



DEPARTMENT OF THE ARMY
Punahou School Junior Reserve Officers Training Corps
1601 Punahou Street
Honolulu, Hawaii 96822-1022



ATOD-JPS

13 June 2022

Dear Parent or Guardian of prospective JROTC Magnet Program Cadet:

Welcome to the Punahou JROTC Magnet Program! The mission of JROTC is to “*Motivate Young People to be Better Citizens.*” We look forward to working with your child to accomplish this mission, and thank you for your interest in supporting their participation in our program. The purpose of this letter is to provide you with some detailed information about the JROTC Magnet Program. Punahou School allowed JROTC to offer this magnet program in 2007 to enable students from schools that do not offer JROTC (including homeschool students) an opportunity to participate in the program. The program meets each Wednesday from 3:30- 6 pm at Punahou during the school year. Students from up to 15 different high schools have participated in the program at various times. New, for SY 2022-23, 8th grade Punahou students may enroll in the program.

Tuition/Fees

There is no tuition cost to enroll your student in the program. However, there may be costs associated with transportation and entry fees to various competitions. In the past, we have supported most of these costs through fundraising efforts and we will continue to do so within our means. To participate in the program, all magnet cadets must have a completed Punahou waiver of liability form on file with us.

Attendance Policy

If a cadet accumulates more than three unexcused absences during a semester, this may be grounds for disenrollment. There are no makeups allowed. Mandatory events are highlighted on the schedules handed out at the beginning of each semester and cannot be “made up”. Your child has a responsibility to contact his/her instructor as soon as they know they cannot make a session explaining the reason for the absence or if they may be tardy. We are concerned about the whereabouts of every cadet, so please encourage your child to do their best to keep us informed.

Grades

For non-Punahou students, this is a graded, accredited course. Course standards are contained in a separate syllabus provided to cadets at the start of each semester. We mail grades directly to parents.

Standards of Conduct and Appearance

We expect cadets to maintain appropriate standards of conduct, behavior, and appearance in accordance with school policies and JROTC guidelines. If students are not clear on what acceptable standards are, they should consult their JROTC instructor. We reserve the right to

expel students at any time if we believe their demeanor, conduct, or appearance is detrimental to fulfilling the JROTC mission.

Security/Safeguarding Personal Property and Information

Please remind your child to safeguard their personal belongings at all times. They can ask an instructor for assistance if necessary. We do not collect or retain Social Security Numbers unless there is a specific need that will be explained to parents. Cadets share phone numbers and email information to allow them to exercise their leadership coordination responsibilities.

Picking Your Cadet Up after Events

Sometimes cadets catch the bus or walk to other pre-arranged off campus pickup locations on their own. We are not responsible for their safety once they leave campus. For Punahou 8th graders, adults must pick their child up on campus and JROTC Cadre will supervise those students for pickup at Mamiya Science Center.

Lost and Found

We collect many lost and found items after magnet days and we retain them until the next class and then discard them if we cannot identify the owners. Cadets should contact us immediately to see if we have their lost items.

Consideration of Others

We do not provide rides to cadets alone. During sleepovers or on trips, we do not allow mixed genders to sleep together in a common area without a chaperone. We strive to make JROTC a safe and trusting environment that your children will feel comfortable being around. If your child is disturbed or bothered by something that we should know about, please share that information with us and we will do our best to resolve the issue in a professional, confidential manner.

Fundraising/Parent Support Group (PSG)

We encourage parents of magnet students to volunteer in at least one fundraising activity scheduled throughout the school year. We use funds to offset costs for the mandatory dining in and other cadet events. The PSG coordinates meals and snacks for cadets engaged in some JROTC activities. If parents wish to make monetary donations, checks must be made out to Punahou School and we place those funds in a school account.

How to enroll

Non Punahou students simply complete the registration forms and show up at the first JROTC meeting scheduled for Wednesday, August 24, 3:30-6 pm at Thurston Classroom, on the second level of the gymnasium at Punahou.

I hope this letter answers most of your questions about the Punahou Magnet JROTC Program. Please contact me if you have further questions and thanks again for deciding to enroll your child in Junior ROTC!

R. K. Takao

ROBERT K. TAKAO
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To: Punahou JROTC:

I have read, understand, and agree to abide by the contents of this "Welcome to Punahou Magnet JROTC" letter. (Please return this form to JROTC upon enrollment.)

(Print parent name)

(Signed parent name)

(Print student name)

(Signed student name)

Date: _____