

Residential Life 101

2025-2026

Aloha mai, welina me ke aloha! We are so excited to have you as part of our Residential Life 'Ohana. Coming to live in Pauahi's hale is a special experience that fosters relationships, builds skills, and helps further develop E Ola! graduates. We want to help prepare you for your Residential Life experience with this guide to help you know what to expect. Here you will find policies, procedures, helpful hints, and other information to navigate the Residential Life living and learning experience.

The KSK Haumāna & Parent Handbook also has information and guidelines in the Residential Life section.

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Residential Life Mission Statement

Our mission is to cultivate an experiential living and learning community rooted in Christian and Hawaiian values that empower haumāna to fulfill Pauahi's legacy.

Residential Life Haumāna Expectations

As haumāna of Kamehameha Schools Residential Life, you have the privilege of having access to the campus 24 hours a day, 7 days a week. With this privilege comes kuleana and expectations that each haumāna will adhere to. Haumāna will manage and balance many responsibilities such as completing homework and studying, participating in activities, attending meetings, completing dorm jobs, maintaining room cleanliness standards, doing laundry, and more. In addition, practicing [E Ola](#) in all that you do and speak is of the utmost importance, as you are working towards being an E Ola graduate at Kamehameha Schools.

KAMEHAMEHA SCHOOLS

E Ola! Learner Outcomes

Haumāna will become local and global servant leaders who are culturally engaged and play significant roles in creating strong 'ohana and communities throughout ka pae 'āina o Hawai'i and beyond.

The metaphor of a Native Hawaiian forest conveys Kamehameha's learner outcomes needed to achieve these goals. Students are likened to the array of plants thriving in fertile 'āina—diverse individuals with unique talents nurtured by common experiences inherent in a Kamehameha Schools education.

Roots provide constant nourishment and are the LEARNERS' STRONG FOUNDATION.

'Ike Kūpuna
Ancestral experiences, insights, perspectives, knowledge, and practices

Aloha 'Āina
Hawaiian patriotism; love for the land and its people

Kūpono
Honorable character founded on Hawaiian and Christian values

The Trunk and Branches draw their substance from the roots and form the LEARNERS' NATIVE HAWAIIAN IDENTITY.

Mālama and Kuleana
Social agency, community consciousness

Alaka'i Lawelawe
Servant leadership

Kūlia
Excellence

Leaves spring from the branches and embody the LEARNERS' PRODUCTIVE COURSES of ACTION.

Academic Competence
Growth Mindset
Self-efficacy
Problem Solving
Innovation and Creativity
Collaboration
Global Competence

Fruits are not only the result, they are also the seeds that perpetuate the vibrancy of the forest, the LEARNERS' WELL-BEING and the well-being of the contexts in which they live.

E Ola! [Live on!]
Students cultivate their own well-being—cultural, spiritual, social, economic, physical, emotional, and cognitive—so they can thrive and help to ensure the vibrancy of their 'ohana, community, ka lahui Hawai'i, ka pae 'āina o Hawai'i, and ka honua.

The Residential Life experience is designed to encourage character development and personal growth in which the skills and values that are taught at school can be transferred to life beyond Kamehameha Schools. For this reason, haumāna in Residential Life navigate responsibilities and earn privileges through real-world interactions and experiences. Haumāna will meet with their Residential Life kumu on a bi-weekly basis to discuss progress and setbacks related to goals and overall character. Part of this character development is providing haumāna with accountability for

managing their kuleana. Incomplete responsibilities or those not completed on time, will result in consequences.

As opposed to being on a behavior performance system, haumāna privileges will be determined by behavior, academics, and Residential Life expectations. Each haumāna will be responsible for handling their responsibilities both in school and in the hale. When these responsibilities are not handled appropriately privileges will be lost and natural/logical consequences may be assigned.

Life in the Hale

It is your kuleana to take care of the hale, show the community that you can respect other people and their property, and more importantly show how you mālama yourself. Everyone in the hale should act as an ‘ohana, making sure to include everyone and treat everyone with kindness and respect.

Hale Jobs:

Every Residential Life haumāna will be required to do hale jobs assigned by kumu and posted on a building chore sheet. Hale jobs are assigned by hui or on an individual basis. RLAs will check chores to ensure that they are completed to expectations.

