



Camp Jewell House

“Helping Scholars One at a Time”

Scholar/Parent Handbook

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Mission Statement:

Camp Jewell House Academy provides emotional, social, and academic support for the growth and development of scholars, believing that everyone can learn and develop.

Vision Statement:

Our vision is to build a community of warmth, respect, cooperation, friendship, leadership and compassion for our scholars to create a trail of success.

The scholars, teachers, therapists, and staff are a team working together for a common purpose and cause. Camp Jewell House Academy provides emotional, social, and academic support for the growth and development of scholars. We believe that everyone has the ability to learn and develop.



Educational Philosophy and Goals

Camp Jewell House is committed to the total development of each Scholar. We strive to meet academic, social, emotional and spiritual needs. Partnering with parents, we will do all we can to contribute to the enlightenment, health and wholeness of every child.

We seek to promote **Christian values** in academics and extracurricular activities. We seek to provide an environment conducive to Christian growth by prohibiting smoking, drinking, use of foul language, stealing and other undesirable activities, both on and off campus. By incorporating Christian principles in our curriculum, we seek to teach the Scholars that Christ is essential in all meaningful learning and relevant for daily living.

We view education as a foundation for lifelong learning. We provide a quality enriching academic program in a Christian environment to help our Scholars cope successfully with the challenges of our modern-day society as well as the challenges of higher education.

Chapel

Chapel is held regularly with programs designed to help meet the spiritual needs of Scholars. These programs include praise and worship music, special guests and a regular teaching time. Faculty members will often lead the devotionals, and Scholars are encouraged to share their talents. We may have special times when longer Chapel periods will be held.

Counseling Services

Camp Jewell House partners with organizations to make referrals for therapeutic services for Scholars in need.

Admissions

New Scholar Admission

The following is a list of procedures that will guide new Scholars applying for enrollment at Camp Jewell House. An incomplete application file may result in a Scholar not being considered for acceptance.

- A. Obtain a Scholar Enrollment Application from the admission's Office.
- B. Read all information carefully and submit completed application and information as indicated in the packet:
 1. Current Application for Admissions
 2. Copy of current shot records
 3. Recent photo or snapshot
 4. Nonrefundable Registration fee



Tuition and Expenses

- All registration fees are nonrefundable
- Absenteeism from school does not reduce or prorate tuition fees due
- Tuition is considered due until a signed and dated withdrawal form is received
- Lates Fees are assessed for past due accounts as outlined in annual application

****All accounts must be and remain current.** Scholar fees must be paid by the beginning of each week or late fees will be assessed.

Returned Check Charges

CAMP JEWELL HOUSE does not accept personal checks.

Refund Policy

Application, Enrollment and Registration Fees

Application, enrollment and registration fees are non-refundable and non-transferable from one Scholar to another or from one program to another.

Fees

Weekly fees are non-transferable from one Scholar to another or from one program to another. Weekly Fees are non-refundable unless one of the following criteria applies:

- a. Medical withdrawal of the Scholar for any physical disability certified to and treated by a legally qualified medical practitioner. (Medical documentation required.)
 - b. Job related transfer of parent or guardian beyond a 50-mile radius of the City in which CAMP JEWELL HOUSE is located. Documentation of such transfer is required if a refund is requested.
- B. If withdrawal occurs on or after the first day of school, and one of the above criteria (1 or 2) applies, tuition will be refunded, prorated to the end of the current week.
 - C. No Refund will be given if monies are owed on any other account. The amount owed must be paid first or will be deducted from the refund due.
 - D. When a Scholar withdraws from CAMP JEWELL HOUSE (for any reason), a letter of explanation is required to request any refund which applies.

Scholar Withdrawal Procedures

The procedures listed below should be followed when a Scholar withdraws from Camp Jewell House for any reason (moving, medical, etc.).

- A. Notify the Admissions Office **in writing** of the exact date of withdrawal as soon as possible. The admission's Office will notify the appropriate campus and a Scholar Checkout sheet will be initiated reflecting the last date of enrollment. The sheet will be circulated to all areas required (teachers, sponsors, coaches, library, lunchroom, business office, etc.), for completion.



- B. For voluntary withdrawal, write a letter informing the school of the reason for withdrawal. Please include a forwarding address.
- C. Scholars receiving funding through the Georgia Special Needs Scholarship (GSNS) program that withdraw voluntarily or involuntarily will be billed the weekly rate of tuition in accordance with GSNS guidelines. Please refer to the GSNS website for more information.

