductible for medical expenses.

COVID: COVID is considered an illness and treated the same as any illness would be under the Sickness coverage in the plan and subject to all the plan provisions. The plan offers benefits for accident & sickness and emergency medical evacuation coverage and provided all terms and conditions of the policy are met, there would be coverage for COVID related illness. This is not a guarantee of claim payment and would be subject to a complete review.

Enclosed are the Confirmation of Benefits and Plan Document, which include the provisions, limitations and exclusions that apply.

Sincerely,
Travel Insured International
Phone: 1-855-752-8303 | Fax: 1-860-528-8005
www.travelinsured.com

BENEFITS

LIMITS

Trip Cancellation	Up to 100% Trip Cost
Trip Interruption	Up to 150% Trip Cost
Trip Delay	\$1,500 (up to \$200/day - 3 hours)
Change Fee	up to \$250
Itinerary Change	up to \$500
Frequent Traveler Reward	up to \$250
Single Supplement	Included
Missed Tour or Cruise Connection	up to \$500 (3 hours)
Medical Evacuation and Repatriation of Remains	up to \$1,000,000
Political/Security Evac & Natural Disaster Evac	\$150,000
Optional Cancel For Any Reason	Up to 75% Trip Cost (Purchase Within 21 Days of Initial Trip Deposit)
Baggage & Personal Effects	\$1,000
Baggage Delay	up to \$500 (3 hours)
Accident & Sickness Medical Expense	up to \$100,000
Accidental Death and Dismemberment- 24 Hour	up to \$10,000

* Trip Cancellation and Interruption are up to the lesser of the Trip Cost paid or the limit of coverage on Your confirmation of coverage.

** Baggage and Personal Effects has a per article limit of \$250. There is a combined maximum limit of \$500 for valuables.

The Optional Upgrade Benefit(s) are applicable only when specifically requested on the enrollment document(s) and You have paid the additional premium and the purchase is confirmed on Your confirmation of benefits.

Trip Cancellation is not applicable when \$0 Trip Cost displayed on Your confirmation of coverage. \$500 Return air ticket cost only if \$0 Trip Cost displayed for Trip Cancellation on Your confirmation of coverage.

- **Fully review your Plan Document.**
- **Take this Confirmation of Benefits with you on your trip.**
- **Obtain receipts/documents for all expenses related to medical care, travel delay, trip interruption, and baggage delay or loss.**

Plan Number:

You are only eligible for the benefits described in the Plan Document as long as the appropriate plan cost has been paid and is so indicated on the first page of this form.

What to do in case of a Claim

1. Notify your Travel Agent, Tour Operator or Cruise Line if you must cancel your trip.
2. Report your claim to Travel Insured International by calling the number below or visiting www.travelinsured.com.
3. Complete the claims forms that we forward to you and provide additional documents as indicated.

Trip Cancellation/Interruption: Take immediate steps to minimize your loss. Comply with all notification requirements that may be specified by the Tour Operator, Airline, or Cruise Line. Return with the claim form a copy of the brochure that describes your tour, copies of paid checks, invoices and any unused tour or travel documents. In case of an interruption claim, include the passenger's copy of the old and new transportation tickets. If you are prevented from taking your trip due to sickness or injury, you should obtain medical care immediately. We require a certification by the treating physician at the time of sickness or injury that medically imposed restrictions prevented your participation in the trip.

Emergency Evacuation/Repatriation: If you are on your trip and you require medical evacuation or medical assistance to return home or to a hospital near your home, you must immediately call the assistance company at the number shown below. These services must be pre-authorized

Missed Connection: Obtain receipts verifying extra incurred expenses for transportation (such as airline tickets) to return to final destination.

Travel Delay: If your trip is interrupted or delayed, we need verification of the cause, the number of hours of the delay, and receipts for additional expenses.

Medical: Obtain receipts and a letter from the service provider stating the amount paid and listing the diagnosis and treatment.

Baggage: Report the loss, theft, or damage immediately to either hotel management, tour guide, transportation official or local police and obtain a written statement of loss from them.

Plan and Claims Questions

Travel Insured International
P.O. Box 6503
Glastonbury, CT 06033-6503
1-855-298-6322 (Weekdays 8:00 AM – 6:00 PM ET)
www.travelinsured.com

Non-Insurance Travel Assistance and Emergency Services

1-800-494-9907 Toll-Free U.S. and Canada (24/7)
1-603-328-1707 Collect (24/7)

This Confirmation of Benefits and the Plan Document describe the benefits, terms, and conditions of your Plan. **Please fully review your Plan Document and take this Confirmation of Benefits with you on your trip so you have access to your plan number, emergency phone numbers, and coverage details at all times.**

This document contains important plan and claims information. This document is not a bill.



