



STATE OF HAWAII
DEPARTMENT OF EDUCATION
Kalaheo High School
730 Iliaina Street
Kailua, Hawaii 96734

Kalaheo Winter Dance

**Royal Hawaiian Golf Club, Ali'i Ballroom
(formerly Luana Hills Country Club)
December 21, 2018 @ 6:00pm-10:00pm**

Information and Guidelines

Please read the following guidelines carefully. The permission form is not valid unless ALL signature blanks are completed. Tickets may not be purchased without signed and completed permission form. Each Kalaheo student may bring only one guest who is 20 years old or younger.

1. Get your obligations paid before ticket sales begins. All school fees and obligations must be paid and cleared during recess or lunch at the accounting window in H-building courtyard. ***If you have obligations, bring your permission form with you to the account clerk when you pay your obligations to receive an official stamp for financial clearance so we can allow you to buy a ticket or bring the receipt to show you paid the obligation.*** You must have your student ID with you to pay your obligations.
2. Ticket sales will be held in the Student Activities Center (C102) during recess and lunch. A current Kalaheo student I.D. card is required to purchase tickets. Tickets are sold on a first come, first-served basis.

Pre-Sale Tickets: November 2 (Invitation Only)
(Pre-sale tickets are only for students who received a coupon by signing up online by October 23.)

Regular Ticket Sale: November 8, 9, 15, and 16
Late Ticket Sale: November 19

3. Ticket prices: (includes buffet dinner, dancing, decorations, favors, other event expenses)

	Pre-Sale Tickets Sold on Nov. 2 only for students with a coupon	Regular Tickets Sold on Nov. 8-9 and Nov. 15-16	Late Tickets Sold on Nov. 19 during recess & lunch only
Kalaheo Students	\$45	\$55	\$60
Guests <small>(must be 20 years old or younger)</small>	\$60	\$60	\$60

4. Guests must be 20 years or younger and bring a valid government issued picture I.D. card when they arrive at the event. Kalaheo students must have their school I.D.

5. Buffet menu includes pot roast beef, soy glazed chicken, vegetable chow mein noodles, white rice, caesar salad, freshly baked rolls, and chef selection of desserts. Students and guests with special dietary needs must indicate this on the permission form. We will do our best to reasonably accommodate any special dietary needs.
6. Table sign-ups begin on November 19 and end on November 21. Download the table sign-up form at the Kalaheo web site (www.kalaheohigh.org) and turn in completed form to Mr. Lau's box. **No changes will be allowed.** The committee will assign students to tables who do not sign up. A student and their guest must sign up for the same table. You may not sign up people on your table without their consent.
6. ALL Chapter 19 and school rules will apply throughout the event for students and guests. Kalaheo students are responsible for communicating school rules and event guidelines to their guests.
7. Kalaheo students must NOT have been suspended from school on December 19 and January 8 in order to attend The event. A suspension will result in cancellation of the tickets (student and guest) and no refund will be issued.
8. Once a ticket has been purchased, there will be absolutely **no refund**.
9. The doors open at 6:00pm. Check-in will be from 6:00pm-6:45pm. Dinner will begin at 7:00pm. **Do not be late. No one will be allowed into the ballroom after 7:00pm. No exceptions. No refunds given.** If you will be late due to a school sponsored activity, you must inform Mr. Lau in C102 before December 19. **Guests must check in with the sponsoring Kalaheo student.**
10. **A current Kalaheo student I.D. card is required to purchase tickets and to enter the event.** A government issued picture I.D. card is required from guests. NO PROPER ID CARD MEANS NO ENTRY.
11. Backpacks, large bags, and packages will NOT be permitted into the event. Do not bring any contraband items including weapons, alcohol, cigarettes, electronic cigarettes, or other drugs. Please refer to Kalaheo Disciplinary Handbook for more clarification.
12. **All students and guests are required to stay for entire duration of the event.** Students leaving the event before 10:00pm will be suspended for insubordination effective January 8. Once you and your guest leave the event you will not be allowed to return and the school is absolved of all responsibility.
13. **DRESS CODE for the Winter Dance is Dressy Attire.** Attire will be strictly monitored at the door. Anyone not in appropriate attire will not be allowed to attend the event. No refunds given. If you are unsure about your outfit, please bring it to Mr. Lau in C102 for approval.

APPROPRIATE	INAPPROPRIATE	UNDERDRESSED
<p>DRESSY ATTIRE: Young Men: Dress pants, short or long sleeve collared shirt or aloha shirt, and shoes. Dress hats are allowed, but not baseball caps.</p> <p>Young Women: Short or long dresses, blouse and skirt or pants and with dressy sandals or shoes. Strapless dresses are not allowed.</p>	<p>School Dress Code Enforced. No overly revealing attire: low cut necklines, backless (material must extend to belly button line), high slits (no higher than finger tip length), extremely short dresses or skirts (no shorter than finger tip length), no tube dresses made of stretchy material, no exposed midriff, see-through material, or holes or openings in any area that should be covered. Underwear, under shirts, or any under garments must not be exposed. Clothing must be in good taste. No baseball caps or sun glasses allowed.</p>	<p>ABSOLUTELY NO OVERLY CASUAL ATTIRE. The following are not allowed: t-shirts, shorts, slippers, sweats, baggy pants, jeans, baseball caps, bandanas, and rags.</p> <p>This is a dressy casual event. Dress appropriately!</p> <p>Student is responsible for informing guests about the dress code.</p> <p>Students and guests dressed inappropriately will be denied entry into the event.</p>

**Kalaheo Winter Dance Permission Form
MANDATORY SIGNATURES**

OBLIGATION CLEARANCE

Kalaheo Student _____ (print clearly)

Guest's Name* _____ (print clearly)

If you have obligations to clear

Guest's Age _____ Guest's School (if applicable) _____

The above Kalaheo student and guest named above have permission to attend the Kalaheo High School Winter Dance on December 21, 2018 from 6:00pm to 10:00pm at the Royal Hawaiian Golf Club. Transportation will not be provided. Each student is responsible for his/her own transportation. I/We release the school/state from liability resulting from the use of other than school vehicles pursuant to HRS 286-181.

I hereby grant that the school/state be absolved of all legal responsibility in the event that my child is injured or hurt due to his/her own negligence, or upon proof that the school representatives were exercising due diligence in carrying out their responsibilities. It is also understood that the school/state is not responsible for my child once he/she leaves the Officer's Club.

I have read and understand EVERYTHING on the Kalahe Winter Dance Information and Guidelines including the required DRESSY ATTIRE guideline and will adhere to the policies. I will also communicate all guidelines and rules to my guest.

(All lines below must be signed and completed.) You must bring this signed form when you buy your ticket.

Student's Signature

Guest's Signature*

Parent/Guardian's Signature**

Parent/Guardian's Signature**

Emergency Phone Number

Emergency Phone Number

Student's Insurance Coverage

Guest's Insurance Coverage

Special Dietary Needs

Special Dietary Needs

*Guest must be 20 years old or younger.

**If student or guest is 18 or over and still a high school student, parent/guardian must still sign.