



NEW YORK TOUR 2023

Permission Form and Performer Contract – **Due by Monday 2/20/23**

This form is required for all Foothill Christian Legacy Youth Orchestra members (Performers) who are traveling from **Los Angeles (LAX) to New York, NY** during the dates of **March 11 through March 15, 2023**, which includes a master class and performance at Carnegie Hall along with other scheduled tour activities. **The detailed itinerary is being added to the FCLYO Google/Apple calendar, and all participants will receive a printed itinerary in the New York Tour Packet at the Travelers Meeting on 3/6/23.** *Traveling minors under 18 who are not members of FCLYO are the full and complete responsibility of their traveling parent/guardian and not the responsibility of the FCLYO director.*

FCLYO Performer Name: _____

ARRIVAL TO LAX

I understand that I am responsible for arranging my own transportation to Los Angeles International Airport and that all travelers must be at **Alaska Airlines Departures Terminal 6** no later than **4:30 am on Saturday, March 11**. I understand that our **entire group** is required to check in together and that we cannot wait for latecomers, meaning anyone who is late may miss the flight.

DEPARTURE FLIGHT: Saturday, March 11 Alaska Airlines #284 LAX -> EWR 6:40 AM – 2:58 PM

Performer initial _____ Parent/guardian initial _____

INSTRUMENTS

I understand that I am **100% responsible for my own musical instrument** (whether personally owned or rented), luggage, and other equipment during the duration of this flight. I understand that FCLYO and Foothill Christian School are **not** liable for damaged or lost instruments, including instruments owned by FCS that performers may be renting or borrowing. **All luggage must be labeled with contact information.** I also acknowledge that string players are required to have a **full set of extra strings** in their instrument cases or music bags at all times during tour. **Percussionists** are required to bring their own drumsticks, mallets, and any handheld instruments as needed for performances. **Cellists** who are renting instruments on location need to bring their own bows.

Performer initial _____ Parent/guardian initial _____

TRAVEL/BAGGAGE REQUIREMENTS

I understand that travelers are limited to **one** carry-on bag (such as a small suitcase) in addition to a personal item (purse or small backpack). **FCLYO music bags with folders/binders inside must be packed in the carry-on, NOT in a checked bag.** Violins and violas will count as the personal item, so violin and viola players need to be able to consolidate their purse/backpack into the carry on if asked. Cellos must be packed tightly

with foam inside the case, labeled with FRAGILE stickers, and wrapped in velcro for checking at the gate. Checking an additional bag/suitcase is optional, and payment for checked bags is the responsibility of the traveler upon arriving to the airport. **A full, detailed packing list will be provided in the New York Tour Packet at the Travelers Meeting on 3/6.**

Performer initial _____ Parent/guardian initial _____

CODE OF CONDUCT

I understand that I am representing the Foothill Christian Legacy Youth Orchestra on this trip. **I will follow directions, be respectful at all times, and be punctual and timely to all scheduled events on the itinerary.** I acknowledge that anyone who fails to follow the rules or shows disrespect to **anyone** (including but not limited to directors, chaperones, our tour host, event staff, and other performers) may not be allowed to participate in future trips/tours with FCLYO.

Performer initial _____ Parent/guardian initial _____

PARTICIPATION

I understand that I am **required to participate in all events on the itinerary** as scheduled until checkout at the end of tour (see checkout options at the bottom of this form). **I agree to stay with members of my Day Group at all times** during tour and make sure that my chaperones always know where I am. I also agree to **abide by scheduled curfews** and to sleep only in my assigned hotel room.

Performer initial _____ Parent/guardian initial _____

COMMUNICATION

I understand that all adult travelers and Performers (13+) with cell phones are **required to be subscribed to the FCLYO Remind messages and have notifications activated.** Important reminders and any necessary last minute changes or updates will be communicated via Remind. Students without cell phones will get the information from their group leaders. Performers with cell phones are required to temporarily **enable location sharing with their group leaders** during the course of the trip.

Performer initial _____ Parent/guardian initial _____

FOOD/MEALS

I understand that I am responsible to pay for **some** of my own meals while on the New York Tour. Groups are asked to select **low to moderately priced** restaurants. We recommend bringing approximately \$15-20 per meal, enough for 8-10 meals plus extra for snacks. *See meal schedule below for details.*

Performer initial _____ Parent/guardian initial _____

MEAL SCHEDULE

Meals that **require additional purchase** are noted with **\$\$**. All other meals are included in the tour cost.

Saturday 3/11

Breakfast - Individual options: eat before arriving at LAX, bring money for food at airport, or pack food/snacks.

Lunch - Pack a sack lunch to eat during flight or purchase food on flight (purchase via Alaska Airlines app).

Dinner - On your own with Day Group \$\$

Sunday 3/12

Breakfast - On your own with Day Group \$\$

Lunch - On your own with Day Group \$\$

Dinner - Group Dining Experience @ Gayle's Broadway Rose

Monday 3/13

Breakfast - On your own with Day Group \$\$

Lunch - On your own with Day Group \$\$

Dinner - Group Dining Experience @ John's Pizzeria of Times Square

Tuesday 3/14

Breakfast - On your own with Day Group \$\$

Lunch - On your own with Day Group \$\$

Dinner - Boxed sandwich dinner @ hotel

Wednesday 3/15

Breakfast - On your own with Day Group @ Newark Liberty Airport \$\$

DAY GROUPS

What are Day Groups?