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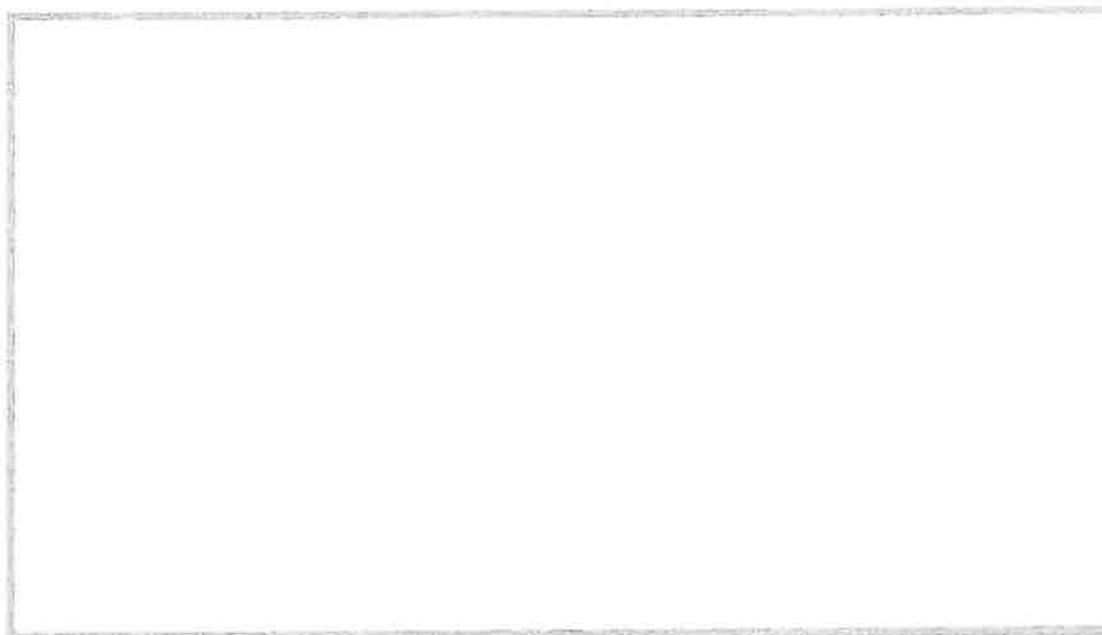
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[PRIVATE DC TOURS](#)
[YOUTUBE CHANNEL](#)
[RESOURCES](#)
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COVID-19 PROTOCOLS

On this page we discuss our Protocols and Guidelines as a Tour Operator.

For information from the DC CDC, [click here](#)



Please visit our channel and click subscribe: www.youtube.com/c/TourDCwithUSTours



Safety while on Tours:

While group leaders, parents, and travel partners continue to navigate the uncertainty regarding COVID-19 and its disruption to education and travel, we at TourDCwithUS have been working hard to develop new protocols around health and safety on our student tours.

Whenever you're ready to plan your next custom-tailored student travel experience, we'll be standing by to guide your every step.

Our new approach Includes:

- Providing personal protective equipment (PPE) for all participants.
- Updated guidelines for motor coach, hotel, and restaurant safety.
- Revising itineraries to adhere to new requirements at each destination.

TOUR POLICIES & PROCEDURES

What if a participant tests positive for COVID-19?

If a participant feels ill with symptoms of COVID-19 (which include fever, chills/aches, shortness of breath, coughing), our team will immediately facilitate movement of the participant to a location where they can safely be separated from others, while simultaneously engaging our On-Call Physicians or a local medical facility to consult on the next steps, testing, and treatment. Next steps would be:

- Establish and coordinate communication with the participant and the family
- Facilitate transportation for the participant to a local medical facility
- Coordinate quarantine arrangements for the participant, in consultation with local health authorities
- Arrange for transportation for a family member to join the ill traveler
- Provide guidance to the group to reduce the risk of additional exposure and coordinate testing
- Initiate thorough and proper cleaning of all necessary areas, such as hotel rooms, and motorcoaches

We will provide the resources necessary to facilitate the recommended treatment, including an isolated, chaperoned location for the participant to recover and arrangements for a new itinerary to return home.

Will we need to wear masks?

TourDCwithUS will provide disposable masks for our participants, as well as reusable masks for our staff. All participants will need to follow any local, state, or national guidelines, and also follow any site-specific requirements for face coverings, including on the airplane and inside any cultural site or venue that requires a mask.

New Health and Safety Guidelines



At The Airport:

- Each airport, and airline, will have its own rules regarding your flight travel, and we recommend you check the website of your airport and carrier now, and at least 72 hours before departing. Temperature checks and face coverings will very likely be a requirement at the airport and on the plane.
- Some destinations may require health forms or additional testing/screening prior to arrival, including requirements based on your home state or city. We will make every effort to communicate these requirements in advance.
- TourDCwithUS will provide disposable face masks for participants traveling.
- Many airport restaurants may not be open, and in-flight food service will not be available, so we recommend packing a meal and snacks for your journey if you are traveling by air.
- TSA will allow you to bring hand sanitizer in a container up to 12 ounces in your carry-on.



