

Upper St. Clair High School Music Department
Pantheon Choir in New York, New York * January 18-21, 2019
STUDENT REMINDERS & TRAVEL CHECKLIST

NO PHOTOGRAPHY OR VIDEOGRAPHY AT CARNEGIE HALL

*****PLEASE BE SURE YOU HAVE PACKED THE FOLLOWING:**

- Students can bring ID if they have it, but not required.
- Performance Attire – Formal black gowns, tuxes, black dress shoes and black socks.
- DO NOT PACK PERFORMANCE ATTIRE IN YOUR SUITCASE! BRING IT IN YOUR GARMENT BAG AND WE WILL STORE SEPARATELY ON THE BUS
- Pantheon Choir Warm-Ups and Fanny Pack for Sunday Carnegie Hall warm ups
- No back pack needed for Carnegie Hall. Students will be allowed to leave their warm ups back stage and return after the concert to gather their belongings.
- Cell phone and charger/ power strip
- Walking shoes, warm coat, hat & gloves as we will be outside walking
- Sunglasses/ Toiletries/ Snacks and Money for additional snacks/souvenirs
- Medication: If you need a prescriptive medication, please bring it with you. If you take over the counter medication (Tylenol, Sudafed, etc) please bring it in the original packaging.
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*****BEFORE YOU LEAVE HOME:**

- Review the USCHS Handbook/Code of Conduct and Trip Rules. All rules that apply at school, apply in NYC.
- Review the itinerary and parents can check uschoralboosters.com for the latest itinerary.
- For emergencies, be sure you and your parent/ guardian have the cell numbers of the trip chair Tara Rankin 412-523-2555 and your chaperone. _____

LUGGAGE

1. Students will be given luggage tags for all items: suitcase and garment bag. The student will write their name on pre-printed tags for each piece of luggage. **No drugs, firearms, knives, cigarettes, vapes etc. All rules that apply at school, apply on the trip.**

DEPARTURE/ BUSES

2. Students are to arrive at USCHS at 5:00am on Friday January 18th. Students check-in with their chaperones for name tag and instructions. Expect a call or text from your chaperone if you haven't arrived by 5:15. Your luggage will be checked by your chaperone for illegal substances. Do not pack anything that would get you in trouble if you brought it to school (SEE #1)
3. All travelers will be assigned to one of two buses.
4. Each bus has an adult bus captain. Responsible to:
 - Assist student bus captains with attendance ***every time*** we board the buses.
 - Report to the Trip Chair (through the bus driver) when the bus is ready for departure.
 - Assist the bus driver when asked.
 - Remind students to take all belongings with them upon arrival at each destination. Check seats for any items left behind.
5. Each Bus has two student Captains. Responsible to:
 - Take attendance (students and chaperones) ***every time*** we board the buses.
 - Keep the buses clean and help where ever needed.

HOTEL

6. The students and chaperone will select a room captain. The room captain's responsibilities:
 - Complete the hotel room inventory at check in and check out
 - Be responsible for the room key and to turn it in to the chaperone every time the group leaves the hotel.
 - Remind room mates to be on time, carry itineraries, and know their schedules

- Remind students to wear nametags when required and to wear required attire
7. Chaperones will receive two keys per room. One is kept by the chaperone and one is given to the room captain. Students are NOT to leave the hotel with keys in their possession, nor are they allowed to leave keys at the desk.
 8. Upon entry to the hotel room, the chaperone and the room captain are to check the room to see if anything is damaged. Chaperones will send a photo to the trip chair to report damage to the front desk. You don't want to be charged for something you haven't done.
 9. Keep hotel Keys and Nametags in a designated place in the room.
 10. Discuss emergency exit procedure with your chaperone once you check in to your room.
 11. Students are NOT permitted in workout rooms, or hotel pool. NO running or horseplay in the rooms, halls, lobby or elevator of the hotel.
 12. Students are NOT permitted to use the hotel phone to make calls outside the hotel. Any charges to the phone will be passed on to the students. PIZZA/ TAKE OUT ORDERS ARE NOT PERMITTED AT ANYTIME AT THE HOTEL.
 13. Students must have a buddy with them AT ALL TIMES during the trip. This includes walking around the hotel and especially NYC!
 14. "Two Deep Rule": Never should there be a one-adult-to-one-student situation. Grab a buddy.
 15. STUDENTS MAY NOT GO INTO THE ROOM OF THE OPPOSITE GENDER AT ANYTIME! If you do so you will be sent home at your parents' expense.
 16. After the daily chaperone meeting and before lights out, Chaperones will meet with their students for a room check and to discuss the following day's schedule- time of departure, required clothing, etc. Students will be woken by their chaperones each morning. Chaperones may do room cleanliness checks.
 17. No one is to be in your room after lights out except to assist in an emergency.
 18. We will have security on duty on the floors from 11pm to 5 am
 19. YOU MUST ATTEND EVERY MEAL!!! Please eat and drink so that you have the necessary energy to enjoy the day's activities. If you should become ill, notify your chaperone immediately!!! Be on time for all activities. It only takes one student or chaperone to delay a departure and put us behind schedule! Critical in NYC!
 20. At hotel check-out on Monday, students must remain in their rooms until their chaperone personally checks the condition of the room and receives the key from the room captain. Once we are checked out, luggage will be put under the buses.

MONEY, VALUABLES AND MORE HOTEL RULES

21. No student should leave valuables in their room for any reason. DO NOT take anything on this trip that you CANNOT afford to lose.
22. Students may also choose to buy gifts and/or snacks; therefore may want to take extra money. They should discuss this with their parent/guardian.
23. Any/all electronic devices must have ear buds for individual listening. NO BLUETOOTH SPEAKERS.
24. Check the weather for NYC and take the appropriate clothing.
25. Plan with your roommates to bring a power strip. One per room should be plenty.
26. Again, if you become ill, notify your chaperone immediately and they will contact the trip chair.
27. No one will remain at the hotel, unless ill and instructed to remain there by Miss Milovac.

ATTIRE AND BEHAVIOR

28. Performance attire: Black formal
29. USC Students are to be polite and courteous to adults and to students from other groups. However, USC students are NOT to leave with them or invite them to visit our hotel or our floors in the hotel.
30. NOTIFY YOUR CHAPERONE PROIOR TO THE TRIP IF YOU HAVE FAMILY/ FRIENDS THAT WILL BE IN NYC TO WATCH THE PERFORMANCES. This is for the safety of the group. Guests are not considered part of our traveling group. The USCHS School District or Music Department is NOT responsible or liable for anyone that is not a confirmed paying traveler.
31. Be courteous to fellow student performers, Carnegie Hall Staff and adult leaders. You are to be quiet and attentive while all groups are performing. NO cell phone use, NO talking, NO sleeping! Everyone has worked hard preparing for these performances. Please treat your fellow students with the respect that you would like to get from them.
32. We expect all students to be respectful, courteous and friendly to all chaperones and USC Staff. Students are required to follow school district rules of conduct.
33. Finally, treat all travelers the way you wish to be treated; with COURTESY AND RESPECT!!

Have fun and enjoy the trip!!!