

# FAIRMONT PREPARATORY ACADEMY BOARDING COMMUNITY TERMS AND CONDITIONS

## INSTRUCTIONS

These Terms & Conditions must be read by the international student applicant and his/her natural parents/legal guardian. The international student applicant's parent or legal guardian must initial where indicated.

Read the Declaration at the end of these Terms & Conditions. The international student applicant's parent or legal guardian must initial/sign where indicated.

## COST

Cost of Fairmont Boarding is for ten months in addition to school tuition and fees. All fees for Fairmont Boarding are found on the Fairmont Housing Fee Sheet. A non-refundable advance deposit of \$5,000 is due upon being accepted into Fairmont Boarding. The remaining balance is due with tuition and is non-refundable upon signing of the boarding contract. Boarding is provided on a "First come, first serve" basis and is limited to space available. Students will be placed into communities when an entire house can be filled and will be placed on a waiting list until a home can be filled. Students will be enrolled for the entire school year and there will be no "mid-year" enrollees. If a student leaves boarding for any reason (school decision, student decision or discipline related) there will be no refund granted.

## LIVING ARRANGEMENTS

- A.** Each living community will consist of only Fairmont students. Students will be provided with a shared room, in a secured home supervised by a Fairmont employee. There will be NO single rooms provided. Students will have a communal bathroom with shower, sink and toilet.
- B.** Students will have limited access to a kitchen, living room and yard space. A TV will be provided in the living room. Students will be able to use the community refrigerator, microwave and TV within the times designated by the resident parent. Televisions, microwaves and individual refrigerators will NOT be allowed in bedrooms.
- C.** Students will be responsible for cleaning their own room and will be subject to checks from the resident parent. Rooms are expected to be maintained at an acceptable level and will be subject to standards set in the boarding handbook.

- D.** Students are responsible for their own laundry. Students will be held to the dress code standards on campus set forth in the Fairmont Prep student handbook.

## TRANSPORTATION

- A.** Fairmont boarding will provide daily weekday transportation to and from campus in a school van. The van will be driven by a Licensed and approved Fairmont employee. All weekend excursions will be transported in a school van driven by a licensed and approved school employee. Any transportation outside of the above parameters must be requested in advance and are left solely to the discretion of the resident parent. Unauthorized transportation will be subject to discipline stated in the boarding handbook.
- B.** Airport transportation is provided on a shuttle basis on prescheduled dates.

## FOOD

- A.** Fairmont will provide daily meals centered on the cultural tastes of the living community. Meals are non-refundable or transferable. Each student receives a reasonable portion per meal and we will accommodate any documented dietary restrictions, allergies and religious requirements.

Initial of Parent/Legal Guardian (Required)

**B.** During the week (Monday-Friday) Fairmont Boarding will provide breakfast and dinner. Lunch is available for purchase on campus in the Husky café for an additional cost. Brunch and dinner will be provided by Fairmont Boarding on Saturday, Sunday, and school holidays. All meals provided by Fairmont Boarding are included in the cost. All students are required to eat meals within designated time set forth by the resident parent. Students that do not adhere to meal times, without prior approval, are subject to discipline set forth in the Fairmont Boarding Rules and Regulations.

- Theft or damage to boarding facility, school, or other students' property
- Being in another student's room without permission
- Use or distribution of illegal drugs, alcohol, or tobacco
- Possession of weapons
- Dangerous behavior that endangers yourself or housemates

## BEHAVIOR

### General Guidelines

Students should always act honestly and with respect for others. Conduct that violates the law or reflects badly upon the school, whether committed in school or elsewhere, may be cause for discipline, including dismissal. The purpose of the following guidelines is to ensure that all students will have a positive, enjoyable, and safe experience while rooming in one of the Fairmont Boarding facilities. All rules, regulations, policies, guidelines, and consequences covered in the Fairmont Preparatory Student Handbook apply to students in the boarding facilities as well. Specific guidelines for boarding students are covered in greater detail in the pages that follow.

### RESPECT FOR DORM PARENTS AND RESIDENT ASSISTANTS

Boarding students are expected to show respect for all Dorm Parents (DP) and Resident Advisors (RA) at all times. The DPs and RAs are ultimately responsible for discipline, standards, and conditions of his or her boarding facility. Students are expected to speak with DPs or RAs in a respectful manner and will not argue or challenge the authority of the DPs or RAs.

### RESPECT FOR ROOMMATES AND HOUSEMATES

Boarding students are expected to treat roommates and housemates with respect as well. Fairmont boarding facilities will not tolerate conduct that demonstrates inhumane behavior, which may include, but is not limited to: harassment, sexual misconduct, bullying, fighting, hazing, teasing, hate crimes, discrimination, threatening, or any acts of violence.

