

**Docs For Schools Festival In-School program: *Rules and Dates***

* The program coincides with the Hot Docs Festival dates, **April 27 – May 7, 2017**
* Online booking for dvds begins 10:00 am, Wed, March 22
* Dvds are couriered to your school and will receive between April 12 – 19th
* Dvds are sent in advance of festival dates for TEACHER PREVIEW ONLY
* An education package for each film will be posted online, and you will be notified once available
* The dvds may only be shown to students during school days during these dates
* Dvds may be shown to after an after-school club with teacher supervision
* This year you may screen a film during the lunch period if in a class or library setting with teacher supervision
* Dvds must always be shown free…no fundraising
* A REPORT CARD will be sent with the dvds and we ask that you return completed with the dvds.
* REPORT CARD and dvds are to be **in Canada Post** on Monday, May 8 (regular mail)

A return address envelope is supplied with the dvds. Your only cost is postage to return.

* As a non-profit organization, the info you supply in the REPORT CARD is important for reports to our funders. Having both dvds and REPORT CARD in the mail to us on May 8 is critical to our reporting timeline.
* The integrity of this program is based on trust and respect that you will take care and not misuse the dvds.
* **As the teacher who makes the booking, you will be our contact and will be responsible for sharing this info with your colleagues and being sure that the REPORT CARD and dvds are returned on time.**
* **When Booking**……you are asked for an estimate number of students who will view. We want more than one class to see each film, but please be realistic with your estimated numbers for this. You will be asked for final numbers when you return the completed REPORT CARD….so be sure that when your colleagues show a dvd, when returned it includes the number of students who viewed.

**Questions:** Lesley Sparks – lsparks@hotdocs.ca – 416-203-2155 X253