

Parent and Student Handbook 2024

<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 SchoolDoc 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 and creative 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 include: recreational activities, 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 and often require students to set their own learning goals and structure their own evaluation standards. One of the most valued acquisitions will be the friendships Governor's School students develop that 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

Governor's School Director	Dr. Tay Keong Tan, Ph.D.
Governor's School Associate Director	Dr. Meredith Bowen, D.M.A
Humanities Program Director	Dr. Dai Zehui, Ph.D.
Resident Life Manager and Chief Counselor	Mr. Matt Rhoten, M.F.A.
Resident Life Manager and Ombudsperson	Ms. Rachel Sharrett, M.Sc.
Governor's School Administrator	Ms. Elizabeth Ziemer, B.A.

Contact Information

Please note: email is the preferred form of communication.

For clarity, specify parent/student name, concern, & phone #.

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

Emergency Phone Contact: (276) 870-3972 (during Governor School for Emergencies only)

Non-Emergency Advice-Line: (540) 831 5857 (during Governor School for Enquiries, 9am-5pm, Monday to Friday only, excluding public holidays)

Emergency Email Contact: rugovschool@radford.edu (email is checked throughout the day)

Please do not attempt to communicate through the university departments, offices, or faculty.

Radford University Physical Address:

Governor's School
c/o Radford University
PO Box 6940
Radford, VA 24142
Attention: [The Student's Counselor's Name]



Counselor group numbers will be provided to students on check-in day for students and are used to quickly deliver packages and mail.

Note: Parents are strongly urged to exercise restraint when sending care packages, mail, and parcels to their children during the summer program. An excessive number of packages to be sorted out and delivered to the students will take up significant time of the Counselors, when they should have been spent on supervising the students' learning activities and attending to their welfare. An important aspect of the summer residential experience is the opportunity for students to learn to be more self-sufficient in preparation for their future life as an adult on college campuses.

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 SchoolDoc.com, a health record system, for general registration.

General registration will open on **May 16, 2024 and close at 5:00pm EST on June 15, 2024.** When online SchoolDoc registration begins, you will receive an email with a hyperlink. Use the link to create a profile, log in, pay the activity fee or submit a waiver, and then fill in other required information about your student until registration is complete.

SchoolDoc'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 the activities fee (\$200). When registering, please use the student's legal name. If the student has a different preferred name, or nickname, please put that in the appropriate box labeled as such.

All sections 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 attendee's personal health information. Only Radford University's health staff, the Governor's School Director, Associate Director, and Resident Managers will have access to this health information. The SchoolDoc.com site is secure, encrypted, and password protected. Any printed information will be shredded after use.

Online registration must be complete before arrival in order for students to be assigned a dorm room and class schedule. Students/Parents who do not complete all aspects of registration in a timely manner will be withdrawn from the program and another student will be invited to take that position.

We have a second system to register for classes, workshops and special sessions. After SchoolDoc 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. Humanities 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 SchoolDoc.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, COVID19 Vaccination Status, Medications Consent Waivers
- Carilion Clinic 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
- T-Shirt 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

As indicated in application materials, 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 SchoolDoc.com during the registration period.

A Request for Activity Fee Waiver is offered for cases of documented financial hardship. Requests for fee waivers are reviewed and granted beginning one week before the close of SchoolDoc registration and cease on the last day of SchoolDoc 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.

The Activity Fee is non-refundable after the start of the program.

Arrival and Departure

Check-In Procedures

Check-in will be **Sunday, June 23, 2024 between 8:00am and 2:00pm**. Email Instructions, Staff and Signage will direct students and parents toward check-in at the Conference Services offices in **the Bonnie Hurlburt Student Center** ([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 are complete check-in.

At check-in, students will receive: room key, name badge, Governor's School ID card and Wi-Fi access logins. After check-in, the Governor's School staff will assist with move-in. In order to facilitate check-in and prevent delays, all Governor's School must be completed (via SchoolDoc.com) prior to arrival at Radford University (see "[Required Forms Checklist](#)" above).

Students who have a food allergy or dietary restrictions will meet with dining services on check-in day at 2:00pm at Dalton Dining Services. Dalton is where you will have most of your meals during the summer program. Please make sure your student has arrived before 1pm 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 their assigned dorm until our opening ceremonies. This is to ensure that no one gets lost, wanders off campus, or is unaccountable. At 2:30pm students will be gathered together and taken down to our opening ceremonies to begin their month-long, life changing experience!