Your Tour Director:

- Your group will be met by a dedicated Tour Director who has been specially trained in specific protocols to help keep the group safe.
- Your Tour Director(s) will provide a safety briefing specific to your group to help set expectations for your travel experience.



On the Motor Coach:

- We will work with each group and each motor coach company to establish specific loading and unloading procedures to minimize unnecessary touching and passing. Masks will be required while seated in the bus.
- The motor coach will be cleaned frequently.
- Other changes you might see include plexiglass or empty rows around the motor coach drivers and drivers may be wearing masks.
- Hand sanitizer will also be available on the motor coach.
- Our motor coach partners may have company' based rules above and beyond our own. We expect our guests to follow such guidelines.



At the Hotel:

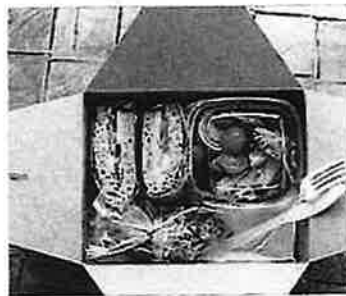


- Our check-in process will be modified to limit interaction with other guests at the hotel. This may mean private entrances, fewer people in the lobby, and fewer people in the elevator.
- We've worked with our hotel partners to ensure the highest standards in cleanliness in the hotels prior to your arrival, which will include disinfection of surfaces inside rooms and extra cleaning on high contact areas such as light switches, doorknobs, and TV remotes. Once the room has been expertly cleaned, hotel staff will not enter unless specifically requested.
- Hotel guests should expect limited food and beverage options inside the hotel and limited or no property amenities (e.g. pools, gyms, etc.).
- TourDCwithUS will offer upgrades related to room occupancy. We will also work with families traveling together to encourage rooms based on family units, and limit roommate switching on programs that travel between cities.



New Itineraries:

- Our team is working closely with our contacts at museums, landmarks, and other sites we visit. Together, we will define specific (and evolving) protocols for groups to make sure the experience is both safe and fun.
- Based on what we learn, we may make changes to your itinerary to ensure we have plenty of time to accommodate the new way of doing things. We will also make sure to focus your time on places where you have the most freedom to explore.
- We will take plenty of breaks for washing hands.
- Many of the sites we visit will require face coverings and have new rules for security and group management. You should be prepared to follow the instructions of your Tour Director and staff at all locations you visit. We recommend you bring a clear purse or backpack or a gallon-sized ziploc bag, as some sites will not allow traditional bags.



Meals:

- We will use our local knowledge and strong relationships to select restaurants following strict hygiene practices to keep participants safe.
- Where possible, we will arrange for private or separate seating.
- Pre-orders may be required in some situations, particularly when we provide box or carry-out meals in order to allow the group to eat outside or in a location where additional social distancing is possible.

TourDCwithUS LLC, a family based company in Washington, DC, is continuously monitoring the coronavirus with the support of our medical and risk management partners. We understand you have questions so we have created some Frequently Asked Questions to better help you stay informed.

What will flying be like?

If you are flying to your destination, each airline we work with has slightly different processes and protocols to respond to COVID-19. We recommend you check the website of your airline for the most up-to-date information. Airlines are deep cleaning between flights, some are reducing flight capacity, and some require passengers to wear face coverings while on board. Additionally, food service on the plane is either not available or pre-packaged, and so we recommend packing a meal and snacks, particularly if you are flying around a meal time.

What will you be doing to keep students safe on tour?

For programs in process and when our tours and events resume, we are working to refine some of our procedures to prevent the spread of germs and to be ready for any emergencies.

We have implemented additional training for our staff to encourage best hygiene practices to prevent the virus. We've been in touch with motor coach and hotel partners, and they are educating their staff about additional cleaning to prevent the spread of germs. In addition, we have asked them to have extra supplies of hand sanitizer available for our travelers to use during their trip. We are following news closely from cities and other local officials about efforts to improve cleanliness in many of the destinations where we travel. We've revised our health and safety protocols, outlining how to immediately engage our resources if corona-virus is suspected.

Safe practices for Motor-Coach and Tour Guides:

Bus company will clean, wipe every seat before meeting the Group

Bus company will make sure the drivers have not shown any symptoms of COVID-19 and appear in good health for at least two weeks before the tour

Disinfectant wipes will be on the bus for group to use
Hand sanitizers will be available at the entrance of the bus.

These are safe practices we are implementing on all of our Tours:

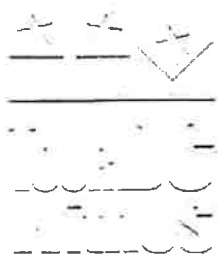
Students will wipe their seats, surrounding areas, including their cellphones every single time we load the bus
We will avoid mixing with other groups while we are out at Monuments and Memorials
While on tour students will always stay with their chaperones. This will help minimize student contact with other schools and strangers. It will also help chaperones monitor that best practices are in place
Please be aware of what you and your students are touching: handrails, trays, exchanging money, souvenirs, etc. Always carry your hand sanitizer and wash your hands constantly

These are a few of the guidelines we are implementing on all of our tours to make sure your students stay safe and healthy. We will still carry on with our normal itinerary mixing fun and learning and making sure your kids have an unforgettable trip to Washington, D.C.

