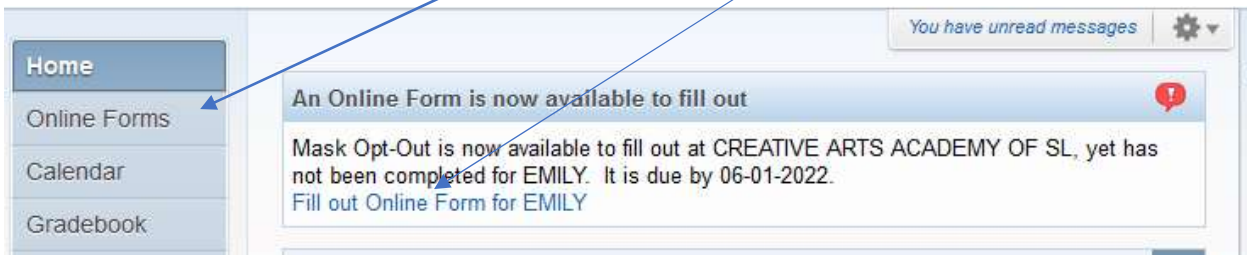
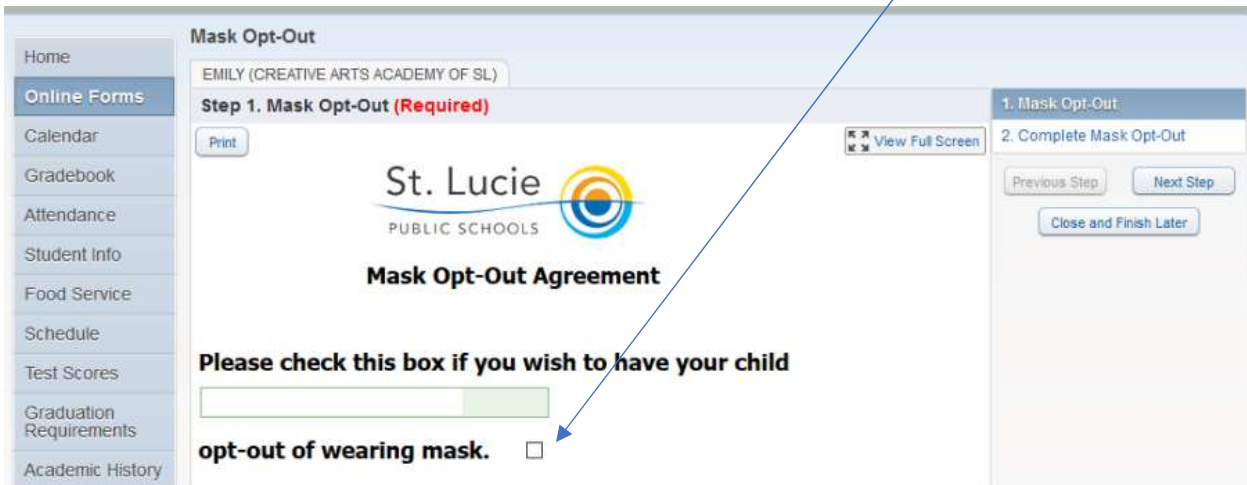


MASK OPT-OUT INSTRUCTIONS

Step #1 - In Family Access, click on [Online Forms](#) or [Fill out Online Form](#) if the form link is visible.



Step #2 - Check the box if you wish to have your child opt-out of wearing a mask.



Step #3 – Click the **Complete Step 1 Only** button.

The screenshot shows the 'Mask Opt-Out' form for Emily (Creative Arts Academy of SL). The form is titled 'Step 1. Mask Opt-Out (Required)'. It features the St. Lucie Public Schools logo and the text 'Mask Opt-Out Agreement'. Below the logo, there is a prompt: 'Please check this box if you wish to have your child opt-out of wearing mask.' with an unchecked checkbox. At the bottom of the form, there is a 'Complete Step 1 Only' button. On the right side, a progress bar shows two steps: '1. Mask Opt-Out' and '2. Complete Mask Opt-Out'. The 'Next Step' button is visible, and a 'Close and Finish Later' button is also present.

