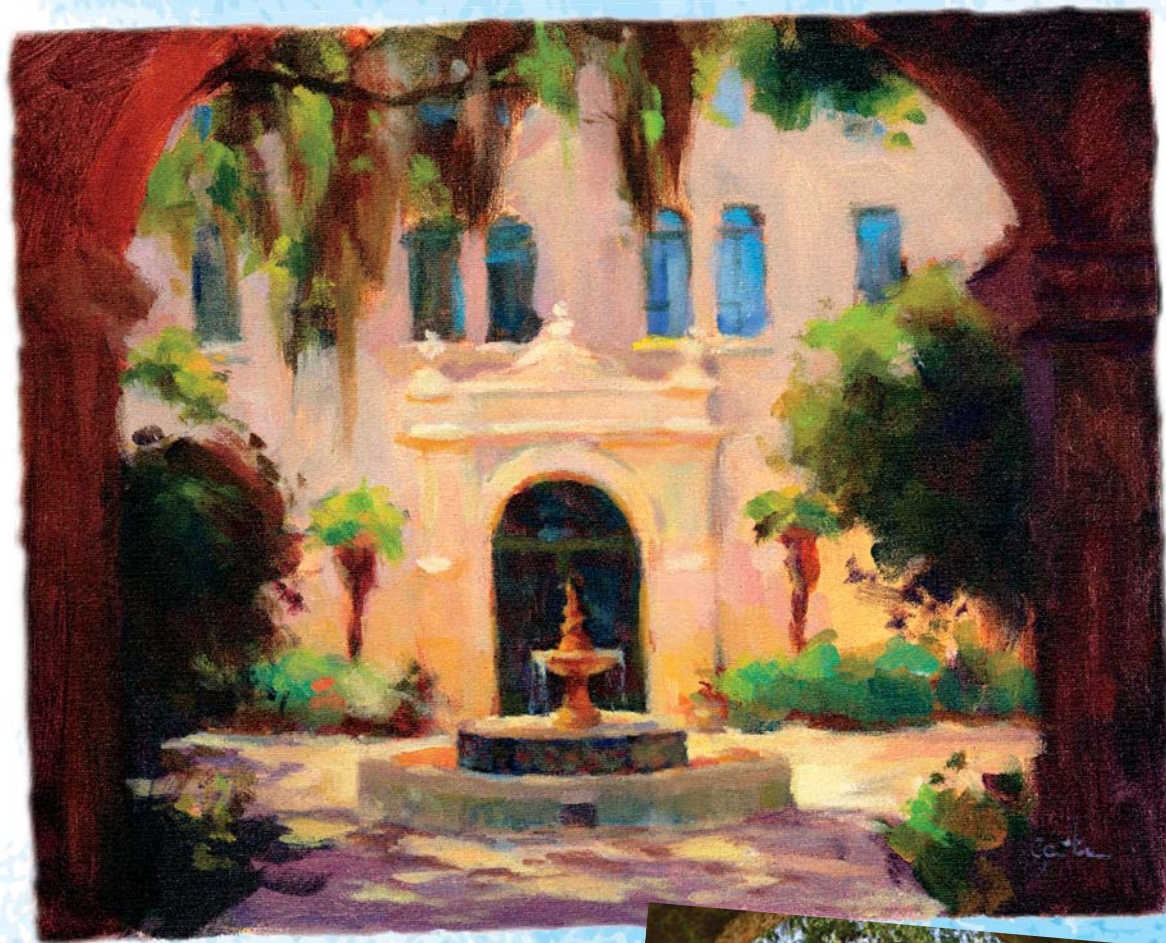


Welcome to



BOLLES

resident life



RESIDENT LIFE WELCOME PACKET | 2021-22



A VIBRANT INTERNATIONAL FAMILY

Welcome to our Global Community



Tyler Hodges
President and
Head of School

On behalf of the Bolles community, I want to welcome you to The Bolles School and congratulate you for making what I promise will be a lifechanging, life-enriching decision. The education, experiences and relationships you build at Bolles will most certainly expand opportunities in your life and open your mind to new possibilities.

This is an exciting time for you, of course. But your Bolles family shares in this enthusiasm. Faculty, staff and students are eager to deepen their own understanding of the world through their friendships with you. Bolles is a robust community of learners from all over the world, and we hope you will add your own experiences and perspectives to the mix for the benefit of all.

The Residential Life program has been a cornerstone of our School since its beginnings in 1933, when most students lived on campus and came to Jacksonville from cities across Florida, the United States and nearby countries. You are continuing a wonderful tradition of boarding life at Bolles and we can't wait to see how you will carry this legacy forward.

