

PALM BEACH ATLANTIC UNIVERSITY

Stringendo

SCHOOL FOR STRINGS



**SUMMER ACADEMY
2024**

**Resident
Handbook
and Guidelines**

High School Division

Helpful Information

Depositing Money on ID card

Deposit machines are available in the Lassiter Student Center, Greene Complex, and Jazzman's Café. The PBA One-Card Office is also available to place money on your ID card, located on the first floor of Okeechobee Hall. In addition to these on-campus services, students may use the One Card website to place money on their card remotely from any computer.

Laundry Facilities

Card-swipe washers and dryers are available in each residence hall with the exception of Lakeview Hall, which have coin operated machines. However, Lake View residents may use the laundry facilities located on the 2-4th floors of Towers to the right of the middle stairwell. Rinker and Johnson Laundry facilities are located on the first floor. Irons and ironing boards are not furnished. If you notice washers or dryers in need of repair, please contact the Residence Life staff in your building immediately. Laundry fees are \$1.25 to wash one load of clothes and \$1 to dry one load of clothes.

Lock Out Procedures

If you are locked out, notify Robbie Frederick or Hollie Mode. If they are not accessible, contact Safety & Security at extension 561-803-2500. You will be asked to present a photo identification to be let into your room.

Pool

A pool outside of Flagler Towers is available for the PBA community. Lifeguard service is not provided; it is the responsibility of residents to use common sense behavior for pool activity. Residents must adhere to the posted rules and guidelines displayed near the pool entrance. All swimsuits worn at the pool should be modest in nature.

Trash and Recycling Pick Up

Trash containers are located in designated parking lots on campus. Trash is picked up on the weekdays on is emptied on a daily basis. It is the residents' responsibility to dispose of their trash in these pick-up locations. All trash needs to be disposed of in closed trash bags. Recycling bins are emptied regularly. It is the residents' responsibility to ensure their room recycling bins are emptied to the designated pick-up locations.

Emergencies

In the event of an emergency, please contact Safety & Security at 803-2500. Students away from main campus should call 911 first, then Safety & Security. For minor emergencies, please contact Patrick Clifford. Safety & Security is able to call the Police Department, Campus Health and Wellness staff, Resident Director, or maintenance upon your initial contact with them.

Entry

University officials may enter living units at any time. Every attempt will be made to give the residents prior notice except in the case of an emergency or threat to the health and wellness of any member of the campus community.

Gym

The Greene Complex is multi use fitness facility. Available for resident use are the basketball courts, volleyball courts, racquetball courts and an indoor running track. Residents must adhere to the Greene Complex rules and are expected to be respectful and courteous of Greene Complex staff at all times.

Library

Collaborative. Comfortable. Conversational. Casual. These are words that describe the atmosphere of PBA's Warren Library. While there are places for solitary study, the overall atmosphere of the Warren Library encourages conversation and collaboration. The Warren Library is an elegant architectural expression of how we see our University. It is a wonderful space filled with Florida sunshine that draws students to the books, publications, technology and one another.

Bookstore

Palm Beach Atlantic University Campus Bookstore is your place for textbooks, clothing, gifts and supplies. You will find PBA emblematic clothing and gifts as well as snacks, drinks and basic necessities.

Entertainment

CityPlace is West Palm Beach's premier shopping center, located just a few minutes from PBA. Its old-world Mediterranean architecture, sidewalk cafes, fountains and shops combine to make CityPlace a unique and unforgettable shopping experience. Whether you come for the shopping, free music concerts, comedy clubs, and restaurants or just for the people-watching, you'll enjoy a relaxing and unique experience. From bookstores to coffee shops, movies to live theater, CityPlace offers something for everyone.

Supermarket

Publix supermarket is located on the southwest side of CityPlace.

Campus Map

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- 22 Hood American Free Enterprise Building
- 23 Borbe Hall
- ☆ Safety and Security
- 24 Weyenberg Residence Hall
- 25 Lassiter Student Center

VP Visitor parking P Parking RP Resident Parking

Important Numbers:

PBA Safety and Security 561-803-2500

West Palm Beach Police: 561-653-3400

Fire/Police/Ambulance: 911

Good Samaritan Hospital: 561-655-5511

General Guidelines

These regulations will apply to all High School Division students. Exemplary behavior is expected of all students. Cursing, swearing, name calling or threatening statements will not be tolerated. Faculty, counselor, and staff instructions are to be adhered to at all times. Students are expected to show appropriate respect to all adults on campus.

