



**High School and Post Graduate
Student/Parent School Handbook**

2024-2025

Academic Year

Table of Contents

Introduction	
Welcome from Dr. Gina Borst, Head of School	5
Grand River Academy® (GRA) Mission and Vision	6
GRA Core Values	6
Four pillars of GRA	7
Handbook Disclaimer	8
Knowing the Handbook	8
Facilities	
Campus Map	9
GRA Fuel Services	10
GRA Performance	11
General Contact Information	12
Phone Numbers	12
Parent Portal	12
Mail/Packages	12
Grand River Academy® Social Media	12
Student Support System	13
Academics	14
Philosophy and Learning Principles	14
Daily Schedule	15
Grand River Academy	16
Graduation requirements	16
Course guide/selection	16
Advanced Placement	17
Path to graduation	17
Grading system	17
National Honor Society	18
School supplies, books and materials	18
Communication	18
Grade reports	18
Marking periods	18
Schedule changes	18
Drop/Add period	18
Testing	18
College Counseling	19
Student Support Program	19
Foundations of Learning (FLP)	20
Tutoring Support	20
Valedictorian and Salutatorian requirements	20
Houses during the day	20
Academic timeliness policy	20
Dress code	21
The honor statement	21
Academic honesty	22
Cheating	22
Plagiarism	22
Coursework	22
Academic study time	23
Athletics	24
Eligibility to participate/compete	24
Waivers	24
Grand River Academy® training	24
Sportsmanship	24
Captains	25
Timeliness	25
Age of athletes	25
Dress and behavior expectations	25

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Grand River Academy® athletic apparel and equipment	25
Grand River Academy® athletic travel	26
Non Grand River Academy® athletic related travel	26
Injured athletes	26
Concussions	27
Locker room and practice fields	27
Communication	27
Competition calendar	27
Live streaming of competitions	27
Fitness to participate	27
Residential Life/Personal Skill Development	28
Mindset development	28
Residential life/personal skill curriculum	28
Visitation	29
Room assignments/room changes	29
Room safety	29
Room/locker/safe inspection	29
Amnesty	30
Weekly house meetings	30
Community care of campus	30
Common areas	30
Community service	30
Recreational activities	30
Student-led clubs/organizations	31
Internships	31
Employment	31
Student lounge	31
Noise	31
Quiet hours	31
Nightly curfew	32
Food ordering	32
Leaving Campus	33
Day travel requests	33
Overnight/weekend travel requests	33
Non Grand River Academy® activity leave	33
Special leave requests	34
Vacations	34
College visits	34
Transportation	35
Airport/bus/transportation	35
Uber/lyft/taxi	35
Student Conduct/Citizenship	36
Grand River Academy® standards of citizenship	36-37
Further guidelines	37
General citizenship/conduct	38
Disciplinary Process	39
Philosophy and process overview	39
Process for accountability and procedural infractions	39
Process for major discipline	39
General process for major disciplinary infractions	40
Types of conduct infractions	41
Accountability and procedural infractions	41
Major violations	42
Disciplinary Responses	43
Disciplinary warning	43
Disciplinary reflection	43

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Campus restoration project	43
In-house restrictions	43
Suspension	44
Academic procedures for off campus suspensions	44
Disciplinary probation/behavioral contract	44
Dismissal/withdrawal	45
Other responses	45
Withdrawal medical and other	45
Support Services	46
Courtesy in Grand River Academy® housing	46
Diversity statement	46
Health and safety first policy	47-48
Counseling	48
Policies	49
GRA financial policies	50
GRA safety and security policies	51-52
GRA security camera policy	53-54
GRA health policies	55-56
GRA anti-harassment policy	57-59
GRA intimacy policy	60-61
GRA illegal drug, substance, supplements and alcohol policy	62-65
GRA timeliness policy	66
GRA internet, email and computer network acceptable use policy	67-69
GRA social media policy	70
GRA facilities (houses) policy	71
GRA housing policy	72-73
GRA long distance student summer storage policy	74
GRA transportation policy	75
GRA student vehicle policy	76-77
Forms	78
GRA honor code agreement/handbook acknowledgement	79
GRA boarding student permission form	80-81
GRA timeliness form	82
GRA acceptable use agreement for internet access	83
GRA illegal drug, substance, and alcohol testing consent form	84
GRA social media policy and guidelines	85
GRA student vehicle policy, rules and regulations	86
GRA personal and prohibited items policy acknowledgement form	87
Addendums	
What you should bring to campus	88
Room condition report	89
Room/house damage charges	90-91
Leave permission form	92

WELCOME

Dear GRA Parents, Guardians, and Students,

Welcome to the 2024-2025 Grand River Academy school year. It is an exciting time to be joining or returning to the school. As the head of school, I look forward to meeting each of you and embarking on this wonderful high school experience together, along with the dedicated faculty and staff at GRA.

There are so many opportunities for all to participate in strong academic, social, and emotional growth and development at GRA, and we, the faculty, staff, and administration are ready to be part of that journey. Now is the time to explore new ideas, try different adventures, and to make your time at GRA meaningful and successful.

Here at GRA we strive to provide a nurturing and supportive community that has existed since 1831, and are prepared to do whatever is necessary for our students to become productive lifelong learners and global citizens. Guidelines and rules play an important part of the success process. Please review this booklet carefully. Feel free to reach out to GRA with any questions. We look forward to seeing you soon!

Sincerely,
Dr. Gina Borst
Head of School

Grand River Academy® MISSION VISION AND CORE VALUES

MISSION:

Grand River Academy® is a college preparatory boarding and day school that helps young men activate their academic, social and emotional potential while preparing them for lifelong success.

VISION:

To be an international college preparatory community where students develop their unique potential through scholarship, performance, inclusion, resilience and empathy to become inGrand River Academy®d leaders and global citizens.

GRAND RIVER ACADEMY® CORE PRINCIPLES

The focus of Grand River Academy® values follow the structure of the handbook.

RESPECT- Grand River Academy® Students treat themselves and others with consideration, dignity and fairness. Beyond people, students learn to acknowledge the environment, physical and natural.

INTEGRITY - Consistency between one's thoughts, words, and actions. It involves honesty, truthfulness, and adherence to strong moral and ethical principles even when no one is watching.

VALUE SCHOLARSHIP - Scholarship is a cornerstone of Grand River Academy®.

EMPATHY - Grand River Academy® Students are compassionate, conscientious and concerned for the wellbeing of those around them. Through encouragement individuals go out of their way to check on their peers, offer help or advice and are respectful in their interactions throughout the Grand River Academy® community and beyond.

RESILIENCE - Grand River Academy® Students overcome obstacles and continue to strive for the goals they set, keeping a positive attitude and open mindset in the face of adversity, ultimately growing as a person in spite of adversity and setbacks.

HANDBOOK DISCLAIMER

The Grand River Academy® Student Handbook contains established policies and procedures for the 2024- 2025 school year. Since it is not possible for a handbook to address every situation that may arise during a school year, the school administration reserves the right to amend or revoke the policies and procedures in this handbook at any time as circumstances may require. When changes are made to the handbook, parents and students will be informed promptly of the change in writing, and this will include a statement about when the change takes effect. The term Grand River Academy® is meant to include any school, facility, housing, vehicles or other property that is related to the operation of Grand River Academy®.

For efficiency Grand River Academy® will be referred to as GRA throughout this handbook.

KNOWING THE HANDBOOK

Sections of this handbook will be reviewed during the first three weeks of school in academics, athletics and residential life. Throughout the year, parts of the handbook will be further reviewed during human development, house, academic and athletic meetings. Students and parents/guardians are expected to review the entire handbook and follow the policies, procedures, rules and regulations as outlined in this handbook.

If there is a question about the handbook, contact Grand River Academy® and your question will be directed to the appropriate person.

USE OF FACILITIES

ATHLETIC FACILITIES

Posted hours notify students when they may make use of athletic facilities. Students will be supervised at all times. While using athletic facilities, students are expected to:

- Be open to learning new techniques and movements
- Properly care for all weights, equipment, and machines
- Leave the performance space in better condition than when they came in
- Return equipment to their proper place
- Keep boxes and benches at their designated stations
- Wear proper footwear and attire at all times
- Be respectful of the property, equipment, and humans involved
- Clean and disinfect all equipment, benches, etc. that were used

BUD FIELD STUDENT CENTER AND ANDY'S CAFE

The Student Center is available to all students during set hours throughout the week. Students may relax, play pool, ping pong, arcade games, or watch TV while enjoying a snack or beverage from Andy's Cafe. The computer lab has two 3-D printers available for student use and is also located at the Student Center. Special dinners, ceremonies, and weekend events take place at the Student Center throughout the school year.

Snack bar items may be purchased through the student account or paid with cash at the time of purchase.

GENERAL CONTACT INFORMATION

The following is a list of contacts that will be helpful if you have any questions regarding Grand River Academy®. These people are here to assist you. Please call on them as needed.

PHONE NUMBERS

Grand River Academy

Tel # (440) 275-2811

Fax # (440) 275-1825

Kent State University – Ashtabula Campus

Lori Lee (Enrollment Management Director)

(440) 964-4309

KEY PERSONNEL

Title	Name	Contact
Head of School	Dr. Gina Borst	x245 Cell: 814-684-8881
Assistant Head of School	Mr. Thomas Polak	440-855-2085 x243
Academics	Mr. Zac Inman Dr. Katherine Reedy	x224 x232 Cell: 231-835-0408
Admissions	Mrs. Holly Carper	x238 Cell: 814-684-8778
Business Office	Mrs. Heather Clark Mrs. Nicole Conrad	x235 x229
College Placement	Mrs. Ginger Reinhardt	
Counseling	Mr. Thomas Polak Mr. Arron Ort	440-855-2085 x243
Health Center	Mrs. Tammy Mathews, RN	440-661-1065 x227
Registrar	Mr. Derek Smeltzer	x223
Transportation/Student Activities	Kate Nelson	

EMAILING FACULTY & STAFF

To email a Faculty/staff member, follow this format: firstname.lastname@grandriver.org.

AFTER HOURS EMERGENCIES

After office hours, please call the Head of School, Dr. Gina Borst at 814-684-8881 or your son's dorm parent.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

PARENT PORTAL

The Grand River Academy® Parent Portal provides resources including logistics, forms, calendars, financial service and frequently visited pages. Please keep contact information updated in the Parent Portal.

MAIL/PACKAGES

Grand River Academy® Students packages are delivered to the Main Office. Students need to make sure the box identifies the student's name. The shipping address for Grand River Academy® is:

3042 College St
Austinburg OH 44010

Packages can be picked up during business hours at the Academy Front Desk in Armington Hall. With community safety in mind, Grand River Academy® reserves the right to inspect student packages at any time.

FOLLOW GRAND RIVER ACADEMY® ONLINE

Facebook: <https://www.facebook.com/grandriveracademy>

Instagram: <https://www.instagram.com/grandriveracademy>

Twitter: <https://x.com/GrandRiver1831>

LinkedIn: <https://www.linkedin.com/school/grand-river-academy/>

YouTube: www.youtube.com/@GRAAthletics and www.youtube.com/@grandriveracademy1831

STUDENT SUPPORT SYSTEM

Grand River Academy® faculty and staff ensure each student feels valued, known and is able to continue to grow and develop holistically.

FACULTY

Those teaching classes to students

COACH

The student's coach(es)

ADVISOR

Each student is assigned an advisor

DORM PARENT

The DormParent lives in the house with the students

ADMINISTRATION

Includes, but not limited to, Head of School, Assistant Head of School, Head of Facilities and Operations, Dean of Academics, Dean of Students, Business Manager

ADMISSIONS TEAM

Includes, but not limited to, Director of Admissions, Admissions Support Staff, Independent Representatives, etc.

NURSE

Distributes medication, coordinates appointments, tends to the overall health of the student body

SUPPORT STAFF

Staff whose responsibility is to support the operation of campus (i.e. Academy Support Personnel, Finance, Cleaning, Maintenance, Transportation)

ACADEMICS

VALUE SCHOLARSHIP - Scholarship is a cornerstone of Grand River Academy®.

PHILOSOPHY AND LEARNING PRINCIPLES

DEFINITION OF HIGH QUALITY LEARNING

A Grand River Academy® student takes ownership of their learning process to develop a toolbox of lifelong skills. As active participants in their education, they seek first to understand, and use the GRA characteristics to interact confidently with the world around them.

CHARACTERISTICS OF LEARNING

COLLABORATION: Striving for accountability and reliability both personally and in relationships, finding a balance while recognizing and respecting the diverse cultural backgrounds of oneself and others.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

COMMUNICATION: Grand River Academy® students have the ability to communicate via proper channels to staff, peers, and public professionally, effectively, socially, and appropriately. They will listen with the intent to understand not with the intent to respond providing an environment to engage on all sides. Grand River Academy® student-athletes will convey respect non-verbal through dress, language, and behavior by differentiating based on setting.

CREATIVE THINKING: The opportunity to utilize imagination and curiosity to adapt, discover and take risks.

CRITICAL THINKING: The ability to analyze information and form an educated opinion that encompasses all aspects of Grand River Academy® life, including academics, athletics and residential life.

FUTURE LITERACY: Grand River Academy® cultivates individuals who demonstrate measurable progress in their ability to set and achieve goals, adapt to changing circumstances and effectively navigate various social, political, technological, and financial environments. Through continuous learning from past experiences they actively contribute to building a better future by adjusting to the evolving complexities of the world.

GLOBAL INTELLIGENCE: A Grand River Academy® student strives to be open-minded with a desire to empathize, respect and understand international perspectives. A Grand River Academy® student demonstrates awareness of other cultures with opportunities to share varying histories, philosophies, experiences and current global events.

LEADERSHIP: At Grand River Academy®, our standard for leadership is to exemplify and in Grand River Academy® adaptability, resilience, and authenticity. This is demonstrated through effective communication, strategic delegation, and cohesive teamwork. Leaders are accountable for setting and achieving goals with humility, respect, and empathy.

2024-2025 ACADEMIC DAILY SCHEDULE

Below is a typical weekday schedule for a GRA Student. Adjustments are made throughout the week as needed to accommodate outside circumstances and the needs of Grand River Academy®.

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:25-8:55 AM	Breakfast	Breakfast	8:55-9:25 AM Breakfast	Breakfast	Breakfast
9:00-9:45 AM	A	A	9:30-10:15 AM A	A	A
9:50-10:35 AM	B	B	10:20-11:05 AM B	B	B
10:40-11:25 AM	C	C	11:10-11:55 AM C	C	C
11:30AM-12:00 PM	Study Hall/ Meetings/ Office	Study Hall/ Meetings/ Office	NO Study Hall	Study Hall/ Meetings/ Office	Study Hall/ Meetings/ Office
12:05-12:35 PM	Lunch	Lunch	Lunch	Lunch	Lunch
12:40-1:25 PM	D	D	D	D	D
1:30-2:15 PM	E	E	E	E	E
2:20-3:05 PM	F	F	F	F	F
3:30-5:30 PM	Sports	Sports	Sports	Sports	3:15-5:00 PM Assigned Study Hall
6:00 PM	Dinner	Dinner	Dinner	Dinner	Dinner
7:30-9:00 PM	Study Hall	Study Hall	Study Hall	Study Hall	
10:00 PM	Lights Out	Lights Out	Lights Out	Lights Out	11:00 PM Lights Out

ABOUT GRAND RIVER ACADEMY®

Located in Northeast Ohio, Grand River Academy fosters a close-knit, college-prep boarding and day school community. Grand River Academy has an affiliate campus, SPIRE Academy. Students are given a safe and supportive environment with opportunities to reinvent themselves as they develop in high school and beyond. Grand River Academy develops the total person: academically, socially, emotionally and physically. We encourage students to be authentic while providing the structure and opportunities for them to find their passion, become more self-aware and increase their productivity.

ACCREDITATION

Grand River Academy is a college preparatory high school chartered by the State of Ohio as prescribed by the State Department of Education.

Grand River Academy is accredited as a college preparatory high school by the Ohio Department of Education, and by the Independent Schools Association of the Central States. The Academy holds membership in the National Association of Independent Schools, The Ohio Association of Independent Schools, The Association of Boarding Schools, The Small Boarding Schools Association, and the Cleveland Consortium of Independent Schools.

ACADEMIC VISION

At Grand River Academy® students explore core curriculum not in age defined terms, but rather when they are ready and interested to study a particular area. Integrated projects link courses together and help students see the real-world application of what they explore in class. Additionally, personal skill development is linked to the curriculum, so students see the integration of their experiences across domains.

ACADEMIC STRATEGIES

- Small class sizes
- Faculty facilitated learning sessions
- Individualized teaching strategies and accommodations as needed to support the student
- Utilize research based approaches to learning
- Licensed and certified support employees
- On campus counseling and support
- Provide STEAM opportunities

ACADEMIC CURRICULUM

Grand River Academy® utilizes a number of curricula to create courses which challenge students where they are and support them academically to their what's next. Within each course and unit guide details of specific curricula and standards covered. In general, faculty utilize the following curricula and curricula guidelines when developing curriculum.

- Ohio Model Curricula
- National Council of Teachers of Mathematics
- International World Language Standards

DATA DRIVEN IMPROVEMENT

Grand River Academy® uses grades, standardized test scores, previous transcripts and qualitative surveys to inform success of the academic program. Courses are reviewed yearly to ensure State and Federal laws and standards are met within the curriculum. Adjustments to courses, class placement for students, happen as a result of reviewing and analyzing data.

GRADUATION REQUIREMENTS

Grand River Academy® requires 22 units of credit based on Ohio Graduation requirements to be successfully completed during grades 9-12.

Note: In general, Grand River Academy® does not automatically award credit for courses taken at other institutions. Exceptions:

- High-school level courses taken at previous schools, with approval of the Dean of Academics.
- Courses required for advancement in a discipline (pre-requisites), with prior approval of Dean of Academics
- Courses offered by accredited on-line education providers, with approval of the Dean of Academics

The 22 required graduation units include:

- 4.0 Units of English
- 4.0 Units of Mathematics (including Algebra II)
- 3.0 Units of Science (including Physical, Life and Advanced Study)
- 3.0 Units of Social Studies (including World History, American History, and American Government)
- 2.0 Units of World Language
- .5 Units of Physical Education
- .5 Units of Health
- 5.0 Units of Electives (including one credit in the "Fine Arts", .5 credit financial literacy)

COURSE GUIDE/COURSE SELECTION

Please see the course description guide to see a list of the course offerings for 2024-2025 Academic year.

Students must take at least six classes per semester unless the Dean of Academics approves an alternate schedule.

ADVANCED PLACEMENT

Any student enrolled in an AP course is expected to take the AP Exam in that course; an exam fee of approximately \$100 will be charged. In rare cases, students may petition the Dean of Academics for an exemption from sitting for the test. The Dean of Academics will consult with appropriate constituents before issuing an approval.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

PATH TO GRADUATION

Below is a suggested path to graduation. Based on the student profile and need, course progression will be adjusted. Some students may accelerate in a particular area (i.e. math) or opt to pursue world languages in a different path.

8th	9th	10th	11th	12th	PG
English 8 – Grammar and Composition	Introduction to Literature	World Literature	American Literature	Western Literature	Writing for Life
Integrated Science	Physical Science	Biology	Chemistry	Physics or Science electives	Science elective
Pre-Algebra	Algebra 1	Algebra II	Geometry	Advanced Math	Advanced Math
World Cultures and Geography	World History	US History	US Government/Economics	Humanities electives	Leadership
Physical Education	Athletics/ Physical Education	Health-Elective - Athletics	Electives - Athletics	Electives - Athletics	Cultural Immersion
Elective	World Language/ Elective	World Language/ Elective	Elective	Elective	Elective/College Class

Note: Students must take six classes per semester unless the Dean of Academics approves an alternate schedule.