Supplemental Programs

Summer School

Please call the Admissions Office 770-785-5000 for more information.

Miscellaneous

Insurance

A minimum of a 24-hour accident insurance policy is required for all Scholars and is the responsibility of each parent to obtain each policy. ***A Scholar accident policy is available upon request and must be purchased if the Scholar is not covered under another policy. (Around-the-clock coverage is required for Scholars in all grades.) Camp Jewell House assumes no responsibility for Scholar injury claims during school activities.***

Record Changes

It is the responsibility of the parent or guardian to notify the Admissions office of any changes: name, address, phone numbers (home, work, cell), email addresses, job or insurance company, or Scholar's medical condition.

Grade Changes and Repeating a Class

Grades submitted by teachers at the end of the term are final and are not subject to change on the basis of revision of judgement such as a new exam or additional work completed after the original grade has been submitted. Grades may only be changed due to the following:

1. Correction of error in grading, or entering a grade wrong
2. Submitting a final grade for an "I" grade (see Incomplete Grade Policy below)

The Teacher of Record is responsible for requesting a grade change using the grade change process outlined below. Any correction of a grade must take place within one year of the start date of the course in which the grade was assigned. *Ex. Student receives an "I" for English 1 S1 on Dec 1, 2017 so the grade change must be request by Aug 21, 2018 – exactly 1 year from the first day of class. Initial reporting of a grade does not require the grade change process, if the grade was not initially recorded then*



the school must open the grade book to enter the original grade and request a revised grade report card and/or transcript.

Instructions for Changing Grades or Repeating a Class

- Grade changes must be approved by the school leader
- Expired Incomplete grades and F's must be approved by the Executive Director
- For Repeating a class, the parent/scholar must request in writing a request to complete

Lost or Damaged Property

Families must pay **in full** for any property (books, furniture, buildings, etc.) which a Scholar loses or damages. To receive a refund of monies paid for a lost textbook, the book must be returned in good condition within 30 days after the last day of school in the current school year.

Scholars must pay for any CAMP JEWELL HOUSE property stolen from them while in their possession. CAMP JEWELL HOUSE will not be responsible for lost or stolen articles belonging to a Scholar.

Scholar Searches

The administration reserves the right to search Scholars' personal possessions, including but not limited to: Scholars' backpacks, electronic devices, lockers, desks and cars if the need arises.

Phone Calls/Cell Phones/Electronics

Personal laptops are not allowed unless special permission is obtained from the Director. Scholars may not use cell phones, hand-held personal electronic devices (i.e., iPod, iPad), hand held games, portable DVD players or other audio/visual devices during camp hours. These devices will be taken away from the Scholar. Cell phones are not allowed during camp hours. All cell phones must be turned off and in the Scholar's backpack, locker or vehicle during school hours. Any cell phone (or other electronic media) that is taken away during camp hours is given to the appropriate Director, and the parent will need to see the Director to get the phone back. (This policy is per semester).

1st offense – 1-day confiscation

2nd offense – 1-week confiscation

3rd offense and thereafter –confiscation for the balance of the school year

Scholar Lockers

All Scholars have access to a locker. Lockers (interior and exterior) must be kept clean and graffiti free. Scholars are required to bring their own lock, or they can purchase one



at the camp store. At the end of the school year, the Scholar is responsible for the condition of his/her locker. The lockers are Camp Jewell House property and to ensure a safe environment, the Administration reserves the right to inspect them and their contents.

Only “painter’s blue tape” should be used for decorating lockers. Scholars must furnish their own lock for P.E. Locker. Athlete Lockers are also available.

Privileges Reserved

A Scholar’s likeness may be photographed or videotaped by the camp in the course of camp activities and may be used in promotional and/or advertising materials, including the use of video and still photos on the website. Camp Jewell House reserves the right to use any Scholar photos for publicity purposes. Discretion will be used.

Extracurricular Activities

At CAMP JEWELL HOUSE we have many activities in addition to the regular curriculum. We offer recording studio, soccer, basketball, track, cheerleading, football, voice, acting, dance and cross country for both boys and girls; In addition to athletics, we also have various groups (included but not limited to) such as Club LOVE and King Forum.

Attendance

All Scholars must sign in by 8am unless arrangements were made and approved by the director in advance or Scholar has a doctor’s note.



