New York and Washington (Wednesday 23rd October – Tuesday 29th October 2019)

Student and Parent Information

The following guide should hopefully answer any questions or queries that you may have regarding the trip. Please read this in advance of the visit carefully. There will be a short parents’ information evening on **Tuesday 8th October at 7pm in the Canteen Extension**, when you can meet the members of staff attending the trip and ask any questions that you still have. Alternatively you can email me at lcramp@rickmansworth.herts.sch.uk.

**Staff attending the trip:**

Mrs L Cramp  
Mrs F Stannard

**Travel Details:**

We will be traveling with Virgin Atlantic Airlines, from Heathrow Terminal 3. The students will be expected to make their own way to and from Heathrow (no transfer is provided). We will meet in **Zone A** which is the Virgin Atlantic check-in zone. It is important that students are on time and that they remember their passports.

**Flight details:**

VS137 - 23/10/2019 - LHR - JFK - depart 11:50 arrive 14:50  
VS22 - 28/10/2019 - IAD - LHR - depart 20:05 arrive 07:20 (on 29/10/2019)

I would also like to remind you that it is now a mandatory requirement when travelling to the USA to register for Electronic Travel Authority and receive travel authorisation via ESTA. There is an online application form available at [https://esta.cbp.dhs.gov](https://esta.cbp.dhs.gov). A fee of $14 will be charged for each new application or for a renewed ESTA. Your son/daughter will need to apply for and pay for this at least 72 hours before travel or they will not be able to travel to the USA.

**Itinerary:**

**Wednesday 23rd October 2019**

08:50  Meet at Heathrow T3 (zone A Virgin Atlantic) - Check-In for Virgin Atlantic Flight VS137 – 23kg of checked in hold luggage per person and one cabin bag. Students will need money to buy breakfast or snacks at the airport if they have not already eaten. Lunch will be served on the plane.  
11:50  Flight departs for NY.  
14:50  Arrival in New York JFK airport Terminal 4, meet local representative and coach to transfer to the hotel.  
17:50  Check into the Holiday Inn Express Midtown West and go out for an early dinner (not included in the cost of the trip).
Thursday 24th October 2019

07:00  Breakfast at the hotel (included in cost).
09:00  Statue Cruise to the Statue of Liberty and Ellis Island Battery Park. Visit the Ellis Island Museum.
AM  Free time and lunch (not included in the cost of the trip).
13:30  Visit to 9/11 Memorial Museum
PM  Free time and shopping in and around Times Square.
      Students will eat dinner in Times Square where there are a wide variety of food outlets (not included in the cost of the trip).
20:00  Visit to the Empire State Building.

Friday 25th October 2019

07:30  Breakfast at hotel (included in cost).
08:30  Check out of the hotel and depart by coach to Philadelphia
11:30  Arrive in Philadelphia and proceed to Independence Hall.
13:00  Tour of Independence Hall
PM:  Time in Philadelphia, TBC. The visit may include The Liberty Bell Center, the city’s Historic District and the waterfront Spruce Street Harbour Park.
17:30  Meet coach and proceed to Washington DC.
20:30  Approximate arrival at the Capitol Skyline Hotel. The hotel is located to the south of Downtown Washington DC, 20 minutes’ walk from Capitol Hill and 20 minutes’ walk from the Space Museum.
PM  We will make arrangements to purchase dinner either in Philadelphia or once in DC.

Saturday 26th October 2019

09:00  Breakfast at hotel (included in the cost).
10:00  Free time in Washington DC for shopping and sightseeing.
12:50  Guided tour of US Capitol Visitor Centre.
PM  Lunch (not included in the cost of the trip) and free time. An inexpensive lunch can be purchased from any of the international food vendors on the Mall.
      Return to hotel & have dinner at one of the local restaurants (not included in the cost of the trip) e.g. Five Guys (Burger and Fries approximately $10) or Nando’s (Chicken and Chips approximately $10)

