

COVID-19 ENROLLMENT AGREEMENT



Students, and parents/guardians of students under the age of 18, who register for any courses or programs at Hawaii Palms English School, must read and understand the following:

- In order to keep a safe learning environment and minimize the risk of spreading COVID-19, Hawaii Palms English School (HPES) will adhere to recommendations made by the CDC (Centers for Disease Control and Prevention) and the government of Hawaii.
- Students understand that participating in in-person classes or activities at HPES increases their risk of contracting communicable diseases, including COVID-19. Students registered for in-person classes or activities at HPES do so of their own free will, and assume all risks involved. Students will not hold HPES responsible should they subsequently test positive for COVID-19.
- Students registered at HPES agree to follow all travel requirements from the state of Hawaii, which may include self-quarantining for 14 days, showing proof of a negative test result prior to departure, or any of the guidelines that may be in place at the time of arrival. The most up-to-date travel requirements are published online: <https://hawaiicovid19.com/travel/>
- Before entering HPES for the first time, all students and visitors will need to sign in and have their temperature taken. Anyone with the following symptoms will not be allowed to enter the school:
 - A fever of 100.4 °F (38 °C) or above
 - Coughing
 - Chills
 - Muscle pain or aches
 - Shortness of breath
 - Nausea
 - Runny nose or congestion
- Anyone entering the school must wear a face mask at all times; face masks must be worn over the person's nose and mouth. In case a student has a medical condition that prevents them from wearing a face mask, a face shield may be used instead.
- Should any student, teacher, or staff member test positive for COVID-19, HPES will follow the CDC and Hawaii state guidelines that are in place at that time; this may include having to cancel in-person classes for 14 days and/or showing proof of a negative test before classes are allowed to resume at school.
- If HPES needs to temporarily close due to CDC recommendations or Hawaii state government mandate, all canceled in-person classes will be held online until it is deemed safe to return to school. In such cases, class schedules may need to be slightly adjusted. Students unable to take classes online due to a medical condition may present a note from a doctor and receive a school credit for their classes missed. Students who wish to cancel their course in case of a school closure will abide by HPES' Refund and Cancellation Policy.
- While at school, all students and visitors agree to adhere to HPES' social distancing guidelines and remain at least 6 feet apart from other people.
- The maximum capacity at school, including in each of our classrooms, will be continually updated to reflect the CDC and state of Hawaii COVID guidelines, which are published online: <https://hawaiicovid19.com>.
- Students who travel outside the island of Oahu while registered at HPES must notify the school and fill out a Travel Agreement Form.

- Students are NOT allowed to eat in our classrooms, but may eat on the tables in the lobby. After finishing their meal, students must wipe down their eating area with a disinfecting wipe. At no point are students allowed to share food.
- Drinking of non-alcoholic beverages is allowed in our classrooms. When drinking, students must not remove their face masks. Instead, students should slide their face mask away from their mouth while drinking.
- We encourage students to not congregate at school before or after classes. However, students who wish to study on their own may do so in the lobby.
- Hand sanitizer is available for student use throughout the school. Please notify a staff member if you notice that we are running low.
- In case a student registers a fever of 100.4 °F (38 °C) or above while at school, they will be isolated from staff and classmates until able to go home. Students may need to provide a negative COVID test result before allowed to return to school, per CDC guidelines.
- HPES is regularly cleaned, with special attention placed on heavily trafficked areas. Classroom desks are cleaned with sanitizing wipes after every lesson.
- When conducting a lesson, HPES teachers will either wear a clear face mask or a face shield.
- HPES will provide disposable cups for students who wish to use the school's water fountain. Anyone who uses the school's water fountain must sanitize their hands with the hand sanitizer provided.
- HPES reserves the right to deny entrance to school to anyone not adhering to the conditions above. Students who cannot attend their scheduled classes due to failing to abide by the conditions in this agreement will only be eligible for a refund according to HPES' Refund and Cancellation Policy.

Revised October 2021