



## Matriculation Guide

Matriculation is the reception and enrollment of cadets for the summer term. It is critical that matriculations be handled efficiently and effectively for all parties involved. This guide is intended to facilitate a smooth and efficient matriculation process for everyone involved.

Summer School matriculation will take place on **Saturday, June 24<sup>th</sup> at 9:00 AM**. Families should arrive no later than 10:00 AM to ensure adequate time to complete the matriculation process. Summer School matriculation will follow the route outlined below:

- Matriculation Route - Parents and students will follow the route listed below, and will visit all stations, even if the item was completed online.
  - **Station 1** – *Check-in and Welcome, Breezeway, John D. Smith, III Student Center*. Check-in and receive instructions for matriculation, matriculation checklist.
  - **Station 2** – *Admissions Check-in, Mess Hall, John D. Smith, III Student Center*. Admissions will have a table set up to welcome parents and students. Snacks and beverages will be available. Families will be directed to their seats or the next station.
  - **Station 3** – *Business Office, Mess Hall, John D. Smith, III Student Center*. Parents will verify completion of required documentation
  - **Station 4** – *Infirmery, Mess Hall, John D. Smith, III Student Center*. Parents will verify Consent to Treat and School Doc account completion.
  - **Stations 5-7 may be completed in any order**
    - **Station 5** – *IT & Marketing, Mess Hall, John D. Smith, III Student Center*. Parents and students will sign the Honorable Use Policy, review hardware requirements, and receive HMA network account information. Introduction to Waldo and the Hargrave mobile app.
    - **Station 6** – *Academics, Mess Hall, John D. Smith, III Student Center*. Parents and students will verify course enrollment.
    - **Station 7** – *Athletics and Activities, Mess Hall, John D. Smith, III Student Center*. Parents and students will verify sports enrollment, and will receive information on extracurricular activities, schedules, costs, and procedures for the activities program.
  - **Station 8** - *Parents' Council, Mess Hall, John D. Smith, III Student Center*. Receive a goodie bag for your son from the Parents' Council.
  - **Station 9** – *Military Department, Mess Hall, John D. Smith, III Student Center*.

- **Transportation** - Parents and students will receive information from Mrs. Loney on operations and costs of HMA transportation services
- **Cell Phone Turn in** - All students will turn in their cell phones
- **Room Assignments** - All students will receive their room assignments.
- **Station 10 – Bag Drop Off and Room Check-in:** Families will retrieve their bags and personal items and take them to the student's assigned room. Families will drop off the student's items and complete the room acceptance form.

***\*\*\* This is the time for students and parents to say goodbye as students will move next to the Quartermaster for uniform try-on, issue, etc.***

***\*\*\* Parents will not be allowed in the Quartermaster as students will be trying on uniform items***

- **Station 11 - Quartermaster, Quartermaster Supply:** Students will be issued all required uniform and basic issue items.

**Student Orientation** - The Military Department will provide the orientation schedule to each student on matriculation day.

**Parent Orientation** - A Parent Orientation briefing will be held in Chapel at 11:30 AM. Parent orientation may be adjusted contingent upon the early completion of matriculation or any unforeseen delays to the matriculation timeline.

There will be a Parent Reception at the President's House beginning right after Parent Orientation.

## GENERAL INSTRUCTIONS AND INFORMATION for Boarding Students

Hargrave Military Academy welcomes you and your student into the Hargrave family, and we encourage and appreciate your support and comments throughout the summer term.

The information enclosed in this packet is important. As a reminder, every student must have proof of a current physical upon matriculation.

### **When to report:**

All summer school students are required to report to Hargrave Military Academy on **Saturday, June 24, 2023 at 9:00 AM**. The matriculation begins with the check-in.

### **General Information**

**Address:** Your student's address while here this summer is: (Student's Name), Hargrave Military Academy, 200 Military Drive, Chatham, VA 24531.

**Arrival and transportation:** Upon landing or arriving at his destination, your student should report immediately to the Academy. Students may not register at motels in Chatham or nearby towns unless accompanied by a parent and/or guardian. Upon request, Hargrave will pick your student up at the bus station in Lynchburg, or the Amtrak station in Lynchburg or Danville. If your student arrives by plane, please notify our transportation department of (1) arrival time, (2) airport, and (3) airline and flight number. A fee will be assessed to provide transportation to and from public transportation. For further information or to make such arrangements, please contact our travel coordinator, Mrs. Barbara Loney, via email at [loneyb@hargrave.edu](mailto:loneyb@hargrave.edu).

**Barracks:** Barracks rooms are inspected daily for cleanliness and order. Students are required to keep their rooms neat and ready for inspection at all times.

**Civilian clothing:** Students are not permitted to wear or possess civilian clothing on campus. (International students are an exception; they are permitted to have civilian clothing on barracks for overseas traveling purposes.) Students will be in the uniform of the day at all times.

**Dental matters:** We recommend each student's routine dental care be current upon matriculation. Students *will not* be given a pass to leave campus for routine dental appointments.

**Electronics:** "Boxes" are permitted on barracks if played at moderate listening levels; large stereo equipment is *not* permitted. I-Pods are authorized but are discouraged. Cooking equipment, refrigerators, and televisions are *not* permitted on barracks.

