

LOCAL GUARDIAN AGREEMENT
2008-2009 Academic Year
FOR THE GUARDIAN TO COMPLETE

Any student who lives more than 1 hour away from the school is required to have a local guardian who lives within one-hour driving time to school. The local guardian plays an important role in the lives of students living far from home. Guardians support students in times of success, sickness, and hardship. Although the school makes every effort to provide personalized support for such students through the academic and boarding programs, there are times when it is essential to have the added assistance of a local guardian. An agreement to fulfill the role of local guardian represents an important commitment to the student, the student's parents, and the school.

The following are the two main criteria for local guardians, required by the School.

1. The local guardian must be able to understand and communicate easily in English, both verbally and in written form.
2. The local guardian must agree to be involved in the life of the student, and be willing and able to come to the school when needed.

The following list summarizes the responsibilities of the local guardian.

1. Hosting during School Holidays or Emergency Dorm Closings
The dormitory is closed during all school holidays. A list of dormitory closings is provided to all parents and guardians. Boarding students who are unable to go home during such vacations may need to stay with their local guardians. **NOTE: THE DORM CLOSSES AT 6:00pm AFTER SCHOOL ON THE FIRST DAY OF THE VACATION PERIOD AND RE-OPENS AT 6:00pm ON THE FINAL DAY.** If a student needs to leave the school after 6:00pm or return to school before 6:00pm, please make arrangements with the Director of Residential Life before the vacation.
2. Personal Support
Students who are away from their families for extended periods of time are often in need of personal support outside of what a school can provide. The following are examples of such needs:
 - Our boarding program provides students a variety of interesting weekend activities, but some students feel a need to get away from the school more often than school holidays allow. Local guardians should be sensitive to this need and be willing to invite the student for weekend visits if it seems necessary.
 - It is nice to have personal contact from guardians on birthdays and for special holidays, especially for students from other cultures.

- International students may have special needs related to the “culture shock” of adjusting to a new environment. Special assistance may be helpful, especially if the local guardian understands the home culture.
- There may also be times when the student needs someone to listen to his or her frustrations or concerns and provide an objective outside perspective.
- Senior students need extra help with the college application process. Local guardians can assist in a variety of ways from proof reading applications to coordinating college visits.

3. Medical/Health Involvement

The school staff works with students when minor health concerns arise by administering over-the-counter medications. We do not have the facilities to allow students to remain on campus when they are unable to be in classes for more than a day or two or when they have a medical problem that requires a trip to the doctor. Students who are vomiting and/or who have a fever for more than 24 hours cannot stay in the dorm. Local guardians will be asked to take students from campus until they are well, have completed necessary medical visits, and can return to classes. In a medical emergency, the student will be transported to a local hospital and the local guardian will be contacted to meet school personnel at the hospital.

4. Disciplinary Involvement

From time to time the local guardian may also be asked to participate in some type of disciplinary process. Such involvement might include a conference with teachers and/or administrative staff to counsel the student regarding inappropriate behavior and/or poor academic effort. Other involvement may involve providing housing in the event that the student is suspended from school. Such involvement is rare, but essential if a student’s actions warrant disciplinary consideration.

I/We agree to serve as local guardian for (name of student) _____ while he/she is a student at SSFS for the 2008-2009 school year. I have read the above expectations and agree to undertake these responsibilities.

Name(s) _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email _____

Address _____

What is your relationship to the student? _____

Guardian Signature _____ Date _____

