



## Company visit and study trip

### Company (external) visit

During the training external visits can be organized, for example a company visit, a museum visit or a visit to an event.

The starting point is that students then travel together with the teacher from the lecture location to the external location and back again. However, it may happen that it is more convenient to arrange an appointment directly at the external location, for example when external visits start immediately in the morning. It is also possible that the external visit ends "at the end of the day". It may also be that, considering the student's place of residence, traveling through the college location causes an unnecessarily large amount of travel time. It is then more practical for the student to make the outward and / or return journey independently without study supervision. Appointments are made with the teacher prior to the external visit.

The starting point is that we travel by public transport (students have an annual public transport pass). If it is decided to travel by car, the students will settle the travel costs among themselves. The cars are then driven by fellow students who have access to a car.

It may also be that students outside the teaching location carry out an assignment during college time, for example a street interview. Students then move (through the city) whether or not under the direct supervision of the teacher.

### Study trip

A study trip can be organized during the course. During the study trip, the use of alcohol, drugs and the like is obviously not allowed. If the student counselor finds that this agreement is being violated, the student concerned will be sent home at his own expense. The extra guidance, which is then hired to put the student on the plane, will also be charged.

The group stays together during the study trip unless the guidance indicates that there is a "free" program. Also during the last evening of the study trip, there will be a joint dinner followed by a "free" program. With a free program, a time of return has been agreed.

During a "free" program, students are allowed to move around the city independently or together with fellow students (ie without the presence of study guidance).

### Further

The college rules also apply to students older than 18 years.

Participation in external visits and / or the study trip is only possible if this form is completed and signed in the possession of the college administration.

Students of Kronenburgh vocational training courses have limited insurance as a "student". A simple travel insurance policy is taken out during the study trip. In terms of insurance, however, during

external visits and / or the study trip, in the event of the occurrence of (injury) damage, a claim will in the first instance be made to the insurances of the student himself.

### ***Approval form external visit and study trip***

**(check boxes, fill in frames and place signature)**

- The undersigned agrees that during an external visit, the student mentioned below will travel independently by public transport to or from an external location during and / or after lecture time.
- The undersigned agrees that during an external visit, the student mentioned below will travel with a car driven by a fellow student during and / or after class.
- The undersigned agrees with the fact that the student mentioned below, after permission from the student counseling, moves independently or together with fellow students for the execution of assignments.
- The undersigned agrees with the study trip agreements, including that if these agreements are not met it is no longer possible to participate in the study trip, the return journey must be commenced prematurely and that the guidance hired for this and the transport costs will be charged.
- The undersigned agrees with the fact that, after permission has been given, the student mentioned below moves independently or together with fellow students through the study travel city (ie without the presence of study supervision) when there is a 'free' program.
- The undersigned is aware that, from the perspective of external visits and / or the study trip, insurance claims will be made for the insurance of the student mentioned below.

#### ***Student***

First and Second Name	
Signature	
Date and place	

#### ***Parents / caregivers (even with multi-year students, the parent caregivers also sign)***

First and Second Name	
Signature	
Date and place	