

Frequently Asked Questions (FAQs) for the Reopening of School
Koko Head Elementary School
SY 2020-21

Rev. 7/24/2020

Questions	Answers
<p>What options do we have for our child(ren) this school year?</p>	<p><i>(Please note, the start of the school year dates for students are subject to change as determined by the Hawaii State Board of Education and Department of Education. As of July 24th, the first day for students in Gr. 1-5 is August 5, 2020 and the first day for Kindergarten is August 7 or 8, 2020 depending on your child's last name.)</i></p> <p>Your family is important to us. Whether you select Option 1 or 2 for your child, your family is an integral member of our school `ohana. We are relentless in our commitment to work together with you, as shared partners in education, to make this a positive and meaningful school year for your family. Here are the two choices for this school year:</p> <p>Option 1 - A Blended Model & Face-to-Face Model</p> <ul style="list-style-type: none"> ● Phase 1: Blended Model - For Gr. PreK and Gr. 1-5, the first two weeks of school (Wed. August 5 - Fri. August 14) all students are assigned to one of two groups (Group A or Group B), by the student's last name: <ul style="list-style-type: none"> ○ Group A (Last Names A-L) Face-to-face learning at school (August 5, 7, 11 and 13) Distance learning at home (August 6, 10, 12, and 14) ● Group B (Last Names M-Z) Face-to-face learning at school (August 6, 10, 12, and 14) Distance learning at home (August 5, 7, 11 and 13) <p>A blended model allows us to implement our new protocols and routines and to make necessary adjustments for a safer return for all students as we transition to Phase 2. The first two weeks of school will be half-days with lunch service.</p> <p>Kindergarten students have a special schedule for the first two weeks of school. Parents of Kindergarten students will receive the orientation and testing schedule and August 2020 Kindergarten calendar in an email from our office after registering.</p> <ul style="list-style-type: none"> ● Phase 2: Face-to-Face Model <ul style="list-style-type: none"> ○ Starts <u>Monday, August 17, 2020</u> ○ On campus learning for every school day for all students (with the exception of students in Option 2) <p>Option 2 - A Full Distance Learning Model Parents who choose Option 2 will need to:</p>

	<ul style="list-style-type: none"> <input type="checkbox"/> Commit to at least one semester. Students can join the Option 1 cohort starting the second semester on January 6, 2021 and must notify our office in writing by Thursday, December 17, 2020. <input type="checkbox"/> Complete and submit an <u>Option 2 Distance Learning Opt-in form</u> to make the request official. <input type="checkbox"/> Complete a <u>Student Publication/Audio/Video Release form</u> so that we can obtain your consent to have your child participate in any synchronous “live” sessions with our teachers. <input type="checkbox"/> Submit the opt-in form and Student Publication/Audio/Video Release forms to our office <u>by 8AM, Thursday, July 30, 2020</u>. Hardcopies of both forms are available at our school office and are also included at the end of this FAQs document. Completed forms can be emailed to Ms. Sydnee Halcro at: sydnee.halcro@k12.hi.us or can be dropped off during office hours from 8:00AM-4:00PM on weekdays. <input type="checkbox"/> Parents need to complete and submit an <u>Option 2 Distance Learning Opt-in form</u> to make their request official. Submit the opt-in form to our office <u>by 8:00AM, Thursday, July 30, 2020</u>. Completed forms can be emailed to Ms. Sydnee Halcro at: sydnee.halcro@k12.hi.us. The forms can also be dropped off during office hours from 8:00AM-4:00PM on weekdays. <p>For families looking to homeschool, we ask that you be open to Option 2 and give it a try. Please contact Principal Shitaoka at: jeffrey.shitaoka@k12.hi.us, if you have questions about the homeschool process in Hawaii.</p>
<p>Are we able to change the request we made on the online parent survey that was due on July 19, 2020?</p>	<p>Yes. Parents will have the opportunity to make changes to their survey responses.</p> <p>Parents who choose Option 1 (Blended & Face-to-Face Model) will not need to complete any additional paperwork.</p> <p>Parents who choose Option 2 (Full Distance Learning Model) will need to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Complete and submit an <u>Option 2 Distance Learning Opt-in form</u> to make the request official. <input type="checkbox"/> Complete a <u>Student Publication/Audio/Video Release form</u> so that we can obtain your consent to have your child participate in any synchronous “live” sessions with our teachers. <input type="checkbox"/> Submit the opt-in form and Student Publication/Audio/Video Release forms to our office <u>by 8AM, Thursday, July 30, 2020</u>. Hardcopies of both forms are available at our school office and are also included at the end of this FAQs document. <input type="checkbox"/> Completed forms can be emailed to Ms. Sydnee Halcro at: sydnee.halcro@k12.hi.us or can be dropped off during office hours from 8:00AM-4:00PM on weekdays.
<p>What does Option 2 (Full Distance Learning Model)</p>	<p>Students in the Option 2 track will be given access to:</p> <ul style="list-style-type: none"> • <u>Acellus online learning platform</u> (acellus.com) which is used by some online schools and parents who homeschool. Acellus

