

**NOTICE: Due to the global COVID-19 outbreak, a decision to cancel the SRGS event at Radford University may occur before June 15. If cancellation occurs, activity fees will be returned and all health documentation uploaded into the CampDoc system will be removed. At this juncture, our hope is the event will be able to go forward as scheduled - or - with a one-week delayed start.**

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The Summer Residential  
**Governor's**  
School  
for Visual & Performing Arts  
and Humanities

*hosted by*  
**RADFORD**  
UNIVERSITY

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**2020**  
**Parent and Student**  
**Handbook**

<https://www.radford.edu/content/gov-school/home.html>

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**PARENTS AND STUDENTS: PLEASE READ THROUGH THIS HANDBOOK IN ITS ENTIRETY PRIOR TO CAMPDOC REGISTRATION AND ARRIVAL.**

**ABOUT THE GOVERNOR’S SCHOOL**

Participants in the Summer Residential Governor’s Schools academic or mentorship programs represent the diverse geographical areas of the Commonwealth and have in common their desire to explore academic pursuits at a level not available in the local school division, or private school. A typical Humanities (HUM) student schedule involves concentrated study in a particular or varied field during the day. Activities may include seminars, special interest groups, independent study, and laboratory or field/site work. Students in both small group and individual activities will share their investigations and research with university faculty, Governor’s School faculty and staff, and fellow students. Evening and weekend activities that are integral to the goals of the program include recreation, field trips, and special events such as concerts, lectures by visiting scholars, career information, dramatic productions, movies, student performances, and time for students to collect thoughts and participate in informal discussions. Similarly, a typical Visual and Performing Arts (VPA) student schedule involves concentrated study in the chosen art form with some classes/seminars devoted to interdisciplinary topics. Workshops, master classes, rehearsals, private lessons, studio time, independent study, performances and recreational activities are scheduled as part of the VPA program. These programs are some of the most rewarding and enriching experiences available to high school students anywhere, since they require students to set their own learning goals and structure their own evaluation standards. One of the most valued acquisitions will be the friendships that the Governor’s School students develop and that will continue to evolve throughout their lifetime.

**OUR MISSION**

The Governor’s School for Visual & Performing Arts and Humanities exists to:

- Create a college experience that emphasizes free expression, intellectual curiosity, individual responsibility, maturity and respect for others.
- Foster relationships characterized by commitment to scholarship and discovery, mutual respect and openness to ideas, and trust between and among students and staff.
- Create an intellectually safe and challenging residential environment for learning in the humanities and the arts by providing unique classes that take advantage of traditional as well as contemporary instructional techniques.
- Stimulate the creative process, encourage and support collaborative learning and instruction, and develop individual and group talents.

So as to sustain an environment of free expression, intellectual growth, and academic freedom of speech, parents sign a course and activity statement found in the Course Content Waiver Form and Parent Handbook Affirmation before completing registration for the Residential Governor’s School program: *“My Child has permission to enroll in courses and activities that may from time to time involve sensitive material.”*

**PROGRAM LEADERSHIP TEAM**

<b>Governor's School Director:</b>	Dr. R. Wayne Gallops
<b>Assistant Director for Curriculum:</b>	Dr. Amy Rubens
<b>Assistant for Registration:</b>	Mr. Will Krause
<b>Senior Resident Director:</b>	Ms. Katherine Sullivan
<b>Assistant Resident Director:</b>	Mr. Kelvin Gravely
<b>Assistant Resident Director:</b>	Mr. Nathan West
<b>Administrative Assistant:</b>	Mrs. Katie Davis

## CONTACT INFORMATION

### **Contact the Governor's School Office:**

**Online:** <https://www.radford.edu/content/gov-school/home.html>

**Email:** [rugovschool@radford.edu](mailto:rugovschool@radford.edu)

**Office Phone:** (540) 831-5569 (email is preferred form of communication: note Student Name/Program/Group)

**Office Fax:** (540) 831-6133

### **After Office Hours:**

**Emergency Phone Contact:** (540) 270-2191

**Emergency Email Contact:** [rugovschool@radford.edu](mailto:rugovschool@radford.edu) (email is checked throughout each day/evening)

\*Please do not attempt to communicate through or to other university departments/offices/faculty.

\*\*EMAIL IS PREFERRED FORM OF COMMUNICATION for clarity note parent/student name - group  
-issue-phone#

### **Mailing Addresses:**

#### **Regular Mail:**

Student Name  
Counselor Name, Group #  
Governor's School  
PO Box 6968  
Radford University  
Radford, VA 24142

#### **Packages:**

Student Name  
Counselor Name, Group #  
Governor's School  
RU Station Box 6968  
801 E. Main St.  
Radford University  
Radford, VA 24142

### **Radford University Physical Address:**

Radford University  
COV 108  
PO Box 6968  
Radford, VA 24142

\*Please note: counselor group numbers will be provided at check-in at Radford University and are used to communicate and deliver packages and messages. Parents must communicate parent name, student's name, group#, counselor name, and phone# where they can be reached.

