

TV PRODUCTIONS CONTRACT FOR 2010-2011 PATCH AMERICAN HIGH SCHOOL



I (your name) _____ understand and agree to the following rules:

1. To be on time for class—before the bell rings and in a paired fluency circle –if is not a period two or six class and have my learning log ready to read from if I am in the outside circle. If it is a period that does the news show, be there early to help out with the news show. To clean up and make sure editing area is cleaned and chairs are put in neatly.
2. To have all materials needed for class before class starts. Always have your notebook up to date with proper Cornell style note taking. **TO ONLY USE THE INTERNET WITH THE PERMISSION OF THE TEACHER AND TO LOG ALL SITES IN TO YOUR PRODUCTION LOG AND COMPUTER INTERNET LOG.**
3. To use the bathroom **before** class starts.! **TO USE THE HALL LETTERED PASSES—SIGN OUT AND SIGN IN—THIS WILL BE GRADED!**
4. **Not to touch anything** in class without prior permission of the teacher **AND NEVER BRING IN FOOD OR LIQUIDS.**
5. To make sure the computers are turned off at the end of class—this includes the external hard drives and to make sure the chairs are neatly put away.
6. To treat everyone with proper respect—and not to talk unless asked for a response or in a group task situation. To take Cornell Notes in class. Do not have private conversations while doing the news show.
7. To tell the teacher if there is a problem as soon as possible so that it can be corrected.
8. To have a hall pass when needed—the teacher needs to know where you are at all times—do not ever leave class without first signing out in the camera or sign out book. Remember to sign it back in.
9. To videotape only subject matter that could be played at a church meeting—no violence should be on tape unless approved by the teacher. To make sure you are carrying the camera and tripod correctly—and that everything is working before you leave the room.
10. To only shoot in a safe environment—no shooting of actions that may cause injury—stunts, skateboarding, jumping off things etc—unless the teacher is present at the shoot.
11. To make sure the camera and all other equipment is signed in and out correctly in the book. **ONLY ONE CAMERA PERSON PER TEAM TO USE THE CAMERA DURING THAT PERIOD--**
12. To video at least one after school activity once each quarter. This is part of your homework grade.
13. To be on time for all other classes—you should be finished five minutes before class is scheduled to end. If you are on a location shoot, make sure you check out a walkie-talkie to check in if there is trouble.
14. To take care of all equipment at all times and to make sure no equipment is left somewhere.
15. To not bring any visitors to the class or studio unless approved by the teacher.
16. To call the teacher if you are going to be late to a shoot—430-5911- 01520-4838200
17. To always be on task in group work and to put chairs back in place and clean up your area before leaving the class. Turn off all class monitors if you are in the last period of the day or turn them on if you are in the first period class. **NEVER LEAVE YOUR ASSIGNED AREA WITHOUT TEACHER PERMISSION-NO WANDERING EVER!**
18. To ask permission before video taping a teacher or an adult. **NO VIDEOTAPING IN THE BATHROOMS!**
19. To only use royalty free music unless you get the permission of the teacher. No songs that have to have words beeped out can be used in this class.

Student Name Printed

Student Signature

Date

Parent Signature

Date