Social Skills:

Haumāna should be prepared to receive and welcome guests that enter the hale by greeting persons with a welcome such as, “Aloha, welcome to Kina‘u Hale.” Haumāna should be ready to receive guests at any time including makua, approved visitors, administrators, Residential Life kumu, etc.

Safe Environment:

Part of living in a community is making sure everyone is safe at all times. A few ways that we create a safe environment is by not tolerating any harassment, bullying, or intimidation. Haumāna should treat each other as they want to be treated. If at any time anyone feels unsafe or like they are being bullied, harassed, or intimidated, they should report it to an adult on campus who can help to intervene and provide them with help and support. All reports are taken seriously and looked into by administrators.

Another way we ensure a safe environment is through the proper use of electronics. No photos, videos, or any type of digital recordings, should be taken of other haumāna or any kumu without their prior knowledge and consent. No photos, videos, or any type of digital recordings are allowed in private spaces such as restrooms. Also, digital recordings of other people should not be posted on social media without their prior knowledge and consent. Facetime or other video calling apps should be done in an individual's own private dorm room to protect the privacy of other haumāna and kumu. If haumāna are creating digital media in any form, they must ensure that anything in the media, including the background, is appropriate and follows the policies and procedures set forth by KS.

For safety in the bedrooms and hallways, doors that have viewing panels should be kept open at all times. If a haumāna is changing or needs privacy, they can close the panel

temporarily but should reopen it when they are finished. Having the panel open allows the kumu to have visual accountability of haumāna without having to interrupt them or open their door during the night.

Haumāna Rooms:

Haumāna will complete a room condition report upon arrival on move-in weekend. Haumāna should document any room damage or cleanliness issues that are noticed. Haumāna are expected to maintain a clean and safe environment in their bedrooms. On a daily basis trash should be emptied, floors clear of clutter or items, beds made, and desks/dressers kept organized. Deep cleaning of bedrooms will take place on a weekly basis. Any vandalism or damage to bedrooms not noted on the check-in form, will be charged to the haumāna account.

At kula ki'eki'e hale (high school dorms), room keys are distributed to lock haumāna doors and designated closet/storage spaces. Keys are the kuleana of the haumāna. Key checks are done periodically and lost keys will be charged to haumāna accounts.

Deep Cleans:

Deep cleans are similar to dorm jobs, but include more detailed cleaning that is completed before each holiday break, long weekend, graduation, and as needed depending on the condition of the hale. Haumāna will be provided with checklists of cleaning and organizing tasks that must be completed prior to leaving for break or summer.

Projectors/TVs/Personal Electronics:

No projectors, personal TVs, personal computers, monitors/TVs/screens, portable hard drives, or personal appliances are permitted in Residential Life. Any of these found will be held by kumu until the item will be returned home. Gaming devices are permitted, but will be locked and stored in hale offices and to be used/shared (even though personal items) in common areas ONLY. haumāna may be asked to remove devices from the hale if the use of the device is inappropriate or expectations are not followed.

*At the Middle School, all personal phones, school laptops and electronics with wifi capabilities are collected by kumu daily. Overnight handling (prior to lights out) or use of these items are NOT permitted. Middle School haumāna must turn in these items at all hale designated times. Level infractions will be given to haumāna who do not follow or disobey this expectation. In addition, Alexa devices or similar wifi communication devices are not allowed.

Driving and Riding in Non-KS Vehicles on Campus:

RL haumāna are not permitted to drive on campus. The only exception to this is for haumāna who are on approved leave, who are licensed or permitted to drive, and are in a vehicle with an approved visitor or parent/guardian. At no time should a RL haumāna operate or ride in a Non-KS vehicle without first being on approved leave, weekend or

weekday pass. Haumana are allowed to ride in any appropriate KS vehicle, but are not permitted to operate any KS vehicle at any time.

Haumāna Accountability

Checking In and Out:

‘Ohana generates a Weekday/Weekend pass through REACH for their haumāna by 11:59 pm by Wednesday of that week. RL kumu will contact the designated ‘ohana member to confirm arrangements and approve the pass. Upon the approved visitor arrival, an RL kumu will check a valid, matching ID when picking up haumāna.