Illnesses and Emergencies

For the well-being of your Scholar and his/her campmates, a Scholar will not be admitted to camp if he or she has or has had a fever, has vomited, or has symptoms of a possible communicable disease during the previous 24 hours.

Please notify the camp if your Scholar has a communicable disease. After a Scholar has had a communicable disease, such as chicken pox, pink eye, impetigo, etc., he/she will be readmitted to camp only upon written approval of an attending physician.

Parents **must** call the appropriate campus regarding Scholar absences as early in the day as possible.

Planned Absences

Parents must notify the Director's office two weeks in advance and in writing of any anticipated absences due to trips. Failure to do so may cause the Scholar to lose their admission.

Exams are very important. It is mandatory that all Scholars be in school in order to take their exams. Therefore, **DO NOT make planned absences prior to OR DURING mid-terms and final exams.**

Tardy Policy

Thank you for making every effort to have your Scholar at camp on time. A lifelong habit of being on time will be established for your Scholar.

- A. A parent must accompany the Scholar to the office and sign him/her in.
- B. Scholars arriving after meal cut off times will not be allowed to eat until the next scheduled meal.

Leaving Campus or Class during the School Day

Scholars who leave campus during the school day must be picked up and signed out by a parent/guardian at the appropriate office.

All Scholars leaving must sign out by approval of the front office. Scholars may not leave for lunch or other nonessential reasons unless they are accompanied by a parent and given permission by an Administrator.

Visitors

We have a general "no visitor" policy at CAMP JEWELL HOUSE. ***Guests must meet CAMP JEWELL HOUSE's dress code and grooming guidelines.***

Scholars from Camp Jewell House, who invite guests to school activities, are responsible for instructing their guests regarding CAMP JEWELL HOUSE policies. CAMP JEWELL HOUSE alumni, family, former Scholars (from out of town) and youth ministers may visit the campus with permission from the Administration but should



obtain a pass from the office. These visits should be at times other than regular class times. **Dress must be modest and acceptable.**

Dress Code

Camp Jewell House stresses the Biblical standard of modesty and appropriateness of dress (Romans 12:1), the expectation of a neat and clean appearance, and a Christ-like attitude. Scholar manner of dress should not detract from the Scholar's mission and values. Dress and appearance have a direct influence on the camp environment. Dress is often related to the attitude and demeanor of Scholars in their campus relationships and in their communication with faculty and staff. Scholars must always adhere to the dress code while on campus. Scholars must be sure to dress modestly and appropriately while at camp functions off campus. Parental review before a Scholar leaves for school is an important contribution to meeting dress code standards.

Dress Code Standards

- Shorts or skirts must extend past the Scholar's fingertips.
- Proper footwear is to be worn at all times for safety purposes. Tennis Shoes (also known as Sneakers) only.
- Any clothing, jewelry, backpacks, binders, book covers, etc., with logos, slogans, pictures promoting drugs, alcohol, tobacco, sexual imagery, rebellion against authority, gangs, or anything that is contrary to Christian standards may not be worn/brought to camp.
- Spirit shirts must be worn on all fieldtrips.
- Body piercing or tattoos (permanent or not) are not allowed. Scholars are to refrain from body piercing and tattooing while attending CAMP JEWELL HOUSE with the exception of pierced ears for girls.
- Scholars entering CAMP JEWELL HOUSE who already have body piercing(s) are required to remove them while on campus and at all camp sponsored activities. Covering piercings with a patch or band aid is not sufficient, as well as clear spacers. Girls pierced ears should be appropriate and not excessive (determined by the Administration).
- Hair should be neat and clean.
- Hats are not allowed on campus at any time during camp hours, and hoods are not to be worn inside buildings. Stocking caps or beanies may be worn outside during cold weather.
- Sunglasses must not be worn indoors.

Standards of Conduct/ Behavior Code

All Scholars and parents are **required** to read the Scholar Handbook, including the "Standards of Conduct/Behavior Code." Acknowledgment and acceptance of this reading is recorded either electronically or on an application. (Exception: If Scholars are too young to read, parents should explain the contents as appropriate.) We expect our Scholars to be good examples of proper Christian behavior both on and off campus.



Any violation of these standards, on or off campus, is grounds for suspension or dismissal from school with tuition refund penalties. (Refer to **Tuition Refund Policy**).

Honor Code

The Camp Jewell House Honor Code will be read and signed by all Scholars in 6th through 12th grades.

