

2009-2010 TV NEWS CREW

IMPORTANT INFORMATION

- **Mandatory training** for all crew members on **AUGUST 27, 2009** from 1 to 4 PM.
 - If you are unable to attend this training because you will be away on a family vacation, etc., please bring a note signed by your parent/guardian.
 - If something comes up over the summer that you are unaware of and are unable to attend the training, please email Mrs. Acree (acreejl@pwcs.edu) or Mrs. Barcalow (barcalcj@pwcs.edu) prior to the 27th of August.
 - Crew passes will be given to you during the August training. These passes will allow you to get off the bus as soon as it arrives and/or for walkers to enter the school building at 7:45 AM.

- **Daily Newscasts**
 - There are 4 anchors on each crew. Everyone must show up at the studio every school day of your assigned month. If you have a planned family away time during your scheduled month, please let us know as soon as possible. If you are sick and your parent/guardian calls the school office, please ask them to call the TV studio to let us know you will not be there. This saves scrambling around the last minute to find people to fill your slot.
 - The PWCS dress code must be followed as well as the Code of Conduct (Example: No low cut tops, cut shirts, colored hair).
 - Walkers must be in the studio by 7:50 AM unless you are getting breakfast.
 - Bus riders need to come straight to the studio unless you are getting breakfast. Do NOT stop at your locker.
 - If you wear glasses and do not have them with you on your scheduled day, you will not be allowed to anchor.

- I will notify the front office if you are not in the studio when we begin to broadcast. They will notify your homeroom teacher that you are absent from school.

□ **Action Items**

- Return signed "Student Activity Code of Conduct" and the "Video Project Website Permission Form" to Mrs. Acree or Mrs. Barcalow **NLT** June 12, 2009.
- Keep calendar in safe place so you will know which month you are suppose to be on.