**Emergency leave:** Such leave may only be granted by the President, the Academic Dean, or the Commandant. A request must be made in writing by the parent and/or guardian. In extreme instances, an emergency request may be made by telephone or fax. Each request must be a genuine emergency.

**Enrollment fee** for boarding students includes tuition; room and board; uniforms; books; laundry; dry cleaning; haircuts; lab fees, insurance; activity fees; and technology fees.

**Financial obligations:** Upon a student's signing the enrollment contract, the parent/guardian's financial obligation to the Academy for the summer session begins.

**Firearms/knives:** No firearms, knives, matches, lighters, multi-tools (including Leatherman, Gerber, etc.) or weapons of any kind are permitted at Hargrave Military Academy.

**Haircuts/shaves:** The Hargrave barbershop provides haircuts to boarding students at no additional cost. Summer students are *not* required to have a military-style haircut, but students are required to maintain their hair no longer than 3" on top, tapered on the sides, above the ear, and off the collar. All students must be clean-shaven at all times.

**Health records:** Each student is required to have a physical check-up prior to matriculation and to provide proof of such at matriculation. If a student arrives without a current physical or one that has not yet been entered into Magnus, that student will remain in the Infirmary until the records are received. In addition, all required immunizations must be current. A fee will be assessed if the Infirmary must administer an immunization. **Important: Please do not send medical records to Hargrave Military Academy. All medical records are maintained online through Magnus.** (See Infirmary portion of this packet.)

**Health insurance:** Each student is required to have health insurance in order to matriculate. Proof of insurance should be uploaded into Magnus or provided at matriculation. Students may not remain on campus without health insurance coverage.

**Motorized vehicles:** Boarding students are not permitted to keep motorized vehicles or bicycles on campus or in the Chatham area. Boarding students may not drive or ride such vehicles, unless accompanied by authorized adults.

**Non-U.S. student payment:** All checks and/or monies paid to Hargrave must be drawn on a bank in the United States or paid in United States currency. Hargrave accepts all major credit cards.

**Other fees:** The following sports camps require additional fees, which will be assessed at matriculation: High Adventure Camp and Leadership Challenge.

**Skateboards/Rollerblades:** These items are not permitted. Tennis shoes with wheels are also prohibited.

**Tobacco:** Any possession and/or use of tobacco products of any type on campus or while in the jurisdiction of the Academy is strictly prohibited.

**Uniforms:** The Quartermaster will issue the following summer school uniforms:

<u>Boarding Student</u>	<u>Day Student (Full Day)</u>
4 Pairs Khaki Shorts	2 Pairs Khaki Shorts
4 HMA Polo Shirts	2 HMA Polo Shirts
1 web belt with buckle	1 web belt with buckle
5 HMA athletic t-shirts	4 HMA athletic t-shirts*
5 HMA gym shorts	4 HMA gym shorts*
2 laundry bags w/pins	1 water bottle

**Withdrawal or dismissal:** If a student withdraws or is dismissed from the Academy at any time, the parent and/or guardian *remains financially obligated for tuition for the balance of the session.*

**Leave Policy:** Students must meet all of the following criteria in order to leave campus at the prescribed times: (a) no pending disciplinary action, (b) in good academic standing, and (c) having made no prior commitment to student activities.

**Weekend/overnight** passes will be available as follows:

Friday, <b>June 30<sup>th</sup></b>	5:00 p.m.
Saturday, <b>July 8<sup>th</sup></b>	After midterm examinations and parent-teacher conferences; approximately 3:00 p.m.
Friday, <b>July 14<sup>th</sup></b>	5:00 p.m.
Saturday <b>July 22<sup>nd</sup></b>	After morning classes, final exams, and clean up. Families are invited to the awards ceremony and parents' reception that afternoon before student check out.

**Day** passes may be obtained as follows:

Fridays: <b>June 30<sup>th</sup> and July 14<sup>th</sup></b>	5:00 p.m.; must return to campus by 9:45 p.m.
Saturdays: <b>July 8<sup>th</sup></b>	After midterm examinations and parent-teacher conferences; approximately 3:00 p.m.
Saturday: <b>July 15<sup>th</sup></b>	9:00 a.m.; must return to campus by 9:45 p.m.
Sundays: <b>July 2<sup>nd</sup>, 9<sup>th</sup>, and 16<sup>th</sup></b>	9:00 a.m.; must return to campus by 5:00 p.m.

A parent, guardian or otherwise authorized adult must be present any time a student checks out on leave or pass. If the supervising adult is not a parent or guardian, written permission must be on file in the Military Department at least 48 hours prior to the student's departure. (Phone calls and/or emails will not be accepted to grant such permission.)

**PARENT-TEACHER CONFERENCES**  
will be **July 8, 2023 from 12:00 PM to 3:00 PM**

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## NOTES FOR STUDENTS ARRIVING ON CAMPUS ALONE

- ❑ If you'd like transportation to campus from a nearby airport or bus station, please contact Ms. Barbara Loney ([loneyb@hargrave.edu](mailto:loneyb@hargrave.edu)) to arrange for pickup. We offer transportation service for a nominal fee to Greensboro International Airport, Raleigh-Durham Airport, and Lynchburg Amtrak station. For more information, please refer to the "Cadet Transportation" portion in this packet.
- ❑ In advance of your student's arrival, please contact Bill Riddle in the business office([riddleb@hargrave.edu](mailto:riddleb@hargrave.edu)) to ensure your student's account is current.
- ❑ Please mail your student's medication to the Hargrave Infirmary **in advance** of his arrival on campus. If necessary, you may supply your student with **no more than two days'** worth of medication. As soon as he arrives on campus, he must deliver all medications to the Infirmary. (***Failure to do so may be considered a violation of Hargrave's Drug and Alcohol Policy.***) If you have any questions about this procedure, please contact our head nurse, Angie Haskins ([angie.haskins@hargrave.edu](mailto:angie.haskins@hargrave.edu)).
- ❑ Double check the "What to Bring" list included in this Enrollment Packet, pack up your son's belongings, and send him off on a path of character development and success.