Parents/guardians/Approved visitors should pick up haumāna as close to 4pm on Fridays, or 8am on Saturdays and Sundays so the dorm can carry on with programming and activities for those haumāna who will be in the dorm for that day. Similarly, haumāna should be returned as close to but not later than 10pm on Fridays and Saturdays, or 5pm on Sundays so that kumu will be prepared to receive the haumāna back.

While we will be flexible in exigent circumstances, structures are in place to accurately run the program. The following steps will be taken if check out processes are not followed including but not limited to: submitting late passes, returning late from visits, or not visually and verbally checking out.

- 1st offense-verbal conversation with parents reminding them about expectations for passes and check outs
- 2nd offense-RLA will send an email to the parents explaining check out procedures or return times for haumāna
- 3rd offense-RLC will call parents to discuss check out procedures and send an email follow up regarding expectations for passes or return times for haumāna
- 4th offense-A conduct probation letter will be sent home.

Tardiness returning from check-outs

If a haumāna on approved leave is unable to return to campus by the check-in time, the haumāna and their parents/guardians/Approved visitors must contact the RLA before the scheduled return time. They should explain the reason for the tardiness, where the haumāna currently is, how the haumāna can be contacted, and when and how they are expected to return. Continued tardiness creates difficulties in our Residential Life programming as we are managing large groups of haumāna. Repeated tardiness will require an ‘ohana and Administrative team meeting to problem solve how the haumāna can return on time.

Keeping safety as a top priority, our team is committed to haumāna accountability. Much like your ‘ohana, it makes sense for us to know where haumāna are and what time they will return. To do this well, communication is vital. Haumāna must communicate any unplanned changes to their location with the Residential Life kumu. Times of departure and return when leaving the hale will be verified by the Residential Life kumu. It is important that haumāna operate with mālama to report their location and return time as accurately as possible so we can ensure they are safe.

When our accountability system (REACH) reports haumāna are in the hale, it means they are supposed to be in the hale. Any time a haumāna leaves the hale, they must complete a REACH pass and communicate their leave to a kumu for approval. If unforeseen changes occur to the pass, the haumāna must call to notify a kumu of these changes.

REACH questions to be addressed:

- Where will you be going?
- What will you be doing?
- Whom you are going with?
- When will you be returning?

Prior to leaving and in addition to indicating so in REACH, haumāna are required to visually & verbally check in and out with a kumu. Haumāna are to make sure they fill in the time they are expecting to return and the destinations where they will be while outside of the hale. When an outside activity/event is over, the Residential Life expectation is that haumāna will return directly to their hale.

Whenever returning to the hale, haumāna are expected to visually & verbally check in with kumu by saying something like “Aloha Kumu,” or “I’m back Kumu.”

Excessive weekday absences

Each room in the Residential Life program is precious due to the finite amount. The program provides these spaces to allow access to educational opportunities at Kamehameha Schools that would otherwise be impossible. We ask that students and families commit to make every effort to appropriately use these spaces.

Excessive weekday absences should be avoided as they are disruptive to students' academics and Residential Life programming. Excessive absences are absences totaling 30 or more non-consecutive weekdays during the school year, not including holidays or days when the dorms are closed for breaks. If students are excessively absent from the Residential Life program during the weekdays, parents/guardians may be asked to meet with Residential Life administration to discuss absences and expectations. Excessive weekday absences may lead to the removal of the student from the Residential Life program or denied participation in the program for the following school year.

Parent/Guardians/Approved Visitors at the Hale:

Parents/Guardians/Approved Visitors are welcome to come up and visit their haumāna at their hale. If haumāna are coming to campus, please notify hale kumu via phone call

or text message as soon as possible to be able to prepare Security and kumu for a guest. Parents/Guardians/Approved Visitors must remain within eyesight of Residential Life kumu at all times (on the lanai areas, etc.)