Please note: students are not allowed to have their own transportation (cars, bikes, etc. - parked or otherwise) while with us at the Residential Governor's School.

Opening Ceremony

The opening address will begin at 3:00pm on June 23rd in Bondurant Auditorium. This event is for *students only* and is designed to acquaint students with the campus, our Governor's School staff, and provide a basic orientation. All students must arrive on campus before 2pm and be in attendance for the 3:00pm Opening Ceremony.

Student Showcases

There will be student showcases at various locations on campus during the final week of the summer program. Showcases include posters, artwork, projects, performances, and presentations. Student work will be displayed at various locations on campus.

Closing Ceremonies

Closing ceremonies begin **July 20 at 8:30am in Bondurant Auditorium**. This event is primarily for students, but parents who have arrived may also attend. Students will complete their checkout procedures after the Closing Ceremonies.

Checkout Procedures

Students should be checked out of the residence halls by 4:00pm on Saturday, July 20. 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. All students must attend the closing ceremonies.

Specific check out procedures will be provided to students during the last week of the Governor's School. Keys must be turned in, Rooms must be cleaned, and all trash and personal belongings must be removed before a student is cleared to leave campus.

Lost Keys

Governor's School students are responsible for their dorm room keys. A lost room key requires a re-core of the door lock to ensure current and future occupants' safety. Any Governor's School student who loses a dorm key will be charged \$125 to cover the cost of labor and lock re-core. Key checks will take place periodically and key collection will occur on check-out day.

Lost Items

Students are to take responsibility for their personal belongings. Radford University nor the Summer Residential Governor's School are responsible for lost, misplaced, stolen or left behind items.

Lost-and-found bins will be set up in each dorm hall. There will be weekly reminders to check the bins to ensure all items are reclaimed. Any unclaimed items left behind on move out day will be donated or discarded.

Groups

All students are divided into groups with about 15-18 in each group. Each group will have a pre-assigned counselor who 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. The student's group number will be located on the front of the information packet provided at registration.

Group counselors will be introduced to the students during our Opening Ceremonies. The selection of students for each group is randomized and students may not switch groups. Parents may not contact the group counselor for any reason. Please refer to the [Contact Information section](#) (on page 5) to direct inquiries or concerns.

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, animals, and personal/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 acceptance of an invitation. Since spaces are highly competitive, **ONLY** students who can make the 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 for up to 2 days.

Refer to the [Contact Information section](#) (on page 4) in the event you need to request a leave of absence. In order to receive a Governor’s School completion certificate, students are required to attend both the Opening Ceremony on June 23 and the Closing Ceremony on July 20, and miss no more than 3 academic days due to illness or granted leaves of absence.

Standards of Conduct

Students selected are ambassadors for their school and school division/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:

- Students shall not possess, smoke or use alcohol, marijuana, illegal drugs, contraband, paraphernalia, tobacco / vaping products.
- Students shall not possess or use any kind of weapon.
- Students shall not leave campus or designated areas at any time without permission from Resident Life Managers.

- Students shall not enter any undesignated areas/buildings without an instructor or Governor's School staff approval/supervision.
- Students shall not visit the residential buildings that they are not roomed in without specific permission and supervision.
- Students shall not steal, or borrow something from someone else without the owner's permission.
- Students shall not treat counselors, faculty, staff, presenters, students, or others on campus with disrespect or encourage others to do so.
- Students shall not intentionally damage the property of others.
- Students shall not commit any acts of violence (physical, verbal, or written) or exhibit volatile behaviors.
- Students shall not engage in bullying (cyber or verbal), post inflammatory / sexually explicit memes, texts, pictures, or use profanity/racial slurs or comments on any platform.
- Students shall not bring a vehicle or ride in one unaccompanied by Governor's School staff.
- 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.
- Students shall comply with all laws, 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 be asked to pick up the student from their dorm immediately. Parents of students discharged for poor conduct who do not retrieve their student from SRGS staff as requested, will retrieve the student from RU Police Headquarters. Student conduct dismissals are reported to the Virginia Department of Education (VDOE) for further follow-up by school districts/schools.

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

- Students shall check in to, and remain in, their designated residence hall by 9:30 p.m.
- Students shall remain in their assigned room between 11:00 p.m. and 6:45 a.m. Exceptions include personal or building emergencies, or planned morning or evening activities where students will be notified of curfew by counselors.
- Students must sleep in their assigned room every night.
- Students shall protect personal belongings by locking their assigned room any time they leave the room and at night.
- Students shall be on-time and participate in all scheduled activities. In the event of an emergency, students shall notify a counselor.
- Students shall tamper with exterior residence hall doors, fire alarms, or camp equipment.