## ONLINE REGISTRATION INFORMATION

The Governor's School at Radford University has a two-part registration. One is to gather the information needed for the smooth operation of the camp (medical releases, insurance info, fee, etc.). The other is for courses and academics and will help students manage their schedules.

We have contracted with CampDoc.com, a health record system, for general registration. General registration will open at **8am on May 18, 2020 and close at 11:59pm on June 8, 2020**. When online registration begins, you will receive an email with a special link. Once you click the link, you will be directed to log in, create a profile, pay activity fee or submit a waiver, and then move through other documentation collection until registration is complete.

CampDoc's system will help us consolidate registration, waivers, allergies, medications and health information in a secure, centralized location. It will also be used to collect activity fees. When registering, please use the student's legal name. If the student has a different preferred name, or nickname, please put that in parentheses. Additionally, all forms in the student health profile must be completed. Please note that there is an option to upload a scan of your insurance card and the student's driver's license.

We strive to protect the security, confidentiality and privacy of the attendee's personal health information. Only Radford University's health staff, the Governor's School Director, Assistant Director, and Resident Directors will have access to attendee health information. The CampDoc.com site is secure, encrypted, and password protected. Any printed information will be shredded after its use to ensure the safety of records. \*Online registration must be complete in order for students to be assigned a room and class schedule.\*

We have a second system to register for classes, workshops and special sessions. After CampDoc registration has begun, Humanities and Visual & Performing Arts students will receive an email with details on course registration. The subject area curriculum/courses in VPA is predetermined. Humanities students will be directed to select two four-week courses and four one-week workshops. **Humanities students may not pick the same class twice.** Students will be asked during course registration to indicate the courses they are most interested in taking (1st, 2nd, 3rd choices). However, please note that class size is limited, and while we'll do our best to honor students' preferences, we cannot guarantee that students will be able to enroll in all of the courses in which they express interest.

#### **REQUIRED FORMS CHECKLIST**

The forms listed below are located on CampDoc.com. Room assignments will not be made until all materials have been completed.

- ✓ **Voluntary Consent Form / Course-Activity & Content Waiver/ Mental Health Treatment Waiver**
- ✓ **Medications Form**
- ✓ **Carilion Consent to Treat**
- ✓ **Front and Back Copies of Driver's License, Medical Insurance Card, & Prescription Card**
- ✓ **Acknowledgment of Class Content & Student Handbook Form**
- ✓ **Mental Health Services Waiver**
- ✓ **Fitness Center Waiver**
- ✓ **Housing Survey**
- ✓ **TShirt Order Form**
- ✓ **Waivers for Weekend Activities (Students may opt out of some Activities)**

*Accurate disclosure of health information is imperative. Failure to disclose such may result in discharge from the SRGS.*

#### **ACTIVITY FEE**

All Governor's School attendees are assessed a \$200 fee to cover a wide variety of non-academic outings, activities, field trips, programs, and student needs.. The fee is payable by credit/debit card through CampDoc.com during the registration period. A Request for Activity Fee Waiver is offered for cases of documented financial hardship and is available through CampDoc.com. Requests for fee waivers are reviewed and granted beginning one week before the close of CampDoc registration and cease on the last day of CampDoc registration. Registrants who seek a fee waiver and do not complete and upload the financial hardship waiver request and documentation requirements before the close of the registration phase will be billed the full activity fee (\$200) during check-in at Radford University. In some cases, a student's school may pay the fee for the student. Please have your school official contact our office if that is the case.

#### **LOST KEYS**

Governor's School students are responsible for their room keys. A lost room key requires a re-core of the door lock. Any Governor's School student who loses a key will be charged \$100 to cover the cost of labor and lock re-core.

## **ARRIVAL AND DEPARTURE**

### **Check-In Procedures**

Check-in will be **Sunday, June 21, 2020 between 8am and 2pm**. Staff and signs will be present to direct students and parents toward check-in at the Conference Services offices in **Heth Hall** (see the map at the end of this guide). You will receive your room key at registration; therefore, please leave your belongings in your car until you complete check-in at Heth Hall. At check-in, students will receive: room key, name badge, Governor's School ID card and wifi access code. After check-in, the Governor's School staff will assist with move-in. In order to facilitate check-in and prevent delays, the required Governor's School forms need to be completed (via CampDoc.com) prior to arrival at Radford University (see "Required Forms Checklist" above). **IF YOUR STUDENT HAS A FOOD ALLERGY, THERE WILL BE A MEETING WITH DINING SERVICES AT 1PM IN DALTON HALL. PLEASE MAKE SURE YOUR STUDENT HAS ARRIVED AND PARTICIPATES IN THIS MEETING.** Parents and additional visitors *must* depart campus no later than 2:30pm. If parents choose to leave before 2:30pm, students *must* remain in or directly around their dorm until the opening ceremonies. This is to ensure that no one gets lost, wanders off campus or is misplaced. P At 2:45pm, the students will be gathered together and taken down to the opening ceremonies to begin their month-long, life changing experience! PLEASE NOTE: students are not allowed to have their own transportation (cars,bikes, parked or otherwise) while with us at the residential governor's school.