Visitors/Guests in Residential Life

Haumāna may have guests over to visit in their Residential Life hale. For all visitors, haumāna must ask a kumu and get permission from the visitor's kumu. Here are some guidelines:

- Visiting haumāna must be invited and hosted before visiting another hale. Both, visiting and hosting haumāna need to ask their respective kumu and get approval for the visit. Visiting haumāna must sign out of their dorm and follow the check-out procedure before leaving.
- Visiting haumāna must stay with and is the responsibility of their host haumāna at all times.
- During the visit, hosting haumāna and visiting haumāna may ONLY stay in the common areas of hale.
- High School haumāna who have middle school siblings may come to middle school to visit their sibling but must be hosted by a sibling, obtain permission from their kumu as well as sibling's kumu, follow proper checkout procedures, and must remain in common areas with a sibling at all times during the visit.
- Overnight guests are not permitted - Haumāna must return to their hale prior to lights out.
- KS Day School haumāna are welcome to visit their peers at their hale. Haumāna should present haumāna ID upon arrival and must be accompanied by or greeted by a host that is a resident of that hale. Guests must sign in to the dorm on the guest list and must remain in visible common spaces or lanai where kumu are able to monitor haumāna.

All Program Events

During the school year there are all Residential Life program events. These events are created to foster pilina building for all kumu and haumāna. During these events, all haumāna who are checked in will be expected to attend, any exceptions to this will be handled on a case-by-case basis. Any haumāna who has a KS sponsored event during these times will automatically be excused. Please see the list of dates below.

- Aloha Games and Residential Life Dinner, August 13, 2025
- Makahiki, October 29, 2025
- Mahalo for Lā Kū'oko'a Dinner, November 19, 2025
- Pauahi Christmas Dinner, December 17, 2025
- Lā 'Ōnipa'a Dinner, January 21, 2026
- Kahului Wai, February 4, 2026
- 'Ōlelo Hawai'i Dinner, February 25, 2026
- Hale Awards Dinner, April 22, 2026

- Senior Send Off Dinner, May 13, 2026

Personal Development

Curriculum and Hale Meetings:

Once a week, typically Sunday between 7:00-8:00pm, each hale will cover topics that foster haumāna growth and development in various areas. Our Residential life curriculum is rooted in [E Ola](#) to align with Kamehameha's goal to grow the E Ola graduate. Curriculum topics range from life skills, social-emotional learning, Hawaiian culture, community living, haumāna safety, self-care, and healthy relationship building. Additionally, haumāna will attend weekly hale meetings on Wednesdays to discuss topics such as upcoming Residential life activities, school activities, special events, and hale expectations. Hale meeting notes will be sent out to makua on a weekly basis to keep both haumāna and makua informed and up to date with hale happenings.

Hui Kūlia Meetings:

As part of the Residential Life Papahana Kūlia Academic Support Program, each haumāna will meet with a Residential Life kumu on a bi-weekly basis to provide haumāna support, check in on personal values, growth and goals, academic/personal achievements, and/or support and peer relationships. Meetings will last approximately 30 minutes or less and will give each haumāna the opportunity to have individualized or small group attention and support. This is haumāna driven, so all haumāna should come prepared to talk about what they have done/doing in regard to their values, plans, academics and goals.

Trusted Adults:

In Residential Life, we identify an important indicator for haumāna success is having a trusted adult on campus whom each haumāna can turn to. A trusted adult is someone you can talk to about anything. This is an adult who is a good listener or someone who has helped you, no matter what the problem was. It can be anyone on campus and is not limited to your teachers, day school, or Residential Life Kumu. It can be any adult on campus. Haumāna will be asked quarterly if they have a trusted adult.

Restorative Practices:

Haumāna found responsible for a serious behavioral infraction (Level III or IV) may meet with an assigned Residential Life Advisor for a set duration to engage in remediation discussions. During these meetings, kumu and haumāna will discuss values and the influence they have on decision making. The goal of these meetings is to help haumāna grow from their mistakes and understand how their decisions impact themselves and others in the community. At the conclusion of remediation, the haumāna should understand how to make better decisions and avoid repeating mistakes. Haumāna will also understand the Kamehameha Schools and Residential Life behavior expectations.

Communication

Residential Life haumāna and Parent Google Site:

A great and easy way to stay connected with what is happening in Residential Life is to frequently check the [Residential Life Google Site](#).