<p>look like?</p>	<p>provides students with access to multiple subject courses throughout the school year. Students work at their own pace with video based asynchronous lessons and assessments and progress will be monitored by our school.</p> <ul style="list-style-type: none"> ● The same teacher webpage/Google Classroom page that students in the Option 1 cohort are using. This helps our Option 2 cohort students to stay connected with the pacing of the Option 1 cohort.. ● Any textbooks and workbooks issued to students in the Option 1 cohort. ● Any supplemental web-based instructional programs (e.g. iReady) and online e-library reading resources that are provided to the Option 1 cohort. ● A chromebook, if needed, can be loaned to a student to use at home for school related use only. ● Virtual student assemblies to stay connected with our school. ● School picture taking and other on campus school sponsored activities; students in the Option 2 cohort are just as important part to the fabric of our school 'ohana as students in the Option 1 cohort. ● After school assessment periods each quarter. Students will be expected to take assessments on campus after school, about 2-4 days each quarter to provide teachers with instructional data and to inform grading. <ul style="list-style-type: none"> ○ Quarter 1 & 2 Assessment Days: TBA ● Synchronous "live" Google Meet sessions with their teacher. ● Synchronous "live" Google Meet sessions access to our school counselor for social emotional learning support.
<p>Once the school year starts, can we change to the other option?</p>	<p>Scenario 1: For students who start the school year with Option 1 (Blended to Face-to-Face), parents will be allowed to move their child to Option 2 (Full Distance Learning Model) <u>only during the first two weeks of the school year.</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Parents must inform the office in writing of the request <u>by 8:00AM, Friday, August 14, 2020.</u> <input type="checkbox"/> Parents will also need to complete an <u>Option 2 Distance Learning Opt-in form</u> to make their request official. <input type="checkbox"/> Once the school year starts, requests to move to Option 2 can be emailed to Principal Shitaoka at: jeffrey.shitaoka@k12.hi.us, with a cc: to sydney.halcro@k12.hi.us and to your child's teacher. A written request can also be dropped off to our office <u>by 8:00AM, Friday, August 14, 2020.</u> <p>Scenario 2: For students who start the school year with Option 2 (Full Distance Learning Model) must commit to this option for at least one semester. Students can join the Option 1 cohort starting the second semester on January 6, 2021 and must notify our office in writing by Thursday,</p>

	<p>December 17, 2020 of their intent to join the Option 1 cohort.</p> <p>Exceptions for students who start the school year with Option 2 may be made for students to join the Option 1 cohort during the first semester if students are:</p> <ul style="list-style-type: none"> • Stranded in foreign countries at the beginning of the school year. • Serving quarantine due to recently returning from an out of state trip. • Transferring in from another state or country during the first semester. After completing their quarantine period in Hawaii, these students have the option of moving to Option 1.
Will students in classrooms be seated 6' apart?	Yes.
Are face coverings required at school?	<p>Face coverings for adults and students must be worn when outside the classroom especially when physical distancing is difficult. Exceptions to outside mandatory usage include mealtimes, recess, and PE. Face coverings are not required if there is a verified medical condition that makes the wearing of face coverings unsafe. Families are expected to supply their child with clean face coverings each day for school.</p> <p>In the classroom, teachers will determine the routines and rules related to wearing face coverings in their particular classrooms. Teachers may make certain exceptions for students to remove their face covers when they are seated at their desks with their desk guards (read the next item below).</p>
Are there any additional barriers being provided for our students in classrooms?	Yes. On the week of July 27th we anticipate receiving a shipment of transparent plastic partition desk guards imported from Japan for each student's individual desk. We want to acknowledge and thank the Friends of Koko Head School for purchasing these desk guards for our students.
Are there any changes to the bell schedule? Are you going to have staggered drop-off and pick-up times?	<p>Yes, we will have a new bell schedule that includes staggered drop-off and pick-up times by our students' last names.</p> <p>When on campus you must wear face coverings. When dropping off your child in the morning, if you are escorting your child to the classroom, parents/guardians are not allowed to enter the classroom.</p> <p>When picking up your child, please wait for your child far away from the classroom doors and windows or wait for your child to reach the classroom's designated pick-up location, which will be communicated to you in a future communication.</p> <p>Refer to the bell schedule at the end of this FAQs document.</p>
What are the class sizes this school year?	Based on the initial school's online survey due on July 19, about 20% of our families requested for Option 2.

