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 **EF Educational Tour proposal for April Vacation 2013**

Melanson, Lisa <lmelanson@capeelizabethschools.org>
To: Andrea Fuller <afuller@capeelizabethschools.org>

Sun, Mar 25, 2012 at 1:41 PM

Dear Superintendent Nadeau and School Board Members:

Attached are documents containing travel and liability insurance information for EF Educational Tours.

I would like to have School Board approval to advertise this travel opportunity and to hold informational meetings on school grounds. Students who travel with me on an EF Tour are held to school policy regarding behavior expectations.

I have taken CEHS school groups on four previous EF trips, and will be traveling to Spain this April for my fifth trip.

Sincerely,

Lisa Melanson

England and Scotland: www.eftours.com/LTE


Requested dates: Thursday, April 12th – Saturday, April 21st

Tour number: 1181419

[Itinerary](#)

https://www.eftours.com/secure/active-tours/tour-details/quoting-printer-version.aspx?Quote_id=1187392&Code=f7f256e1b87b4577

2 attachments

 **Travel Insurance.webloc**
1K

 **Administrative Resources.webloc**
1K



Administrator resources

At EF, our goal is to give every student an international experience. When teachers take their students out of the school classroom and into the Global Classroom, we understand that many administrators and school boards will have questions regarding these experiences. With EF, you are covered. We have numerous resources that are available to teachers and travelers that not only keep your students safe and secure, but also expand their education through the various opportunities we provide. For more information on these resources, download our guide for [school boards and administrators \(PDF\)](#) »

Liability

We know that liability is one of the school administration's primary concerns. EF has an extensive liability policy that covers school districts.

EF's Global Liability Insurance Plan:

- All EF Group Leaders are covered for the duration of their EF educational tour.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-.
- Coverage is up to \$15 million per occurrence (and in the annual aggregate) for covered claims related to the tour regarding bodily injury, property damage and errors and omissions.
- EF will obtain a release from the participant and/or the participant's parents related to such potential claims.
- EF's Global Liability Insurance program allows for schools and districts to be added/endorsed to the policy by written agreement. EF can provide a certificate of insurance that details coverage.

For evidence of our coverage, please contact your tour consultant at 1-800-637-8222.

Travel insurance

Comprehensive and affordable, EF's insurance plan for travelers allows participants to explore the world without worry. To purchase, travelers can log in to their personal online accounts or call our customer service department at 1-877-205-9909.

Our All-Inclusive Insurance Plan includes:

- Tour cancellation insurance
- Interruption insurance
- Medical and accident insurance
- Baggage and property insurance
- 24-hour emergency assistance

[Learn more about EF's insurance plans for group leaders and travelers](#) »

Safety and support

Travel should be worry free. The protection and flexibility that EF offers students, teachers and their school districts have made EF the leader in educational travel.

- Worldwide presence: EF has hundreds of offices in more than 50 countries, so no matter where groups travel, they can rest assured that EF staff are always available.
- Experienced EF Tour Director: Our tour directors are trained to handle tour logistics and are dedicated to helping groups make the most of their tour. They are the most helpful, knowledgeable and experienced in the industry.
- Peace of Mind Program: At EF, we understand that travel plans can change. EF's Peace of Mind Program gives educators the freedom to alter their tour or departure date until 35 days prior to departure.
- EF TourLink™: Using the latest GPS technology, EF TourLink™ gives parents peace of mind knowing that they can track their child's tour online.
- EF Tour Consultants and customer service department: From the first phone call, every group leader works one-on-one with an EF Tour Consultant to plan the perfect tour. And our customer service department is dedicated to helping students and parents prepare for travel.

Accreditation

EF is the only fully accredited international travel organization. EF's accreditation means that all of our tours have been recognized for their quality and educational value, meeting the same rigorous standards as schools throughout the United States.

- **Student high school credit:** By traveling with EF, students can earn credit, which can count toward their graduation and set their college applications apart.
- **College and graduate-level credit:** Through EF's relationship with Eastern Washington University's Field Studies Program, students can earn high school or college credit, and teachers can earn graduate-level credit for completing coursework that complements and enhances their EF tours.
- **Educator professional development credit:** By leading or traveling on an EF tour and completing associated coursework, educators can earn credit toward their professional development or recertification requirements.
- **Professional Development Study Tours:** Teachers can travel abroad without students to learn strategies to teach core content with a more global context.

For more information about our various resources, download our [guide for school board and administrators \(PDF\)](#) or contact a tour consultant today at 800-637-8222.

See our: [Domestic Tours](#) [College Study Tours](#)[Log in](#)

Travel insurance

We encourage all participants to sign up for the All-Inclusive Insurance Plan because most U.S. insurance companies do not provide adequate coverage for people traveling abroad. EF's recommended plan provides comprehensive protection for your child should something unexpected happen before or during the tour. In the event of an emergency, both you and your child will have 24-hour access to English-speaking emergency service, no matter where your child may be.

The All-Inclusive Insurance Plan includes:

Tour Cancellation and Interruption Insurance

A refund of the Program Fee if your child needs to cancel from or interrupt the tour due to reasons of serious injury or illness requiring hospitalization, financial hardship due to unexpected job loss, jury duty, military call to active duty or severe damage to home.

Medical and Accident Insurance

Coverage of up to \$35,000 for hospital bills, doctors' fees and medical transportation for illnesses or injury while on tour, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness.

Baggage and Property Insurance

Coverage for baggage, cash, airline tickets, travel documents and valuable property in cases of theft or delay, including emergency on-tour cash reimbursement of up to \$300 within 24 hours of a theft.

Flight Delay Insurance

Coverage up to \$200 per day (\$400 maximum) for expenses due to flight delays (lodging, food, and other reasonable expenses) as well as a refund for every full land day missed of your tour (2 days maximum) due to flight delays or cancellations.

24-hour Emergency Assistance

Round-the-clock handling of claims and assistance from English-speaking insurance representatives during your child's tour.

To view a more detailed summary of the policy, click [here](#)

These insurances are underwritten by [Efekta Insurance International Ltd.](#), Bermudiana Arcade, 3rd floor, 27 Queens Street, HM 11, Hamilton, Bermuda, through a Master Policy issued to EF Cultural Travel Ltd., registration # 35879. The information above is a summary. For complete terms, conditions and exclusions, please refer to the Master Policy, which may be obtained by calling EF at 1-877-205-9909. The Efekta Travel Insurance policy shall always be secondary to all other policies of insurance.