### ALCOHOL, DRUGS, AND SMOKING

There is a zero tolerance policy for alcohol, drugs, or smoking at Fairmont boarding facilities. No student may use, possess, or attempt to purchase or sell any alcohol, drugs, or tobacco. E-cigarettes are not allowed.

### MAJOR VIOLATIONS

Behavior that would lead to dismissal from the boarding facility includes but is not limited to:

- Interpersonal misconduct listed above
- Disobedience of Dorm Parent or Resident Advisor
- Inability to meet school expectations
- Inappropriate use of social media

## BOARDING FACILITY/RESIDENCE GUIDELINES

### TRANSPORTATION

- On school days, students will be expected to be in boarding van and ready to leave by 7:00 am. The van will load at school at 5:30 pm on Monday-Thursday, and at 4:00 pm on Fridays to return to the boarding facility. Students will not be permitted to take taxi, Uber, and Lyft from campus to the boarding facilities. Students are expected to buckle up and demonstrate behavior that will not distract the driver.
- Students are expected to inform DP of all transportation required for school activities (community service, athletics, clubs) on the house calendar. DP will try to accommodate all rides necessary for school-related activities. Failure to inform DP within reasonable time (3 days) may result in alternative transportation methods.
- Boarding students are not allowed to have automobiles. Students will not be permitted to ride in a vehicle with another student, friend, or relative unless permission to ride with that driver has been given in writing by the parent.
- Taxi, Uber, and Lyft are not allowed unless parents turn in an Alternative Transportation Form.
- If students need airport pick up or drop off, they are expected to inform the Boarding Manager immediately of their flight schedule/itinerary. Requests must be received at least 72 hours prior to flight. If received within 72 hours, airport transportation may not be guaranteed. Transportation to and from the airport before and after winter and summer break will be arranged for the students via a shuttle basis on prescheduled dates.

### SIGN IN/OUT PROCESS

Before leaving the boarding facility, students will be required to ask permission by a face-to-face checkout with the DP or RA on duty. They will then sign out on the boarding facility clipboard. Students will be expected to check back in with the DP or RA on duty upon returning.

Initial of Parent/Legal Guardian (Required)

## EVENING CHECK-IN

Students will be required to physically check in with DP's each night at the designated time: school nights (Sunday-Thursday) at 8:00 pm, weekends (Friday-Saturday) and holidays at 10:30 pm. It's the student's responsibility to seek out the DP or RA on duty.

## EVENING STUDY HALL

Students will have two hours of study hall between the hours of 7:00 pm - 10:00 pm on school nights (Sunday-Thursday).

## QUIET HOURS/LIGHTS OUT

Quiet hours are from 11:00 pm to 6:00 am. Every night, 11:00 pm is lights out. Students are to turn off all computers, lights, and be in bed. After lights out, if students need additional homework time, they will use the communal study spaces in the living area with permission from the DP or RA on duty.

## NOISE

Sufficient quiet must be maintained in the boarding facilities at all times to allow those who wish to study or sleep to do so. The use of headphones is encouraged during study hours and required during quiet hours. When allowed, music must be kept at a volume that can be heard only within one's personal space.

## ATTIRE

Conservative attire is expected within boarding facility at all times. Please keep in mind that visitors may be in the residence at various times.

## VISITORS

Parents and close relatives may visit at any time with prior notice and permission by DP. Boarding students from other dorms and other current Fairmont students may visit with permission from the DP during visiting hours in the common areas, such as the living room. No other guests are allowed unless first approved by Fairmont. Unauthorized guests are not permitted.

- With prior notice and proper permission, visiting hours end at 10:00 pm every night. On weekdays, visiting hours are from 7:00 pm to 10:00 pm. On weekends and school holidays, visitings hours are from 10:00 am - 10:00 pm.
- To ensure security, all approved guests, including parents, are required to sign in upon arrival with photo ID.
- Approved classmates of the opposite sex will be allowed to visit only when the DP is present at the facility. Physical display of affection is not allowed, and will result in the person not being allowed to visit again. All visits must take place during scheduled visitation hours.
- Parents and visiting relatives are not allowed to stay overnight in the boarding house. Here is a list of the nearby hotels:
  - Best Western Orange Plaza: 1302 W. Chapman Ave., Orange, CA 92868; (714) 633-7720
  - Days Inn by Wyndham: 279 S. Main St., Orange, CA 92868; (714) 771-6704

## INTERNET USAGE

Students are expected to use the internet for school work, social media, and entertainment. Excessive bandwidth usage that impacts the rest of network is not allowed.