# Academic Course Changes

Welcome to Hargrave's summer session!

We realize that many students have changes in their academic "fortunes" and stated interests that might arise between the time they submit their summer school applications and the end of the academic school year.

If this is the case with your student, *please notify us of such as soon as possible.*

We offer several elective (enrichment) courses that have had historically small enrollment which may serve your young man's needs and interests. They are as follows:

- STEM Projects: Introduction to Aerodynamics
- STEM Projects: Introduction to Computer Science
- Introduction to Entrepreneurship and Personal Investments
- College Preparation: SAT/ACT Prep and the College Application Process

Please be aware that several of our elective courses usually fill up early, and we may be required to maintain a waiting list for these courses. They are as follows:

- STEM Project Courses
- Introduction to Entrepreneurship and Personal Investments
- College Preparation: SAT/ACT Prep and the College Application Process
- Introduction to Leadership and Ethics

Please be aware that we may need to "cap" enrollments for certain courses; in addition, it may be necessary to cancel certain summer courses with insufficient enrollment.

Thank you for your understanding. We are looking forward to seeing you soon!

Sincerely,

Dr. Jim Tung  
Academic Dean

Dear Parents/Guardians:

Thank you for choosing to enroll your child at Hargrave Military Academy. The goal of the Infirmary is to provide your son access to excellent medical care. To ensure that this is a smooth transition for you and your son, you will find important information below, regarding policies and procedures in the Infirmary. Please take the time to review these items. If you have any questions, please feel free to contact any of the nursing staff.

- A current physical exam must be complete prior to attending Hargrave. All exams are good for one year from the original exam date. Your child will **not** be permitted to participate in any sports or physical activities until this is complete.
- The students **may not have any medication in their rooms** at any time for any reason. This includes any over-the-counter vitamins, cough drops, or cold medicines. They must come to the Infirmary for medication to be administered. If any of these are found in a student's room, this is considered a punishable offense.
- If you drop off a cadet with medications, you must accompany them to the Infirmary to have them checked in as they, again, are not allowed to have ANY MEDICATION in their rooms.
- If you need to **mail medication, make sure that it is mailed directly to the Infirmary, not to the student.**
- **One of the goals of Hargrave is to instill responsibility into all our cadets. For this reason, it is your son's responsibility to remember to come and take his medication. We understand that our students lead busy lives, so we will remind them if they have forgotten; however, if we have to continually page them to the Infirmary, they will be counseled and then disciplined.**
- If your child is on a prescription for a controlled substance, you can either get the physician to postdate the prescription for 3 months at a time, or you will have to get a new prescription every 30 days.
- **All students are required to have health insurance.** Proof of insurance should be uploaded into Magnus or provided at matriculation. Students may not remain on campus without health insurance coverage.
- **It is the parent's responsibility to ensure that an adequate supply of prescription medications remain available for administration to the cadet. If a refill is not available for certain medications, the student will be sent home until a new prescription is filled.**
- **Please, always email [infirmary@hargrave.edu](mailto:infirmary@hargrave.edu) to reach the nursing staff.** This applies even if a nurse emails you. If you email specific nurses, they may not answer until their next shift.
- Any medications that are left in the Infirmary at the end of the summer school session must be picked up by parent/guardian on the last day. **Please note that any medications not picked up will be discarded. No medications will be mailed home. There will be a \$50 fee to cover the cost of disposing these medications.**

Any questions please feel free to contact us. Our information is listed below.

Sincerely,

Angie Haskins, RN  
[angie.haskins@hargrave.edu](mailto:angie.haskins@hargrave.edu)  
434-432-2571 (Phone)  
434-432-3059(Fax)



**Magnus Health**  
**Electronic Student Medical Records for the Infirmary**

Welcome to the 2022 Summer Program at Hargrave Military Academy! The Infirmary is pleased to serve your student's medical needs. Hargrave utilizes the Magnus Health Student Medical Record (SMR) system to collect and maintain all student health information. Magnus Health SMR is an easy-to-use, secure website for submitting health information online. Please complete this information as soon as possible; your student's health record must be completed before arriving at Hargrave.

**To establish or access your student's medical record, please follow these steps:**

1. You will receive an email from Magnus Health; this email contains your login and password information for your student's Magnus Health SMR account. If you do not receive this email, please notify your admissions counselor.
2. If you wish, take the "parent tutorial" at <http://magnushealth.com/parents/>.
3. Access your account, and type in all of the requested information. As you finish each section, click "save." (International students: Because you do not have a U. S. social security number (SSN), please type "999-99-9999" into this field.)
4. Print and sign the required forms. (Some forms will require your doctor's signature.)
5. Please scan, fax, or mail the documents that require signatures back to **Magnus Health**. (Do not provide these documents to Hargrave, your personal medical records are not maintained on campus.) When this is completed, the Infirmary staff will review your data and email you if there are further questions.