- Students shall not invite non-Governor's School guests to visit on campus.
- Students shall properly wear their name tags at all time (unless otherwise instructed by a Governor's School staff or an Instructor)
- Students shall adhere to the dress code and change if asked to do so.
- Students shall not be late to check-ins or classes.
- Students shall not skip check-ins or classes.
- Students shall not engage in protests, demonstrations, defamatory speech, or unlawfully occupy a public building or campus facility.
- Students shall display attentive and coachable attitudes in the learning environments of the Governor's School.

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

- First infraction will result in a discussion and a corrective action plan with your group counselor. Infractions will be documented on a behavioral report form and may result in possible contact with parent/guardian.
- Second infraction will result in a discussion and a corrective action plan with your counselor. Infractions will be documented on a behavioral report form and will result in contact with parent/guardian.
- Third infraction will result in a final discussion and a corrective action plan with your counselor. Infractions will be documented on a behavioral report form and will result in contact with parent/guardian.
- Fourth infraction will result in a meeting with the Resident Managers to establish a documented behavioral correction plan. This Infraction will result in further contact with parent/guardian and referral to our Program Director.
- Fifth infraction will result in a meeting with the Director or Associate Director, and Resident Managers and will require a call to your parents/guardians.
- Further infractions and/or non-adherence to behavior contract will result in immediate dismissal from the program.
- In serious cases, the severity of the offense could result in an immediate expulsion from the program in order to safeguard the safety and dignity of the other members of the Governor's School and Radford University community.
- Rude, disrespectful, indignant behaviors in response to the Structure, Standards and Guidelines of the Governor's School will expedite the dismissal process. Students who are unwilling or unable to follow the expectations and standards of conduct outlined in this handbook should decline the invitation to attend.
- Infractions may include but are not limited to: Consistent tardiness, consistent failure to wear nametag, exploring Radford outside of Governor's School boundaries without counselor supervision, consistent participation in explicit conversation, defiant and aggressive behavior towards instructors, counselors, university staff, etc.

ResLife staff may enforce the infraction system at their own discretion and will provide the student with opportunities to correct their actions instead of documenting the infraction.

Repeated offenses must be documented. In the case of severe or chronic infractions, some steps may be omitted.

If a student is dismissed from the program, the parent(s) or guardian(s) will be contacted by the Resident Managers and/or the SRGS Director and will be required to pick up their student immediately in order to avoid an official discharge report to the VDOE.

In all incidents involving prohibited substances, sexual misconduct, and violence, and those in which parents do not immediately retrieve their students, the VDOE will be informed of the name(s) of students dismissed from the SRGS and reason for disciplinary dismissal.

If the nature of the offense is severe (Ex: criminal or volatile activity) the student may be held at the RU Police station until parent/guardian arrives. To de-escalate or mitigate volatile episodes, the student may not be notified parents are on the way until the parent arrives on campus.

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. Appropriate Governor's School staff and RU Police may search student belongings if there is reasonable cause that Standards or Guidelines are being violated.

All parents and students must affirm the rules and procedures in this Handbook.

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:

- Clothing should be neat, comfortable, modest, and appropriate to the setting in which students will be working or studying.
- Students should avoid clothing that reveals midriffs more than 1 inch, backs, posterior, or undergarments.
- Students should bring lightweight, mostly casual clothing and a few outfits appropriate for concerts and recitals.
- Air-conditioned residence halls and classroom spaces are kept cool. A sweatshirt or light jacket is recommended.
- Shoes and shirts must be worn at all times.
- Students should bring a modest swimsuit and shoes that can get wet. Swimsuits are only to be worn during designated water activities.
- Students should not bring garments with offensive graphic wording, symbols, or artwork.
- Governor's School staff reserve the right to ask a student to change out of any garment or article of clothing that is considered inappropriate.

Visitation

Outside visitors are not allowed at any time during Governor's School. This includes family members and friends. 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.

If you need to drop off an item for a student, please contact the Governor's School Office (refer to page 5) and a time will be set up for the Resident Managers to meet with you. Once again, parents are strongly urged to exercise restraint when sending care packages and parcels to their children during the summer program. An excessive number of packages to be sorted out and delivered to the students will take up significant time of the Counselors, when they should have been spent on supervising student learning activities and attending to their welfare.

