

## CODE OF CONDUCT

### Japan Trip

Students must at all times understand they are ambassadors for their school and also for Australia. A high standard of behaviour and self discipline is expected at all times.

#### **FAILURE TO ACKNOWLEDGE AND OBEY THE FOLLOWING REGULATIONS MAY RESULT IN THE STUDENT BEING SENT HOME PRIOR TO THE COMPLETION OF THE TOUR AT THE PARENT'S EXPENSE.**

Students are expected to:

1. Follow all directions of and respect the position of teachers in charge of the group.
2. Act responsibly at all times whether with the entire group or separated from supervision.
3. Understand and respect cultural and social differences, and behave with sensitivity and due consideration for others.
4. Follow ALL regulations and codes specified by the places of accommodation.
5. Maintain a suitable standard of dress.

Students will NOT undertake the following (non-exclusive) activities:

1. Acquire alcohol or cigarettes, including purchase of duty-free.
2. Drink alcoholic beverages, whether in public or private.
3. Use or supply drugs (unless medically supervised).
4. Smoke
5. Souvenir or appropriate any property which is not their own or commit any other law breaking offences.
6. Leave their place of accommodation without permission from teachers.
7. Venture off on their own.
8. Use objectionable or obscene language.
9. Engage in any activity likely to compromise or endanger the students or likely to jeopardise the standing and reputation of my school.

#### **HOMESTAY BEHAVIOUR**

1. Make own bed and help with household chores.
2. Be courteous and show appreciation to hosts.
3. Ask permission to use the phone. Pay for phone calls, preferably by reverse charges or phone card.
4. Do not leave homestay family's house without the permission of the family. Advise your homestay family of your whereabouts. If delayed unexpectedly, telephone them.
5. Respect the wishes and routine of your homestay family.
6. Do not borrow money.
7. Be punctual.

I have read and understood this Code of Conduct and agree to abide by it:

Student Signature: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

## THE FLIGHT

1. **Board the bus:** Board the bus at your school. You will need to be at school at the following times depending on your school. You will be advised of these times closer to the departure date.
2. **Arrival at the airport:** Upon arrival at the airport we will need to tag our luggage with Jetstar name tags. There will be spare tags at the check in counter.
3. **Check in:** We need to line up and check-in our bags. They will be weighed (maximum 20kg). You need to show your passport. A teacher will have the tickets. You will be issued with a boarding pass. You will then have 3 documents: boarding pass, passport and immigration card.
4. **Immigration:** In immigration you need to have your completed immigration card, boarding pass, ticket and passport ready. You go to the counter one by one and get your passport stamped.
5. **Departure lounge:** You will wait with the group in the departure lounge until boarding call. During this time you may do some duty free shopping. There are shops to buy magazines, food & drinks, souvenirs etc. Please be back at the departure gate before the specified time.
6. **Boarding the plane:** Find your seat quickly and put your backpack in the overhead lockers. Do not stand in the aisles and talk to friends.
7. **Flight attendants:** The flight attendants will serve you drinks and meals during the flight. Be polite to them. Only ring for the flight attendant when necessary.
8. **Aisles:** You are expected to move out of your seat only to go to the toilet or stretch your legs by having a short walk. Please do not stand in the aisles to go visit a friend. Never lean over the back of the seat to talk to someone behind you. Please show respect not to disturb other passengers who will expect to be able to read quietly, sleep or watch a movie so **TALK QUIETLY WITH YOUR FRIENDS!**
9. **Disembarkation Card:** Towards the end of the flight the flight attendant will give you a disembarkation card. Complete the card with appropriate responses. There is a copy of this card on the next page. Use pen. The flight number will be on your boarding pass. Port of Embarkation: Gold Coast, Port of Disembarkation: Tokyo
10. **Leaving the Plane:** We will be the last to leave the plane. Stay seated until the aisles are cleared and wait for teacher instructions. Before you leave the plane, make sure you have collected all your belongings left your seat tidy and that you have your disembarkation card.
11. **Kansai or Narita Airport:** When you get off the plane we go through immigration. They will ask for your Disembarkation card and passport, and will stamp it. The immigration officials might ask you some questions in English. For example: Are you coming to Japan for a holiday? (yes) Where are you going to stay in Japan? (in hotels and home stay) How long are you staying? (2 weeks) Answer their questions and be polite.
12. **Collecting the bags:** Wait with the group at the carousel and take your bag when it comes. As we all will have large stickers on our luggage they are easy to identify. If you see one of our group members' luggage – please take it off the carousel for them so save time.
13. **Customs:** At customs they ask you to declare if you have any food items like meat or fruit, do not bring any of these items with you. (Snack foods are fine) They may also ask if you have more than the allowed amount of duty free items. You will not because you cannot buy alcohol or cigarettes. They may randomly pick people to search bags. You don't have to worry if they ask to look in your bags. Just follow their instructions.
14. **Shuttle bus to Hotel:** We will be met by a shuttle bus at the front of the terminal to take us to the hotel. Stay with the group at all times.

