

FUQUA SCHOOL

STUDENT-PARENT HANDBOOK 2018-2019

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John Melton, Head of School

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

TABLE OF CONTENTS

2018-2019 SCHOOL CALENDAR	5
MISSION STATEMENT	6
NOTICE OF STUDENT NONDISCRIMINATORY POLICY	6
RURAL EDUCATION FOUNDATION BOARD	7
ADMINISTRATION	7
SUPPORT PERSONNEL	7
GENERAL INFORMATION	
About Fuqua School/Accreditation.....	8
Arrival and Dismissal	8
School Bus Transportation.....	9
Falcon Care Program	10
Food Services	10
School Store.....	10
School Website	11
Daily Announcements	11
Class Pages	11
School Telephones.....	11
Emergency Drills	11
Accident and Illness.....	11
Medication	12
Guidance and Career and College Counseling Program.....	12
Emergency School Closing.....	13
Visitors/Parent Conferences	14
Parent, Teacher, Student Association (PTSA)	14
Tuition and Fees	15
Methods of Payment	16
Financial Assistance	17
ACADEMIC LIFE	
Daily Schedules	18
Curriculum.....	18
Graduation Requirements	24
Evaluation of Student Performance	25
Testing	26
Grade Point Average.....	27

Exam Exemption.....	27
Drop/Add.....	27
Community Service	28
Extended Campus Program	29
Part-time Enrollment.....	29
Early Completion of Graduation Requirements	30
Honor Roll	30
Homework	30
Falcon Independent Reading Program.....	31
Student Probation, Retention, and Dismissal.....	31
Scholarships and Awards.....	37

STUDENT LIFE

Student Cooperative Association (SCA)	39
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Honor Recognitions and Activities

The Cum Laude Society	40
Scholars Program.....	40
Academic Societies.....	40
Valedictorian, Salutatorian, Giftorian.....	40
Virginia Governor’s Schools	41
American Legion Boys/Girls State	41
Hugh O’Brian Youth Leadership Seminar	41

Clubs & Special Activities

Ecology Club	42
International Club	42
Interact	42
Readers Club	42
Student Organization for Developing Attitudes (SODA)	42
Youth and Government.....	42
Model United Nations.....	43
Battle of the Brains.....	43
Youth For Christ.....	43
FFA.....	43

Visual and Performing Arts

Art (Grades PK-5)	43
Art (Grades 7-12).....	43
Band (Grades 5-12)	44
Choral Music, Orff Instruments, and Recorders.....	44
Performing Arts (Grades 7-12).....	44

Athletic Program	45
Fuqua School Interscholastic Athletic Philosophy	45
2018-2019 Athletic Seasons	45
Rules and Regulations	46
Concussion Policy	48

DIRECTIONS TO AWAY COMPETITIONS 49

ADDITIONAL SCHOOL RULES AND POLICIES

Admission Policies and Procedures	50
Attendance Procedures	53
Honor Code.....	55
Behavior Guidelines	56
Dress Regulations.....	62
School Bus Rules.....	66
Harassment and Bullying.....	66
Supervision of Students After Regular School Hours.....	67
Lower School Field Trip Policy	67
Supervision of Young Children at Transportation Pick-up Points.....	68
Code of Responsible Technology Use.....	68
Parking and Driving Regulations.....	69
Disclosure of Student Discipline Records to Colleges	69
Smoking/Consumption of Alcoholic Beverages on Campus.....	69
Personal Property Liability	70
Sale/Distribution of Items w/Fuqua School Name and/or Logo ...	70
Non-Fuqua School Students on Campus.....	70

MAPS

Campus Overview	71
Gee-Price Building	72
Lower School	73
Middle and Upper School	74

FALCON SPIRIT 75

Calendar

August 2018 - May 2019

August

- 13-14 Teacher workdays
- 15 First Day of School

September

- 3 Labor Day (school closed)
- 14 Parent-Teacher Conferences/
Teacher Workday (no classes)

October

- 8 Fall Break (school closed)
- 19 End of 1st Quarter
- 19 In house Professional Develop. &
Teacher Workday (noon dismissal)

November

- 21-23 Thanksgiving Holidays
(school closed)

December

- 14, 17 US Exam Review Days
- 18-20 US Exams-Noon Dismissal
for upper school
- 20 End of 2nd Quarter/1st Semester
Winter Break Begins
(noon dismissal)
- 21-Jan. 1 Winter Break (school closed)

January

- 2 Second Semester Begins-
Teacher Workday
- 3 Classes Resume
- 21 MLK Day (school closed)

February

- 8 Parent-Teacher Conferences/
Teacher Workday
(no classes)
- 18 Presidents' Day
(school closed)

March

- 1 In house Professional Dev.
& Teacher Workday
(noon dismissal)
- 8 End of 3rd Quarter
(noon dismissal)
- 11-15 Spring Break (school closed)

April

- 19 Good Friday (school closed)
- 22 Easter Monday (school closed)
(inclement weather make-up day)

May

- 20-21 US Exam Review Days
- 22-24 US Exams-Noon dismissal
for upper school
- 24 End of 4th Quarter/2nd 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.

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**

Erin Whaley, Chairperson

Maria Almond	Sandra Moss
Robert Atkinson	Kathleen Seiler
Joyce Eggleston	Blake Tucker
Kristen Gee	Louise Waller
Shawn Haney	Hunter Watson
Bob Hamlin	John Melton, ex officio

ADMINISTRATION/SUPPORT PERSONNEL

John Melton – Head of School

Jennings Custis – Upper School Head/College & Career Counselor

Mike Edwards – Athletic Director

John Ellington - Director of Operations & Food Services

Tammy Frank – Director of Alumni Affairs

Barry Giffin - Director of Transportation

Chelsey Green - Athletic Department Secretary

Betty Ingram - Business Manager

Debbie Lacks - Upper School Secretary

Christy Murphy - Director of Admissions & Advancement

Ashley Newcomb - Administrative Assistant to the Head of School

Annie Ramsay – US Guidance Counselor & Registrar

Amy Rostan – Lower/Middle School Guidance Counselor

Linda Shepherd - Middle/Upper School Food Service Supervisor

Dara Tucker – Head of Lower and Middle School

Debbie Watson – Lower/Middle School Secretary

GENERAL INFORMATION

ABOUT FUQUA SCHOOL/ACCREDITATION

Fuqua School is an independent, co-educational, non-sectarian day school enrolling approximately 325 students in pre-kindergarten through grade twelve. These students reside in 11 counties in Southside Virginia. Students consistently score well above the national average on standardized achievement tests and the Scholastic Aptitude Test (SAT), and 98% go on to college. 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: an 18,000 square foot Lower School Commons, the Wall Memorial Building with gymnasium and stage, the Gee-Price Building, fifty classrooms, two library media centers, multiple computer laboratories and mobile computer carts, two science laboratories and a nature trail, two music centers, two art centers, a theatre studio, a Science, Technology, Engineering, Arts, and Math (STEAM) Lab, cafeteria facilities, extensive athletic fields, a quarter mile track, tennis courts, a weight room, a swimming pool complex, and playground areas. Fuqua School is a Certified Wildlife Habitat™.

ARRIVAL AND DISMISSAL

Students should arrive at school no later than 8:30 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. Likewise, students who are not riding a school bus should be picked up promptly upon dismissal as supervision is not provided after 3:15 P.M. Students who are not picked up by 3:15 will be sent to Falcon Care and charges will apply. Middle and upper school students who arrive on campus early should report to the library or Gee Price from 7:45–8:15 A.M. Middle school students are responsible for catching a school bus from the upper school to the middle school campus prior to the start of the school day at 8:30 A.M. Middle school students not being picked up in the afternoon by parents on the lower and middle

school campus must ride the bus to the upper school and report to sports practice or the upper school library. Upper school students who remain on campus after dismissal must report to the library and sign into the after-school program if they are not picked up by 3:15 P.M. This free program is available to both middle and upper school students from 3:15-5:00 P.M. Monday – Thursday.

No supervision is provided to middle and upper school students after dismissal on Fridays and half days. 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.

For arrival/morning drop off and pick-up in the afternoons, lower school parents are to follow the traffic pattern as indicated on the map on page 73.

Lower school students are dismissed at 2:55 P.M., and are escorted to the bus, Falcon Care, or the Commons (for students being picked up by parents). Middle school students are dismissed at 3:00 P.M. and report to the buses or the Commons for pick-up. Due to the heavy traffic at both arrival and dismissal time, middle school students will not be permitted to walk up or down the hill.

Parents of upper school students who drop off or pick up their child must enter the school via Barber Street. All students are to be picked up or dropped off at the bell tower following the traffic pattern on the map on page 74.

Upper school students who drive to school should arrive and depart using Falcon Lane in order to avoid interfering with the loading and unloading of buses.

Upper school students are dismissed by bell at 3:05 P.M.