Social Media:

Email, Facebook, Twitter, Instagram, LinkedIn, etc... Social media is a part of our everyday lives. It is important that we malāma each other by posting positive and appropriate content on social media. Haumāna should ensure they are using social media and other technology in accordance with the KS technology policy as outlined in the haumāna Handbook.

Haumāna and ‘ohana may choose to follow @ksboardernation on Instagram.

Academic Expectations

Academic success is the kuleana of each haumāna. Haumāna will work with their Residential Life kumu to identify the appropriate study space/environment. Haumāna are responsible to advocate for and seek out any needed academic support such as tutoring, meetings with day kumu, and free periods in order to meet academic goals. To support the academic growth and success of our haumāna, Residential Life will support and monitor academic progress by providing an age-differentiated structured academic program, Papahana Kūlia. Additionally, haumāna that need additional help will complete an academic support plan with their RL Kumu to help them towards academic success.

‘Aha Kukui

‘Aha Kukui is a group of haumāna who are elected by their peers to serve and represent the haumāna voice in Residential Life. These elected haumāna will gather to discuss solutions and ways to better the residential experience for all. ‘Aha Kukui will also develop their leadership and teamwork skills through meaningful engagement. This group will consist of leadership officers or Hui Alaka‘i and a group of representatives or Moho from each Hale. This ‘aha will be mentored by the Dean of Student Leadership and Engagement as well as other Kumu.

Dining/Food Services

Kamehameha Schools strives to provide haumāna with meals that are healthy and nutritionally balanced. The dining room experience in Kamehameha's Residential Life is

intended to assist haumāna in development by providing food for physical nourishment and a pleasant, comfortable atmosphere for social growth. Special dietary requirements or restrictions can be accommodated through alternative or optional food offerings. If a haumāna is in need of dietary requirements or restrictions, **it should be on file with Hale Ola who then works with dining services to provide the haumāna with the correct foods.**

All haumāna receive instruction in dining etiquette in their individual dormitories. Meals in the dining room provide haumāna with opportunities to practice their dining etiquette and conversational skills.

Dining Hall Meals:

‘Akahi Dining Hall is open for dinner **Monday-Thursday 5pm-6:45pm**, and the dining hall will remain open until 7pm.

- **7th/8th** - will be transported to ‘Akahi for dinner
- **9th/10th** - will walk to ‘Akahi for dinner
- **11th/12th** - will walk to ‘Akahi for dinner anytime between 5:00 pm - 6:45 pm

All haumāna should check in/out through REACH upon arrival and departure from Akahi Dining Hall. Haumāna may only check in for themselves.

If your schedule does not permit time to eat at ‘Akahi (i.e. school/club athletics, performing arts, etc), bento containers are available. Only RL kumu can get you a bento container. For this reason, haumāna should coordinate with RL kumu when they are unable to attend dinner at ‘Akahi.

Haumāna should be kind and courteous to all the kumu preparing meals and show mālama by returning trays, wiping down tables, and picking up any trash prior to leaving.

Formal, mandatory dinners will be scheduled where the RL community will have the opportunity to eat together as an ‘ohana. The dress code, place settings, and dinner format will be more formal than regular daily dinners.

Assigned haumāna will kōkua with the cleanup of the dining hall under the supervision of Residential Life kumu.

Breakfast:

Breakfast for Middle School on Mondays-Fridays will be prepared by our FLIK food service staff.

For High School, breakfasts are MYOB (Make Your Own Breakfast) in the hale and are optional. Various breakfast options will be provided with bi-weekly grocery delivery.

Grocery Delivery:

Grocery deliveries will be delivered on Tuesdays and Fridays. An extensive list of snacks, fresh fruits and vegetables, ingredients, etc. are available for Residential Life kumu to request for each hale.

Weekend Meals (Friday-Sunday):

Weekend meals are delivered with Friday groceries in a “heat and serve” style.

One meal (usually Saturday dinner) will be prepared by haumāna in the hale. Recipes and portioned ingredients are provided. Haumāna will work alongside the Residential Life kumu to prepare the meal.

Cooking:

Life skills such as food preparation and cooking will be taught in the hale. Haumāna will be permitted to cook with Residential Life kumu approval and with supervision. Haumāna should let the RL kumu know they are cooking prior to starting any preparation or using the appliances and again once they have concluded cooking.

