

The Webb School

Residential Life Information for New Families

Welcome to our Webb Family! Below is a list of important information that will help you prepare for your upcoming year at The Webb School. Most of the information below can be found in The Webb School Student Handbook, which is posted on our website at www.thewebbschool.com/students.

Key Dates for 2017-2018:

August 10	New International Students Arrive to Campus
August 11	Orientation for All New International Students (begins at 11:30 am)
August 12	New Non-International Students and Returning Domestic Students Arrive to campus
August 12	Orientation for All New Students and Families
August 14	Classes Begin
September 15-17	Parents' Weekend
October 9, 10	Fall Break
Nov. 17-Nov. 27	Thanksgiving Break (campus closed, break begins at 3:05 on Nov. 17, classes resume on Nov. 28)
Dec. 17-Jan. 3	Christmas Break (campus closed, break begins after last exam, classes resume on Jan. 4)
February 12, 13	Winter Break
March 23-April 2	Spring Break (campus closed, break begins at 12:05 on March 23, classes resume on April 3)
May 24	Last Day of Final Exams

Opening Weekend:

All boarders are required to stay on campus both opening weekend and the second weekend of school (August 12-13 and 18-20). After these weekends, boarders may leave for a weekend away from campus if they fill out a weekend leave request in Boardingware, our residential life software, **by 1:00 pm on the Thursday prior to the weekend.**

Travel Plans and Transportation:

If your child will need transportation from the airport for registration weekend, please send an itinerary to Melissa James at mjames@webbschool.com or call 931-389-5701. The office is open between 8:00 am and 4:00 pm CST. The School can provide transportation, and the fee is billed to the student's account. Itineraries are due two weeks prior to any break if the child is flying. It is very important for Ms. James to know travel plans as soon as possible so she has adequate time to arrange transportation.

General Release and Medical Forms:

Residential students are required to submit the following medical forms **prior** to their arrival: General Release form, Tennessee Immunization form, and Physical Examination form. In addition, families must complete the Parent's Medical Report in the online enrollment forms. We cannot stress strongly enough the importance of submitting these forms prior to arrival. In the event that we need to seek medical attention for your child, doctors and hospitals will not treat students without the general release form, so we need to have it available from the moment the student arrives on campus.

Medications:

No medications of any kind, including common over-the-counter items such as ibuprofen, vitamins, etc. may be kept in the room unless pre-approved by the nurse. All medications must be kept with the nurse. Over-the-counter medications are available in each dorm's first aid kit. You may contact our school nurse in the Health Center at [931-389-5770](tel:931-389-5770).

Roommates and Dorm Placement:

Attached is a roommate questionnaire form. In order for us to try to create the best match possible, we ask that it be filled out as soon as possible and sent to admissions@webbschool.com. We will inform each student of their roommate and dorm assignment one week prior to arriving on campus.

Internet Access:

All residents have wireless Internet access in their rooms. To access the system, the student's computer must have a D-Link or other type G wireless adapter. To protect the school's system, the computer must also have current virus protection that is routinely updated online. Students who do not bring a computer will still have access to email and the Internet through computers in the common rooms of each dorm and in the library.

Cell Phones:

Students are allowed to have cell phones. We have a Verizon cell phone tower on our campus so Verizon offers the most reliable coverage in the Bell Buckle area. Webb can assist in providing cell phones and service for international students. The service is through Verizon, and monthly costs range from \$50-90 and will be charged to the student's account. Students will also need to purchase a phone, which costs anywhere from \$0-\$300. The minimum contract is 1 year. Parents must authorize this expense by completing a form that will be available at orientation.

Athletics:

Fall athletic practices begin before the start of school in the following sports: Football, Girls' Volleyball, Girls' Soccer, Cross Country, and Golf. A more detailed schedule will follow. Any students who wish to participate need to contact Athletic Director, Scott Dorsett, at sdorsett@webbschool.com or 931-389-5751 for further information.

Dorm Room Furnishings and Incidentals:

Each room is furnished with a bed (including a mattress and mattress pad but not a pillow), a desk and chair, a dresser, a closet, and a wastebasket. Upon arriving at the dorm, you will be asked to complete a check-in sheet that indicates the condition of the room and furnishings. While reasonable wear-and-tear is expected, other damage to the furnishings or facilities will be the student's responsibility after check-in. A deposit is billed to your account which is fully refunded at check-out if all furnishings and facilities remain in good condition and the room is properly cleaned.

Students may wish to bring the following items for their rooms:

- desk lamp
- laundry bag or basket
- lock box
- computer (laptop preferable for space reasons)
- throw rug
- trunk or footlocker (can be purchased in the Student Store)
- bath mat
- radio or stereo & stand
- cell phone
- small bookshelf or storage unit

Students may NOT bring the following items:

- Drug or alcohol related posters, displays, etc.
- Posters, calendars, magazines, etc. which contain nudity or sexually explicit material
- Sofas, large chairs, tables, and other unwieldy furniture (unless pre-approved)
- Refrigerators
- Televisions
- Computer monitors larger than 21 inches

- Hot Plates, hot pots, toasters, rice cookers, George Foreman grills, sun lamps, corn poppers, microwaves, soldering irons, heaters, or similar appliances with heating elements
- Weapons of any kind
- Matches, lighters, candles, incense, fireworks, or any other item the operation of which involves a flame

Leaving Campus:

For safety reasons it is imperative that the dorm faculty know where students are at all times. Any time a student is going to leave campus, he or she must sign out via Boardingware in the Dorothy Elkins Student Center with an adult and must sign in immediately upon return. During the academic day, all students must sign out and sign in at the Dorothy Elkins Student Center. After the academic day on weekdays, boarding students sign out and in with the adult on duty in their dorm. When signing out to leave campus, students must be precise about their plans and how they can be contacted. If their plans change, the School must be notified of the change. If a student misrepresents his/her whereabouts, the sign-out will be considered a violation of the Honor Code. Students may not sign out or sign in for other students. Under most circumstances, students must be current with all academic requirements in order to leave campus on a county or weekend leave.

On most weekends students have the option to take overnight leaves. The student must submit a leave request in Boardingware by 1:00 pm on Thursday. An invitation from the host family and permission from the student's parents must be on record before the leave is approved. Weekend leaves may begin after a student's last school commitment on Friday. The student return time varies depending on class year as well as academic and disciplinary standings. When signing out to the home of another student, it is expected that the student will be properly chaperoned by the host parent for the entire weekend. If plans change during the weekend, then it would be expected that the host parent contact the parents of the guest student. The Dean of Residential Life must clear overnight visits during the academic week.

Bank Accounts:

All boarding students are advised to have a debit card to use for personal purchases throughout the year. This debit card can be through a bank in their hometown; otherwise when they arrive on campus Webb will help them set up an account at First Community Bank in Shelbyville.

Automobiles:

Any boarding student who is a licensed driver may have a car on campus. Vehicle permission forms are to be filled out along with the online enrollment forms. Keys must be turned in to the Dean of Residential Life. Car use depends on academic and behavioral standing and on guidelines set forth by the student's parent(s). Boarding students may not ride in any other student's vehicle unless they are properly signed out and have riding permission on file.

We hope you will find this information helpful as you prepare for registration. If you have any other questions or concerns, please contact the Dean of Students, Andrew McRady at 931-389-5705 or amcrady@webbschool.com, or the Dean of Residential Life, Teal Lynch at 931-389-5727 or tlynch@webbschool.com.