**Please be sure to bring ALL medication to the Infirmary upon your arrival on campus!**

We look forward to meeting you this summer!

## Magnus Frequently-Asked Questions

- Q: **To where should I mail my student's medical documents?**  
You should NOT send any medical records to Hargrave Military Academy. All medical records are maintained through Magnus (see relevant page in this packet). Please access your Magnus account and follow the instructions. Hargrave does not maintain physical copies of medical documents on campus.
- Q: **I have a returning student. Do I have to use Magnus? Hargrave should already have all of this information from last year!**  
Yes. Every family has to use Magnus. Some medical documents expire yearly; physicals are only good for one calendar year. Please log in to Magnus and complete what it says you are missing. We cannot turn the automated reminders off; when the account is up-to-date, they will stop.
- Q: **How do I reach Magnus with questions?**  
Their phone number is 877-461-6831; the Help Desk is open Monday through Friday, 9 am-4 pm. You can email the Help Desk from [www.magnushealth.com](http://www.magnushealth.com). Click the orange Magnus Help button; select "parent". This link will assist you with most of your questions. You can also email Magnus directly from your Magnus account.
- Q: **Why don't I have a Magnus account yet?**  
It takes a day or two for Magnus to establish your account once your student is enrolled. If more than 10 days have passed since you enrolled your student and you have not received an email from Magnus, please call their Help Desk (877-461-6831). You can also email us at [infirmary@hargrave.edu](mailto:infirmary@hargrave.edu).
- Q: **How do I get a new user ID/password?**  
Your user ID (always your email address) and password were sent to you via email directly from Magnus, using the email(s) you provided to Hargrave's admissions office. If you cannot find an email from Magnus, please check your spam folder. If you need Magnus to send you a new introductory email, please call the Magnus Help Line at 877-461-6831.
- Q: **I sent my signed documents to Magnus. Why are they not in my account?**  
If you sent your documents via mail or fax, there is usually a one or two day delay, not including weekends. When sending your documents, ***be sure the cover sheet for each document is included***. The cover sheet includes numbers unique to your account and must accompany each document in order for your records to post properly.
- Q: **Do I have to meet the deadlines the email "reminders" give me?**  
Yes! This is important! Several forms must be signed, and you may need to schedule appointments and such to complete your packet. On this end, a Hargrave nurse must review each document before your record is complete. This process takes time, and documents not prepared well in advance of matriculation may not be accessible on your matriculation date, if they were entered less than four business days earlier.
- Q: **Can I just bring what I have and finish this during matriculation or when I arrive on campus?**  
No. The records must be completed before you arrive on campus; we will need to review the completed forms before you can matriculate. In addition, please do not mail your Magnus documents to Hargrave; bring them with you to matriculation.
- Q: **What happens if I do not complete the record before school starts?**  
Your students will not be able to complete the matriculation process, and he will not be permitted to participate in athletics and some classes. Remember, your student is a minor; it is imperative that we have a complete medical record and a consent-to-treat.

## Information Technology Department

Dear Parent and/or Guardian:

This letter is to outline for you the basic principles and standards which underlie Hargrave Military Academy's Information Technology Policy, as well as relevant terms and conditions. Because access to the Hargrave's network by students is a privilege, any actions that might harm the computer equipment or software, impair their effective use, or show disregard for the proper procedure set up for network access will not be tolerated. Students will be held accountable for violations of Hargrave network policies and misuse of equipment and systems. Privately owned machines, while attached to the network and on campus, are subject to the same policies as school-owned computer systems.

For security and network maintenance purposes, authorized individuals with Hargrave Military Academy may monitor equipment, systems, and network traffic at any time. All equipment, systems, and network traffic are subject to administrative review. There should be no expectation of privacy using the school's network or infrastructure system. Hargrave Military Academy reserves the right to audit networks and systems on a periodic basis to ensure compliance with this policy.

To help maintain a scholarly environment during all academic times, **Hargrave Military Academy requires all cadets to have a Chromebook for academic use.** Chromebook computers will be the platform for the use of GoGuardian and our academic packages. This will prevent distractions and allow safe and focused use of computers in our academic environment. A student's Chromebook may be reset by the academy to ensure proper academic use and student safety. Personal machines will also be permitted outside of academic times as a privilege.

It is imperative that the parent/guardian read the documentation found in both the Parent Handbook as well as the Student Handbook regarding technology at Hargrave Military Academy. The documents posted there are considered part of the enclosed Technology Agreement. Loss of or irreparable damage to a student's computer device is the responsibility of the parent/guardian, not Hargrave Military Academy. We urge the purchase of accidental damage protection plans for your student's computer. In cases where a student has access to a Hargrave Military Academy owned machine, should there be loss of or irreparable damage to the device it is the responsibility of the parents/guardians, not Hargrave Military Academy, and is subject to a property damage fee of \$200 that must be paid.

Each responsible person (as defined in the Hargrave Military Academy Enrollment Contract) acknowledges that this Technology Agreement is an Addendum to the Hargrave Military Academy Enrollment Contract then in force. All other terms and conditions remain in full force and effect.