Visitors 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, and provide a good call-back phone # in all communications to the Governor's School Office. 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, and Long Weekends). 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 limited. Students are allowed to carry their phones; however, they must store their phones away at the beginning of each class.

Cell phone use is prohibited at showcases, performances, films, and other designated group events. Cell phone use is allowed at any other time. Failure to comply will result in the loss of phone privileges.

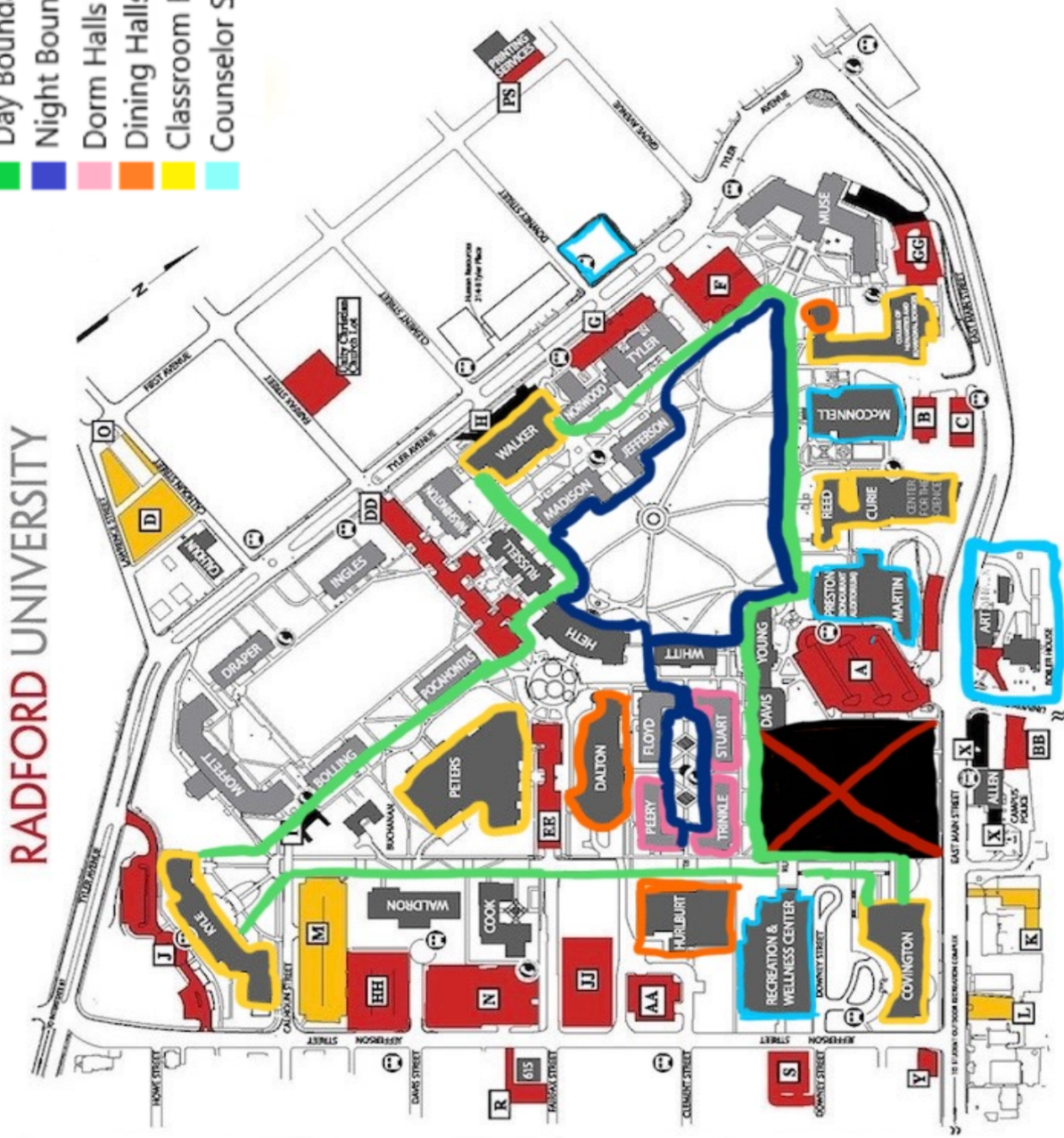
If parents/guardians need to contact a student during the day, they may email the Governor's School office at rugovschool@radford.edu. In the event of an emergency, parents/guardians can reach the student by calling Campus Police at (540) 831-5500 or the Resident Director at (276) 870-3972.