Appliances:

No outside appliances are allowed, including but not limited to: Coffee makers, toaster ovens, blenders, rice cookers, hot pots/plates, air fryers, water boilers/electric kettles, clothes irons, steamers, etc. All of these items or appliances with like capabilities are already provided for you in the hale.

Ordering Food:

Haumāna ordering food to be delivered to campus, must first ask Residential Life kumu for permission so that security can be notified of the delivery. Please note that delivery drivers must have a valid driver’s license to operate any vehicle on campus. If campus security denies entry to a delivery driver, for any reason, your food may not be delivered to you. KS assumes no responsibility for lost or undelivered orders.

Food delivery will only be accessible at the following times:

- Friday: 7pm-8pm
- Saturday: 2pm-3pm, 7pm-8pm
- Sunday: 2pm-4pm
- Common Weekend Return days- 6pm-8pm

Haumāna are permitted to get fast food during shopping trips and hale outings with Residential Life kumu permission (i.e. Taco Bell, Wendy’s, McDonald’s, 7-11, etc.). Open food or drink is not allowed on the school buses.

Malama Ola

Medication:

All medications need to be disclosed to Residential Life kumu and to Hale Ola, including non-prescription medications. While some medications can be self-administered with parental and health care provider’s consent, controlled medication CANNOT be self-administered and needs to be held at Hale Ola. A Request for Administration of

Medication (RAM) form needs to be completed for each medication that a haumāna will bring to campus. If medication is a prescribed medication from a medical provider, both parent and prescriber need to sign. If medication is an over the counter medication that needs to be taken daily but not prescribed by a medical provider, i.e. daily vitamins, daily allergy medications, etc. a RAM form must still be completed but provider signature is not required; only parents. Link to RAM form [here](#).

There are several ‘as needed’ over-the-counter medications that both Residential Life and Hale Ola health room have that can be administered to haumāna if needed, i.e. Tylenol, Ibuprofen, Tums, Benadryl, etc. **Parents, please do not send these medications with your child to school.** While packing and getting your child ready for move-in day, if you have questions on what medications are allowed, or any medication questions in general, please email kskmalamaola@ksbe.edu or call 808-842-8075.

On move-in day, all medications need to be disclosed to your Residential Life kumu team. Then, please stop by Hale Ola to turn in medications for the nurses to hold, as well as the associated RAM forms if you haven’t uploaded them to the parent portal or emailed it ahead of time.

Haumāna will be asked quarterly to declare any medications and it is the kuleana of the haumāna to report any new medications when it is brought into the hale.

Please note, KS is not responsible for reminding haumāna to take their medicine or report to the health room for their medications.

At no time are haumāna allowed to share medication with anyone.

Off-Campus Activities

The Residential Life engagement program includes off-campus activities. These learning activities are grounded in [E Ola! Learner Outcomes](#) and developed to help promote the development of the E Ola! Graduate. Off-campus outings also provide haumāna with access to stores and goods they may need. The outings are facilitated with the support of our transportation department and through 15-passenger vans that are driven by Residential Life kumu. All grades may have standing shuttles to Ala Moana and other malls.

- 7/8th—will have kumu who actively chaperone moving with haumāna at the location
- 9/10th—will have a chaperone at the location
- 11/12th—will practice independence on these outings.

For each off-campus outing, there is an attached safety briefing that will be covered prior to the event and haumāna are expected to adhere to these safety guidelines. Haumāna are also held to all KS rules and expectations while on these outings. Failure to follow rules may result in the loss of optional activities.

Dress Code Expectations

All haumāna are expected to adhere to the school dress code outlined in the haumāna/Parent Handbook while attending classes. At other times haumāna should adhere to the following dress code which will be enforced in the hale. Haumāna do not need to have all new clothing, but are expected to wear appropriate clothes that are neat, clean, and in good condition. Kumu will do dress code checks when haumāna are leaving the hale and may ask students to change into appropriate attire.