The 2021-22 school year welcomes exciting changes with the addition of Director of Resident Life Mike Foley and his family and the new Llura "Lulie" Liggett Gund '58 Residence Hall for Girls, bringing our female boarders to the San Jose Campus for the first time in the School's history.

Welcome to Bolles!

*Warm regards,
Tyler J. Hodges
President and Head of School*

Goals for Resident Life students to prepare you for college and life are:

- learn to independently manage your time and studies
- learn to live respectfully and responsibly with others
- become prepared to function confidently and competently in a less controlled college environment
- have fun

Meet Director of Residential Life Mike Foley



The Foley Family

Mike, wife Stephanie, and their children Luke and Kylie

Meet the Deans



Mike Boswell
Dean of Boys'
Resident Life



Cyndi Trapnell
Dean of Girls'
Resident Life

Dorm Families

As a part of the Resident Life program, all boarders are grouped into Dorm Families headed by a member of the Resident Life staff. The Dorm Family program provides students with a small and cohesive setting and for Dorm Family Heads to act as a residential advisor.

Communications

We want to make sure you feel comfortable and are prepared when you arrive to Bolles — this handbook will hopefully offer you the information you need. If there is anything you have a question on, please email your Resident Dean (Mike Boswell, boswellm@bolles.org; Cyndi Trapnell, trapnellc@bolles.org).

It is our top priority to keep the doors of communication open and keep you informed of any updates. The first step in helping your family transition into the Bolles Resident Life community is to read the following information carefully.

Student Medical Information

All parents are required to update their students' medical information through Magnus Health Student Medical Records (<https://magnushealth.com/>). These medical forms are accessed through the portal that you will receive through email from Magnus. If you do not upload the required documents by this date your child will not be able to access his/her schedule.

Student Dorm Room

A majority of Bolles rooms are designed for double occupancy. Sharing a room with another teenager enhances students' development of life skills and independence. Student rooms quickly become home. New students receive their dorm room and roommate upon arrival to Bolles. All new students will have a roommate.

The rooms vary in size and layout depending on which campus you live on. Each room is supplied with the below items which include the measurements:

- Bed Frame: 38" x 86
- Mattress: 36" x 80 — fits extra-long sheets
- Dresser Drawers: 30" x 19" — each student is provided with one set which includes three drawers
- Desk: 42" x 30" — one middle drawer, three side drawers
- Chair

It is our experience that parents and students like to do some summer shopping for things that will be needed during the school year. Please don't worry if you forget something, UPS and Amazon deliver every day.

Needed Essentials

- Extra-long twin sheet set, pillow, blankets and comforter
- Desk lamp, flashlight
- Plastic bucket for shower items
- Towels, wash cloths
- Headphones
- Laundry basket/detergent
- Umbrella, rain jacket with hood

Computer Items

- Required: Windows 10 Pro — Please review all Bolles BYOD Requirements online at Bolles.org/academics/byod-program



Suggested Items

- Pictures from home
- Posters (no nails, putty only)
- Munchies (sealable containers to hold leftovers)
- Drinks like Gatorade or soda (we have a purified water machine on site)
- Micro fridge (we have a standard size community fridge for the students)
- Under the bed storage bins
- Shelving/crates
- Sunscreen and sunglasses (we are not far from the beach)
- Power strip

Items Not Permitted in Dorm Rooms

- Candles, matches, lighters or incense
- Microwaves, toaster ovens, crock pots, coffee pots, electric tea kettles, popcorn poppers, rice-cookers, hot places or space heaters
- Halogen lamps
- Firearms (including hunting rifles, ammunition, bows, arrows, knives, air guns or paintball guns)
- Fireworks or explosives
- Pets
- Drones
- Hoverboards



San Jose Campus

Making Travel Plans

Please plan ahead and purchase plane tickets now for any school breaks when your child will be traveling home (we have highlighted break dates in calendar below.) In order to travel affordably and without missing class time, airline tickets must be booked months in advance. When scheduling flights out of Jacksonville, please be sure to consider travel to the airport (allow 3 hours) and airline check-in requirements (allow 2 hours for domestic flights and 3 hours for international or holiday flights). Dorms close at 6 p.m. the day break begins.