	<p>When accounting for only students who are projected in Option 1, the physical class sizes are projected to be about 15-20 students. The total class sizes on paper, when including students in Option 2, are in the high teens to the mid-twenties. Note, the numbers could change if parents change their minds, but this is the most current snapshot.</p>
<p>What do we do about the suggested school supplies this school year?</p>	<p>Students in grades 1-5 who taking Option 1 (Blended & Face-to-Face Model) are asked to bring their school supplies to school on the first on campus day of the school year:</p> <ul style="list-style-type: none"> ○ Group A (Last Names A-L) - Wednesday, August 5 ● Group B (Last Names M-Z) - Thursday, August 6 <p>Kindergarten students taking Option 1 (Blended & Face to Face Model) are asked to bring their school supplies to school on their testing day, either August 5 or 6.</p> <p>All students taking Option 2 (Full Distance Learning Model) are not asked to purchase school supplies, but supplies may be needed in semester two if your child joins the Option 1 cohort.</p> <p>We still encourage all students to purchase a school planner to support the practice of developing organizational skills. Students on the Option 2 track are not required to wear school uniforms at home on school days.</p>
<p>What steps are being taken with regards to cleaning and disinfecting?</p>	<p>Our custodians and classroom cleaners will receive ongoing training on updated cleaning and disinfecting procedures, including the need to frequently clean and disinfect shared spaced (e.g. restrooms) and high touch point surfaces like faucet handles, light switches, door knobs, and etc.</p>
<p>What type of disinfectants are you using in the classrooms?</p>	<p>We have mindfully selected effective, but less toxic disinfectants for use in the classrooms. We will use EPA approved disinfectants for use against SARS-CoV-2 (COVID-19) and are intentionally procuring disinfectants that have active ingredients containing either hypochlorous acid or citric acid, which are among the least toxic group of disinfectant chemicals in the industry.</p>
<p>Will the school provide hand sanitizing stations and reinforce the importance of handwashing?</p>	<p>Yes. We are installing hand sanitizer stations on the exterior buildings on our campus and also in the cafeteria. Also, all teachers will be provided with spray bottles that contain hand sanitizing liquid. Students will be asked to wash their hands or use hand sanitizing solution whenever they re-enter the classrooms and prior to mealtimes and at the end of the day before leaving their classrooms. Visual signage around campus will also remind our school `ohana to frequently wash hands and use hand sanitizer.</p>
<p>What are the school's health screening procedures? Is the school going to use</p>	<p>All members of our school `ohana should stay home if they are not feeling well.</p>

<p>thermometers?</p>	<p><u>What we need parents to do prior to dropping off children:</u> We need our families to <u>screen their children daily</u> each morning with the following question checklist prior to students arriving to campus:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Feverish or unusually warm (has flushed cheeks) <input type="checkbox"/> Coughing/sneezing <input type="checkbox"/> Sore throat <input type="checkbox"/> Shortness of breath/difficulty breathing <input type="checkbox"/> Headache/stomach ache/nausea <input type="checkbox"/> Muscle pain/unusual fatigue <input type="checkbox"/> New loss of taste or smell <p>Please do not send your child to school if they have any of the above symptoms.</p> <p>All students will be screened prior to entering the classroom at the beginning of the school day.</p> <p>Teachers or other staff will interview and visually inspect all students discreetly prior to students entering the classroom with the same checklist that we are asking parents to use daily:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Feverish or unusually warm (has flushed cheeks) <input type="checkbox"/> Coughing/sneezing <input type="checkbox"/> Sore throat <input type="checkbox"/> Shortness of breath/difficulty breathing <input type="checkbox"/> Headache/stomach ache/nausea <input type="checkbox"/> Muscle pain/unusual fatigue <input type="checkbox"/> New loss of taste or smell <p>If any of these symptoms are present, the student will be sent to the health room and the parent is contacted and will be expected to pick up their child immediately.</p> <p>Teachers will be provided with a non contact thermometer and will incorporate them into the daily screening process prior to students entering the classrooms. If a student has a fever as indicated by a thermometer they will be sent to the health room for an official temperature check. If the child has a fever, the parent is contacted and will be expected to pick up the child immediately.</p>
<p>Are students going to have recess this school year?</p>	<p>Yes, we know how much our students love recess. However, this school year we are messaging to our students the importance of playing recess only with students in their own class. Classes in the same grade level will either be on different recess schedules or in different locations of campus to the maximum extent possible to reduce the opportunities of mixing students.</p>