Dress code guidelines

- Breakfast (Monday-Friday)
 - School uniform
- Casual attire (In hale, Akahi, Group Travel, Around Campus, etc.)
 - Modest clothing that is an appropriate length and does not reveal midriff or bust
 - Pajamas or sleepwear is not appropriate attire outside of the hale
 - Hats should be removed prior to entering a building, lauhala hats are allowed during special events
 - Footwear required
 - *Akahi specific- shirts with sleeves must be worn
- Dish Room Attire
 - Covered shoes (no Crocs)
 - Shirt with sleeves
 - Aprons/Gloves/Hair Nets/Rubber Boots (Provided)
- Special Dinners
 - Dresses with length to the top of the knee, *dresses without sleeves must be worn with a cover-up
 - Collared shirts
 - Dress slacks
 - Pant jumpers/rompers
 - Skirts with length to the top of the knee
 - Hats should be removed to show respect for the function
 - Dress tops that do not show midriff
 - Footwear- school uniform, dress shoes, or sandals
- Swimwear
 - Modest one-piece suits are allowed (no bikinis, cut-outs, low-cut/high-cut, Brazilian cut, thong, or revealing suits allowed).
 - School issued one-piece suits from athletics will serve as a benchmark for program reference
 - Board shorts with a rash guard/t-shirt are okay.
- Chapel
 - Uniform shirt, collared shirt, Aloha shirt, or blouse

- Long pants – school uniform or better
- School Uniform shorts
- Dresses
- Rompers
- Sandals, dressy slippers, school sneakers
- Dress shoes
- Jewelry (not distracting)
- Jackets or other like coverings
- Jewelry/Accessories
 - Earrings are ok for both kāne and wahine, but no other piercings are allowed.
- Not permitted
 - Any attire that is revealing of private parts
 - Any piercings other than earrings
 - Clothing with advertising, messages, or inappropriate caricatures including clothing promoting drugs, alcohol, or tobacco

Haumāna Safety

Safety Drills:

All Residential Life Hale will conduct various safety drills throughout the school year in collaboration with security. Drills can include fire, hurricane, active threat, etc.

Specific to fire drills, haumāna are taught to use the closest exit, to meet at the designated area, and to wait for security to give the “all clear”, before returning to the building. Haumāna have 3 minutes to exit the building in order for the fire drill to be considered completed and successful.

Fire Extinguisher and Fire Alarm Pull Stations Procedure:

All Residential Life buildings are equipped with fire extinguishers and fire alarm pull stations. It is important for haumāna to make sure they know where fire extinguishers and fire alarm pull stations are located in the hale. Fire safety will be covered during a hale meeting at the beginning of each school year.

Security System, Surveillance Cameras & Alarms:

Buildings are equipped with alarm systems and surveillance cameras. Cameras are placed around the exterior perimeters and in common spaces and stairwells. Cameras are not in hallways, bedrooms, bathrooms, or any other private spaces. Cameras are operating 24 hours a day and additionally are equipped with motion sensor alerts during overnight hours. For the alarm systems, each hale will be armed once all haumāna return for the evening and then unarmed in the morning or before school. Doors should not ever be left propped open.

Campus Safety

Haumāna are permitted to walk to various locations within the Residential Life community and around campus provided they follow safety measures and communicate their plans to RL kumu.

Community Safety:

- Haumāna must provide a detailed plan, each time they leave the hale, including all scheduled locations and departure/arrival times to RLAs before leaving the hale(verbal discussion, and check out through REACH)
- Haumāna must always walk in groups of at least two people at night
- If plans change, haumāna should call and notify their RLAs of new plans.
- Exercising on campus during daylight hours is allowed

Pedestrian Safety:

- Haumāna should always walk on sidewalks, and use crosswalks when crossing streets
- Pedestrians should always look left, right, then left again when crossing a street and continue looking while crossing
- Never assume a vehicle will stop for a pedestrian; wait for it to come to a complete stop before crossing
- Be aware of turning vehicles
- Never cross between parked vehicles or other visibility obstructions

Bike/Scooter/Skateboard (all wheels) Safety:

- No recreational items with wheels are permitted on campus due to the steep terrain and high volume of traffic.

Emergency Contacts:

Haumāna deserve to feel safe and secure anywhere on Kamehameha School's campus, this includes Residential Life. It is important that parents provide the Residential Life kumu with their most current parent/guardian information including home address and phone number for communication and emergency contact purposes. This information can be communicated through REACH or through a phone call or email.