Standard of Conduct

Camp Jewell House maintains high standards of behavior and conduct for all its Scholars. We have a fundamental statement of faith and a general, conservative philosophy of education. CAMP JEWELL HOUSE Christian must, therefore, provide an environment conducive to spiritual growth and development of young people who are not yet mature Christians. A standard of conduct based on the following Biblical imperatives is necessary to provide such an environment. The Christian will endeavor to be sensitive to the spiritual needs of the world and to other Christians' physical, mental or spiritual well-being (*1 Corinthians 9:27*).

A sense of the need for spiritual growth in the light of these principles has led CAMP JEWELL HOUSE to adopt the following standards. These are conducive to the environment that will best promote the spiritual welfare of the Scholar. The camp, therefore, requires each Scholar, whether at home, school or elsewhere:

- A. To maintain Christian standards of morality, honesty, courtesy, and kindness.
- B. To refrain from the use of swear words, pornography and using indecent language; from use of tobacco products, drinking alcoholic beverages, abusing drugs, using illegal drugs; from stealing, gam-bling or being involved in any other activity which would dishonor Christ or the Christian reputation and honor of Camp Jewell House. The selection of the restrictions mentioned in this pledge may appear arbitrary to some, but, while not condemning others who see differently, Camp Jewell House believes that these specific types of conduct are detrimental to the standards established as its objective. Scholars are expected to abide by these standards throughout their enrollment, whether **at home, school, camp or elsewhere**. Scholars found to be out of harmony with the CAMP JEWELL HOUSE Christian ideals of work and life may be invited to withdraw whenever the general welfare demands it, even though there may be no specific breach of conduct.

In this atmosphere of definite and positive Christian standards, professional scholastic planning and genuine personal relationships between faculty and Scholars, there is fine opportunity for the development of strong Christian character.

Litter and Trash

Camp Jewell House takes pride in having a clean and safe environment, and Scholars are to respect the campus by picking up after themselves and encouraging others to do the same. All trash and recyclables should be placed in the proper receptacles located throughout the campus.



Vandalism and Graffiti

Damaging or defacing school property is a serious offense and may result in dismissal from school.

Behavior Code

The following policies are designed to promote the best possible learning environment in the classroom and to instill the importance of accepting authority and responsibility in each Scholar. Each Scholar is required to be obedient and respectful to the authority of the camp staff and to address each staff member with “yes, sir,” “no, sir” “yes, ma’am,” and “no, ma’am” Discipline is the primary responsibility of the teacher. However, if inappropriate behavior continues, a lunch or morning detention or a parent conference may be necessary. As a last resort, a teacher may send Scholars to the office if the situation so demands. Generally, common sense should guide all behavior. However, the following will not be tolerated at CAMP JEWELL HOUSE and may be grounds for suspension or expulsion:

- A. Leaving class/play station without permission.
- B. Use of profane language or lying.
- C. Disrespect toward teachers/counselors or other Scholars.
- D. Refusal to obey a teacher, counselor, administrator, etc.
- E. Use of or having possession of, tobacco products, alcohol or drugs.
- F. Fighting, rough play
- G. Flammable materials such as matches and lighters.
- H. Destruction of property (school or others')
- I. Stealing
- J. Possession of a knife, club, stick or any such instrument, including pepper spray, which could conceivably be used as a weapon
- K. Bullying or harassment, whether physical, verbal or through the use of cyber or other electronic devices.
- L. Play gangs or gang activity of any kind
- M. Any other activity not included in this list that is deemed inappropriate by the School Administration
- N. The following may be grounds for a Lunch or Morning Detention:
 - a. Throwing trash on grounds or in buildings



- b. Rough play, tackle football, and other physical play that can result in injury
- c. Tardy or failure to come to class prepared (book, pen/pencil, paper, etc.)
- d. Talking or passing notes in class
- e. Handholding, hugging, kissing and other overt signs of affection (PDA–
Public Display of Affection)