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 66 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 3:00 P.M. Students must be picked up in the afternoon no later than 5:30 P.M. The program operates only on days when classes are in session for the full day; Falcon Care is not available on half days and on days when we open late or close early. Further information and a fee schedule are available through the lower school office.

Middle/Upper School: The upper school library is open after school until 5:00 P.M., Monday through Thursday. It is available for middle and upper school students after school for study, computer use, or quiet reading. There is no charge for this service. It is not available on days we close early.

FOOD SERVICES

Lower School - Fuqua School offers three boxed lunch options as well as separately priced lunch items, including milk, juice, and snacks. Lunches should be purchased ahead of time through the Renweb Parent Portal.

Middle and Upper Schools - Fuqua School offers a hot breakfast menu daily from 7:30 to 8:30 A.M., for middle and upper school students, and during the morning break. A lunch menu is also provided, featuring a variety of choices, including pastas, subs, hamburgers, hot dogs, soups, salads, and homestyle hot foods. Lunches should be purchased ahead of time through the Renweb Parent Portal.

Fuqua School strives to combine variety, good nutrition, convenience, and flexibility in its food services program. Specialty meals are presented throughout the year. Menus are provided to parents through the school's electronic newsletter and the website. Parents of students who have a special dietary need should contact the Director of Operations.

SCHOOL STORE

The school store is located in the lower school Commons. It offers all sizes of Fuqua School clothing and Fuqua School paraphernalia. Middle and upper school students can buy school supplies (book covers, pencils, geometers) at the upper school office. 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.com.

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 FalconLive (the parent portal) located on the school website under the Parents tab. The Lower School's weekly calendar can be found on the main Lower School class page on the school website.

CLASS PAGES

Students and parents can view individual class pages on the school website, www.fuquaschool.com. These pages are updated regularly by the teachers and contain timely information about class activities and projects, resources, reminders, and homework assignments.

SCHOOL TELEPHONES

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

EMERGENCY DRILLS

Monthly fire drills are required by law and are an important safety precaution. All students are expected to obey orders promptly and clear the building by the specified routes when the fire drill signal begins. Students also participate in other drills throughout the year to help ensure their safety.

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.

Students with chronic or severe illnesses/conditions may 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 or prescription and by a parent’s written permission. 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 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 medication without going through the office or give medication to another student.

Basic first aid medications will be administered when necessary according to the Medication Release signed annually by the parent.

GUIDANCE AND CAREER AND COLLEGE COUNSELING PROGRAMS

Our Guidance services offer a full array of support to Fuqua’s students to include everything from assistance with educational and vocational choices to personal and social development. Our Lower/Middle School Head Dara Tucker, Upper School Head Jennings Custis as well as the Head of School John Melton work as a team alongside Annie Ramsey, US Guidance Counselor, Amy Rostan, Lower/Middle School Guidance Counselor, and Jennings Custis, College Counselor, to send students in the right direction depending on their guidance needs.

Both Annie Ramsay and Amy Rostan are available to assist with social, emotional, and developmental needs. Mrs. Rostan’s office is located at the

lower/middle school and Mr. Ramsay's office is located in the administration office building at the upper school. They are both available via email or phone and are delighted to talk with parents about student needs.

Jennings Custis's focus is on career/college guidance and he offers support to students and families on questions related to academic planning and preparation for college. Mr. Custis works closely with each student beginning in the 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. His office is located in the administration office building at the upper school campus.

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 and television when applicable. All weather-related announcements will be made by 6:30 A.M.

Website

www.FuquaSchool.com

Radio

WFLO (95.7 FM) Farmville
WVHL (92.9 FM) Farmville
WJLC/WHLF (95.3 FM/98.3 FM) - South Boston

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 Director of Transportation, 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, no morning Falcon Care will be provided; if there is an early dismissal, no afternoon Falcon Care will be provided.

VISITORS/PARENT CONFERENCES

Visitors are welcome at Fuqua School. Upon arrival, visitors must check in at the administrative office and receive a visitor's pass, then check out from the office when leaving campus.

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

Any student who wishes to bring a visitor to school must secure advance permission from the office.

Deliveries such as flowers or balloons will be made to the upper or lower/middle school office where they may be picked up by the student at the end of the school day.

PARENT, TEACHER, STUDENT ASSOCIATION (PTSA)

The mission of the Fuqua School Parent, Teacher, Student Association (PTSA) is to provide support for the educational objectives of the school through fund raising, 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 Fuqua 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

	<u>Full Day</u>	<u>Half Day</u>
Prekindergarten (PK)		
M-F	\$5,800	\$4,100
M-Th	\$4,900	\$3,500
MWF	\$4,300	\$2,750
TTH	\$3,500	\$2,400
 Grades K-5	 \$8,300	

Middle School Tuition

Grades 6-8 \$9,250

Upper School Tuition

Grades 9-12 \$9,350

Multi-Child Tuition Discounts

There will be a reduction in tuition of \$560 for the second child, \$1,000 for the third child, and \$1,500 for each additional child enrolled from the same family.

Fees

Registration Fee \$350

Required annual fee to hold space for your child.
This fee is deducted from tuition for returning students if paid by March 31.

Transportation Fee

25 miles or less from campus	\$460
more than 25 miles from campus	\$610

Required annual fee for students who use Fuqua School transportation to and/or from school on a regular basis regardless of the number of days used during the school year. This does not apply to field trips or to school-sponsored trips. For families with more than 2 children, a maximum of \$1,000 will be charged.

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.

Behind the Wheel Fee

\$435

Required fee of all students enrolled in the driving portion of Driver’s Education course. Due upon completion of the course.

Financial Terms

Tuition and other charges are due in full prior to August 1. A 1.5% late charge is imposed per month on all accounts not current, and a \$35 fee is charged for checks returned by a bank. A student may not be permitted to attend class or participate in co-curricular activities (including sports practice) if the student’s account is not current. The school will not release report cards or official transcripts until the account is cleared.

METHODS OF PAYMENT

A registration fee of \$350 is due upon acceptance of application for enrollment. This fee is applied to the tuition of students who have been previously enrolled if received in the specified time period.

The school has a Tuition Refund Plan. The purpose of this plan is to offer financial protection for families and the school should a student need to withdraw during the school year. This plan will be available at a rate of 2.5% of tuition and be required for all families choosing the two or monthly payment plan. With the adoption of this plan, families will no longer be required to pay any finance fees or interest that were required with some previous payment models. For families paying tuition in one payment, the Tuition Refund Plan is optional.

Payment options for the tuition balance are listed below.

Cash Payment

Tuition minus registration fee, when applicable, is due on August 1.

Credit Card (available only for payment in full by August 1)

Tuition may be charged using Mastercard, Visa, or Discover.

One Payment Plan

Tuition minus registration fee, when applicable, is due on August 1.

Two Payment Plan

Tuition, Refund Insurance Premium is due on August 1. Tuition minus registration fee, when applicable, due in two equal installments on August 1 and January 1.

Monthly Payment Plan

Tuition Refund Insurance Premium is due on August 1. Tuition minus registration fee, when applicable, is due in twelve monthly installments on the 1st day of each month August –July. Parents who elect to pay on the monthly plan must arrange through FACTS for these payments to be drafted electronically from a credit card, debit card, savings account or checking account.

FINANCIAL ASSISTANCE

Fuqua School offers financial assistance for qualified students. Because the actual cost of educating a child at Fuqua School greatly exceeds the tuition and fees charged, in essence, every student receives assistance.

All interested applicants are required to complete a Financial Aid Application. Financial aid applications are submitted through FACTS. The link to FACTS can be found on the Fuqua School website under admissions.

FACTS is an independent organization which provides a reasonable assessment of the ability of each family to pay for its child(ren)'s education. The analysis provided by FACTS helps guide the school in evaluating need, although it is not necessarily the sole determining factor. Fuqua School does not discriminate in the administration of financial assistance and loan programs. Because requests may exceed available funds, it is important to apply early.

ACADEMIC LIFE

DAILY SCHEDULES

Lower School

Lower school hours are from 8:30 A.M. to 2:55 P. M. Lunch is scheduled between 11:30 – 1:00, and each lunch period lasts approximately 30 minutes. The lower school day is flexible and may vary on occasion.

Middle School

Middle school hours are from 8:30 A.M. to 3:00 P.M. The first class of the day also serves as homeroom and is five minutes longer to allow for taking attendance, announcements, and other non-instructional business.

8:30 - 9:30	First Period	12:10 – 1:00	Fifth Period
9:30 - 10:20	Second Period	1:00 - 1:30	Lunch/Recess
10:20 - 10:30	Break	1:30 - 2:15	Sixth Period
10:30 - 11:20	Third Period	2:15 - 3:00	Seventh Period
11:20 - 12:10	Fourth Period	3:00	Dismissal

Upper School

Upper school hours are from 8:30 A.M. to 3:05 P.M. The day is divided into four academic blocks with an activity period for individual academic help and extracurricular activities.

