

# FUQUA SCHOOL

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## STUDENT-PARENT HANDBOOK 2023-2024

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[www.fuquaschool.org](http://www.fuquaschool.org)

**Paul “Chance” Reynolds, Head of School**

*Revisions made to the Handbook during the academic year are included in the online version.*

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# SCHOOL CALENDAR AUGUST 2023 – MAY 2024

## **August**

8-9 New Teacher Orientation  
10-11,14 Teacher Workdays  
15 First Day of School

## **September**

4 Labor Day (school closed)  
22 Parent-Teacher Conferences/  
Teacher Workday (no classes)

## **October**

6 End of 1<sup>st</sup> Quarter – noon  
dismissal  
9 Teacher Workday (no classes)

## **November**

3 Professional Development Day  
(no classes)  
20-24 Thanksgiving Holidays  
(school closed)

## **December**

11-13 Senior Exams  
13-15 US Exams – noon dismissal  
15 End of 2<sup>nd</sup> Quarter/1<sup>st</sup> Semester  
Winter Break Begins – noon  
dismissal  
18-Jan.1 Winter Break (school closed)

## **January**

2 Teacher Workday (no classes)  
3 Classes Resume  
15 MLK Day (school closed)

## **February**

16 Professional Development  
Day (no classes)  
19 Presidents' Day (school closed)

## **March**

8 End of 3<sup>rd</sup> Quarter  
11 Teacher Workday (no classes)  
29 Good Friday (school closed)

## **April**

1-5 Spring Break (school closed)

## **May**

3 Grandparents' Day - noon  
dismissal  
20-22 Senior Exams  
22-24 US Exams – noon dismissal  
24 End of 4<sup>th</sup> Quarter/  
2<sup>nd</sup> Semester  
Last Day of Classes – noon  
dismissal  
Commencement

## **MISSION STATEMENT**

The mission of Fuqua School is to create a safe and supportive learning environment which fosters the development of boundless individual potential.

### **Belief Statements**

- Education is the collaborative responsibility of students, teachers, administrators, and parents.
- Learning is enhanced through the blending of advanced technologies, strong curriculum, and proud traditions.
- High expectations promote optimal growth and personal accountability.
- Integrity, ethics, leadership, and service must be honored and developed.
- An effective learning environment provides a balance of academic, artistic, athletic, and social opportunities.
- Diversity strengthens a school community and should be embraced.
- A strong sense of teamwork and mutual respect are imperative for a school to flourish.
- Fuqua School Values: honesty, responsibility, kindness, compassion, respect, commitment, perseverance, cooperation, and fairness.

## **DIVERSITY AND INCLUSION STATEMENT**

Diversity strengthens a school community and should be embraced. Embracing diversity means helping people through a commitment to continued education about multi-cultural topics, meaningful dialogue about social identity, and access to opportunities and resources that will enable all members of the Fuqua community to thrive. We believe all students benefit from this focus on social responsibility and inclusiveness. Our goal is for each member of the Fuqua community to demonstrate respect for the dignity of every person.

## **NOTICE OF STUDENT NONDISCRIMINATORY POLICY**

Fuqua School admits students of any race, sex, color, national and ethnic origin, or religion to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, sex, color, national and ethnic origin, or religion in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

**THE RURAL EDUCATION FOUNDATION  
BOARD OF TRUSTEES**

Joyce Eggleston, Chair

Kathy Andrews	Kathleen Seiler
Robert Atkinson	Anabelle Thurston
John Gantt	Blake Tucker
Darrell Hodges	Donna VanCleave
Sandra Moss	Hunter Watson
Cam Patterson	Chance Reynolds, ex officio

**ADMINISTRATION/SUPPORT PERSONNEL**

Chance Reynolds – Head of School

Tyler Cristo – Athletic Director

Jennings Custis – Upper School Dean of Students

Sonya Edmonds – School Counselor

John Ellington - Director of Operations & Food Services

Tammy Frank – Director of Alumni Relations

Tyler Gage – Director of Admissions, Marketing, and Communications

Marie-Helene Godin - Business Manager

Teri Harris – Upper School Administrative Assistant and Registrar

Ashley Newcomb - Administrative Assistant to the Head of School

Linda Shepherd – Upper School Food Service Supervisor

Diane Stubbins – Upper School Head

Mary Quinn Ferguson – Lower School Head and Curriculum Coordinator

Krystal Tucker – Director of Development

Tory Wade – Lower School Administrative Assistant

# **GENERAL INFORMATION**

## **ABOUT FUQUA SCHOOL/ACCREDITATION**

Fuqua School is an independent, co-educational, non-sectarian day school enrolling approximately 300 students in pre-kindergarten through grade twelve. These students reside in 11 counties in Southside Virginia. Students consistently score above the national average on standardized achievement tests and the Scholastic Aptitude Test (SAT), and 98% are accepted to college or post-secondary institutions. The school is accredited by the Virginia Association of Independent Schools (VAIS). It is governed by the Rural Education Foundation Board of Directors.

Fuqua School was endowed by the late J. B. Fuqua, an Atlanta businessman and philanthropist, and his wife, Dorothy. The initial gift was in the amount of \$10,000,000 with the challenge that the school embrace Mr. Fuqua's vision of becoming a model of educational excellence for rural America. Additional contributions were made in subsequent years, including a \$5,000,000 endowment given to the school upon Mr. Fuqua's death.

Located on a 60-acre campus in the "Heart of Virginia", Fuqua School facilities include: two gymnasiums and two stages, the Gee-Price Building, two library media centers, a science laboratory, a nature trail, two music centers, two art centers, two Science, Technology, Engineering, Arts, and Math (STEAM) Labs, cafeteria facilities, extensive athletic fields, sand volleyball courts, a weight room, and playground areas. Fuqua School is a Certified Wildlife Habitat™.

## **ARRIVAL AND DISMISSAL**

Students should arrive at school no later than 8:25 A.M., when classes begin, and should report directly to their assigned classrooms. Unless their child is enrolled in the morning or afternoon Falcon Care Program, lower school parents should not leave their child at school before 8:15 A.M., as appropriate supervision is unavailable. Upper school students may be brought to the Upper School Library no earlier than 8:00 A.M.

No supervision is provided to upper school students after our 3:20 P.M. dismissal. Students must leave the campus by their usual means of transportation unless their parents/guardians have notified the school office that they may do otherwise. 6<sup>th</sup> grade students participating in sports must ride the bus to the upper school to report to practice.

For arrival/morning drop off and pick-up in the afternoons, parents are to follow the traffic patterns as indicated on the map on page 70 and 71.



Lower school students are dismissed at 3:10 P.M., and are escorted to the bus, Falcon Care, or remain outside of the classrooms (for students being picked up by parents). Due to the heavy traffic at both arrival and dismissal time, 6<sup>th</sup> grade students will not be permitted to walk up the hill to sports practices, to meet an upper school family member who drives, or to catch the bus, etc.

Upper school students are dismissed at 3:15 P.M. Parents of upper school students who drop off or pick up their child must enter the school via Barber Street both before and after school. All students are to be picked up or dropped off at the Bell Tower following the traffic pattern on the map on page 71. Upper school students who drive to school should arrive and depart using Fuqua Drive in order to avoid interfering with the loading and unloading of buses and parent traffic.

## **SCHOOL BUS TRANSPORTATION**

Transportation between the school and designated stops throughout the 11-county area is provided to Fuqua School students for a fee (see page 15). All students are expected to cooperate with the bus driver in conducting themselves properly and in helping to keep the bus clean and safe. School bus rules are posted on each bus and also appear on page 62 of this handbook.

Students are expected to be at the bus stop when the bus arrives and to take their seats immediately upon entering the bus. If a student is not riding the bus on a particular day, parents are asked to ensure that the driver is advised.

## **FALCON CARE PROGRAM**

Lower School: The Falcon Care Program operates on the lower school campus. The morning session begins at 7:15 A.M., and the afternoon session begins at 3:10 P.M. Students must be picked up in the afternoon no later than 5:30 P.M. Late fees do apply.

This program operates only on days when classes are in session for the full day; afternoon Falcon Care is not available on half days and morning Falcon Care is not available on delayed openings. Further information and a fee schedule are available through the lower school office or on our website.

## **FOOD SERVICES**

Fuqua offers hot and cold lunch options daily. Lunch orders are generated online using the RenWeb Parent Portal ordering system. The upper school has break items that can be ordered online as well. Lunch menu options for all students include chicken nuggets, cheeseburgers, ham and turkey sandwiches, fruit cup, spaghetti, chicken breast sandwich, and local vendor pizza.

Beverages include milk, juice, and water. Desserts include ice cream, homemade chocolate chip cookies and brownies. Gluten-free and nut-free options are available.

Fuqua School strives to combine variety, good nutrition, convenience, and flexibility in its food services program. Menus are provided to parents on the RenWeb Parent Portal. Any questions concerning the food service program should be directed to the Director of Operations. Any billing issues should be addressed with the Business Office. It is the responsibility of students and families to order all lunch items no later than 8:00 A.M. daily.

### **SCHOOL STORE**

The school store is located in the Upper School Office. It offers all sizes of Fuqua School clothing and spirit gear. Online shopping options are available seasonally. Proceeds from the school store are used to support the instructional program.

### **SCHOOL WEBSITE**

The Fuqua School website is a comprehensive resource for parents, students, faculty and staff, alumni, prospective families, and the community.

The website shares the mission, programs, accomplishments, activities, and services of Fuqua School. The web address is [www.FuquaSchool.org](http://www.FuquaSchool.org).

### **DAILY ANNOUNCEMENTS**

School announcements are made daily over the school's intercom and by homeroom teachers related to upcoming events and special recognitions. Parents may access the daily announcements via school email.

### **GOOGLE CLASSROOM**

Students can view Google Classroom pages. These are updated regularly by the teachers and contain timely information about class activities, projects and resources, and reminders. More information about Google Classroom pages will be provided by your child's teacher(s).

### **SCHOOL TELEPHONES**

Telephones are located in every classroom and school office. Students may use school telephones only with permission from a teacher or administrator.

## **EMERGENCY DRILLS**

Emergency drills are required by law and are an important safety precaution. All students are expected to obey orders promptly and follow all safety procedures when the emergency signal begins.

## **ACCIDENT AND ILLNESS**

Should a student become ill during the school day, a staff member will contact the parent or a listed emergency contact person to arrange for the child to leave school.

If illness is apparent or if a child has thrown up or had a fever within the past 24 hours, parents should not send their child to school. In cases of pink eye, a child should not return to school until he/she has been on medication for 24 hours. Upon return to school, a doctor's note will be required.

Students with chronic or severe illnesses/conditions who are absent for more than three consecutive days will be required to provide verification from a physician that they are able to return to school and will not pose a health risk to other students.

If an accident occurs, it is reported to the division office, an accident report is completed and proper medical referrals are made, and parents are notified when necessary.

Each student is required to have a "Health Information and Emergency Release" form on file in the school office indicating parental wishes regarding emergency medical problems.

## **MEDICATION**

All prescription medicine to be taken at school must be accompanied by a doctor's orders, prescription, by a parent's written permission, and a completed Medical Authorization Form located in the division offices. All medications must be in their original containers and clearly labeled. In most cases, pharmacists will divide the medication so one container can be left at school and one at home (parents must request this service at the time the prescription is filled). Tylenol, Motrin, and Benadryl can be administered to students (with the exception of pre-kindergarteners) per the directions on the container on a one dose basis with written or oral permission from the parent or guardian.

Medications for all students must be hand delivered to the school by the parent or an adult designated in writing by the parent unless other arrangements are made through the office.

Under no circumstance may a student take any prescription or non-prescription medication without consulting the division office's administration. Medication should never be shared between students.

Basic first aid medications will be administered when necessary according to the Medication Release signed annually by the parent as part of the application process.

## **CAREER AND COLLEGE ADVISEMENT**

Fuqua School offers Career and College Counseling with the Upper School Dean of Students who offers support to students and families on questions related to academic planning and preparation for college and careers.

The Upper School Dean of Students works closely with each student beginning their freshman year to offer guidance on annual course selection, testing preparation for PSAT/SAT/ACT, and all phases of the college search and admissions process. Students receiving services through an Individualized Service Plan throughout the year that are planning to take the SAT or ACT, will need updated educational testing (within the last year) to provide to the College Board to receive accommodations on those assessments.

## **SCHOOL COUNSELING SERVICES**

Our counseling services offer a full array of support to Fuqua's students to include everything from assistance with educational and vocational choices to personal, social, and emotional development. Our school counselor works in conjunction with the Head of School, Lower School Head, Upper School Head, and College Counselor to support and guide students depending on their individual needs.

Fuqua's School counseling program offers support in both individual and group settings based on the student's need. The counselor is not only available to support students with social, emotional, and personal development, but also ensure students' academic and educational needs are being met.

## EMERGENCY SCHOOL CLOSING

In cases of Fuqua School's closing, delayed opening, or early dismissal in the event of inclement weather conditions or other emergencies, information will be relayed primarily through the RenWeb Parent Alert (text/email) and the school's website as well as radio, television, and Fuqua School's social media, when applicable. All families will be notified as quickly as possible after a determination has been made.

### Website

[www.FuquaSchool.org](http://www.FuquaSchool.org)

### Radio

WVHL (92.9 FM) Farmville

### Television

WTVR – Ch. 6 – Richmond  
WRIC - Ch. 8 - Richmond  
WWBT - Ch. 12 - Richmond  
WSET - Ch. 13 - Lynchburg

During periods of inclement weather, a variety of road conditions may exist due to the broad geographic area Fuqua School serves. All of these conditions are considered in making the decision regarding whether or not to close school.

When the school operates on a regular schedule, bus drivers have the authority to delay leaving their area if, in their judgment, road conditions are questionable. They also have the authority to cancel their route altogether, with permission from the Head of School, if they believe conditions are too dangerous for travel. When either occurs, the driver will call each family to let them know about the delay or cancellation. Students are not counted as tardy or absent should the decision be made by the driver to delay or cancel a specific route.

In addition, the school will honor the judgment of the parent and not count a student tardy or absent if the parent elects to delay the arrival of the student or to keep the student at home due to road conditions where they live.