Step #4 – Click the **Next Step** button.

The screenshot shows the 'Mask Opt-Out' form after Step 1 has been completed. The progress bar on the right now shows '1. Mask Opt-Out' as completed with a green checkmark and the timestamp 'Completed 08/11/2021 5:43pm'. The 'Next Step' button is now highlighted, indicating it is the next action to take. The 'Close and Finish Later' button remains visible. The rest of the form content, including the St. Lucie Public Schools logo and the 'opt-out of wearing mask' checkbox (which is now checked), remains the same.

Step #5 – Click the **Submit Mask Opt-Out** button.

The screenshot shows the 'Mask Opt-Out' form for EMILY (CREATIVE ARTS ACADEMY OF SL). The page title is 'Mask Opt-Out' and it includes a 'Print' link. The main heading is 'Step 2. Complete Mask Opt-Out (Required)'. Below this, there is a confirmation message: 'By completing Mask Opt-Out, you are confirming that the Steps below have been finished. Are you sure you want to complete Mask Opt-Out for EMILY?'. A 'Review Mask Opt-Out Steps' section shows 'Step 1) Mask Opt-Out' as 'Completed 08/11/2021 5:15pm'. There are input fields for 'Guardian Name:' and 'Guardian Address:'. A prominent 'Submit Mask Opt-Out' button is at the bottom center. On the right side, a progress bar shows '1. Mask Opt-Out' as 'Completed 08/11/2021 5:15pm' and '2. Complete Mask Opt-Out' as the current step. Navigation buttons include 'Previous Step', 'Next Step', and 'Close and Finish Later'. A blue arrow points to the 'Submit Mask Opt-Out' button.

Your Mask Opt-Out form has been successfully completed!

The screenshot shows a confirmation message for EMILY (CREATIVE ARTS ACADEMY OF SL). It states: 'Mask Opt-Out was successfully completed and submitted to the district for EMILY on Wed Aug 11, 2021 5:18pm'. Below this message are two links: 'Go back to review completed steps' and 'Mark Mask Opt-Out as not completed and make changes'.

EDIT COMPLETED FORM

Step #1 – In Family Access, click on **Online Forms**. Click the **View** button next to the Mask Opt-Out form.

The screenshot shows the 'Online Forms' page in Family Access. The left sidebar has 'Home', 'Online Forms', 'Calendar', 'Gradebook', and 'Attendance'. The main content area shows a card for 'CREATIVE ARTS ACADEMY OF SL' with a user profile for 'EMILY'. Below the profile, it says 'Mask Opt-Out' and 'Completed, 08/11/2021 5:18pm'. A blue 'View' button is next to the form name. A blue arrow points to the 'View' button.

Step #2 – Click **Mark as not completed and make changes**.

The screenshot shows the 'Mask Opt-Out' form for EMILY (CREATIVE ARTS ACADEMY OF SL). The page title is 'Mask Opt-Out' and it includes a 'Print' link and a 'Mark as not completed and make changes' link. The main heading is 'Step 2. Complete Mask Opt-Out (Required)'. Below this, there is a confirmation message: 'By completing Mask Opt-Out, you are confirming that the Steps below have been finished. Are you sure you want to complete Mask Opt-Out for EMILY?'. A 'Review Mask Opt-Out Steps' section shows 'Step 1) Mask Opt-Out' as 'Completed 08/11/2021 5:15pm'. There are input fields for 'Guardian Name:' and 'Guardian Address:'. A 'Submit Mask Opt-Out' button is at the bottom center. On the right side, a progress bar shows '1. Mask Opt-Out' as 'Completed 08/11/2021 5:15pm' and '2. Complete Mask Opt-Out' as the current step. Navigation buttons include 'Previous Step' and 'Next Step'. A blue arrow points to the 'Mark as not completed and make changes' link.