GRADING SYSTEM

- 90 - 100 A
- 80 - 89 B
- 70 - 79 C
- 60 - 69 D
- 59 and Below F

GPS's are weighted, unweighted and calculated based on the following scales. A student's GPA is weighted only if the student participates in Honors and Advanced Placement (AP) Courses.

Grade	Standard	Honors	Advanced Placement
A	4.0	4.5	5.0
B	3.0	3.5	4.0
C	2.0	2.5	3.0
D	1.0	1.0	1.0
F	0	0	0

NATIONAL HONOR SOCIETY

Grand River Academy® is a National Honor Society member school. Election to the chapter of The National Honor Society reflects a solid academic record, along with a record of leadership and service. Students who meet eligibility requirements are considered for membership by a faculty committee in the Spring of each academic year. Students will be inducted in the Spring. Eligibility does not guarantee election; the faculty committee decision is based on input from student conduct reports and evidence of leadership and service beyond just fulfilling academic criteria.

SCHOOL SUPPLIES, BOOKS, AND MATERIALS

Students are responsible for providing their own laptop computer; at minimum it needs to be a current and updated Chromebook. School supplies may be purchased through on-line retailers or at local stores.

Most course books are provided by the school. There are occasions when students are requested to either purchase books or check them out from local libraries. Faculty work with students to determine what necessary books need to be purchased separately from what is provided.

COMMUNICATION

Communication is critically important between faculty, students, parents/guardians and other stakeholders at Grand River Academy®. Faculty are expected to keep Google Classroom up to date daily during the academic week. Students are responsible for communicating with faculty for any upcoming absences. Weekly newsletters spotlight happenings within academics and around Grand River Academy®. Individual correspondence happens with families to share student successes and share areas of concern.

GOOGLE CLASSROOM

Each class has a Google Classroom page run by the classroom teacher. Homework and announcements will be posted on the site. Students have access to Google Classroom while traveling and when doing work outside of class. Parents, coaches and mentors will receive weekly automated updates from Google Classroom with what activities are going on in class, missed assignments and upcoming work.

ACADEMIC SAFETY NETS

- Information provided during CARE team meetings
- Assigned meetings during Wednesday alternative schedule
- Weekly Mandatory Study Hall for students behind in classwork
- Communication from faculty to parents/guardians
- Team meetings
- Structure provided during study hall times

RECLASSIFICATION

The reclassifying policy of Grand River Academy states that a student may reclassify at the beginning of the school year if it is warranted (and cleared by the administration). Parents must submit a written request and the administrative team will review each case. Seniors may not reclassify second semester or at the end of the year if all credits are met or they are on path to meet all credits for graduation. A senior in this situation may choose to return to the school as a PG student the following year, with administrative approval.

SUPPORTING STUDENTS WITH LEARNING DIFFERENCES

The Foundations for Learning coordinator creates and distributes accommodation plans for those students with identified learning differences. The Dean of Academics applies for CollegeBoard® accommodations for students with learning differences. Additionally, the Foundations for Learning coordinator provides professional development for faculty working with these students.

FOUNDATIONS OF LEARNING PROGRAM

This course is for students still developing organization or study skills or for those who need additional personalized instruction in specific subject areas, including, but not limited to math, science, social studies, and language arts. Class size varies from one to three students per teacher. An FLP class is scheduled daily for participants in the program and does not replace any other classes but rather complements them.

Students in FLP receive weekly comments from all of their academic teachers. These comments, detailing the past week's performance, are posted online for parents to see. The FLP teachers also serve as the liaison for a student's team of parents, teachers, and administrators. Students will receive a quarterly grade for FLP. Grading is based on participation, preparedness, and classroom behavior. Parents will also receive a midyear and end of the year written assessment of the student's academic progress and support.

Any student who enrolls in Grand River Academy® and has a psychological evaluation will have an Education Plan written for him. Each of that student's teachers, his parents, and the student will receive a copy of the Ed Plan which lists the classroom modifications recommended by the psychological report.

A typical FLP class uses direct instruction in a small group setting during every class period. The FLP teacher helps students through difficulties that may arise in the process of completing homework assignments. Additionally, basic skills are emphasized as a student learns to take effective notes, outline, write research papers, and prepare for tests. Organizational skills throughout all areas of a student's daily life are emphasized. Ultimately, the desired outcome of our FLP class is for students to develop the techniques and self-confidence that will help them succeed and no longer need academic support.

Participation in Foundations of Learning Program involves an additional fee per semester.

STUDENT TUTORING PROGRAM

There is a study hall period for all students every evening, Sunday through Thursday. During this time, many students study in their rooms or in the library. For students requiring a more structured study hall experience, the Student Tutoring Program offers additional academic support in the evening hours. It is in these small groups that students work on academic projects, essays, and nightly homework under the supervision of one of our Student Support teachers.

Grand River Academy's® academic support program includes FLP classes and Student Tutoring. The program uses a multi-faceted approach to best support students who have struggled academically in other settings. While the support program does keep abreast of the latest research and trends, best practices — rather than passing fads — dominate GRA's approach to **empowering** students with the tools needed to close gaps and improve skills. At all times, students benefit from the **best practices** that suit their specific educational needs.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Our program allows students to participate and thrive in GRA's college-preparatory classes without any sense of stigma. Additionally, the team approach allows for seamless communication between all concerned parties, further ensuring success. As a testament to this approach, many students advance out of this program by their senior year, confident and prepared for success in their future academic endeavors.

Headed by a licensed intervention specialist, the program provides small groups of students with classroom spaces to work under the supervision of a Student Support teacher/tutor.

Student Support teachers assist students in several ways. At a basic level, the teacher helps students meet assignment due dates and ensure regular homework completion. They also impart organization and prioritization skills to students, which reduces overall stress. Additionally, tutors are in communication with classroom teachers and FLP teacher about individual student progress, obstacles, and achievements.

The Student Tutoring Program is open to all grade levels. There is an additional fee for participation in the Student Tutoring Program, if the student is not already enrolled in the FLP program. Student Support teachers not only help students develop good study habits, but they also root for each students' success and bolster students' academic confidence.

GRADE REPORTS

Each classroom instructor keeps an electronic gradebook monitored by administration. Formal grade reports are transmitted each marking period and are posted on PlusPortals. Students receiving a non-passing grade will be monitored with more frequent progress checks, and may be put on a support plan.

TRANSCRIPTS

Transcripts are generated at the end of each semester. Parents can request official transcripts through the GRA website. Additional fees may be charged to receive official transcripts.

MARKING PERIODS

There are four (4) marking periods throughout the year: two grading terms in the first semester, and two grading terms in the second semester. Exams occur at the end of each semester. Teachers may use their discretion on the type of exam that is given (paper, project, presentation, test, etc.).

Advanced Placement exam dates are set by The CollegeBoard®.

HEAD OF SCHOOL'S LIST/DEAN'S LIST/HONOR ROLL

At the conclusion of each quarter, a list of the students meeting the criteria for the Head of School's list, Dean's List and honor Roll will be posted.

- The Head of School's List requires a student's average in all subjects be at least 90%. No single subject can be lower than 90%.
- The Dean's List requires a student's average in all subjects be at least 90%. No single subject can be lower than 85%.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- Honor Roll requires a student's average in all subjects be at least 85%. No single subject can be below 80%.

DROP/ADD PERIOD

Students have two weeks once the student starts to request a course change. All schedule changes must be approved by the Dean of Academics. Classes dropped after the two-week period will be reflected on the official transcript as "Withdrawn" and no credit will be issued. Any course dropped after the two-week period must be approved by the Dean of Academics, the course instructor and the student's parent or guardian.

TESTING

Test	Participants	Date
PSAT	EdChoice, 10th, and 11th graders	October
ACT	11th and 12th graders	Spring/Fall
SAT	11th and 12th graders	Spring/Fall
TOEFL	International Students	Spring/Fall
AP Exams	Eligible Students	May

COLLEGE COUNSELING

The College Counseling Department at Grand River Academy® offers a comprehensive range of services designed to support students in achieving their full potential. The goal is to help students understand themselves better and to plan intelligently for their futures. This department provides personalized guidance and resources to navigate the complex process of college admissions and career planning.

Personal and group conferences: These sessions are tailored to address individual needs, whether they pertain to academic planning, personal development, or future goals.

College literate, information sessions and college fairs: Grand River Academy®'s college counseling takes students to college fairs, also facilitates meetings with college admission counselors.

Grand River Academy® is committed to providing exceptional guidance and support to students and their families. The College Counseling Department is dedicated to helping each student find the path that best suits their unique aspirations and abilities. Families are encouraged to engage actively with these services to ensure every student is well-prepared for their future.

VALEDICTORIAN AND SALUTATORIAN REQUIREMENTS

The verification of Valedictorian and Salutatorian will be the responsibility of the Academic Dean and the Head of School.

- The Valedictorian and Salutatorian must have met the graduation requirements published by the school and have attended a minimum of one year at GRA/Grand River Academy®
- The Valedictorian designation shall be the student who has the highest cumulative grade point average (based on academic semesters at GRA/Grand River Academy®)

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- The Salutatorian designation shall be the student with the second highest cumulative grade point average (based on academic semesters at GRA/Grand River Academy®)
- Any disciplinary issues dealing with academic honesty will automatically disqualify a student (including but not limited to cheating and or/plagiarism)
- No one may be the Valedictorian and Salutatorian if they received any major discipline action
- In the instance of a tie, students will be awarded a designation of Co-Valedictorian or Co-Salutatorian
- The Valedictorian and Salutatorian may be asked to give a brief speech at graduation

ACADEMIC TIMELINESS POLICY

The education program offered by Grand River Academy® requires the presence of the student for the continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session. Grand River Academy® reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

Any classroom assignment missed due to the absence shall be completed by the student within a timely manner as determined by the faculty. The faculty define with the students the alternate due dates for missed work. Grand River Academy® promotes a competency based curriculum and therefore missing work needs to be completed.

When possible, students missing assessments need to coordinate with faculty ahead of excused absences to schedule when the assessment will be completed.

Grand River Academy® considers the following factors to be reasonable excuses for time missed at school:

- Personal illness (a written physician's statement verifying the illness may be required) appointment with a health care provider
- Illness in the family necessitating the presence of the student
- Quarantine
- Death in the family
- Observation or celebration of a bona fide religious holiday (prior approval is necessary and Student is allowed one day before and one day after the holiday at the discretion of the Dean of Academics and Dean of Students)
- Travel related to Academy approved sports competition
- Medically necessary leave approved through School Nurse
- Such good cause as may be acceptable to the Dean of Academics and Dean of Students

ACADEMIC PREPAREDNESS

In order to be ready to learn students need to arrive in class ready to learn. Faculty review with students the expectations of each class; in general, though, students need to:

- Arrive on time
- Charge laptops/tablets ahead of class
- Bring materials (pen, notebook, lab notebook, binder or other classroom specific materials)
- Remove distractions when it is time to learn
- Dress for academic environment

DRESS CODE

The Grand River Academy® dress code is not formal, however students are expected to dress in an appropriate manner. Clothing must be neat, clean and in good repair. Footwear is required at all times. Students who are out of dress code will be sent back to their dorm to change and will receive a tardy for that class and/or commitment.

CLASS DRESS

When classes are in session, including breakfast, lunch, and Academy meetings, the following dress code applies:

- Shirts/Tops: GRA attire (polos, quarter zips, and sweaters; no hoodies)
- Pants: Khakis or dress pants (no cargo, sweat, or athletic pants)
- Shorts: Dress shorts in the fall and spring seasons

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- Shoes: Well maintained dress shoes, sneakers, or boots (no crocs or slippers)
- Grand River Academy® attire can be worn to class, but not training gear

ITEMS THAT DO NOT MEET CLASS ATTIRE

- Torn or frayed clothing
- Clothing exposing undergarments
- Pajamas, flannel pants, sweatpants and athletic shorts
- Clothing advertising tobacco, alcohol or drug products, or which contain vulgar or inappropriate language/messages
- Clothing which depicts hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups
- Hats (forward or backwards), caps and hoodies must be removed in athletic buildings, including dining hall and classrooms
- Headphones/earbuds/airpods
- Sunglasses

SPECIAL EVENTS

For special events and occasions, students must dress in formal attire:

- Shirts/Tops: Button-down, collared dress shirt with no images; Blazer optional
- GRA tie (issued by school)
- Pants: Dress pants with a belt
- Shoes: dress shoes or deck shoes

GENERAL PUBLIC DRESS

For dress for activities and events outside of the classroom, a general standard of decency is required (e.g., on campus sporting events, off campus trips):

- Clothing exposing undergarments
- Pajamas
- Clothing advertising tobacco, alcohol or drug products, or which contain vulgar or inappropriate language/messages
- Clothing which depicts hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups

THE HONOR CODE

Grand River Academy®'s honor code is a statement of intent and sets a high standard for all students to strive towards. Faculty also commit to upholding these standards in their classroom and the entire Grand River Academy® community.

I pledge to act honestly, responsibly, and above all, with honor and integrity in all areas of campus life. I pledge to respect myself and the community.

In the Academy and classrooms we interpret this to mean:

- Actively Engaged:** Be prepared, Be Present & Participate
- Accountable:** Classroom Expectations & Student Handbook
- Integrity:** Open & Honest Communication

ACADEMIC HONESTY

Students are expected to approach their academic work with the utmost care and integrity. Plagiarism, cheating, and other kinds of academic misrepresentation are regarded as serious breaches of conduct. Each case is treated individually and with the potential for learning in mind for students who demonstrate a pattern of this behavior, disciplinary responses may be more severe up to and including reporting infractions on transcripts and/or dismissal from school.

CHEATING

Deliberately taking and using another person's ideas or work or using unauthorized materials during tests, quizzes, examinations, or assignments, either inside or outside of the classroom. Cheating is a serious academic offense and constitutes an honor offense. Examples of cheating include, but are not limited to:

- deliberately looking at another student's work on an assessment either prior to taking or while taking the same assessment
- copying homework or answers to class work, a quiz, or a test without express permission from the teacher
- submitting work that is not the student's own
- working with others on an assignment that is supposed to be completed independently
- using unauthorized notes or books during a test, quiz, or examination
- using any unauthorized materials such as papers downloaded from the Internet, study aids, or another person's notes or test
- giving or receiving information in advance about an examination or a class assignment

PLAGIARISM

Plagiarism is the use of other people's words, phrases, ideas, or opinions without giving proper credit. Plagiarism is a serious academic offense and constitutes an honor offense. It is always better to give too much credit than too little. Plagiarism usually falls into the following categories:

- Copying word for a word another person's writing without quotation marks or paraphrasing from the source using the authors basic sentence structure with some words added, omitted, or changed and failing to cite the source
- Paraphrasing from the source using the authors basic sentence structure with some words added, omitted or changed even when citing the source
- Putting together a patchwork of phrases and words taken from different sources using facts, ideas, or opinions in the students' words or others, without giving proper credit and standard form
- Internet sources are not in the public domain and must be cited
- Using generative AI (artificial intelligence) programs such as ChatGPT by students on graded assignments is prohibited, except with the express permission of the faculty, in which case the use of AI must be cited by the student. Unauthorized use of AI on graded assignments by the student will be treated as plagiarism.

COURSEWORK

Faculty assign work to students that needs to be completed outside of class. Students are expected to complete the work within the deadlines provided. Incomplete, late or missing assignments impact the progress towards larger projects; therefore it is vital students work to complete work in a timely manner. Students should work with faculty if they need additional time to complete work.

ATHLETICS

ELIGIBILITY TO PARTICIPATE/COMPETE

Being a student requires a balanced workload between academics and athletics. A student's eligibility to participate in sport is influenced by:

- Grades
- Missing/Late work
- Disciplinary violations
- Falling behind in payment schedule/other fees not paid

Beginning of year eligibility:

- Required forms signed prior to arrival or at orientation (Medical Release Form, Consent to Treat Form, and other required forms)
- Proof of health insurance
- Updated physical (needs to be completed once every 365 calendar days)

WAIVERS

As a condition to participate in sports at Grand River Academy® parents/guardians acknowledge the risks of the student's participation in sports and have signed this agreement in the enrollment waivers. Waivers are included in the student enrollment contract.

SPORTSMANSHIP

Grand River Academy® values sportsmanship and the importance of enjoying athletics for its own sake with a consideration for fairness, ethics, respect and community. GRA students at minimum are expected to:

- Shake hands with opponents after competition
- Respect the official's judgments
- Accept both victory and defeat
- Cooperate with coach and fellow athletes
- Use cell phones appropriately during practice, preparation and competition
- Maintain GRA Standards of Conduct while spectating at home or away competitions, or at events on or around GRAs campus

Infractions of sportsmanship may result in practice or game suspension in conjunction with the Discipline Committee.

TIMELINESS

Students are expected to arrive at practice/competitions (both on campus and away) on time. If a Student needs to miss practice the student needs to communicate with the coach ahead of time. To participate in practice/competitions, the student must be in attendance in school that day for the start of the first period, exceptions to this must be done through the Dean of Academics, Coach, or other designated person.

AGE OF ATHLETES

A student must abide by the age restrictions as presented by each sport. Admissions, in conjunction with the sport coach, will determine students are the appropriate age for practice and competitions.

DRESS AND BEHAVIOR EXPECTATIONS

Players are expected to dress according to the coach's specifications and in a way reflecting team unity and in accordance with GRA dress code standards. Each student is responsible to dress and groom appropriately while attending practices and competitions. During competitions, uniforms are to be worn as specified by the coaches according to what is appropriate for that sport and that uniform. Students should follow any appropriate dress code/jewelry regulations by sport.

All team members should remain in full uniform, when in public view, while waiting for competition. The silent language of personal appearance not only projects an image of team unity, it is part of the total impression of GRA.

When traveling, coaches will determine what attire should be worn. Grand River Academy® provides students with kits given to students at the discretion of the coach. These kits are to ensure uniformity when students travel. It is the responsibility of the student to keep his/her personal kit clean and to follow the guidelines of the coach for what to wear when traveling and at competitions.

ATHLETIC APPAREL AND EQUIPMENT

Team issued Grand River Academy® athletic apparel is inventoried before and after each season by the coach, and are property of Grand River Academy®. Team issued GRA athletic apparel shall not be worn for personal use without the expressed permission of the Head of Athletics. If GRA athletic apparel is damaged in any way, the student needs to make the coaching staff aware of the damage. If it is determined the student is responsible for loss or damage to team issued athletic apparel, the Head of Athletics will bill the student for replacement cost.

Students use GRA equipment for practice, competition and free time. If it is determined a student is responsible for damaging equipment, the Head of Athletics will bill the student for replacement cost.

NON GRA ATHLETIC RELATED TRAVEL

Grand River Academy® supports students athletic competitions and practices outside of Grand River Academy® (i.e. national competitions, tryouts, AAU, or other off season leagues). Students need to adhere to the attendance policy outlined later in this handbook. Please understand travel for non GRA athletics counts against allowed missed time for academics under Ohio State laws.

Prior to traveling, students need to obtain permissions from their Coach and the Dean of Academics. It is the responsibility of the students to work with the faculty to manage their academic commitments while off campus for non-GRA travel.

CONCUSSIONS

Grand River Academy® follows Cleveland Clinic concussions procedures and protocol. Should there be concern that a student experienced a concussion, the nurse, or designee, will follow the outlined protocol. Students and their families are solely responsible for all costs incurred due to concussions.

