



**UNIVERSITY LABORATORY SCHOOL**  
A Hawai'i Public Charter School

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August 18, 2022

Aloha ULS Parents/Guardians,

As the second week of school comes to a close, I hope that your child has already begun to learn and grow as an individual. We are looking forward to a great year and the return of many ULS traditions and activities. I appreciate your support in reviewing the ULS Student/Parent Handbook to familiarize yourself as well as your child with ULS school rules, policies, and expectations.

This letter provides some important reminders and announcements for all ULS families. If you have any questions, please email [info@universitylaboratoryschool.org](mailto:info@universitylaboratoryschool.org).

Mahalo,

A handwritten signature in black ink that reads "A. Keoni Jeremiah".

A. Keoni Jeremiah  
Principal

**2022-2023 Student and Parent Handbook**

The Student and Parent Handbook acknowledgement form was due on Tuesday, August 16, 2022. Thank you to those families who have signed and returned the form. If you have not turned in the form, please send the form with your child to turn in to the school office as soon as possible. ULS will follow up with those families who have not turned in their form.

The following information highlights some of the important information in the handbook. Parents are expected to adhere to these as well as the other policies in the handbook.

- Parents are required to report their child's absence prior to 7:45am each day that your child is absent by calling the school office or emailing attendance at [attendance@universitylaboratoryschool.org](mailto:attendance@universitylaboratoryschool.org).
- Parents are required to notify the school well in advance of any early release requests due to outside appointments. Your child may not be released in a timely manner without prior notification.
- Parents are not allowed to loiter, park or hang-out in the parking lot or anywhere on campus during the school day. Only parents with official school business should be on campus. If you need to drop something off for your child, take it to the school office.
- If a student is sick in school, they must come to the school office to report their illness. The school health aide will render aid and contact the parents. If your child calls you from their cell phone to report feeling sick, direct your child to go to the school office.

**UH Mānoa and Neighboring Schools**

Next week UH Mānoa and other neighboring schools will begin their fall semester. Parents should expect heavier traffic on surrounding surface streets in the morning and in the afternoon. We ask for your patience and adherence to all driving laws when dropping off and picking up your child from school. Drive with ALOHA.

Thank you for following the rules regarding not entering or parking in the school parking lot (zone 1). UH Mānoa parking officers will begin to enforce parking regulations. Consequences can include but are not limited to parking citations, car towed or car booted.

**Meal Program**

Meal order forms for the month of September were distributed to students during homeroom this week. If you would like to order school lunch for the month of September or for the rest of the semester, please send the form along with payment with your child to turn in at the school office. Forms and payment are due by Wednesday, August 24, 2022.