If there is a delayed opening of school, morning Falcon Care will not be provided; if there is an early dismissal, afternoon Falcon Care will not be provided.

## **VISITORS**

Visitors are welcome at Fuqua School. If interested in visiting a classroom space, please reach out and schedule a time with the teacher. All visitors, including parents and family members, must check in at the administrative office and receive a visitor's pass, then check out from the office when leaving campus.

Student visitors are not permitted unless they have secured advance permission from the division head.

All deliveries should be made to the upper or lower school office where they will be picked up by the student. This includes student lunches, flower/balloon deliveries, changes of clothing, forgotten school items, etc. Food deliveries to students from third parties such as Wayfast, DoorDash, etc. are prohibited. Parents and relatives may make such deliveries, but students may not go to cars to pick up items.

## **PARENT-TEACHER CONFERENCES**

All parents are encouraged to attend conferences in the fall. Parents wishing to have a conference with a teacher or other school personnel at another time should call the lower or upper school office at least 24 hours in advance, if possible, to arrange an appointment. Impromptu conferences in the parking lot or classroom are likely to be unsatisfactory for all concerned, whereas one that is scheduled and carefully planned for is likely to be more productive.

## **PARENT, TEACHER, STUDENT ASSOCIATION (PTSA)**

The mission of the Fuqua School Parent, Teacher, and Student Association (PTSA) is to provide support for the educational objectives of the school through fundraising, volunteer services, and parent education. All parents, students, and teachers are members of the PTSA, but the work is done primarily through committees under the leadership of the PTSA Board of Directors. The Head of School serves as an ex officio member.

Parents and other family members are encouraged to get involved with the many PTSA volunteer activities and may do so by contacting the school.

## TUITION AND FEES

### Lower School Tuition

Grades PK-6 \$8,100

### Upper School Tuition

Grades 7-12 \$8,700

### Enrollment Deposit

\$350

Required to hold space for your child.

This deposit is deducted from tuition for re-enrolling students if paid by April 1.

### New Student Fees:

**Application Fee** \$100

Required of all new students making application

*\*Any student who participates in an official Admissions tour and enrolls will receive a \$50 credit which will be applied to the student's tuition account*

**Student Assessment Fee** \$250

**Enrollment Deposit** \$350

Required to hold space for your child once acceptance is offered. This deposit is deducted from tuition for new students if received by July 1.

### Optional Services:

**Bus Transportation** \$1,000 (one rider)

Required annual charge for all students who use Fuqua School transportation to and/or from school on a regular basis. This does not apply to field trips or to other school sponsored trips.

Occasionally circumstances warrant the use of bus transportation by a child who does not otherwise ride on a regular basis. Fuqua School will accommodate this service free of charge up to 20 days per year per student.

### **Falcon Care (Grades PK-5)**

Morning Session	7:15am – 8:15am; M-F	\$5.50 (per child, per day)
Afternoon Session	3:15pm – 5:30pm; M-F	\$12.50 (per child, per day)
Late Charge		\$15.00 (each 15 minute interval after 5:30pm)

## **METHODS OF PAYMENT**

All tuition will be invoiced using FACTS online billing. Arrangements for full payment of tuition must be made through one of the options listed below. Your financial obligation to the school is for the full annual tuition as stated in the school's enrollment contract. The school cannot refund tuition or cancel unpaid obligations if your child(ren) is forced to withdraw during the academic year. Tuition Refund Insurance (TRI) is required for parents using the Two Payment or Monthly Payment Plans. TRI is calculated as 2.75% of full tuition. TRI is optional for parents using the One Payment Plan.

**One Payment Plan** - Tuition is due August 1<sup>st</sup>.

**Two Payment Plan** – Tuition is due August 1<sup>st</sup> or 15<sup>th</sup> and January 1<sup>st</sup> or 15<sup>th</sup>.

**Monthly Payment Plan** – Tuition is due in twelve monthly installments on the 1<sup>st</sup> or 15<sup>th</sup> day of each month (August – July).

## **FINANCIAL ASSISTANCE**

Our commitment to educational equity is a fundamental component of the Fuqua School philosophy and a core belief of Mr. J.B. Fuqua when he founded the school. To help us objectively assess what a family can contribute to education expenses, Fuqua uses FACTS as a trusted third party resource. A FACTS processing fee is required with submission of application. Notification of financial assistance awards are released after the application is verified through FACTS. Decisions about admission and financial assistance are two processes that are distinctly separate.

Financial assistance is granted on a first come, first serve basis and funding for this program is limited. Families who wish to pursue financial assistance should apply by March 1.

Fuqua School offers a multi-child discount for families with three or more children enrolled. A 15% discount will be applied to tuition beginning with the third child and each subsequent child.



# ACADEMIC LIFE

## DAILY SCHEDULES

### Lower School

Lower school hours are from 8:15 A.M. to 3:10 P.M. Lunch is scheduled between 11:10 – 12:40, and each lunch period lasts approximately 45 minutes. The lower school day is flexible and may vary on occasion.

### Grades 7-9

Upper school hours are from 8:25 A.M. to 3:15 P.M.

8:25 - 9:15	First Period	11:55 – 12:40	Lunch
9:20 - 10:05	Second Period	12:45 – 1:30	Sixth Period
10:05 - 10:15	Break	1:35 – 2:20	Seventh Period
10:15 - 11:00	Third Period	2:25 – 3:15	Eighth Period
11:05 – 11:50	Fourth Period		

### Grades 10-12

Upper school hours are from 8:25 A.M. to 3:15 P.M.

8:25 - 9:15	First Period	11:55 – 12:40	Fifth Period
9:20 - 10:05	Second Period	12:45 – 1:30	Lunch
10:10 - 10:55	Third Period	1:35 – 2:20	Seventh Period
10:55 - 11:05	Break	2:25 – 3:15	Eighth Period
11:05 - 11:50	Fourth Period		

## **CURRICULUM**

Fuqua School's comprehensive curriculum reflects rigorous academic standards and incorporates aspects of the Virginia Standards of Learning. It is continually under review and is updated from year-to-year in order to respond to student needs and to ensure the inclusion of new skills and concepts.

The academic program is designed to respond to the individual needs and interests of each student. Each student at the lower school level is assessed in the areas of language arts and mathematics to determine his/her appropriate instructional level.

The upper school offers a wide range of courses based upon individual interests and performance levels, including advanced placement, honors, and college course options.

### **Lower School**

#### **Fuqua School's Pre-Kindergarten Program**

Fuqua School's pre-kindergarten (PK) program is the first step in your child's educational journey at Fuqua School. Important to this environment is an emotional climate that is loving, nurturing, and safe, as well as an educational climate that is stimulating, enriching, and challenging. Our goal is to strengthen each child's physical, social, emotional, and cognitive development to extend beyond their pre-kindergarten years. Our program provides students the opportunity to use hands-on exploration and stimulating materials to extend curricular concepts at his or her own level. Students enrolled in our classes also have the opportunity to attend our programs in STEAM, Spanish, media and technology, physical education, art, and music on a weekly basis. A partnership, which includes close communication between home and school, is maintained to provide the best educational experience possible for each child.

Students attending the PK program must be at least 4 years of age on the first day of the school year and be toilet trained. A toilet training policy is in place and is found in our PK Handbook. Fuqua School's PK program is fully licensed by the Virginia Department of Education.

## **Fuqua School's Kindergarten-6<sup>th</sup> Grade Program**

### Core Subjects (taught primarily by the regular classroom teacher)

Language Arts, Math, Science, History/Social Studies

### Special Area Subjects (taught primarily by a special resource teacher)

Art	General Music (PK - Grade 5)
Media/Technology	Band (Grade 6)
Physical Education*	Spanish
STEAM Lab	Advisory

\*All students have at least 30 minutes of physical activity daily (physical education class and/or supervised recess).

## **Upper School – Grades 7 and 8**

### Course of Study

<u>Grade 7</u>	<u>Grade 8</u>
Language Arts 7	Language Arts 8
Mathematics 7 or Pre-Algebra	Pre-Algebra 8 or Algebra I*
Life Science	Physical Science
Civics & Economics	World Geography
Physical Education/Health	Physical Education/Health
Technology/Spanish/STEAM Lab	STEAM Lab/Spanish
Junior Band OR Art	Junior Band OR Art

\* Algebra I note: In order for students to take Algebra I in grade 8, they must demonstrate independence in learning and attain a higher level of achievement in Pre-Algebra 7. Students must also demonstrate a readiness for Algebra on an Algebra readiness test and on standardized testing. Students who take Algebra I in grade 8 do receive upper school credit for the course, but it does not impact a student's overall GPA at the upper school.

## Upper School – Grades 9-12

### Course of Study/Core Courses (recommended progression)

*For additional information, see Notes Regarding Core Courses and Electives.*

#### Grade 9

Honors English or English 9  
Honors Geometry or Algebra I  
Earth Science  
World Studies 9  
Spanish I  
STEAM Lab/Technology  
Elective

#### Grade 10

Honors English or English 10  
Honors Algebra II or Geometry  
Biology  
Honors World Studies 10 or  
World Studies 10  
Foreign Language (Spanish I or Latin II)  
Health/Driver's Ed.  
Elective

#### Grade 11

AP English Language or English 11  
Algebra II or Honors Pre-Calculus  
Honors Chemistry or Chemistry  
AP U.S. History or U.S. History  
Spanish III  
Communications or Bridge Builders  
Elective

#### Grade 12

AP English Literature or English 12  
Honors Pre-Calculus or  
Honors Calculus I  
AP U.S. Government or  
U.S. Government  
Spanish IV  
AP, Honors, or CP Science  
Internship, Externship, or  
College Course  
Elective

### Electives (offered in rotation)

AP, Honors, or CP Science Elective  
Environmental Science  
Anatomy  
Physics  
Economics/Personal Finance  
World Religions  
Psychology  
Yearbook  
Introduction to Art  
Advanced Art  
Band  
Theater  
Fitness

Marketing and Entrepreneurship  
Technology/STEAM  
Externship/Internship  
Independent Study  
College Classes

### Core Courses and Electives

1. Science: Students must have completed Earth Science and Biology prior to enrolling in Chemistry, Anatomy, Physics, or Psychology. Students must have completed Biology prior to enrolling in AP Biology.
2. Math: Students making below a C- in math must develop a math remediation plan with the Upper School Head and Math department in order to advance to the next level. Students must have completed Algebra II to enroll in math electives with the exception of general diploma students.
3. Fitness: 1) In grades 9-12, participation in two seasons at the J.V. or varsity level interscholastic team sports program may be substituted for fitness. This includes roles as managers, score keepers, and players. Outside fitness-related activities, such as dance or martial arts, may be substituted for fitness at the discretion of the Upper School Head.
4. Creative Arts: The following courses meet this requirement and may be taken at any point prior to graduation: Yearbook, Art, Band, and Theater.
5. Honors and AP Courses: Students must have demonstrated advanced performance and obtain the recommendation from the teacher and/or Upper School Head to enroll in these courses. See #10 – Weighted Credit.
6. Externships/Internships: Externships/Internships are supervised learning opportunities under the guidance of a Fuqua School teacher/staff member or approved outside professional. All externships/internships are coordinated through the upper school office.
7. Independent Study/Online Classes: 1) An independent study/online classes may be taken only in cases where the student is blocked out of a required class and has taken Fuqua School's recommended progression of courses annually, or through special permission granted by the Upper School Head. 2) No independent study/online classes may be taken as an Honors or AP option unless special permission is granted by the Upper School Head.

8. College Classes: Students must have demonstrated outstanding performance and secured approval from the Upper School Head to enroll in a college class. All college classes count as both college and high school credit – see #10 – Weighted Credit, and “Extended Campus Program”, page 28.
9. Above Level Classes: Classes designated for grades 11 and/or 12 may be taken by students in grades 9 or 10 only with special permission from the Upper School Head.
10. Weighted Credit: All AP, Honors, and core academic college courses are weighted. A core academic college course may also count as one of the three AP courses required for the advanced studies diploma.
11. Class Load: Students must carry a full load of classes unless special permission is granted by the Upper School Head.

## GRADUATION REQUIREMENTS

Students have the option of pursuing one of three diplomas: a general high school diploma, a college prep diploma, or an advanced studies diploma. A seal on the diploma reflects which option was earned, and transcripts will indicate which program of study was followed. Due to the transition to a new schedule, graduation requirements will be adjusted to reflect these changes.

<u>Required Subjects</u>	<u>Adv. Studies*</u>	<u>College Prep**</u>	<u>General***</u>
English	4	4	4
Math	4	3	3
Science	4	3	3
Social Studies	4	4	4
Foreign Language	3	2	0
Fitness	1	1	1
Health/Driver Ed.	1	1	1
Creative Arts	1	1	0
Communications or Bridge Builders****	1	1	1
Electives	<u>8</u>	<u>8</u>	<u>9</u>
<b>Total</b>	31	28	26

\*Students pursuing an advanced studies diploma must include at least 8 advanced classes (AP, Honors, or qualifying college courses, see #10, page 22) in their course selection during the four high school years. These classes must include at least 3 AP or 2 AP and one qualifying college course. These students may take 3 years of one language or 2 years of two different languages.

\*\*Students pursuing a college prep diploma must include Algebra II and Chemistry in their course selection.

\*\*\*Economics/Personal Finance may count as a math credit for the general diploma.

\*\*\*\*Communications requirement for Class of 2024 is waived.

**Community Service required for graduation:** 45 hours for the Class of 2024 (60 hours beginning with the Class of 2025) (see page 27) Upon enrollment, transfer students are required to complete 15 hours of community service per year.

## **EVALUATION OF STUDENT PERFORMANCE**

The academic year is divided into four quarters. A progress report is provided midway through each quarter for grades K-12, and a report card at the end of each period for grades PK-12. School-wide parent-teacher conferences are offered annually; however, parents may request a conference at any time.

### **Lower School - Academic**

Report cards are provided for all lower school students in grades PK-6 at the end of each quarter. The report cards provide information regarding mastery of specific skills, quality of student work, and behavior (student effort, social and emotional development). The system also indicates where a child is performing in reading and math regarding grade level expectations. At the 4<sup>th</sup> – 6<sup>th</sup> grade levels, students also receive grades in the areas of language arts, math, science, and history, using the upper school academic grading scale listed below.