Appropriate Sexuality and Relationships

- At Camp Jewell House we strongly desire to build upon a Biblically based foundation for Scholars in the area of relationships and encourage parental interest and counsel in these matters. To encourage proper conduct, CAMP JEWELL HOUSE upholds these guidelines:
 - Scholars commit to refrain from public displays of affection. This includes kissing, sitting on another Scholar’s lap, extended embracing or holding hands at camp, in the parking lots and at camp related activities.
 - Scholars commit to refrain from inappropriate play or physical contact which may be interpreted as sexual in nature.
 - Scholars commit to refrain from traveling to campus areas deemed off limits and unsupervised in search of privacy.
 - While Camp Jewell House wishes to encourage the development of appropriate relationships, we also desire they be wholesome and God-glorifying.
- It is important that Scholars ‘companionship be broad enough to enable them to have a variety of social contacts with many members of the opposite sex. For this reason, we encourage frequent social times of fun, recreation, and fellowship. Exclusive relationships can be harmful not only to the couple involved, but also to those they may be excluding.
- Should improper relationships develop; the Scholars involved will be counseled. Should they continue, parents will be notified, and a conference may be held to correct the behavior. If there is any doubt whatsoever whether an activity is right for a couple, it should be avoided. An unmarried couple should avoid activity that tempts them toward sex or that gives an appearance of immorality.

Bullying (ANTI-BULLYING & SEXUAL HARASSMENT POLICY)

CAMP JEWELL HOUSE Commitment

Camp Jewell House is committed to maintaining an environment in which all individuals treat each other with dignity and respect, and which is free from all forms of intimidation, exploitation and harassment. The school is prepared to take action to prevent and correct any violations of this policy and anyone who is found in violation of this policy will be subject to disciplinary action up to and including withdrawal from camp and/or termination of employment.



Definition of Bullying

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

There are three types of bullying:

1. **Verbal bullying** is saying or writing hurtful words. Verbal bullying includes teasing, name-calling, inappropriate sexual comments, taunting, and/or threatening to cause harm.
2. **Social bullying**, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes leaving some-one out on purpose, telling other children not to be friends with someone, spreading rumors about some-one, and embarrassing someone in public.
3. **Physical bullying** involves hurting a person's body or possessions. Physical bullying includes hitting/kicking/pinching, spitting, tripping/pushing, taking or breaking someone's things, and making mean or rude hand gestures.

Definition of Cyber Bullying

Cyber bullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites. Examples of cyber bullying include mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles.



Definition of Sexual Harassment

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status, or progress.
2. Submission to or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through CAMP JEWELL HOUSE.

Examples of Sexual Harassment

- Unwanted sexual advances or propositions.
- Offering academic benefits in exchange for sexual favors.
- Making or threatening reprisals after a negative response to sexual advances.
- Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons or posters.
- Verbal conduct such as making or using derogatory comments, epithets, slurs and jokes.
- Verbal abuse of a sexual nature, graphic verbal commentaries about an individual's body, sexually de-grading words used to describe an individual, suggestive or obscene letters, notes or invitations.
- Physical conduct such as touching, assaulting, impeding, or blocking movements.

Scholar/Scholar Harassment is prohibited. Employee/Scholar Harassment is prohibited.

What to Do If You Experience or Observe Bullying and/or Harassment

Scholars who feel that they have been subjected to bullying and/or harassment are encouraged to promptly report the matter to a trusted teacher or Administrator.



Scholars who observe conducts of bullying and/or harassment are also encouraged to report the matter to a teacher or administrator. Camp Jewell House is committed to each Scholar's success in learning within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. Our school works to ensure that all Scholars have the opportunity and support to develop to their fullest potential and share a personal and meaningful bond with people in the school community.

SOCIAL NETWORKING POLICY

Scholars at Camp Jewell House are held in high regard and are seen as role models in the community. As such, we have a responsibility to portray our school, community, and ourselves in a positive manner at all times. It is also important to remember that being a Scholar at CAMP JEWELL HOUSE is a privilege not a right.

In recent years, Facebook, Instagram, Twitter and other social networking sites have increased in popularity and are used by many Scholars at CAMP JEWELL HOUSE.

Scholars may not be aware that third parties, including the media, faculty, parents, future schools, and future employers can easily access their profiles and view all personal information. This includes all pictures, videos, comments, and posts. Inappropriate material affects the perception of the Scholar and Camp Jewell House. This can be detrimental to a Scholar's future and to the school. Examples of inappropriate and offensive behavior concerning participation in online communities may include depictions or presentations of the following. These are examples and are not intended to be an exhaustive list.

1. Posting photos, videos, comments, or posts showing the personal use of alcohol, tobacco, such as cans, shot glasses, bottle(s) of liquor, etc.
2. Posting photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
3. Posting pictures, videos, comments or posters that condone drug related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
4. Using inappropriate or offensive language in comments, videos and other postings. This includes threats of violence and derogatory comments against Scholars, faculty, courses, or other programs, etc.