For further information, please refer to both the Student Handbook as well as the Parent Handbook. All parents/guardians and Students are responsible for knowing this information.

Thank you for your support of our information technology policies, and we look forward to providing excellent IT services to your family while your student is in attendance here at Hargrave Military Academy.

Sincerely,

Jeremiah Bunker, Information Technology Specialist  
434-432-3180; jeremiah.bunker@hargrave.edu

*Please retain this letter for future reference*

# WHAT TO BRING

**Hargrave will provide bed linens. In addition, each student should bring the following:**

- Alarm clock
- Athletic shoes (1 or 2 pairs)
- Athletic socks (8 pairs, white)
- Backpack
- Bath towels (4, two of which must be white for display purposes)
- Blanket
- Box fan
- Broom and dustpan
- Desk lamp (1, w/extra light bulbs)
- Disinfecting wipes (Clorox or similar)
- Extension cord (w/surge protector, recommend at 6' cord)
- Footlocker w/extra lock (any size)
- iPod, MP3 player w/headphones (optional)
- Chrome Book computer
- Paper towels
- Personal hygiene items (toothpaste, toothbrush, soap, deodorant)\*
- Pillow and pillowcases
- School supplies: paper, pens, pencils, 1 ½" binders; 5-tab dividers
- Slippers and/or shower shoes
- Swimsuit/trunks for recreational use, solid colors
- T-shirts (6-8, white, crew neck)
- Underwear (6-8 pairs, boxers or jockey shorts)
- Washcloths (4, any color)
- Camelbak (Optional for High Adventure)

**\* Students may not bring aerosol cans or alcohol-based mouthwash**

**SPECIAL NOTES:** Each student is required to bring a Chromebook laptop computer. In addition, students are permitted either one laptop computer **or** one tablet with external keyboard for personal use during free time. **Cell phones are strictly prohibited**, as are all other cellular, network-capable (3G, 4G, etc.) devices. This includes "disabled" cell phones.

**For specific classes:**

Geometry/Algebra/SAT Prep: Graph paper

SAT Prep: Approved graphing calculator (TI brand preferred)

ESL: *Oxford ESOL Dictionary* (or similar)

**For sports camp:** (bring the gear which suits the sports camp you will attend):

Basketball shoes

Cleats (football, baseball, soccer)

Weightlifting gloves

Swimsuit and goggles (for competitive swimming)

Tennis cap, shoes and racket

**For Adventure Camp:**

Backpack

Water shoes (flip flops are not suitable)

Light jacket

Hat/ball cap

Sunscreen\*

Insect repellent\*

Flashlight

Shorts/swim trunks

Climbing shoes (optional, for climbing walls)

Sunglasses (inexpensive w/strap; optional, recommended)

## Parent/Athlete Concussion Information Sheet

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is usually caused by a bump, blow, or jolt to the head or body that causes the head and brain to move rapidly back and forth. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

Signs and symptoms of concussion can show up immediately after the injury or may not appear or be noticed until days or weeks after the injury. If an athlete reports *one or more* symptoms of concussion listed below after a bump, blow, or jolt to the head or body, he should be kept out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says he is symptom-free and authorizes his return to athletics.

### Signs Observed by Coaching Staff

- ▶ Appears dazed or stunned
- ▶ Is confused about assignment or position
- ▶ Forgets an instruction
- ▶ Is unsure of game, score, or opponent
- ▶ Moves clumsily
- ▶ Answers questions slowly
- ▶ Loses consciousness (even briefly)
- ▶ Shows mood, behavior, or personality changes
- ▶ Can't recall events *prior* to hit or fall
- ▶ Can't recall events *after* hit or fall

### Symptoms Reported by Athletes

- ▶ Headache or “pressure” in head
- ▶ Nausea or vomiting
- ▶ Balance problems or dizziness
- ▶ Double or blurry vision
- ▶ Sensitivity to light
- ▶ Sensitivity to noise
- ▶ Feeling sluggish, hazy, foggy, or groggy
- ▶ Concentration or memory problems
- ▶ Confusion
- ▶ Just not “feeling right” or “feeling down”

### Concussion Danger Signs

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow, or jolt to the head or body he exhibits any of the following danger signs:

- ▶ One pupil larger than the other
- ▶ Is drowsy or cannot be awakened
- ▶ Headache that not only does not diminish, but gets worse
- ▶ Weakness, numbness, or decreased coordination
- ▶ Repeated vomiting or nausea
- ▶ Slurred speech
- ▶ Convulsions or seizures
- ▶ Cannot recognize people or places
- ▶ Becomes increasingly confused, restless, or agitated
- ▶ Has unusual behavior
- ▶ Loses consciousness (*Even a brief loss of consciousness should be taken seriously.*)

If an athlete has a concussion, his brain needs time to heal. While an athlete's brain is in the healing process, he is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brains. *They can even be fatal.*

If we suspect a Hargrave athlete has a concussion he will be removed from play, and medical attention will be sought. The coach will not try to judge the severity of the injury. The coach will keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussions, says he is symptom-free and authorizes his return to athletics.