LOCKER ROOM AND PRACTICE FIELDS

- Athletes should not use locker rooms, fields or practice spaces without proper authorization
- Cleats need to be removed and cleaned prior to entering buildings
- Teams are responsible for maintaining the cleanliness of the locker rooms
- Lockers are available for students. All items should be placed in lockers and the lock secured. Anything left outside the lockers will be placed in the lost and found. Grand River Academy® is not responsible for lost or stolen items.

FITNESS TO PARTICIPATE

Grand River Academy® requires each student to provide medical documentation of fitness to participate, prior to the start of the sports program. GRA may at any time during the year, require additional documentation, or testing, if GRA feels more measures are warranted and appropriate. Students are obligated to cooperate in any additional evaluations that may include physical or psychological examinations or testing. If, after evaluation, GRA questions the fitness of a student to participate and continue with the student's sport program, they may require the student to either: (1) follow any recommended medical/psychological treatment program as a condition of his/her participation in their sport program or (2) be excluded from participation. Exclusion from participation may be temporary (i.e. suspension from their sport), or permanent (i.e. dismissal from Grand River Academy®) and is at the sole discretion of Grand River Academy®.

RESIDENTIAL LIFE/PERSONAL SKILL DEVELOPMENT

MINDSET DEVELOPMENT

Mindset development refers to the process of cultivating and enhancing one's mindset, which is the collection of beliefs, attitudes, and thoughts that shape an individual's perspective and behavior. At Grand River Academy®, this involves learning a set of mental skills and adopting a positive and growth-oriented mindset that will contribute to personal and professional success.

Mindset development is addressed through group seminars, individual coaching, performance based instruction, and with the use of independent materials and resources. It is applicable to various areas of life including, academic support, personal relationships, counseling, career development, and overall well-being. By cultivating a positive and growth-oriented mindset, individuals can unlock their potential, overcome obstacles, and lead more fulfilling lives.

RESIDENTIAL LIFE/PERSONAL SKILL CURRICULUM

Boarding school communities provide unique opportunities for learning experiences beyond the academic and major part of the day. Students will:

- Promote the mission of Grand River Academy®
- Learn to manage commitments effectively
- Explore career opportunities
- Participate in service opportunities on campus and within the greater community
- Take pride in GRA campus, including indoor and outdoor spaces, by keeping areas neat and organized
- Emphasize character traits desired in all facets of society – respect for others, service to a higher cause and self-discipline
- Clarify values by finding your own voice and affirming shared ideals
- Search for opportunities by seizing the initiative and by looking outward for innovative ways to improve
- Work as part of a team, adding positive energy and being a part of solutions
- “Encourage the heart” – recognize and reward contributions by showing appreciation for individual excellence and celebrating the values and victories by creating a spirit of community

ROOM ASSIGNMENTS/ROOM CHANGES

Administration will assign housing for all boarding students. Every effort is made to keep rooming assignments for the year.

Living with others is an important life lesson that involves learning to compromise and learning to appreciate alternative points of views. Boarding students should seek the counsel of Dorm Parents, or other adults on campus, when there is disagreement or discontentment with a roommate or housemate. Any changes to room assignments must be approved by the Administration.

On occasion, a student will be moved to a different room due to behavior, programming needs, etc.

ROOM SAFETY

All Dorm Parents, and other appropriate GRA staff, reserve the right to enter into any student's room. It is customary to first knock and await an acknowledgement prior to entrance. Non-Grand River Academy® visitors are not allowed in GRA Housing. Parents and guardians are allowed in lobby areas only outside of move-in and move-out days.

Students are expected to keep their rooms clean. Rooms are inspected weekly. Students who do not pass room inspection can lose privileges until the room is clean, which could include off-campus privileges and electronics. Dorm parents check for the following orderly room conditions:

- Bed is orderly (sheets need to be cleaned regularly)
- Floor is vacuumed/swept and clear of trash
- Laundry is expected to be off the floor in the laundry basket/bag. Clean clothes need to be hung in closet/folded in drawers and shoes arranged
- Desk and dresser top areas are expected to be organized and free of trash
- Food items are in sealed containers
- Refrigerator does not have rotten food/unauthorized items
- Windows should be unobstructed
- Shoes should be aligned

ROOM/LOCKER/SAFE INSPECTION

All GRA owned rooms/lockers made available for student use are the property of GRA. The student's use of a room/locker does not diminish GRAs ownership or control. GRA administration reserves the right to inspect rooms/lockers (GRA provided or personal) and their contents to ensure they are being used for their intended purpose. All inspections of rooms/lockers shall be conducted by a GRA administrator and assigned staff member. Students and their family/guardian will be notified by the Administration, or their designee, within 24 hours of any searches conducted by GRA.

WEEKLY DORM MEETINGS

There are weekly dorm meetings where students discuss issues of the dorm, brainstorm upcoming activities, and share/gather information for future planning purposes. These meetings are designed for students to be active participants with a beginner's mindset as they discuss upcoming events, house/campus issues and possible off-campus ventures.

COMMUNITY CARE OF CAMPUS

Students, faculty, coaches, staff and guests are expected to do their part to keep GRA campus clean and beautiful by walking on designated paths, picking up trash, and cleaning up where there is a mess.

COMMON AREAS

The common areas of the dorms include lounges, hallways, bathrooms, outside the dorm, kitchenettes and laundry room. All communal areas are expected to remain clean, which takes a team effort. GRA students will be part of a weekly rotation to attend to the care of all common areas within the houses. Personal belongings should not be left in common areas.

RECREATIONAL ACTIVITIES

Balance is an important component to whole person development. GRA sees the value in offering a number of activities for students to participate in each weekend. Some of these activities will be free of charge, while others will require money to participate. In order to promote voice and choice, students will work in coordination with our Student Activities Coordinator to propose activities. Proposed activities will be discussed at weekly House meetings, and the Dorm Parents will coordinate with GRA's Student Activity Coordinator to create the schedule for weekly activities which will be posted around campus and in the Newsletter.

STUDENT-LED CLUBS/ORGANIZATIONS

Affording students opportunities to engage in clubs and organizations allows for further enrichment and enhancement of the student experience at GRA. These organizations provide opportunities for students to meet new people, engage in extracurricular activities, use free time in healthy ways, and develop leadership capacity. Students are encouraged to participate in these activities as members or in a leadership role. Should a student have an interest in starting a club they should reach out to the Student Activities Coordinator. As new clubs and organizations are formed, they will be announced at dorm meetings so other students can join.

INTERNSHIPS/WORK STUDY

Work study allows students to have access and opportunities within the Grand River Academy® campus to explore beyond the classroom and gain valuable experience while participating in a work study program supervised by the administration.

EMPLOYMENT

Students attending GRA have a busy schedule and, as such, it is strongly discouraged for students to have jobs outside of school. Any student who considers taking a job outside of GRA should discuss those plans with parents/guardians and the Dean of Students, or their designee. Students who have jobs understand that commitment to school comes first, and that going to a job is not an excuse for missing classes, athletic commitments or other school obligations.

NOISE

It is the responsibility of the individual student to maintain reasonable noise levels in the residence houses. Music should not be able to be heard outside of the student's room. Sound devices should not be placed in an open window. During study hours and prior to lights out, any music being played should be played through headphones to avoid interrupting others.

QUIET HOURS

At the beginning of study hall, and before lights out, students have quiet free time within their dorms. Students can continue academic work, talk with other students, watch television or get ready for bed. Students are expected to keep noise levels down to respect those Students wishing to continue to work or to go to sleep..

NIGHTLY CURFEW

Sleep is necessary for the health of each individual. To ensure students are well-rested for the academic day, students are to be in bed with lights out based on the times listed below. This means all hygiene activities and other evening routines should be completed before the listed times. The times listed below are guidelines; Students are welcome to go to bed earlier.

Sunday through Thursday:

Students are required to be back in house by 10:00 pm.

Friday through Saturday:

Students are required to be back in house by 11:00 pm.

FOOD ORDERING

Students are permitted to have food delivered between the hours of 5:00 pm and 7:30 pm on Thursday and Friday.. Food can only be delivered directly to the Grand River Academy Velotta Drive in front of Shepard, not to other facilities.

During weekends, students may order food for delivery from 11:00 am – 9:00 pm. Food can only be delivered directly to the Grand River Academy Velotta Drive in front of Shepard, not to other facilities.

Students cannot have food delivered during commitments (athletic, academic and residential life).

Students may also purchase food through Andy's Cafe at the Student Center during regular hours of operation.

LEAVING CAMPUS

Student safety is a priority at Grand River Academy®, which is why knowledge of each student's whereabouts is critical. There will be many occasions where a student will leave campus and the preferred first step for leaving safely is receiving formal permission. Grand River Academy® Administration reserves the right to deny a Leave for any reason. The following helps provide guidelines for student leaves:

Leaving and returning to campus basic procedures:

- email student life (Ms. Kate Nelson) via email about plans for leaving campus
- sign out and sign in at designated location in the dorms (failure to sign out appropriately may result in disciplinary action)
- communicate with appropriate faculty, coaches and staff prior to leaving
- secure appropriate permissions as listed below
- if there are delays leaving or returning communicate this to Ms. Nelson

OVERNIGHT/WEEKEND TRAVEL REQUESTS

Students may leave campus for overnight/weekend travel after making sure all commitments and obligations (academic, athletic and residential life) are fulfilled. If a student will miss school, the student needs to review the attendance policy to ensure they are in compliance with attendance requirements. Failure to follow attendance policy could result in disciplinary action. To leave campus for an overnight/weekend travel students must:

- have contacted student life (Ms. Nelson) via email three days prior to the overnight (this includes departure time, return time, address and phone number where traveling)
- parent/guardian, as well as advisor, must approve the request 24 hours prior to the departure

NON GRAND RIVER ACADEMY® ACTIVITY LEAVE

Students who wish to participate in non-Grand River Academy® clubs, travel teams, music and other activities need to work with the Dean of Academics and Student Life to coordinate all travel. GRA may deny leaves to the extent that time away from campus affects a student's ability to fully participate in life at GRA or if the leave is determined to negatively impact their academic and athletic progress.

Students in good standing who wish to participate in non-school activities must submit a written request to Student Life or their designee before the start of the term. The request must include:

- Dates and times of non-school commitments including meetings, practices, events, etc.
- Contact information for someone in the program the student is participating in
- Travel plans specifying departure and return times to include: address and phone number where traveling and how the student will be getting back and forth to the location

SPECIAL LEAVE REQUESTS

Time away from campus that is outside of the above parameters for Day Travel or Overnight/Weekend Travel requires advance approval from the Administration (when possible). A request from parent/guardian should be sent via email to Student Life a week in advance (when possible). Approval for special leave may include the following: special occasion (wedding, funeral or other planned family functions, etc.), special events (try-outs, certain medical appointments, auditions, etc.). Consideration for approval for special leave requests include academic status, discipline and attendance.

VACATIONS

Students are required to submit leave requests via email to Student Life in advance of each vacation and school break. Requests should include departure time, return time, address and phone number where traveling. Travel arrangements to and from campus for vacation travel are the responsibility of the family/guardian. Travel plans should be made well in advance to avoid conflicts with the Academy schedule (including academic, athletic and residential life commitments). **Absences will not be permitted or excused to accommodate domestic or international flight schedules. Early departures, late returns or other absences result in unexcused absences.** See Attendance Policy. To leave campus the student must:

- Prepare room according to house parent guidelines
- Have house parent, or their designee, inspect the room prior to departure

COLLEGE VISITS

Juniors, seniors and post-graduates may request permission to miss school commitments for the purpose of visiting colleges. Juniors, seniors and post-grads are allowed two college visit days per semester. Sophomores must receive special permission from . Extra days taken for college visits beyond two per semester will be treated as unexcused absences. Parents of the student must request a college visit three or more days prior to leaving campus for the college visit. All details of the college visit should be completed including the student's name, cell phone number, name of college, transportation arrangements and other specified information.

The student is responsible for any and all materials covered, and assignments given, during their absence. No college visit days will be allowed during the final week of a grading period. Final permission for the requested college visit will be contingent upon approval by the student's teachers and school administration all of whom reserve the right to revoke this privilege due to poor performance in class or within the community.

TRANSPORTATION

EMPLOYEE VEHICLES

Current Grand River Academy® students are not allowed in a GRA employee's vehicles.

AIRPORT/BUS TRANSPORTATION

Grand River Academy® provides a shuttle service for initial arrival and final departure from Grand River Academy® to and from Cleveland Hopkins Airport for GRA students only (this service is not offered to students traveling with family members). The shuttle service is offered for initial arrival on 9/3/2024 at and for final departure on 5/23/2025 and 5/25/2025. If a student is arriving with family members, or outside of the shuttle times, the family/guardian will need to book their own transportation.

AIRPORT UNACCOMPANIED MINORS

If a Grand River Academy® student has been registered as an unaccompanied minor with the airline they are on, this will require additional coordination and additional fees will apply to cover parking and wait times associated with unaccompanied minor travel.

RIDESHARE SERVICES

Students and their families are strongly discouraged from using rideshare services. Students opting to use ride-sharing services must have a signed form releasing Grand River

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Academy® of liability. If the administration is not comfortable with the driver or circumstances, GRA reserves the right to deny permission, regardless of previous consent.

STUDENT CONDUCT

GRAND RIVER ACADEMY® STANDARDS OF CONDUCT

Grand River Academy® sets high standards for all community members, including students, parents, faculty and staff. The importance of quality interpersonal relationships is pivotal to achieving the goals set forth by GRA.

The conduct of the Grand River Academy® community is guided by the following principles: Advocacy, Responsibility, Respect, Independence and Self-Discipline. The conduct principles shape how Grand River Academy® community members interact with one another, while also informing the Academy on how to respond to incidents. Grand River Academy® expects everyone to embrace GRA values by following the rules of the community and all applicable laws.

ADVOCACY: the active support and promotion of a particular cause, idea, or individual. It involves speaking up, taking action, and working towards positive change or advancement in areas such as social justice, equality, inclusivity, or community well-being. Advocacy at Grand River Academy® encourages students to express their beliefs respectfully, engage in constructive dialogue, and actively contribute to the betterment of the school community and beyond.

RESPONSIBILITY: the obligation of each student to fulfill their duties as members of the school community. It involves being reliable, dependable, and trustworthy in upholding academic, ethical, and behavioral standards set by the Academy. Students are expected to take ownership of their actions, make thoughtful choices, and demonstrate integrity and respect towards others, both within the Academy and in their broader engagements. Responsibility at Grand River Academy® fosters a sense of personal growth, self-discipline, and the development of a supportive learning environment.

RESPECT: the recognition and appreciation of the inherent worth, dignity, and diversity of every individual within the school community. It entails treating others with courtesy, empathy, and fairness, regardless of differences in backgrounds, opinions, or abilities. Respect at Grand River Academy® promotes a culture of inclusivity, open-mindedness, and positive interpersonal relationships, where students are expected to engage in constructive communication, value the perspectives of others, and maintain a safe and welcoming environment for all.

INDEPENDENCE: the ability of each student to demonstrate self-reliance, autonomy, and personal accountability in their academic pursuits and overall growth. It involves taking initiative, making responsible decisions, and managing one's time and resources effectively. Students are encouraged to develop independent thinking, problem-solving skills, and the capacity to work both collaboratively and individually. Independence at Grand River Academy® fosters a sense of self-confidence, resilience, and the development of lifelong learning skills that prepare students for success in their academic and personal endeavors.

SELF-DISCIPLINE: the ability of each student to exhibit control and consistency in their actions, behaviors, and choices. It involves the practice of setting and adhering to high standards, prioritizing academic and personal responsibilities, and maintaining focus and perseverance in the face of challenges. Self-discipline at Grand River Academy® encourages students to develop habits of organization, time management, and self-motivation, personal growth, and character development. Students are expected to demonstrate self-discipline in their conduct, academics, and extracurricular pursuits, upholding the values and expectations of the Academy.

When prohibited behaviors occur, Grand River Academy® utilizes a student-centered, restorative and educational disciplinary process to support the student(s) involved. This process focuses on student improvement and growth with the goal of the student becoming a more positive member of the Grand River Academy® community. Given every situation is unique, outcomes may look

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

different student to student and case to case. This is by design to allow for what is in the best interest of the health of the overall community and the development of the student. There are times when, for the safety and good of the whole community, and/or for the student's well-being that a determination of expulsion or dismissal from Grand River Academy® has to occur. These decisions are not made lightly.

All members of the Grand River Academy® community are encouraged to support students in making healthy decisions.

FURTHER GUIDELINES

- Each student and parent/guardian is required to know and comply with the Student Code of Conduct; ignorance does not negate a disciplinary response
- The Student Code of Conduct applies to all Grand River Academy® students, boarding and day, whether the act occurred on campus, off campus or on-line
- While Grand River Academy® understands many students travel off campus for Grand River Academy® related activities (academic, athletic and residential life) and personal functions and that parents and guardians assume responsibility for their child during holidays, Grand River Academy® reserves the right to apply disciplinary consequences for issues of student behavior which compromise the safety of the student or the community or jeopardize the reputation of the school
- Grand River Academy® can apply consequences based on a single act, gesture or expression based on the severity
- When possible, Grand River Academy® will investigate incidents before taking action, but Grand River Academy® may determine the student needs to be separated from GRA until the conclusion of the investigation
- Grand River Academy® will work with local authorities if the action violates the law and will comply with local law enforcement and let them take lead on appropriate steps
- If Grand River Academy® determines a student presents an imminent danger to the health, safety and welfare of the community, GRA may act without an investigation or hearing. In such cases, the student will be immediately removed from campus and placed in the care of their parent/guardian until Grand River Academy® can complete an investigation.
- Modifications to the Student Code of Conduct and its associated policies, regulations and rules may happen at any time. When changes are made they will be publicized to the community.
- Though the Discipline Committee most frequently handles major disciplinary infractions, the Head of School has the ultimate authority over the discipline of students and related processes and communications.
- The Head of School or designee may speak openly to the community about the specifics of conduct matter if it is for the good of the GRA community. Every effort will be made to protect student(s) privacy.

STUDENT CONDUCT

At Grand River Academy®, we hold ourselves to the highest standards of conduct. As members of this community, we commit to the following principles:

Self:

- We strive to be our best selves and extend help to others, including visitors.
- We maintain honesty and integrity in all aspects of academics, athletics, and residential life.
- We are committed to sportsmanship and proper decorum in athletic venues as athletic participants, coaches and spectators.
- We value truthfulness and authenticity in our actions.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- We accept responsibility for our actions and decisions, understanding the impact they have on ourselves and the community.
- We express gratitude for the opportunity to be part of Grand River Academy® and actively engage in all that it offers.
- We willingly volunteer and support others whenever there is a need.
- We honor our commitments by arriving on time, fully prepared, and with an open mindset.
- We respect GRA's dress code, both on and off campus, as representatives of our academy.
- We abstain from the use of alcohol, illegal substances, and harmful substances.
- We responsibly utilize technology in accordance with the Acceptable Use Policy.

Peer:

- We resolve differences with our peers through genuine and respectful communication.
- We actively include others, stepping outside our usual boundaries to create an inclusive community.
- We adhere to GRA's Intimacy Policy, ensuring a safe and respectful environment.

Community:

- We approach others with curiosity, suspending judgment, and considering their safety, feelings, and needs.
- We seek to understand and appreciate the diverse attitudes, perspectives, and differences among individuals.
- We show respect and interest in all members of our community, valuing their presence and their property.
- We acknowledge and give credit where credit is due.

By upholding these standards of conduct, we foster a community built on respect, integrity, and inclusivity, creating an environment where everyone can thrive and succeed at Grand River Academy®.