What can I do to stay healthy?

To keep yourself and others safe and healthy:
Comply with special instructions issued by local officials.
Adhere to known, effective best practices to minimize your chance of catching respiratory infections:
Do not touch any part of your face without first washing your hands.
Avoid contact with persons who are already ill.
Avoid unnecessary touching of other persons (e.g. shaking hands in greeting) and limit touching publicly-shared surfaces where possible.
Wash your hands frequently with soap and water for at least 20 seconds.
Carry hand sanitizer (60-95% alcohol) and use it for situations where hand washing might not be possible.
When you cough or sneeze, cover your mouth with a tissue or in your elbow.

Any Questions? Please email us at groupstours@tourdcwithus.com



Classical Educational and Private Tours
520 RIVER BEND RD.
Ft. Washington MD 20742
Tel: +1 571 339 3669
Email: groupstours@tourdcwithus.com

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COVID-19 PROTOCOLS



Minutes

Payroll

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date **11/10/2021**

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of **\$1,446,568.11**

GRANTS

\$26,615.65	2021-2022 Special Ed 240 Grant
\$6,083.66	2021-2022 Title I Grant
	2020-2021 Title II Grant
\$2,231.84	2020-2021 Title IV Grant
	2020-2021 Early Childhood Grant
\$6,277.76	2020-2021 21st Century Grant
\$2,842.19	2021-2022 ESSER I Grant
\$24,760.07	2021-2022 ESSER II Grant
\$5,273.75	2021-2022 ARP Idea Grant

REVOLVING ACCOUNTS

\$3,820.17	2021-2022 Community Services
\$11,424.83	2021-2022 Community Services Preschool Program
\$724.45	2021-2022 Adult Education Program
\$26,082.67	2021-2022 Lunch Program
\$956.06	2021-2022 Facilities
	2021-2022 Recreation
\$672.39	2021-2022 Parking Fees
\$2,274.46	2021-2022 Preschool
	2021-2022 Alfabest

\$120,039.95 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$1,326,528.16	2021-2022 School Department Account
----------------	-------------------------------------

\$1,326,528.16 SUB TOTAL - LEA FUNDS

\$1,446,568.11 TOTAL

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date **11/24/2021**

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of **\$1,562,053.37**

GRANTS

\$30,315.72	2021-2022 Special Ed 240 Grant
\$5,933.66	2020-2021 Title I Grant
	2020-2021 Title II Grant
\$858.26	2020-2021 Title IV Grant
\$297.09	2020-2021 Early Childhood Grant
\$6,303.17	2021-2022 21st Century Grant
\$2,710.15	2021-2022 ESSER I Grant
\$33,889.60	2021-2022 ESSER II Grant
\$5,823.27	2021-2022 ARP Idea Grant

REVOLVING ACCOUNTS

\$3,060.79	2021-2022 Community Services
\$10,006.38	2021-2022 Community Services Preschool Program
\$340.08	2021-2022 Adult Education Program
\$27,534.59	2021-2022 Lunch Program
\$1,070.52	2021-2022 Facilities
\$337.85	2021-2022 Recreation
\$672.39	2021-2022 Parking Fees
\$2,274.46	2021-2022 Preschool
\$1,000.00	2021-2022 TMHS Athletic Intramurals

\$132,427.98 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$1,429,625.39	2021-2022 School Department Account
----------------	-------------------------------------

\$1,429,625.39 SUB TOTAL - LEA FUNDS

\$1,562,053.37 TOTAL

Superintendent/ Staff /School Committee Reports

Consent Agenda

Old Business

New Business

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876



MEMORANDUM

To: Tewksbury School Committee
From: Brenda Regan, Assistant Superintendent
Date: December 3, 2021
Re: Aperture Education: About the Dessa

This is Informational Only - No Vote is Required

The following information will give you an introduction to the DESSA.



An Introduction to the DESSA

A measure of behaviors related to social-emotional competence, resilience, and school success for students in kindergarten through 8th grade.