All student-athletes will undergo ImPACT neurocognitive baseline objective testing measurements at the beginning of the school year, prior to participating in any practice, strength and conditioning sessions, and/or competing in any interscholastic athletic events. Should a concussion be sustained, this assessment provides an “individualized normal” in order to compare post-injury results. ImPACT is a computerized concussion evaluation system. The ImPACT test is not designed to diagnose a concussion; it is, rather, one part of the overall concussion evaluation and management process.

Rest is essential to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms to reappear or get worse. After a concussion, returning to sports and school is a gradual process that will be carefully managed and monitored by a healthcare professional.

By signing below, you agree that you have read and understood the above, and you agree to submit to Hargrave’s policies, regarding injuries as detailed herein.

Student’s name: \_\_\_\_\_

Student’s signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

## TECHNOLOGY ACCEPTABLE USE POLICY

Hargrave Students are expected to apply the Hargrave Honor Code to all school activities, including those involving the use of their personal computing devices, Hargrave's computers, computer peripherals and network, whether accessing them while on campus or off campus. Hargrave expects that your behavior in the electronic world will reflect the same standards of honesty, respect, and consideration that you use face-to-face with others. The following is a list of what Hargrave Military Academy considers honorable uses of technology for all Cadets:

### Honorable Uses of Technology:

- Respecting the privacy of computer accounts:
  - Keep all passwords private
  - Maintain a password on all computing devices
- Supporting the school's computer security systems:
  - Do not install or use proxy or VPN clients
  - Do not use personal WiFi hotspots
- Seeking permission to record or photograph classroom presentations;
- Using computers, software, and other information resources to support learning, complete school assignments, and gain a better understanding of information technologies and their applications;
- Using technology to collaborate with students and faculty in academic and extracurricular school functions;
- Use of the internet to perform research, related to academic and extracurricular school functions, and to communicate with scholars, students, and specialists outside of campus to improve knowledge and advance academic work;
- Respecting the registration policies of age-restricted online services (e.g., Facebook, Twitter, Instagram, etc.);
- Representing your own views, and not those of others, in any form of electronic communication;
- Providing appropriate scholarly attribution to any materials gathered using information technology;
- Adhering to all federal copyright laws:
  - Do not use Torrent software to download copyrighted material
  - Do not share copyrighted material with other Cadets
- Respecting network bandwidth,
- Limiting recreational use of public computers and yielding public computers to others who need them for school work;
- Respecting your personal contact information and that of others; and
- Protecting loaned equipment from damage or theft. (Financial costs may be incurred up to and including total replacement value).

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

# CADET CHECK-OUT PERMISSION FORM

I, \_\_\_\_\_  
Parent/Guardian(s) of Student \_\_\_\_\_

give permission for my Student (*named herein*) to be checked out from Hargrave Military Academy only by the following authorized adult(s) for such reasons as dinner pass, open weekends, and holidays. I agree that this person/these persons may check out the Student named herein once or more than once during the **2023** summer session.

***Permission to release Cadet(s) must support legal custodial arrangements as outlined in your custody agreement.***

Name: \_\_\_\_\_  
Relationship to Student: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Name: \_\_\_\_\_  
Relationship to Student: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Name: \_\_\_\_\_  
Relationship to Student: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_





## DRUG AND ALCOHOL POLICY

In an effort to create a drug-and-alcohol-free environment at Hargrave Military Academy, the following policy has been established. This policy is designed to (1) keep illicit drugs, drug paraphernalia, and alcohol off the campus of Hargrave Military Academy; (2) eliminate any abuse or misuse of medication, glue, and/or aerosol sprays and other inhalants; (3) discipline Cadets who become involved with illicit drugs, drug paraphernalia, and/or alcohol while on campus at Hargrave Military Academy or in the surrounding community.

### **To implement this policy, Hargrave Military Academy has established the following regulations and procedures:**

- I. Any student found guilty by the Academy Board or any court of competent jurisdiction of an offense relating to the use, distribution, and/or possession of illicit drugs, drug paraphernalia, alcohol or the abuse, misuse, or distribution of medication, to include huffing, aerosol, and other “inhalants” shall be dismissed.
- II. If the President or Commandant has reason to believe that a Cadet is in violation of the above regulation(s), he may order a search of the Cadet’s room and personal belongings, and/or he may order the student to submit to a urinalysis, saliva test, blood test, hair follicle test, breath test, or any other test now in existence or hereafter developed which detects the presence of alcohol, illegal drugs, controlled substances, drugs, or intoxicants; such tests may be administered from time to time at the sole discretion of the Academy. The parent/guardian shall be responsible for all costs associated with such tests. The President will consider a positive drug test sufficient grounds for immediate dismissal. Additionally, a positive drug test, resulting from activity away from the Hargrave Military Academy campus (weekend pass, holiday leave, etc.) does not exempt a student from this policy. *The refusal by a student to submit to such a search, urinalysis or breathalyzer shall be deemed an admission of guilt.* Hargrave Military Academy will use its best efforts to advise parents of a student who has been ordered to submit to such a test, but such notice to parents shall not be a condition precedent to conducting the search, administering the test, or taking appropriate disciplinary action.
- III. Hargrave Military Academy may require without prior notice a biochemical test to a student at any time in an attempt to minimize the negative impact of illegal substances. The cost of such testing is the responsibility of the student’s parent/guardian and will be deducted from the student deposit/account fund.
- IV. The laws of the Commonwealth of Virginia and the policy of Hargrave Military Academy’s Board of Trustees dictate that Hargrave’s campus be a tobacco-free environment. The health and safety of our Students depend upon Students not using tobacco products; this includes vaping and electronic cigarette (e-cigarettes). This form may not be modified in any way
- V. This policy is applicable to all Students enrolled at Hargrave Military Academy.
  1. Students may not possess or use tobacco or tobacco products;
  2. Students may not possess or use the electronic cigarette (e-cigarettes);
  3. The use of tobacco products in a manner which endangers the safety and health of others will lead to immediate disciplinary action;
  4. Students who sell or provide tobacco products or e-cigarettes to other students may be reported to local police and are subject to dismissal.
- VI. Parents/guardians are asked to support this important health and safety policy by:
  1. Not providing tobacco products to your student or other students;
  2. Not smoking and not allowing your guests to smoke and/or use tobacco products while on the Hargrave Military Academy campus;
  3. Not allowing your student or other student to use tobacco products while off campus on pass or leave;