If a Scholar's profile and its content are found to be inappropriate in accordance with the above behaviors, the Scholars will be subject to appropriate punishment which may include expulsion.

Detention

Detention will be given at the discretion of the teacher or administrator. Tardiness, disrespect toward others, disrupting class, and disobedience are a few of the reasons for which a Scholar may receive detention.

There are two types of detention at CAMP JEWELL HOUSE: lunch detention and morning detention. Lunch detentions will be served at the appropriate lunch. Morning detention will meet in the gym. Scholars will need to dress appropriately to do hard, vigorous physical exercise. Those who are unable to exercise will clean the restrooms or do some other chore assigned by the supervising instructor.

Five morning detentions will be the limit for any Scholar in one semester. A Scholar receiving a *sixth morning detention* in one semester will be suspended for one day. A Scholar who is assigned a morning detention after he has been suspended for one day will receive an additional one-day suspension. The *sixth suspension received through this process* in one school year will result in a permanent dismissal from CAMP JEWELL HOUSE.

NOTE: After an elementary Scholar receives six lunch detentions, the parents will be called. If the Scholar receives seven lunch detentions in a semester, he/she will lose all recesses for one week.

Behavioral Probation

A Scholar may be placed on behavioral probation for a number of reasons (i.e., suspension, recommendation from administration, disrespect to a faculty member, etc.). A Scholar on behavioral probation is expected to conduct him/herself in an orderly fashion. If a Scholar is suspended while on behavioral probation, the Scholar may be asked to leave Camp Jewell House or be expelled.

Suspension/Expulsion

Suspensions will be used at the discretion of the Principal. Participation in sports during the term of a suspension will not be allowed and may include a Saturday. Removal from the team after suspension will be at the discretion of the coach and Athletic Director with the approval of the Principal.

Scholars who are suspended from school must make up all work missed. Scholars on an out-of-school suspension are not allowed on campus. **Seniors**



who are suspended during their senior year are not allowed to go on the Senior Trip. (An appeal may be made to the High School Principal.)

Expelled Scholars are not permitted back on campus until the following school year and only with permission from the Administrative Committee, Expelled Scholars must wait an entire year to apply for readmission to CAMP JEWELL HOUSE. Suspensions are the responsibility of the Principal. Expulsions are the responsibility of the Administrative Committee. Appeal of an expulsion must be done by the parent to the Board of Directors of the school via a written request within seven days. The Board will rule on all expulsion appeals.

Medical

Immunization records are on file for each Scholar and teacher. Teachers report all physical problems to the office. Parents are informed (as needed) so that proper medical attention may be rendered if needed. CAMP JEWELL HOUSE Christian School does not have licensed medical personnel on campus. A medication form must be completed for Scholars that require medicine during school hours. A release of liability agreement is required for Scholars with a serious medical condition that may require emergency treatment. Teachers on duty or one of the coaches render First Aid in the event of an accident Parents are then notified immediately and an accident report form is filled out. A copy is given to the parent for the doctor (if necessary), and a copy is filed.

Insurance

Scholars of CAMP JEWELL HOUSE are required to have accident insurance before being admitted to our school. For Scholars who are not covered, the school has a plan available. No Scholar is allowed to stay in school unless he/she is covered by accident insurance.

In case of injury requiring immediate action, Camp Jewell House will call 911 and is only prepared for 'first response' until the 911 team arrives.



Camp Jewell House ADMINISTRATION

Jewell Hunter
Executive Director
Principal

Bishop Blackmon
Facilities Manager

Ethel Richards
Operations Manager
Program Director

W. K. Hunter
Athletic Director

Mailing Address:
Camp Jewell House
P.O. Box 503
Conley GA 30058

Admissions Office:
(770) 785-5000 (phone)
(770) 785.5088 (fax)

Email: info@campjewellhouse.org



Camp Jewell House

“Helping Scholars One at a Time”

I acknowledge receipt of the Camp Jewell House Handbook. As the parent/guardian, I will become familiar with the policies and guidelines of Camp Jewell House and will make sure that my child maintains the standards within the handbook provided while attending the school and while participating in any of the established programs. I further understand the consequences, detailed in this handbook, should my child or I (parent/guardian) fail to comply with the rules established in this handbook provided.

NOTE: One printed copy available per scholar family. Additional printed copies available upon request for a fee of \$25.00.

Printed Name / Signature

Date