Campus Map

- Day Boundaries
- Night Boundaries
- Dorm Halls
- Dining Halls
- Classroom Buildings
- Counselor Supervision Needed



Virginia Governor's School
for Visual and Performing Arts
and Humanities



Packing

What to Bring to Governor's School

- Medicines/First Aid supplies/face masks
- A journal for reflective writing and journal exercises to synthesize learning experiences
- Supplies needed for your specific discipline (pens, pencils, paper, bookbag, instruments, music, art supplies, dance shoes/attire, exercise mat, etc.)
- Cell phone and charger
- Laptop computer
- Alarm clock/watch (please note that cell phones must be off in the classroom unless instructed otherwise by the instructor).
- One smart casual outfit for presentations and formal meetings
- 2-3 dressy outfits and plenty of comfortable casual clothing
- Tennis shoes, shoes for the water (must be closed toed, have a heel covering, and have hard soles), and modest bathing suit
- Hangers, quarters for laundry (roughly \$20), detergent, dryer sheets, laundry basket
- Pillow, blanket, extra-long twin bed sheets - pillows are not provided
- Toiletries, toilet paper, bath towels, shower curtain
- Broom, dustpan, and other cleaning supplies (especially for Move Out Day)
- Umbrella and/or raincoat, sunscreen, bug repellent, refillable water bottles
- Small trash can and trash bags
- Two Covid tests
- Beach towel and/or lawn blanket
- Neon and glow-in-the-dark dress articles or clothing for a "Neon Dance Party"
- Yoga mat for those who wish to practice weekday mornings with certified yoga teachers

For Fun Pack list (Not Mandatory)

- Snacks/utensils/bowls/plates/cups
- Ethernet cable (there is WIFI in the dorms)
- Power strips/surge protectors: per Radford University Policy, no extension cords
- Mini Fridge (Governor's School staff will not be responsible for carrying this into and out of the student's dorm room.)
- Students may bring a microwave under 1000 watts (there is a microwave on every floor of every dorm building)

What Not Permitted at the Governor's School

- Alcohol, illegal drugs, contraband, paraphernalia, tobacco / vaping products
- Weapons or injury-causing toys
- Cars, skateboards, longboards, bikes or rollerblades
- Laser pointers
- Candles, incense, matches or anything flammable
- Toaster Ovens or Coffee Makers
- Pets
- Extension cords

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 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 staff, university staff, and/or emergency personnel.

Off Campus

Students will be informed of campus boundaries at the beginning of the program. The "[Boundaries Map](#)" is located on page 15 of this handbook. Students may not leave designated boundaries on campus unless accompanied by Governor's School staff or their Instructor. Failure to comply will result in immediate dismissal from the program. Areas that are "out of bounds" also include any construction zones on campus.

Student Medical & Emergency

Any illness, whether slight or severe, must be reported to a Governor's School 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 Governor's School staff immediately. 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 present 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 medications with them, as needed. This includes Tylenol, Ibuprofen, decongestants, antihistamines, topical creams, and other o-t-c medications. Student medical history and information (provided on Camp Doc) 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. 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 staff and health care providers on a need-to-know basis.

Covid Protocol

Students must bring two Covid tests for their own use if needed. Specific dorms will be held to isolate students who are positive until their parents arrive. Students may return to the program as advised by a medical professional or prescribed under the prevailing medical guidelines. Those who cannot return may be readmitted to the program the following year.

Student Mental Health

Radford University Counseling Services and/or the New River Valley Community Services 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.

Counseling Services at Radford University or the New River Valley Community Services may also be called upon to intervene in non-crisis situations. In such instances, a determination by the SRGS Director, in consultation with NRVCS, will be made regarding a student's continuation with 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 the student within 24 hours of such communication from the SRGS Director's office.

It is imperative that parents report previous mental health episodes through the confidential SchoolDoc 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 while also protecting the safety and welfare of all students, staff, and faculty of the Governor's School, SRGS Resident Managers 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. Parents affirm this in the Handbook Waiver required in SchoolDoc.

Student Services

Library

The McConnell Library will be open daily during the summer. Governor's School students may use the library with the escort of a Governor's School counselor. Books may be checked out and must be returned within 4 weeks. Certain books (usually the more popular ones) may have a two week return date, as specified by Library staff. Lost books will incur a fee, and late books will result in a fine of \$0.25/day. DVDs and CDs may also be checked out and must be returned within 1 week. Lost DVDs/CDs will incur a fee, and late DVDs/CDs will result in a fine of \$1.00/day. Printing is also located in the library. All checked-out materials must be returned before you leave campus at the end of Governor's School.