DINING HALL ETIQUETTE

- Appropriate attire is expected to be worn in the dining room (please see dress code as detailed elsewhere in this handbook).
- Students are responsible for clearing and cleaning their own tables, as well as placing their trays and plates in the proper places.
- No food throwing or other disrespectful behavior is permitted.
- Students are allowed to take any "to-go" containers with permission. All other tableware (cups, plates, utensils, etc.) are not to be taken from the dining room.

DISCIPLINARY PROCESS

PHILOSOPHY AND PROCESS OVERVIEW

The discipline process is Grand River Academy®'s response to the concern that a student has violated Grand River Academy®'s values, made poor choices and failed to demonstrate expected conduct and citizenship. The process is intended to further educate the student about Grand River Academy®'s values and expectations, hold the student responsible for their actions, remind the student of their commitment to Grand River Academy®, and to educate the student and broader Grand River Academy® community. Through reason, respect and relevance, the discipline structure aims to help the student learn and grow rather than simply punish.

For accountability and procedural infractions at Grand River Academy®, appropriate faculty and staff under the guidance of the designated administrator will hold a disciplinary meeting to collaborate with the student(s) to correct behaviors or attitudes that do not meet the expected standards of the Grand River Academy® community. For major disciplinary issues, Grand River Academy®'s discipline process includes the Discipline Committee. Members of the Discipline Committee include an administrator, faculty member, counseling department, and any additional staff as determined appropriate.

PROCESS FOR ACCOUNTABILITY & PROCEDURAL INFRACTIONS

When a student makes a poor decision or fails to demonstrate expected behavior, most often the responding faculty and staff will help guide the student(s) through the disciplinary process. The intervention is conversational and educational, including input and reflection with the student(s) involved. The faculty/coach/residential life member helps the student see and take responsibility for choices made. Should the accountability or procedural infraction be repeated, the student's advisor, in conjunction with appropriate stakeholders, may develop more formal consequences or support plans, which might include student success plans or contracts, along with communication with the family. If appropriate, the incident may be referred to the Discipline Committee for further consideration.

PROCESS FOR MAJOR DISCIPLINE

When a student repeatedly refuses to follow expected conduct, fails to live up to the standards expected of them within the community, engages in prohibited behavior, or is suspected of doing so, administration is responsible for overseeing the process. The Discipline Committee may provide advice, facilitate mediation or suggest other forms of conflict resolution. Given the nature of the offense, members of the Discipline Committee may also be involved. Administration will keep parents/guardians, coaches and appropriate Grand River Academy® faculty and staff informed of the case and the disciplinary consequences, if any.

GENERAL PROCESS FOR MAJOR DISCIPLINARY INFRACTIONS:

- If a Grand River Academy® member believes an infraction of a school rule or value has occurred, that individual reports the issue to a staff member or other trusted adult, who will then bring it to an administrator.
- The designated administrator will inform the parent/guardian an infraction occurred once sufficient information has been gathered.
- The student(s) will be interviewed and provided an opportunity to share their statement in writing and orally with the Dean, or their designee. Students are expected to be honest and forthright during this step. *Dishonesty during the course of an investigation can be cause for dismissal from the Academy.*
- Students are expected to cooperate throughout the course of any investigation. *If a student refuses to cooperate, Grand River Academy® reserves the right to respond in an appropriate manner, up to and including dismissal from the Academy.*
- The Discipline Committee will hear the case and provide the student with time to share their statement. The student's advisor will be present throughout the course of investigation.
- After reviewing the findings of the investigation, the Discipline Committee will determine whether a rule has been violated, along with the appropriate response, if any, of the Academy.
- If it is determined that no violation has occurred, no other action will be required.
- If it is determined that the violation is less severe than originally anticipated, the student will work with the Dean and appropriate stakeholders to make it right following the process for accountability and procedural infractions.
- If it is determined that a major violation has occurred, parents will be notified by the Dean or their designee, and the student will be called for a meeting with the Discipline Committee. The student will select a trusted adult to be present during the meeting to help advocate for the student.
- The Dean, or their designee will meet with the student and their parents or guardians to convey the response of the Academy. The student's on-campus trusted adult may attend this meeting.
- A letter summarizing the decision will be sent to the student's family by administration. A copy may be provided to the Directors of College Counseling and Academics if the student is required to communicate the consequences on college applications.
- Grand River Academy® generally shares issues of student discipline at community meetings for the purpose of furthering the educational and learning exposure of students and the community. Names and other identifying information of the individual students are not used.

Consequences for violations of school rules and expectations may be, but are not limited to, any one of, or a combination of, the following: no action, disciplinary warning, disciplinary reflection, in-house restrictions, suspension (on campus or off campus), disciplinary probation/behavioral contract, dismissal/withdrawal, or other. It is also possible that a Student may not represent Grand River Academy® at functions, including sports practices and games or graduation.

On occasion, most often in the days before a school break, and in the final weeks of school, this process may be modified at the discretion of administration or other members of the leadership team.

Disciplinary case records are kept in the student file for a period of five years.

TYPES OF CONDUCT INFRACTIONS

While the General Citizenship/Code of Conduct provides guardrails for students to see what good behavior looks like and how appropriate decision-making can lead to positive results, the following list of prohibited conduct helps students see what behaviors are not allowed among the Grand River Academy® community. This list is not exhaustive, but provides benchmarks from which students see what is unacceptable.

Accountability & Procedural Infractions

Timeliness:

- Late or excessive tardies to commitments (athletic, academic, residential life),
- Study time violation
- Curfew violation (in room)
- Unexcused absence

Citizenship:

- Inappropriate behavior that falls within the description of a minor violation
- Failure to report serious violations
- Failure to observe or comply with corrective measures
- Insubordination/unbecoming manners or language (could be higher depending on behavior)
- Intentional disruption or obstruction in athletics, academics or residential life
- Other conduct that falls within the description of minor violation

Health:

- Nicotine use/possession, including vaping and e-cigarettes (see Illegal Drug, Substance, Supplements and Alcohol Policy)

Room:

- Condition of room
- Arrangement of room
- Unauthorized items (could be higher, depending on the item)

Technology:

- Inappropriate activities using technology (see Internet, Email and Computer Network Acceptable Use Policy)

Boundaries:

- Off limits on campus (could be higher depending on behavior)

Transportation:

- Driving or riding in a vehicle without permission
- Leaving campus without permission

Major Violations

Timeliness:

Timeliness: Repeated absences or tardies to any commitments

Citizenship:

Dishonesty (academic, lying, fake identification, false claims, cheating, plagiarism, using AI to complete work)

Violations of the Anti-Harassment Policy

Theft, stealing (including shoplifting) or unauthorized borrowing, whether on or off campus

Health:

Nicotine/alcohol/substance use/possession including (See Illegal Drug, Substance, Supplements and Alcohol Policy)

Room:

Unauthorized or unapproved visitors in any house or room

Entering another student's room when unoccupied

Safety:

Tampering with locks, fire-warning devices, protection equipment and other equipment designed to protect the safety of the community

Failure to follow leave procedures

Fighting, physical contact or verbal abuse or threat of abuse upon any member of the community, including visitors (see Anti-Harassment Policy)

Unauthorized possession of room keys/building accessibility devices (i.e. fobs, key cards)

Damage to property of the school, members or the community or visitors to campus, including vandalism, Unauthorized use, possession, or storage of any weapon, explosive device or material, including but not limited to firearms, knives, fireworks or ammunition

Other:

Repeated offenses, which by themselves, wouldn't warrant suspension, but collectively indicate larger issues by the student is not in the best interest of the community or the student

Violations of any federal, state or local laws, or any other conduct in the judgment of Grand River Academy® endangers or threatens the personal safety, health, welfare, property or reputation of the Grand River Academy® Community

Knowingly in the presence of a major violation

DISCIPLINARY RESPONSES

DISCIPLINARY WARNING

Disciplinary warning is a category of discipline that is typically used for first-time offenses. Disciplinary warnings can be given out by academics, athletics, performance or residential life staff...

Disciplinary warnings are assigned for a specific period of time. At the end of this time period, the warning is lifted if the student demonstrates commitment to the Grand River Academy® community and displays acceptable behavior and growth. The student's reenrollment contract may be withheld until the end of the warning period. Disciplinary warnings are not reported to colleges. At the end of the warning period, the student will meet with the Dean to reflect on growth during this period.

DISCIPLINARY REFLECTION

In maintaining the spirit of offering students the opportunity for learning and growth as a result of disciplinary infractions, students may, on occasion, be asked to complete a reflective assignment (i.e. letter, movie, etc) that will award them the opportunity to share what educational takeaways they have from their experiences, as well as plans for incorporating them into their future endeavors.

CAMPUS RESTORATION PROJECT

Maintaining an expansive campus is a full-time endeavor which requires the combined efforts of many hands. On occasion, students may become involved in activities or behaviors that disrupt the organization or orderliness of the campus. When these situations occur, students will be asked to participate in a working project to remedy the situation and restore the affected area(s) to their original order. These "working parties" will often take place on weekends if immediacy of remediation cannot be achieved.

IN-HOUSE RESTRICTIONS

In-house restrictions allow for the student to participate in academic commitments, but prohibits the student from leaving campus (unless for medical reasons) or participating in other elements of the program such as training, practice, or competition.

Most college application forms have questions concerning the applicant's disciplinary record. A student is expected to answer such questions honestly. In the event that a student violates a rule and the response by Grand River Academy® is disciplinary probation, it should be clear to the student and parents that this level of response must be reported to colleges by both the student and the Grand River Academy® regardless of when the infraction occurred.

SUSPENSION

Suspensions prohibit the student from coming to campus or participating in any activity and is a temporary separation of the student from the Grand River Academy® community. Students should remember they will be asked to explain reasons for their suspension on college applications. Students who are suspended may return to school only after a parent conference with the administration. It is expected a student who has been suspended used the time away

from the Grand River Academy® community to reflect on previous contributions and commitment to remaining a Student at Grand River Academy®. Like probation, suspensions must be communicated on college applications.

ACADEMIC PROCEDURES FOR OFF CAMPUS SUSPENSIONS

The student is responsible for collecting all books, assignments, and other materials. The student must submit homework assignments including papers and projects upon returning to class. Missed tests will be made up the day of return. Faculty members are not responsible for teaching the Student material missed due to suspension.

The Dean of Academics will communicate with the family about protocols during this time.

DISCIPLINARY PROBATION/BEHAVIORAL CONTRACT

Disciplinary probation is a very serious consequence, assignment of which should be considered one step short of separation from Grand River Academy®. Disciplinary Probation is assigned for a specific period of time. At the end of this time period, the student will meet with the Dean to reflect on growth and the probation may be lifted if the adults working with the student deem it to be appropriate.

A student may be put on a behavioral contract as part of the discipline process. This contract will be shared with appropriate stakeholders to support the student’s growth. As with disciplinary warning, the student's contract for the next year may be withheld until the end of the warning period.

Students and families should be aware that major school rule violations, which are a violation of local, state or federal laws, are likely to result in the assignment of disciplinary probation. In the event the behavior occurs on-campus disciplinary probation is almost always the response.

When a student is on disciplinary probation, the student must demonstrate commitment to the community and education by displaying acceptable behavior and demonstrating growth. The student's contract for the next year may be withheld.

DISMISSAL/WITHDRAWAL

The dismissal of a student is at the discretion of the Head of School and the Administrative team.. Grand River Academy® Administration, with the student present, will inform the student's parents/guardian. At the discretion of the Head of School parents/guardians may be offered the option of withdrawing their student. If a student is dismissed or withdrawn because of circumstances surrounding a discipline case, the student may not return to campus for at least 12 months without the permission of the Head of School. No student dismissed or withdrawn as the result of a discipline may reapply without permission from the Head.

A student who has been dismissed from school will not receive a Grand River Academy® (Grand River Academy) diploma. The student must have approval from the Head of School in order to complete work which will be coordinated by the Dean of Academics. Students who are in the process of applying or will have been admitted to college must report the change in status. The college counseling department assists and advises the student in the reporting process.

OTHER RESPONSES

Under certain circumstances, as in the case of any drug or alcohol offense, the student may also be required to attend an evaluation/rehabilitation program with the student's parents as part of the conditions for returning to Grand River Academy®. Additional suspension and/or discipline may be recommended on an individual basis, including the withholding of a student's re-enrollment contract. No Student dismissed for drug or alcohol offenses may reapply without the permission of the Head of School and likely not until the student has completed a similar evaluation and educational program, and a written report from the counselor of that program has been sent to Grand River Academy®.

WITHDRAWAL MEDICAL & OTHER

Parents may choose to withdraw a student, or Grand River Academy® may recommend withdrawal, because of health or other concerns. Parents may initiate a withdrawal by writing a letter stating the reason to the Dean. The Dean will notify the finance department, Dean of Academics, Dean of Students, Coach, Residential Life Manager, Academy Nurse, IT and other appropriate faculty or staff before sending written confirmation of the withdrawal to the parent. A student's grades, transcripts, recommendations, and other official school documents may be withheld if financial obligations have not been met at the time of withdrawal.

Grand River Academy® reserves the ability/right to determine exact action, on a case-by-case basis, using the above as a guideline. As such, Grand River Academy® determines each offense, on a case-by-case basis, utilizing the current offenses and other past offenses. Grand River Academy® reserves the right to inquire about, inspect or search any personal property, belongings, rooms, lockers, cars or other areas, locked or unlocked, at any time for any reason deemed necessary by Grand River Academy® or its staff and employees.

SUPPORT SERVICES

COURTESY IN GRAND RIVER ACADEMY® HOUSING

Consideration and courtesy make Grand River Academy® housing run smoothly. All students are expected to show respect for the rights of others and respect for each other's personal privacy and possessions. Borrowing and lending of personal property is discouraged.

Students are not to be in a room that is not the student's own unless the room's occupants have explicitly stated the Student can be in there and/or the room's occupant is present. Privacy must be respected and each student's possessions must be left alone. Students are not allowed to be in other houses without the permission and direct communication between their House Parent and the House Parent for the house they wish to visit. Out of respect for other students, students are expected to knock on a door before entering a room.

DIVERSITY STATEMENT

At Grand River Academy® diversity is not just a concept, but a lived experience which enriches the community and prepares students to be compassionate, adaptable, and globally minded leaders of tomorrow. Grand River Academy®'s commitment to diversity extends to all aspects of the Academy, from the student body to the faculty and staff. Grand River Academy® embraces diversity in all of its forms, including but not limited to race, ethnicity, gender, sexual orientation, socioeconomic background, nationality, religion and ability. A diverse and inclusive community fosters an environment where individuals can flourish, learn and grow.

The unique experiences, perspectives and contributions each individual brings to the Academy creates a welcoming space for all members. Grand River Academy® strives to create an equitable, fair and safe environment, free from discrimination, prejudice and bias, thus ensuring every individual possesses equal opportunities to reach their full potential.

By seeking out individuals from diverse backgrounds, Grand River Academy® aims to cultivate empathy, cultural competency and global citizenship among the students. The diverse perspectives among the students, faculty and staff fosters creativity, critical thinking, and problem-solving skills vital for success in an interconnected world. Open dialogue, active listening, and respectful engagement across differences supports learning and growth. Grand River Academy® recognizes this work is ongoing and a continuous improvement model ensures members confront biases, address systemic barriers, and promote equality.

The school reserves the right to notify parents if, in the school's sole judgment, the student's condition poses a substantial physical threat to his/her own well-being or the health and safety of others; this threat may be mitigated by parental notification (by, for example, parents' supplying necessary medical history or information about the student); and/or the student lacks the capacity to make a rational decision in this regard. Any conversations occurring within the realm of Health & Safety First are treated as a matter of health and are therefore private among the involved parties and the student's parents. Health & Safety First is about not letting the threat of a disciplinary response stand in the way of prioritizing a student's health and wellbeing.

Basic steps:

1. Student initiates help by speaking to a trusted adult (e.g. - in the moment, upon learning of the presence of a substance in one's room, upon learning of previous use.)
2. If student has not been discovered by a faculty/staff member they start the Health and Safety First process. Discovery means "caught in the act" of use, possession or being in the presence of a substance which is not permitted at school.
3. Support will be determined by school administration with collaboration with appropriate people (i.e. sports psychologist, parents, etc.).
4. Health and Safety First means the response is non-disciplinary; the student is not dismissed from school and the matter is not reported to colleges.

This policy is grounded in Grand River Academy®'s interest in keeping students healthy, safe and well. Grand River Academy®-Academy depends on students and adults on campus to look out for the health and wellbeing of others. This policy is about keeping the people Grand River Academy®'s cares about from being separated from school or losing an opportunity to receive the support they need. Grand River Academy® believes these policies represent responsible and constructive support of our students facing issues around nicotine/tobacco, drugs and alcohol and trust parents/guardians will do all they can to support their child in this process.

Note: Health & Safety First is applicable to use and abuse of substances, but not other major rule violations.

COUNSELING

Students have the resources of Grand River Academy®'s Productive Growth Center counseling department to work through common issues they may face in a boarding school setting. Should they believe the issue is beyond their scope, role or qualifications, they will work with the family to support the referral to an outside provider. The Director of Counseling connects students with mental health services when needed, fostering a holistic approach to student well-being. Parents will be provided information about the qualifications of the outside counselors, and parental permission will be obtained when outside counseling is recommended. Parents are responsible for making financial arrangements for outside counseling.

POLICIES

The following policies outline the major policies within Grand River Academy®. Many of these have forms later in the handbook that need to be signed.

- 1) Grand River Academy® Financial Policies
- 2) Grand River Academy® Safety and Security Policies
- 3) Grand River Academy® Security Camera Policy
- 4) Grand River Academy® Health Policies
- 5) Grand River Academy® Anti-Harassment Policy
- 6) Grand River Academy® Freedom of Expression Policy
- 7) Grand River Academy® Intimacy Policy
- 8) Grand River Academy® Illegal Drug, Substance, Supplements and Alcohol Policy
- 9) Grand River Academy® Timeliness Policy
- 10) Grand River Academy® Internet, Email and Computer Network Acceptable Use Policy
- 11) Grand River Academy® Social Media Policy
- 12) Grand River Academy® Facilities Policy
- 13) Grand River Academy® Housing Policies
- 14) Grand River Academy® Long Distance Student Summer Storage Policy
- 15) Grand River Academy® Transportation Policy
- 16) Grand River Academy® Student Vehicle Policy
- 17) Honor CODE
- 18) Freedom of expression

1. GRAND RIVER ACADEMY® FINANCIAL POLICIES

ENROLLMENT CONTRACT

A signed Grand River Academy® enrollment contract is required for admissions to Grand River Academy®. An additional Grand River Academy contract is required for all high school students attending school at Grand River Academy®.

The enrollment contract constitutes a binding agreement between Grand River Academy® and the financially responsible person. Under the enrollment contract the financial obligation is unconditional. Tuition and fees will not be refunded or canceled for any reason. The contract is unconditional after July 1.

TUITION/FEES/DEPOSITS

The tuition/fees account must be in good standing for a student's continued enrollment. Student's parent/guardian may elect to pay tuition/fees in full or enroll in a payment plan. Lack of payment or consistent late payments will cause the termination of the payment plan at which point the balance will immediately be due in full for the student to remain enrolled at the Academy.

Financial accounts not current will result in Grand River Academy® not processing or sending transcripts and may prohibit students from attending classes, participating in athletics, or taking exams. Re-enrollment or an application for financial aid will not be processed if an account is not in good standing.

Deposits are non refundable after June 1 prior to the start of the academic year. Any withdrawal prior to June 1 is eligible for a full refund or deposit, less any funds paid to Grand River Academy for I20 documents.