#### **Academic Grading Scale for PK Students**

D= Developing; Child is demonstrating skill intermittently

S= Secure; Child consistently demonstrates skill

N= Not yet demonstrating skill

Blank box= Skill not yet taught and/or assessed

#### **Academic Grading Scale for K-3 Students and for All Special Area Classes in Grades K-6**

E= Exceeds Expectations (100%-93.5%)

M= Meets Expectations (93.4%-76.5%)

B= Below Expectations (76.4%-0.0%)



## Upper School - Academic

The final grade for upper school courses in grades 9-12 is comprised of the following:

- 20% - grade for first quarter of the semester
- 20% - grade for second quarter of the semester
- 10% - midterm
- 20% - grade for third quarter of the semester
- 20% - grade for fourth quarter of the semester
- 10% - final exam

A student who receives an “incomplete” must finalize all course requirements within two weeks of the end of the quarter unless an exception has been approved by the division head.

## Grades 4-6 and Upper School - Academic

### Academic Grading Scale and Grade Point Average Conversion

A+ (97-100) = 4.3	B+ (87-89) = 3.3	C+ (77-79) = 2.3	D+ (67-69) = 1.3
A (93-96) = 4.0	B (83-86) = 3.0	C (73-76) = 2.0	D (63-66) = 1.0
A- (90-92) = 3.7	B- (80-82) = 2.7	C- (70-72) = 1.7	D- (60-62) = 0.7
F (below 60) = 0			

## TESTING

The School conducts routine standardized testing to compare the progress of Fuqua School students with the performance of other students nationally and to assess individual growth. Test results are important for ongoing evaluation and to show progress and improvement over time. Diagnostic testing is also conducted to provide information regarding appropriate instruction for each student.

### Lower School Diagnostic Testing

Prior to entering kindergarten, students are given a school-readiness assessment. In grades kindergarten through 6, diagnostic reading and math instruments are used to provide information regarding each student’s instructional level and to assess academic progress throughout the year. A standardized test is administered annually to students in grades 2-6.

## **Upper School Standardized and Diagnostic Testing**

Upper School students are required to take standardized tests annually such as the Pre-Scholastic Aptitude Test (PSAT), Scholastic Aptitude Test (SAT), or alternate diagnostic testing as appropriate. Juniors and Seniors are also encouraged to take the ACT or SAT at least twice during their junior and/or senior years. Additional evaluative testing may also be administered.

## **AP Testing**

Upper school students who take an Advanced Placement (AP) course must take the AP exam for that course in order to qualify for possible exemption at the college level. Although a student taking an AP course is not required by Fuqua School to take the AP exam, consideration by a college for exemption is given only to students who are tested and earn a qualifying score.

## **GRADE POINT AVERAGE**

Grade point average (GPA) is calculated by dividing the total number of credits taken by the total number of quality points earned. Quality points are earned for regular classes using the scale on page 25. Final grades in AP and Honors level classes are weighted; +1 quality point. These courses make it possible for a student to end the year or graduate with a GPA in excess of 4.3.

Algebra I taken during 8<sup>th</sup> grade counts as high school credit; however, the grade for the course is not averaged into the upper school GPA.

## **EXAM EXEMPTION**

All upper school students in grades 9-12 are required to take course exams. Seniors who have earned an A average in the course are exempt from the final exams in the spring. Students in grades 7 and 8 will take assessments during the exam periods, but these scores will be applied to the current grading period.

## **DROP/ADD**

At the upper school level, once the academic year has begun, a student has one week in which he/she may drop a class, provided there is another class into which the student can transfer and make up missed work. After that time, a class may be dropped only at the discretion of the Upper School Head in consultation with the classroom teacher.

## COMMUNITY SERVICE

In an effort to encourage responsible citizenship, beginning with the Class of 2025, Fuqua School students are required to complete 60 hours of community service in the upper school as a requirement for graduation. Participation in community service provides opportunities for students to become involved in the needs and concerns of others and acquaints them with organizations that work to meet those needs.

Students are required to complete a minimum of 15 hours each year; 5 of those hours must come from volunteering at Fuqua. For a student transferring into the upper school, the number of community service hours required is determined by the number of years in attendance at Fuqua School. Community service hours can be credited if earned through a 501(c)3 non-profit organization.

Students who wish to complete 25 hours or more of service for Fuqua School in a year will become part of the “Friends of Fuqua” club. They will receive a pin during the spring awards assembly.

Students who perform more than 100 hours of service outside of our school community for a non-profit 501(c)3 organization during their high school years will receive the “Silver Service Award”. These students will be recognized at the upper school awards assembly in May of their senior year and will receive a special cord to wear at commencement.

Documentation forms are available in the upper school office and on the school’s website and should be turned in or mailed to the office no later than April 30 for seniors and August 1 for all returning underclassmen. Documentation includes a description of the service activity, number of hours, dates, name of the organization, and an official signature from the 501(c)3 organization.

Students who have not completed their community service hours will be notified by the upper school office. Students will not be permitted to participate in extracurricular activities until the community service requirement has been fulfilled. Students are encouraged to check periodically to ensure that their hours are up to date and that all forms have been turned in.

Students in grade 7 and 8 will also be required to complete three hours of community service hours on campus prior to completing the academic year. Students can help at sporting events, at summer camps, with the PTSA, and in a variety of additional ways.

Forms documenting community service hours can be found on the website or in the upper school office.

## **EXTENDED CAMPUS PROGRAM**

Through the Extended Campus Program, upper school students have the option of taking college courses off campus (beginning in grade 9), taking online courses, and/or working part time during their senior year. Fuqua School maintains close contact with cooperating institutions and employers.

### College Courses

Students wishing to take a course at a college during the school day must secure prior permission from their parents and the Upper School Head. Students must be in good standing academically and behaviorally. In order for the course to be approved, it must 1) be accelerated beyond the scope of the school's current curriculum, 2) provide subject matter depth beyond the scope of the school's current curriculum, or 3) cover a subject unavailable on campus. The course must also be taught at a time that will minimally impact the student's other academic classes. **Students are limited to two courses per year. Parents are responsible for arranging for their child's transportation and any fees that apply.**

To receive high school credit, registration for college classes must be authorized by Fuqua School's upper school office. Parents/students should not contact the colleges directly without first speaking to the Upper School Dean of Students or Upper School Head.

### Online High School Courses

Students wishing to take an accredited online high school course must secure prior permission from their parents and approval from the Upper School Head. All fees associated with taking an online course are the responsibility of the parent or guardian.

In order to be approved, the course must be 1) a repeat class taken in the summer, 2) a class during the school term that is unavailable on campus, 3) a summer class for credit needed for advancement to the next grade, or 4) for a documented special need.

## **PART-TIME ENROLLMENT**

College prep or general diploma students may elect to take a reduced course load their senior year provided they are on track to graduate on time. Parents must sign a form indicating that they 1) give permission for their child to attend on a part-time basis, 2) understand the number of credits their child has earned, 3) agree that the school is not responsible for their child's well-being after he/she leaves for the day, and 4) understand that they are responsible for paying the full tuition.

## **ACADEMIC HONOR ROLL**

Fuqua School's honor roll consists of three categories: High Academic Honors, Academic Honors, and Honors. During a grading period, students who earn all A's attain High Academic Honors; students with all A's and B's attain Academic Honors; and those with a 3.0 GPA with no grade less than a C- for the grading period attain Honors. For upper school students to be named to the Honor Roll for the semester, students must meet the same criteria outlined above for the two quarters which comprise the semester. For 4<sup>th</sup> - 6<sup>th</sup> grades and upper school students to be named to the Honor Roll for the year, students must meet the criteria for all four grading periods.

## **HOMEWORK**

Homework is an important part of a student's academic experience, primarily as re-enforcement of learning that has occurred during the school day and as a means to complete special projects throughout the year.

Parents of children in PK through grade 1 are encouraged to read with their child nightly for at least twenty minutes. For students in grades K-3, homework for all subjects combined should last no more than thirty minutes; for students in grades 4-6, homework for all subjects combined should last no more than an hour; and for upper school students in grades 7-9, homework for all subjects combined should last no more than an hour and a half. The amount of time required for upper school students to complete homework assignments will vary depending upon their schedule.

## **SUMMER MATH**

Many students fall victim to the summer slide during the summer months. The consequences of this academic slide can last with students and hinder their academic success. However, with Fuqua School's Summer Math program, students are able to review and retain important math skills to best prepare for the upcoming school year, improve their confidence in their math abilities, fill in the gaps of concepts not mastered during the school year, and strengthen existing skills. Information regarding summermath may be accessed through the school's website.

## SUMMER READING

Fuqua School believes that reading is vital to the learning process, that young people grow intellectually by reading good books, and that reading must be promoted throughout the curriculum. Fuqua School's Summer Reading Program is designed to support these beliefs and to provide a means through which students are intellectually engaged on a year-round basis. In addition, our program is designed to encourage students to learn to read for enjoyment, a habit that will benefit them greatly in life. Information regarding summer reading may be accessed through the school's website.

## STUDENT PROBATION, RETENTION, AND DISMISSAL

### Probation

**Academic Probation (Grades 7-12)** - Students must maintain a minimum overall 2.0 GPA. If the cumulative GPA drops below a 2.0 at the end of any quarter, the student will be placed on academic probation and required to maintain at least a C average in each class for the progress report or quarter until the cumulative GPA is 2.0. If the student does not meet this requirement, he/she may not be permitted to re-enroll for the upcoming academic year. Upper school students on academic probation may not participate in athletics.

**Academic Probation (Grades 6)** - Students must maintain a minimum 2.0 GPA in the core subjects (English, math, science, social studies). If the academic average for these four subjects drops below a 2.0 at the end of any quarter, the student will be placed on academic probation and required to maintain at least a C average in each core subject for the interim grading period or until the GPA is 2.0 in the four core subjects. If the student does not meet this requirement, he/she may not be permitted to re-enroll for the upcoming academic year. 6<sup>th</sup> grade students on academic probation may not participate in athletics.

### **Athletic Eligibility for Students on Academic Probation (Grades 6-12)**

Students who are ineligible to play at the beginning of a season due to grades may try out for a team if their progress report suggests they will qualify academically at the end of the quarter, and if space is available on the team. Decisions regarding the student's eligibility to try out will be made by the division head in conjunction with the Athletic Director.

If the student makes the team, he/she may practice with the team but may not dress out, travel, or compete until the progress report or quarter grades are posted and a 2.0 GPA overall in the upper school or in the four core courses in the 6<sup>th</sup> grade is earned.

If a student chooses to practice with the team, this choice reflects a commitment to attend practices on a regular basis. Failure to attend practices will terminate the possibility of full team participation for the remainder of the season.

If a student has an incomplete for any class at the end of the grading period (without extenuating circumstances approved by the division head), he/she will not be permitted to participate on a team until the incomplete has been removed and the student's GPA is computed to be at least a 2.0.

A student who is ineligible to participate in athletics during a portion of a season due to academics may participate in athletic awards ceremonies held at the end of the season and can letter if he/she was on the team for at least half of the season and if team requirements for lettering were met; however, he/she will not be eligible to earn team awards.

**Behavior Probation (Grades 7-12)** - A student will be placed on behavior probation if he/she accumulates nine referral points (see Behavior Guidelines page 51) at any time in the academic year. A student may also be placed on behavior probation for a single behavior violation at the discretion of the division head. At the beginning of the probationary period, the student and a parent will meet with the Admissions Committee to create a plan for success.

The probation period lasts 4 weeks (excluding holidays). At the end of the period, the upper school student and his/her parent(s) will meet with the Admissions Committee, again, to review the student's behavior during that time period.

Based upon the results of the review, the student will be:

- released from probation (student has demonstrated acceptable behavior),
- permitted to remain at Fuqua School on probationary status (student has demonstrated improvement in behavior but short of an acceptable level), or
- recommended for dismissal to the Head of School (student has shown little or no improvement in behavior over time resulting in continuous probationary status).

If probationary status is continued, the student and his/her parent(s) will meet with the Admissions Committee at the end of the next probation period, and any thereafter, until the student is deemed in good standing and released from probation or recommended for removal from Fuqua School.

### Conditions of Behavior Probation

1. A student on behavior probation will not be permitted to drive an automobile on campus.
2. A student on behavior probation may not be permitted to participate in class trips, off campus activities where the student represents Fuqua School, and field trips. Students will be provided related assignments that will be completed on-campus.
3. A student on behavior probation will be required to fulfill all classroom responsibilities, including those that may occur off campus, i.e., band performances.
4. Students on behavior probation will not be eligible to participate in athletics including practicing or traveling with the team.
5. A student on behavior probation is not permitted to run for or hold an elected office. Students who go on probation while in office will be required to resign from that leadership position for the remainder of the academic year.
6. If a student finishes the year on behavior probation, special arrangements will be made with the division head to address it before the start of the next academic year.
7. Students will have the opportunity to earn merit points for demonstration of Fuqua core values. Each merit point earned will cancel out (or negate) one referral point.
8. Parents are required to attend all review conferences with the Admissions Committee unless their presence is deemed unnecessary.

**Behavior Probation (Grades PK-6)** - A student in grades PK-6 who has demonstrated continuous inappropriate behavior may be placed on behavior probation at the discretion of the Lower School Head and/or the Admissions Committee.



### **Retention (Non-Promotion)**

**Grades K-6** - Any student performing below grade level expectations in the areas of reading/language arts or math at the lower school will be retained unless he/she receives a remediation plan approved by the Fuqua School administration and demonstrates grade level competency upon completion of that instruction.

**Grades 7-8** - Any student receiving a failing grade in language arts or math or in two or more core subjects will be retained.

**Grades 9-12** - In order to advance to the next grade level, students in the upper school must have accumulated credits as indicated below:

<u>Promotion to Grade Level</u>	<u>Minimum Credits Earned</u>
10	6
11	12
12	18

For all students, if a student has documented services provided, the Student Success Team will make a decision in the best interest of the student for promotion.

