

CPHS *M*edia *P*roduction *F*acility

CPTV

CPweb

Photo

Publishing

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Dear Parent / Guardian,

In **Video Production** classes, students use and spend their time amid extremely expensive and specialized state-of-the-art media production equipment, including video camera systems and computers. These resources cannot be easily replaced, so it is in the school's interest to maintain the equipment and the work space to the highest possible standards. Students are expected to conduct themselves at their highest level of professionalism while in this unique learning environment. We have the same expectations for students when they work with school equipment outside of school. We ask parents and students to sign this release form before we permit any equipment to leave the classroom. Please check the appropriate box and sign below. The student must return this form to the teacher.

Yes, please loan my student video equipment for use outside of school **when possible**. I will cover the replacement cost of any equipment lost, stolen or damaged while in the possession of my student. I understand that the student and I are responsible for the equipment from the time it leaves the classroom until the time it is returned to the classroom in correct working order.

No, please do not loan my student video equipment for use outside of school. I will not take responsibility for any stolen, damaged, or lost equipment.

Parent / Guardian Name: _____
(Please Print)

Parent / Guardian Signature: _____ Date: _____

Parent / Guardian Phone 1: _____

Parent / Guardian Phone 2: _____

Student Name: _____
(Please Print)

Student Signature: _____ Date: _____