

4. International Travel Application

Google Forms <forms-receipts-noreply@google.com>
To: gdimmock@arlington.k12.ma.us

Thu, Nov 10, 2022 at 11:55 AM

Thanks for filling out [4. International Travel Application](#)

Here's what was received.

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4. International Travel Application

Please fill out this form. YOU WILL NEED TO PRINT IT AND SUBMIT A HARDCOPY. The form will go to the Principal, the Superintendent, and then the School Committee for approval. Please leave time to meet with the Principal and revise before submission. Complete the first draft to the best of your ability.

PROCESS FOR SUBMISSION: Please make a copy of, personalize the copy (if necessary) & print a copy of each and schedule a meeting with the International Travel Coordinator (currently the Principal).

AHS - International Travel Application (THIS FORM)

International Trip Application - Signature Form

Legal Documents - Medical Info, Permission to Treat & Release from liability

Trip Selection Criteria & Behavior Contract

Trip "School Board Packet"

Trip Itinerary

Any other trip provider forms and contracts

You may also want to send the Travel Questionnaire for Travel Agencies to your travel representative before filling out this form, so that you can simply cut and paste their answers into this document.

SEE FORMS AND INSTRUCTIONS HERE:

<https://drive.google.com/drive/folders/1VzeNTstMksLgvyb8oyonObPeZdP-RSi4N?usp=sharing>

Your email (gdimmock@arlington.k12.ma.us) was recorded when you submitted this form.

Your name? *

Graham Dimmock

In what department and at which school does the lead teacher work? *

AHS, Science Department

Trip Basics

Please provide some basic information about this trip.

Destination (City(s)/Country): *

New York City

Departure Date *

MM DD YYYY

03 / 10 / 2023

Return Date *

MM DD YYYY

03 / 13 / 2023

How will you be traveling to your destination? (bus, plane, train, etc) *

bus

How will you be traveling around your destination once you have arrived? (bus, plane, train, etc) *

We will be travelling by foot. The conference and accommodations are located in the same hotel.

What is the purpose of this trip? (cultural, student exchange, homestay, etc) *

This is an extracurricular trip offered to experienced members of the Model UN club at AHS.

Briefly describe the educational purpose/value of this trip. *

Model United Nations (MUN) is a student simulation of the proceedings of the United Nations. Students research the background of an assigned country, their country's position on the topics at hand, and prepare notes on possible solutions to the problems faced. Students then convene to debate their assigned topics with students representing the other UN member states. The goal is to identify solutions, by negotiation and consensus, on which many countries can agree.

The International Model United Nations Association (IMUNA) is a 501(c)(3) non-profit organization and a UN-recognized non-governmental organization that hosts Model UN conferences. Its flagship conference is the National High School Model United Nations (NHSMUN) Conference. Students that attend NHSMUN are treated to a truly unique experience. Students have the opportunity to meet with the permanent mission to the UN (embassy) of the country they are representing, a unique experience for them to engage directly with professional diplomats. Students can also attend a speakers series featuring experts on topics of international import. Students also break out into their committee simulations, where they deliver speeches on their country's policy in an attempt to convince their peers of their country's point of view.

The simulation ends with a special session at the UN Headquarters, where students are seated in the General Assembly Hall that has hosted many of the most prominent heads of state from the past few decades. Students debate their final resolutions on the floor of the UN, then take formal votes on whether or not to pass each resolution.

In short, NHSMUN is the largest, best organized Model United Nations simulation in the world. It offers the opportunity to rub shoulders with professional diplomats from all over the world. It gives students a chance to learn about, mingle with, debate and build friendships with similarly motivated students around the U.S. and the world.

Will any school be missed by those attending? (Yes or No) *

Yes

If school will be missed, what steps will be taken to minimize the impact?

Students will be expected to give teachers and/or coaches ample notice and arrange plans to make up lost instructional time.

Who can attend this trip? Is it geared toward particular students? Grade levels? etc. (Requirements for participation should be clearly stated on the Trip Policy & Behavior Contract to be signed by parents. Edits to this document can be made on your own copy) *

The trip is geared toward experienced members of the Model UN club at AHS. These are students have been involved in the club for more than two conferences.

How much does the trip cost (an estimate is fine) per student? *

\$700

What is included in the cost of the trip? *

Bus travel, accommodations, and conference fees

What is NOT included in the cost of the trip? What expenses will students incur during the trip? *

Students will need money for food for three full days. The approximate cost of food for the trip is \$120.

Chaperones

Arlington Public Schools requires a minimum of 2 teacher chaperones for all international travel (3 preferred). One male and one female is required.

What is the name and email address for the lead chaperone? *

Graham Dimmock

gdimmock@arlington.k12.ma.us

Please provide the names and emails of all chaperones. (Non-district employees must be approved by administration and complete a CORI before the trip)

Lynsey Kraemer (spouse of Graham Dimmock)

lynsey.kraemer@watertown.k12.ma.us

Travel Company

What is the name of the agency with whom you have worked to plan this trip? *

IMUNA (The International Model United Nations Association)

What is the name, phone number and/or email address of the individual agent(s) with whom you have worked? *

registration.nhsmun@imuna.org

Describe the trip insurance plan and liability. (Trip insurance usually includes coverage for emergency travel home, trip cancellation, etc. This is NOT just liability.) *

The conference takes place entirely at the New York Hilton Midtown, which maintains a comprehensive insurance policy.

In the event of cancellation, describe the refund date(s) and policy. (Include a print out of this information attached the Trip Policy & Behavior Contract that is signed by students and parents/guardians) *

In the event a school has to cancel, all fees will be refunded with the exception of a \$50 per-person non-refundable deposit (totaling \$1200). The deadline for cancellation with refund is

March 7.

How do students register for this trip? (online with travel company, through lead teacher, through the school, etc) *

Students register through the AHS MUN organization through the faculty advisor.

If there is a payment plan, or options, please describe. *

The cost of the trip can be broken up into three smaller payments.

What is the process for students who may have difficulty paying for this trip? *

Yes. The AHS MUN organization has been actively fundraising for this trip. This money will be used to support students who are less able to completely finance this trip. Students may request financial aid directly through the club's faculty advisor and aid will be granted on a case-by-case basis.

If the company provides fundraising opportunities, please explain.

Please upload a "School Board Packet," if provided by the travel agency. (Be sure the document includes the lead teacher name, the phrase "School Board Packet" and destination city in its title)

No files submitted

Pre-Trip Prep

Describe how you will disseminate information about this trip to students. *

The trip was announced at the end of the 2021-22 school year to poll interest. An email reminder and meeting was held at the beginning of the 2022-23 school year for interested

students.

Describe how you will communicate with parents before the trip. (Parent meetings, informational website, etc) *

We will hold at least two informational meetings for parents/guardians to discuss the financials and itinerary. Faculty advisor (Graham Dimmock) is available by email.

During the Trip

Please attach your trip itinerary. (Be sure the document includes the lead teacher name, the phrase "Itinerary" and destination city in its title) *

Submitted files



NHS MUN Trip Application Form - Graham Dimmock

Describe how you will factor emergency expenses into the trip budget. *

Students will provide \$20 each for any emergency situation. The emergency cash will be refunded at the end of the trip if there have been no emergencies.

Describe how you will communicate with parents/guardians during the trip. *

Cell phone and email

We will have wifi at the hotel.

Describe how you will communicate with administration during the trip. *

Cell phone and email

We will have wifi at the hotel.

In order to officially submit this, you will need to PRINT AND SUBMIT to the Principal all of the required documents (See above). Have you submitted? *



☒ I have printed and submitted the required documents to the Principal.

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