- Introduction to the Devereaux Student Strengths Assessment (DESSA)
- DESSA Scales
- DESSA Results: Scores and Profiles
- Advanced Interpretation of the DESSA
- Basic Psychometric Properties of the DESSA
- The DESSA-mini one-minute screener
- The Aperture System
- Social and Emotional Learning Growth Strategies and Foundational Practices
- Professional Development



**APERTURE
EDUCATION**

DESSA





APERTURE EDUCATION

Dear Colleague:

Enclosed please find information on the Devereux Student Strengths Assessment (DESSA), a nationally-normed behavior rating scale designed to assess social and emotional competence of children and youth in grades K-8. This assessment was developed in response to a number of national trends in our schools and communities including:

- The growing evidence base that students' social and emotional competence is essential to academic success (Payton et al., 2008; Durlak et.al., 2011).
- The acknowledgement that mental, emotional and behavioral disorders create an under-recognized public health burden of \$247 billion annually and deeply impact the lived experience of one in every five American families (O'Connell, Boat, & Warner, 2009).
- The recognition of social and emotional competence promotion as a credible strategy for the prevention of mental, emotional and behavioral disorders in children and youth (O'Connell, Boat, & Warner, 2009).
- The emerging paradigm shift in pupil personnel services to a universal mental health promotion agenda (Doll & Cummings, 2008).
- The practice and policy emphasis on resilience as an organizing framework for the provision of mental health services (New Freedom Commission on Mental Health, 2003).

For practitioners to fully embrace these recent developments in a way that provides the maximum benefit to children and youth, we must first have a scientifically-sound and user-friendly means of assessing each student's social and emotional competencies. Such individualized assessment will allow us to recognize, support, and sustain social and emotional strengths and to allocate resources to address the social and emotional needs of each student. Of equal importance, when these results are aggregated across students, classes, schools/programs, and districts/communities, they enable us to describe the social and emotional health of entire populations and evaluate the efficacy and effectiveness of programs designed to promote social and emotional competence. This brief introduction is designed to provide a basic overview of the content, uses, and psychometric qualities of the DESSA and the DESSA-mini, a brief version of the DESSA designed for universal screening and progress monitoring. More complete information can be found in the DESSA and DESSA-mini manuals (LeBuffe, Shapiro, & Naglieri, 2014). More information can also be obtained on the Aperture Education website, www.ApertureEd.com or by emailing us at Info@ApertureEd.com. Thank you for your interest in the DESSA and DESSA-mini.

Paul LeBuffe
DESSA Co-Author

Introduction to the Devereux Student Strengths Assessment (DESSA)

Description of the DESSA

The DESSA is a 72-item, standardized, norm-referenced behavior rating scale that assesses the social and emotional competencies of children in kindergarten through the eighth grade. The DESSA can be completed by parents/guardians, teachers, or staff at schools and child-serving agencies, including out-of-school time (OST), social service, and mental health programs. The DESSA is available in English and Spanish. The assessment is entirely strength-based; meaning that the items query positive behaviors (e.g., get along with others) rather than maladaptive ones (e.g., annoy others).

The DESSA is organized into conceptually derived scales that provide information about eight key social and emotional competencies. Standard scores can be used to calibrate each child's competence in each of the eight dimensions and guide school/program-wide, classwide, and individual strategies to promote those competencies. For each item, the rater is asked to indicate on a five-point scale how often the student engaged in that behavior over the past four weeks. A partial reproduction of the DESSA is provided in Figure 1. The same form is used for all grades and both parent and teacher raters.

FIGURE 1: DESSA Record Form Excerpt

Item #	During the past 4 weeks, how often did the child...	Never	Rarely	Occasionally	Frequently	Very Frequently
1	remember important information?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	carry herself/himself with confidence?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	keep trying when unsuccessful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	handle his/her belongings with care?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	say good things about herself/himself?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	serve an important role at home or school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	speak about positive things?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	cope well with insults and mean comments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	take steps to achieve goals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	look forward to classes or activities at school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	get along with different types of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	try to do her/his best?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	seek out additional knowledge or information?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	take an active role in learning?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	do things independently?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	say good things about his/her classmates?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	act respectfully in a game or competition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DESSA Scales

The eight scale names, scale definitions, and sample items are as follows:

- **Self-Awareness (7 items):** A child's realistic understanding of her/his strengths and limitations and consistent desire for self-improvement.
 - give an opinion when asked?
 - describe how he/she was feeling?
 - ask somebody for feedback?
- **Social-Awareness (9 items):** A child's capacity to interact with others in a way that shows respect for their ideas and behaviors, recognizes her/his impact on them, and uses cooperation and tolerance in social situations.
 - get along with different types of people?
 - cooperate with peers or siblings?
 - forgive somebody that hurt or upset her/him?
- **Self-Management (11 items):** A child's success in controlling his or her emotions and behaviors, to complete a task or succeed in a new or challenging situation.
 - wait for her/his turn?
 - stay calm when faced with a challenge?
 - adjust well to changes in plans?
- **Goal-Directed Behavior (10 items):** A child's initiation of, and persistence in completing, tasks of varying difficulty.
 - keep trying when unsuccessful?
 - seek out additional information?
 - take steps to achieve goals?
- **Relationship Skills (10 items):** A child's consistent performance of socially acceptable actions that promote and maintain positive connections with others.
 - compliment or congratulate somebody?
 - offer to help somebody?
 - express concern for another person?
- **Personal Responsibility (10 items):** A child's tendency to be careful and reliable in her/his actions and in contributing to group efforts.
 - remember important information?
 - serve an important role at home or school?
 - handle his/her belongings with care?
- **Decision Making (8 items):** A child's approach to problem solving that involves learning from others and from her/his own previous experiences, using her/his values to guide her/his action, and accepting responsibility for her/his decisions.
 - follow the example of a positive role model?
 - accept responsibility for what he/she did?
 - learn from experience?
- **Optimistic Thinking (7 items):** A child's attitude of confidence, hopefulness, and positive thinking regarding herself/himself and her/his life situations in the past, present, and future.
 - say good things about herself/himself?
 - look forward to classes or activities at school?
 - express high expectations for himself/herself?