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 Instructor when utilizing these facilities. If students are found without supervision outside of designated areas or outside of the designated hours for their use, appropriate disciplinary action will be taken.

Recreation and Fitness Facilities

Some university recreational facilities will be available on a scheduled group basis for student use, including the Student Recreation and Wellness Center.

Per the Student Recreation 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 (in SchoolDoc) and the student is familiar with the use of free weights.

Students may bring equipment to use such as: football, soccer ball, frisbee, jump ropes, aerobic/yoga attire and mat, etc. Weekend activities may include hiking/river outings, so students should also bring tennis shoes, shoes for the water (must be closed toed, have a heel covering, and have hard soles), beach towels, and a bathing suit. Please Note: soccer, tennis, and swimming facilities are not located on the main RU campus and may not be available for Governor's School students.

Meals & Snacks

The first meal of the program is dinner on Sunday, June 23 from 4:30 p.m. – 6:00 p.m. The last meal of the program is brunch on Saturday, July 20 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 drink and snack vending machines. Students are welcome to bring their own non-perishable snacks with them as well. Please provide appropriate food storage containers if so.

Lunch and Dinner include a full buffet with selections of 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 scheduled meeting on Sunday, June 23.

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. 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 rooming 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 SchoolDoc registration informs our staff in making room assignments.

Visitation between different dorm halls without counselor supervision is not permitted at any time. If you need any special housing accommodations, please make note in the housing survey, the allied housing survey question in SchoolDoc, and/or contact the Governor's School Office via email. Students are responsible for the care and preservation of the residence hall room and common areas during their Governor's School stay. 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. Washers and dryers are operated by the CSC GO app. Download the app from the Apple Store or Google Play. To report a malfunctioning washer or dryer or request a refund, please do so under the Request Service feature on the CSC GO App. Students may view washer/dryer availability through the RU Mobile App (laundry tile) or via the CSC GO App. Laundry detergent and softener may be purchased in the bookstore.

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: Washer - \$1.75, Dryer - \$1.50.

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 Wi-Fi 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 modest 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 SchoolDoc.

Program Structure

On weekdays, students will have breakfast and morning activities starting at 7:00 am.

Classes will operate between 9:00 am and 5:00 pm, with a break for lunch between 12:00 pm and 1:00 pm.

Dinner is served between 5:00 pm and 6:00 pm. Students then participate in supervised activities during the evenings.

On the weekends, brunch is served between 10:30 am and noon. Dinner is still served between 5:00 pm and 6:00 pm and supervised activities will be available throughout the day and during the evenings. We will have a variety of off-campus activities which will be fully supervised, and students can choose the activities they wish to attend.

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.

A goal of the program is to ameliorate partisan divisiveness and promote civil discourse in our community. Our program brings together students of diverse ideological perspectives and encourages enlightened conversation through diverse topical courses, seminars, guest lectures, and informal discussion groups.

Worship Services

Students at the Governor's School at Radford University are given the opportunity to practice their faith through student led and virtual services of their choice. No official religious services are provided on-campus and no travel off-campus is permitted for religious services.

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 (more than \$3,000 per student).

If a serious issue arises, parents should contact our Governor's School office in the appropriate ways outlined in this handbook. As part of the collegiate atmosphere we enjoy at Governor's School, parents are asked to allow their students the independence and autonomy to learn and grow in a supervised pre-college environment.

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 Humanities and the Visual & Performing Arts at Radford University, you verify – and will affirm – as parents and students that you have read through, understand, and agree to follow all of the procedures and protocols outlined in this handbook.

Directions To Radford University

From Interstate 81, take Exit 109 onto Route 177/Tyler Avenue. Once on Tyler Avenue, follow it into Radford. The edge of campus is at the third traffic light (*at Jefferson Street*). Turn right onto Jefferson Street and look for Lot JJ.

We can't wait to see you all in June!



Itinerary Upon Arrival

- Parking will be available in Lots JJ, M, H, AA, R, and S
- Check-in with Residential Life Managers and Counselors for Registration and Waivers checks
- Walk to the Hurlburt “Bonnie” Student Center to receive your rooming assignments, room key, nametag, ID card (for swipe access into your dorm hall), and WIFI credentials.
- Be aware! No bins will be available for move-in day. Please pack accordingly.
- Counselors will guide students to their assigned dorms. Counselors are not responsible for carrying luggage.