Hours

All resident high school division students must be in main campus after 6:00 p.m. unless attending a camp concert, evening program or rehearsal or practice session with an academy group supervised by staff members. Resident campers must be in their dorm rooms and quiet time is observed by 10:00 p.m. Sunday through Thursday, and by 11:30 p.m. Friday and Saturday.

Meals

Breakfast is from 7:00 – 7:45 a.m., Lunch is from 12:00 – 1:00 p.m., and dinner is from 5:00 – 6:00 p.m.

Leaving Campus

When leaving campus you must be sign out with the head counselor, be accompanied by an adult chaperone, and sign back in upon return.

Practicing

Practice hours of 8:00 a.m. – 12:00 p.m. are to be individual only and strictly adhered to. Students should not interrupt someone practicing for any reason. Individual practice is not a social activity.

Lessons, Coaching's, Rehearsals and Concerts

Each student is expected to be at his or her lessons, quartet coaching's, rehearsals and all concerts prepared and on time.

Automobiles

High School Division students are not permitted to drive a car while at camp. Students who drive to camp from their hometown must turn in their car keys to the Assistant Director upon arrival and retrieve them during check-out.

Elevators

Students should not use elevators in the School of Music building unless they are handicapped or are transporting a large instrument.

Housing Regulations

- A. Furniture may not be moved from one room to another.
- B. Charges will be made for damages to property. Any damages will be billed to the students and/or parent(s) by Palm Beach Atlantic University.
- C. No room/floor visitation is permitted by members of the opposite sex at any time.
- D. High school division students are not allowed in university division housing at any time.
- E. Each student is responsible for their room key. Replacement cost of the key is \$100.00. If a key is lost you must notify the Head Counselor or the Assistant Director immediately.
- F. Upon inspection and return of room key your \$150.00 deposit will be reimbursed.

Commuters

Commuter students attending classes, visiting, or eating at the cafeteria will be subject to all the rules and regulations pertaining to resident students.

Library

Students desiring access to the Warren Library must follow all library rules and regulations. Students do not have checkout privileges.

Cell Phones and Hand Held Devices

Cell phones and all other hand-held devices (including music players, computer games, pagers and other similar devices) are not permitted during camp classes, rehearsals and performances. All such items must be turned off completely and put away out of sight during these times. If cell phones or any of the above devices are turned on, visible and/or used at inappropriate times, Counselors, Instructors and Administrative Staff are permitted to take the following actions:

- A. First Offense: Device will be confiscated and given to Academy Director for a period of 24 hours.
- B. Second Offense: Device will be confiscated and given to the Academy Director for the duration of the session. The item will be returned to the students upon check out.

Violation of Regulations

A. Students who violate these regulations shall be subject to discipline by the Head Counselor, the Assistant Camp Director or the Camp Director.

B. Any student who persistently violates Stringendo Academy regulations or standards of the University makes him/her liable for suspension by administrative action.

Grounds for Automatic Dismissal

The use or possession of any non-prescribed drug, alcohol, marijuana, tobacco products, or any other controlled substance; the use of fireworks; the possession of any weapon; stealing; or the breaking of any civil law or city ordinance; possession of pornographic material or use of pornographic material on a cell phone, hand-held device, or computer (university or personal) is grounds for automatic dismissal from Stringendo School For Strings Summer Academy. Should you be dismissed for any of these reasons, your parents or guardians will be notified. They will be responsible for your immediate transportation home. Students dismissed from camp at any time will not be reimbursed any funds paid, including tuition and housing & food payments.

Personal Intimidation Policy

PBA and the Department of Safety & Security strongly believe in the value of treating all individuals with respect and dignity. Any act committed on campus which is motivated by hatred or malice towards the race, color, religion, or national origin of another individual/group will not be tolerated. The Department of Safety & Security will aggressively pursue legal action when an offender and motive can be established.