If the full amount agreed to be paid by a certain date is not received by the fifth day after the due date, the student will be removed from sports practice and any competitions until the amount due has been paid in full (plus interest and late fees, if any). If full payment is not received by the 10th day after the due date, your child will need to go home within 48 hours and will not be supported academically, thereby losing academic credit for the semester if they do not return within 15 days. Any amounts previously paid for that academic year will be forfeited.

TESTING FEES/TRANSPORTATION/MISCELLANEOUS CHARGES

Grand River Academy® bills families for AP Exams, transportation, room damages and other miscellaneous charges incurred by the student. These bills are sent out through the finance office. Financial accounts need to remain current and in good standing for the student to continue academic, athletic and residential life participation.

MEDICAL FEES

Insurance coverage is the responsibility of the student's family/guardian. Any co-pays or fees for medical care not covered by the student's insurance are the responsibility of the student's family. Medical fees may include, but are not limited to doctors visits for sickness/illness, medical appointments as set up by the athletic trainer for athletic injuries, hospital visits due to emergency/illness, counseling/therapy appointments, transportation to appointments, etc.

FINANCIAL AID

Grand River Academy® provides financial assistance to students who would not otherwise have the opportunity to attend Grand River Academy®. Financial aid awards are made on the basis of need, achievement, ability, leadership and availability of funds. Financial aid awards are given for the current year only and families must reapply each year through the Admissions office.

2. GRAND RIVER ACADEMY® SAFETY AND SECURITY POLICIES

Grand River Academy® has an Emergency Operations Plan that will be implemented in the case of an emergency on campus. The plan is updated and reviewed annually by committee with the support of outside experts. The Plan covers any risk to Grand River Academy® and is kept secured in order to further protect the safety of Students. Students and staff are trained and go through drills as outlined in the Emergency Operations Plan.

SAFETY/SECURITY

The safety and security of the Students is of the utmost importance. Students should also be vigilant and report any suspicious activities by notifying a faculty member or administrator of any suspicious activity at either Grand River Academy® or Grand River Academy® housing. To put it simply, if you see something, say something!

SECURING VALUABLES: THEFT/LOSS/DAMAGE

Grand River Academy® is not able to prevent the theft, loss, or damage of personal property of students or their guests. Students must take responsibility for any personal property they decide to bring to Grand River Academy®. If valuables are brought to Grand River Academy®, student and/or their parents/guardians must obtain adequate insurance to cover any theft, loss or damage to such property and, in the unfortunate case that any personal property is lost, stolen or damaged, the student and their parents/guardians must make a claim against the appropriate insurance policy and not seek reimbursement from Grand River Academy®. Further, students agree to hold Grand River Academy® harmless from any theft, loss or damage to any personal property as a condition of attending Grand River Academy®.

WEAPONS/OR ANY OBJECTS RESEMBLING WEAPONS

The possession, storing, or use of a weapon (guns, knives (outside of kitchen), tasers, etc.) on Grand River Academy® campus and housing poses an unacceptable risk to the health and safety of all community members and their guests. Possession of weapons (or imitation weapons that would lead an observer to reasonably believe it is a weapon) is a violation of school rules and state laws. Weapons, or any object resembling weapons, are not permitted on Grand River Academy® campus at any time. Items not necessarily designed for the use as weapons, but still posing a safety risk to students and faculty including hunting or utility knives, box cutters, BB guns, pellet guns, airsoft guns, orbeez guns, etc. Possession of any such item and the attempted concealment thereof are considered a serious rule violation.

FIRE

All Houses are equipped with safety equipment. Regular fire drills are conducted to ensure student awareness of fire procedures. In general, students should safely leave any facility when a fire alarm sounds by means of the closest available exit and proceed to the designated fire safety area, which will vary by building.

Tampering with safety equipment is a serious rule violation and will not be tolerated.

Candles, incense burners, or any other incendiary devices may not be used or possessed in any of the houses due to fire department regulations.

Extension cords are prohibited due to fire department regulations. The use of surge protectors is strongly encouraged.

SEVERE WEATHER (STORMS, THUNDER, LIGHTNING, TORNADO)

Students must remain safe inside of buildings during storms, especially ones that bring the threat of thunder and lightning. Students seeing a lightning flash should seek cover inside a building and remain until it is safe to return to the outside.. Regular drills are conducted to ensure student awareness of tornado procedures.

SAFETY AND SECURITY DRILL

Lockdowns – Required by all Ohio Schools

A safety drill will be conducted at least once per school year. This drill is to instruct students in procedures to follow in situations where students must be secured in a building (rather than evacuated), such as a threat to the school involving terrorism, a person in possession of a deadly weapon on school property, or other act of violence. Alarms can be heard in each building, outside, and north of the Bud Field Student Center.

A Lockdown (Steady ShriII) will be sounded when it is necessary to confine students and staff in secured classrooms or dormitories. Students should enter the closest building, stay in the classroom, dorm room, or most private areas. Stay away from doors and windows. In the classroom the teacher should check the hallway and any close restroom for students to get into your room; lock the door(s), turn the lights off, pull the blinds, cover all glass; students should remain quiet.

If the student is in the dorm, he should go to his room, lock his door, turn the lights off, close the curtains, and remain quiet until the immediate threat is over.

Do not respond to someone at the door. Do not respond to a fire alarm unless in immediate danger. Remain silent! Upon termination of the lockdown an "All Clear" announcement will be made.

ACKNOWLEDGMENT OF RISK

Grand River Academy® considers the safety of its students to be among Grand River Academy®'s most important obligations. As a result, Grand River Academy® seeks to train its faculty, coaches and staff on safety issues to help keep students safe. However, students and their families acknowledge that accidents still occur despite Grand River Academy®'s efforts to avoid them. Consequently, you (as a student) and your family, on behalf of yourself and themselves and their heirs, personal representatives, and assigns, accept the risks of engaging in activities at a facility such as Grand River Academy®, including risks such as injury, sickness, or disease (including permanent disability and death) arising out of or relating to participation in activities at Grand River Academy®, however caused, including practices, games, training sessions, trips and all other activities, and I/we accept personal responsibility for all damages following any such injury. In addition, I/we hereby release, hold harmless, and agree to indemnify Geneva Sports LLC and Axxella Staffing, which does business as Grand River Academy®, Geneva Owner LLC, and each of their affiliates, and all of their respective members, directors, officers, employees, agents, attorneys, contractors, landlords, insurers, equipment suppliers, volunteers, and representatives (all of the foregoing together, the "Released Parties") from and against any and all claims, causes of action, or demands (including attorneys' fees and damage to property) relating to or arising out of my/our student's participation in activities at Grand River Academy®, while on Grand River Academy®'s property or engaged in activities sponsored or endorsed by Grand River Academy® (on or off Grand River Academy®'s premises) except only for any such damage solely caused by Grand River Academy®'s gross negligence.

3: GRAND RIVER ACADEMY® SECURITY CAMERA POLICY

PURPOSE

The purpose of this Security Camera Policy is to establish guidelines and regulations for the use of security cameras within Grand River Academy®'s campus. The use of security cameras aims to enhance the safety and security of all residents and their belongings.

SCOPE

This policy applies to all facilities operated by Grand River Academy® and encompasses the use of surveillance cameras within the residential areas, common spaces, and other relevant locations.

CAMERA PLACEMENT AND COVERAGE

- Security cameras are strategically placed in common areas and access points within the residence halls and other areas of campus, such as entryways, corridors, lobbies, and shared spaces, with the primary objective of monitoring and deterring unauthorized access and potential security threats.
- Cameras will not be installed in locker rooms, private living areas, including individual dorm rooms, bathrooms, or other areas where individuals have a reasonable expectation of privacy.
- The placement and coverage of security cameras will be reviewed periodically by the administration to ensure they align with safety needs and comply with applicable laws and regulations.

ACCESS AND MONITORING

- Access to the live feed and recorded footage from security cameras will be restricted to authorized personnel only. Access will be granted on a need-to-know basis and for security and investigative purposes.
- Authorized personnel, such as campus security staff and designated administrators, will be responsible for monitoring the camera feeds and investigating any security-related incidents.
- The recorded footage will be retained for a limited period, as per relevant legal requirements and Grand River Academy®'s data retention policy. Once the retention period has expired, the footage will be securely deleted or overwritten.

DATA SECURITY AND MONITORING

- All security camera systems and recorded footage will be securely stored and protected against unauthorized access.
- Access to camera feeds and recorded footage will be password-protected, and employees handling such data will be trained on data privacy and security practices.
- Any release or sharing of recorded footage outside of Grand River Academy® will only occur when required by law or with appropriate consent from the individuals involved.
- Grand River Academy® will comply with all relevant data protection laws and regulations, including but not limited to the Family Educational Rights and Privacy Act (FERPA) and the Children's Online Privacy Protection Act (COPPA).

NOTICE AND COMMUNICATION

- Grand River Academy® will notify residents of the existence and purpose of security cameras in residence halls and other locations on campus through appropriate communication channels.
- Signs will be displayed in noticeable locations to inform individuals that the area is under video surveillance.

REPORTING AND ACCOUNTABILITY

- Any misuse or unauthorized access to security camera footage will be treated as a serious breach of policy and may result in disciplinary action, up to and including termination or legal consequences, as appropriate.
- Any concerns or complaints regarding the security camera system or its use should be promptly reported to the Head of School.

By adhering to this policy, Grand River Academy® aims to create a safe and secure living environment for all residents while respecting their privacy and confidentiality.

4. GRAND RIVER ACADEMY® HEALTH POLICIES

GENERAL INFORMATION

- All Grand River Academy® students MUST have Medical/Health Insurance that will cover them in the USA. Grand River Academy® MUST have a copy of each student's medical insurance card (front and back).
- Students must have current immunizations required by Ohio State Law; otherwise, students will not be allowed to participate in their sport program.
- A current health examination for every student, as well as a signed consent to treatment form, must be on file at Grand River Academy® prior to the student's arrival.
- Health records are stored electronically in the Academy's Student Management System
- Grand River Academy® does not prescribe any medications, including antibiotics or prescriptions. Students must visit a doctor to receive a prescription.
- Prescriptions must be submitted by a physician not related to the student or parents/guardians and must be in the name of the student.
- Whenever possible, a parent or guardian will be notified before any medical treatment is provided, except in the case of an emergency.
- Each student is to immediately notify a Grand River Academy® faculty or staff member if they are injured or become ill while at Grand River Academy® or during Grand River Academy® activities.
- Students may be x-rayed or undergo an MRI (or any other test deemed appropriate) following any physical injury involving a fall, serious contusion, or sprain, to ascertain whether a fracture, head injury, or other serious injury has occurred. The student, parent, or guardian cannot waive this precautionary treatment requirement.
- Injured students must report to their sports program unless they have a pass from the doctor.
- Students missing medical appointments must pay the physician's regular office visit fee.
- Students who do not take medication as prescribed by the doctor may be referred back to the prescribing doctor for further evaluation.
- Injured or sick students at Grand River Academy® will check in with the Academy Nurse and will be advised on the next course of action.
- If a student misses any academic classes due to illness, they will not be allowed to participate in their sports program that day and will be restricted to the dorm that evening.
- Grand River Academy® transports students to any medical appointment with Ashtabula County Medical Center, Tri Point, or University Hospitals Ashtabula Medical Center. Travel to medical appointments at other locations will incur a fee based upon distance and time, and will be billed directly to parents or guardians.

MEDICAL APPOINTMENTS

Each Student's physical, emotional, and mental well being are met with both professionalism and confidentiality by a wellness team including the Counseling Department, Dean of Students, Dean of Academics, Head of School, Academy Nurse and appropriate internal and external professionals.

Basic student medical and first aid needs, such as a headache or a minor scrape can be attended to by House Parents, Academy Nurse, and the Residential Life Manager. The faculty and staff at Grand River Academy® are CPR, AED and First Aid trained.

Students needing emergency care will be accessed through the EMS system and a determination of what hospital to take the Student. The Academy Nurse will assist with communication with the family.

Parents/Guardians will be contacted as soon as possible in any situation of concern.

INFIRMARY INFORMATION

Students needing the infirmary during the academic day need to reach out to the Academy Nurse or Dorm Parent. It will be determined whether the student should remain in the infirmary, attend school/athletic commitments, or go to the doctor.

MEDICATION

Purpose: To provide a safe and therapeutic administration of medications.

General Statement: Grand River Academy® recognizes that some students may require prescription and/or non-prescription medication during their time on campus. Medication may be administered by a licensed school nurse/health care professional, or unlicensed authorized personnel (UAP) who have completed a drug administration training program.

Procedure:

Storage: All medications are to be stored in an established location in each school or dorm and stored in a locked storage place. Medications requiring refrigeration can do so in an area where students do not normally visit.

Medications that need to go with the student for events will need to be in a locked container/bag and only the trained staff member can access the medication and administer medication to the student. It is the staff members responsibility to keep track of medication and document each dose in the MAR (Medication Administration Record) after dose is given. The trained staff member is responsible for monitoring the effects of the medicines they administer and taking action if the student's condition changes.

Prescribed Medications

Medications prescribed by a licensed medication provider should be administered according to the instructions on the individual medication and only given to the named student to whom it has been prescribed. They should be kept in their original container and administered in a manner consistent with the instructions on the label. **All medications are to be labeled in English or they will not be accepted.**

Parents are responsible to coordinate with the Academy's pharmacy and prescribing doctor to ensure refills prior to them running out. Refilling prescription medications locally is an option for emergencies and parents are responsible for any additional expenses.

Medications will not be stored at Grand River Academy® over the summer. At the end of the school year all medication stored at Grand River Academy® must be picked up within one week of departure. Medications left after school departure will be disposed of properly.

Any person administering any medication is responsible for checking the student's five rights before administering a medication

- Right Patient
- Right Drug
- Right Dose
- Right Route of Administration
- Right Time

A written order signed by the licensed medication prescriber and the parent/guardian is required for all prescription medications. Orders must be renewed annually or whenever medication dosage for administration changes.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

All medications given need to be documented on a MAR (Medication Administration Record). This includes the name and dose of medication, time of administration, and the name of the individual who administered the medication.

The licensed school nurse may request to receive further information about the medication prescribed, if needed, prior to administration of the substance.

The parents of the student must assume responsibility for informing the school health nurse or the director of any change in the student's health or change in medication.

Prescription medications and nonprescription medications are not to be carried by the student. Exceptions to this requirement are: prescription asthma medications such as asthma inhaler, prescription epinephrine self-administered injector, and insulin or Diabetic medications.

Any medication that the student brings into school should be handed in and recorded immediately. It is the school's policy that students are not allowed to have their own medication unless it has been established through written consent.

Parental permission is required before students can receive medication from any staff. Consent is taken on entrance to the school. Parents have the right to remove consent at any time and should inform the academy of any changes.

It is the parents responsibility to inform the school of any known allergies. Potential allergens must be checked before administration.

Medicine must not be left unattended with the student. The trained staff member should remain with the pupil until administration is complete.

Medicine should not be given if:

- The medicine record is missing or is difficult to read
- The pharmacy label is missing or is difficult to read
- A significant change in the physical or emotional condition of the student is observed
- The Rights of Administration cannot be verified
- The student has queries about the medicine e.g. color, size, shape, consistency of liquids etc
- There are any doubts or concerns

In these situations, the medicine should not be given until the advice has been sought from the Academy Nurse who may need to contact the original prescriber.

The school nurse must be informed of any unusual incidents e.g. medicine given out of time frame, refusal etc.

Drugs should stay in the prescribed container in the Academy and during travel, and labels should never be altered.

If the student refuses medication, the nurse should be aware and/or documented in a timely manner.

Any drug errors or adverse drug reactions should be reported to the nurse and/or documented. If a severe reaction occurs, call 911.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Controlled Medication

Any authorized or trained staff member may administer a controlled drug to students for whom it has been prescribed. Staff administering medication must do so in accordance with the prescriber's instructions.

All controlled medications must be stored in a locked receptacle such as a cabinet or bag. The key to the receptacle must be securely stored and only accessible to staff authorized to have access to it.

Controlled medications must be carefully documented.

Over the Counter Medications

Selection of over-the-counter medication made available to the student must be jointly decided by the school's nurse and trained house parent and will be available in a cabinet in the student's house and nurses office. A list approved by the parent needs to be checked to see if allowed before administering.

A form will be provided to parents regarding which OTC medications they will authorize their child to receive if needed during their stay.

Over-the-counter medications will also need to be documented properly.

All OTC medications should be given according to the original directions on the package and explained to the student.

The student may carry the following nonprescription medications without written consent; cough drops, saline solution, medicated lip balm.

The academy may revoke the student's privilege to possess the listed medications (products) if the Academy determines that the student is abusing the privilege.

Self Carrying/Administering of Emergency Medications

For Emergency medication, such as adrenaline devices (Epi pens) and asthma inhalers, it is particularly beneficial for students to administer their own medication. The student must be aware that they must keep their medicines in a secure place, and not give their medication to anyone else, even if they have the same symptoms.

If conditions are met and the student is deemed to be susceptible to self care, the student will need to carry the medication with them at all times including road trips or day trips.

Staff members will be notified of those students carrying their own emergency medication.

It is the parent's responsibility to provide backup emergency medication to the health nurse for secondary use if need be e.g. inhalers, epi pens, glucagon, seizure medication etc.

It is the parent/guardian responsibility to provide information regarding allergies the student may have.

Students who self medicate are responsible for maintaining the supply of their own medications.

Disposal of Medications

Unopened, unused and out-of-date medicines should be returned to the school nurse for disposal and proper documentation.

Immunizations:

Immunizations will not be provided by the Academy, but will need to be documented and up to date in the student's profile.

SEIZURE ACTION PLAN

The nurse creates an individualized seizure action plan for each student with a diagnosed seizure disorder. These plans are created in collaboration with the student's parent/guardian and contains the following:

- A written request, signed by the student's parent/guardian, to have seizure disorder prescriptions administered to the student
- A written statement from the student's treating practitioner providing information on each drug prescribed to the student for a seizure disorder.

The nurse will notify all school employees, contractors and volunteers who regularly interact with the student in writing of the existence and content of the seizure action plan. The Academy nurse coordinates seizure disorder care at Grand River Academy® and ensures all staff who interact with the student receive necessary training.

The plans are reviewed at the beginning of each year. The Seizure Action Plans are maintained in the nurse's office.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

5. GRAND RIVER ACADEMY® ANTI-HARASSMENT POLICY

Grand River Academy® is committed to maintaining a school environment where bigotry, intolerance and discrimination on the basis of gender, race, ethnicity, religious beliefs or sexual orientation has no place. Furthermore, any form of coercion or harassment that insults the dignity of others or interferes with their capacity to learn or work is unacceptable. This commitment requires consideration and tolerance of differences between people. At Grand River Academy®, students and faculty come from different backgrounds and cultures and practice different religions. Each person has standards for personal behavior. These differences, however, do not excuse inappropriate or offensive behavior; instead, they call for particular awareness and sensitivity to other people's rights and dignities. Each member of our community needs to ask, "is my behavior, words or deeds toward someone else undignified or disrespectful" If the answer is "yes", then the behavior must stop. Continued harassment will lead to the offending student's dismissal from Grand River Academy®. Harassment includes violence in word or deed. It is defined as verbal or physical contact, which has the purpose or effect of harming an individual's education, work performance or personal well-being. Similarly, it is defined as creating an intimidating, hostile or offensive educational, social or work environment.

