

# Archdiocese of Boston Catholic Schools 2023 March for Life Terms and Conditions

## **Registration and Full Payment**

Completed registration forms and a **\$250/per person** payment is required by **DECEMBER 5, 2022**. **One group check from your school** should be made payable to the “RCAB Catholic Schools Office” with “2023 March for Life” in the memo and mailed to:

RCAB Catholic Schools Office  
Attn: Martha Hultzman/March for Life  
66 Brooks Dr. | Braintree, MA 02184

**\*\*\*MAIL GROUP PAYMENT ONLY!\*\*\***

**\*\*\*DO NOT MAIL ANY FORMS TO THIS ADDRESS!\*\*\***

\*If full payment is not received by the aforementioned date, reservations will not be made for your group.

## **Cancellations, Changes, and Refunds**

**All payments are final and are non-refundable.** If RCAB cancels the pilgrimage due to unforeseen circumstances (ie: bad weather, etc.) we will work with our vendors to refund some, and if possible, all of your payment. **After Jan. 5th, 2023, you may not make any name changes or substitutions of any kind for individuals listed as registered.**

## **Rooming Lists and Requests**

**All rooming lists (which are part of the registration forms) are due by Dec. 5, 2022.** The Archdiocese of Boston will do our best to work with the hotel to honor the requests made, but due to room configurations and group numbers, alterations may be necessary in consultation with the school/group leader. Please visit the [CSO website](#) for all necessary forms, including the rooming list. **Please note that all rooms are double occupancy and will not accommodate numbers greater than 2 students or 2 adults per room. Adults may not stay in a room with an unrelated child.**

## **Release/Consent/Medical and Code of Behavior Forms**

Each group leader is responsible for the collection, copying/scanning and submission of the required forms for all students and chaperones by **December 5, 2022**.

### **DO NOT SEND FORMS VIA POSTAL MAIL!! PLEASE FOLLOW THESE INSTRUCTIONS:**

1. Original Forms should remain in the Main Office at School, either with the Principal or his/her designee.
2. The Group Leader and one designated chaperone should each bring copies of ALL forms while on pilgrimage. A total of two sets of forms should travel with your group.
3. A copy of ALL forms (except the Code of Behavior) for both adult and student participants must be submitted electronically to [BostonCatholicSchoolsMarchForLife@rcab.org](mailto:BostonCatholicSchoolsMarchForLife@rcab.org) or [BCSMFL@rcab.org](mailto:BCSMFL@rcab.org) by **December 5, 2022**. If your file(s) is/are too large to send via email, please compress it into a zip file. See instructions [here](#).
4. **Please keep the Code of Behavior for your own records** since your parish/school is ultimately responsible for the behavior of your participants.

## **ADULT LEADER/CHAPERONE RATIO: VIRTUS and CORI**

It is the sole responsibility of each school's group leader to ensure that the student to adult chaperone ratio is met, that adult leaders/chaperones are at least 21 years of age and have been CORI checked within the last school year *by their school or parish*. Chaperones must also have undergone the required (one-time) VIRTUS Training. Failure to comply will result in the immediate dismissal of the adult who has not met those requirements from the trip. When registering adult chaperones please have them use their full legal name, include any maiden name if recently married, and make note of which parish/school and the city/town they have been CORI checked and VIRTUS Trained. Without this accurate information, we cannot easily verify their status.

### **Chaperone & Student to Leader Ratio Requirements:**

- Two (2) adult chaperones are required for the first group of seven (7) students.
- When the student headcount goes above seven (7), a third (3<sup>rd</sup>) adult chaperone is required up until the headcount reaches 14. Over a headcount of 14 students, a fourth (4<sup>th</sup>) adult chaperone is required and so on.
- **Priests are not to be considered chaperones.** They are to serve as Chaplains only.
- The number of adult participants in a school group should **not be more than** the number of student participants from one school. Due to limited space, please keep to appropriate adult/student ratios, otherwise we may not have space for all the students/schools who would like to attend. Remember, this is a Student/Teen Pilgrimage and not an adult/family pilgrimage.
- Co-ed student groups should have co-ed chaperones to ensure proper monitoring of teens, especially in the hotels. (ie: An appropriate delineation of male chaperones for male students and female chaperones for female students is required.)
- Single gender student groups should have at least two chaperones of the same gender.