### **Opening Ceremony**

The opening address will begin at 3:00pm. in Bondurant Auditorium. This event is for *students only* and is designed to acquaint students with the campus and the Governor's School staff and to provide a basic orientation of the Governor's School. All accepted students must arrive before 2pm and attend the 3pm Opening Ceremony.

### **Closing Ceremonies**

Closing ceremonies begin **July 18 at 11:00am in Bondurant Auditorium**. After a brief closing address, students are required, and parents are strongly encouraged, to attend student showcases. Showcases include artwork, projects, performances, and presentations within each student's discipline. Student work will be displayed at various locations on campus. A showcase schedule will be published during the last week of the Governor's School. Showcase activities can run as late as 4pm. All accepted students must participate in all assigned final day activities.

### **Checkout Procedures**

Students should be checked out of the residence halls by 4:00pm on Saturday, July 18. Parents may arrive no earlier than 7:00am to begin moving their students' belongings out of the dorm. Students will not be allowed to check-out of the dorms and leave campus until after 1:30pm and completion of assigned activities. All students must attend the closing ceremonies and their student showcase. Specific check out procedures will be provided to students during the last week of the Governor's School. Rooms must be cleaned, and all personal belongings and trash must be removed before a student is approved for checkout.

## **GROUPS**

All students are divided into groups with about 17-19 students in each group. Each group will have a pre-assigned counselor that will help and guide the student through their experience at Governor's School, perform wellness checks, answer questions, and act as their point of contact for the summer. The student's group number will be located on the front of their information packet received at registration. Group counselors will be introduced to the students during the Opening Day Ceremonies. The selection of students for each group is randomized and students may not switch groups. *Parents should not contact the group counselor for any reason.* If you need to contact someone, please see the contact information at the beginning of this handbook and follow that protocol.

## GUIDELINES

All conduct standards and guidelines adhere to the laws of the Commonwealth of Virginia and ensure a secure and focused learning environment. Respect for all persons, living beings, and personal and public property is expected at all times. Issues not specified in the “Standards of Conduct” will be handled on a case-by-case basis.

## TITLE IX

The Governor’s School takes seriously all reports of sexual misconduct. All Governor’s School employees in receipt of a complaint or report of discrimination, sexual exploitation, sexual harassment, or sexual misconduct must report it to the Title IX Coordinator without delay. To learn more about Radford University’s Title IX policies and procedures please see: <https://www.radford.edu/content/diversity-equity/home/title-ix.html>

## ATTENDANCE

**Acceptance and attendance at Governor’s School is a month-long commitment.** One should carefully consider family needs and personal commitments prior to the submission of an application and accepting an invitation. Since spaces are highly competitive, **ONLY** students who can make a full commitment to the program will be accepted. As stated in the application for the SRGS, **Leaves of absence are granted ONLY for family and/or medical emergencies.** Leaves of absence will be granted for the hospitalization, serious illness, or death of immediate family members, or the illness of the student up to 2 days. Please use the designated Governor’s School contacts in the event that you need to request a leave of absence. In order to receive a Governor’s School certificate, students are required to be in attendance from the opening address on June 21 through the closing activities on July 18, and miss no more than 2 academic days due to illness or granted leave of absences.

## PACKING

### What to Bring to Governor's School

- o Cell phone and charger
- o Laptop computer, wireless compatible preferred, ethernet cable
- o Alarm clock/watch/lamp (please note that cell phones must be off in the classroom unless instructed otherwise by the instructor).
- o 2-3 dressy outfits and plenty of comfortable casual clothing
- o Tennis shoes, old shoes that can get wet, bathing suit
- o Outfits for dances. **This year’s dance theme is “Dancing Through the Decades”** Bring your best decade attire (90s, 80s, 70s, etc.) to dress up and dance the night away!
- o Hangers, quarters for laundry, laundry detergent, dryer sheets, laundry basket
- o Pillow, blankets, extra long twin bed linens
- o Bathrobe, toiletries, toilet paper, bath towels, shower curtain, beauty products
- o Medicines/First Aid supplies
- o Cleaning supplies (especially when you move out), broom, dustpan
- o **Power Strips/Surge Protectors (per RU Policy)-No Extension cords**
- o Musical Instruments (optional for Humanities students)
- o Paper, pens, pencils, notebook, bookbag
- o Any supplies needed for your discipline
- o Umbrella and raincoat, sunscreen, bug repellent, flashlight, refillable water bottle
- o Trash Can/Trash bags
- o Beach towel, travel chair, and/or lawn blanket, yoga mat
- o Optional: Small Mini-fridge, TV, fan, snacks/utensils/bowl/plate/cups, Small Microwave (under 1000 watts)