Harassment is any improper and/or unwelcome conduct that might reasonably be expected or be perceived to cause offense or humiliation to another person. Harassment may take the form of words, gestures, or actions which tend to annoy, alarm, abuse, demean, intimidate, belittle, humiliate or embarrass another or which creates an intimidating, hostile or offensive environment, or bullying. Sexual or romantic relationships between students and adult members of the school community are strictly forbidden. If individuals have concerns, they should report these to the Grand River Academy® administration.

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying is persistent and an abuse of power.

Bullying can be:

Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)

Physical - pushing, kicking, hitting, punching or any use of violence

Racial - racial taunts, graffiti, gestures

Sexual - unwanted physical contact or sexually abusive comments

Homophobic/Transphobic - because of, or focusing on the issue of sexuality

Verbal - name-calling, sarcasm, spreading rumors, teasing

Cyber - all areas of Internet, such as e-mail & Internet chat room misuse, Mobile threats by text messaging & calls, Misuse of associated technology, i.e. camera & video facilities

Any member of the Grand River Academy®-Academy community whose actions or statements amount to harassment or intimidation of others will be subject to appropriate disciplinary action.

Harassment Based on Race, Color or National Origin

Racial or ethnic harassment is any abuse of an individual or group on the basis of actual or perceived race, color, or national origin. This harassment includes both easily identified acts of oral, written, or physical abuse, and, more subtle, but equally damaging forms of harassment such as graffiti, epithets, and racially stereotyped remarks or "humor."

Religious Harassment

Harassment on the basis of a person's actual or perceived religion or creed includes, but is not limited to, the use of nicknames emphasizing religious stereotypes, religious slurs, and derogatory comments or conduct directed at an individual's religion, religious traditions, religious symbols, or religious clothing.

Sexual Harassment

Sexual harassment is not social or courting behavior. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, physical, or psychological misconduct of a sexual nature. Sexual harassment may include, but is not limited to:

- Physical assault, including rape, or any coerced sexual relation
- Subtle pressure for sexual activity or for a relationship that takes on a sexual or romantic coloring
- Any demeaning sexual propositions
- Unnecessary touching in any form
- Leering or ogling at a person's body
- Sexually explicit or suggestive remarks about a person's physical attributes, clothing or behavior
- Sexually stereotyped or sexually charged insults, humor, or verbal abuse
- Inappropriate personal questions

Sexual Orientation Harassment

Harassment on the basis of a person's actual or perceived sexual orientation includes, but is not limited to, name calling, using nicknames emphasizing sexual stereotypes, and imitating physical characteristics or mannerisms associated with a person's sexual orientation.

Disability Harassment

Harassment based on a person's actual or perceived physical and/or mental disability includes, but is not limited to, name calling, making derogatory references to the disabling condition, and imitating manners of speech and/or movement associated with the disability, or interfering with access to or use of necessary adaptive equipment or aids.

Retaliation

Retaliation includes any act or comment (or lack thereof) intended to negatively impact an individual who has reported suspected harassment or discrimination, has participated in an investigation, or who has supported a complaint of harassment or discrimination. Retaliation is also a very serious violation of this policy and should be reported immediately – in the case of students, to the Head of School or Counseling Department. Retaliation against any individual for reporting violations of this policy, for participating in the investigation, or for supporting a complaint will not be tolerated and may be subject to disciplinary action, up to and including, immediate termination.

Confidentiality and Discretion

All actions taken to investigate and resolve complaints through this procedure shall be conducted with as much confidentiality and discretion as possible, without compromising the thoroughness of the investigation, or Grand River Academy®-Academy obligations to investigate and appropriately respond to the situation. If the allegation of harassment is against a person who is not an employee of Grand River Academy®-Academy, the Head of School or his/her designee shall determine the procedure for investigating the allegation and correcting any inappropriate conduct.

What to Do if You Believe You are Being Harassed

If individuals have concerns, they should report these to the Head of School, Dean of Academics or the Counseling Department. Be as specific as possible, recording direct quotations, actions and witnesses. Whenever possible, speak up at the time to the person who is making you feel uncomfortable. Tell the individual that the behavior is unwelcome and must cease immediately.

Members of the Grand River Academy®-Academy community are obligated to take complaints seriously. Grand River Academy®-Academy will investigate any charge of harassment brought by or against a member of the community and will take action in valid cases. Grand River Academy®-Academy will determine who the most appropriate investigator or investigators will be. Grand River Academy®-Academy will investigate the incident, inform the alleged harasser, and determine a plan to address the complaint. At the conclusion of the investigation, the lead investigator will report the findings to the Head of School.

Members of the community should be aware that, depending on the circumstances and severity of the repetition of the offense, the response may range from reprimand, up to and including, dismissal of a student, or termination of employment for an adult. Any person who directs any form of retaliation toward someone making a complaint about harassment will be subject to disciplinary action. Where legal action is required, counsel will be consulted and Grand River Academy®-Academy will act as advised.

False Complaints/Abuses of Process

Allegations of sexual harassment and discrimination are serious and can be damaging to an accused person's reputation. Therefore, anyone who knowingly makes a false complaint may be subject to severe discipline.

In addition, candor, cooperation, and honesty are essential to the investigation and remediation process. They are expected of all participants in an investigation. Abuse of process, including lying to an investigator, may result in discipline.

FINAL NOTE: Grand River Academy® is a caring community that insists all members respect for one another. Therefore, verbal abuse, threats of any kind, unreasonable demands, or expectations contrary to the school's mission will not be tolerated. Administration, faculty, staff, students, AND parents are subject to these rules.

6. GRAND RIVER ACADEMY® FREEDOM OF EXPRESSION POLICY

POLICY STATEMENT

Grand River Academy® recognizes the fundamental importance of freedom of expression as a cornerstone of academic freedom, intellectual inquiry, and personal growth. As an educational institution committed to fostering a diverse and inclusive learning environment, Grand River Academy® encourages and upholds the right of all members of the school community to express their thoughts, ideas, and opinions freely and respectfully.

POLICY GUIDELINES

SCOPE OF FREEDOM OF EXPRESSION

- Freedom of expression encompasses a wide range of viewpoints, opinions, beliefs, artistic expressions, and forms of communication, including verbal, written, visual, and digital.
- The right to express oneself freely applies to all members of the Grand River Academy® community, including students, faculty, staff, and administrators.

RESPECT FOR DIVERSITY AND INCLUSION

- Grand River Academy® values diversity, inclusion, and mutual respect. All expressions of ideas, opinions, and beliefs should be carried out with consideration for the rights and dignity of others.
- Expressions that are discriminatory, harassing, threatening, or intentionally harmful to individuals or groups based on race, ethnicity, gender, sexual orientation, religion, disability, or any other protected characteristic are strictly prohibited.

INTELLECTUAL INQUIRY AND DEBATE

- Grand River Academy® encourages intellectual inquiry and robust debate as essential components of a comprehensive education. All members of the school community should feel free to explore, question, and challenge existing ideas and beliefs in an environment that fosters critical thinking and respectful dialogue.
- Constructive criticism and dissenting opinions should be expressed with civility, avoiding personal attacks or derogatory language.

FREEDOM OF ARTISTIC EXPRESSION

- Grand River Academy® recognizes the importance of artistic expression as a form of communication and personal growth. Students, faculty, and staff are encouraged to engage in artistic endeavors, including visual arts, performing arts, and literary works.
- Artistic expressions should be evaluated based on their artistic merit and contribution to the learning environment, rather than their conformity to specific ideologies or beliefs.

DIGITAL EXPRESSION AND ONLINE CONDUCT

- Freedom of expression extends to digital platforms and online spaces. Grand River Academy® recognizes the importance of digital communication tools and encourages responsible and respectful online conduct.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- Members of the school community should exercise caution when sharing personal opinions or engaging in discussions online, recognizing that online activities can have an impact on the reputation of the individual and the school.

BALANCING RIGHTS AND RESPONSIBILITIES

- While Grand River Academy® promotes freedom of expression, it also emphasizes the responsibility to respect the rights and well-being of others. The exercise of freedom of expression should not infringe upon the rights of others or disrupt the learning environment.
- Grand River Academy® reserves the right to address expressions that violate this policy through appropriate measures, including education, dialogue, mediation, and disciplinary action, as deemed necessary.

REPORTING AND COMPLAINTS

- Any member of the Grand River Academy® community who believes that their freedom of expression has been unjustly limited or violated, or who witnesses a potential violation, should report their concerns to the designated school authorities.
- Complaints will be promptly and impartially investigated, and appropriate action will be taken to address the reported concerns while upholding the principles of due process.

This Freedom of Expression Policy is intended to guide and protect the rights and responsibilities of all members of the Grand River Academy® community. It is subject to periodic review and may be revised or updated as necessary to ensure its continued relevance and effectiveness.

7. GRAND RIVER ACADEMY® INTIMACY POLICY

Grand River Academy® recognizes that intimacy is a healthy part of human nature. However, there are serious physical, emotional, social, and legal implications that can accompany intimate relationships. Grand River Academy® employees are strictly prohibited from engaging in any romantic, intimate, or sexual relationships with students. Physical contact between students that is intended and perceived by those involved as positive, healthy and appropriate to their age and experience may occur, but Grand River Academy® expects students to refrain from inappropriate sexual activity during their enrollment at Grand River Academy®. Therefore, in the best interest of Grand River Academy® students, the Academy advocates postponing intimacy until students are older. This policy outlines guidelines and expectations for student conduct regarding romantic relationships, physical intimacy, and personal boundaries, and is designed to ensure the well-being and dignity of all individuals within the community.

CONSENT AND COMMUNICATION

- All interactions of a romantic or intimate nature must be based on voluntary, informed, and ongoing consent between all parties involved. Consent must be clear and freely given, without any form of coercion or manipulation.
- Effective communication is vital in establishing and maintaining healthy relationships. Students are encouraged to openly communicate their feelings, boundaries, and expectations with their partners and seek mutual understanding.

PERSONAL BOUNDARIES

- Each student has the right to establish their personal boundaries and expect them to be respected. It is essential to recognize and honor these boundaries in all interactions.
- No student should ever feel pressured or obligated to engage in any form of physical intimacy or relationship that they are not comfortable with.

CONFIDENTIALITY AND PRIVACY

- Students' personal information, relationship status, or any details regarding their romantic or intimate lives should be treated with utmost confidentiality. Sharing such information without explicit consent is strictly prohibited.
- Respect for privacy extends to physical spaces as well. Students must respect the privacy of others and refrain from intruding or invading personal spaces without permission.

PUBLIC DISPLAY OF AFFECTION (PDA)

- While displays of affection are a natural part of relationships, students are expected to exercise discretion and respect the comfort level of those around them.
- Excessive or inappropriate public displays of affection that may make others uncomfortable or disrupt the learning environment are discouraged.

REPORTING AND SUPPORT

- Students are encouraged to report any instances of misconduct, non-consensual activities, or violations of this policy to a trusted faculty member, counselor, or designated authority.
- Grand River Academy® is committed to providing support and resources for students who have experienced or witnessed any form of misconduct. Confidential counseling services and guidance can be available to all individuals involved.

CONSEQUENCES

- Violations of this intimacy policy may result in disciplinary action, depending on the severity and nature of the offense. The consequences may include, but are not limited to, counseling, educational interventions, or temporary or permanent separation from the academy.

By adhering to this intimacy policy, students at Grand River Academy® contribute to the creation of a safe, inclusive, and respectful environment for everyone. This policy is subject to periodic review and modification to ensure its effectiveness in meeting the needs of the community.

8. GRAND RIVER ACADEMY® ILLEGAL DRUG, SUBSTANCE, SUPPLEMENTS, AND ALCOHOL POLICY

Grand River Academy® has a vital interest in maintaining a safe, healthy, and positive environment for its Student - Athlete. The use of illegal drugs, including marijuana and THC, substances, or alcohol severely jeopardizes this environment and has a detrimental impact on Student behavior. The use of illegal drugs, substances (including vaping), or alcohol impairs judgment, interferes with academic and athletic performance, slows reaction time and reflexes, decreases the ability to adequately perceive pain, and may cause permanent physical and mental harm to the user. Additionally, the use of illegal drugs, substances, or alcohol by students increases the risk of injury to their teammates, their athletic opponents, and others with whom they participate in athletic or other events and activities.

Grand River Academy® has the right and the obligation to maintain a safe, healthy, and positive environment for all of its students. Grand River Academy® expresses its intent through this policy to comply with all federal and state rules, regulations, and laws that relate to the maintenance of an environment free from illegal drugs, substances, and alcohol.

As a condition of attendance at Grand River Academy®, all students are required to abide by the terms of this policy and consent in writing to drug, substance, and alcohol testing. Written consent will be evidenced by the execution of the consent form included in the registration packet. For individuals younger than 18 years of age, the authorization form must be signed by at least one parent/guardian. No individual shall be admitted to Grand River Academy® without such consent.

PURPOSE

This Policy outlines Grand River Academy®'s rules and procedures relating to the use of illegal drugs, substances, and alcohol, as well as the goals and objectives of Grand River Academy®'s illegal drug, substance, and alcohol testing program. The purpose of this Policy is to ensure the well-being of the Grand River Academy® community. A Student's violation of this Policy will not be reported to law enforcement unless required by a regulatory body or by criminal statute, such as related to drug trafficking.

DEFINITIONS

For the purpose of the Illegal Drug, Substance, and Alcohol Policy, the following terms are defined as follows:

"Alcohol" means any beverage, mixture, or preparation, including any medications of other products, containing any form of alcohol;

"Drug Test", "Drug Testing", or "Test/Testing" means any chemical, biological, or physical instrumental analysis administered for the purposes of determining the presence of or absence of Alcohol, Drug, or their metabolites;

"Illegal Drug" means any drug or controlled substance the sale or consumption of which is illegal under federal law or state law;

"Vaping" means the action or practice of inhaling and exhaling vapor containing nicotine, THC and flavoring produced by a device designed for this purpose;

"E-cigarettes" means a cigarette-shaped device containing a nicotine-based liquid that is vaporized and inhaled, used to simulate the experience of smoking tobacco;

"Parent/Guardian" means the parent or legal guardian of the Student;

"Prescribed Drug" means any substance prescribed for the individual consuming it by a licensed medical practitioner.

"Reasonable Suspicion" means that quantity of proof or evidence that is more than a hunch, but less than probable cause. Reasonable suspicion must be based on specific, objective facts and any rationally derived inference from those facts about the conduct of an individual that would

lead the reasonable person to suspect that the individual is or has been using illegal drugs, substances, or alcohol.

“Specimen” means tissue, hair, or a product of the human body capable of revealing the presence of drugs, or their metabolites, or alcohol;

“Student” means any individual enrolled at Grand River Academy®; and

“Substances” means those certain classes of substances (now known or created in the future) banned by the IOC, USOC, NCAA, sports federations and all governing bodies for those sports represented in sport programs at Grand River Academy®. Such banned substances include, but are not limited to, diuretics, hormones, and certain supplements such as creatine. In some cases, it is the amount or level of these substances found in the Specimen that qualifies as a positive result, and not the presence of the substances itself. Substances also include sniffing agents such as, but not limited to, glue, paint, and household products.

RULES

The following rules shall apply to all students, while on or off the premises of Grand River Academy®:

- No Student shall possess any illegal drug or alcohol.
- No Student shall ingest any illegal drug, substance, or alcohol.
- No Student shall ingest any Prescribed Drug or over-the-counter drug in amounts beyond the recommended dosage.
- Students who are taking any Prescribed Drug must keep it in the infirmary to be administered by the Academy Nurse or authorized school employee.
- No student shall use any product or chemical designed to interfere with or mask the result of any Test. If a student is found to have used any such product or chemical, his Test will be presumed to have a positive result.

DRUG TESTING PROCEDURES

RANDOM TESTING

Random testing may be conducted at various times in the school year. All students who are age 13 and older may be subject to testing, which is mandatory for those selected.

REASONABLE SUSPICION TESTING

Whenever there is reasonable suspicion to believe that a student is using illegal drugs, substances, or alcohol, the Student may be tested. Reasonable suspicion testing may be conducted for all students regardless of age. Students are subject to dismissal from Grand River Academy® if they refuse to consent to, or cooperate with, any testing.

SCOPE OF TESTS

The testing for the presence of illegal drugs, substances, or alcohol. Student samples will not be screened for the existence of any other physical condition other than drugs, substances, or alcohol.

SAMPLE COLLECTION AND ANALYSIS

Grand River Academy® currently uses the testing methods of hair, urine, and breath analysis described below. However, Grand River Academy® reserves the right to use other recognized testing methods without notice to Students or their parents/guardians.

For urine analysis, the Student who will be tested will report to the Infirmary at a time determined by Grand River Academy®. Students shall provide specimens under the supervision of the collector in a manner which will minimize intrusiveness and embarrassment to the Student while ensuring the integrity and validity of the testing. If the validity of the test is questioned, the Student will be required to provide additional specimens in accordance with the same procedures outlined above.

Breath analysis will be conducted by an administrator. Any detectable amount of alcohol will be considered a verified positive result.

TEST RESULTS

- Grand River Academy® will be primarily testing for, but is not limited to, the following:
- Stimulants
 - Anabolic Agents
 - Alcohol
 - Diuretics and Other Masking Agents
 - Street Drugs

NEGATIVE RESULTS

In the event of a negative result, no further action will be taken.

VERIFIED POSITIVE RESULTS

In the event of a verified positive result, the Grand River Academy®'s Discipline Committee shall determine the appropriate disciplinary response of the Academy. Parents/Guardians will be notified of the situation and provided a timeline for response. While waiting for the final decision of the committee, the student will participate in regular academic classes but will be removed from the regular dormitory setting and housed in a separate setting on campus.

DISCIPLINARY ACTION

Disciplinary action may include the following: dismissal from Grand River Academy® **without refund**; suspension from Grand River Academy® (on or off the Grand River Academy® premises) **without refund**; and participation in, and successful completion of, a drug, substance, or alcohol assistance program acceptable to Grand River Academy® and submission to follow-up testing for the duration of the Student's stay at Grand River Academy®. Any cost incurred for the assistance program and testing will be the sole responsibility of the Student and his/her parents/guardians.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Should Grand River Academy® permit a student who tests positive to stay at Grand River Academy® and the Student does not submit to the restrictions, discipline, or assistance program required by Grand River Academy®, the Student will be dismissed **without refund**. If a student who tested positive has been permitted to stay at Grand River Academy® and failed a subsequent drug test, the student will be dismissed **without refund**. The decision as to whether a student who tests positive will be dismissed **without refund** or permitted to stay at Grand River Academy® will be in the sole discretion of the Discipline Committee of Grand River Academy®.

Grand River Academy® reserves the right to take disciplinary action in response to any violation of this Policy. Any Grand River Academy® Student who faces disciplinary action at another educational or athletic facility for drug, substance, or alcohol use may also face disciplinary action at Grand River Academy®.

9. GRAND RIVER ACADEMY® TIMELINESS POLICY

The academic, athletic and residential life program at Grand River Academy® requires the presence of the student for the continuity of programs. Grand River Academy® excuses absences for illnesses, legal, medical/dental appointments, family emergencies, and college visits. All other absences are unexcused unless approved by school administration; **this includes non Grand River Academy® related athletic travel.**

Ohio HB 410 mandates all schools follow truancy laws. Good attendance at school is a vital part of your child's educational success. Frequent absences may lead to poor academic work, lack of social development, and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment, and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence.