Dress Code

Students shall display mature discernment as to appropriate attire for all Academy activities, reflecting proper taste, personal modesty, neatness and a concern for the feelings of others. Halter-tops, midriff-tops, bathing suits and inappropriately short/revealing skirts or shorts are considered in violation of the dress code. Shirts and shoes must be worn at all times on campus. Clothing with inappropriate advertising, designs, and or logos that are contrary to PBA standards is prohibited. The term "inappropriate" describes alcohol and cigarette ads, sexually suggestive sayings or designs, as well as drug-related sayings or designs. Inappropriately revealing swimsuits are not to be worn. In the event of questionable attire being worn, the interpretation of "appropriate" will be the discretion of the Academy Director.

Safety & Security

Faculty, Staff, Counselors and Chaperones

Stringendo School For Strings Summer Academy employs highly qualified faculty and staff all of whom have passed background checks prior to hire. Each has been hired not only for their professional expertise but for their reputation and demonstration of caring for youth. The majority of which reside on campus with their families.

Video Surveillance

Palm Beach Atlantic University has closed circuit video surveillance throughout its campus. Buildings are monitored 24 hours a day by security and require coded ID cards for entry.

Identification Policy

All PBA employees and students must carry their University photo ID AT ALL TIMES when on campus. On request, employees and students must surrender the ID card to a campus safety officer. Lack of cooperation will be considered a breach of the PBA community values (see the Navigator). The Department of Safety & Security applies the ID policy in a fair, equitable, and nondiscriminatory fashion. The ID policy is in place to help the officers protect you. During any field interview, you should feel free to ask questions of the officer in an attempt to clear up any misunderstandings that might have arisen from the conversation.

Patrol Division

The patrol division at PBA consists of ten campus safety officers, divided into three shifts and supervised by a sergeant. Officers are on duty 24 hours per day, seven days a week. Officers conduct pro-active patrol via marked vehicle, bicycle, and on foot. All campus safety officers are in immediate contact with a dispatcher or patrol supervisor via two-way radio and have the ability via radio-phone to contact emergency services. Each campus safety officer is certified by the State of Florida, Department of State, and is subject to rigorous in-service training. Campus safety officers respond to all incidents on campus and have been trained to handle such incidents in a prompt and efficient manner.

University Division

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Lock Out Procedures

If you are locked out, notify Robbie Frederick or Hollie Mode. If they are not accessible, contact Safety & Security at extension 561-803-2500. Contact numbers are posted by each main lobby desk. You will be asked to present a photo identification to be let into your room. Repetitive lock outs will be fined at the Resident Director's discretion.

Pool

A pool outside of Flagler Towers is available for the PBA community. Lifeguard service is not provided; it is the responsibility of residents to use common sense behavior for pool activity. Residents must adhere to the posted rules and guidelines displayed near the pool entrance. All swimsuits worn at the pool should be modest in nature.

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Gym

The fitness center is the most popular part of the Greene. Stocked with top-of-the-line cardio machines, machine and free weights, the fitness center helps enhance physical fitness and wellness. A variety of classes such as kickboxing, Pilates, abs, and yoga stretch are also provided for members. Numerous alumni, community individuals, and employee families purchase memberships to the facility each year to enjoy its outstanding equipment, cleanliness and friendly environment.

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Hours

While university students are free to set their own hours it is suggested that you are in your apartments by midnight. While Palm Beach Atlantic University is a very safe campus it is an urban setting and students should be mindful to take general precaution. Be sure to keep your apartment doors locked at all times and report any suspicious behavior to campus security immediately.

Meals

Breakfast is from 7:00 – 7:45 a.m., Lunch is from 12:00 – 1:00 p.m., and dinner is from 5:00 – 6:00 p.m.

Leaving Campus

While university division students are free to come and go at no time is a university division student is to leave campus with a high school division student.

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Housing Regulations

- A. Furniture may not be moved from one room to another.
- B. Charges will be made for damages to property. Any damages will be billed to the students and/or parent(s) by Palm Beach Atlantic University.
- C. University division students are not allowed in high school dormitory area at any time.
- D. Apartments are **NOT** co-ed. Men are not allowed in women's apartments and women are not allowed in men's after 2:00 a.m.
- E. Each student is responsible for their room key. Replacement cost of the key is \$100.00. If a key is lost you must notify the Head Counselor or the Assistant Director immediately.
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