### **What NOT to Bring to Governor's School**

- o Cars, skateboards, longboards, bikes or rollerblades
- o Laser pointers
- o Weapons or look-a-like toys
- o Alcohol, illegal drugs, or tobacco products
- o Candles, incense, matches or anything flammable
- o Toaster Ovens or Coffee Makers
- o Pets

### **STANDARDS OF CONDUCT**

Students selected are ambassadors of their school and school division or region. Governor's School students are expected to display courtesy and respect for fellow students and staff at all times. Students who are unwilling or unable to follow the rules and disciplinary structures of the Governor's School should decline the invitation to attend. The following Standards and Guidelines are to be followed:

#### ***Failure to comply with any of the following Standards will result in immediate dismissal:***

- o Students shall not possess or use alcohol or illegal drugs
- o Students shall not smoke, use or possess any tobacco products including vapes.
- o Students shall not possess or use any kind of weapon.
- o Students shall not leave campus or designated areas at any time without permission from ResLifeDirectors.
- o Students shall not enter any undesignated areas/buildings without an instructor or Governor's School employee supervision/consent.
- o Students shall not visit the residential areas of the opposite gender nor enter halls occupied by other groups without specific permission and supervision.
- o Students shall not steal or borrow without the owner's permission.
- o Students shall not treat counselors, faculty, staff, presenters, students, or others on campus in a rude and/or disrespectful manner or encourage others to do so.
- o Students shall not intentionally damage the property of others.
- o Students shall not commit any act of violence ( physically or verbally) or exhibit volatile behaviors.
- o Students shall not engage in bullying (cyber or verbal), post inflammatory / sexually explicit memes, texts, pics or use profanity/racial slurs or comments on any platform.
- o Students shall not bring a vehicle or ride in one unaccompanied by a Governor's School staff member.
- o Students shall not engage in inappropriate physical contact or don any marks on their body indicating inappropriate physical contact. This is defined as anything beyond hugging and hand holding.
- o Students shall comply with all policies, rules, and regulations for the Governor's School, Radford University, and the Commonwealth of Virginia. **Students unable or unwilling to adhere to these Standards of Conduct will be dismissed and the parent/guardian will pick up the student from their dorm or RU Police Station immediately.**

#### ***As part of our Governor's School structure, certain guidelines are in place for safety and respect for our learning environment. Failure to comply with the following Guidelines will result in appropriate disciplinary action(s):***

- o Students shall check in to, and remain in, their designated residence hall by 9:30 p.m.
- o Students shall remain in their assigned room between 11:00 p.m. and 7:00 a.m. Exceptions include personal or building emergencies, or planned evening activities where students will be notified of curfew by counselors.

- o Students must sleep in their assigned room every night.
- o Students shall protect personal belongings by locking their assigned room upon leaving at any time and at night.
- o Students shall be on-time and participate in all scheduled activities. In the event of an emergency, students shall notify a counselor.
- o Students shall not prop open exterior residence hall doors or tamper with fire alarms or equipment.
- o Students shall not invite non-Governor’s School guests to visit on campus.
- o Students shall properly wear their name tags at all time (unless otherwise instructed by a Governor's School staff member or Instructor)
- o Students shall adhere to the dress code and change if asked to do so.
- o Students shall not be late to check-ins or classes
- o Students shall not skip check-ins or classes
- o Students shall not engage in protests, unsanctioned demonstrations, or defamatory speech
- o Students shall display attentive and coachable attitudes in the learning environments of the Governor’s School

***Infractions to any combination of Guidelines listed above may result in the following disciplinary action(s):***

- o 1st and 2nd infractions will result in a verbal warning and possible contact with parent/guardian.
- o 3rd infraction will result in a written warning, a meeting with the Resident Directors, and call to parent/guardian.
- o 4th infraction will result in a written warning, a meeting with the Resident Directors and a call to your parents/guardians. Possible appointment with the CAPS service and/or Behavior Objectives Contract
- o Further infractions and/or not adhering to a Behavior Objectives Contract may result in dismissal.
- o Rude, Disrespectful, Indignant behaviors in response to the Structure, Standards and Guidelines of the Governor’s may expedite the dismissal process. Students who are unwilling or unable to follow the expectations and disciplinary structures clearly outlined in this handbook should decline the invitation to attend, allowing that position to be offered to a student who will represent their school and school division in a positive way.