Students falling short of the required number of credits for promotion may advance to the next grade level by making up credits during the summer at an accredited institution approved by Fuqua School. In addition, any student receiving a failing grade in English during the regular academic year will be retained in the grade. Advancement to the next level may be accomplished by passing English during the summer at an accredited institution approved by Fuqua School. Any other core (required) academic subject failed must be repeated, either in a following semester or in summer school.

### **Dismissal**

**Academic: Grades K-6** - Fuqua School reserves the right to dismiss any student who has been previously retained and/or continues to function below grade level expectations in reading/language arts or math at the end of the academic year.

**Academic: Grades 7-12** - Fuqua School reserves the right to dismiss any student who has been previously retained and who does not meet the standards for promotion a second time.

**Behavioral: Grades 6-12** - Students who are on continuous probationary status (have shown little or no improvement over time) will be recommended for dismissal by the Admissions Committee to the Head of School. Students who commit a level V behavior violation may be expelled.

**Behavioral: PK-12-** Fuqua School reserves the right to dismiss any student in the event he/she or members of his/her family engage in conduct that Fuqua School considers to be detrimental to the learning environment or reputation of the school (including information shared on social media), that fails to support the school's policies or regulations, that interferes with the school's objectives, or prevents the school from fulfilling its mission. Dismissal may occur at any point in the school year.

### **Reinstatement**

If a student is removed from Fuqua School for academic or behavioral reasons, he/she will not be allowed to return for at least one academic year. Re-enrollment of students removed for academic reasons will be considered by the Admissions Committee on the basis of progress at another school and/or other conditions.

Appeals to decisions made regarding student probation, retention, or dismissal, may be made to the Head of School.

## **SCHOLARSHIPS AND AWARDS**

Numerous scholarships and awards are presented to Fuqua School students each year. In most cases, these are applied to returning students and applied to the recipient's tuition. Though subject to change, the following is a list of scholarships and awards, along with brief criteria.

### **J. Boyd Bagby Scholarship – grades 8 and 11 (one recipient per grade level)**

exemplifies the qualities represented by Mr. Bagby (exemplary character, model citizenship, outstanding academic performance)

### **Verle V. Gordon Scholarship - grade 6 (one recipient)**

attended Fuqua School since beginning of fifth grade; demonstrates highest standard of citizenship, patriotism, spirit of cooperation; attained exceptional academic achievement in grade five and first semester of grade six

### **The Roy B. Hargrove, Jr., Scholarship - grade 10 or 11 (one recipient)**

exemplifies unquestionable character; gives service to school and/or community; strives for academic achievement; exhibits dependability, good citizenship, intellectual curiosity, and promise

### **Kenny & Jennifer Lewis Scholarship – grade 11 (one recipient)**

celebrates life; works effectively with peers and adults; demonstrates leadership; maintains satisfactory academic achievement

### **Prince Edward Ruritan Scholarship Award - grade 11 (one recipient)**

has maintained 3.0 GPA since ninth grade; demonstrates sound moral character; has financial need; is a resident of Prince Edward County

### **Robert T. Redd Scholarship - grade 11 (one recipient)**

has at least 3.2 GPA; demonstrates good character and school citizenship

### **SCA Scholarship - grade 10 (one recipient)**

demonstrates good moral character; respects fellow students; is involved in co-curricular activities; has acceptable academic performance; enthusiastically demonstrates and promotes "school spirit"

**The Richard E. Swayne Scholarship – grade 10 or 11 (one recipient)**

demonstrates a superior intellectual curiosity, a cooperative spirit, and a strong drive to learn through exploration

**John H. Varner Scholarship - grade 12 (one recipient)**

demonstrates high moral standards; an exemplary work ethic; leadership by example; humility and unselfishness; devotion to family, friend, and community; and a “can-do” attitude

**Daphne S. Mason English Award – grade 12 (one recipient)**

demonstrates perseverance in the study of English grammar and literature; has contributed to a positive atmosphere during class discussions; has displayed sensitivity to the feelings and concerns of fellow classmates

**Ruth S. Murphy Scholarship – grade 10, 11 or 12 (one recipient)**

presented to the student who reflects the qualities that Ruth Murphy personified; inspiring and encouraging of others, optimistic and energetic, compassionate, persevering, and forward-thinking

**Fabulous Falcon Award – grades 7<sup>th</sup> – 8<sup>th</sup> (one recipient)**

established by the PTSA to recognize one 7<sup>th</sup> – 8<sup>th</sup> grade student who exemplifies service to Fuqua, dedicating themselves to enthusiastically furthering the mission of the Parent Teacher Student Association

**Susan Harwood Scholarship – grade 10, 11 or 12 (one recipient)**

presented to the student who shares the same passions, spirit of volunteerism, and love for education as Mrs. Harwood

**Kuhar Sisters Scholarship – grade 11 or 12 (one recipient)**

presented to a rising junior or senior who demonstrates pride in being a Fuqua Falcon, enjoys learning, is a friend to all, and plays a varsity sport

# STUDENT LIFE

## STUDENT COOPERATIVE ASSOCIATION

The Student Cooperative Association (SCA) is an organization of students working in collaboration with the administration and faculty to promote the general welfare of Fuqua School. The organization exists in the lower and upper schools, and officers are elected annually at each level. Every student in the school is a member of the SCA. It is a citizenship-oriented organization which strives to:

- create mutual respect between the students and the school community
- encourage cooperation and sharing of responsibilities among students, teachers, and parents
- promote good sportsmanship in every phase of school and community activity
- develop students who are worthy citizens of the home, community, nation, and world in which they live
- examine the organization regularly with an open mind and a clear vision toward improving its effectiveness

The Upper School SCA Council plays a leadership role in school-wide activities and in the development of student-related policies. This council is composed of the four Upper School SCA officers, student representatives from grades 7-12, class presidents, the Upper School Dean of Students, and the Upper School Head.

The Lower School SCA officers must be in the 4<sup>th</sup> through 6<sup>th</sup> grades and are elected by the students in those grades. Two representatives from each 4<sup>th</sup> through 6<sup>th</sup> grade homeroom are also elected and serve with the four SCA officers. The SCA council meets regularly and functions as a service organization which introduces students to leadership roles and responsibilities.

## **HONOR RECOGNITIONS AND ACTIVITIES**

### **The Cum Laude Society (Grade 12)**

The Fuqua School Chapter of The Cum Laude Society received its charter in May of 2008. The Cum Laude Society is an international organization that recognizes academic excellence by inducting the top 20% of the senior class based on GPA from their junior year. The top 10% is inducted at the beginning of the academic year; the second 10% at the end of the year. Students inducted into the Cum Laude Society must have been enrolled at Fuqua School since the beginning of their junior year and qualify behaviorally for a leadership/honor privilege (see page 32, #5).

### **Scholars Program (Grades 10-12)**

The Scholars Program is comprised of students who achieved honor roll status both semesters of the previous year. Students in grades 10, 11, and 12 who qualify are named to the Scholars Program at the beginning of every academic year. To qualify as a High Academic Scholar, the student's semester grades from the previous academic year must be all A's; Academic Scholars all A's and B's; Merit Scholars 3.0 GPA with no grade less than C-. Students inducted into the Scholars Program must have attended Fuqua School throughout the entire previous academic year and qualify behaviorally for a leadership/honor privilege (see page 32, #5) prior to induction. Membership must be earned each year.

### **Academic Societies (Grades 9-12)**

Academic Societies are designed to recognize academic excellence and strong interest in specific content areas: English, math, science, social studies, Spanish, business, art, theater, Applied Industrial Technology. Students inducted into an academic society must have earned at least a 3.3 GPA in the content area, an overall 2.0 GPA, and qualify behaviorally for a leadership/honor privilege (see page 32, # 5). Each society also has additional criteria. Membership in a society is by application at the beginning of an academic year. Once inducted, a student is not required to reapply in subsequent years.

### **Valedictorian, Salutatorian, Giftorian (Grade 12)**

Selection of the school's valedictorian, salutatorian, and giftorian is based on the cumulative grade point average (see page 25). Students selected as valedictorian, salutatorian, and giftorian must qualify behaviorally for a leadership/honor privilege (see page 32).

### **American Legion Boys/Girls State (Grade 11)**

This statewide program, which takes place during the summer, enhances the participant's knowledge of state and local government and encourages participation in each. Students are selected during their junior year for their outstanding leadership, character, scholarship, loyalty, interest in government, and service to their schools and community. Students are sponsored by Fuqua School and community civic organizations.

### **Hugh O'Brian Youth Leadership Seminar (Grade 10)**

All sophomores are eligible to apply for selection as the Fuqua School representative in the all-expense-paid Hugh O'Brian Youth Foundation (HOBY) Leadership Seminar held each spring in Virginia and in all 50 states and several territories and countries. HOBY's purpose is to bring together high school sophomores who have demonstrated leadership ability and provide them an opportunity to interact with distinguished leaders in business, government, education, and the professions to discuss present and future issues. This student is selected on the basis of leadership ability, sensitivity to others, and a demonstrated desire to communicate knowledge with others. Emphasis is on personal incentive and leadership potential.

## **CLUBS & SPECIAL ACTIVITIES**

### **Envirothon Club (Grades 9-12)**

The Envirothon team competes in a format sponsored by the Piedmont Soil and Water Conservation District. Students learn about stewarding and how to solve real world environmental problems.

### **Readers Club (Grades 7-12)**

The Readers Club offers students the opportunity to read and discuss books beyond those they read for class. Students offer suggestions for the library collections, help decorate the library for holidays and celebrations, and strive to enhance the cultural experiences of its members.

### **Interact Club (Grades 9-12)**

The Interact Club is an important branch of the greater Rotary youth programs that provides students between the ages of 12 and 18 the opportunity to develop leadership skills while also focusing on the Rotary credo of "Service-Above-Self". Each year, the Interact Club completes at least two community service projects.

One of those projects must be angled towards benefiting the school or community that the students live in. The other project must promote greater international understanding with the goal of creating a more unified and peaceful global community.

### **Youth and Government (Grades 10-12)**

Each year the Virginia YMCA sponsors a variety of programs to educate students on state government. Fuqua School students participate in the Model General Assembly (MGA). Through this program, students assume the roles of state legislators to make learning come alive. Students are selected to fill the slots allotted to Fuqua School for these programs by a variety of factors including age, interest, and prior participation.

### **AVA (Grades 7-12)**

The Association of Virginia Academies (AVA) sponsors inter-school competition in Forensics, which include spelling, public speaking, monologue presentation, poetry reading, and prose reading.

### **Youth for Christ (Grades 7-12)**

The Youth for Christ group promotes Christian ideals, spiritual development, and community support. Students hold fund-raising events in order to make financial contributions to community volunteer organizations.

## **VISUAL AND PERFORMING ARTS**

### **Visual Arts (Grades PK-6)**

Thinking creatively and having artistic perspective drives the experiences of our youngest artists in our lower school art classes. The lower school art curriculum fosters curiosity about materials and process. Our lower school art teacher encourages students to develop their own artistic talents using a variety of materials such as oil pastels, paint, clay, recycled materials and fibers, to help bring out their creativity.

### **Visual Arts (Grades 7-12)**

Art is available for students at the upper school level on an exploratory/elective basis. Visual art classes at the upper school allow students the opportunity to review the elements and principles of art and design through a study of varying styles including drawing, painting, printmaking, and sculpture.



Students explore and learn about a variety of media as well as become familiar with pivotal movements in art history.

### **Band (Grades 6-12)**

The purpose of the Fuqua School band program is to teach students the musical skills to become proficient on their specified instrument. These same skills can be carried throughout students' lives to apply to any musical experience. Fuqua School has long had a tradition of musical excellence both in performance and competition. The band is a large part of the school culture and will continue to develop its role in the school community and community as a whole.

It is also the goal of the band program and its directors for the students to learn in a positive environment where they are valued and feel comfortable creating and expressing themselves through music. The nature of the courses requires students to be actively engaged in the learning process throughout class. Students will also be challenged to work together as an ensemble, learn self-discipline through practice, and practice critical thinking through evaluation and improvement of performance.

6<sup>th</sup> Grade Beginning Band – 6<sup>th</sup> Grade Beginning Band is an introductory program open to all students who are interested in learning how to play a band instrument. Instruction is offered for brass, woodwind, and percussion instruments. No prior musical training is required.

Intermediate Band – Intermediate Band (grade 7 & 8) students will continue to explore and develop mastery of the history, theory, and performance of concert band music. Students must have completed one successful year of an introductory level band course; however, special needs may allow the director to audition and give special permission to students who do not meet the experience requirement.

Concert Band – The Concert Band (grades 9-12) is offered throughout the year to students who play wind or percussion instruments. Students will explore the history, theory, and performance of a variety of styles including marching, jazz, pop, and concert band music. Prior to Concert Band, students must have completed three successful years of introductory and intermediate band courses. The Senior Band has many performances during the school year. Many of these performances will include events to support the school community and the community at large including football games, the Veteran's Day service, concerts, and parades.

## **General Music (Grades PK-5)**

At the lower school level, all students in grades PK-3 participate weekly in music class. The music program at the lower school builds music concepts and skills while involving children in movement, speech, rhythm, singing, playing instruments, and improvisation. Our music program at the lower school level produces numerous performances including a Winter Showcase and Family and Special Friends Day program.

## **Performing Arts (Grades 9-12)**

Theatre classes (9-12) are a comprehensive academic, artistic, technical, and historical introduction to the performing arts. Students prepare and present productions for various occasions and audiences. While some students enjoy the spotlight of a leading role, others participate by utilizing their artistic, musical, or technical skills to successfully produce and sell a quality production.

# **ATHLETIC PROGRAM**

## **Fuqua School Interscholastic Athletic Philosophy**

Fuqua School is committed to excellence in athletics as part of a broad commitment to its mission while promoting academics, sportsmanship, teamwork, responsibility, focused effort, and a healthy competitive spirit. Junior Varsity teams place priority on skill development and inclusive participation appropriate for the developmental needs of these students and as preparation for future varsity competition.

A comprehensive athletic program is provided that includes twelve sports. While emphasis remains on academic performance, the school prides itself on athletic excellence.