Sunday 27th October 2019

07:30  Breakfast at hotel (included in the cost)
09:00  Meet guide for 4 hour guided walking tour of the National Mall Memorials and the White House including the FDR Memorial, Korean War Veterans Memorial, Arlington National Cemetery, Lincoln Memorial, Vietnam Memorial and the WWII Memorial.
13:00  Lunch (not included in the cost of the trip).
14:00  Visit to the Holocaust Memorial Museum.
PM  Return to hotel & have dinner at one of the local restaurants (not included in the cost of the trip) e.g. Five Guys (Burger and Fries approximately $10) or Nando’s (Chicken and Chips approximately $10)

Monday 28th October 2019
08:00 Breakfast at hotel (included in the cost) and check out of the hotel. A luggage room will be provided to store suitcases.
10:30 Confirmed visit to The Newseum, an interactive museum of news and journalism.
PM Lunch (not included in the cost of the trip)
14:30 Meet the coach at the hotel for transfer to Washington Dulles International airport via Arlington National Cemetery.
14:45 Visit Arlington National Cemetery.
17:00 Check in for Virgin Atlantic flight VS22.
20:05 Flight departs (meal provided on the flight).

Tuesday 29th October 2019

07:20 Flight arrives at Heathrow T3, students to be collected from the airport.

Please ensure that you are waiting to collect your son/daughter at the airport promptly as both staff and students will be very tired after a long day of traveling.

Accommodation:

We will be staying at the following hotels:

**New York**
Holiday Inn Express Midtown West
538 W 48th Street, New York, NY10036
USA
Tel: 001 212 582 0692

**Washington**
Capitol Skyline Hotel
10 I Street SW, Washington, DC 20024
USA
Tel: 001 202 488 7500

Supervision:

Students will be under constant supervision, however they will have the opportunity for independent socialising when in the hotel and during their free time. They will be given strict guidelines regarding where they can and cannot go during their free time and they will be asked to stay in groups of at least 4. It should be noted that the students will be briefed regarding what to do in the event of a terrorist situation. If the threat level were revised to ‘critical’, the trip may be cancelled, or if already abroad, be modified to restricted places rather than following the itinerary.

Emergencies:

The students will be briefed on what to do should they lose themselves from the group. They will also be issued details of the hotel to contact in an emergency. Mobile phones will work in America. On the morning of departure and at all other times during the trip, our emergency contact number will be 07486 669274.

WST School Travel:
We are travelling with the group ‘WST’ who have been providing educational travel for more than 30 years. Their team have arranged thousands of successful tours for students from schools and colleges across the UK and the itinerary has been especially designed to enhance the study of WWI and conditions in the trenches, for more details, please visit WST’s website at [www.wsttravel.com](http://www.wsttravel.com)

Student check-list

Before we go, please make sure you have done/packed the following:

- **Passport & ESTA**
- Know who you are sharing a room with
- Have told the History Department whether you have any dietary requirements, including vegetarianism and halal only food.
- Have told the History Department whether you have any serious medical concerns
- Have packed your own ‘First Aid’ kit: paracetamol, plasters etc.
- Have packed any medicines, asthma inhalers or EPIPENs that you need
- Spending money in US $ (please budget for lunch, some dinners and public transportation)
- Have got your parents’ and the School’s mobile numbers written down somewhere safe
- Have packed a camera and a mobile phone charger

What to pack:

Students should bring one piece of hold luggage (up to 23kg although they will probably want to bring some shopping back, so allow some weight allowance for this) and one day bag/backpack. As it will be October, the weather can be quite cold and wet, but it can also be warm and hot - we will be spending a lot of time outside, we would therefore suggest that all members of the group dress with plenty of layered clothing and check the weather report before packing. **Comfortable shoes are also essential as we will be doing a lot of walking.** Casual clothes can be worn but you should be mindful that we will be visiting some memorial sites. Therefore, please be careful about logos and phrases on items of clothing; your clothing should be discrete. The following is a guide to the basics that you will need to pack:

