

CARTER COUNTY DISTRICT
EAST CARTER HIGH SCHOOL

POLICY NO. ___24.00___

Student/Teacher International Trips & Exchanges

To support and govern all student/teacher international travel and exchanges as well as field trips both foreign and domestic, these are the procedures to be followed by school administration and staff:

1. **Recognition of Participation in International Exchange Programs** - In the event that a student and/or teacher from our school decides to participate in an international exchange program, the school administration will celebrate this endeavor and undertaking through multiple means at their disposal (e.g. school website, newsletter, email messages to parents and community members, social media, local news media, etc.) in order to promote the ideals of the school's global competency and world languages program.
2. **Acceptance of Exchange Students from Other Countries** - In the event that a family in the community that has a child who is a student enrolled in the school decides to become a host family for an international student from a foreign country, the school administration will do everything in its authority to work with the host family, the exchange student, and the company managing the exchange program to ensure that the exchange student is successfully and comfortably accommodated and integrated into the school culture. All exchange students will be enrolled in the same manner into the school's database management system and the school guidance counselors will work to ensure that all exchange students' scheduling and academic requirements are met as well as their mental and emotional well-being in terms of their ability to form positive and meaningful relationships with their teachers and classmates.
3. **International Field Trips & Community Service Activities** - In the event that a teacher in the school wishes to take a group of students and parents from the community on a trip to a foreign country, whether overseas or within the same hemisphere, the teacher will first seek permission and approval from school administration before making preparations and formal reservations with agencies outside the school as well as advertising the trip to students. Once approval has been given, the teacher will work with an outside travel agency to ensure the safe and effective management of the educational trip. The teacher will be expected to supervise all students going on the trip to ensure that they abide by all school rules and demonstrate appropriate behavior as representatives of the school while they are away. This is the expectation for all school trips, especially on trips where students are being engaged in community service activities. As part of the world language and global competency program, students may be engaged in community service activities where they will be able to use their knowledge of a second world language and culture in order to serve and meet the needs of a group of people in the community who are native speakers of this language and who may or may not have originated from the culture where the language is spoken.

References:

Global Competency & World Languages Program Review

Standard 4 – Leadership: Support and Monitoring, Characteristic G:

“School/District leadership establishes a set of guidelines or a policy to support student/teacher international travel/exchange, field trips and community service.”