Students are not permitted to access, download, or upload files that are illegal (includes but not limited to copyrighted material such as movies, music, games, programs, etc), obscene, or that offend or degrade another. No bullying or threatening language allowed.

## FIRE HAZARDS

Actions that create fire hazards are not permitted in boarding facilities. These actions include but are not limited to irresponsible or unauthorized use of matches, lighters, candles, cooking appliances, incense, fireworks, or other combustibles.

## ROOM GUIDELINES

Living together in a boarding facility is based on trust and mutual respect for an individual's privacy and personal property. To maintain this trust and sense of community for a positive residential experience, it is important that each student understands: no student is allowed in another student's room unless the owner is present.

## ROOM INSPECTIONS

Students are responsible for the content, upkeep, and furnishing of their rooms at all times. Rooms must be clean, neat, and free of any fire hazards. Rooms will be inspected on a daily basis and will be expected to look presentable at all times:

- Floors cleared and cleaned
- Trash picked up and emptied
- Open food removed from room
- Clothes should be hung up or placed in drawers, and closets straightened
- Dirty clothes in laundry basket

## ROOM SEARCHES

Fairmont Boarding is obligated to ensure that the health and safety of all boarding students and their property is protected. Therefore, the school reserves the right to search a student's room and any other items in the student's possession when the DP has reason to believe that a disciplinary infraction or the existence of physical or other potential harm to students or others may be discovered.

Initial of Parent/Legal Guardian (Required)

## ROOM ASSIGNMENTS

The Boarding Manager will designate room assignments. These assignments will last the entire school year. Students will be expected to resolve conflicts together, and request assistance from DPs when necessary.

Because Fairmont expects boarding students to adapt to dormitory life and share space with a roommate, it does not allow room change requests until after two full weeks in the boarding house. After the two week period, room transfer requests will be considered only after roommates have worked with each other and DP to resolve their differences. Since room changes may not always be possible, students must understand they may have to try to get along.

## ITEMS

Provided for each student in each room:

- Twin bed with extra long mattress
- Desk and chair
- Dresser

Provided at boarding facility:

- Vacuums, brooms, and cleaning supplies
- Microwave
- TV
- Laundry facilities – washer and dryer
- Iron/ironing board available for check out

Suggested personal items to bring:

- Bed sheets, pillows, and blankets for XL twin bed
- Towels
- Clothes hangers
- Safe for valuables
- Trash can
- Toiletries (toothbrush, toothpaste, shampoo, conditioner, etc.)
- Hair dryer
- Personal room decorations
- Headphones for music/computer

Electrical items allowed:

- Power strip
- iPods, iPads, laptops
- Computers (each student is allowed to have one computer monitor in their room, not to exceed 22 inches)
- Stereo

Not allowed:

- Heat producing items (heaters, hot plates, matches, lighters, candles, electric blankets)
- Appliances (microwaves, toaster oven, air conditioners)
- Subwoofers for stereos

Possession of the following items will result in the permanent removal from the boarding facility and possible expulsion:

- Illegal drugs
- Alcohol
- Tobacco products
- Weapons

## FOOD

It is recommended that all food/snacks be stored in the kitchen. Perishable food is not to be stored in the rooms.

## PERSONAL BELONGINGS

Students are expected to secure valuables appropriately. The majority of cash should be deposited at a local bank and withdrawn as the student needs it. The ability of the DP to respond to theft is very limited, especially when belongings are left unsecured. The DP reserves the right to search a student, his/her room, and all contents within that room.

## ROOM AND DOOR DECORATIONS

Students are not allowed to put stickers or signs of any kind on the outside of room doors. Pictures and posters inside the rooms should be hung using mounting tape or putty. Tacks, nails, and screws are not allowed to hang pictures. Posters with in appropriate subject matter are not allowed. Anything that may be offensive to a reasonable person entering the room is not allowed. Examples would include reference to alcohol, drugs, cigarettes, sex, or nudity.

## DAMAGE TO ROOMS

A security deposit of \$500.00 is to be collected for each boarding student by Fairmont, and may be retained for up to 45 days after departure of the boarding program. The security deposit may be applied to any breakage/damage and/or cleaning costs incurred by the student at the boarding facility. To receive a refund of the security deposit, parents must submit the request in writing once a student exits the boarding program. Please be advised, Fairmont Schools will not pay for any bank or currency exchange charges. These charges will be deducted from the SECURITY DEPOSIT REFUND.

Initial of Parent/Legal Guardian (Required)

Any damage to the rooms or room furnishings should be reported to the DP immediately so repairs can be made. If there is any damage during room inspections above normal wear and tear, it will be charged equally to room occupants.