8:30 – 10:00	First Block	11:55 – 12:25	Lunch
10:00 – 10:10	Break	12:25 – 1:45	Third Block
10:10 – 11:30	Second Block	1:45 – 3:05	Fourth Block
11:30 – 11:55	Activity 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 need 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 and middle school levels is assessed in

the areas of reading and mathematics to determine his/her appropriate instructional level.

At the upper school, a wide range of courses is available based upon individual interests and performance levels, including advanced placement and honors options.

Lower School

Fuqua School's Pre-Kindergarten Program

Fuqua School's pre-kindergarten 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 programs provide students the opportunity to use hands-on exploration and stimulating materials to extend curricular concepts at his or her own level. Students enrolled full-time in our classes also have the opportunity to attend our programs in science lab, Spanish, media and technology, physical education, art, and music on a weekly basis. A partnership, which included close communication between home and school, is maintained to provide the best educational experiences possible for each child.

Students attending the PK program must be at least 3 years of age on or before September 30 of the year in which they enroll and be potty trained. Students may be enrolled on a part-time basis; however, preference is given to applicants enrolling for 5 full days per week. Fuqua School's pre-kindergarten program is fully licensed by the Virginia Department of Social Services.

Core Subjects (taught primarily by the regular classroom teacher)

Language Arts, Math, Science*, Social Studies

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

Art	General Music (PK - Grade 3)
Library Media	Recorders (Grade 4)
Technology	Band (Grade 5)
Physical Education**	Spanish

*The science curriculum is enhanced by a science lab program facilitated by a special science teacher.

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

Instruction in piano is available on an optional basis for a fee for students in grades 2-5.

Middle School

Course of Study

<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Language Arts	Language Arts	Language Arts
Mathematics	Mathematics 7 or	Pre-Algebra or Algebra I*
Life Science 1	Pre-Algebra	Earth Science
U.S. History 1	Life Science 2	Civics & Economics
Phys. Ed/Health	U.S. History 2	Phys. Ed/Health
Technology	Phys. Ed/Health	Technology
Spanish	Technology	

Electives offered on a rotating basis in grades 7-8

Art/Robotics (semester)

Band* (year-long)

*All 6th grade students take band for the entire year.

*Algebra I note: In order for middle school students to take Algebra I, they must demonstrate independence in learning during and a high level or achievement in, pre-algebra. Students must also demonstrate a readiness for Algebra on an Algebra readiness test and on standardized testing.

Upper School

Course of Study/Core Courses (recommended progression)

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

Grade 9

English 9
Algebra I or Geometry
Physical Science
World Studies 9
Foreign Language (Spanish or Latin)

Grade 10

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

Grade 11

English 11
Algebra II, Honors Pre-Calculus,
or College Mathematics
Chemistry or Honors Chemistry
U.S. History or AP U.S. History
Foreign Language (Spanish or Latin)

Grade 12

English 12 or AP English 12
Honors Pre-Calculus, Honors
Calculus I, AP Calculus II,
or College Mathematics
U.S. Government or
AP U.S. Government
Communications
Foreign Language (Spanish or Latin)

Electives

AP Environmental Science
Environmental Science
Honors Anatomy
Honors Physics
Agri-Science
Statistics
Economics/Personal Finance
World Religions
Global Issues and Events
Honors Psychology (grades 11 and 12 only)
Journalism
Yearbook
Film Studies
College Mathematics
Debate
Introduction to Art

Advanced Art
Band
Theater
Applied Industrial Technology Exploratory
Aviation
Fitness
Study Skills
Externship/Internship
Independent Study
College classes

Notes Regarding Core Courses and Electives

1. Science: Students must have completed Physical Science and Biology prior to enrolling in Chemistry, Anatomy, Physics, or Psychology. Students must have completed Chemistry prior to enrolling in AP Environmental Science.
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) Fitness may be taken only once a year unless special permission is granted by the Upper School Head. 2) Participation in two J.V. or varsity level interscholastic team sports during the same academic year may be substituted for fitness. Outside fitness-related activities may be substituted for fitness at the discretion of the Upper School Head and on a pass/fail basis.
4. Creative Arts: The following courses meet this requirement and may be taken at any point prior to graduation: Yearbook, Film Studies, Art, Band, Theater, and AIT Exploratory.
5. Honors and AP courses: Students must have demonstrated outstanding performance and secured approval from the teacher and 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 or Dual-Enrollment classes. All college classes count as both college and high school credit – see “Extended Campus Program”, page 23 and #10 – Weighted Credit.
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 with the exception of 100 level classes that are pre-qualifiers. 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.

<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	3/4	2	0
Fitness	1	1	1
Health/Driver Ed.	1	1	1
Creative Arts	1	1	1
Communications	1	1	1
Electives	<u>8/9</u>	<u>10</u>	<u>10</u>
Total	32	30	28

*Students pursuing an advanced studies diploma must include at least 6 advanced classes (AP, Honors, or qualifying college courses, see #10, page 23) 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.

Community Service required for graduation: 40 hours (see page 28)

EVALUATION OF STUDENT PERFORMANCE

The academic year is divided into four grading periods. An interim report is provided midway through each period and a report card at the end of each period. School-wide parent-teacher conferences are offered twice a year; however, parents may request a conference at any time.

Lower School - Academic and Behavior

Progress reporting for lower school students provides 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 with regard to grade level expectations. At the 4/5 level, students also receive grades in the areas of language arts, math, science, and social studies, using the middle/upper school academic grading scale listed below. A report card is also provided at the end of each grading period for all special area classes.

Middle/Upper School - Academic and Behavior

Beginning in the 2016-17 academic year, progress reports will use the following scales:

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 (65-66) = 1.0
A- (90-92) = 3.7	B- (80-82) = 2.7	C- (70-72) = 1.7	E/F (below 65) = 0

The final grade for 90-minute upper school courses is comprised of the following:

- 40% - grade for first 9 weeks of the semester
- 40% - grade for second 9 weeks of the semester
- 20% - final exam

The final grade for 90-minute (alternating block) upper school courses is comprised of the following with 0.5 credit earned each semester:

- Semester 1 grade: 40% - grade for first 9 weeks
- 40% - grade for second 9 weeks
- 20% - midterm exam
- Semester 2 grade: 40% - grade for third 9 weeks
- 40% - grade for fourth 9 weeks
- 20% - final exam

Final grade: 50% 1st semester grade; 50% 2nd semester grade

A student who receives an “incomplete” must finalize all course requirements within two weeks of the end of the grading period unless an exception has been approved by the Division Head.

Middle/Upper School Behavior Evaluation Scale

Behavior evaluation is a measure of work habits and social skills. Behavior grades count for Honor Roll determination.

Level 1: Meets expected work habits and social skills

Level 2: Falls short of meeting expected work habits and social skills

Level 3: Displays work habits and/or social skills detrimental to success

Level 4: Consistently displays unacceptable work habits and/or social skills which has required administrative intervention

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 Standardized and Diagnostic Testing

Prior to entering kindergarten, students are given a school-readiness assessment. In grades kindergarten through 5, 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 nationally-normed standardized achievement test is administered in early spring to students in grades 2-5.

Middle/Upper School Standardized and Diagnostic Testing

A nationally normed standardized achievement test is administered in early spring to students in grades 6-8. Middle school students may also be given diagnostic reading and/or math tests for the purpose of instructional placement and assessment. All sophomores and juniors are required to take the Pre-Scholastic Aptitude Test (PSAT). Upper school students are encouraged to take the Scholastic Aptitude Test (SAT) and/or the ACT 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.

IAAY Testing

Students in grades 3-8 who have scored at or above the 97th percentile within the previous two years on a standardized achievement test are eligible to participate in the Johns Hopkins Center for Talented Youth (CTY) talent search by taking the (SCAT) School and College Ability Test (grades 3-6) or the SAT (grades 7-8). Scores on these tests are used for selection of students to participate in enrichment programs provided through the Johns Hopkins CTY program.

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 24. 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.

High school courses taken during middle school count as high school credit; however, grades are not averaged into the upper school GPA.

EXAM EXEMPTION

All upper school students are required to take final exams with the exception of seniors who have earned an A average in the course.

DROP/ADD

At the upper school level, once a new semester 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, Fuqua School students are required to complete 40 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 10 hours per year; hours accumulated beyond the required 10 will be credited to the following year(s).

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. Any verifiable unpaid service to the community or to approved individuals can be credited toward these required hours. Examples of approved community service activities include Habitat for Humanity projects, civic organization projects, roadside cleanup, hospital and nursing home volunteering, tutoring, coaching and umpiring community sports programs, yard work or grocery shopping for sick or elderly shut-ins. Approved community service may also include work on campus; however, only 15 of the required 40 hours may be performed at Fuqua.

Students who wish to complete more than 15 hours of service for Fuqua School may do so and will become part of the “Friends of Fuqua” club which includes special benefits. Students who perform more than 100 hours of service in the community during their high school years will receive the “Silver Service Award”. These students will be recognized at the upper school awards assembly in May 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 March 1. Documentation includes a description of the service activity, number of hours, dates, name of the organization or individual, and an official signature (parent’s signature not accepted unless special permission is granted by the Upper School Head).