	<p>In a typical school day, students will have two recess periods. This school year morning recess will be split into two different periods and we will use two different spaces on our campus to promote physical distancing. In previous school years our morning recess consisted of only one period and only one major location on campus for all students. For the second recess that is either before or after lunch depending on the grade level, we will also use two different spaces on our campus to promote physical distancing.</p>
<p>What modifications are going to be made to breakfast and lunch service?</p>	<p>Our school will still offer breakfast service and you must wear masks in the cafeteria, with the exception of when your child is eating.</p> <p>Lunch service will be split into three different serving times instead of two, to promote more physical distancing. Students will either eat in the cafeteria, outside of their classrooms or inside of their classrooms, depending on weather conditions.</p>
<p>Am I able to order lunch for my child if my child has a distance learning day during Option 1 or if my child is on the Option 2 track?</p>	<p>Yes. All registered students are eligible to order lunch regardless if they are learning at home while on Option 1 or Option 2. The lunch will be a grab and go offering.</p> <p>Lunch Ordering Procedures: Parents whose children are learning at home and desire to put in a lunch order, must do so by using the attendance/lunch google form accessed from our school's webpage. <u>Lunch orders must be submitted daily and no later than 8:30AM.</u></p> <p>More specific information will be shared at a future update.</p>
<p>How is attendance going to be taken for students who are at home during Option 1 distance learning days and for students on Option 2?</p>	<p>For students who are at home during Option 1 distance learning days and for students on the Option 2 cohort, parents/guardians will need to go on our school's website to fill out a brief attendance/lunch order google form daily on school days.</p> <p>Attendance Procedures: The attendance/lunch google form will be the same form parents use to request for lunch service and <u>must be submitted daily no later than 8:30AM.</u></p> <p>More specific information will be shared at a future update. .</p>
<p>Are you going to have Specialist Teachers this school year?</p>	<p>Yes, we plan to have PE, Computer, Japanese, and Hawaiian Studies specialist teachers this school year. This school year our specialist teachers will either go in to teach in the students' classrooms or teach in outdoor environments. In years past, specialist teachers would teach students in their own classrooms. This change has been made to minimize the opportunities for students from different classrooms to use the same learning space.</p>
<p>Are you allowing parents to volunteer this school year in</p>	<p>In general, we will restrict parent and volunteer access in the classroom. We also ask that parents/guardians do not enter our classrooms before school, during school, and after school without permission.</p>

<p>classrooms?</p>	<p>One way you can volunteer to support our school is by becoming involved with the Friends of Koko Head School, which is a separate legal entity (non-profit) from the school, and serves as the main fundraising arm to support our school. There are no membership fees, just contact our office and we can put you in touch with one of the Friends of Koko Head School board members.</p> <p>You can also reach out to your child's teacher to see if they need any assistance with matters that can be coordinated virtually.</p> <p>Thank you for your interest in volunteering.</p>
<p>Will the school offer after school programs and private after school programs?</p>	<p>All after school programs (school sponsored and private vendors) including week day evening and weekend facility users will be disallowed until further notice. The only authorized program is A+ after school childcare and before school care, which we contract out to Kamaaina Kids.</p>

Bell Schedule

Koko Head Elementary School

SY 2020-21

(Subject to Change)

FIRST TWO WEEKS OF SCHOOL (AUGUST 5-14) FOR GRADES PreK & GR. 1-5

Household's with Last Names	August 5, 7, 11, and 13	August 6, 10, 12, and 14
Group A (A-L)	Face to Face Instruction	Distance Learning
Group B (M-Z)	Distance Learning	Face to Face Instruction

Event	Grade 1	Grades 2 & 3	Grades 4 & 5
Start of Instruction	Group A (A-L) 8:00AM	Group A (A-L) 8:00AM	Group A (A-L) 8:00AM
	Group B (M-Z) 8:10AM	Group B (M-Z) 8:10AM	Group B (M-Z) 8:10AM
Recess	9:45-10:00AM or 10:10-10:25AM School is separated into two recess periods		
Lunch	10:45-11:15AM	11:00-11:30AM	11:15-11:45AM
Dismissal	Either 12PM or 12:10PM (See Dismissal Schedule Below)		

