

Student Press Travel Guidelines

Student Press will take several trips throughout the school year and summer. These trips are open to different groups of students depending on the focus of the trip. In most cases, students will pay for their registration and part of the lodging cost. For trips that require air travel, students will book their own flights. Students are responsible for getting on the same flight as the adviser or arriving at the same time. Otherwise, the student will have to arrange their own transportation between the airport and the hotel.

Detailed information for each trip will be sent out in a timely manner. This document is for your advanced planning purposes.

State Conventions

- Fall Fiesta in San Antonio in October
- Travel by school bus
- Open to all press staff

National Conventions

- [JEA/NSPA Fall Convention in November](#) (Nashville)
- [JEA/NSPA Spring Convention in April](#) (Minneapolis)
- Editors only
- Students arrange their own flights

CSPA

- New York City during Spring Break
- Editors of Crown-winning publications only
- Students arrange their own flights

Jostens Workshops

- Creativity Weekend in September
- Local workshops throughout the year
- Yearbook only (Editors only if out-of-state)

SNO Workshops

- Virtual
- News and Magazine editors only

Summer Workshops

- ILPC in June
- May be required for new press members. All members are encouraged to attend.

BEHAVIOR

- At all conventions, you are expected to behave in a mature and **professional** manner. No running, yelling, cartwheels in the lobby, etc.
- Treat all employees and guests of the hotel with respect.
- Keep your room decently clean and do not be annoyingly loud.

- Sleep at night; allow your roommates to sleep at night.
- Do not have anyone in your room who's not part of our group; don't go into other groups' rooms.
- If you have Westwood people in your room other than the assigned roommates, let Ms. Cat know. Note this is not related to gender. I said **people**.
- Do not leave the campus or hotel without Mrs. C's permission.
- Do not go anywhere alone (except to a session). Travel in groups.
- Answer your phone or respond on Slack immediately.
- Be in sessions all day, not hanging out in your room or otherwise ditching.
- Wear your convention badge when on the specific conference/ballroom floors for the convention.
- DO NOT wear your badge elsewhere, **INCLUDING HOTEL LOBBY OR ROOM FLOORS**; it marks you as an easy target for pickpockets, muggers, kidnappers, etc.
- Pay attention, participate, and take notes in sessions.
- Follow all rules of the convention.
- **It goes without saying, but no sex, drugs, alcohol, tobacco, or anything else illegal.**
- If you see something that should not be happening, inform Ms. Cat or the nearest authority figure immediately.

These rules are for your safety and to ensure that we get the most educational benefit out of this trip. If you break any convention rules, school rules, or Mrs. Cat's rules, your parents may be called to come and take you home immediately. You will not be refunded any fees, and you will not travel with Westwood Student Press again.