



### ELON ACADEMY HANDBOOK VITAL INFORMATION

Please see the full handbook for additional information on these and other important topics related to the summer and year-round program.

#### WEEKENDS AT HOME

Depart	Friday, June 16	5:00 p.m.
Return	<b>Sunday, June 18</b>	<b>5:30 p.m.</b>
Depart	Friday, June 23	5:00 p.m.
Return	<b>Sunday, June 25</b>	<b>5:30 p.m.</b>

#### Check-In and Checkout Procedures

Scholars will be staying in the Global Neighborhood residence halls; buildings B and E (2857 Bill Loy Dr, Elon, NC 27244). Family members are required to bring scholars and check them in. Scholars are not allowed to bring their own vehicles. All scholars **MUST BE PICKED UP** from **the residence hall parking lot** unless transportation home has been requested. **Scholars may only be picked up by a person who has been designated by the parent or guardian on the emergency contact information form** that you provided. **A signature of the person picking up a scholar will be required unless you tell us otherwise in writing.** You had the option on the emergency contact form to tell us if you do not want identification to be checked at pickup. All scholars **MUST RETURN to the residence hall parking lot on Sundays at 5:30pm**. Please contact the Elon Academy office 24 hours in advance if your scholar needs transportation.

Please visit this link and scroll down to view photos and a 360 view of a room in Global. <https://www.elon.edu/u/academics/living-and-learning/neighborhoods/global-neighborhood/>

#### LAST DAY

<b>Friday, June 30</b>	Presentations of Learning (scholars and families)	6:30 PM
	Refreshments	7:15 PM
	Closing Ceremony (scholars and families)	7:30-8:30 PM

Families and friends are invited to attend the presentations and closing ceremony on Friday, June 30. All scholars **MUST BE PICKED UP after the closing ceremony** unless transportation home has been requested.

**Summer Academic Advising-** College planning staff will communicate with their scholars about scheduling these family advising sessions.

**Elon Academy Dining Experience-** During the summer residential program, scholars, mentors, faculty, and staff utilize a University dining hall for breakfast, lunch, and dinner.

#### ACADEMIC COURSES

Scholars will take one academic class during the summer program. The classes are highly interactive but also require reading, writing, speaking, critical thinking, and/or quantitative analysis. The goal is to introduce scholars to areas of study that they might pursue in college and to help them build the academic skills and habits of mind to be successful in college.

#### COLLEGE PLANNING COURSES

In addition to academic classes, all scholars in the Elon Academy take a college planning course with their cohort during the summer program. The courses are designed to help scholars understand and navigate the process of planning for and applying to college throughout their high school years.

#### **Pi Class**

College Admissions Essays  
Elon Academy 301 (*Mr. Evans*)

### Rho Class

Elon Academy 201 (*Ms. Emily Winterich-Knox*)

Present Yourself II!

### Sigma Class

Present Yourself II!

Elon Academy 101 (*Mr. Pickett*)

### COLLEGE VISITS

Two days during the summer program, all scholars visit college campuses across North Carolina.

### EVENING CURRICULUM

Several co-curricular learning experiences are provided during the summer program. These experiences provide scholars with the opportunity to make new friends, gain self-confidence, and acquire new knowledge and skill.

Session 1	Session 2
Yoga	Swimming
Tennis	Ultimate Frisbee
Golf	Sand Volleyball
Swimming	E-Sports
Pickleball/Badminton	Poetry
Acting	Art
Marker Hub	Maker Hub

### Visitation

**Immediate family members** are welcome to visit their scholars during lunch or dinner during the summer program (**Monday through Friday only**). **However, Elon Academy cannot provide meals for family visitors.** Families may bring outside food for themselves and/or their scholars, and if so, must eat in the seating area outside the dining hall. If you would like to visit campus, please contact the main office at 336-278-6109 or [elonacademy@elon.edu](mailto:elonacademy@elon.edu) at least 24 hours in advance of your visit. We want to ensure your scholar will be present and not on a field trip or college visit. If you are coming to campus for a visit and need directions, please contact the AOC phone number. It is wonderful for you to see your scholar, and they usually enjoy seeing you! Below are some guidelines to ensure that we know where students are and to make your visitation experience the best possible.