At the end of the third grading period, students who have not completed their community service hours will be notified by the upper school office. **Students will not be permitted to advance to the next grade 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.

EXTENDED CAMPUS PROGRAM

Through the Extended Campus Program, upper school students have the option of taking college courses off campus (beginning at 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 one course per semester. Parents are responsible for arranging for their child's transportation.**

Registration for college classes must be through Fuqua School's upper school office. Parents/students should not contact the colleges directly.

Online 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.

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 due to scheduling conflicts, 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 semester tuition. Students enrolled part-time may not participate in athletics but may attend social functions.

EARLY COMPLETION OF GRADUATION REQUIREMENTS

Seniors who have completed the required number of credits to graduate at the end of first semester may elect not to attend Fuqua School second semester. The decision to select this option must be made prior to the beginning of the school year, in consultation with the Upper School Head and with written approval of the parent. A student selecting this option may attend Fuqua School social events. Graduation will occur at the end of the academic year. Second semester tuition will be reimbursed if the student's account is current.

HONOR ROLL

The 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. Middle and upper school students must earn conduct grades no lower than 2. To be named to the Honor Roll for the semester, students must meet the same criteria outlined above for the two grading periods which comprise the semester. To be named 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 pre-kindergarten through grade one are encouraged to read with their child nightly for at least twenty minutes. For students in grades K-3, homework should last no more than thirty minutes; for students in grades four through six, homework should last no more than an hour and for students in grades seven and eight, homework 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.

FALCON INDEPENDENT READING PROGRAM

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. The 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 FIRP is sent home and may be accessed through the school's website.

STUDENT PROBATION, RETENTION, AND DISMISSAL

Probation

Academic Probation (Grades 9-12) - Students must maintain a minimum overall 2.0 GPA. If the cumulative GPA drops below a 2.0 at the end of any grading period, the student will be placed on academic probation and required to maintain at least a C average in each class for the next two grading periods or until the cumulative GPA is 2.0, whichever comes first. If the student does not meet this requirement, he/she may not be permitted to re-enroll for the upcoming academic year. The student and his/her parents will be required to meet with the admissions committee every four weeks during the probation period. Upper School students on academic probation may not participate in athletics.

Academic Probation (Grades 6-8) - 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 grading period, the student will be placed on academic probation and required to maintain at least a C average in each core subject for the next two grading periods or until the GPA is 2.0 in the four core subjects, whichever comes first. If the student does not meet this requirement, he/she may not be permitted to re-enroll for the upcoming academic year. The student and his/her parents will be required to meet with the Middle School Head every four weeks during the probation period. Middle School 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 interim progress report suggests they will qualify academically at the end of the nine weeks grading period and if space is available on the team. Decisions regarding the student's eligibility to try out will be made by the division head.

If the student makes the team, he/she may practice with the team but may not dress out or compete until the nine weeks grades are posted and a 2.0 GPA in the four core courses 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 6-12) - A student will be placed on behavior probation if he/she accumulates nine referral points (see Behavior Guidelines page 56) 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.

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

A middle school student and his/her parent(s) will meet with the Middle School Head. 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 or the Middle School Head 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 will not be permitted to participate in off-campus optional activities. 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.
5. A student on behavior probation may not 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 if a) his/her total number of referral points includes two or more Level III behavior violations or one Level IV violation, or b) the admissions committee or Middle School Head judges that his/her behavior has continually disrupted the learning process, has resulted in another student being bullied, or has dishonored the school. The same criteria applies to students who may receive honor privileges.
6. A student on behavior probation at the end of the academic year whose total number of points is comprised only of Level I and Level II violations may "work off" all points by performing approved physical labor on campus during the summer months (4 hours for each point). If the student does not work off all points during the summer, he/she will begin the next academic year on behavior probation. A student on probation at the end of the academic year whose total number of points includes a Level III or Level IV violation will begin the next academic year on probation.
7. Seniors who are on probation at the end of the academic year will be permitted to participate in all end-of-year activities.
8. The number of referral points for students who are released from behavior probation will be reduced to zero.
9. Accumulated referral points for Level I and Level II referrals will be forgiven at the rate of one referral point per month.

10. Parents are required to attend all review conferences with the admissions committee or the Middle School Head unless their presence is deemed unnecessary.

Behavior Probation (Grades PK-5) - A student in grades PK-5 who has demonstrated continuous inappropriate behavior may be placed on behavior probation at the discretion of the Lower School Head.

The probation period lasts 4 weeks (excluding holidays). At the end of the period, the student and his/her parent(s) will meet with the Lower School Head 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 the school (student has shown little or no improvement in behavior over time resulting in continuous probationary status).

Parents are required to attend all review conferences.

Retention (non-promotion)

Grades K-5 - Any student performing below age/grade level expectations in the areas of reading or math at the lower school “exit points” (end of grades one, three, and five), will be retained at those points unless he/she receives summer instruction approved by the Fuqua School administration and demonstrates age/grade level competency upon completion of that instruction. Retention at other grade levels may also be recommended for any student who demonstrates special academic or developmental need.

Grades 6-8 - Any student receiving a failing grade in language arts or math or in two or more core subjects will be retained unless he/she receives summer instruction approved by the Fuqua School administration and demonstrates mastery of the course objectives upon completion of that instruction.

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	7
11	14
12	21

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.

Students making below a C- in math or foreign language must repeat the course and pass with at least a C- in order to advance to the next level. In cases where a student makes below a C- in Algebra I, the student may progress to geometry but not to Algebra II.

Dismissal

Academic: Grade 5 - Fuqua School reserves the right to dismiss any student who has been previously retained and who continues to function below age/grade level expectations in reading or math at the end of grade five.

Academic: Grades 6-12 - 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 - Students who are on continuous probationary status (have shown little or no improvement over time) will be recommended for dismissal by the admissions committee or Middle School or Lower School Head to the head of the school. Students who commit a level V behavior violation may be expelled immediately.

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 year. Re-enrollment of students removed for academic reasons will be considered by the admissions committee or the Middle School or Lower School Head 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)

Brandon T. Davis Athletic Scholarship - grades 10 or 11 (two recipients)

encourages fellow teammates; is dedicated to the team's effort; shows respect for the coaching staff; gives 100% effort; plays from the heart

Verle V. Gordon Scholarship - grade 5 (one recipient)

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

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 11 (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

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, middle 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 six Upper School SCA officers, student representatives from grades 9-12, committee chairmen, class presidents, the Middle School SCA president, and a faculty sponsor.

The Middle School SCA council is composed of five officers, who are seventh or eighth grade students, and representatives from each sixth, seventh, and eighth grade class. The council meets regularly to discuss issues of middle school concern and to decide on ways to enrich the school through active participation and service.

The Lower School SCA officers must be in the fourth or fifth grade and are elected by the students in those grades. Two representatives from each fourth and fifth 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 33, #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 33, #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 3.2 GPA in the content area, an overall 2.0 GPA, and qualify behaviorally for a leadership/honor privilege (see page 33, # 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 27). Students selected as valedictorian, salutatorian, and giftorian must qualify behaviorally for a leadership/honor privilege (see page 33).

Virginia Governor’s Schools (Grades 10-11)

Summer residential schools provide gifted and talented rising high school juniors and seniors from across the State with intensive educational experiences in visual and performing arts, humanities, science, technology, or mentorships. Students submit applications to the school in late fall, and the school selects nominees to be forwarded to regional and then state selection committees according to the number of allotted slots. Consideration is given to a student’s academic record, test scores, co-curricular activities, creativity, original essays, and teacher recommendations. Students in the arts audition or submit portfolios of selected work samples for review.

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

Ecology Club (Grades 9-12)

The Ecology Club focuses on environmental awareness, science education, upkeep of the school's nature trail, and on-campus recycling. Members participate in the Virginia Envirothon annually.

International Club (Grades 9-12)

This club focuses on increasing student awareness of the international student population at Fuqua School. Members host an annual International Food Festival as well as other activities to celebrate various holidays which are important to our International students. In addition, the club supports UNICEF, an international organization which has been working to save children's lives since 1946, through fund raisers and other volunteer opportunities.

Interact (Grades 9-12)

Through community service projects, Rotary's Interact members focus on developing leadership skills and personal integrity by demonstrating respect for others, understanding the value of individual responsibility and hard work, and advancing international understanding and good will.

Readers Club (Grades 9-12)

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.

Student Organization for Developing Attitudes (SODA) (Grades 9-12)

This organization works to cultivate positive attitudes on campus such as being hospitable to foreign students and visitors, taking pride in the school, acting responsibly and safely, and striving for academic excellence. Students collaborate to plan programs designed to increase awareness of issues and to offer effective ways to contribute to a more positive climate on campus.