We set the standard for research-based assessment

Respected

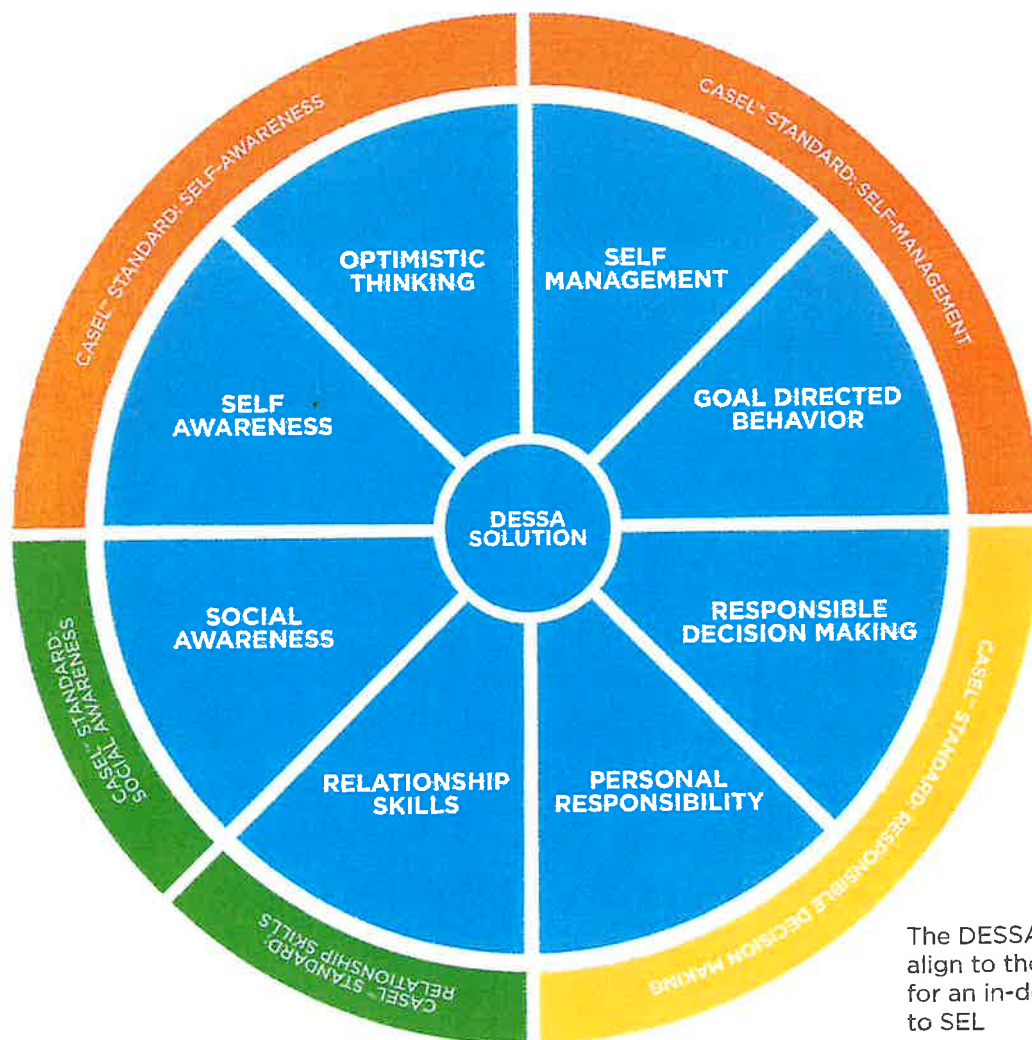
- Trusted by Johns Hopkins University, American Institutes for Research (AIR), the Rand Corporation, City Year, and the Y of the USA for use in major studies
- Rooted in Resilience and SEL theories
- Designed on the same proven models as RTI & MTSS

Validated

- 130 peer-reviewed studies
- Nationally normed
- All measures meet or exceed psychometric standards
- Only screener to meet universal criteria set forth by the World Health Organization

Practical

- DESSA-mini is the quickest strengths-based universal screener (60 seconds per student)
- DESSA-mini predicts social emotional competence with 95% accuracy



The DESSA 8 strength areas align to the 5 CASEL standards for an in-depth approach to SEL

Our Partners



"Given its level of comprehensiveness and focus on child strengths, and its fit with other criteria listed here, the DESSA provides useful information for intervention planning and can also be applied to create classroom profiles that can be used for subsequent prevention strategies."