***In the case of severe or chronic infractions, some steps may be omitted. If a student must be dismissed from the program, the parent(s) or guardian(s) will be contacted by the Resident Directors and/or SRGS Director and will be required to pick up their student immediately. If the nature of the offense is severe (Ex: illegal or Volatile activity) the student may be held at the RU Police station until parent/guardian arrives. In order to mitigate possible volatile episodes, the student may not be notified that parents are on the way until the parent arrives on campus. The VDOE office of gifted programs will receive the name(s) of students dismissed from the SRGS and reason for disciplinary dismissal. The Governor’s School reserves the right to have authorized staff enter any student’s room without notice if reasonable cause suggests that Standards or Guidelines are being violated.***

**DRESS GUIDELINES**

To help ensure a respectful and professional community of learners and an environment conducive to learning, the Governor’s School establishes these guidelines for student dress:

- o Clothing should be neat, comfortable, modest, and appropriate to the setting in which students will be working or studying.
- o Students should avoid clothing that reveals midribs more than 1 inch, backs, posterior, or undergarments.
- o Students should bring lightweight, mostly casual clothing and a few outfits appropriate for concerts and recitals.
- o Air-conditioned residence halls and classroom spaces are kept cool. A sweatshirt or light jacket is recommended.

- o Shoes and shirts must be worn at all times.
- o Students should bring a modest swimsuit and shoes that can get wet. Swimsuits are only to be worn during designated water activities.
- o Students should not bring garments with offensive graphic wording, symbols, or artwork.
- o Governor's School employees reserve the right to ask a student to change out of any garment that is considered inappropriate.

## VISITATION

**Outside visitors are not allowed at any time during Governor's School.** This includes family members and friends. This also includes the "Works In Progress" recitals and concerts conducted during the week. The Governor's School strives to achieve a safe, cohesive, and self-contained environment in which students can study and come to know one another with minimal risk and distractions. Family members and friends are encouraged to attend the Showcases conducted on the final day of Governor's School!

If you need to drop off items for a student, please contact the Governor's School Office (as instructed above - email preferred) and a time will be set up for the Resident Directors to meet you. Visitors (parents, friends, etc.) are not allowed to see their students when they come to drop off items. Parents must communicate their name, student's name, group#, counselor name, phone# where they can be reached in all communications to the GovSchool office. Once again, email is the preferred form of communication.

**Under no circumstances should parents/students contact other university offices. Please DO NOT bring items unless you have heard back from SRGS staff confirming a time and place to drop off these items.** *The RU Post Office is not open on official holidays or employee days-off designated by the Commonwealth of Virginia (Holidays, Weekends, Long Weekends due to July 4-5. If you are sending a time sensitive package for your student, please alert ResLife staff before sending the package to ensure the RU Post Office will be open.*

## CELL PHONE POLICY

Students may bring cell phones but cell phone usage will be somewhat limited. Students are allowed to carry their phones, however, they will be asked to store their phones at the beginning of each class. **Cell phone use is prohibited at showcases, performances, films, and other designated group events however, at times, instructors may invite students to use cell phones during class time for facilitating learning experiences.**

Failure to comply will result in the loss of phone privileges. If parents/guardians need to contact a student during the day, they may email the Governor's School office at [rugovschool@radford.edu](mailto:rugovschool@radford.edu) or call the Governor's School office at (540) 831-5569 (email preferred). In the event of an emergency, parents/guardians can reach the student by calling Campus Police at (540) 831-5500 or the Senior Resident Director Katherine Sullivan at (540) 270-2191

## SAFETY PROCEDURES

All Governor's School and Radford University policies and procedures must be followed at all times.

## IDENTIFICATION

Each student will receive a name badge at registration. The Governor's School student name badge must be worn properly on and off campus at **ALL TIMES**. It is required for entrance into the dining hall and all activities and allows the faculty and staff to accurately identify the students since Governor's School is not the only group that visits our campus during the summer. Failure to do so will result in disciplinary action.

## FIRE DRILLS & EVACUATIONS

Fire drill and evacuation procedures will be presented to the students at the beginning of the program. To ensure safety, students are expected to comply with all instructions given by Governor's School employees, university officials and/or emergency personnel.

## OFF CAMPUS

Students will be informed of campus boundaries at the beginning of the program. The “Boundary Map” is located on the last page of this handbook. Students may not leave designated boundaries on campus unless accompanied by a Governor’s School employee or instructor. Failure to comply will result in immediate dismissal from the program. Areas that are “out of bounds” also include any construction zones within campus.

## STUDENT MEDICAL & EMERGENCY

Any illness, whether slight or severe, must be reported to a Governor’s School resident counselor immediately. If medical treatment is necessary, students will be escorted to the student health clinic on campus, Urgent Care and/or Carilion New River Valley Medical Center for evaluation and treatment. If an illness or injury is suspected to be life threatening, students should notify a Governor’s School employee and contact campus police immediately by dialing (540) 831-5500. A Resident Director or local rescue squad (depending on circumstances) will transport the student to the Carilion New River Valley Medical Center located six minutes from Radford University.