Fuqua School is a member of the Virginia Colonial Conference (VCC) and the Virginia Independent Schools Athletic Association (VISAA).

## **2023-2024 Athletic Seasons\*:**

### **Fall Sports (Aug. - Nov.)**

Varsity and Junior Varsity Football

Varsity, B Team, and Junior Varsity Volleyball

Varsity and Junior Varsity Co-ed Cross Country

Varsity and Junior Varsity Cheerleading

### **Winter Sports (Nov. - Mar.)**

Varsity and Junior Varsity Boys Basketball  
Varsity and Junior Varsity Girls Basketball  
Varsity and Junior Varsity Cheerleading

### **Spring Sports (Mar. - May)**

Varsity and Junior Varsity Boys Baseball  
Varsity and Junior Varsity Girls Softball  
Co-ed E-Sports  
Boys Lacrosse  
Girls Lacrosse  
Varsity Co-ed Golf

\* Teams reflect the interest of the students each season.

### **Rules and Regulations**

Rules and regulations governing the interscholastic athletic program at Fuqua School come from The Virginia High School League (VHSL) and the Fuqua School Athletic Department and apply to all students participating on athletic teams.

- An athlete must be enrolled at Fuqua School as a full-time student and in regular attendance.
- An athlete must not reach his/her 19th birthday on or before August 1 of the academic year.
- Students must have a current VISAA physical form. Physicals are valid from May 1 of the current year through June 30<sup>th</sup> of the following year. Physicals must be on file and documentation of health insurance in the athletic office. Health insurance must be carried on the student throughout the season.
- All students who participate on an athletic team are required to sign and abide by the Fuqua School Student Athletic Contract.
- Eligibility to participate on an athletic team is determined by the student's GPA and behavior record for the quarter prior to the season. Once a middle or upper school student is selected for participation on an athletic team, he/she must maintain at least a 2.0 GPA and be a student in good standing in all areas throughout the season. Grades earned in summer school may be applied in determining the GPA for the fourth quarter.

- If a 6<sup>th</sup> – 12<sup>th</sup> grade student has an incomplete for any class at the end of a grading period (without extenuating circumstances approved by the lower or upper school head), he/she will not be permitted to participate on a team until the incomplete has been removed and the student's GPA is computed to be at least a 2.0.
- Students in grades 6<sup>th</sup> – 12<sup>th</sup> who are ineligible to play at the beginning of a season due to grades may try out for a team if their interim progress report suggests they will qualify academically at the end of the quarter grading period. If the student makes the team, he/she may practice with the team but may not dress out or compete until the end of quarter grades are posted and a 2.0 GPA is earned. Decisions regarding the student's eligibility to try out will be made by the lower or upper school head, in conjunction with the athletic director.
- Newly enrolled students may try out for a team with the approval of the coach and the athletic director.
- A student who is ineligible to participate in athletics during a portion of a season due to academic or behavior probation may participate in the athletic awards held at the end of each season and can letter if he/she was on the team for at least half of the season and if team requirements for lettering were met; however, he/she will not be eligible to earn team awards.
- A coach may dismiss a student from a team for attendance or disciplinary reasons with the approval of the athletic director. A student who is dismissed from the team is no longer a member of that team for the remainder of the season and is ineligible to letter, receive a team award, or attend the awards ceremony.
- Upper school students who commit a Level II behavior violation will be unable to participate in athletics (excluding try-outs) during the hours of the after-school detention (see Behavior Guidelines on page 51). This includes practice, as well as games/competitions.
- Upper school students who commit a Level III or Level IV behavior violation will be prohibited from participating in athletics (including tryouts) on the days of the suspension (see Behavior Guidelines page 51). This includes practice, as well as games/competitions.

- A student on probation who is ineligible to participate in athletics may try out for a team and practice with a team during the probation period but will not be issued a game uniform, may not travel with the team, and may not play in any game or be on the sidelines/bench during a competition until he/she is released from probation.
- Students in 6<sup>th</sup> – 12<sup>th</sup> grades who are on behavior probation will not be eligible to participate in athletics until they are released from probation by the Admissions Committee.
- Upper School students who are proficient in both an individual sport and a team sport during the same season may participate on both teams. The team sport will be considered the primary activity and take precedence over the individual sport regarding practice time and games/matches that fall on the same day. 6<sup>th</sup> grade students may participate in two sports in the same season only with permission from the athletic director and division head. A student who is cut from one sport may try out for another sport during the same season with permission from that sport's head coach. A student who quits a sport after being selected as a team member may not play a different sport during the same season.
- Athletes must be present by 10:00 A.M. and be in attendance the remainder of the school day in order to practice or play in a contest. For weekend practices or games/contests, the student must be present by 10:00 A.M. and be in attendance the remainder of the day on Friday. Family emergencies and medical appointments (doctor's note required) may be excused by the division head.
- Transportation provided by the school must be utilized by student athletes both to and from contests. When approved by the head coach, students may ride home with a parent. Parents must sign out their child with their team's coach.
- Each athlete is responsible for all school equipment that is issued to him/her. All equipment and uniforms must be returned by the next school day. No athletic awards, letters, or report cards will be given to any athlete with outstanding equipment. Athletes will be charged the replacement cost of any equipment not returned.
- Students participating in any workouts, including the weight room, open gym, or conditioning programs must have a current VHSL physical on file with the school and be supervised by a member of the Fuqua School faculty or staff. The student must also be an enrolled student at Fuqua School.

- If a varsity team is unable to dress out a sufficient number of players for competition, junior varsity players may participate on the varsity team.
- In cases where the varsity football season extends beyond that of the junior varsity, junior varsity players may be permitted to participate with the varsity team for the final games of the season.
- Athletes shall demonstrate good sportsmanship and positive behavior on and off the playing field.
- A coach may apply consequences to an athlete whose behavior during the school day has warranted a referral. Decisions regarding consequences will be made in consultation with the athletic director.
- Team members will be allowed to dress for an athletic event only after they are excused from class for the event.
- Athletes are expected to refrain from wearing revealing clothing on campus during or following practices. Team members will be allowed to wear their team jersey (buttoned up), team polo, shirt/tie, dress, skirt/polo, or cheer jacket with dress code appropriate bottoms as assigned by their sport-specific coach on gameday. Failure to do so will result in gameday spirit dress being revoked.
- Team members are expected to attend all team-related activities unless prior approval is obtained for such absences by the head coach and athletic director. Unexcused absences from practice, game, or related events may result in make-up conditioning and/or loss of playing time. Excused absences may include illness, injury, death in the family, remedial academic tutoring, and approved participation in other school functions. Three or more unexcused absences may result in the removal from a team.
- Athletic managers and scorekeepers must abide by the same rules for participation as athletes.

## **Concussion Policy**

*Fuqua School recognizes that the cornerstone of concussion management is physical and cognitive rest until symptoms resolve and a gradual program of exertion prior to medical clearance and return to play. The school understands that resulting impairments can be multifaceted and can include cognitive, behavioral, and/or physical deficits. Impairments can be mild or severe, temporary or permanent, resulting in partial or total loss of function. Because concussions are so varied and unpredictable, it is difficult to forecast the recovery for a student with a brain concussion.*

Any Fuqua School student athlete suspected by his/her coach, trainer, or licensed health care provider of sustaining a concussion or brain injury in a practice or game will be removed from play immediately.

Any student athlete who has been removed from play due to a suspected concussion or brain injury, will neither return to play the same day of the injury nor until evaluated by an appropriate licensed health care provider and approved by the health care provider to return to play. Approval must be in writing.

Following return to play, coaches will monitor the injured student athlete closely to check for symptoms. If symptoms are observed, the parent will be notified, and the student will be required to be evaluated by an approved health care provider before returning to play.

All student athletes will be advised of the symptoms and dangers of concussions, including the potential dangers of getting a concussion when a prior concussion has not properly healed. They will also be informed regarding what to do if they notice behavior in another player symptomatic of a concussion.

All Fuqua School coaches will be trained in how to recognize the signs and symptoms of a concussion, strategies to reduce the risk of concussions, and Fuqua School's Concussion Policy.

At the beginning of each sports season, parents of the student athletes will be provided information regarding concussions and the school's concussion policy. Parents will be required to sign a statement noting that they have received this information and have reviewed it with their child.

# SCHOOL RULES AND POLICIES

## ATTENDANCE PROCEDURES

Fuqua School recognizes the strong correlation between learning and regular school attendance. It further recognizes that attendance is the responsibility of the student and the parent, and that the school must play a supportive role in ensuring regular attendance on the part of all students. The school relies on its parents to see that **unnecessary absences are avoided** and that requests for special excuses are significant family events, school visits, and unique educational opportunities are kept to a minimum. It is important for parents to avoid any unnecessary absences since individual and class progress can be impaired by such parent decisions. Expanding school vacations or planning extended vacations at times other than school vacations puts undue pressure on a student and his/her teachers.

**Communication regarding attendance** - Parents are asked to notify the division office before 8:25 A.M. if their child will be absent from school. If the school does not hear from the parents of an absent student by 9:00 A.M., the school will attempt to contact the parent to ensure the parent is aware of the absence. **An anticipated absence form is to be completed for all pre-planned absences, and should be submitted in advance, to be reviewed by the division head.** These forms are located in the division offices or may be emailed by request.

If a student who was present at the beginning of the school day is reported absent from school during the day and has not checked out through the school office, the parents of the student will be contacted immediately by the school and disciplinary actions may be taken.

**Admittance procedures for late arrivals** - When a student is late to school, he/she will be required to report to the division office to sign in and obtain an admittance slip before reporting to class.

**Tardies (Grades 7-12)** - When a student is tardy to class three times, he/she will receive a Level I referral. Three additional tardies will result in a Level II referral with written notice to parents. More than six tardies per semester may result in the loss of driving privileges for the remainder of the semester.

**Students leaving school during the school day** - When a student leaves school during the school day, he/she must check out through the school office and parental consent must be given. Students who leave during the school day **must** have a doctor's note or special permission from the division head to return to school for classes, sports practices, or extra-curricular activities. In grades PK-6, parents or an authorized adult must sign the student out in person. Prior notification of the student's early release is preferred.



**After-school activities** - Students must be present by 10:00 A.M. and be in attendance the remainder of the school day to participate in any after-school activity. For weekend school-sponsored activities, the student must be present by 10:00 A.M. and be in attendance for the remainder of the school day on Friday to participate in the weekend activity or provide a doctor's note.

**Absences due to school-sponsored activities** - An absence resulting from participation in a school-sponsored activity (examples: field trip, athletics, or competitions) will not count as an "official" absence provided the student makes up all work required by the teacher. Students are expected to secure their assignments prior to leaving school in order to be prepared for class the following day.

**College visit days (juniors and seniors)** - Students may take three "college visit days" during their junior and senior years. These college visit days do not count as unexcused absences.

**Excessive absences (Grades K-12)** – After ten absences, a notification will be sent to the family regarding their absence total. If the absences continue, the student and a parent will be required to meet with the division head. Chronic absenteeism (20 absences) may result in retention and/or loss of academic credit.

**Periodic accounting of attendance** - Parents in grades PK-12 will be given a regular accounting of their child's attendance record every quarter on their child's report card.

**Make-up of assignments missed due to absences** - Students who have been absent from a class are responsible for determining the work they have missed. They are required to complete and turn in all make-up work within the number of days they have been absent from class. In cases of work that was assigned prior to the absence, including athletics, students should be prepared with completed work/tests/assignments on the day they return to class. Students may request special permission from the teacher for an extension.

## HONOR CODE

### **I will not lie, cheat, steal, or plagiarize nor tolerate those who do.**

Personal honor is held in high esteem at Fuqua School, and students who are trusted, in turn, act to protect that honor. Inherent in the Honor Code is trust that each student will behave in an honorable manner and will reject dishonorable behavior in others, both on and off the school campus.

All students are expected to uphold the Honor Code themselves and to encourage classmates to do the same. Witnesses to honor violations are expected to respond in one of several ways: 1) approach the person committing the violation and ask him/her to report himself/herself, 2) notify the teacher, or 3) talk with a school administrator. Students who willfully protect a classmate guilty of an honor infraction may be subject to consequences based on their obligation to uphold the Honor Code.

In grades 4-12, graded papers should include the signed pledge: *“I have neither given nor received aid, nor am I aware of any infraction of the Honor Code.”* Students are to assume that all work is to be their own.

These students attend an honor assembly in which the honor pledge is signed representing their commitment to this pledge for the school year.

Behaviors that violate the Honor Code include:

**Lying:** attempting to mislead or misrepresent information; intending to deceive

**Cheating:** copying, plagiarizing (using someone else’s ideas or words without proper acknowledgement), using unapproved study aids, collaborating without permission

**Stealing:** taking something belonging to someone else, borrowing without authorization

**Plagiarizing:** using and passing off as one's own the ideas and/or writings of another

## BEHAVIOR GUIDELINES

Since Fuqua School is a community of students, teachers, and parents, it is necessary that each individual recognize and uphold his/her responsibility in all phases of school life. A student's behavior should reflect the Fuqua School values, which are the essential underpinnings of good character:

**Honesty** - Students are expected to be trustworthy and exhibit honorable behavior at all times in both words and deeds. One should always tell the truth and do one's own work. Infractions of honorable conduct, including cheating, plagiarism, lying, and stealing, will not be tolerated.

**Responsibility** - Students are expected to take responsibility for their words and deeds and help create a school environment that fosters understanding, respect, and acceptance of individual differences. Students should be responsible for the safety of others through their behavior.

**Kindness** - Students are expected to be considerate of others even if they have a difference of opinion.

**Compassion** - Students are expected to demonstrate a feeling of empathy for and an understanding of others. Students should treat others the way that they would like to be treated.

**Respect** - Students are expected to show respect to all people through language and actions. Students should act with dignity and demonstrate courteous manners towards teachers, classmates, parents and visitors to the school.

**Commitment** - Students are expected to approach all aspects of their school life with a sense of dedication, determination, and responsibility. Students should attend all classes, arrive on time with all necessary materials, and complete all assignments.

**Perseverance** - Students are expected to demonstrate genuine effort even when encountering difficulties, failure, or opposition as this is the pathway to learning.

