

Inbound Travel Policy

District 6220 Rotary Youth Exchange (RYE) and our host club volunteers encourage students to participate in travel opportunities that enhance their understanding of our culture, geography, and traditions. These experiences are designed to help students gain perspective beyond their local community while prioritizing their safety.

The primary responsibility of our volunteers and host families is to ensure the safety and well-being of our students. It is essential that the adults responsible for exchange students know their location, companions, and activities at all times. Consequently, all travel must go through the formal approval process. Host parents, Rotary Youth Exchange Officers (RYEOs), and district staff reserve the right to deny any travel request if there are concerns regarding a student's safety, security, behavior/attitude, academic performance or program compliance.

Please remember that Inbound (IB) students are participating in an educational and cultural exchange rather than a tourist exchange. We encourage travel for students who are actively immersing themselves in their host community's language and culture, contributing to their host families, and meeting all school expectations. However, travel must not interfere with RYE program requirements, school performance and rules, or host family responsibilities.

Travel is divided into 4 levels of permission

Level 1 Travel

Requires: verbal permission from the host parent

Examples include:

- Day trips: Any trip where the student departs from and returns to the host family's home or school on the same day.
- School-sponsored overnight trips: where the students use school-provided transportation and remain under the supervision of school staff or designated chaperones.
- School-sponsored events: Travel for athletic events or activities using school-provided or chartered transportation under the supervision of school staff, coaches, or professional drivers.
- Day Travel with Host Families: For travel within approximately two hours of home, an adult host family member (aged 25 or older) may serve as the driver for activities such as sightseeing, sporting events, or visiting relatives.

Inbound Travel Policy

- Day Travel with Approved Drivers: For travel within two hours of home, students may be driven by licensed drivers at least 25 years of age, including Rotary volunteers or host family friends.

Level 2 Travel

Requires:

- Verbal permission from RYEO
- At least **48 hours notice** prior to the planned departure date

Examples include:

- Overnight with host parents in Wisconsin/Upper Peninsula of Michigan

Level 3 Travel

Requires:

- At least **7 days notice** prior to the planned departure date
- Verbal permission from the host parents
- Verbal approval from the club RYEO
- RYEO submits online Inbound Travel Request
- Written approval from the District Inbound Coordinator

Examples include:

- Overnight out-of-state travel with the host family
- Non-school-related overnight travel without host parents: Drivers must be at least 25 years old and must submit a background at least one week in advance of travel
- Any air travel

Submit to YEO and Inbound Coordinator:

- Travel dates and itinerary
- Names and contact information of all accompanying adults
- Transportation details, including drivers and flight information, if applicable
- Overnight accommodation information
- Emergency contact information. Confirmation that the travel will not adversely affect the student's school attendance or academic performance

Inbound Travel Policy

Level 4 Travel

Examples include:

- Travel to areas where there are known or suspected immigration enforcement activities, as identified and communicated by the District
- Travel outside the contiguous 48 United States

Requires:

- At least **30 days notice** prior to the planned departure date
- Verbal permission from the host parents
- Verbal approval from the club RYEO
- RYEO submits online Inbound Travel Request
- Written approval from the District Inbound Coordinator
- Written approval from the District RYE Chair

Submit to YEO and Inbound Coordinator:

- Travel dates and itinerary
- Names and contact information of all accompanying adults
- Transportation details, including drivers and flight information, if applicable
- Overnight accommodation information
- Emergency contact information. Confirmation that the travel will not adversely affect the student's school attendance or academic performance

Independent Travel

Inbound students may not participate in independent travel without the supervision of approved adults unless specifically authorized in writing by district Rotary Youth Exchange leadership. For purposes of this policy, independent travel includes travel with friends, other exchange students, or individuals who are not approved host family members, Rotary volunteers, school staff, or other authorized adult chaperones.

Any proposed travel involving individuals outside the student's host family or approved Rotary and school supervision structure will be reviewed on a case-by-case basis. Approval may require additional documentation, background checks, emergency contact information, and confirmation of adequate adult supervision. Approval may be revoked at any time if concerns arise regarding student safety, conduct, academic standing, or compliance with Rotary Youth Exchange program rules.