## SUMMER CHECK-OUT AND STORAGE

The DP will do an extensive examination of each room at the end of the school year, and will assess fees for damages to the rooms.

It is the responsibility of the student and his/her family to secure storage for all of the student's belongings during the summer. Students must be moved out of their rooms by Saturday, June 6, 2020. The school will discard any items left in the students' rooms after move out date.

## HOUSE PRIVILEGES & RESPONSIBILITIES

### MEALS

#### Breakfast

- School days: Breakfast provided on campus
- Weekends and holidays: Brunch will be provided

#### Lunch

- School days: Students may purchase hot lunch or may pack their own lunches
- Weekends and holidays: Brunch will be provided

#### Dinner

- Students will be provided dinner every day

### KITCHEN PRIVILEGES

Stove top: Students will be allowed to use the kitchen to cook, but must clean up after themselves.

Refrigerator: Due to limited space, students will only be allowed to store small food items in the refrigerator.

Oven: For safety reasons, boarding students will not be allowed to use the oven for cooking.

Cleaning up: Students are expected to clean up after themselves whenever they use the kitchen for any reason. Failure to do so will result in kitchen privileges being revoked.

### COMMON ROOMS

Common rooms are equipped with a TV for recreational and social use during free time. Movies shown in common rooms should always be in good taste. Students found watching movies that are not in keeping standards of the community will be reported to the Dean of Students for disciplinary action.

As shared public spaces, students assume responsibility for behaving appropriately and maintaining a level of cleanliness. Students are expected to clean up after themselves.

### LAUNDRY

Students are expected to do their own laundry. After clothes have been washed and dried, they should be removed from the corresponding appliance immediately. Please remember that there are several people in the boarding facility, so use laundry facilities at appropriate times. No laundry during quiet hours.

### PETS

Pets of any kind are not allowed in boarding facilities.

## WEEKEND TRIPS & HOLIDAY BREAKS

### WEEKEND EXCURSIONS

Monthly Fairmont Boarding excursions are included in your boarding fee. Fairmont Housing will also offer events throughout the year for an additional fee. Students are encouraged to attend these trips and will have the option to choose in advance which trip to attend. The rules for behavior apply to all weekend excursions.

### WEEKEND OVERNIGHT TRIPS

During weekends, students who are eligible and have parental permission in writing, may follow proper sign out procedures and be granted permission to take an overnight or weekend trip with authorized persons. Written permission has to include exact departure/return dates and times (or flight information), who the student will be traveling with, and appropriate contact information.

Any students interested in weekend trips must submit a weekend request slip to the DP at least 48 hours in advance. If approved, students are expected to be back at the boarding facility by 8:00 pm on Sunday evening. If for some reason the student will be late, he/she must contact the DP.

### HOLIDAY BREAKS

Students are expected to follow sign out procedures for holiday breaks, such as Thanksgiving, Winter Break, and Spring Break. This includes written permission from their parents to leave the boarding facility, even if they are going home. Students returning from these extended breaks are expected to be back in the boarding facility by 8:00 pm on the evening before the next school day. If for some reason the student will be late, he/she must contact the DP.

The boarding facilities will be closed for winter break. If a student is planning on staying for winter break, he/she needs to submit a Short Term Homestay application to be placed in a temporary homestay for those three weeks.

The boarding facilities will be open for spring break.

Initial of Parent/Legal Guardian (Required)

## MEDICAL ISSUES

### EMERGENCY FORMS

Students will not be allowed to move into a boarding facility until emergency forms are completely filled out and returned to Fairmont Preparatory Academy.

### MEDICATIONS

Students are not permitted to have any kind of medication, even over the counter medications, on their person at the boarding facility. They are to be given to the DP. If a student needs a prescription medication, DPs are directed NOT to give out any medication of any kind without permission from a parent and written instructions from a doctor. Such medication must be in its original container, properly labeled by a pharmacist, and must include the name of the student, doctor, dosage, the name of the medication, a current date, and the method and time to be administered. Students may not carry any medication with them unless it has been approved by the DP. Specific requirements must be met before the student carries the medication with them. A directive from the student's physician is required. Medical release forms are for emergency purposes only.

## DOCTOR/HOSPITAL VISITS

In the event of severe illness or a medical emergency, the student may only be transported by parent, DP, RA, or emergency personnel to a medical facility.

All students are required to be current on the State of California immunization requirements prior to being admitted to the housing program. For further information, see [www.shotsforschools.org](http://www.shotsforschools.org). If a student fails to maintain the required immunizations, they will be removed from the home until such time as the immunizations are current.