**Please note that the Student Health Center requires a \$55 co-pay. Please make sure the student is prepared to remit this payment should medical treatment be sought at the Student Health Center.**

The Governor’s School staff **will not provide or administer any over-the-counter or prescription medication to students.** Students should bring these types of medication with them if needed. This includes Tylenol, Ibuprofen, decongestants, antihistamines, topical creams, and other o-t-c medications. Student medical history and information must be current upon arrival to the Governor’s School. This includes all prescription medications, dietary restrictions, and allergies. **Parents MUST fully and accurately complete medical forms provided on CampDoc.com. These forms, along with copies of personal insurance information, prescription card, Authorization for Administering Prescription Medicine, and driver’s license or photo ID, must be completed during the online registration process.** All health information is considered confidential and will only be shared with appropriate Governor’s School employees and health care providers on a need-to-know basis.

## STUDENT MENTAL HEALTH

Radford University Counseling Services and/or Center for Assessment and Psychological Services (CAPS) may intervene if a student displays behaviors that are a danger to self or others. Crisis situations will be referred to Radford University Police, Carillion Healthcare and/or New River Valley Community Services-Access Emergency Services, if necessary. The Parent/Guardian will be contacted immediately in the case of a mental health crisis situation. The Center for Assessment and Psychological Services (CAPS) at Radford University may also be called upon to intervene in non-crisis situations. In such instances, a determination by the SRGS Director, in consultation with the CAPS, will be made regarding a student’s continuation in the SRGS program. Should a determination be made that the student’s mental health is not conducive to the SRGS experience, the Parent/Guardian (or designee) will pick-up a child within 24 hours of such communication from the SRGS Director’s office. *It is imperative parents report previous mental health episodes through the confidential CampDoc portal. Not reporting the true mental/emotional treatment and baseline of your student impairs the ability of Governor’s School staff to appropriately interact with your student and prepare a safe and positive experience for your student. The SRGS does not provide out-patient therapy or supervise adjustments to medications prescribed for mental health purposes. Parents of students that require such a level of mental health care should consult with appropriate mental health professionals, medical professionals, and the Director of the Residential Governor’s School before accepting an invitation to attend.*

## STUDENT SEARCHES

In order to provide a safe and disciplined environment conducive to learning and protect the safety and welfare of students, staff and faculty of the Governor’s School personnel may search a student’s person and/or personal effects whenever there is reasonable suspicion to believe that the student possesses illegal or unauthorized

materials. The Governor's School adheres to the Virginia Department of Education's guidelines and standards for student searches. If illegal items are found, Governor's School personnel will report the incident to the Radford University Police Department and criminal charges may result as well as immediate dismissal from the program.

## **STUDENT SERVICES**

### **Library**

The McConnell Library will be open daily during the summer. Governor's School students may use the library under supervision of a Governor's School counselor. Books (main collection) may be checked out and must be returned within 4 weeks. Lost/late books will result in a fine of \$0.25/day. Books (popular) may be checked out and must be returned within 2 weeks. Lost/late books will result in a fine of \$0.25/day. DVD's and CD's may also be checked out and must be returned within 1 week. Lost/late DVD's/CD's will result in a fine of \$1.00/day. Regardless of loan period, all materials must be returned before you leave campus at the end of Governor's School. Printing is also located in the library.

### **Practice Facilities and Study Areas**

Practice facilities and study areas will be available for Governor's School student use as needed. Students must be under the supervision of a counselor or teacher when in these facilities. If students are found unsupervised outside of designated areas or designated hours, appropriate disciplinary action will be taken.

### **Recreational and Fitness Facilities**

Some university recreational facilities will be available on a scheduled group basis for student use, including the Student Rec and Wellness Center. Per the Student Rec and Wellness Center policy, Governor's School students are not permitted to use free weights in their facility unless the Weight Lifting activity waiver option has been signed by the parent, the student is already trained to use free weights, and the student is scheduled for the supervised weight training sessions. Students may bring equipment to use such as: football, soccer ball, frisbee, aerobic/yoga attire and mat, etc. Weekend activities may include hiking/river/lake outings, so students should also bring tennis shoes, bathing suits, and shoes that can get wet. Please Note: tennis and swimming facilities are not located on the main RU campus and are not available for Governor's School students.

### **MEALS & SNACKS**

The first meal of the program is dinner on Sunday, June 21 from 4:30 p.m.-6:00 p.m. The last meal of the program is brunch on Saturday, July 18 between the hours of 10:30 am – 11:15 am. Three meals per day will be provided during the weekdays and two meals on weekends including brunch (starting at 10:30 a.m.) and dinner. The residence halls and educational buildings are also equipped with vending machines. Students are welcome to bring non perishable snacks with them as well. Please provide appropriate food storage containers. Students may also bring a microwave under 1000 watts and/or a small refrigerator. Lunch and Dinner include full buffet, meats, proteins, vegetables, fruits, cereals, deserts, etc.. **Prior to arrival, please notify the Governor's School staff of any special dietary needs and/or restrictions. This should be listed on the Student Medical Information form found on the registration link. If you need to discuss further dietary needs, please email the Governor's School Office. Students with food allergies must attend the 1pm meeting on Sunday, June 21.**