Every traveler is placed in a day group for the duration of the trip. With 50+ travelers for many of our tours, this is an efficient and safe way to take attendance. Day groups are responsible for keeping track of each other, exchanging contact information, and creating meetup plans BEFORE the designated meetup times. For example, if the tour is instructed to meet at 2:00 at location X, your Day Group should plan to meet at 1:45 at location Y in order to arrive on time to the tour meetup as a complete group. At no time during tour should the directors need to contact an individual or individuals from another Day Group to find out where they are located - each Day Group is responsible for that. However, your group may split up into smaller groups or spend time with other travelers as long as you follow the policies below.

Day Group Policies:

- **Day Group leaders** are responsible for making sure their **entire group** is accounted for every time we take attendance, board buses/flights, or head to a new location. If there is a scheduled tour meetup time, your Day Group needs to arrive together for that meetup. If someone in your group is running late, your group needs to wait for them and should not board transportation without your entire group.
- **Group chats** are required for safety and meetup purposes. All adults and students with cell phones should be included in the Day Group chat.
- Groups may split up into smaller groups **at the hotel and during designated "Free time with Day Group"** as long as an adult with a cell phone is with each smaller group AND as long there is a group meetup plan set by the group leaders.
 - **Groups 1-2** (high school/college) must stay in groups of 3 or more with at least one fully charged cell phone per group AND a meetup plan with the Day Group. Student performers must **enable location sharing** with the group leaders via their cell phones.
 - **Groups 3-6** (elem/middle school) must have an adult chaperone within sight of them at all times.
- **Non-chaperoning adults** (i.e. family followers and parents traveling separately) are welcome to meet up with the group but are not permitted to take student performers, including their own children, away from the group at any time during the trip until the official checkout time.

CELL PHONES

Will this Performer have a personal cell phone on the tour? YES* NO

*If yes, please provide your phone number: _____

I understand that FCLYO has a cell phone and electronic device policy. Performers are not permitted to have cell phones out during any music rehearsals or performances or at other times on tour when asked to keep phones put away. If I do NOT have a cell phone, I understand that I must stay with someone in my group at all times who does.

Performer initial _____ Parent/guardian initial _____

MEDIA CONSENT

I understand that photos and videos will be taken on this tour and may be posted on official FCLYO social media or used for future FCLYO advertising/marketing purposes.

Performer initial _____ Parent/guardian initial _____

TRAVELER INFORMATION

Please check **one** of the following:

_____ The Performer is traveling unaccompanied by any family members.

_____ The Performer is traveling in addition to the following family members **who are registered** via Super Holiday Tours:

Does the Performer have any **family members or close friends who are traveling separately** but will be in New York for **all or part** of the tour dates?

YES NO

If yes, please provide the following information for parents and other adult family members. In case of an emergency, it is important that we know which Performers have family members in the area.

Name: _____ Relationship to Performer: _____ Dates of travel: _____

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I understand that **Performers are required to stay with our tour at all times, including assigned Day Groups and in assigned hotel rooms.** Non-chaperoning adults (i.e. family followers and parents traveling separately) are welcome to meet up with the group but are not permitted to take student performers, including their own children, away from the group at any time during the trip until the official checkout time. *Remember that this is a performance tour with a lot of musical responsibility, not a "just for fun" trip or a family vacation.*

Performer initial _____ Parent/guardian initial _____

TOUR CHECKOUT ON 3/15

Performers must be **checked out directly with Ms. Knight** by a designated parent/guardian or carpool driver when the tour ends. This information will also be provided to group leaders in the New York Tour Packet. If the flight is delayed or early, the same procedures will apply.

ARRIVAL FLIGHT: Wednesday, March 15 Alaska Airlines #289 EWR -> LAX 9:00 AM – 12:30 PM

Please select **one** of the following checkout options:

1. _____ **Checkout at Hotel** This Performer is **not** traveling back to LAX with the group and will be checked out from the **Park Central Hotel on 3/15 at 5:30 AM** before the group departs for the Newark airport. *Prior director approval required. Checkout at other times or from other locations is not permitted.*

Name of adult responsible for checkout at hotel: _____

2. _____ **Checkout at LAX - PLANE EXIT** This Performer has an adult 18+ **on our return flight** who will be responsible for checking the student out with Ms. Knight upon exiting the plane. This can be a parent/guardian or another adult on our flight with permission and who has agreed to take this Performer home.

Name of adult on flight responsible for checkout upon plane exit: _____

3. _____ **Pickup at LAX - TERMINAL 6 ARRIVALS (approx. 30 minutes after landing)** This Performer is unaccompanied on our return flight and will be **picked up from the airport by a parent/guardian or other designated driver**. These Performers will stay with the directors as we head to baggage claim, and pick up is curbside at LAX Terminal 6 Arrivals. *Please be checking our flight status in case of delay!*

Name of adult responsible for pickup outside LAX: _____

EMERGENCY CONTACT

In case of emergency, please list contact information for a relative or friend 18+ **not traveling with our tour**.

Name: _____ Phone: _____ Relationship to student: _____

Allergies, medications, or anything else we should know about this student for travel?

TRAVEL/PARTICIPATION CONSENT

I give my permission for this Performer to participate in the Foothill Christian Legacy Youth Orchestra New York Tour 2023. I understand that attendance at the Tour Prep Rehearsal/Concert + Travelers Meeting on 3/6, group travel to New York on 3/11, and participation in the full itinerary up until my selected checkout time as noted above is 100% mandatory in order to perform with FCLYO on tour.

Parent/guardian name: _____

Signed: _____ **Date:** _____