## DISASTER PREPAREDNESS

To ensure disaster preparedness, Fairmont Boarding facilities will practice earthquake and fire drills during the year. The DP at each boarding facility will develop a Disaster Preparedness Plan to cover information needed for any emergency. Students are expected to participate in all drills in a serious manner.

Students Name

Parent/Guardian Name (Printed)

Date

Signature of Parent/Guardian (Required)

Date

# DELEGATION OF AUTHORITY

I certify that I am the parent or legal guardian of:

Child's Full Name	Date of Birth
Child's Full Name	Date of Birth
Child's Full Name	Date of Birth

I designate

**Chad Jackson, President of Fairmont Schools, Inc.**

(FULL NAME OF ATTORNEY-IN-FACT)

**1575 West Mable Street Anaheim, CA 92802**

(STREET ADDRESS, CITY, STATE AND ZIP CODE OF ATTORNEY-IN-FACT)

**1575 West Mable Street Anaheim, CA 92802**

HOME PHONE OF ATTORNEY-IN-FACT

**1575 West Mable Street Anaheim, CA 92802**

MOBILE PHONE OF ATTORNEY-IN-FACT

as the undersigned's attorney-in-fact with respect to the minor child/ren.

I delegate to the attorney-in-fact all of my power and authority regarding the care, custody and property of the minor child/ren, including but not limited to the right to enroll the minor child/ren in school, inspect and obtain copies of education records and other records concerning the minor child/ren, the right to attend school activities and other functions concerning the minor child/ren, and the right to give or withhold any consent or waiver with respect to school activities, such as field trips off campus, community service projects, various outdoor activities, which may include rock climbing, ropes courses kayaking, canoeing etc., medical and dental treatment, and any other activity, function or treatment that may concern the minor child/ren.

OR

I delegate to the attorney-in-fact the following specific powers and responsibilities (write in):

This delegation does not include the power or authority of the attorney-in-fact to consent to the minor child/ren's marriage or adoption.

This power of attorney is effective for the 2021/2022 School Year, beginning August 1, 2021 to July 31, 2022. I reserve the right to revoke this authority at any time.

Parent/Legal Guardian Signature (Required)	Date
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**SIGNATURE MUST BE EITHER (1) NOTARIZED OR (2) WITNESSED BY TWO ADULTS.  
ATTORNEY IN FACT MAY NOT BE A WITNESS.**

Witness #01 Signature (Required)	Date
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Witness #01 Print Name
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Witness #02 Signature (Required)	Date
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Witness #02 Print Name
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**I hereby accept my designation as attorney-in-fact for**

Child/ren
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**as specified in this power of attorney.**

Attorney-In-Fact Signature
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**Chad Jackson, President of Fairmont Schools, Inc.**



This delegation designates another person (called the “attorney-in-fact”) to make decisions regarding a minor child/ren in lieu of the child/ren’s parent or legal guardian. The “attorney-in-fact” can be any reliable person and does not have to be a lawyer. It is not a court order. It is accepted by many, but not all, people or organizations as proof that the person has the legal right to make decisions for the child/ren.

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A parent who does not agree with the decisions of the attorney-in-fact has more authority over the child than the attorney-in-fact. This form can not be used to transfer custody or to supersede the right of the other parent. It does not affect the rights of the child’s parents regarding the care, custody and control of the child and can be withdrawn at any time.

First, fill out the specific information regarding the child/ren and the attorney-in-fact as designated on the form. Next, indicate what powers you are giving to the attorney-in-fact over your minor child/ren. The first box is for a general delegation granting all powers a parent would ordinarily have over the child/ren. The second box allows you to state the specific responsibilities and powers you want to grant. If you choose to select specific powers, be sure to list what those powers are in the box provided.

The completed delegation form must be signed by both the parent or legal guardian and the attorney-in-fact.

Make several copies of the form since you will probably have to give a copy to each person or organization that the attorney-in-fact will need to deal with on behalf of the child/ren. Show them the original, and give them the copy. Keep the original in a safe place.

This delegation of parental/guardian rights is effective for a maximum of one year. You can limit this time period to as little as you want, but you cannot extend it beyond one year. If you need another power of attorney after one year, a new power of attorney may be signed.

The parent granting the power can withdraw (revoke) that power at any time, even before the expiration date on

the power of attorney. It is best that the withdrawal be in writing. A form called Revocation of Power of Attorney is attached. If you are a parent withdrawing the power, be sure to fill out the revocation form and deliver it to the person to whom you granted the power and to those people or organizations to whom you gave a copy of the delegation form. The withdrawal is effective immediately upon delivery.