4. Not allowing your student or other students to use tobacco products in your car or at your home.

**Acknowledgment:** By signing below, the parent/guardian acknowledges reading, understanding and agreeing to the policy outlined above. This agreement is valid and remains in effect for the entire period that the student named herein is enrolled at Hargrave Military Academy.

Student's Name: \_\_\_\_\_

I, \_\_\_\_\_, acknowledge that I have read and fully  
*(Signature of parent/guardian)*

understand the contents of this document.

Date: \_\_\_\_\_

## HAZING AND BULLYING PLEDGE

I understand that life in a boarding school community is not dissimilar to life in any town or community. Respect for other members of the community is necessary for successful and enjoyable living. My son will pledge on his honor not to indulge in any form of hazing and/or bullying another member of the Hargrave community. *This includes physical and/or psychological intimidation.*

Student's name: \_\_\_\_\_

**Parental Support Agreement:** As parent/guardian of the above-named student, I agree to fully support the Hazing and Bullying Policy of Hargrave Military Academy. I understand if my student is involved in any activity deemed by the Academy to be hazing and/or bullying, he may be immediately dismissed.

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

## SPECIAL ACTIVITIES PERMISSION FORM

I grant permission for my Student to participate in any live-fire exercise, pertaining to Skeet shooting, Rifle shooting, Archery, Boy Scouts, or any recreational shooting activity. I also grant permission for my student to participate in High Adventure activities including, but not limited to, Go Kart Driving, Zip Lining, rock climbing, rappelling, canoeing, white-water rafting, snow sports, obstacle courses and other physical activities such as running and jumping. I have full knowledge that there are risks involved even under the best of circumstances.

I understand that my Student may be restricted from participating in special activities should their conduct be unsafe, disruptive, violate school policy, or result in disciplinary action.

Should my Student be injured or otherwise made uncomfortable or unhappy due to such participation, I will not hold Hargrave Military Academy or its staff liable.

\_\_\_\_\_ **YES**, my Student may participate, and I agree to the above.

\_\_\_\_\_ **NO**, I do not wish for my Student to participate in the activities as outlined above.

\_\_\_\_\_ **SELECTIVE OPT OUT**, indicate the activities your Student is opting out from.

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Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **PAINTBALL WAIVER**

I, the undersigned, wish for my son to participate in paintball games (hereinafter referred to as the game). I recognize and understand that playing the game involves running certain risks. Those risks include, but are not limited to, the risk of injury, resulting from impact of the paint pellets used in the game. Injury resulting from possible malfunction of equipment used in the game, and injuries resulting from tripping or falling over obstacles on or about the game playing field. In addition, I recognize that the exertion of playing the game could result in injury or death.

Despite these and other risks, and fully understanding such risks, I will allow my Student as named below to play the game. I also hereby hold harmless Hargrave Military Academy and the chosen paintball vendor and indemnify them against any and all claims, actions, suits, procedures, costs, expenses (including, but not limited to, attorney fees and expenses), damages, and liabilities arising out of, connected with or resulting from playing the game, including without limitation, those resulting from the manufacture, selection, delivery, possession, use or operation of such equipment necessary for the game. I hereby release Hargrave Military Academy from any and all such liability, and I understand that this release shall be binding upon the school and any individuals associated with the school. I hereby certify that my Student as named below is in good health and does not suffer from a heart condition or other ailment, which could be exacerbated by the exertion involved in playing the game.

The cost of participation will be deducted from my Student's Incidental Fund. I understand that Students who have signed up for the game but later decide not to play and have not removed their names from the list prior to Mess II on any given Thursday will be charged for the game.

- I give permission for my Student to participate in Paintball.
- I do not give permission for my Student to participate in Paintball.

Student's name: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Hargrave Military Academy - Residential Life  
ROOMMATE COMPATIBILITY QUESTIONNAIRE**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

The primary goal of room assignments is to promote personal growth, friendships and team building within the barracks. To help facilitate this, when possible, efforts are made to match cadets with a roommate that shares common interests. Other considerations such as age, grade and lifestyle traits identified by this survey are also considered. Please take a few moments to tell us about yourself. Please be honest and answer all questions as this information will help us in determining room assignments for next year.

While we will do our best to make matches based on the information provided, please keep in mind the final decision lies with the Military Department and that no roommate will ever be a perfect match.