Durlak, J. A., Domitrovich, C. E., Weissberg, R. P., Gullotta, T. P. (2015). Handbook of Social and Emotional Learning Research and Practice. New York: Guilford Press.



"Another advantage the DESSA has... is that it is shorter and simpler because the same form can be used with both parents and teachers. This also enables parent and teacher ratings to be directly compared on the same set of behaviors."

Denham, S. A., Ji, P. & Hamre, B. (2010). Compendium of preschool through elementary social-emotional learning and associated assessment measures. Chicago, IL: Collaborative for Academic, Social, and Emotional Learning.

To learn more, contact sales@apertureed.com



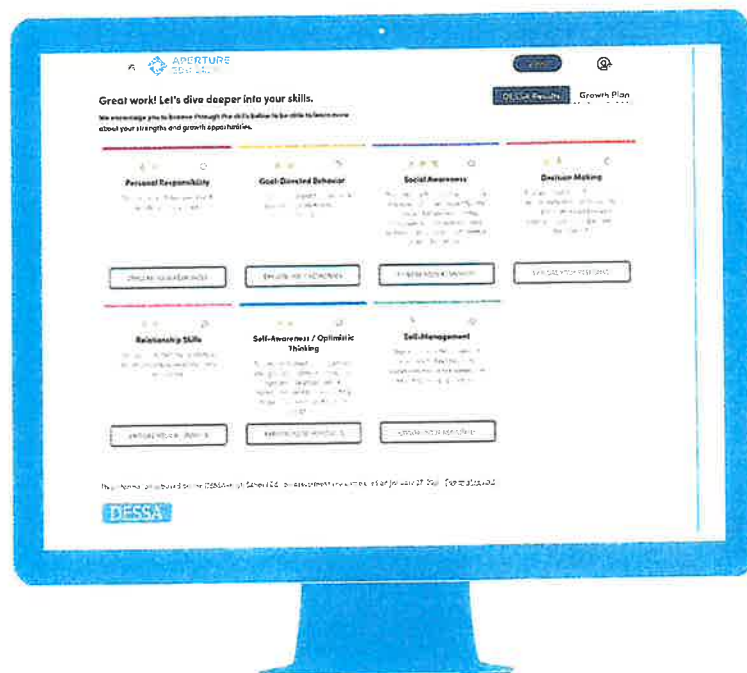
APERTURE EDUCATION

Aperture K-8 SEL

When we start with strengths, we end up stronger

Over 1 million students have been supported by the easiest, fastest, most reliable measure of social-emotional competence. The Aperture system is grounded in research to ensure actionable data to:

- **Transform students** through assessment (The DESSA, DESSA-mini) paired with research-based strategies
- **View your impact** through immediate reporting at the student, classroom, program, or district level
- **Drive meaningful change** system-wide through data-based decision making



The DESSA-mini

- 8 items
- Completed in less than 60 seconds
- CASEL™ -aligned competencies
- Nationally normed and psychometrically sound
- *Only screener to meet universal criteria set forth by the World Health Organization*

The DESSA

- 72 items
- CASEL™ -aligned competencies
- Nationally normed and psychometrically sound





- **Hundreds of competency-aligned growth strategies** to aid in student growth
- **Personalized strategies** for individual students
- **Group strategies** for small groups, classrooms, programs, and schools

- **Real-time results**
- **Interactive charts**
- **Downloadable reports** for individual students, classrooms, schools, programs, or districts





Recommended Implementation

DESSA-mini 1-minute screener for all students

DESSA for students identified as need for instruction

3-4 ratings throughout the school year

Implementation can take a phased approach. Our team will work with you to meet you where you are:

- **Year One:** Start with a select number of sites to roll out the DESSA-mini with all students, followed by the full DESSA for students showing need for instruction.
- **Year Two:** Expand into the remainder of sites.



Being able to make decisions for students, classrooms, and the school predicated on data rather than feelings was something that appealed to my principals and administrators quite a bit.