**Cooperation** - Students are expected to work with teachers and classmates in a fair and pleasant manner. Students should conform to the dress code at all times.

**Fairness** - Students are expected to deport themselves in ways that are unprejudiced and impartial. In dealing with others, they should behave in a reasonable and even-handed manner.

The behavior guidelines apply to any Fuqua School students in grades 4-12 who are on school property or at any school-sponsored activity under the direct supervision of school personnel, although inappropriate behavior off-campus during non-school related activities, including inappropriate use of technology, may result in disciplinary action.

Violations of the behavior guidelines are categorized into five levels. Level I and II violations are considered minor or intermediate in nature; Level III, IV, and V violations are those which can potentially endanger the student or others, threaten others, represent illegal behavior, or dishonor the student or the school.

### **Behavior Violations (Grades 7-12)**

#### Level I

1. violation of the Dress Regulations
2. excessive talking
3. continuous neglect in bringing required materials to class
4. failure to take responsibility for personal belongings or for items belonging to the school (i.e., leaving textbooks or other school materials, as well as personal belongings, outside for an extended period of time; failure to secure locker)
5. eating food or drinking beverages while in a classroom, media center, restroom, bus, or gymnasium without permission of the teacher, media specialist, or supervising staff member (Note: Permission to eat and/or drink a beverage other than water may be granted only during break or lunch, or during special events such as class parties or projects.)
6. chewing gum in a classroom, media center, gymnasium, or office area
7. failure to return a signed required document (graded work, referrals, etc.) by the date specified
8. littering, including improper disposal of chewing gum
9. remaining on campus without legitimate purpose or proper supervision or traveling through, lingering in areas not authorized for student use
10. inappropriate lunchroom behavior
11. tardiness to school or class (3 or more tardies)
12. violation of the parking provision of the Parking and Driving Regulations

#### Level II

1. disruption of the learning process
2. use of inappropriate language
3. behavior (words, gestures, actions) toward others characterized by thoughtless and/or careless acts

4. violation of Fuqua School's Cell Phone Usage Policy (see page 64)
5. violation of Fuqua School's Code of Responsible Technology Use which includes Fuqua School's Acceptable Use Policy (AUP).
6. reckless behavior, such as running, shoving, or horseplaying
7. excessive display of affection or inappropriate touching

### Level III

1. violation of the Honor Code
  - a. lying
  - b. cheating
  - c. stealing
  - d. plagiarizing
2. behavior (words, gestures, actions) toward others that reflects premeditation with obvious intent to do harm
3. reckless behavior, such as horseplaying or physical contact that results in injury to another
4. behavior consistent with bullying. Bullying is defined by the Code of Virginia (22.1-276.01) as, "any aggressive and unwanted behavior that is intended to harm, humiliate, or intimidate the victim...and is repeated over time. Bullying includes cyberbullying."
5. unwelcome advances or comments
6. being out of class without permission
7. being absent from school without parental permission
8. leaving campus without parental permission and without properly notifying the school office
9. intentional damaging, defacing, or destroying of school or personal property
10. possession of inappropriate reading materials on campus (including but not limited to material containing obscene language/pictures)
11. possession of tobacco products in any form on campus or off campus during a school-related event including e-cigarettes or other vaping devices
12. violation of the Fuqua School Code of Responsible Technology Use by viewing or accessing websites pertaining to hate speech or that are pornographic in nature
13. violation of the driving provision of the Parking and Driving Regulations (reckless driving or behavior, speeding, blasting radios)
14. defiant and/or repeated disregard for school rules
15. repeated Level II violations

#### Level IV

1. possession, use, distribution, or being under the influence of alcoholic beverages on campus or during an off-campus school-related event
2. possession of drug paraphernalia
3. use or distribution of tobacco products in any form or vaping products on campus or during an off-campus school-related event
4. fighting on school property or at school-sponsored events
5. blatant discrimination
6. repeated Level III violations

#### Level V

1. bringing a weapon, an item that resembles a weapon, or other means of intimidation (firearms, knives of any kind including pocketknives, fireworks/explosives, any potentially dangerous items) on campus or to an off-campus school-sponsored event without specific permission from school administration
2. possession, use, distribution, or being under the influence of illegal drugs or controlled substances on campus or during an off-campus school-related event

### **Standard Consequences (Grades 7-12)**

Level I violations: Level I violations result in one referral point. Three Level I violations result in one day of afternoon detention.

Level II violations: Level II violations result in 1) two referral points and 2) two days of detention. Repeated violations of the same rule may result in a Level III referral.

Level III violations: Level III violations result in 1) three referral points, and 2) Saturday in-school suspension. For violation of the Honor Code (cheating, plagiarizing) see Additional Regulations.

Level IV violations: Level IV violations result in 1) four referral points, 2) out-of-school suspension, the length of which to be determined by the division head, 3) a student/parent conference with the division head. Students will not be permitted to participate in any co-curricular activities during the suspension period. Students are required to make up all work missed during the suspension period in accordance with the make-up procedures outlined in the school's attendance policy.

Level V violations: Level V violations may result in an extended suspension or expulsion.

## Standard Consequences (Grades K-6)

When determining the level of response to a behavior violation, school staff will consider the age of the student, the student's intent, the severity of the circumstances, the level of disruption to the school environment (either during or after the violation), the repeated nature of the situation (if applicable), and any other mitigating or aggravating factors.

The following actions will be considered based on the violation reported:

- Warning
- Classroom consequences
- Note to parent concerning student's behavior
- Telephone parent concerning student's behavior
- Conference with parent concerning student's behavior
- Office referral (4-6)
- Lunch detention
- Consultation with School Counselor
- Consultation with school administration

Serious infractions that involve student safety such as fighting, harassment, and bullying will result in an automatic administrative referral to the office.

Consequences such as in-school suspension and/or out-of-school suspension may be used to deter unwanted behaviors that infringe upon the safety and rights of others to learn. Students participating in athletics and extra-curricular activities could lose eligibility based on severity of the administrative referral.

### NOTES:

1. Behavior violations and consequences for grades K-12, are at the discretion of the division heads and/or the Head of School. Serious infractions, that include other aggravating factors or harm the reputation of the school, may result in more serious consequences.
2. The school reserves the right to address the use of technology, whether on or off campus, during school or non-school hours – when it negatively impacts life at the school or the school's daily operations.
3. The school and/or law enforcement reserves the right to search a student, a student's belongings, a student's locker, or a student's vehicle if there is reason to suspect the student is in possession of stolen property, obscene materials, illegal drugs, controlled substances, alcohol, or a weapon.

## **Additional Regulations**

1. Violation of a School Bus Rule: Any student who violates a school bus rule will be warned by the driver, and when appropriate the parent will be notified. If the behavior continues, the student will receive a written warning, from the driver, which will be sent to his/her parent(s). If subsequent violations occur, a written notification, from the Director of Transportation, will be sent to the parent(s) and a conference will be held between the division head, the parent(s), the Director of Transportation, the driver, if possible, and the student if appropriate.

If a fourth violation occurs, the student's bus riding privilege will be revoked for two weeks. Once riding privileges are reinstated, if another violation occurs, the student's riding privilege on any Fuqua School bus will be revoked for the remainder of the semester. The Director of Transportation has authority to revoke a student's bus riding privilege after one incident of serious misconduct on a bus. The division head also has authority to apply additional disciplinary actions.

Issues related to riding privileges apply to official Fuqua School buses as well as to other vehicles operating under the supervision of Fuqua School personnel and include all Fuqua School related transportation (trips between home and school, field trips, transportation to school-sponsored events).

2. Violation of the Honor Code - Cheating, Plagiarizing: Any student in grades 6-12 who cheats or plagiarizes will receive a grade of 0 for the assignment/test and a Level III referral issued. Students in grades 4 and 5 who cheat or plagiarize will receive both academic and behavioral consequences.

3. Parking and Driving Regulations: Any student who violates the driving provision of the Parking and Driving Regulations (reckless driving) at Fuqua School will lose his/her driving privilege at school for two weeks. If a second violation occurs, his/her parking/driving privilege at Fuqua School may be revoked for the remainder of the school year.

4. Athletic Privileges: See page 43

5. Behavior Probation: See page 30

6. Merit Points: for demonstration of Fuqua School's core values. Each merit point earned will cancel out (or negate) one referral point.

7. Leadership and/or Honor Privileges: See page 32



8. Level III Violations: repeated Level III violations may result in out-of-school suspension at the discretion of the division head.
9. Violation of a Criminal Law: other than a minor traffic offense, or who demonstrates behavior that dishonors the school may be suspended from school or expelled.
10. Appeals: other than expulsion, must be made first to the division heads and then to the Head of School.
11. Corporal Punishment is not permitted at Fuqua School.

## **DRESS REGULATIONS**

Fuqua School believes that appropriate dress is a statement of high standards, and that appearance should support the learning process. Students are expected to follow the dress regulations from the time they get on the bus or arrive at school through departure. The dress regulations do not apply to the pre-kindergarten program. The school reserves the right to require any person on campus to be appropriately dressed.

### **Basic Requirements**

#### Shirts

- must have a solid color polo-style shirt, a solid-colored dress shirt, or a solid-colored turtleneck with collar and sleeves
- must be worn tucked in at all times; must be long enough to be easily tucked in and to remain tucked in throughout the day
- no logos greater than 3” except Fuqua School logos

#### Sweaters, Sweatshirts, Fleece – Indoor Garments

- any solid color
- must be worn over a solid color collared shirt, a solid-colored dress shirt, or a solid-colored turtleneck
- finished neckline, wrists, and hem
- solid color ¼ zip sweaters/pullovers, non-hooded sweaters and sweatshirts, and fleeces may be worn indoors
- exception: Fuqua School sweatshirts, Fuqua School hooded sweatshirts, Fuqua School warm-up jackets, and Fuqua School fleeces may be worn as indoor garments with a solid-colored collared shirt, a solid-colored dress shirt, or a solid-colored turtleneck underneath  
no logos greater than 3” except Fuqua School logos

### Pants, Shorts, Capris

- any solid color
- no over-sized pants, wind pants, athletic sweats/pants, lace-up pants, yoga pants, leggings, or revealing pants that resemble leggings
- shorts – must be as long as the pinkie finger when arms are at rest and remain at that length throughout the day
- no blue jeans, blue jean shorts, or blue jean capris

### Skirts and Skorts

- any solid color
- must be as long as the pinkie finger when arms are at rest and remain at that length throughout the day
- slits – must be no higher than the pinkie finger when arms are at rest and remain at that length throughout the day
- no blue jean skirts or blue jean skorts

### Dresses and Jumpers

- dresses must have a collar and sleeves and be solid in color
- jumpers must be worn over a solid color collared shirt, a solid-colored dress shirt, or a solid-colored turtleneck
- must be as long as the pinkie finger when arms are at rest and remain at that length throughout the day
- no blue jean dresses or blue jean jumpers

### Ties, Belts and Tights/Hosiery

- neckties or bowties may be worn
- belts must be worn with any apparel that has belt loops (grades 2 and up)
- tights and hosiery must be solid in color and be free from holes
- solid color leggings may only be worn underneath a skirt or dress, not under a tunic sweater or top

### Shoes

- dress shoes (lace ups, loafers, flats), dress boots, casual boots, athletic/tennis shoes, plain sandals
- no flip-flops\*, swimming shoes, toe running shoes, jellies, or athletic slides  
\*flip-flops are flat shoes with a thong that goes between the toes with no heel strap
- heels no higher than 2”
- inclement weather: appropriate protective footwear permitted

## Outerwear

- no camouflage or military attire
- hooded and zip-up sweatshirts/fleeces/sweaters may be worn as outerwear and only permitted outdoors
- untucked shirts may not be worn as outerwear
- students will be permitted to wear **Fuqua School** outerwear indoors. Fuqua School outerwear includes all full-zip outerwear and hoodies purchased in the school store, the PTSA Falcon Threads consignment store, through team spirit packs, or through school programs with the Fuqua School name and/or logo. Students are not permitted to wear their hoods inside.
- Blankets may not be worn while on campus during school hours

## Lower School Travel Attire (required for field trips)

- khaki pants, skirts, skorts, shorts
- Solid red collared shirt or solid red turtleneck
- belt (grades 2-6)

## Requirements for Dress-Down Days

All K-12 students will observe a dress-down day on the first Friday of every month. All K-12 students will have a dress-down day on any ½ days of school, as well as when weather conditions create a delay in school opening.

Although students are permitted to wear such items as blue jeans and t-shirts on dress down days, they must adhere to certain basic requirements of the dress regulations:

- All clothing, including shoes, must be clean, free of holes, hemmed/finished, of proper size, and fastened and worn appropriately. No pants may drag on the ground. Leggings, worn as pants, and yoga pants are prohibited.
- No low-cut, midriff baring, or lace-up tops; no revealing clothing; no visible cleavage or visible undergarments.
- No words, pictures, or designs that are inappropriate, offensive, or detract from the learning environment.

## Requirements for Professional Dress Days

For upper school students, professional dress days include fall and spring awards days and other days as approved. Professional dress day attire may not be worn during regular school days, unless otherwise approved by the division head.

## Girls

Girls must wear a dress, a skirt and blouse, or a pants outfit.

- All clothing must be clean, free of holes, hemmed/finished, of proper size, and fastened and worn appropriately.
- Grades 7-12: no heels higher than 3" as measured from the back of the shoe.
- No flip flops, athletic shoes, shorts, capris, or leggings.
- Sleeveless dresses must be worn with a jacket or sweater.
- No revealing clothing; no visible cleavage or visible undergarments.

## Boys

Boys must wear a collared dress shirt, tie, and dress pants.

- All clothing must be clean, free of holes, hemmed/finished, of proper size, and fastened and worn appropriately.
- No flip flops, athletic shoes, or shorts.
- Juniors and seniors must wear a suit or sports coat.
- A belt must be worn with pants which have belt loops.
- Shoes and boots must be clean as appropriate, properly laced, and worn with socks.