- Ohio law requires attendance to be tracked by hours, rather than days.
- Ohio law considers students who miss 38 hours (6 days), excused or unexcused, of school in one month or 65 hours (10 days) excused or unexcused in a school year, excessively truant. Any future absences will require evidence that explains why the absence from school was necessary (e.g. court document, doctor's notes). Final authorization of an absence will be determined only after the required additional information is presented.
- If a student is absent 30 hours unexcused in a row (5 days), 42 hours unexcused in a month (7 days) or 72 hours unexcused (12 days) in a school year they will be considered habitually truant from school.

Please adhere strictly to the published school calendar when planning travel. In classes where teachers have planned tests or other important work, students may be held responsible for that work and may not be given the opportunity to make it up. Off campus travel arrangements need to be provided to the designated administration prior to travel following the travel policies as detailed elsewhere in this handbook.

The Student Handbook provides more detailed information regarding attendance policies.

Excessive absences from academics, athletics and residential life may threaten a student's advancement to the next grade or graduation, whether excused or unexcused.

10. GRAND RIVER ACADEMY® INTERNET, EMAIL AND COMPUTER NETWORK ACCEPTABLE USE POLICY

Grand River Academy® offers Internet access to its students and guests. Access to the computer network and to Internet and e-mail services is a privilege not a right. The intent of this policy is to ensure that Students utilize this access in a responsible manner consistent with the purpose of providing these services.

PURPOSE

The Internet is a vast, global network linking computers around the world. Internet use provides valuable opportunities for research, curriculum support, and career development. The network exists solely for educational purposes, which are defined as classroom activities, career and professional development and high quality self-discovery activities of an educational nature. The computer network is not a resource intended for use as a public forum or for any purpose that is not directly related to the delivery of educational services. Grand River Academy® reserves the right to place reasonable limits on materials posted or accessed through its computer network.

Because of its enormous size, the Internet's potential is without boundaries. With such great possibilities for education also comes the potential for abuse. Members of the community are responsible for good behavior on computer networks. General rules for behavior and communications apply. Access to network services will be provided to those who act in a considerate and responsible manner.

Grand River Academy® will make every reasonable effort to minimize the risk that users will encounter objectionable material on the Internet. Through education, supervision and responsible use, Grand River Academy® believes that the Internet can be used safely and effectively. However, there is no absolute guarantee that this will happen.

Grand River Academy® believes that the benefits to students from access to information resources and the opportunity for collaboration available through the Internet exceed any potential disadvantages. However, the parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, Grand River Academy® respects each family's right to decide whether or not their child will have access to the Internet.

In order for a member of the Grand River Academy® Community to use the computer network, s/he must read the following guidelines and sign the User Contract. For users under the age of 18, a parent or guardian must sign the User Contract.

NETWORK USAGE GUIDELINES

- Network access is a privilege, not a right. The use of the network must be consistent with, and directly related to, the educational objectives of Grand River Academy®.
- Violations of this Acceptable Use Policy include, but are not limited to, the following conduct:
 - revealing personal information such as last names, addresses, telephone numbers, photographs, etc. that could identify the user or other Student;
 - revealing one's password to anyone else, using anyone else's password, or pretending to be someone else when sending information over the computer network;
 - using profane, vulgar, threatening, defamatory, abusive, discriminatory, harassing or otherwise objectionable or criminal language in a public or private message;
 - violating copyright laws including by downloading, torrenting, or otherwise obtaining movies, television, music, video games, or other copyright protected material illegally. (Users should assume that all materials available on the Internet are protected by copyright);

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- sending "chain letters" or "broadcast" messages to lists or individuals or subscribing to "listservs" or "newsgroups" without prior permission;
- participating in other types of use which would cause congestion of the network or interfere with the work of others;
- attempting to harm, modify or destroy data of another user;
- distributing or intentionally accessing materials that are obscene, sexually explicit, or without redeeming educational value;
- attempting to gain unauthorized access to system programs or computer equipment, including attempts to override any firewalls established on the network;
- vandalizing Grand River Academy® computers by causing physical damage, reconfiguring the computer system, or destroying data;
- failing to log off the computer network at the request of system administrators;
- using Grand River Academy®'s network for political campaigning purposes, including attempts to influence ballot questions or to promote or oppose a candidate for public office;
- using Grand River Academy®'s network for commercial purposes. Users may not create web pages or use network services to advertise or sell products or services and may not offer or provide products or services through the Grand River Academy® network;
- using the network in a manner that would violate any U.S. or state law or subject the user or Grand River Academy® to any civil or criminal action. This includes, but is not limited to, the transmission of threatening material, the spreading of computer viruses, participating in software piracy, using the Grand River Academy® network for gambling, or arranging for the sale or purchase of drugs or alcohol;
- receiving or transmitting information pertaining to dangerous instruments such as bombs or other explosive devices, automatic weapons or other firearms, or other weaponry; and
- using the network to access the Dark Web.
- Grand River Academy® assumes no responsibility for:
 - any financial obligations arising out of unauthorized use of the system;
 - any cost, liability or damages caused by a user's violation of these guidelines;
 - any information or materials that are transferred through the network;
 - the reliability of the data connection.
 - loss or corruption of data resulting while using the network; or
 - a Student's illegal distribution (pirating) of software.
- If a user finds materials that are inappropriate while using the Grand River Academy® Network, s/he shall refrain from downloading this material and shall not share the material with other students.
- Should a user encounter any material that s/he feels may constitute a threat against the safety of fellow students, staff members or the property of Grand River Academy®, that user is obligated to report his/her discovery of such material to a teacher or to his/her principal.
- You must immediately disclose to your teacher or coach any message that you receive that you believe is inappropriate or that makes you feel uncomfortable.

PRIVACY

Internet and email messages are public communication and are not private. Electronic mail messages and other use of electronic resources by students are the property of Grand River Academy® and should not be considered confidential. Copies of all information created, sent or retrieved may be stored on the computer network's backup files.

While Grand River Academy® does not plan to review cache files or back-up files on a regular basis, it reserves the right to access and monitor all messages and files on the computer system as it deems necessary and appropriate in the ordinary course of its business. These purposes include, but are not limited to, ensuring proper use of resources and conducting routine network maintenance. Network storage areas may be inspected at any time. Where appropriate, communication including text and images may be disclosed to law enforcement or other third parties without prior consent of the sender or receiver.

PENALTIES AND VIOLATIONS

A violation of the terms of this Acceptable Use Policy may result in suspension or termination of network access privileges (other than directly supervised access during classroom instruction) and may also result in other disciplinary action consistent with the disciplinary policies of Grand River Academy® and could also result in criminal prosecution where applicable.

In the event that there is a claim that a student has violated any of the guidelines in this policy, the student will be provided with written notice of the suspected violation and an opportunity to be heard.

Grand River Academy® will cooperate fully with local, state, and federal law enforcement officials in any investigation relating to any illegal activities conducted through the Grand River Academy® computer network.

11. GRAND RIVER ACADEMY® SOCIAL MEDIA POLICY

Attending Grand River Academy® is a privilege and all students are held in high regard. Everything a student posts on social media is public information and once placed is property of that particular site and is still searchable even after it is removed. Items found on social media may be used against a Student and could result in suspension or removal from Grand River Academy®.

Grand River Academy® Students are not permitted and should refrain from displaying disrespectful comments or behavior online such as:

- Inappropriate or derogatory language that may be offensive or harmful to teammates, coaches, officials, students, faculty, residential life staff
- Incriminating photos or statements, hazing, harassment, inappropriate gestures, vandalism, use of drugs or alcohol or other inappropriate behaviors
- Posts that depict or encourage unacceptable violent or illegal activities, and/or that are sexually explicit in nature
- Making a threat of serious physical or emotional injury to another person
- Indicating knowledge of an unreported school or team violation
- Offensive or inappropriate pictures or comments posted on social media
- Do not post your or others personal information including address, phone, birth date or other personal information
- Inappropriate content that is unsportsmanlike, demeaning or threatening towards any other individual or entity
- Content online that would constitute a violation of team, school or league rules (examples: commenting publicly about a coach, teammate, opponent, official, staff member of school employee)
- Proprietary information to Grand River Academy® that is not public information
- Information that is sensitive or personal in nature such as injuries, eligibility status, travel plans/itineraries or other information.

Social Media General Guidelines

- Assume nothing is private, limit access to your personal information
- Remember one's online audience is vast and everyone can see it
- Maintain professionalism, appropriateness and suitability in all messaging and communication
- Maintain updated security settings, as any communication is public record
- Tweets and posts can be permanent
- Retweets and favoring of others indicates agreement and wish to promote person/items
- If ever in doubt of the appropriateness of online comments, consider whether it reflects personal values and ethics as well as the representation of Grand River Academy®.

Penalties are determined by the discipline committee, including but not limited to possible suspension or dismissal.

12. GRAND RIVER ACADEMY® FACILITIES (HOUSES) POLICY

ROOM AND FURNITURE

All dorms have furniture provided including a bed, desk, desk chair, closet/wardrobe, and shared dresser. Rooms range in size and many rooms are set up for two students. ***Bringing a large number of items clutters the room, making them seem smaller and less comfortable. It also makes it more difficult to keep clean. Please be mindful of this when packing.***

ROOM DECORATION

Drug and alcohol related designs and symbols on jewelry, stickers and posters in the Houses and on books are not allowed. Advertising signs and buttons used by Students may not display alcohol, tobacco, racially/culturally insensitive, or drug symbols. Posters in poor taste will be removed and stored until the student can bring them home. Students can use Command Strips to hang items on walls but may not put any holes in the walls. Please see damage

Approved	Not Approved
Posters; magazines; photographs of friends, family, and famous people and places.	Any form of harassment that is rooted in hate is a Major Disciplinary Violation. No display of any images, decorations or personal photographs displaying nudity, sexually explicit content, alcohol or drugs.
Painting tape and tacks for posting pictures and posters (Command Strips)	Nail, stickers, putty, scotch tape
Floor Lamps, desk lamps, flashlights	Halogen or lava lamps, incense, lighters, fireworks, matches, wax warmers, candles or LED light strips
Mini-refrigerator (one per bedroom)	Toasters, rice cookers, air fryers, hot plates, microwaves, irons, electric blankets, or unapproved extension cords
Opening your window	Hanging, climbing out of, or throwing things from your window
Closing your blinds	Changing in the evenings with your blinds open and lights on, dying of hair in house or in the bathrooms
Hosting approved visitors in the House	Pets or any animals

Prior to moving in, students will go over the room with a houseparent to make sure that all is in working order. If a Student finds something that is out of the ordinary, it must be brought up on the walk through with the House Parent. Both the House Parent and Student will sign off that the room is in working order and that there are no damages. Periodically throughout the year and at the end of the year, the same room check will be done. The student will be responsible for the payment of any incremental damages when they are discovered.

13. GRAND RIVER ACADEMY® HOUSING POLICIES

CLEANING SERVICE

Light housekeeping services will be provided several times a week. The cleaning service is to clean bathrooms and common rooms. Students are responsible for cleaning their rooms, maintaining standards of cleanliness in the house between weekly cleanings in the common areas and bathrooms.

LAUNDRY

Students need to develop independent life skills and it is expected that they do laundry on a regular basis. This includes, washing, drying and putting away clothes. Laundry rooms should not be used after lights out or during study hall. House parents will help establish laundry times for students based on input from the students within the house.

HYGIENE

Students are expected to shower at least once per day and brush their teeth daily. Sheets and blankets should be washed weekly. Room wastebaskets should be emptied into the large trash bin daily.

TELEVISIONS/MONITORS

Students are not permitted to have a television or monitor in their rooms. There is a television provided in the common area for students to share and watch during down time. Students need to respect noise levels and understand that interests may vary between residents.

GAMING DEVICES

Students may use gaming devices in their bedrooms on the weekends. Grand River Academy® is not responsible for lost or stolen items. *Note – there are curfews and lights out times and Students who do not honor these as a result of gaming may have the gaming device taken away. Additionally, a House Parent may determine that gaming needs to stop in a house if the Students are missing obligations, not sleeping, academic performance issues, etc.

REFRIGERATORS

Students can have one small refrigerator per bedroom..

MICROWAVE

There is a microwave for communal use. Be mindful of what can be cooked in a microwave and clean up after each use.

ITEMS LEFT AT END OF YEAR

It is the student's responsibility to secure and remove all personal items at the end of the school year. Due to the limited time to prepare residence houses for the occupancy by summer campers and staff, any personal items left behind on campus which were not properly secured in storage will be subsequently disposed of or donated. See policy for storage at end of year.

14. GRAND RIVER ACADEMY® LONG DISTANCE STUDENT SUMMER STORAGE POLICY

Grand River Academy® provides on campus storage options for some items over the summer for students who require air travel to and from the Academy. The following list outlines the procedures and terms of storing items at Grand River Academy®. See the Grand River Academy® agreement for summer storage for more details.

- Grand River Academy® assumes no liability for items stored on campus over the summer.
- Grand River Academy® is not responsible for any damage to belongings due to flood, fire, humidity, etc.
- While the items will be placed in a secure location, faculty, coaches, staff, outside vendors and other people may have access to the location without the student being present.
- The following items are allowed: clothing, bedding, books, class supplies and small furniture.
- Food and sundries are not allowed.
- Valuable items like designer clothing, jewelry or electronics should not be stored on campus.
- Items must be in labeled lockable plastic storage containers or suitcases.
- Students are responsible for bringing their storage containers or suitcases to and from the designated storage areas.
- Unclaimed items left in the storage areas will be disposed of or donated if a student does not claim them in a timely fashion after arrival to school.

15. GRAND RIVER ACADEMY® TRANSPORTATION POLICY

BUS/VAN TRANSPORTATION

Grand River Academy® provides transportation for all Academy related academic, athletic and residential life activities.

INSTRUCTIONS FOR STUDENTS RIDING IN GRAND RIVER ACADEMY® BUSES/VANS

These guidelines are in the interest of student safety and comply with Ohio law and Grand River Academy® policies:

- The driver is in full charge of the vehicle and student. Students must obey the driver.
- The driver has the right to assign students to certain seats if necessary to promote order in the vehicle.
- Stay seated at all times when any vehicle is moving.
- Keep all body parts inside the window.
- Wait for the driver's signal before crossing in front of the vehicle for any reason.
- When available all passengers must wear seatbelts.
- One person per seat per seatbelt in van (15) or SUV (7).
- No eating, drinking or chewing gum is allowed on the bus; keep vehicles clean; remove your own trash.
- No pushing, shoving, horseplay, in the vehicles, etc.
- Vulgar language, including music, will not be tolerated, nor will shouting out of the windows of the vehicles.
- Shopping trips are scheduled weekly or as needed.

Students may be removed from the bus, van or assigned vehicle and the assigned trip if standards of conduct are not followed. All violations will be reported to the Dean of Students and Head of School.

16. GRAND RIVER ACADEMY® STUDENT VEHICLE POLICY

GENERAL RULES

Failure to follow these rules could result in disciplinary action that may include suspension or dismissal from the Grand River Academy®. The following applies to both boarding and non-boarding Students:

- Grand River Academy® is not responsible for vandalism, injury, theft or damage to vehicles or items in parking lots or on Grand River Academy® property. Vehicles should be locked and valuables not kept in cars.
- Grand River Academy® reserves the right to inquire about, inspect and search any personal property, vehicles or other areas, locked or unlocked at any time, for any reason.
- Students and parents/guardians must sign and return the Grand River Academy® Student Vehicle Policy, Rules and Regulations form.
- Non-boarding Students may park on the Grand River Academy® campus. Cars may not be left there overnight..
- All boarding students with vehicles need to park their vehicle in assigned parking. Drive safely.
- All Students will need to get parental permission on file with Grand River Academy® each time they wish to travel unless a blanket permission has been submitted to administration.
- No electric scooters or electric bicycles/Segways or hoverboards.
- Students may not permit other students to use/drive their vehicle.
- **Grand River Academy® reserves the right to revoke car privileges of any Grand River Academy® student at any time and for any reason.**

Any and all vehicles must be registered to the student by signing the Vehicle Policy, Rules, and Regulation form.

PG STUDENTS

- Post Graduate Students may have a car on campus only with the permission of Administration.
- Boarding Students are not permitted to utilize vehicles without permission.
- A copy of the car registration, a valid driver's license, proof of insurance and any other documentation that Grand River Academy® needs, must be on file prior to the car being brought to campus.
- Students will need parent permission on file to be able to travel in any car driven by another Student. Permission must be granted for every instance of driving in another Student's vehicle, unless a blanket permission has been submitted to Administration.
- The student must turn in keys to the vehicle to when not using the vehicle.

HIGH SCHOOL STUDENTS

- High School Students are not permitted to use/have motor vehicles with the exception of those who use them exclusively to drive to/from home to Grand River Academy®. The parents must inform the Front Office each time the student will be driving home and back with approximate times for departure and return.
- A copy of the car registration, a valid driver's license, proof of insurance and any other documentation that Grand River Academy® needs, must be on file prior to car being brought to Grand River Academy®. Student will have limited use of their car (traveling to and from home) and are required to use the Grand River Academy® transportation at all times. Permission from parents is not a valid reason to use the car.

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

- The Student must turn in keys to the vehicle into the dorm office when not using the vehicle.

NON-BOARDING STUDENTS

Students who are 16 years or older may be granted permission to drive to Grand River Academy®. In addition to the general vehicle policy, the following applies to both boarding and non-boarding Students:

- Cars must be registered (make, model, color and license plate number and state) and include a copy of the Student's valid driver's license, car registration, and insurance card.
- The signed Grand River Academy® Student Vehicle Policy, Rules and Regulations form must be returned to the Residential Life Manager in order to receive approval.
- Students may not transport any other student unless appropriate permissions have been signed and filed with Residential Life Manager.
- **Students may not permit other students to use/drive their vehicle.**

FORMS

The following forms need to be signed, detached and returned to the Residential Life Manager prior to the beginning of the school year, or at the opening Orientation Meeting.

High School Student are required to sign and return the:

- 1) Grand River Academy® Handbook/Honor Code Acknowledgement
- 2) Grand River Academy® Honor Statement Agreement
- 2) Grand River Academy® Boarding Student Permission Form
- 3) Grand River Academy® Timeliness Form
- 4) Grand River Academy® Student Acceptable Use Agreement for Internet Access;
- 5) Grand River Academy® Illegal Drug, Substance & Alcohol Testing Consent Form;
- 6) Grand River Academy® Social Media and Policy Guideline Form;
- 7) Grand River Academy® Student Vehicle Policy, Rules, and Regulations (if applicable);
- 8) Grand River Academy® Personal and Prohibited Items Policy Acknowledgement Form.

1. Grand River Academy® HONOR CODE AGREEMENT/HANDBOOK ACKNOWLEDGMENT

All Students at Grand River Academy® sign the school honor code as part of their induction into the community. It is a statement of intent and sets a high standard for all Students to strive towards.

As a member of Grand River Academy®, I pledge to uphold the highest standards of integrity, respect, and excellence. I commit to honest and ethical behavior, both inside and outside the classroom, and to take responsibility for my actions. I will treat my fellow students, faculty, and staff with dignity and kindness, fostering a culture of inclusivity and collaboration.

The school discipline structure is based on these principles and aims to educate students rather than punish. Both positive and negative sanctions are used to encourage good behavior standards at Grand River Academy®. Please initial the following.

_____ I have read the 2024-2025 Handbook.

_____ I understand and accept my responsibilities as a member of the Grand River Academy® community (and as a parent/guardian of a child who is a member of the Grand River Academy® community) as stated in this Handbook.

_____ I understand that I (my child) will be subject to disciplinary action if I do not (Student does not) abide by this Honor Code Agreement and Grand River Academy® policies, rules and regulations.

_____ We understand that all Grand River Academy® rules and regulations and policies stated in this Handbook apply to all boarding and non-boarding students as long as they are enrolled and/or participating in a Grand River Academy® sponsored event.