-Mike Ammons, School Counselor, Mossman Elementary School

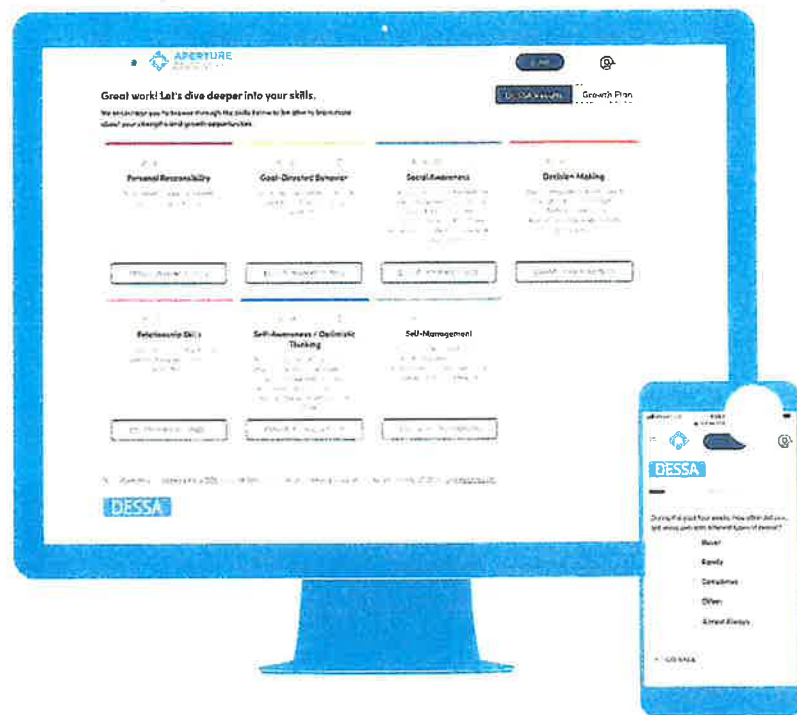
To learn more, contact Sales@ApertureEd.com

Aperture 9-12 SEL

Make high school SEL easy and accessible

The Aperture Student Portal is student-facing software that enables districts and out-of-school time programs to:

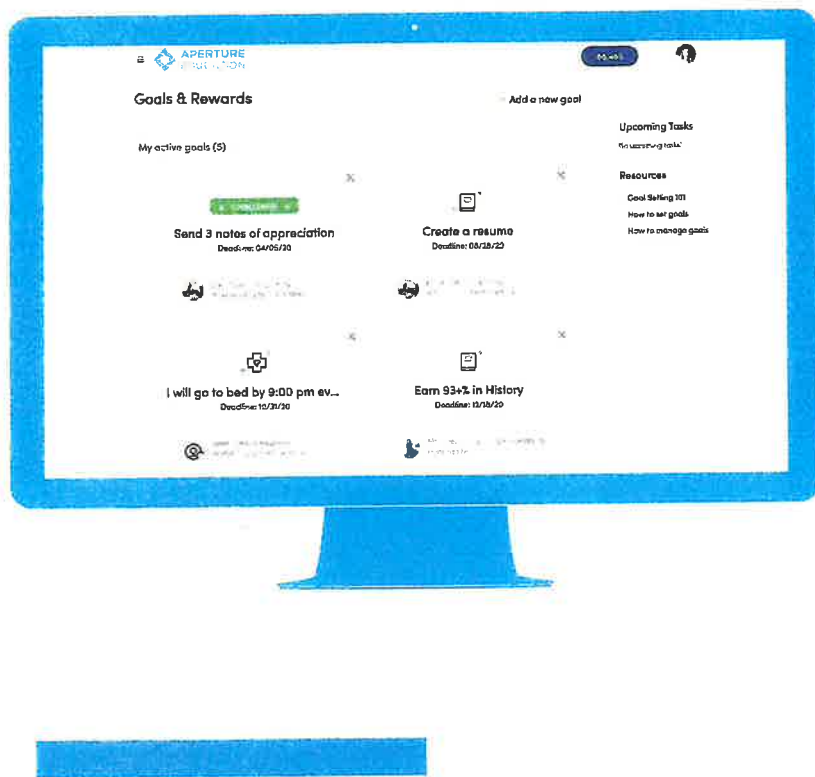
- **Capture student voice** through the DESSA-HSE SSR & goal-setting
- **Support student choice** through self-selected growth plans & goals
- **Gain tier-based insights** for groups and individual students
- **Provide immediate strategies** to individuals and groups to bolster specific areas of growth



The DESSA- High School Edition Student Self-Report (HSE SSR)

- 55 questions, takes most students less than 7 minutes to complete
- 8 CASEL™ -aligned competencies
- Normed on a nationally representative sample
- English and Spanish currently available

Real-time feedback and strategies



Empower students to develop research-based growth plans of their choice:

- **35 research-based strategies (“Challenges”)** to aid in student choice
- **45 personalized SMART goal-setting** tracks spanning 8 categories, including healthy habits, academics, and more
- **Gamified system** provides instant feedback and point-based incentives to increase engagement

DESSA- High School Edition

Support students who show the need for growth with ratings by a teacher, counselor, or program manager

- 43 questions
- 8 CASEL™ -aligned competencies
- Normed on a nationally representative sample



Recommended Implementation

DESSA High School Edition Student Self-Report, Challenges, and Goals

DESSA HSE for students with growth opportunities

2-4 ratings throughout the school year

Implementation can take a phased approach. Our team will work with you to meet you where you are:

- **Year One:** Start with the Aperture Student Portal to assess your students' greatest area(s) of need and to create an action plan
- **Year Two:** Add the DESSA-HSE ratings to support students in need of extra support



This program is helping us connect a lot of pieces. Including, but not limited to, the ability to teach kids a lifelong skill that is going to make them career and college ready.

-Emilie Tregellas, School Psychologist, Oak Creek-Franklin Joint School District

To learn more, contact sales@apertureed.com