## Requirements for Athletes

- On game days during school hours, athletes will be allowed to wear their team jersey (those that have buttons must be buttoned up), team polo, shirt/tie, dress, skirt, or cheer jacket with dress code approved bottoms as assigned by their coach on gameday. Collared shirts are not required to be worn under jerseys nor are jerseys required to be tucked in. Failure to wear the assigned attire may result in gameday spirit dress being revoked.
- No revealing clothing may be worn on campus during or following practices/games.
- Boys must wear a shirt on campus at all times, including during or following practices.

## **Additional Regulations**

1. Caps, hats, hoods, and other head coverings (i.e., sweatbands, bandannas) are considered to be outerwear and may not be worn inside buildings at any time. At the lower school, students must remove their hats prior to entering their classroom at the start of the school day. These hats must be placed inside their backpacks and remain in their backpacks until they leave their classroom at the dismissal bell.
2. Hair must be neat, clean, of a natural color and not distracting. Long hair for both males and females must be out of the eyes to prevent distraction from class work.
3. Visible temporary and/or permanent tattoos are not permitted.
4. Visible body piercings and imitation body piercings, other than in the area of the ear, are not permitted. Tongue piercings are prohibited.
5. Boys: Facial hair, while allowed, must be neatly trimmed, of a natural color, and must not pose a distraction to others.
6. All clothing should be free of inappropriate or offensive words, pictures, designs, or symbols. It is the responsibility of the administration to make this determination of what is inappropriate or offensive.
7. Undergarments (undershirts, camisoles) may not be visible except at the neckline. Undershirts and camisoles which are visible at the neck must be a solid color.
8. Makeup must be worn in moderation. Face painting, of any kind, is not permitted.

If a student is thought to be out of dress code in a manner that distracts from the learning environment, he/she will be asked to report to the division offices where he/she may call home to get an appropriate change of clothing. If a parent/guardian cannot provide a change of clothing, the student will have the option to borrow items from the Falcon Threads consignment store. Appropriate behavioral consequences may be issued for dress code violations.

## **SCHOOL BUS RULES**

School bus drivers have complete jurisdiction over their respective school buses. Bus drivers are instructed to report all incidents of misbehavior, as well as accidents, immediately to the Director of Transportation.

As a passenger on any Fuqua bus or other official school vehicle, each student will be expected to:

1. be respectful and courteous to the driver and other passengers,
2. remain seated at all times while the bus is moving,
3. use normal speaking voices without shouting or creating loud, distracting noises,
4. keep all body parts inside the bus,
5. refrain from throwing objects inside or out of the bus,
6. refrain from eating, drinking (except water), or chewing gum while on the bus, without permission from the driver,
7. help keep the bus clean and free of trash and debris,
8. refrain from bringing dangerous items on the bus,
9. get off the bus only at the approved designated stop unless permission has been granted by the parent/guardian.
10. verbal or written permission by a parent/guardian, to the division office or homeroom teacher, is required to ride the bus home with another student.

## **HARASSMENT AND BULLYING**

Fuqua School is committed to providing a safe and supportive learning environment. Therefore, any behavior that can be considered repeated harassing or bullying will not be tolerated and should be reported to a teacher, guidance counselor, division head, or Head of School. This applies to Fuqua School students, faculty and staff, and anyone associated with the school on a volunteer basis.

The school defines bullying as, “any aggressive and unwanted behavior that is intended to do harm, humiliate, or intimidate the victim...and is repeated over time.” (Virginia Code 22.1-276.01)

Unsolicited and unwelcomed sexual overtures or conduct, either verbal or physical, is prohibited. Any individual who engages in bullying or harassment may be subject to disciplinary action including dismissal.

### **SUPERVISION OF STUDENTS AFTER REGULAR SCHOOL HOURS**

Fuqua School does not provide supervision for students after regular school hours except for students engaged in activities under the direct supervision of school personnel such as Falcon Care and athletic practices. This does not include sporting events. All PK-8 students must be supervised by a parent/guardian to attend after school sporting events or practices.

### **LOWER SCHOOL FIELD TRIP POLICY**

Students are required to ride in transportation provided by Fuqua School (school bus, commercial bus) to and from all field trip sights except under special circumstances approved by the Lower School Head.

The number of chaperones for each field trip is at the discretion of the School. All chaperones are to ride in school-provided transportation or school-arranged transportation.

Parents who are not designated as chaperones may attend field trips but will provide their own transportation and will not have supervisory responsibilities over their own child or groups of children. Their child will officially be under the supervision of one of the chaperones designated by the classroom teacher. Non-chaperone parents who wish to take their own child to/from the field trip must submit a written request to both the classroom teacher and the Lower School Head.

Siblings of students participating in a field trip may not be included in the field trip experience unless they are a member of the class.

### **SUPERVISION OF YOUNG CHILDREN AT TRANSPORTATION PICK-UP POINTS**

Children six years of age or younger who utilize Fuqua School's transportation system must be supervised in the morning at their pick-up point by an adult or by a responsible older student approved by the school's Director of Transportation until they are safely aboard their bus.

Children six years of age or younger who utilize Fuqua School's transportation system must be met in the afternoon by an adult or by a responsible older student approved by the school's Director of Transportation.

## **CODE OF RESPONSIBLE TECHNOLOGY USE**

Technology at Fuqua School provides opportunities for learning, accessing information, and communicating by way of resources which include but are not limited to computers, video equipment, and telephones. With the use of these resources comes the obligation of using technology in an appropriate, responsible manner guided by the school's Acceptable Use Policy, the honor code, and behavior guidelines. Acceptable use of technology should:

- be ethical;
- reflect academic honesty;
- demonstrate respect for property, ownership of data, and system security; and
- guarantee student and faculty/staff rights to privacy and freedom from intimidation, harassment, bullying, and threats.

Access to Fuqua School's technology is a privilege, not a right. Access entails responsibility. At the beginning of each school year, all students sign an Acceptable Use Policy that outlines responsible use of technology on campus.

Fuqua School reserves the right to access stored files, records, and communication of any user in order to ascertain compliance with this Code and/or the Acceptable Use Policy and will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities conducted through the school's systems.

Privately owned machines while attached to the school's network are subject to the same policies as school-owned systems.

## **CELL PHONE USAGE POLICY**

### **Lower School Cell Phone Policy (Grades K-6)**

For students in grades K-6, cell phones, including smart watches, will not be permitted to be used during the school day. Such devices that are brought to school must remain on vibrate or turned off completely and stored for the day in the child's backpack. Failure to follow these guidelines will result in confiscation of the device and consequences outlined in our behavior policy. Fuqua School is not responsible for any damage or loss of the device. The use of cell phones or



other technology during afternoon pick-up causes students to be distracted and holds up the parent line. Therefore, students will not be able to use either until they enter their mode of transportation home.

### **Upper School Cell Phone Policy (Grades 7-9)**

For students in grades 7-9, cell phones, including smart watches, will not be permitted to be used during the school day unless otherwise directed by the classroom teacher. Such devices shall be checked in to the homeroom teacher upon arrival at school and will be returned at the end of the school day. All devices should be set to vibrate or turned off completely prior to checking them in. The use of these devices is strictly prohibited in locker rooms or restroom areas while at school and during school-related or school-sponsored events. Failure to follow these guidelines will result in confiscation of the device and consequences outlined in our behavior policy. Fuqua School is not responsible for any damage or loss of the device.

### **Upper School Cell Phone Policy (Grades 10-12)**

For students in grades 10-12, cell phones, including smart watches, will not be permitted to be used during class unless otherwise directed by the classroom teacher. Such devices shall be checked in to the classroom teacher upon arrival to class and will be returned at the end of the class. All devices should be set to vibrate or turned off completely prior to checking them in. The use of these devices is strictly prohibited in locker rooms or restroom areas while at school and during school-related or school-sponsored events. Failure to follow these guidelines will result in confiscation of the device and consequences outlined in our behavior policy. Fuqua School is not responsible for any damage or loss of the device.

During the school day, students are prohibited from taking pictures and/or videos on campus that depicts the school, its facilities, other students, or school personnel unless given permission by school staff.

## **PARKING AND DRIVING REGULATIONS**

### **Parking Provision (Upper School Campus)**

Fuqua School students and employees are to park in spaces which are not labeled for special purposes (visitors, handicapped). Students are to park in the spaces assigned to them. Seniors are given priority regarding preferred parking spaces. Non-Fuqua drivers are to park in the visitor parking spaces marked in blue and located beside the upper school gym, the Gee-Price Building, and across from the upper school campus. There is no parking where the curb is painted yellow, on sidewalks, or across two parking spaces. There is to be no double parking.

All Fuqua School students are required to register their car with the upper school office in order to park on campus.

### **Driving Provision**

All drivers are to exercise safe driving practices. There will be no blasting of car radios on campus and no reckless driving or behavior (examples: speeding around corners, hanging out of windows, riding on car hoods, etc.) All drivers are to observe the speed limit on campus.

Students may not go to their cars during the school day without permission.

## **DISCLOSURE OF STUDENT DISCIPLINE RECORDS TO OTHER ACADEMIC INSTITUTIONS**

Fuqua School believes in maintaining confidentiality in matters of student discipline. Our primary interests are in helping students learn from inappropriate behavior and in refocusing their actions toward positive outcomes. It is the school's policy not to discuss disciplinary action with colleges, universities, or other schools to which a student has applied, or enrolled, unless specifically asked by school personnel, at which time we will respond truthfully and candidly.

## **SMOKING/VAPING/CONSUMPTION OF ALCOHOLIC BEVERAGES ON CAMPUS**

Smoking/vaping is not permitted on the Fuqua School campus. No alcoholic beverages may be consumed on campus, except during special events approved by the school. Compliance with state and federal law is expected.

## **PERSONAL PROPERTY LIABILITY**

Fuqua School makes every effort to create and maintain an environment in which individuals and their property are safe. In addition, the school emphasizes the importance of individual responsibility.

While every attempt is made to ensure the security of personal property on campus, it is the sole responsibility of the individual to maintain security over personal belongings, including electronic devices (i.e. laptops, iPads, e-readers, and cellular phones), both during and after regular school hours. The school accepts no responsibility nor is the school liable for personal items left unattended on campus during regular hours of operation, after hours, or on weekends. This includes all campus buildings and grounds, athletic fields, and parking lots.

### **SALE/DISTRIBUTION OF ITEMS WITH FUQUA SCHOOL NAME AND/OR LOGO**

Items bearing the Fuqua School name and/or logo may be sold or distributed only by Fuqua School or by outside vendors approved by Fuqua School under conditions agreed upon by both parties. All designs using the Fuqua School name and/or logo that are created by Fuqua School groups or by outside vendors for use on items for sale or distribution must be approved by the Fuqua School Institutional Advancement Committee.

### **NON-FUQUA SCHOOL STUDENTS ON CAMPUS**

Students who do not attend Fuqua School are permitted to come on campus for the purpose of bringing Fuqua students to school or picking them up at the end of the day. They may also be on campus to attend school events open to the general community, such as athletic competitions, provided they demonstrate appropriate behavior. They may also attend special school events, such as dances, if accompanied by a Fuqua School student and if the administration is made aware of their attendance prior to the event.

All visitors, including students from other schools, are required to park in the visitor parking spaces between 8:00 A.M., and 3:30 P.M. These spaces are marked in blue and are located beside the upper school gym, the Gee-Price Building, and across from the upper school campus. Non-Fuqua students found parked in other areas of the school will be asked to move to a visitor parking area and a record will be kept of the request. If a non-Fuqua student is found parking in a non-visitor area a second time, his/her privilege of parking at or driving through Fuqua School will be revoked.

# FUQUA SCHOOL

## Campus Index



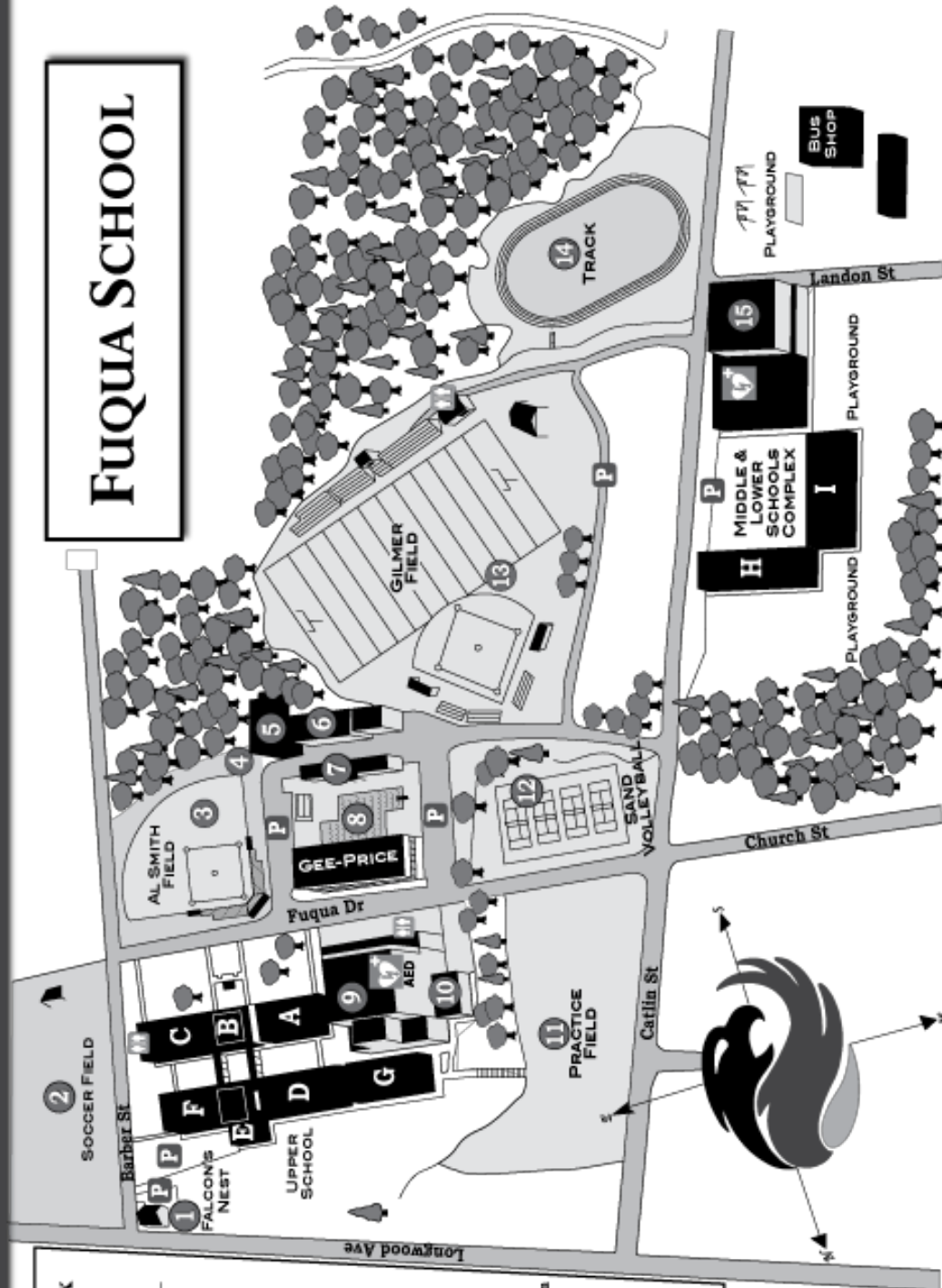
### A-I Classroom Buildings

- 1 Falcon's Nest
- 2 Soccer Field
- 3 Al Smith Field (Softball)
- 4 Nature Trail Entrance
- 5 Band Room
- 6 Football Locker Room
- 7 Pool Building/Facilities
- 8 Swimming Pool
- 9 Wall Memorial Building  
Gilmer Gymnasium
- 10 Weight Room
- 11 Practice Field
- 12 Sand Volleyball Courts
- 13 Gilmer Field  
(Baseball & Football)
- 14 Track
- 15 Lower School Gymnasium