DISMISSAL SCHEDULE for August 5-14, 2020

Date	Group Receiving On Campus Instruction & Dismissal Times by Classes in Sections
August 5 (Wed.)	Group A (A-L) @12:00PM for Section 1* & @ 12:10PM for Section 2**
August 6 (Thurs.)	Group B (M-Z) @12:00PM for Section 2** & @12:10PM for Section 1*
August 7 (Fri.)	Group A (A-L) @12:00PM for Section 1* & @ 12:10PM for Section 2**
August 10 (Mon.)	Group B (M-Z) @12:00PM for Section 2** & @12:10PM for Section 1*
August 11 (Tues.)	Group A (A-L) @12:00PM for Section 1* & @ 12:10PM for Section 2**
August 12 (Wed.)	Group B (M-Z) @12:00PM for Section 2** & @12:10PM for Section 1*
August 13 (Thurs.)	Group A (A-L) @12:00PM for Section 1* & @ 12:10PM for Section 2**
August 14 (Fri.)	Group B (M-Z) @12:00PM for Section 2** & @12:10PM for Section 1*

*Dismissal Section 1: Auyong, Jaeger, Kahoonei-Aliffua, Kimoto, Piercy, Soares (Lane), and Yonan

**Dismissal Section 2: Aaberg, Denny, Silvernail, Tamaye and Xiao

FIRST TWO WEEKS OF SCHOOL (AUGUST 5-14, 2020) FOR KINDERGARTEN

Date	Event
August 5 (Wed.)	<p>Kindergarten Parent Orientation for Parents Only (no students) @8:45-9:30AM</p> <ul style="list-style-type: none"> • Only 1 adult per family • Check-in @8:30AM at the office • Wear masks <p>Kindergarten Testing Starts (Our office will provide your family with your child's testing slot)</p>
August 6 (Thurs.)	<p>Kindergarten Testing Resumes (Our office will provide your family with your child's testing slot)</p>
August 7 (Fri.)	<p>Group A (A-L) - School from 8:00-10:30AM</p>
August 10 (Mon.)	<p>Group B (M-Z) - School from 8:00-10:30AM</p>
August 11 (Tues.)	<p>Group A (A-L) - School from 8:00-11:45AM (includes lunch service)</p>
August 12 (Wed.)	<p>Group B (M-Z) - School from 8:00-11:45AM (includes lunch service)</p>
August 13 (Thurs.)	<p>Group A (A-L) - School from 8:00-11:45AM (includes lunch service)</p>
August 14 (Fri.)	<p>Group B (M-Z) - School from 8:00-11:45AM (includes lunch service)</p>

FROM AUGUST 17, 2020 FACE-TO-FACE MODEL FOR ALL GRADES

Event	Grades K & 1	Grades 2 & 3	Grades 4 & 5
Start of Instruction	Group A (A-L) 8:00AM	Group A (A-L) 8:00AM	Group A (A-L) 8:00AM
	Group B (M-Z) 8:10AM	Group B (M-Z) 8:10AM	Group B (M-Z) 8:10AM
Recess	9:45-10:00AM or 10:10-10:25AM School is separated into two recess periods		
Lunch	Lunch 11:10-11:40AM	Lunch 11:55AM-12:25PM	Recess 12:10-12:25PM
	Recess 11:50-12:05PM	Recess 12:35-12:50PM	Lunch 12:35-1:05PM
Dismissal on: <ul style="list-style-type: none"> ● Mondays ● Tuesdays ● Thursdays ● Fridays 	Group A (A-L) 2:15PM	Group A (A-L) 2:15PM	Group A (A-L) 2:15PM
	Group B (M-Z) 2:25PM	Group B (M-Z) 2:25PM	Group B (M-Z) 2:25PM
Dismissal on: <ul style="list-style-type: none"> ● Wednesdays 	Group A (A-L) 1:30PM	Group A (A-L) 1:30PM	Group A (A-L) 1:30PM
	Group B (M-Z) 1:40PM	Group B (M-Z) 1:40PM	Group B (M-Z) 1:40PM



STATE OF HAWAII
DEPARTMENT OF EDUCATION
KOKO HEAD ELEMENTARY SCHOOL
189 Lunalilo Home Road
Honolulu, Hawaii 96825
Ph. (808) 397-5811, Fax (808) 397-5816

Option 2 Distance Learning Opt-In Form

STUDENT _____ Grade _____
Last Name, First

Address _____ Phone _____
Street City Zip

I hereby request that the above named child participate in a full Distance Learning for school year 2020-2021.