Youth and Government (Grades 9-12)

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.

Model United Nations (Grades 9-12)

Sponsored by Hampden-Sydney College, this 3-day conference gives high school students from across central Virginia the opportunity to participate in an academic simulation of the United Nations. The Model United Nations aims to educate participants about current events, international relations, diplomacy, and the United Nations agenda. The participants role-play as ambassadors representing a country in a simulated session of a committee of the United Nations, such as the Security Council or the General Assembly.

Battle of the Brains (Grades 10-12)

Battle of the Brains is an academic quiz show matching high school teams from Roanoke to Virginia Beach and North Carolina to Fredericksburg in a contest of academic knowledge. Questions are based on high school curricula with subjects ranging from trigonometry and calculus to philosophy, classical music, science, and history. Fuqua School's Battle of the Brains team has qualified for the televised tournament for several years.

Youth For Christ (Grades 6-12)

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.

FFA (Grades 9-12)

FFA is a youth leadership organization that strives to make a positive difference in the lives of young people by developing their potential for premier leadership, personal growth and career success through agriculture education.

VISUAL AND PERFORMING ARTS

Art (Grades PK-5)

All students in grades PK-5 receive art instruction by a specially-trained art teacher. Instruction varies from thirty to sixty minutes weekly, depending upon the students' ages and other instructional needs. Students explore multiple media.

Art (Grades 7-12)

Art is available for students at the middle and upper school levels on an exploratory/elective basis. Instruction is provided for the beginning artist as well as for those students who are more advanced.

Band (Grades 5-12)

The Senior Band (grades 9-12) performs in parades, at sporting events, and in concerts and festivals. The Junior Band (grades 7-8) and Band 6 (grade 6) participate in a limited number of marching and concert events. The Beginning Band (grade 5) participates in the Lower School assemblies and the Spring Concert.

Band is available for students in grades 6-12 on an elective basis and for all students in grade 5.

Choral Music, Orff Instruments, and Recorders (Grades PK-4)

At the lower school level, all students in grades PK-3 participate weekly in choral music provided by a music teacher. Students in grade 4 receive weekly instruction in recorders. Students in kindergarten through grade 4 also work with Orff instruments. Piano instruction is available for students in grades 2-5 on a fee basis.

Performing Arts (Grades 7-12)

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.

Performing Arts (7-8) is an elective that introduces students to drama, dance, and chorus.

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. Middle school teams place priority on skill development and inclusive participation appropriate for the developmental needs of middle school students and as preparation for future junior varsity and varsity competition.

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

Fuqua School is a member of the Blue Ridge Conference (BRC), an association for Virginia independent schools for girls sports. Fuqua School currently competes as an Independent School in boys sports.

2018-2019 Athletic Seasons:

Fall Sports (Aug. - Nov.)

Varsity and Middle School Football
Varsity, Junior Varsity, and Middle School Girls Volleyball
Varsity and Junior Varsity Co-ed Cross Country
Varsity and Middle School Cheerleading
Tennis

Winter Sports (Nov. - Mar.)

Varsity, Junior Varsity, and Middle School Boys Basketball
Varsity, Junior Varsity, and Middle School Girls Basketball
Varsity and Middle School Co-ed Swimming
Varsity, Junior Varsity, and Middle School Cheerleading

Spring Sports (Mar. - May)

Varsity and Junior Varsity Boys Baseball
Varsity and Junior Varsity Girls Softball
Varsity and Junior Varsity Co-ed Soccer
Boys Lacrosse
Girls Lacrosse
Varsity Co-ed Golf
Varsity Co-ed Track

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.

1. Full-time student: An athlete must be enrolled at Fuqua School as a full-time student and in regular attendance.
2. Eligibility age: An athlete must not reach his/her 19th birthday on or before August 1 of the academic year.
3. Permission to play, documentation: Prior to try-outs, each athlete must present to the Athletics Director a written parental permission to play, a certificate signed by a licensed physician that the athlete is physically fit (dated after May 1st), and documentation of health insurance. Health insurance must be carried on the student throughout the season.
4. Athletic contract: All students who participate on an athletic team are required to sign and abide by the Fuqua School Student Athletic Contract. The contract must also be signed by the athlete's parent. The contract can be accessed through the Fuqua School website.
5. Academic eligibility: See "Student Probation, Retention, and Dismissal" (pg. 31)
6. Behavior eligibility: See "Student Probation, Retention, and Dismissal" (pg. 31)
7. Newly enrolled students: Newly enrolled students may try out for a team in mid-season with the approval of the coach and athletic director.
8. Sportsmanship: Athletes shall demonstrate good sportsmanship and positive behavior on and off the playing field.
9. Attendance during the school day: Students must be in attendance for the full academic day in order to practice or participate in an athletic event unless otherwise approved by the Division Head (see athletic contract). In cases where special approval is granted, the student may be required to complete extra assignments in the class(es) missed.

10. Attendance at team-related activities: Team members are expected to attend all team-related activities unless prior approval is obtained for such absences from 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 include illness, injury, death in the family, remedial academic tutoring, and approved participation in other school functions.

11. Loss of athletic privileges due to inappropriate behavior during the school day: 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.
12. Removal from a team: A coach may dismiss a student from a team for disciplinary reasons with the approval of the Athletic Director and the Division Head. 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.
13. Participation in two sports in one season: Students who are proficient in two sports during the same season may participate on both teams with the approval of the coaches and the Athletic Director.

A student who is cut from one sport may go 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.

14. Junior varsity players participating on a varsity team: If a varsity team is unable to dress out a sufficient number of players for competition, junior varsity players in grades 8 and up may participate on the varsity team.

In cases where the varsity football season extends beyond that of the junior varsity, junior varsity players in grades 8 and up may be permitted to participate with the varsity team for the final games of the season; however, players who are members of the marching band are expected to participate with the band during home football games.

15. Dressing for the game: Team members will be allowed to dress for an athletic event only after they are excused from class for the event.

16. Dress expectations: See “Requirements for Athletics” on page 65.
17. Non-players on team buses: Non-players are not permitted to ride the team bus with players to or from games without special permission of the athletic director.
18. Athletic managers and scorekeepers: 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.

DIRECTIONS TO AWAY COMPETITIONS

Directions to away competitions and team schedules are available through the Fuqua School website (www.fuquaschool.com) or by contacting the athletics department.

SCHOOL RULES AND POLICIES

ADMISSION POLICIES AND PROCEDURES

Application

The application process includes the completion of the Application for Admission, Enrollment Agreement, Applicant Questionnaire, Health and Emergency Release, Parental Consent, and Student Questionnaire. All student records, including the Character Questionnaire and teacher recommendations, must also be submitted. The student's file must be complete before it will be reviewed by the Admissions Committee.

Transcripts are required of all applicants for grades 1-12. A Request For Student Records, available through the Admissions Office, should be delivered to the guidance counselor or principal of the applicant's current school. The Character Questionnaire and recommendations from the current school math and English teachers are required for transferring middle and upper school applicants (grades 6-12).

It is the responsibility of the parent/guardian to ensure that all required information is on file with the Admissions Office. Completed forms, recent photograph, and all other application materials, along with a \$125 non-refundable application/assessment fee, should be mailed to: Admissions Office, Fuqua School, 605 Fuqua Drive, P. O. Drawer 328, Farmville, VA, 23901.

Fuqua School reserves the right to require additional physical, academic, and/or psychological exams.

Admission of Full-time Students

Interviews are required for all new applicants to Fuqua School. The parent/guardian will be in attendance during the interview process. Appointments may be made by contacting the Admissions Office at 434-392-4131, ext. 273.

Admissions decisions are made by the Admissions Committee and are based upon information on the application form, school transcripts, teacher recommendations, testing, and an interview. The Admissions Committee will not consider a candidate until all application materials are submitted to the Admissions Office.

Applicants may be accepted on a probationary basis with periodic evaluation by the Admissions Committee of academic progress and/or behavior.

Applicants who have been suspended or expelled from another school will be considered for admission only under special circumstances.

Part-time students in the Fuqua School Early Learning Center (FSEL) may attend school only on days they are scheduled to attend unless special permission is given by the Lower School Head.

Parents of students enrolling in pre-kindergarten and kindergarten must submit a birth certificate and complete record of immunization (documented on the official Commonwealth of Virginia School Entrance Physical Examination and Immunization Certification) to the school office prior to entrance.

Parents of students in grades 1-12 who are enrolling for the first time must file a birth certificate, record of immunization, and record of Social Security number in the school office prior to the start of school.

When a waiting list is maintained by the Admissions Office, vacancies will be filled by the most qualified applicant, giving preference to children of current families and alumni.

Admission of Part-time Non-Fuqua School Students

Fuqua School admits qualified part-time students (home-schoolers, students attending other public or private schools) to take middle and high school courses for credit. Part-time students must meet Fuqua School standards for behavior and academic achievement and will be tested prior to acceptance to assess the level of performance within the course content area. Students will be permitted to take only one class per semester, unless special permission is granted by the Admissions Committee, and will not be permitted to take courses which involve representation of Fuqua School within the broader community (i.e., band, theater). Admission is based upon the student's qualifications and availability of the selected course.