Questions:

**1) Have you ever lived away from home before? If so, when and where?**

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**2) Tell us about yourself including hobbies and interests:**

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**3) Please describe yourself by "checking" appropriate squares on the following chart:**

Description	Strongly Agree	Somew hat Agree	Neutral	Disagree	Strongly Disagree
I am quiet and would prefer a quiet roommate.					
I am very social and would like a roommate who is outgoing.					
Academics are very important and I plan on studying during my freetime.					
I prefer to study in my room, alone.					
I plan to spend as much time outside of my room in the gameroom, lounges or on activities.					

**4) What sports do you play or plan on playing:**

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**5) Please provide any additional information that you feel would help in placing you with the most compatible roommate:**

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**6) Circle the words that you most closely associate yourself with:**

Neat Messy Organized Disorganized Punctual Late Early bird Night owl Active Studious Social Independent Talkative Quiet Listener Adventurous Safe Shy Athletic Involved Lazy Home-body Driven Creative Natural Trendy Liberal Conservative

**7) Do you have a friend that you would prefer to be roommates with?**

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Thank you for your time in completing this questionnaire, we will do our best to assign a roommate that will best match your interests and personality and look forward to your arrival!



# HARGRAVE MILITARY ACADEMY

## Important Phone Numbers

**Main Switchboard: 434-432-2481**

<b>1SGT Eric Samuels</b>	Commandant	Ext. 2687
<b>TAC Officers</b>	Military Dept.	Ext. 2685
<b>Dr. Jim Tung</b>	Academic Dean	Ext. 2576
<b>Michael Washington</b>	Chaplain	Ext. 2581
<b>Wesley McClure</b>	Director of Admissions	Ext. 2147
<b>Kim Barbour</b>	Registrar	Ext. 2574
<b>Morgan Tyree</b> <i>(scheduling of classes, SAT/ACT registration, etc.)</i>	School Counselor	Ext. 2230
<b>Jeremiah Bunker</b>	IT Specialist	Ext. 3180
<b>TBA</b>	Director of Athletics	Ext. 2686
<b>Ben Veshi</b>	Director of Basketball	Ext. 2682
<b>Angie Haskins</b> <i>(health, injuries, infirmary matters, insurance)</i>	Head Nurse	Ext. 2571
<b>Ms. Barbara Loney</b>	Transportation	Ext. 2691
<b>Duty TAC Cell Phone</b>	Military	434-441-6722
<b>Peg Mayhew</b> <i>(allowance, payments, billing questions)</i>	Business Office	Ext. 2578

## **Guest Accommodations**

### **Gretna/Chatham**

#### Airbnb

114 Reid Street Chatham, Virginia 24531 (The Wall Home)

#### Bower House Bed and Breakfast

60 North Main Street  
Chatham, VA 24531  
(615) 512-8637

#### Airbnb - [Mahalo Suite](#)

Chatham, VA

Email: mahalosuite@gmail.com

Phone: 352-598-1234

#### Keys Accommodations a B & B

146 South Main Street  
Chatham, Virginia 24531  
(434) 432-2735 or (434) 770-7608

#### Hampton Inn - Gretna

200 McBride Ln, Gretna, VA 24557  
(434) 656-9000

#### Private Vacation Rentals at Our Genesis Investments (25 minutes from campus)

5680 Oxford Road  
Chatham, VA24531  
[Massive Country Home](#), 6 Bedroom, 3 Bath Vacation Home  
[Our Private Wooded Cabin](#), 1 Bedroom, 1 Bath Cabin  
<http://www.ourgenesisinvestments.com/>  
[ourgenesisinvestments@yahoo.com](mailto:ourgenesisinvestments@yahoo.com)

### **Danville Virginia**

#### Best Western - Danville

1292 South Boston Rd, Danville, VA 24540  
(434) 483-5000

#### Comfort Inn - Danville

100 Tower Dr, Danville, VA 24540  
(434) 793-2000

Courtyard by Marriott - Danville  
2136 Riverside Dr, Danville, VA 24540  
(434) 791-2661

Holiday Inn Express - Danville  
2130 Riverside Dr, Danville, VA 24540  
(434) 793-1111

Sleep Inn - Danville  
1483 South Boston Rd, Danville, VA 24540  
(434) 793-6090

Hampton Inn – Danville  
1098 Riverside Drive, Danville, VA 24540  
434-793-1111

The Bee Hotel – Downtown Danville  
420 Paton St., Danville, VA 24541  
(434) 234-9440

## **Lynchburg/Altavista, Virginia**

### **[Days Inn by Wyndham Altavista](#)**

1557 Main St. Altavista, VA 24517  
(434) 369-4070

15% off best available rates for a King or Double Queen when booked via the link above

Courtyard by Marriott - Lynchburg  
4640 Murray Pl, Lynchburg, VA 24502  
(434) 846-7900

Fairfield Inn & Suites - Lynchburg  
3777 Candler's Mountain Rd, Lynchburg, VA 24502  
(434) 845-1700

Extended Stay America - Lynchburg University Blvd  
1910 University Blvd, Lynchburg, VA 24502  
(434) 239-8863

Microtel Inn & Suites - Lynchburg  
5704 Seminole Ave, Lynchburg, VA 24501  
(434) 239-2300

SpringHill Suites - Lynchburg  
15171 Wards Rd, Lynchburg, VA 24502  
(434) 237-5848