## POINTS TO REMEMBER

1. Stay with the group at all times when group is travelling together and during excursions and activities.
2. Listen carefully to all instructions given by teachers (including staff at host school).
3. Do what you are told without question or hesitation.
4. Make sure you are on time. Make a point of being 5 minutes early – this is courteous in Japan.
5. Be polite at all times – to other members of the group, to your host family and to staff and students of your host school.
6. Belonging to a group on tour means that you must relate to each person in the group. Be careful to maintain the group's good feelings. Avoid criticism and negative comments. Always be polite and friendly with other members of the tour group.
7. As a member of the host family, you need to be polite and courteous; you need to let your host family know that you are interested in learning about Japan and Japanese, and that you appreciate what is being done for you. Ask relevant questions and say 'doumo arigatou'.
8. Tell a teacher if you have difficulties with homesickness, sickness or if you have any other problems.
9. Tell a teacher if you are taken to a doctor by your host family. Arrangements may need to be made to pay doctor's bills and you must obtain receipts.
10. If you lose your money, camera or valuable items report the loss to a teacher.
11. Throughout the trip you will be required to check in with your teachers.

**Note:** For the days you will attend your host school. You will wear your formal uniform. On these days, normal school rules apply in regards to jewellery, chewing gum, make up and mp3 players in the classroom.

## FIRST NIGHT QUESTIONS FOR HOST FAMILY

Excuse me. I have something I want to ask you.  
すみません。ききたい こと が あります。

1. Please tell me your family name.

かぞく の なまえ を おしえてください。

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2. What is your address here?

ここ の じゅうしょ は なん ですか。

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3. What is your phone number?

でんわばんごう は なん ですか。

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4. What time is breakfast?

あさごはん は なんじ ですか。

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5. What time is dinner?

ばんごはん は なんじ ですか。

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6. When can I have a bath?

いつ おふろ に はいったら いい ですか。

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7. Please show me how to use the bath.

おふろ の はいりかた を おしえて ください。

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8. What time do you wake up every morning?

まいあさ なんじ に おきますか。

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9. Where do I sleep?

どこ に ねたら いい ですか。

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10. What time do you go to bed everyday?

まいにち なんじ に ねますか。

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11. What should I do with my laundry?

せんたくもの は どうしたら いい ですか。

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12. What kind of things can I help you do?

うちで どんな おてつだい を したら いい ですか。

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## FAMILY - かぞく

1. What are the names of the people in your immediate family?

なん にん かぞく ですか。

2. How many aunts & uncles do you have?

おじさん と おばさん が なん にん いますか。

3. How many cousins do you have?

いとこ は なん にん ですか。

4. How many grandparents do you have?

おばあさん と おじいさん が なん にん いますか。

### わたしの かぞく

\*\*Show your family photo album and explain about your family in Australia\*\*

Mum	はは	Aunty	おばさん
Dad	ちち	Uncle	おじさん
Older brother	あに	Grandfather	おじいさん
Older sister	あね	Grandmother	おばあさん
Younger brother	おとうと	Cousin	いとこ
Younger sister	いもうと	Step (person)	ぎりの (person)

## HOBBIES

1. What are your hobbies?

しゅみ は なん ですか。

2. Which sports do you like to watch?

どの スポーツ を みる の が すき ですか。

3. Which sports do you like to play?

どの スポーツ を する の が すき ですか。

### About Yourself

My hobby is \_\_\_\_\_.

わたしの しゅみ は \_\_\_\_\_ です。

I play \_\_\_\_\_.

\_\_\_\_\_ を します。

## TRANSPORT

1. How do you get home from school?

この いえ から がっこう まで なん で いきますか。

2. How long does it take to get from home to school?

がっこう まで どの くらい かかりますか。

3. How much does it cost?

おかね は いくら かかりますか。

4. What time do you leave home everyday?

まいにち なんじ に いえ を 出ますか。

5. What time do you come home everyday?

まいにち なんじ に いえ に かえりますか。

## EDUCATION

1. What grade are you in?

なん ねん せい ですか。

2. What month do you start school in?

にほん で なんがつ に がっこう が はじまりますか。

3. Do Japanese students do homework?

にほんじん の がくせい は しゅくだい を しますか。

4. How long does it take everyday?

まいにち しゅくだい は どのぐらい かかりますか。

5. How many weeks are the summer holidays?

なつやすみ は なん しゅうかん ですか。

6. Do you get homework on the holidays?

やすみ の あいだ に しゅくだい が ありますか。

7. Do you go to cram school?

じゅく に いきますか。

8. What do you think you want to become in the future?

しょうらい に なに に なりたい と おもいますか。

9. What is your favourite subject at school?

いちばん すきな かもく は なん ですか。