Part-time students will not be permitted to participate on athletic or academic teams or to attend social functions as a Fuqua School student.

Transportation to and from school must be provided by the parents.

Special Procedures for Admitting Seniors

Fuqua School recognizes that there may be circumstances in which students entering their senior year of high school will apply for admission. In an effort to give fair consideration to these applicants while ensuring the integrity of Fuqua School's curriculum as well as the special relationship among the members of the rising senior class, the following procedures will be used.

The student must meet all standard admissions requirements with special emphasis on the academic and behavior record. In addition, the student must:

1. write and submit an essay on “Why I Want to Attend Fuqua School so Close to Graduation,”
2. provide a character reference from two people outside the school environment (exception: one coach may be included),
3. be interviewed by the full admissions committee plus two members of the rising senior class.

The student must be able to meet all Fuqua School graduation requirements. If a student is admitted for his/her senior year, he/she will be ineligible to be named class valedictorian, salutatorian, giftorian, or Cum Laude Society member.

Adopted by the school May 2003; revised May 2009.

Admission of Students From Outside of the Regular Attendance Area

Fuqua School serves students from an 11 county region in south central Virginia. The school provides transportation on a pick-up point basis to all enrolled students but does not offer boarding services. Because of its focus on serving south central Virginia and because boarding services are unavailable, students from outside of the school’s regular attendance area who require special housing in order to attend, with the exception of foreign exchange students, will be considered for enrollment only with special permission of the head of the school.

Entrance Age for Pre-K and Kindergarten

Children entering pre-kindergarten at Fuqua School must be at least two and a half years of age on or before September 30 of the year in which the child is enrolled. Children entering kindergarten at Fuqua School must be at least five years of age on or before September 30 of the year in which the child is enrolled.*

The parents/guardians of pre-kindergarten and kindergarten children are required to present a certified birth certificate and complete record of immunization (documented on the official Commonwealth of Virginia School Entrance Physical Examination and Immunization Certification) prior to their child’s entrance into school.

*Appeals for deviation from the “Entrance Age” policy of Fuqua School must be made to the head of the school.

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. **All planned absences should be discussed with and approved by the Division Head.** 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. **Therefore, the school will not make special arrangements to support such plans.**

Communication regarding attendance - Parents are asked to notify the school before 9:30 if their child will be absent from school. If the school does not hear from the parents of an absent student by 9:30, the school will attempt to contact the parent to ensure the parent is aware of the absence. Whenever possible, parents are to provide advance notification to the school of their child's absence(s).

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.

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

Tardies (Grades 6-12) - When a student is tardy to class three times, he/she will receive a Level I referral. Three additional tardies will result in a second Level I referral and written notice to parents that a Level II referral will be issued if the student is tardy three more times.

Tardies (grades PK-5) - If a student is tardy to school seven times within a semester, his/her parents will be expected to meet with the Lower School Head to discuss the issue.

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.

Absences due to school-sponsored activities - An absence resulting from participation in a school-sponsored activity (examples: field trip, athletic competition) 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. Verification of the visit (example - information from the college’s admissions office) must be submitted to the Upper School Head within one week of the absence. College visit days do not count as official absences.

Excessive absences (Grades 9-12) - Seven absences from a class **per semester** may result in loss of credit for that subject. The student and parent will be required to meet with the Upper School Head, and summer work may be assigned in order for the student to receive credit. A student is considered present if he/she is in attendance for at least half of the class period.

Excessive absences (grades 6-8) - Twenty absences from class **per year** may result in failure of that subject. The student and parent will be required to meet with the Middle School Head, and summer work may be assigned in order for the student to pass.

Excessive absences (grades K-5) - Twenty absences from school **per year** may result in failure of the grade (retention). The student and parent will be required to meet with the Lower School Head, and summer work may be assigned in order for the student to pass.

Periodic accounting of attendance - Parents will be given a regular accounting of their child's attendance record every grading period.

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 and 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, students should be prepared to complete the work/test/assignment on the day they return to class. Students may request special permission from the teacher for an extension. For pre-planned absences (including athletics), students are responsible for consulting each teacher ahead of time regarding the work that will be missed and making up that work on the time schedule set by the teacher.

Note: Lower school students are considered present if they are in attendance three or more hours. Middle school students are considered present if they are in attendance at least half of the class period.

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 the middle and upper schools, all 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.

In the lower school, all fourth and fifth grade 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 middle or upper Fuqua School student who is 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

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, 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. Permission to drink water during instructional time may be granted.)
6. chewing gum in a classroom, media center, gymnasium, or office area
7. failure to return a signed interim or report card or other required document by the date specified
8. littering, including improper disposal of chewing gum
9. loitering (remaining on campus without legitimate purpose or proper supervision)
10. use of inappropriate language
11. inappropriate lunchroom behavior; taking food without placing an order
12. excessive tardiness to school or class (3 or more tardies per semester)
13. violation of the parking provision of the Parking and Driving Regulations

Level II

1. disruption of the learning process
2. disrespectful behavior (words, gestures, actions) toward others characterized by thoughtless and/or careless acts
3. defiant and/or repeated disregard for school rules
4. being out of class without permission
5. use of portable electronic devices, including cell phones, during the school day without permission from a teacher or administrator
6. violation of the Fuqua School Code of Responsible Technology Use

7. possession of inappropriate reading materials on campus (including but not limited to material containing obscene language/pictures)
8. reckless behavior such as running or shoving on sidewalks and/or inside buildings
9. excessive display of affection or inappropriate touching
10. violation of a school bus rule

Level III

1. violation of the Honor Code
 - a. lying
 - b. cheating
 - c. stealing
 - d. plagiarizing
2. disrespectful behavior (words, gestures, actions) toward others that reflects premeditation/obvious intent to do harm, unwelcome advances or comments, or blatant discrimination, or that represents behavior consistent with bullying, including behavior that can damage a student's reputation, threaten or intimidate others
3. being absent from school without parental permission
4. leaving campus without parental permission and without properly notifying the school office
5. fighting
6. intentional damaging, defacing, or destroying of school or personal property
7. possession of tobacco products in any form on campus or off campus during a school-related event including e-cigarettes or other vaping devices
8. violation of the driving provision of the Parking and Driving Regulations (reckless driving or behavior, speeding, blasting radios)

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

Level V

1. bringing a weapon or imitation weapon (firearms, knives of any kind including pocketknives, fireworks/explosives, any potentially dangerous items) on campus or to an off-campus school- related 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

Level I violations: Level I violations result in one referral point. Additional consequences related to the violation, such as loss of privileges, may also be assigned.

Level II violations - Middle School: Level II violations result in 1) two referral points and 2) two consecutive days of silent morning break or one day of after-school suspension. The determination of whether a student is assigned silent morning break or after-school detention will be made by the middle school faculty in consultation with the LS/MS Head. Repeated violations of the same rule may result in a Level III referral. For violation of a school bus rule see Additional Regulations.

Level II violations - Upper School: Level II violations result in 1) two referral points and 2) one day of after-school detention. Repeated violations of the same rule may result in a Level III referral. For violation of a school bus rule see Additional Regulations.

Level III violations - Middle School: Level III violations result in 1) three referral points, and 2) two days of after-school detention. For violation of the Honor Code (cheating, plagiarizing) see Additional Regulations.

Level III violations - Upper School: Level III violations result in 1) three referral points and 2) three days of after-school detention. For violation of the Honor Code (cheating, plagiarizing) and violation of the driving provision of the Parking and Driving Regulations see Additional Regulations.

Level IV violations: Level IV violations result in 1) four referral points, 2) out-of-school suspension for three to ten school days, 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.

NOTES:

1. Modified behavior guidelines are applied at the lower school to students in grades four and five. Violations of these guidelines, at the lower school level, may result in modified referrals issued by the Lower School Head.
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 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 which will be sent to his/her parent(s). If a second violation occurs, a written notification will be sent to the parent(s) and a conference will be held between the Division Head, the parent(s), the driver if possible, and the student if appropriate.

If a third 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 school year. The Division Head 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 4-12 who cheats or plagiarizes will receive a grade of 0 for the assignment/test.
3. Violation of the driving provision of the 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 will be revoked for the remainder of the school year.
4. Loss of athletic privileges - See page 47
5. Behavior Probation: See procedures on page 31

In cases where a student has accumulated referral points but has earned no points for a period of thirty calendar days, one point will be deducted from his/her total if those points result from Level I or Level II violations. There is no limit to the number of points that can be deducted. Accumulated referral points do not carry over from year to the next.