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding of all Grand River Academy® policies, rules and regulations and this Honor Code Agreement. I agree to abide by all Grand River Academy® codes, policies, rules and regulations and understand they are subject to change at any time with or without notice.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

2. Honor Statement for Grand River Academy®

As a member of Grand River Academy®, I solemnly pledge to uphold the highest standards of integrity, honesty, and ethical conduct. I understand that I am an integral part of this community, and my actions reflect not only upon myself but also upon the Academy as a whole. Therefore, I willingly commit to the following honor statement:

ACADEMIC INTEGRITY

I will engage in all academic pursuits with integrity and honesty. I will not engage in any form of cheating, plagiarism, or academic dishonesty. I will respect the intellectual property rights of others and give proper credit to all sources used in my work. I understand that the pursuit of knowledge is a shared endeavor and that dishonesty undermines the principles of learning and growth.

PERSONAL CONDUCT

I will conduct myself with the utmost respect, fairness, and empathy towards all members of the Grand River Academy® community. I will treat others with dignity and honor their rights, beliefs, and opinions. I will refrain from engaging in any form of discrimination, harassment, bullying, or disrespectful behavior. I understand that a positive and inclusive environment is essential for personal and collective growth.

SPORTSMANSHIP AND FAIR PLAY

I will participate in athletic activities with integrity and uphold the spirit of fair play. I will adhere to the rules and regulations of each sport and demonstrate good sportsmanship at all times. I will respect my opponents, teammates, coaches, and officials, treating them with fairness, courtesy, and respect. I understand that winning is not the sole measure of success and that the development of character is equally important.

ACCOUNTABILITY AND RESPONSIBILITY

I will take full responsibility for my actions and their consequences. I will not make excuses or blame others for my mistakes. I will strive to learn from my failures and use them as opportunities for personal growth. I understand that accountability is a cornerstone of integrity and that my actions, both positive and negative, have a lasting impact on the Grand River Academy® community.

ETHICAL LEADERSHIP

I will strive to be an ethical leader within the Grand River Academy® community and beyond. I will lead by example, promoting integrity, respect, and fairness in all my endeavors. I will encourage and support others in upholding these principles, fostering a culture of honor and excellence. I understand that ethical leadership requires courage, humility, and a commitment to the greater good.

By affixing my name to this honor statement, I affirm my commitment to uphold the values of Grand River Academy® and to be an ambassador of honor, integrity, and ethical conduct. I understand that my continued membership in this community is contingent upon my adherence to these principles.

Signature: _____

Date: _____

3. Grand River Academy® BOARDING STUDENT PERMISSION FORM

Student Last Name: _____ Student First Name: _____

This permission form has been developed to clarify Grand River Academy®'s responsibility to both you and to the student. Please check those activities for which your son/daughter may have permission. A student will be unable to participate in activities not checked unless specific contact is made with a parent/guardian. Normal procedure must be followed by the student to obtain permission from the Residential Life Manager or their designee.

This form, signed by you and the student, should be returned with all the other registration materials. Please keep a copy for your records. Failure to return this form will result in your son/daughter's inability to leave campus.

The following activities are SUPERVISED and the school encourages all Grand River Academy® students to be involved in these activities.

- **School sponsored activities such as dances, sports contests, dinner, movies, shopping, concerts and other cultural events.**
- **School sponsored Grand River Academy® Family Network activities, such as meals at local family or staff houses, going to local events with Grand River Academy® connected families.**

Non-school sponsored off campus day trips/events

Students often request permission to attend events with chaperones who are not Grand River Academy® faculty or staff. This includes trips with a day/boarding student and their family or an adult your family knows. The Student Life Director or their designee, will verify host invitation and information.

Please mark the appropriate choice below with an "X."

___ My son/daughter **may** travel off campus with a Grand River Academy® family and/or adult known to the Grand River Academy® team.

___ My son/daughter **may not** travel off campus unless the school contacts me first.

Weekend Permissions: Students may leave campus most weekends following their last school commitment. Students must complete through Reach.

Transportation. I permit my daughter/son to ride in the cars of (Circle Yes(Y) or No(N)):

Y / N Parents of other students with the parent driving

Y / N Taxi & Limousine Services

Y / N Public transportation (i.e. cabs, buses, etc.)

Y / N Another Grand River Academy® student who is licensed to drive

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Please list the names of any authorized individuals to whom you grant your son/daughter permission to leave campus, provided he/she has the Residential Life Manager's consent.

Name: _____ Cell Phone # _____

Address: _____

Name: _____ Cell Phone # _____

Address: _____

Vacations. Prior to each vacation, students must complete through Reach.

Please note that academic work continues until vacation begins and resumes immediately following. Therefore when students leave early or return late from break it typically has negative consequences on their grades, and it will count against their attendance requirements. Any work not completed prior to their departure will be granted no credit. The school expects that families will plan travel around published dates.

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding that the above permissions will be granted only in accordance with the rules and regulations of Grand River Academy®.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

4. Grand River Academy® TIMELINESS FORM

Grand River Academy® excuses absences for illnesses, legal, medical/dental appointments, family emergencies, and college visits. All other absences are unexcused unless approved by school administration; this includes non Grand River Academy® related athletic travel. Student attendance is taken by teachers and reported to Jan Pasco, our Academy Support Assistant, who then communicates with absent students and Residential Life staff for timely follow-up.

Ohio HB 410 mandates all schools follow truancy laws. Good attendance at school is a vital part of your child’s educational success. Frequent absences may lead to poor academic work, lack of social development, and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment, and scholastic achievement. No single factor may interfere with a student’s progress more quickly than frequent tardiness or absence.

- Ohio law requires attendance to be tracked by hours, rather than days.
- Ohio law considers students who miss 38 hours (6 days), excused or unexcused, of school in one month or 65 hours (10 days) excused or unexcused in a school year, excessively truant. Any future absences will require evidence that explains why the absence from school was necessary (e.g. court document, doctor’s notes). Final authorization of an absence will be determined only after the required additional information is presented.
- If a student is absent 30 hours unexcused in a row (5 days), 42 hours unexcused in a month (7 days) or 72 hours unexcused (12 days) in a school year they will be considered habitually truant from school.

Please adhere strictly to the published school calendar when planning travel. In classes where teachers have planned tests or other important work, students may be held responsible for that work and may not be given the opportunity to make it up. Off Campus travel arrangements need to be provided to the designated administration two weeks prior to travel.

The Student Handbook provides more detailed information regarding attendance policies.

Excessive absences from school may threaten a student’s advancement to the next grade or graduation, whether excused or unexcused.

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding of the timeliness policy.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

5. Grand River Academy® STUDENT ACCEPTABLE USE AGREEMENT FOR INTERNET ACCESS

I agree to allow my child to have access to the Internet while enrolled at Grand River Academy®. I have read and agree to the Grand River Academy® Acceptable Use Policy for Internet Access found in the Student Handbook, and to be responsible for the behavior of my child while at Grand River Academy®, Grand River Academy and/or any Grand River Academy® Housing. I understand that Grand River Academy® cannot guarantee the accuracy or appropriateness of information or material that my child may encounter on the Internet. I shall not hold Grand River Academy® responsible for materials acquired by my child on the system, for violations of copyrights restrictions, users' mistakes or negligence or any costs incurred by my child.

I understand that the following is a non-exhaustive list of activities that will not be tolerated, and that violations may result in the loss of account privileges, as well as other disciplinary and or legal action:

- Sending or displaying offensive pictures or graphics
- Using obscene language
- Harassing, insulting, threatening or abusing other network users
- Violating copyright laws
- Using another user's account and password
- Damaging computers, personal or network files
- Trespassing in another user's private files
- Attempting to circumvent network security
- Using network resources provided while a Student at Grand River Academy® for commercial purposes or individual financial gain

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding of all the Grand River Academy® Acceptable Use Policy and Internet Access policies.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

6. Grand River Academy® ILLEGAL DRUG, SUBSTANCE AND ALCOHOL TESTING CONSENT FORM

Grand River Academy®'s Illegal Drug (including marijuana and THC), Substance, and Alcohol Policy (the "Policy") is described in the Student Handbook. All parties signing this form acknowledge that they have received, read, and understand the Policy, and they also acknowledge that penalties may be imposed, including expulsion, for violations of the Policy.

In consideration of enrollment at Grand River Academy®, all parties signing this form agree to all of the terms, conditions, and rules set forth in the Policy.

All parties signing this form hereby consent to having random samples of the Student's hair, urine, or other body sample tested for the presence of drugs, alcohol, or other substances as provided in the Policy, at such times as tests are required or permitted under the Policy. All parties signing this form also authorize the release of information concerning the results of such tests to the Student and to Grand River Academy®.

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding of Grand River Academy®'s policy regarding illegal drug, substance and alcohol policy and I consent to drug testing based on the aforementioned policy.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

7. Grand River Academy® SOCIAL MEDIA POLICY & GUIDELINES

I agree to the Grand River Academy® Social Policy and Guidelines and to be responsible for the behavior of my child while at Grand River Academy®, Grand River Academy and/or any Grand River Academy®.

I understand that Students need to refrain from displaying inappropriate and disrespectful behavior online which includes, but is not limited to:

- Inappropriate or derogatory language that may be offensive or harmful to teammates, coaches, officials, students, faculty, residential life staff
- Incriminating photos or statements, hazing, harassment, inappropriate gestures, vandalism, use of drugs or alcohol or other inappropriate behaviors
- Making a threat of serious physical or emotional injury to another person
- Indicating knowledge of an unreported school or team violation
- Offensive or inappropriate pictures or comments posted on social media
- Do not post your or others personal information including address, phone, birth date or other personal information
- Inappropriate content that is unsportsmanlike, demeaning or threatening towards any other individual or entity
- Content online that would constitute a violation of team, school or league rules (examples: commenting publicly about a coach, teammate, opponent, official, staff member of school employee)
- Proprietary information to Grand River Academy® that is not public information
- Information that is sensitive or personal in nature such as injuries, eligibility status, travel plans/itineraries or other information.

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding of Grand River Academy®'s policy regarding social media.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

8. Grand River Academy® STUDENT VEHICLE POLICY, RULES, REGULATIONS

GENERAL RULES

The Vehicle Policy, Rules and Regulations as outlined in detail in the Handbook provide clear parameters for students to follow. Failure to follow these rules could result in disciplinary action that may include suspension or dismissal from the Grand River Academy®. These apply to both boarding and non-boarding Students:

- Post Grad Students may have a car on campus only with prior permission from the Head of School.
- High School Students are not permitted to use or possess motor vehicles on campus, except for those who use them exclusively to commute between home and Grand River Academy®. Parents must inform the Student Life Director each time the student will be driving home and back.
- To bring a car to campus, students must submit a copy of the car registration, a valid driver's license, proof of insurance, and any other required documentation to Grand River Academy® beforehand.
- Permissions must be obtained before using the vehicle on campus.
- Grand River Academy® is not responsible for vandalism, injury, theft, or damage to vehicles or items in parking lots or on Grand River Academy® property. Students are advised to lock their vehicles and avoid leaving valuables inside.
- Grand River Academy® reserves the right to inquire about, inspect, and search any personal property, vehicles, or other areas, whether locked or unlocked, at any time, and for any reason.
- All students need to obtain appropriate permissions before leaving campus.
- Upon return to campus, students must relinquish their car keys to the respective Dorm Parent.
- Students are not allowed to permit other students to use or drive their vehicles.

Student **Will Not** have a car on campus: _____

Student **Will** have a car on campus: _____

Make of Car: _____ Color: _____ State: _____

License Plate #: _____

Insurance Carrier Policy Number: _____

Student's Cell Phone: _____

Student:

_____ I (my child) have read and understand the vehicle policy outlined above.

_____ I agree by filling out the information with a pen or electronically by typing my name below that my name indicates an acceptance and understanding of Grand River Academy® rules and regulations regarding having a vehicle on campus.

Student Name (Please Print)

Student Signature

Date

Parent/Guardian Name (Please Print)

(Parent/Guardian Signature)

Date

9. Grand River Academy® PERSONAL AND PROHIBITED ITEMS POLICY ACKNOWLEDGEMENT FORM

As a residential sports academy, Grand River Academy® recommends that students and their guests leave all valuable and sentimental items at home. If items are brought to Grand River Academy®, it is recommended that items be adequately insured before students leave home. Grand River Academy® requires that any and all valuables kept on campus be locked in the students personal locker. Students should limit the amount of cash they have on hand.

Additionally, Grand River Academy® prohibits the following items from being brought to campus by students:

- Candles/flammables or any other incendiary devices
- Cooking appliances (e.g. toaster ovens, blenders, mixers, microwaves, air fryers, instant pots, flat burners, etc.)
- Drugs/Alcohol
- Fireworks
- Firearms/weapons of any kind
- Gambling paraphernalia
- Hanging lights that require adhesive strips
- Irons
- Knives of any type
- Laser Pointers
- Motorized vehicles/bicycles and scooters
- Orbeez/Paintball/Airsoft/BB or pellet guns
- Pets
- Pornography/Sexually explicit devices or materials
- Tobacco products, including vaporizers and e-cigarettes

If Grand River Academy® adds or removes items from this list, Grand River Academy® will promptly notify both students and parents/guardians.

All parties signing this form acknowledge and agree that Grand River Academy® is not able to prevent the theft, loss, or damage of personal property of the student or their guests. The student must take responsibility for any personal property they decide to bring to Grand River Academy®. If valuables are brought to Grand River Academy®, the student and their parents/guardians are obligated to obtain adequate insurance to cover any theft, loss or damage to such property. In the unfortunate case that any personal property is lost, stolen or damaged, the student and their parents/guardians must make a claim against the appropriate insurance policy and shall not seek reimbursement from Grand River Academy®. Further, the student and parent/guardian agree to hold Grand River Academy® harmless from any theft, loss or damage to any personal property as a condition of attending Grand River Academy®.

_____ I agree by typing my name below my name indicates an acceptance and understanding of Grand River Academy®'s personal and prohibited items policy.

Student (please print name): _____

Student Signature: _____ Date: _____

Parent/Guardian (please print name): _____

Parent/Guardian Signature: _____ Date: _____

ADDENDUM 1: WHAT YOU SHOULD BRING TO CAMPUS

BASIC ITEMS

- Sports gear/equipment
- Clothing (Khakis, Jeans, Dress Pants)
- Toiletries
- Money/credit/debit card
- Backpack/book bag
- Luggage/travel supplies
- One Dress Shirt
- Sneakers/Sandals
- Laptop computer
- Bedding (Two sets Sheets, Pillows, Comforter)
- Winter Coat/Boots/Hat/Gloves
- Towels
- Prescription medications in original bottle from pharmacy
- Cell Phone
- Video games
- Personal Sports Equipment
- Personal lockbox

PROHIBITED ITEMS

- Candles/flammables
- Irons
- Pets
- Drugs/alcohol
- Fireworks
- Firearms
- Pornography
- Tobacco products, including vaporizers and e-cigarettes
- Orbeez/Paintball/Airsoft/bb or pellet guns
- Cooking appliances
- E-cigarettes/vapes
- Laser pointers
- Extension cords
- Electric blankets or comforters
- Gambling paraphernalia

VALUABLES

- Grand River Academy® recommends students and their guests leave all valuable and sentimental items at home and, if items are brought to Grand River Academy®, to have the items adequately insured before leaving their home, with the understanding that Grand River Academy® is not responsible for any loss, theft or damage of any of student's property.
- Students should limit the amount of cash that they have in person. The use of a debit card is advised so that the student can withdraw money or make purchases using it.

ADDENDUM 2: Room Condition Report

Date: _____

Student Athlete First and Last Name: _____

Residence (village house number): _____

Room number: _____

	Condition	Student Initials	House Parent Initials
Bed Frame			
Mattress Condition			
Blinds			
Window Screen			
Ceiling			
Wardrobe			
Desk			
Desk Chair			
Door Interior/Exterior			
Floor			
Light Fixtures/Covers			
Outlets/Light Switches			
Room Door Lock			
Walls			
Comments:			

Student Signature _____ Date: _____

Residential Life Signature _____ Date: _____

ADDENDUM 3:

Room/House Damage Charges

The items listed below represent common damages and related charges for rooms/common areas. They are subject to change without notice. The following items may be increased for damages that are excessive or result in more extensive repair. "Common damage" bills are assessed at the end of the semester and "individual damage" bills are assessed close to time of damage.

Category	Cost
General damage/vandalism/abuse (does not include normal wear and tear)	\$500 and up
Replacement of curtains	\$50
Replacement of screen	\$50
Window/Screen removal	\$25
Window jam	\$250
Damage to door Dent	\$500 \$100
Mark/Tear on wall (ie from LED strips, double stick tape, adhesive residue, etc.)	\$25 - \$500
Holes in wall (any holes in the wall result in a charge; the cost of the damage will be dependent upon the size of the hole)	\$100 - \$300 based on size
Tear in floor	\$150 per room
Paint one wall	\$200
Paint room (fee divided between roommates)	\$500
Replace light fixture (LED round)	\$150
Replace bed frame	\$500
Reassemble/repair bed	\$250
Replace mattress	\$300
Replace desk	\$200 (ask Alexa)
Replace wardrobe	\$1000
Tampering or Abuse of Safety Equipment/Cameras/Emergency boxes/Exit Alarms/Fire Equipment	\$500 and up

HIGH SCHOOL AND POST GRADUATE STUDENT/PARENT HANDBOOK

Common area couch	\$1000
Common area single seat chairs	\$500
Common area table	\$1000
Common area table chairs	\$300
Common area television	\$800
Common area end tables	\$250
Bathroom Sink	\$500
Toilet	\$750
Showerhead	\$100
Bathroom wall repair	\$100 - \$300
Towel Bar	\$100

Students are expected to take responsibility for any damages they cause to individual rooms or common areas of the houses and to hold one another accountable for such damage. Anyone causing damage, whether intentionally or by accident, should report the situation to the house parent or Residential Life Manager and pay the costs of repair or replacement.

Grand River Academy® accepts no responsibility for damages to student belongings. Damages to common areas not reported to Grand River Academy® will be considered a joint responsibility of all residents of the house. The repair/replacement costs will be charged to all house residents by dividing the total cost by the number of residents.

All rooms will be re-inspected by the Head of Operations and Residential Life Manager after they are vacated and all students have checked out. There may be additional charges and/or disciplinary actions taken for damage to the room or its contents and missing items not noted on initial inspection.

ADDENDUM 4:

Student safety is a priority at Grand River Academy®, which is why knowledge of each student’s whereabouts is critical. There will be many occasions where a student will leave campus and the preferred method for leaving safely is by completing the Vacation/Leave Form found on Reach. Grand River Academy® Administration reserves the right to deny a leave for any reason. The following helps provide guidelines for student leaves:

Leaving and returning to campus basic procedures:

- complete this “Leave Permission Form”
- sign out and sign in at the house (failure to sign out appropriately may result in disciplinary action)
- communicate with appropriate faculty, coaches and staff prior to leaving
- secure appropriate permissions as listed below

Return to: [permissions@Grand River Academy®academy.com](mailto:permissions@GrandRiverAcademy.academy.com)

Student Name	
Student Phone	
Parent/Guardian Name	
Parent/Guardian Phone	
Purpose of Travel	
Leave Time & Date	
Return Time & Date	
Mode of Transportation	
Flight Information	
Destination Address:	
Host Information: (Name and Phone)	

CONSENT AND AUTHORIZATION

By signing this permission form, I authorize the leave detailed above:

Parent/Guardian Signature: _____ Date: _____