

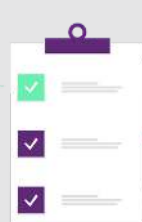
# PRE-TRIP CHECKLIST

How to get your trip underway



## 1 TALK TO AN EXPERT

Contact a specialist school travel consultant who will provide you with a free, no obligation quote and trip itinerary.



## 2 RECEIVE YOUR SAMPLE ITINERARY & QUOTE

Ensure that your trip itinerary is tailored to your subject and specific curriculum requirements.



## 3 JOIN A TEACHER PREVIEW TRIP

Teacher preview trips are optional and subject to availability. Sample key trip components of your planned travel itinerary, speak to the educators and return to school with tangible evidence to encourage your school to consider this trip as an option for your students.



## 4 CONFIRM YOUR SCHOOL TRAVEL PLAN

Finalise dates, inclusions and details with your school travel consultant.



## 5 RECEIVE PLANNING RESOURCES AND ADVERTISE

This includes a personalised webpage, ideal for advertising the trip within your school. It will detail your trip itinerary and the trip inclusions.



## 6 CONFIRM YOUR SCHOOL TRAVEL PLANS

After successful advertising and final approval with your school, you will be able to confirm student numbers.



## 7 RECEIVE FINAL TRIP DETAILS

In the days and weeks leading up to your exciting school trip you will receive the final details from an operations team. They will make everything run smoothly and are there to make the process stress-free and easy.



## 8 DEPART FOR YOUR INTERNATIONAL SCHOOL TRIP