6. Loss of leadership and/or honor privileges: See page 33
7. Repeated Level III violations may result in out-of-school suspension of up to three days at the discretion of the dean.
8. Repeated acts of bullying, including acts that occur from one year to the next, may result in dismissal.
9. A student who violates 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. Any student who possesses, uses, distributes, or is under the influence of alcoholic beverages on campus or during an off-campus school-related event may be expelled.
11. Any student who uses or distributes tobacco products in any form on campus or during an off-campus school-related event may be expelled.
12. Appeals regarding enforcement of the behavior guidelines, other than expulsion, must be made first to the Middle/Upper School division head and then to the Head of School.
13. 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 until dismissal. The dress regulations do not apply to athletic or social events, to the Falcon Care program, or 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 collar and sleeves
- any solid color, plaid, stripe, or patterned print (excluding camouflage)
- 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 flannel, satin, velvet/velour, or see-through fabric

Sweaters, Sweatshirts, Fleece – Indoor Garments

- any solid color, plaid, stripe, or patterned print (excluding camouflage)
- must be worn over a collared shirt or turtleneck
- finished neckline, wrists, and hem
- neckline-zip sweaters, sweatshirts, and fleeces may be worn
- only non-hooded sweaters, sweatshirts, and fleeces may be worn as indoor garments
- no logos greater than 3” except Fuqua School logos

Slacks, Shorts, Capris

- any solid color except white
- no over-sized pants, wind pants, athletic sweats/pants, lace-up pants, or revealing pants that resemble leggings
- shorts – must be longer than the fingertips when arms are at rest
- no denim, leather, imitation leather, satin, velvet/velour, sequins, tulle
- belts must be worn with pants, shorts, and capris which have belt loops (grades 2 and up)

Skirts and Skorts

- any solid color except white
- must be longer than the fingertips when arms are at rest
- slits – must be no higher than the fingertips when arms are at rest

- no denim, leather, imitation leather, satin, velvet/velour, sequins, tulle

Dresses

- must have a collar and sleeves
- any solid color, plaid, stripe, or patterned print (excluding camouflage)
- must be longer than the fingertips when arms are at rest
- no denim, leather, imitation leather, satin, velvet/velour, sequins, tulle

Jumpers

- must be worn over a collared shirt or turtleneck
- any solid color, plaid, stripe, or patterned print (excluding camouflage)
- must be longer than the fingertips when arms are at rest
- no denim, leather, imitation leather, satin, velvet/velour, sequins, tulle

Tights, Stockings, Leggings

- must be worn under a dress, skirt, skort, or shorts

Ties

- necktie or bowtie

Shoes

- dress shoes (lace ups, loafers, flats), dress boots, casual boots, athletic/tennis shoes, plain sandals
- no flip-flops*, swimming shoes, toe running shoes, or jellies
*Flip-flops are flat shoes with a thong that goes between the toes with no heel strap
- heels no higher than 2"
- strap or back on heels (grades K-8), unless the shoes are clogs
- inclement weather: appropriate protective footwear permitted

Outerwear

- no camouflage or military attire
- hooded and zip-up sweatshirts/fleeces/sweaters may be worn as outerwear
- heavy shirts (i.e., flannel shirts, quilted shirts) may not be worn as outerwear
- outerwear may not be worn indoors unless permission has been granted by a teacher or administrator
- 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, through team spirit packs, or through

school programs like band or aviation. Students will not be permitted to wear their hoods inside.

Lower School Travel Attire (required for field trips)

- khaki pants, skirts, skorts, shorts
- red collared shirt

Requirements for Dress-Down Days

At the lower school, dress-down days will be held on the first Friday of every month. All K-5 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.
- No low-cut or lace-up shirts; no revealing clothing; no visible cleavage.
- No inappropriate or offensive words, pictures, or designs.
- Camouflage and “official” military attire may not be worn.

Requirements for Professional Dress Days

For middle and 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.

Girls

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

- All clothing must be clean, free of holes, hemmed/finished, of proper size, and fastened and worn appropriately.
- Grades 6-8: no heels higher than 2” as measured from the back of the shoe; must have strap or back on heels unless the shoes are clogs
Grades 9-12: no heels higher than 3" as measured from the back of the shoe.
- No flip flops, athletic shoes, or shorts.
- Strapless dresses must be worn with a jacket or sweater.
- No revealing clothing; no visible cleavage.

- 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.

Boys

Boys must wear a collared dress shirt, tie, and nice 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 and shined as appropriate, properly laced, and worn with socks.

Requirements for Athletes

- On game days during school hours, athletes (including cheerleaders) are required to follow the school's dress regulations except that they may wear their game jersey or official game day apparel with permission from the coach. If the jersey does not have sleeves, it must be worn over a sleeved shirt.
- No revealing clothing (short shorts, low-cut tops) may be worn on campus during or following practices.
- Boys must wear a shirt on campus 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.
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 tattoos are not permitted.
4. Visible body piercing and imitation body piercing, other than in the area of the ear, are not permitted. Tongue piercing is prohibited.
5. Boys: Must be clean-shaven; beards and mustaches are not permitted. Sideburns may be no longer than the bottom of the earlobe. Earrings may not be worn except on dress down days.

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.

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,
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.

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 a repetitive act intended to humiliate, intimidate, or ridicule another person; the school defines harassment as continued unwanted, annoying and/or threatening action and includes sexual harassment.

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 like Falcon Care, athletic practice, and after-school library. This does not include sporting events.

Middle and upper school students who go to the library after school are expected to follow all of the rules posted in the library. The library closes at 5:00 pm. Students who are not picked up by 5:00 pm will be sent to the Gee Price building to await pick up and a \$20.00 late fee will be assessed.

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 classroom teacher and also the Lower School Head.

The number and names of chaperones for each field trip is at the discretion of the classroom teacher, and should be submitted to the Lower School Head three days prior to the field trip for approval. 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. Under no circumstances may a parent separate his/her child from the group. 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 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,
- guarantee rights to privacy and freedom from intimidation, harassment and annoyance.

Access to Fuqua School 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 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.

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 a 5 m.p.h. speed limit on campus.

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

DISCLOSURE OF STUDENT DISCIPLINE RECORDS TO COLLEGES

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 unless specifically asked by school personnel, at which time we will respond truthfully and candidly.

SMOKING/CONSUMPTION OF ALCOHOLIC BEVERAGES ON CAMPUS

Smoking 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 week-ends. This includes all campus buildings and grounds, athletic fields, and parking lots.

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

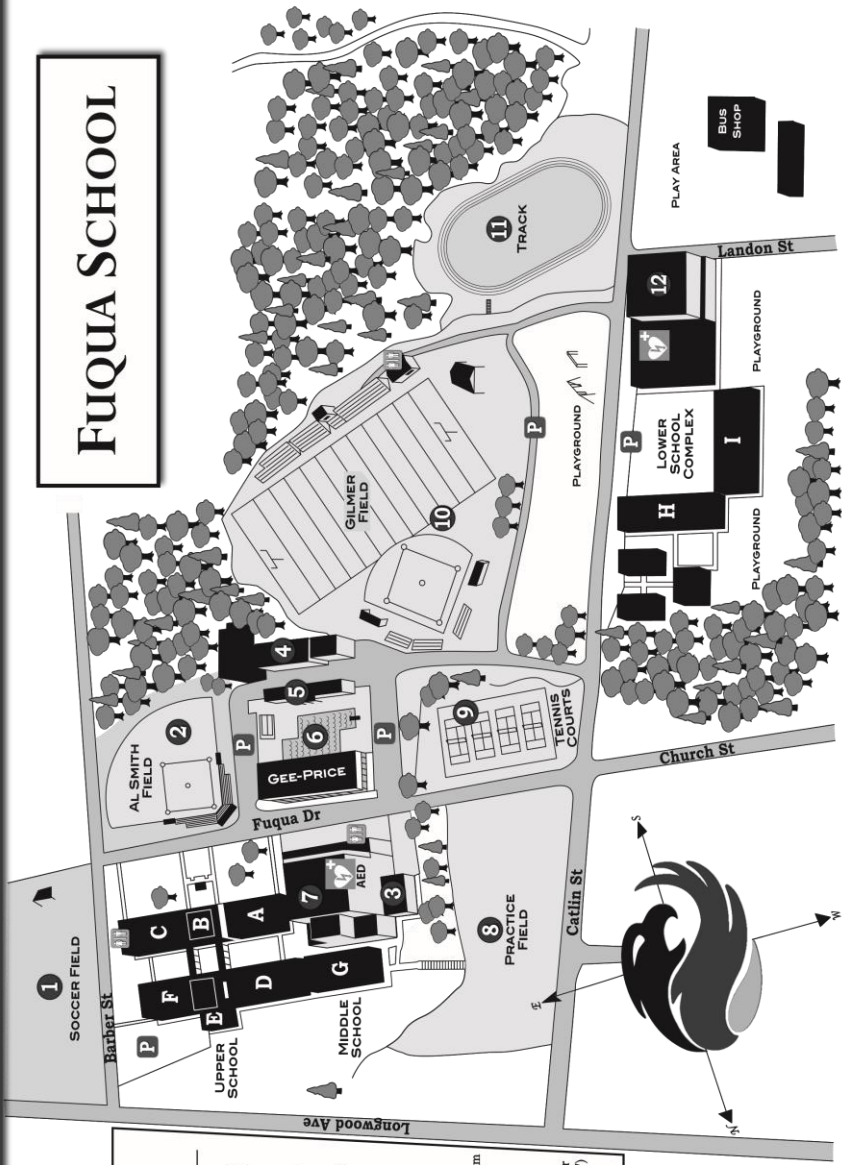
Items bearing the Fuqua School name and/or logo may be sold or distributed only by Fuqua School or by outside vendors approved by Fuqua School under conditions agreed upon by both parties. All designs using the Fuqua School name and/or logo that are created by Fuqua School groups or by outside vendors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