Haumāna are in the direct care of their Residential Life kumu and Resident Attendants (overnight kumu) covering the building. These kumu are available to address the concerns and issues of the haumāna as they arise. If haumāna do not feel comfortable or feel they need further support, they can schedule an appointment via email or phone call with the Residential Life Coordinators, Dean of Student Well Being, Dean of Student

Leadership and Engagement, Vice-Principal, or Principal (see Residential Life Kumu Roster at the end of this document for names and phone numbers). If a haumāna needs assistance during overnight hours, they can reach a Resident Attendant at (808) 594-7046. If a haumāna feels there is an emergency during non-office hours, the haumāna can contact **Campus Security at (808)842-8332** for support.

Overnight Kumu Coverage:

During the nighttime hours, there are Resident Attendant (RAs) kumu that work in pairs to conduct rounds of the interior and exterior of all the hale. The RAs carry a phone that haumāna can call at any time should they need support or help. Emergency contact phone numbers are posted on the back of each haumānas' door, as well as in the hallways of the hale. Security, Hale Ola, the RAs, and the on-duty RLA are all persons that can be contacted if a haumāna needs assistance.

At the Middle School, haumāna will follow their procedures by using the kitchen phone to contact the Resident Attendants and/or Residential Life kumu.

Communication with Parents

Residential Life kumu value positive relationships with mākua in order to best support each haumāna. RLAs will contact mākua to clear REACH passes, review academic support plans, and share weekly hale meeting notes and haumāna updates.

Chapel Expectations

Bishop Memorial Chapel:

Bernice Pauahi Bishop Memorial Chapel (BMC) is the religious home and house of worship of Kamehameha Schools Kapālama and is aligned with the Hawaii Conference of the United Church of Christ. Services are held each week when haumāna are on-campus.

All haumāna are required to attend Chapel on Sunday evenings at 6:00 pm.

For Convocation and Pauahi Sunday, Boarders are required to wear their Special Events attire or Dress White attire.

Conduct in Chapel:

- All in attendance must conduct themselves respectfully and appropriately
- Both hale kumu will attend chapel
- Haumāna are not allowed to use earbuds, or headphones
- Haumāna are only allowed to use cell phones if approved by the kahu prior to chapel, all other cell phone use is prohibited
- Haumāna cannot bring water bottles
- Make sure to use the restroom before chapel

Cell: 808-620-1922	Cell: 808-620-1920
Residential Life Kumu- Nikol Luoma Kae Sueda Juanita Hawkins Tiare Kekauoha	Residential Life Kumu- Julian Nakanishi Paul Dun Daniel Nieva Mitchel Reeves Eleneki Fernandes
KEKĀULUOHI Email: kapuaiwa@ksbe.edu Office: 808-842-8229 Cell: 808-620-1923	
Residential Life Kumu- Kapua Ferrer Lane Landry Kaleialoha Latuselu Hoapili Sing	

Residential Life Administrators
<p>Principal- Kona Keala-Quinabo, email: koquinab@ksbe.edu, phone: 808-842-8903</p> <p>Vice Principal- Tyler Pau, email: typau@ksbe.edu, phone: 808-842-8792</p> <p>Dean of Student Wellbeing- Lanakila Niles, email: laniles@ksbe.edu, phone: 808-842-8179</p> <p>Dean of Student Leadership and Engagement - Keialohi Punua, email: kepunua@ksbe.edu, phone: 808-842-8378</p> <p>Dean of ‘Ohana and Community Engagement- Buffy Trugillo, email: cotrugil@ksbe.edu phone: 808-842-8930</p> <p>Senior Administrative Assistant- Lisa Akana, email: liakana@ksbe.edu, phone: 808-842-8435</p> <p>Operations and Logistics Specialist- Cody Tavares, email cotavare@ksbe.edu, phone 808-842-8273</p>

Helpful Links and Numbers	
Residential Life Office	Ph: 808-842-8273 Email: residentiallife@ksbe.edu
Mālama Ola	Ph: 808-842-8075 Email: kskmalamaola@ksbe.edu
Attendance Hotline for Dayschool	7th/8th: 808-842-8364 9th/10th: 808-842-8752 11th/12th: 808-842-8399