Sunday, August 1	Fall Sports Athletes (Fees Associated)
Sunday, August 8	Opening of Dorms
Wednesday, August 11	New Student Orientation (Subject to Change)
Thursday, August 12	First Day of School
Monday, September 6	Labor Day (no school)
Fall Break (dorms will remain open)	
Friday, October 15 - Monday, October 18	Faculty Work Day (no school) — students are welcome to leave Thursday after classes
Tuesday, October 19	Classes resume
Thanksgiving Break (dorms will remain open - fees associated)	
Friday, November 19	Break begins at 3:10 p.m.
Sunday, November 28	Students return
Monday, November 29	Classes Resume
Winter Break (dorms closed) - December 20 - January 2	
Sunday, January 2	Dorms open at 12 p.m.
Monday, January 3	Classes Resume
Spring Break (dorms will remain open - fees associated) - March 4-14	
Tuesday, March 15	Classes Resume
Spring Holiday (dorms remain open - no fees associated)	
Friday, April 15 - Monday, April 18	No School
Tuesday, April 19	Classes Resume
Saturday, May 28	Graduation
Sunday, May 29	Dorms close for the summer



Airport and Accommodations

Jacksonville International Airport (JAX) is the gateway to Northeast Florida. Located 15 minutes north of Downtown Jacksonville, JAX also serves as the region's airport for popular vacation destinations such as Amelia Island and St. Augustine. The airport is roughly 20 miles from both the San Jose Campus and Bartram Campus. We make regular trips to the airport between campuses at the beginning, during and at the end of the school year.

Local Accommodations

Embassy Suites by Hilton Jacksonville
9300 Baymeadows Road
Jacksonville, FL 3225
(904) 731-3555
<https://www.hilton.com/en/embassy/>

Four Points by Sheraton
8520 Baymeadows Road
Jacksonville, Florida, 32256
(904) 562-4920
<https://four-points.marriott.com/>

Hotel Indigo Jacksonville-Deerwood Park
9840 Tapestry Park Circle
Jacksonville Florida 32246
(904) 996-7199
<https://www.ihg.com/>

Unaccompanied Minor Transportation

Students designated as unaccompanied minors by the airline (generally students less than 15 years of age, but individual guidelines vary by airline) sometimes require special arrangements for transportation and check-in or check-out by a designated individual from the gate as they fly. We will be happy to help you with this, but appreciate plenty of advance notice to make proper arrangements. If your child will be flying as an unaccompanied minor, please contact the appropriate Dean of Resident Life (Mike Boswell, boswellm@bolles.org; Cyndi Trapnell, trapnellc@bolles.org) to make arrangements.



COVID Approved Activities

There are a number of planned activities resident life students will have the option of participating in. Some trips and events offered regularly are:

- On campus cookouts
- Tubing
- Kayaking and boating
- Movie outings
- Bolles sport events
- Family Dinners
- Dinner outings
- Camping and hiking
- Outdoor community service activities
- Group dinners
- ...and much more!



New Dress Code

The upper school dress code is designed to reflect what is commonly known as business casual. Students on the San Jose Campus are asked to dress in a way that creates a positive and focused environment for learning and reflects the primary purpose of the School.

The Bolles Dress Code is designed to help increase student awareness of what they choose to wear and how this impacts not only their experience but that of others around them. An important part of preparing our students for college and life is helping them understand that what someone wears reflects not only an expression of personal style, but also an expression of attitude toward the surrounding community. Therefore, student clothing must promote community at all times.

This policy is designed to align with the expectations of a modern workplace and allows our older students to be more comfortable while enjoying all that our campus offers. And of course, we will continue to have spirit days throughout the year when students may wear Bolles t-shirts and spirit wear.

BOTTOMS:

Business casual pants, with belt if have belt loops;
business-casual skirts with a hem no higher than mid-thigh

TOPS:

Button-up oxford styled shirts are appropriate; ties optional; business casual blouses or shirts for girls. On Fridays, knit (golf style) pullover collared shirts with a Bolles logo may be worn.

SHOES:

Athletic shoes, loafers, dress shoes, boat shoes, rain boots and dress boots. Sandals with a back strap are allowed for girls.

OUTERWEAR:

Sweatshirts, sweaters, jackets or coats that are plain or have a Bolles, college, university or sports team logo. Outerwear must be worn with a regulation dress shirt underneath.

HAIR:

Hair should be neat, well-kept and out of the eyes at all times.

What may not be worn:

- shorts, yoga pants, leggings, and jeans
- backless shoes, slippers or flip-flops
- hats, caps or visors worn inside during the school day, unless with permission for religious reasons
- clothing with holes or frayed edges
- radical hair colors or styles
- visible facial piercings
- facial hair, unless with permission for religious or medical reasons



CELL PHONES AND THE DRESS CODE

Students are reminded that cell phones are not accessories and should be silenced and securely stored in a backpack, bag or a pocket when students are in an academic setting or walking across campus. The use of earbuds or headphones are only permitted when listening to a device in an acceptable setting and at a low volume. At any other time, earbuds and headphones should be put away and out of sight of the rest of the community.

