

General Information



ADMISSION TO THE SUMMER SESSION: Admission is granted to qualified students in the order in which registration forms are received. Our program welcomes students from any school and of any race, religion, and national or ethnic origin.

Registration is on-going until the first day of class. Some classes fill quickly so we encourage you to enroll early. All students, except current Hockaday students, must complete a Parental Authorization and Release Form, which must be returned to Hockaday before a student may attend Summer Session courses or camps.

AGE-APPROPRIATE COURSE SELECTION: Most classes include students from several grade levels. These grade levels are offered as guideposts, not restrictions. We assume you will enroll your child in programs most appropriate for his or her intellectual, emotional and social development. At the beginning of each program, teachers make careful assessment of each student to ensure appropriate placement.

TUITION AND FEES: A nonrefundable application fee of \$25 and a nonrefundable deposit of \$75 must accompany a student's registration. The deposit of \$75 will be applied to the student's total tuition costs.

ACADEMIC CREDIT: Students should discuss academic credit with their home school before coming to Hockaday since the decision to grant credit rests with that institution. Upon request, we will provide full course descriptions and, at the end of the summer, transcripts. Every effort will be made to help students secure credit for work at Hockaday.

A maximum of three absences is allowed in 6-week credit course work and a maximum of one absence in a 3-week credit course work for Hockaday students. This rule is strictly upheld by the faculty. The Hockaday School is accredited by the Independent Schools Association of the Southwest.

CANCELLATIONS AND REFUNDS: Deposits will be refunded ONLY if an offering is canceled by Hockaday; otherwise, they are non-refundable. A 75% refund (less the application fee and non-refundable deposit) will be given for cancellations on or before May 31. After June 1, no refund will be made to any student who withdraws from all or part of the session or is dismissed from the session unless a course is canceled by Hockaday.

SCHEDULE CHANGES: Students are allowed to change their schedules one time per session at no charge. *Any additional schedule changes will result in a \$25 per change fee.*

REPORTS: Parents will receive a written report for middle and upper school academic classes at the conclusion of the summer session.

TRANSPORTATION: Students should arrive on time and be picked up promptly at the end of classes via the Forest Lane parking lot. Parents are responsible for prompt drop off and pick up of students. Student parking is limited to the Forest Lane parking area. Students taking tennis may be dropped off at the Tennis Center at the south end of the campus. (Take Rosie Mae Bell Lane off of Welch Road.)

Kindergarten through Fifth Grade students may enroll in the Extended Day Program if they need to be on campus before and after school. Students in the Early Bird Program should use the Welch Road entrance.

Middle and Upper School students may use the Upper School library until closing promptly at 5:30 p.m.

DRESS CODE: The atmosphere and dress are informal. Tasteful shorts and slacks are the most common style of dress inside and outside of the classroom. We recommend that Lower School students wear closed toe or tennis shoes.



General Information, **CONTINUED**

GENERAL INFORMATION

PROCEDURE AND STANDARDS OF BEHAVIOR: The Summer Session at Hockaday is relaxed and informal, but the school assumes that students attend because they are excited about their educational opportunity. It is our expectation that those who are accepted will attend all classes and activities. The standard for behavior is honor. Cooperation with the spirit as well as the letter of the program and consideration for the rights and property of everyone are expected. In addition, the school reserves the right to dismiss any student who consistently neglects his or her work, whose attitude is contrary to the goals and spirit of the Summer Session, or whose conduct is considered harmful to himself/herself or to the school.

It is expected that every student, in joining the Hockaday community, intends to follow the stated procedures and standards of behavior and to strive toward consideration of others in thought and action. As a Hockaday Summer Session student, you are required to follow the school rules and uphold appropriate standards of behavior as detailed below:

- Use appropriate language, good taste in dress, and show courtesy and respect to all with whom you come in contact;
- Observe procedures for use of the library, the infirmary, all school equipment and the dining hall;
- Have food or drink only in authorized places (the dining room and outside of school buildings); and
- Be responsible for your own property and have respect for the property of others.
- It is a requirement that students are on time to classes and all scheduled activities.
- Smoking and the use of any tobacco products are not permitted on campus or during any off-campus school-related activities.
- Any major infraction may result in automatic dismissal. The Director of Summer Session makes all decisions concerning student dismissals. Major offenses include:
 - Conduct on or off campus detrimental to other students or to the standards of the school, hazing other students;
 - Dishonesty in any form (cheating, lying, plagiarism, stealing, etc.); and
 - Possession of weapons or dangerous materials, of alcoholic beverages, or any unauthorized drugs and/or evidence of their use.

The statements in this brochure are for information purposes only. Hockaday reserves the right to alter the specifics of any program and to add, delete or change any offerings.

We want to provide the most positive experience possible for your child. If he/she needs any special accommodations or if there are any situations of which we should be aware, please let us know.

EMERGENCIES

In case of an emergency, phone the Summer Session office at 214.360.6534.



VISIT OUR WEBSITE: WWW.HOCKADAY.ORG TO VIEW CHANGES AND UPDATES.