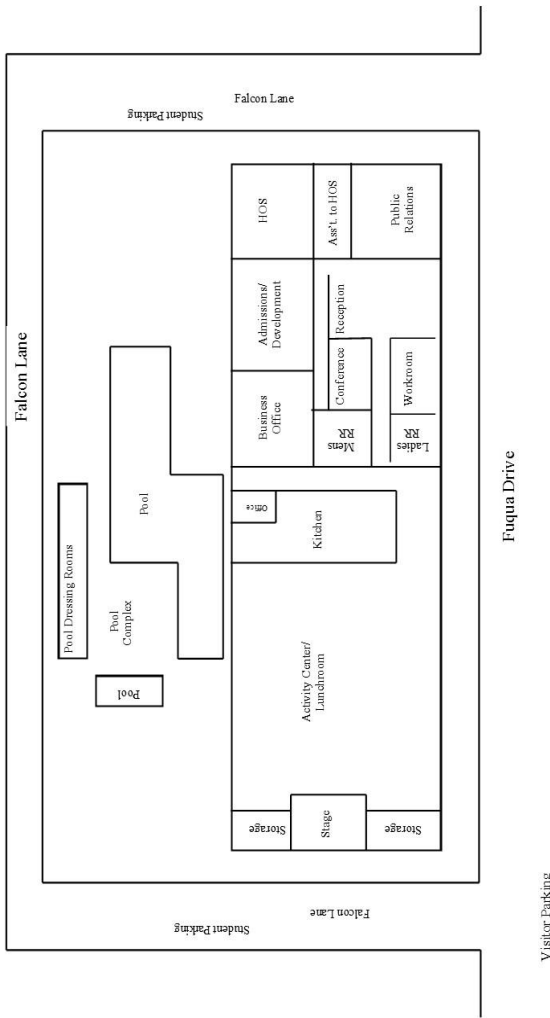
FUQUA SCHOOL



Index

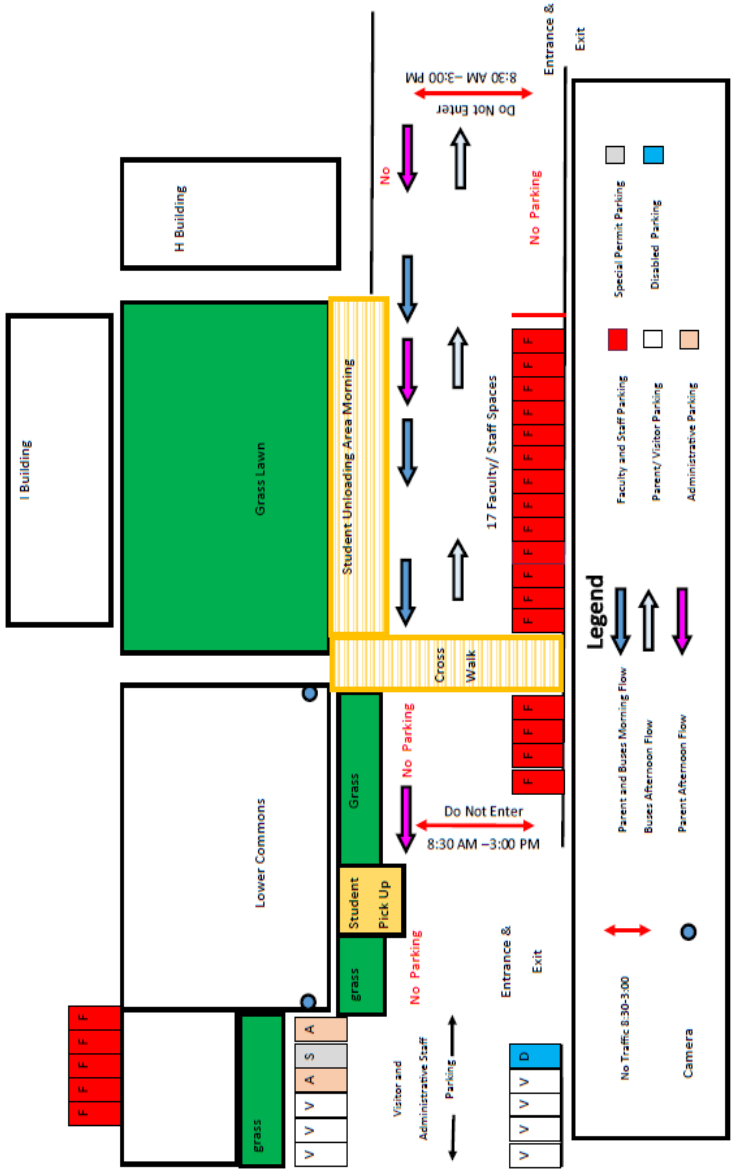
- A-I** Classroom Buildings
- 1** Soccer Field
 - 2** Al Smith Field (Softball)
 - 3** Weight Room
 - 4** Football Locker Room
 - 5** Pool Building/Facilities
 - 6** Swimming Pool
 - 7** Wall Memorial Building
Gilmer Gymnasium
 - 8** Practice Field
 - 9** Tennis Courts
 - 10** Gilmer Field
(Baseball & Football)
 - 11** Track
 - 12** Lower School Gymnasium
- P** Parking
- Restroom
- Emergency Defibrillator
located in Gilmer Gym (7)
and in the Lower School
Commons (12)

Gee-Price Building: Administrative Offices Activity Center

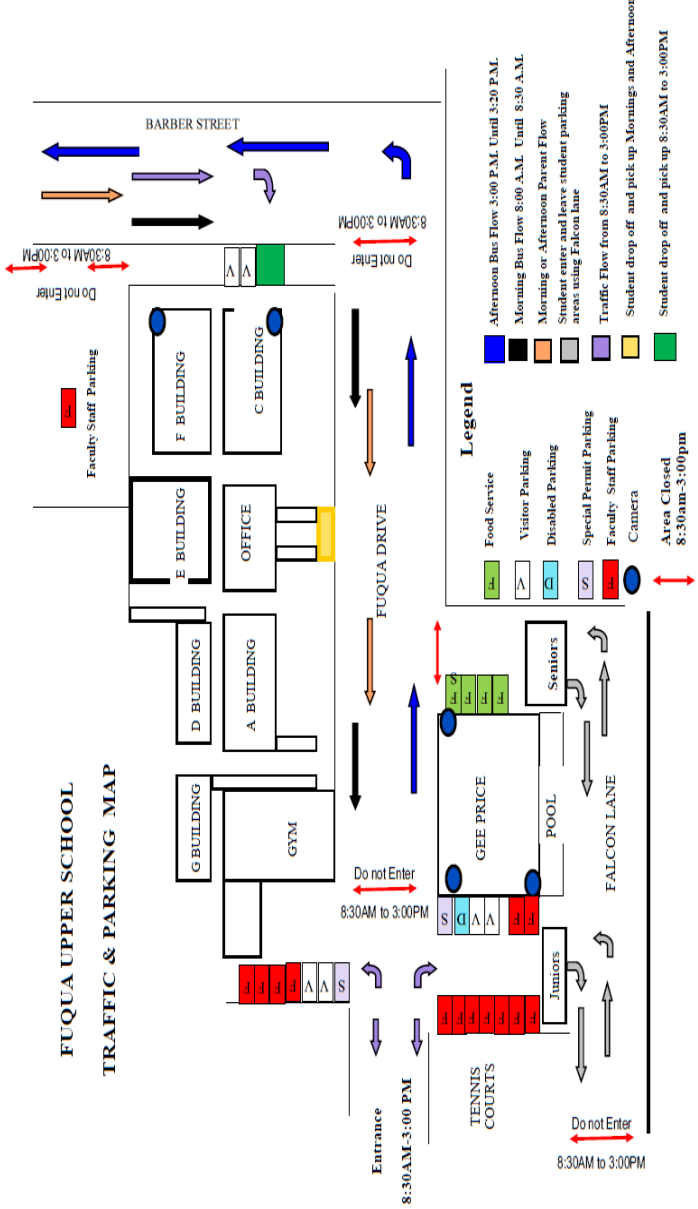


Visitor Parking

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)