Students or parents who have any questions concerning the suitability of particular items of apparel or any matter of personal appearance should feel free to contact the Dean's Office for consideration of the questions. Certainly, such inquiry should precede the decision to purchase apparel or to alter personal appearance. Students or parents who have any questions concerning the suitability of particular items of apparel or any matter of personal appearance should feel free to contact the Deans' Office for consideration of the questions.

The dress code offers students guidelines within which to exercise choice as well as responsibility. Meanwhile, students should keep in mind that the mission of The Bolles School is to provide a place for earnest and meaningful activity. Students who are unable to exercise their options within the guidelines of the dress code certainly should expect consequences.

WHERE CAN I PURCHASE DRESS CODE CLOTHING?

Examples of some stores that carry dress code items are: Urban Outfitters, Gap, Target, Old Navy, Madewell and Uniqlo.

"SCHOOL SPIRIT DAYS" (TYPICALLY FRIDAYS) ALTERATION:

Students can wear dress shirts with no tie (business casual) on Fridays. This would be in addition to the existing option to wear Bolles golf shirts. All other aspects of the Upper School Student Dress Code remain the same.

Students or parents who have any questions concerning the suitability of particular items of apparel or any matter of personal appearance should feel free to contact the dean of students for consideration of the questions. Certainly, such inquiry should precede the decision to purchase apparel or to alter personal appearance.

The dress code offers students guidelines within which to exercise choice as well as responsibility. Meanwhile, students should keep in mind that the mission of The Bolles School is to provide a place for earnest and meaningful activity. Students who are unable to exercise their options within the guidelines of the dress code certainly should expect consequences.





Student Services

Campus Store

The Campus Store is located in the Bent Center which is on the San Jose Campus. The store carries a wide range of apparel, including polos which can be worn on Fridays. For more information and to access the Online Store, visit the website: <https://www.bolles.org/about-us/campus-store>.

Business Office and Money Matters

The Business Office offers services to assist with student finances. Students are issued a personal ID number that can be used for purchases around campus. Items purchased by the ID number are billed on the student's monthly statement. It is recommended that students do not bring large amounts of cash to campus.

Debit/Credit Cards

Students are required to have a debit or credit card.

Infirmary

Medical Assistant Karen Morris and Linda Tyre R.N., B.S.N. staff the San Jose Infirmary. We also have a board-certified Pediatrician from UF Health. Examples of services include COVID-19 testing, routine physical exams, sick visits, medication administration and ordering/filling prescriptions if indicated. Should a student become ill during the night, they are advised to call the dorm parent on duty. To be seen in the Infirmary during regular school hours students must send a message to SJInfirmary@bolles.org.

Counseling Services

Katie Cussen Director of Counseling Services and Lauren Genduso School Counselor provide support to day and boarding students. Their offices are located on the second floor of Bent Student Center. Any outside counseling that is needed or recommended is done jointly between nurse and counselor.

Mail

The Campus Store on the San Jose Campus, maintains mail facilities for the boarding community. They process incoming and outgoing mail via the US Postal Service, UPS and Federal Express. Students will be assigned a mailbox on their respected campus and be delivered daily.

If you wish to send something to your child, please address it according to the following format.

Student's Name
7400 San Jose Blvd.
Jacksonville, FL 32217

Shipping and Storage Services

New boarding students are welcome to ship items to Bolles. The mailroom will receive and store luggage and packages until your arrival. These packages will be placed in your room upon arrival. During the summer months, each dorm has an assigned storage unit for returning boarding students to store their personal items (no electronics, please) for the next school year.

Dining Services

Flik Independent School Dining, a food services company specializing exclusively in private and independent school education, provides food services for The Bolles School. This partnership ensures healthy food choices for our students, access to highly trained dietitians, internationally diverse menus, payment options and significant enhancements to dining facilities.

Menus: <https://bolles.flikisdining.com/menu/>

MySchoolBucks

Money for purchasing items in the dining hall or canteen can be deposited into an account online using mySchoolBucks.com. Breakfast, lunch, dinner, and snack are included in the resident student tuition but some items such as candy, bottled drinks, etc. may require additional purchase. Website: [MySchoolBucks.com](https://myschoolbucks.com)

Parents

We encourage parents to travel with their child if possible. Very often, this is one of the few times that our international parents visit campus. This is your chance to meet your child's dorm faculty, teachers and deans. It is also a great time to have all of your questions answered. Parents, if you need an invitation letter to obtain a visa, please let us know as soon as possible.