### **RESIDENCE HALLS**

All residence halls are air conditioned and furnished with **extra-long twin beds** (vinyl covered), desks, desk chairs, dressers, closets and blinds. Each room has one private bath with a sink, shower, mirror and toilet. **These are the only items included in your room.** All residence halls are equipped with laundry facilities, lounge space with a television, common kitchen area, and drink and snack machines. Resident counselors live in the same dorm as the students and are available at all times. Each student will be assigned one roommate. The Governor's School will make roommate assignments. No roommate requests will be honored. Students will have no prior contact with their roommate as these assignments almost always change up until the day of move in. A housing survey included in the CampDoc registration informs our staff in making room assignments. All males will be placed in one residence hall and all females will be placed in another residence hall. Visitation between male and female students' rooms is **not permitted at any time.** If you need any special housing accommodations, please make note

in the housing survey and/or contact the Governor's School Office. Students are responsible for the care and preservation of the residence hall room and shared areas during Governor's School. Any damage to rooms or other university property will be repaired at the student's expense. Students are encouraged to decorate their rooms, however, no tape or nails are allowed on the walls. Instead, use a "no residue" poster tape or comparable product. Additional dorm rules will be given to the students by their counselors and will also be posted within the dorm buildings.

#### **LAUNDRY**

All residence halls are equipped with laundry facilities that include washer, dryer, and laundry sink. Irons and ironing boards are not included in laundry facilities. Students should bring quarters and detergent to operate laundry equipment. Students are expected to do their own laundry during Governor's School. Laundry facilities are shared with other Governor's School students, and prompt removal of clothing from machines is the student's responsibility. **Cost of laundry facilities:** Wash- \$1.75, Dry- \$1.50 per load.

#### **COMPUTERS & INTERNET ACCESS**

Radford University is a wireless campus and provides computer labs and Internet access for educational purposes to the Governor's School students. When using computers and the Internet, students must act in a responsible, ethical, and legal manner and follow the policies established by Radford University. Computers are available in the library and select computer labs. Students are welcome to bring laptops and tablets as well. A technology representative will be available at check-in to establish a login for students to gain access to Radford University's Internet system. While we do establish the students with wifi on our campus, ethernet cords are strongly suggested to ensure that your student will have access to the internet.

#### **EMAIL**

The Governor's School and Radford University do permit email access to students with pre-existing web-based email accounts (Yahoo, Gmail, etc.), but will not provide students with an individual Radford University email account.

#### **PERSONAL FINANCES**

As a student honored with selection and invitation to attend the SRGS, the Virginia Department of Education, Radford University, and local school divisions fund all educational expenses. Textbooks and reading materials are provided. A small amount of money for personal spending is recommended. ATMs are also available for students to use. A \$200 activity fee is required upon registration through CampDoc.

#### **PROGRAM STRUCTURE**

Students will have breakfast and morning activities starting at 7:00 am on weekdays and 10:30 am on weekends. Classes will operate during weekdays between 9:00 am and 5:00 pm and students participate in supervised activities during the evenings and on weekends. Lunch is served between 12:00 pm and 1:00 pm during weekdays. Dinner is served between 5 pm and 6 pm every day. Brunch is served between 10:30 am and noon on weekends. We will have several off-campus activities which will be fully supervised, and students can choose the activities they wish to attend. While students may not agree with all philosophies espoused, discourse within the SRGS program is open and respectful of all platforms regardless of philosophical, political, or religious views on the human condition. The SRGS supports academic freedom of speech and is designed to challenge and expose students to multiple ways of knowing and thinking in a collegiate atmosphere.