1. **Be on time.** Please be sure to arrive at the beginning of mealtime (Lunch 11:35am-12:05pm; Dinner 5:35-6:05pm).
2. **Leave on time.** Please be prompt about saying your goodbyes. The students have activities starting immediately after your departure; therefore, it is important that parents/guardians say good-bye and leave so that students can prepare for the next activity.
3. **Just family, please.** PARENTS/GUARDIANS are the only individuals who may request visits. Also, although we enjoy meeting the scholars' "significant others," like friends, boyfriends, girlfriends, etc., the Elon Academy is a special time, and the scholars need to remain focused on their purpose in the program. Therefore, we limit visitors to immediate family members (parents, guardians, siblings), ABSS Advocates, and special Elon University guests.
4. If you have any questions regarding visitation, please call the Elon Academy Office (336) 278-6109 or email [elonacademy@elon.edu](mailto:elonacademy@elon.edu).

### Scholar Snacks

If they desire, scholars may bring snacks with them when they come to campus on Sundays. We ask that family members NOT bring snacks to the Elon Academy Office during the week.

### General Illness

1. If a scholar is ill [or has an injury](#), an approved family member or person listed on their emergency contact sheet will be asked to pick up the scholar.
2. If the scholar's illness can be handled through medication, the parents/guardians must bring the medication to campus for the scholar and administer it to their child. If a guardian cannot bring medication to campus to address a scholar's need, the

scholar will be taken home for additional care. **NO Elon Academy Staff, Faculty, or Mentor will ever give medicine to a scholar.**

### ELON ACADEMY CULTURAL GUIDELINES (THE EA WAY)

The Elon Academy is a community. Our expectation is that all members of the Elon Academy community will work together to build, honor, maintain, and sustain the health and vitality of the community and the individuals in it. The Elon Academy honor code is about responsibility, respect, integrity, and honesty. This includes valuing the contributions of a diversity of identities and perspectives. We believe that affirming students' race, ethnicity, class, gender, sexual orientation, religion, and abilities is crucial to an engaged and committed community.

The core values embraced by the Elon Academy are reflected in the habits of highly effective teens described by Sean Covey. These are the ideals that best define our expectations.

1. Be proactive. Take initiative and be responsible for your actions and choices. Use your resources, ask questions, and ask for help.
2. Begin with the end in mind. Mentally and physically commit to the principles, values, relationships, and purposes that matter most in your pursuit of higher education.
3. Put first things first. Make choices around what is most important (sometimes delaying gratification).
4. Think Win-Win. Have a frame-of-mind that seeks for mutual benefit and respect for all.
5. Be self-aware. Acknowledge your strengths, identify your weaknesses, and work to improve.
6. Seek first to understand, then to be understood. Listen with the intent to understand others; have courage to be understood respectively.
7. Synergize. Work together to achieve more.

Any behavior, inside or outside of the classroom (on and off the Elon campus), that is inconsistent with our values and expectations jeopardizes the health and vitality of the community. We have provided the following guidelines in an attempt to more clearly communicate the nature of those behaviors that are detrimental to the Elon Academy community. Through these guidelines, the Elon Academy strives to nurture positive life habits that will help each scholar be more successful.

The following non-negotiable behaviors occurring at any time will result in immediate consequences (items in bold will likely result in immediate dismissal from the program). Faculty, staff, and mentors are **required** to report any non-negotiable behavior. They cannot negotiate with the scholars.