Children Traveling Alone to Bolles

If your child will be traveling alone, please let us know as soon as possible so that arrangements can be made for a Bolles resident life staff member to meet your child at the Jacksonville airport. All students who are arriving unaccompanied by parents MUST fly into the Jacksonville Airport. They will move onto campus upon arrival. Due to Covid kids are quarantining in alternate rooms.

Banking

All international students are required to have a debit or credit card that can be used for purchases in the U.S. Parents may wish to locate a U.S. bank that has a branch in their home city or locate an online bank. Many United States banks have branches in major cities around the world. BBVA Compass will be at orientation to set up bank accounts for any students in need of one.

Health Insurance

Every international student is required to purchase U.S. health insurance through the School. The provider is United Healthcare Student Resources. Students must have proof of health insurance to attend classes. Note:

Students MUST have U.S. health insurance; travel insurance is not sufficient.

Cell Phones

We recommend that all students have U.S. phone numbers while attending school. Communication is important when travelling and everyday life.

Immigration Documents

Please be sure to bring all of your child's documents (original I-20 and passport with visa) with you to Orientation. We recommend that you make a copy of your child's passport, visas, I-20s, birth certificate, health insurance card, immunization records and any other official documents to keep at home.

My Backpack

Don't miss out on real-time access to your child's schedules, afternoon activities, calendars and other useful information. This is the primary communications hub for all parents, students, and faculty.

Getting Started

Go to [Bolles.org](https://bolles.org) and click on "My BackPack" link under the "Quick Links" tab.

- Each Bolles parent has an individual and unique login. Not sure what yours is? Contact the IT help desk directly at itdesktopsupport@bolles.org
- After logging in the first time, you will be able to choose your own username and password.
- Under your profile name at the top right, click on settings, then click on notifications. This is where you can customize your options for all the news and information you would like to receive from Bolles and how you would like to receive that information (text, personal email inbox, or both).

Throughout the year, you will find the following features useful:

- Assignments — On your child's Assignments page, you can view his/her past, current, and upcoming assignments.
- Schedule — On your child's Schedule page, you can view his/her daily schedule and attendance. You can also click "View Full Schedule" to view your child's weekly and monthly schedule.
- School Directories — You can access the School Directories to search for other parents or students by class or by dorm. You can also search for faculty and staff email addresses and other contact information.



BOLLES KEY CALENDAR DATES 2021-22

~2021~

New Employee Orientation	August 3 & 4
Faculty/Staff Pre-Planning.....	August 5, 6, 9, 10
MS/US Student Orientation	August 11
First Day of School	August 12
Labor Day, No School	September 6
End Quarter 1 Interim	September 10
Parent Conferences	September 24
End Quarter 1	October 12
MADD/PSAT	October 13
Faculty Workday, No Classes (Weather Day).....	October 15
Fall Break	October 18
Professional Development Day, No Classes (Weather Day).....	November 5
End of Trimester 1 for Lower School	November 5
End Quarter 2 Interim	November 16
Thanksgiving Break	November 22-26
End Quarter 2	December 13
MS/US Reading Day (Weather Day)	December 14
MS/US Exams	December 15-17
LS Faculty Workday	December 17
Winter Break	December 20-31

~2022~

Classes Resume	January 3
MLK Jr. Day, No School	January 17
End Quarter 3 Interim	February 1
Professional Development Day, No Classes	February 18
End of Trimester 2 for Lower School	February 18
Presidents' Day, No School	February 21
End Quarter 3	March 4
Spring Break	March 7-11
Faculty Workday, No Classes	March 14
Quarter 4 Interim	April 12
Holiday Break	April 15, 18
End Quarter 4	May 20
MS/US Reading Day	May 23
MS/US Exams	May 24-27
End of Trimester 3 for Lower School	May 26
LS Faculty Workday	May 27
Graduation	May 28
Memorial Day	May 30
Faculty/Staff Post Planning	May 31-June 3

The Bolles Resident Life Program Mission Statement:

The Bolles School Resident Life Program is committed to providing an inclusive and nurturing environment in which all students are offered a breadth of opportunities and experiences that promote academic success and individual achievement, as well as the values of self reliance, social responsibility and a respect for diversity.

The Bolles School Mission Statement:

The Bolles School prepares students for college and life by inspiring excellence, courage, integrity and compassion in an academic community dedicated to nurturing mind, body and soul.



www.Bolles.org