

Weekend Travel Proposal and Release Form

nacel.



For independent weekend travel with an overnight. Submit by email (scan or clear photo) to: ndihs@nacel.fr

1) Important rules (read carefully)

- Deadline: this form must be received **at least 7 business days** before departure. No exceptions. Late requests will be denied.
- Do NOT buy tickets or finalize bookings until you receive written approval from Nacel.
- Independent weekend travel is limited to one (1) weekend between each school vacation (maximum 5 weekends per school year). This quota does not include natural parents' visits.
- **Minors (under 18):** independent weekend travel is only allowed with a responsible third party who is at least 21 years old, unless traveling with natural parent(s).
- A request can only be reviewed when ALL required fields and attachments are provided. Nacel may reject any proposal.

2) Student Information

Student first and last name	
Age	
Student mobile number	
Host family name (if applicable)	

3) Weekend Travel Details

Destination (city + country) and purpose	
Departure date & time	
Return date & time	
Address where the student will stay (full address)	
Emergency contact during the weekend (name + phone)	

Who will the student travel with?

☐ Third party (21+ years old) - required for minors ☐ Independently (18+ only)

4) Transportation (attach e-tickets or write details below)

☐ E-tickets / transport confirmations (or complete Section 4 fully)

Outbound transport (train/plane/other) - company + reference/flight no.	
Departure station/airport + terminal (if any)	
Arrival station/airport	
Return transport (train/plane/other) - company + reference/flight no.	
Return departure station/airport + terminal (if any)	
Return arrival station/airport	

If you need an accompanied transfer for a minor, you may contact Hopways: <https://www.hopways.com/>

5) Parent/Guardian Authorization and release

By signing below, I (we), as the natural parent(s)/legal guardian(s), request and authorize the travel described in this form. I (we) understand that this trip is independent from the NDIHS/Nacel program and that Nacel France and Notre-Dame Les Oiseaux do not supervise the student while he/she is away from school and/or the host family.

I (we) release and hold harmless Nacel France and Notre-Dame Les Oiseaux from any injury (physical or emotional),

loss, delay, damage, cost or expense incurred during the travel period, including events beyond their reasonable control (for example: weather, transport disruptions, governmental restrictions) and including acts or omissions of any third party (including, without limitation, host family members, guests, employees or agents, transport providers, or any person in the host country).

I (we) understand that Nacel and Notre-Dame Les Oiseaux are not responsible for advising which travel documents or visa/entry requirements may apply to this trip.

Natural parent/guardian 1 - full name + signature	
Natural parent/guardian 2 - full name + signature (if applicable)	
Date and place (city, country)	

Additional required sections

Complete **ONLY** the parts that apply to your situation

1) Headmistress information (required if any school day/hour is missed)

This is prior information, not an approval. Before booking, inform the Headmistress (Mrs Champeix).

Headmistress informed - date	
Headmistress signature	

2) Host family permission (mandatory for host family students)

To be completed by the host parent(s) when the student travels with natural parents, a third party, or independently.

We confirm we have been consulted and agree to the travel described on page 1. We understand that this travel is independent from the NDIHS/Nacel program and that the natural parents and/or the designated third party is responsible for the student during the trip. We will welcome the student back upon return (for full-time host families).
FR: Nous confirmons avoir été consultés et acceptons le voyage indiqué en page 1. Nous comprenons que ce voyage est indépendant du programme NDIHS/Nacel et que les parents naturels et/ou le tiers désigné sont responsables de l'élève pendant le voyage.

Host parent full name + signature	
Date	

3) Third party commitment (mandatory for minors)

The third party must be at least 21 years old. Uber/Taxi drivers cannot be considered as a responsible third party.

☐ For minors with a third party: attach copy of third party official ID (passport/ID card)

Third party full name (21+)	
Relationship to the student	
Mobile number (include country code)	
Email address	
Pick-up location	<input type="checkbox"/> School <input type="checkbox"/> Host family
Drop-off location	<input type="checkbox"/> School <input type="checkbox"/> Host family

I confirm that I accept full legal responsibility for the student during travel to/from my care and while the student stays with me. I will keep in contact with the natural family and Nacel/NDIHS in case of any change in plans or in case of illness/emergency.

Third party full name + signature	
Date	