Distance Learning Expectations:

1. I will follow the school's learning plan for my child.
2. I will work with the school to obtain technology needed for online learning.
3. If the school requests, I will arrange to pick up and drop off work and resources.
4. I commit my child to online learning for a minimum of a full semester.
5. I will be responsible to ensure my child is following the school schedule and logging into daily lessons.
6. I will ensure my child meets all timelines for turning in work.
7. I will work with the school to ensure my child is available for any required on campus assessments, as needed by the school.
8. I understand that if my child fails to make satisfactory progress in a distance learning program, I will have to choose between returning to school or homeschooling of my child.
9. I understand that the school environment is the preferred location for learning for special population students, but am knowingly selecting this alternative and agree that it is an appropriate educational program for my child, under the circumstances.

By signing this form, I acknowledge that opting into distance learning is voluntary and I hereby agree to abide by the expectations listed above.

Parent/Guardian _____ Signature _____ Date _____
(print or type name)



State of Hawaii
Department of Education

Student Publication/Audio/Video
Release Form

This form supersedes all previous Student Permission to Videotape/Record, Reproduce Work and Student Publication/Audio Release Forms.

Note: This form does not apply to the creation or use of digital or print media of students for research purposes, including post-secondary degree requirements. For more information visit <http://bit.ly/HIDOEdata-research>

In order to protect student's rights to privacy as outlined in the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA), parents/guardians or eligible students (those aged 18 or over) are being asked to give the Hawaii State Department of Education (HIDOE) permission to create or use digital or print media of student's name, voice, likeness or images of student work for the purposes described in this form.

I hereby give my permission to HIDOE to create or use the media described above of my child (if parent/guardian) / me (if eligible student) or my child's / my work — which may include, but are not limited to, video and audio recordings, photographs, and images — for the following educational purposes:

- Publication on HIDOE websites or in print or other digital media
- HIDOE staff professional development, including peer and advisory observations
- HIDOE training, including but not limited to preparation programs

I understand that the distribution of these media may include print, online, or digital media and open-circuit broadcast, closed-circuit, or cable television transmission within or outside of the State of Hawaii.

I understand that there will be no compensation, financial or otherwise, by HIDOE for its use of these media, either for initial or subsequent transmission or playback.

I understand that granting permission includes a potential risk of loss of privacy. I hereby release HIDOE from any liability resulting from or connected with the creation or use of these media.

I understand that permission is granted for the life of the media. I release all interest in the media for which I am giving permission.

I understand that I may withdraw my permission at any time without any negative consequences by submitting a written statement to my child's/my school. I understand that withdrawing consent will not affect my child's/my standing in school, nor any publication or work using these media which has already been produced.

Yes No HIDOE has my permission to create or use digital or print media of my child's / my name, voice, likeness or images of my child's/my work exclusively for the non-commercial, educational purposes stated above.

By signing this form, I agree to the terms and conditions stated in this form, unless I checked the "no" box.

Student's Name (Please Print)

Parent/Guardian/Eligible Student Name (Please Print)

School

Signature

Home Address

City, State, Zip Code

Date

Student Publication/Audio/Video Release

By providing Hawaii Department of Education (HIDOE) your permission, the student's names and/or likenesses, photo, video, and/or audio may be used in HIDOE school-related publication print and analog/digital media.

Examples of HIDOE school-related publications, include but are not limited to:

- A playbill, showing the student's role in a drama production
- Annual yearbook
- Student photographs for classroom / teacher use
- Honor roll or other recognition lists and programs
- Graduation programs and announcements
- Sports activity programs or sheets, such as for wrestling, showing weight and height of student
- School newsletters
- Audio and video recordings to aid with reinforcing appropriate behaviors
- Audio and video recording capturing those memorable moments, such as graduation ceremonies and May Day and other holiday programs or school events
- Student photographs for classroom and teacher use
- Officially recognized activities and events

Hawaii student teachers participating in educator preparation programs and staff in professional development courses within the HIDOE may have access to student work and/or other student publications during the course of their studies.

By checking "yes" and signing the Student Publication/Audio/Video Release Form, parents, guardians, and eligible students provide permission for all publication items for HIDOE non-commercial, educational purposes and cannot select individual items.