

Dear Parents or Caregivers,

The Texas Association of Journalism Educators state convention will be held on October 27-29 in San Antonio. The convention will take place at the Crowne Plaza Hotel (210)354-2800. During this convention, students will participate in contests in writing and photography as well as attending classes on how to improve their journalism skills.

TAJE has worked hard to make sure you have an enjoyable and informative time while in San Antonio. To ensure that everyone's time is equally enjoyable, TAJE has established six rules of conduct which will be enforced during the convention by all advisers and hotel staff members. Violation of these rules will result in disciplinary action.

1. Students should be in their rooms making no excessive noise by midnight on Saturday and 11 p.m. on Sunday. The hotel reserves the right to remove any hotel guests who cause disruptions. Rudeness to hotel guests or hotel employees will not be tolerated.
2. No students will be admitted without an adviser or chaperone approved by the school. At least one chaperone/adviser is required for every 12 students. Advisers/chaperones assume responsibility for their students' behavior and well-being during the convention.
3. Schools will be held liable for any damage done to hotel rooms or other facilities by students under their supervision.
4. Drinking or possessing alcoholic beverages or possession/use of illegal drugs or cigarettes is absolutely prohibited.
5. All students, chaperones, advisers and staff members are expected to wear their convention name badges at all times in the convention hotel.
6. TAJE officials or advisors reserve the right to declare all fees forfeited and to send delegates home immediately (at any hour) at their own expense for violation of any or all of these rules of conduct. Further, breaking of any rules may result in disqualification from all contests and forfeiture of any awards won.
7. All school rules apply during the trip including dress code.

If you have any questions, please feel free to e-mail me at [moonti@mansfieldisd.org](mailto:moonti@mansfieldisd.org) or call me at (817)299-2760.

\_\_\_\_\_ has my permission to attend the TAJE Fall Festival in San Antonio. I have read the rules concerning travel and have covered them with the student under my care.

\_\_\_\_\_ Parent signature