#### **WORSHIP SERVICES**

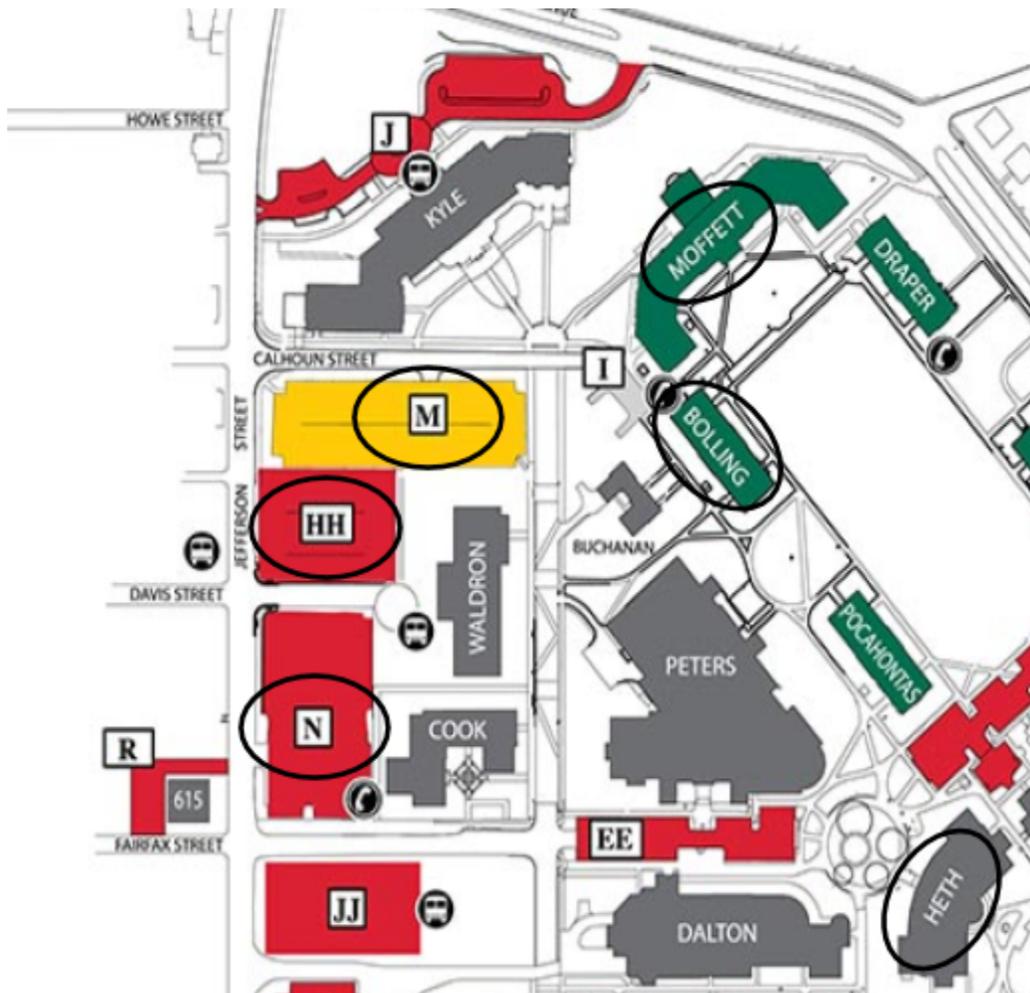
Students at the Governor's School at Radford University are given the opportunity to attend to their spiritual needs. The following religious organizations are within walking distance of campus. Students electing to attend any of these congregations will be accompanied by a Governor's School counselor.

St. Jude's Catholic Church Unity Christian Church	Jehovah's Witness Kingdom Hall Oasis Church Grove United Methodist Church	First Baptist Church
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*\* If your needs are not met by these organizations please contact the Governor's School Director prior to your arrival. Reminder: Governor's School students may not be transported to services unless accompanied by a Governor's School staff member and prior appropriate consent is documented.*

**AGREEMENT**

*Congratulations...It is a great honor to be invited to attend the Summer Residential Governor's School at Radford University! Aside from the minimal activity fee, the Virginia Department of Education, your local school district, and Radford University absorb the costs for students selected to participate in the SRGS (roughly \$2600.00 per student). If a serious issue arises, parents should contact our GovSchool offices in the appropriate ways outlined in this handbook. As part of the collegiate atmosphere we enjoy at GovSchool, parents are asked not to engage in overprotective, overbearing, or over-controlling behaviors. Operations of the SRGS program at Radford University are complex and are hindered when students and parents are not accepting of the environment and protocols put in place by Residential Governor's School leadership, faculty, and staff. By attending The Summer Residential Governor's School for Visual & Performing Arts and Humanities at Radford University, you verify as parents and students that you have read through, understand and agree to follow all of our protocols and procedures.*



**DIRECTIONS TO RADFORD UNIVERSITY**

From Interstate 81, take Exit 109 onto Route 177/Tyler Avenue. Turn onto Tyler Avenue and follow it into Radford. The edge of campus is at the third traffic light (Jefferson Street). Turn right on Jefferson Street and follow signs to the designated check-in location. We can't wait to see you all in June!

**ON MAP FOR MOVE IN DAY:** The girls dorm is Moffett

Hall, the boys dorm is Bolling. Parking Lots Available for Move In and Out Day include M, HH, N (these are the easiest access to the dorms). Registration will be in Heth Hall. Make sure to register in Heth Hall before removing items from your vehicles.

**MAP OF BOUNDARIES ( MAP KEY):**

- \* Daytime Boundaries (7am-7pm) are in DARK BLUE
- \* Dorms are circled in LIGHT BLUE
- \* Nighttime Boundaries (7pm-9:30pm) are in GREEN
- \* Buildings that contain classes are circled in BLACK
- \* The Student Health and Wellness Center is Circled in RED
- \* Dining Halls/Food Courts are circled in PINK
- \* Anything NOT circled is off limits (unless accompanied by a teacher or counselor)