- **PASSPORT (with ESTA applied for)**
- A warm and waterproof coat
- A couple of pairs of jeans or trousers
- A warm jumper/fleece
- T shirts
- Underwear
- Sensible and comfortable shoes for walking
- Further pair of shoes for travel/indoor use
- Socks
- Pyjamas
- Toiletries
- Lightweight day bag
- Adaptor plugs
- Camera and charger/batteries
- Mobile phone/chargers
- Entertainment and snacks for the air and coach journeys
- A pen/pencil
- Umbrella
- Necessary medication - students must should bring at least two inhalers on the trip.
Currency/Spending money:

The unit of currency in the US is the US dollar.
As of 06/09/19, £1 is $1.23

Please exchange your money to US dollars BEFORE the trip and remember to bring some sterling for the airport.

Spending money is at your discretion, but students will need enough spending money to buy lunch, evening meals and any other practical items they may require. Fast food and snacks are inexpensive in the USA. I would suggest that students will need no more than $20/$25 per day for food and snacks.

Please also budget at least $30 or £20 for the use of public transport in both NYC and Washington as we will be using the subway/metro. There will also be opportunities for students to visit the shops.

Therefore, I would recommend that students budget approximately $130/$150 (£105-£120) for essential items such as meals, snacks and transportation. They will also need additional spending money for any shopping that they plan to do.

Electricity/voltage:

Electronic current in the US is mostly 120V, two or three-pin sockets.

Security:

Like most major cities there are reported cases of pick pocketing and thefts, especially from popular tourist attractions where large crowds are gathered. It is therefore important that the students stay together in groups and remain vigilant to distraction type thefts or be aware that thieves can inadvertently involve individuals in scams, resulting in thefts.

Time Zone:

New York and Washington are 5 hours behind GMT.

Code of conduct for students:

In the interest of enjoyment and safety and in the hope that we gain the most from our visit we expect students to adhere to the following standards of behaviour:

(a) Prior to the visit:
1. You should familiarise yourself with the programme itinerary.
2. If you have a particular allergy or medical condition about which we should be aware, this should be notified to us as early as possible.
3. Ensure that you have all the correct clothing.

(b) At your accommodation:
1. Familiarise yourself with the hotel surroundings and the most direct route to be taken in the event of fire.
2. Do not indulge in smoking or the consumption of alcoholic beverages within the accommodation or its grounds (or at any other time/place on the trip).
3. Do not leave the hotel without a member of staff.
4. Remember that this is also the home of your hosts and that the usual home courtesies are expected.

(c) In the city and historical sites:
General Safety: Remember that you have a responsibility (a) to yourself, (b) to those around you, and (c) if called upon, to those who might be called in to help you. Please respect the advice of the guides and your leaders however petty some instructions may seem.

Crossing Roads: The Americans drive on the right hand side of the road. Caution must therefore be taken when crossing the road.

Getting Lost: At no time should any group split up or any individual select to go off without first asking a member of staff. You will also have an I.D. card with the details of our emergency contact number and hotel details. You must keep this with you at all times.

Unforeseen hazards: Considerate and safe conduct must be enforced at all times.

First Aid: While we carry a First Aid kit, it is your responsibility to carry your own basic kit of plasters etc. for blisters, cuts etc. as there will be a lot of walking.

Clothing: It is absolutely essential that you are prepared for potentially cold and/or wet weather or very warm weather.

Mobile Phones/iPods/MP3 players etc.: It is your responsibility to look after your own valuables. Please keep them inside the coach or accommodation (there will be a safe at the hotel).

Sleep: The days will be long and demanding. You should be in your bed by lights out and sufficiently quiet so that those around you may sleep.

Food: The days can be long and demanding. Do not skimp on your food.

In addition to this, you must always follow the advice and guidance given by your group leaders and guides.

Final Note:
I am personally very excited by this opportunity; I think it is a fantastic opportunity not only for students, but also for the History Department. With support from the parents, students and the many staff that have been involved in its preparation I am sure it will be a great success.

Should you have any further questions, as ever please feel free to contact me at the School.

Mrs L Cramp
Head of Faculty Humanities