- **Illegal Drugs**
- **Underage Alcohol or Tobacco Use**
- **Violence**
- **Bullying**
- **Stealing**
- **Gang Activity**
- Dishonesty (plagiarism, cheating, lying, etc)
- Ignoring repeated feedback

In addition, during the College Access summer program the following non-negotiable behaviors will result in immediate consequences (up to immediate dismissal from the program)

- Weapons (on campus)
- Sexual activity (includes kissing)
- Being where you are not supposed to be
- Cell phones (not allowed during the Summer Program and turned off during Saturday Academy)
- Televisions, computers, gaming systems, DVDs, or any device that can access the Internet are not allowed during the Summer Program (mp3 players that DO NOT have the capability to connect to the Internet are acceptable). If you are uncertain about the appropriateness of a device, please check with an Elon Academy staff member BEFORE the summer program.

### NON-NEGOTIABLE PROCEDURES FOR SCHOLARS AND FAMILIES

Any scholar who engages in a **non-negotiable** in bold type will be dismissed from the Elon Academy permanently. We cannot be responsible for scholars who engage in illegal activity or behavior that may be unsafe and put themselves or others at risk. All disciplinary actions will be undertaken at the discretion of administrative staff. There is no appeal process.

Any scholar who engages in a *non-negotiable* behavior that is not in bold type or brings a *cell phone or other unapproved device* to campus will be sent home from the Elon Academy summer program for at least 24 hours. To return to the summer program, students sent home must submit a written letter to staff recommitting to the Honor Code and Elon Academy expectations. Elon Academy staff will review the letter and determine student's eligibility to return to campus.

### **Right of Entry**

The University reserves the right to enter student rooms or grant permission to its authorized agent to enter student rooms, for the following reasons: to respond to an emergency, to make needed repairs, to perform routine maintenance, to conduct health and safety inspections, and as necessary to maintain University rules and regulations. Residence life staff will conduct inspections for health and safety conditions and property inventory periodically. More information on Elon University's residential policies may be found here: <https://www.elon.edu/u/residence-life/resources/residential-policies/>

### **Communicating with us during the summer**

The best way to communicate with Elon Academy staff during work hours (8:30 am to 5 pm) of the summer program is through our office phone, 336-278-6109 or email at [elonacademy@elon.edu](mailto:elonacademy@elon.edu). Before and after this time period, you can reach an EA staff member via the Administrator on Call (AOC) cell phone. Summer mentors also have work cell phones. At appropriate times, scholars may borrow the mentor's telephone to call parents or guardians. However, when parents make calls to campus, please call the AOC phone number.

### **Mandated Reporting**

The safety and welfare of our scholars is a primary concern. As such, the Elon Academy and its faculty, staff, and mentors are mandated reporters of child abuse and neglect under North Carolina law. If any member of the staff receives a report of, suspects, or finds evidence of abuse or neglect of a scholar by a parent/guardian/caregiver they are legally required to report this to the Alamance County Department of Social Services (DSS). All reports of abuse or neglect will be taken very seriously by staff. The identity of the reporter and all information shared will be kept confidential. Further information on the topic, as well as reporting procedures, may be found on the DSS website: <http://www.alamance-nc.com/dss/>.

### **Family and Scholar Support**

In recognition of the importance of emotional well-being, the Elon Academy provides free, confidential counseling to both scholars and families in the program, as well as connection to community agencies/resources that may be of benefit. Counseling may be requested by individual scholars or families, or Elon Academy staff may request or require counseling support and/or connection to community resources as part of a comprehensive approach to preparing a student for college success.

Please be aware that there are limits to confidentiality, most notably: (1) when there is a clear risk of harm to scholar, family, or others; (2) when there is reason to believe that a child needs protection, as in the case of abuse or neglect; (3) when the law requires the release of confidential information (e.g., court-order); and (4) when there is a need to obtain appropriate professional consultations. The limits of confidentiality may include sharing pertinent information with other Elon Academy staff to properly structure support and services for the scholar. For more information on these services, please contact Katie LaPlante, Assistant Director of Counseling and Family Programs at (336) 264-1963 or [kwicke@elon.edu](mailto:kwicke@elon.edu). Mrs. LaPlante is a licensed psychologist.