Step #3 – Click the **Previous Step** button.

Home | Online Forms | Calendar | Gradebook | Attendance | Student Info

Mask Opt-Out

EMILY (CREATIVE ARTS ACADEMY OF SL) Print

Step 2. Complete Mask Opt-Out (Required)
By completing Mask Opt-Out, you are confirming that the Steps below have been finished. Are you sure you want to complete Mask Opt-Out for EMILY?

Review Mask Opt-Out Steps

Step 1)	Mask Opt-Out	Completed 08/11/2021 5:15pm
---------	--------------	-----------------------------

Guardian Name: _____ Guardian Address: _____

1. Mask Opt-Out
✓ Completed 08/11/2021 5:15pm

2. Complete Mask Opt-Out

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

Step #4 – Click the **Edit Step 1** button.

Home | Online Forms | Calendar | Gradebook | Attendance | Student Info | Food Service | Schedule | Test Scores | Graduation Requirements | Academic History | Portfolio | Skylert | Health Info | Login History

Mask Opt-Out

EMILY (CREATIVE ARTS ACADEMY OF SL) Print View Full Screen

Step 1. Mask Opt-Out (Required) Completed 08/11/2021 5:15pm

St. Lucie PUBLIC SCHOOLS

Mask Opt-Out Agreement

Please check this box if you wish to have your child

opt-out of wearing mask.

[Edit Step 1](#)

1. Mask Opt-Out
✓ Completed 08/11/2021 5:15pm

2. Complete Mask Opt-Out

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

Step #5 – Apply your changes and click the **Complete Step 1 Only** button.

The screenshot shows the 'Mask Opt-Out' form for 'EMILY (CREATIVE ARTS ACADEMY OF SL)'. The form is titled 'Step 1. Mask Opt-Out (Required)'. It features the St. Lucie Public Schools logo and the text 'Mask Opt-Out Agreement'. Below the logo, there is a text prompt: 'Please check this box if you wish to have your child opt-out of wearing mask.' followed by an unchecked checkbox. At the bottom of the form, there is a 'Complete Step 1 Only' button. On the right side, a progress bar shows two steps: '1. Mask Opt-Out' and '2. Complete Mask Opt-Out'. The 'Next Step' button is visible, and a 'Close and Finish Later' button is also present. A blue arrow points from the text above to the 'Complete Step 1 Only' button.

Step #6 - Click the **Next Step** button.

The screenshot shows the 'Mask Opt-Out' form for 'EMILY (CREATIVE ARTS ACADEMY OF SL)'. The form is titled 'Step 1. Mask Opt-Out (Required)'. It features the St. Lucie Public Schools logo and the text 'Mask Opt-Out Agreement'. Below the logo, there is a text prompt: 'Please check this box if you wish to have your child opt-out of wearing mask.' followed by an unchecked checkbox. At the bottom of the form, there is a 'Complete Step 1 Only' button. On the right side, a progress bar shows two steps: '1. Mask Opt-Out' and '2. Complete Mask Opt-Out'. The 'Next Step' button is highlighted with a blue arrow, and a 'Close and Finish Later' button is also present. A blue arrow points from the text above to the 'Next Step' button.

Step #7 - Click the **Submit Mask Opt-Out** button.

Mask Opt-Out

EMILY (CREATIVE ARTS ACADEMY OF SL) Print

Step 2. Complete Mask Opt-Out (Required)

By completing Mask Opt-Out, you are confirming that the Steps below have been finished.
Are you sure you want to complete Mask Opt-Out for EMILY?

Review Mask Opt-Out Steps

Step 1)	Mask Opt-Out	Completed 08/11/2021 5:29pm
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Guardian Name: _____ Guardian Address: _____

Submit Mask Opt-Out

1. Mask Opt-Out
Completed 08/11/2021 5:29pm

2. Complete Mask Opt-Out

Previous Step Next Step

Close and Finish Later