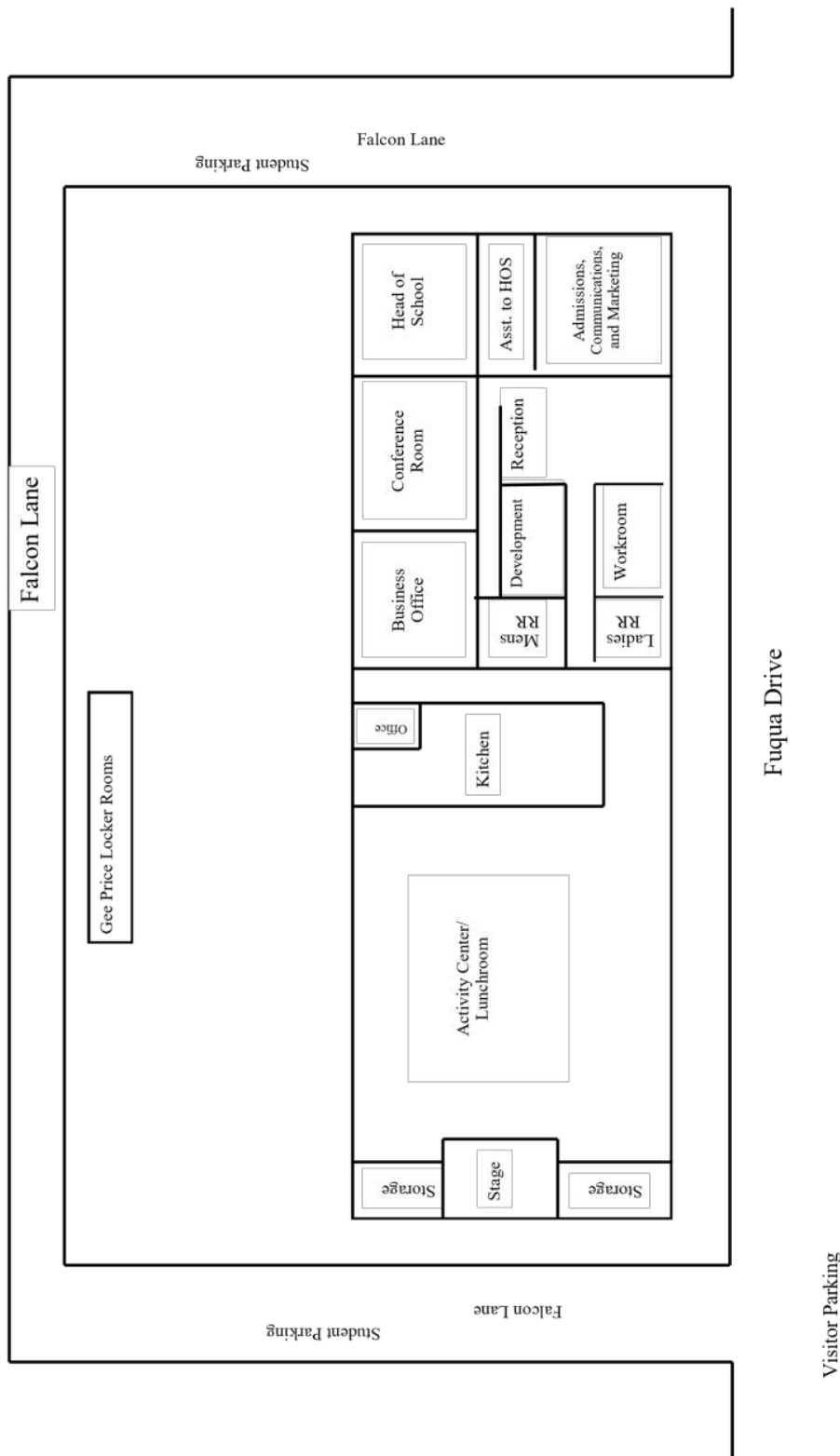
**P** Parking

**RR** Restroom

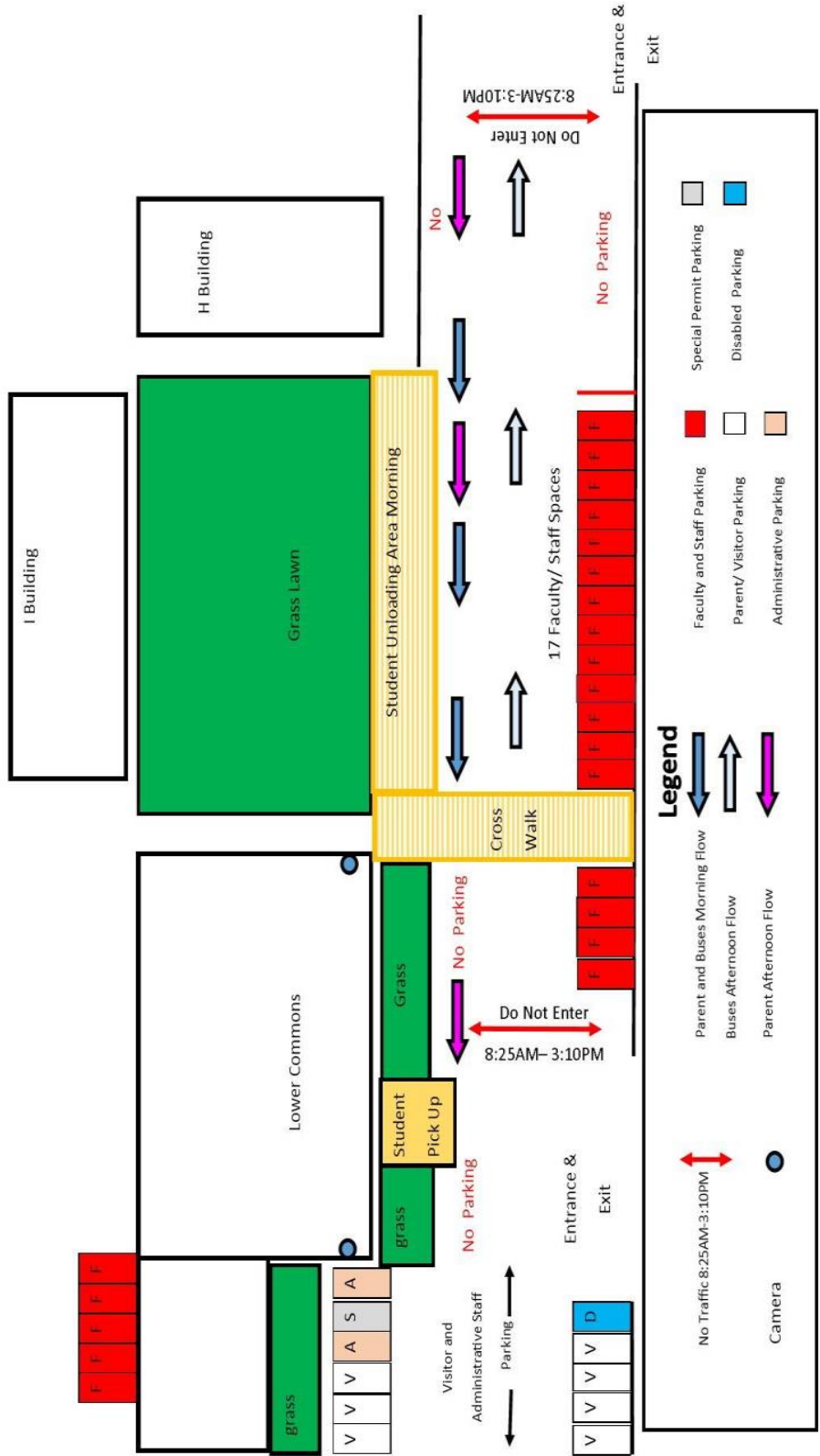
**AD** Emergency Defibrillator  
located in Gilmer Gym (9)  
and in the Lower School  
Commons (15)



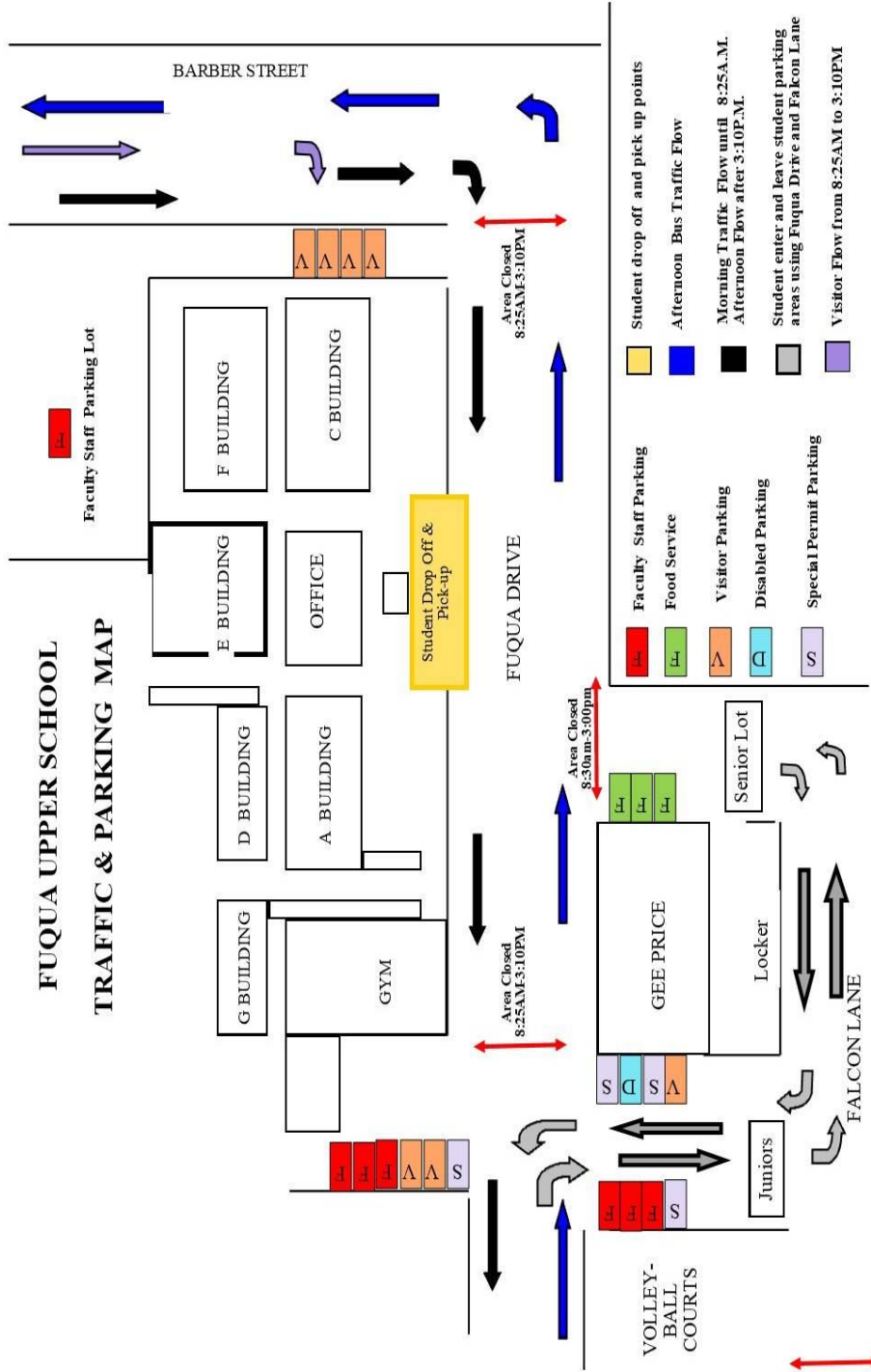
# Gee-Price Building: Administrative Offices Activity Center



# Fuqua Lower School Traffic and Parking



# FUQUA UPPER SCHOOL TRAFFIC & PARKING MAP



# FALCON SPIRIT



Mascot: The Falcon

Colors: Red and Gold

Motto: "*Scientia Volamus*"  
"Through Knowledge We Soar"

## FIGHT SONG

Go Falcons, on to victory,  
Let's conquer those we meet.  
We're mighty and we're confident!  
We won't accept defeat!  
And so to mighty FUQUA SCHOOL  
To you our voices raise;  
We'll pull together for our team  
And hail you all of our days.

(Sung to the tune of the U. S.  
Naval Academy fight song,  
*Navy Blue and Gold*)