



NEW LIFE CAMP • RALEIGH, NC

— LEARN ACADEMICS —

Student/Parent Handbook



NLC
NEW LIFE CAMP

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About New Life Camp

Mission

New Life Camp exists to love, accept, and introduce children and families to Jesus Christ and equip them to live lives that glorify God.

LEARN Academics exists to love and accept home-schooled students right where they are in a safe environment that emphasizes Biblical worldview through academics. It is designed to assist and equip homeschooling parents in the home learning experience they create for their children.

Accreditation

We are accredited by the American Camping Association (ACA). ACA Accreditation means that we care enough to undergo a thorough peer review of our operation — from staff qualifications and training to emergency management. ACA collaborates with experts from the American Academy of Pediatrics, the American Red Cross, and other youth-serving agencies to assure that our current practices reflect the most up-to-date, research-based standards in camp operation. We comply with 300 health, safety, and program quality standards.

[Click here for more details on ACA accreditation.](#)

Expectations

LEARN Academics is a ministry of New Life Camp. As such, the activities we hold and the instructors we contract will emphasize Biblical worldview using academics as the spring board. The activities are intended to be a supplement to the education parents are providing for their children at home. They are not substitutions for that education. As such, each person involved in this program has distinct roles:

1. Instructor's Role
 - a. Prepare and deliver a syllabus and textbooks prior to the start of the semester.
 - b. Plan and instruct lessons for 1.5 hours each week that highlight important points or concepts that the student will need to learn as they progress at home.
 - c. Incorporate the following into their activities:
 - i. Expose students to the Gospel and give opportunity to accept salvation through Jesus Christ.
 - ii. Expose students to a biblical worldview using the subject material to highlight the greater truths of Scripture.
 - iii. Show the love of Christ through their words and actions.
 - iv. Create opportunities for students to learn and interact in a small group environment to build cooperation.
 - d. Clearly communicate with parents what work they are responsible for grading (weekly assignments) vs. what work the instructor will retain to assess (tests, major projects, etc.). See [Grading](#) for further details.

- e. Report assessments for students to the parents using a method communicated to the parents prior to the beginning of the year.
- f. Respond to email contacts from parents and students within 48 hours to answer questions where a student may be struggling.
- g. Enforce the rules and regulations of New Life Camp. This includes, but is not limited to, the student code of conduct.

2. Parent's Role

- a. Act as the primary instructors of their children. While they may expect solid instruction from the activities held at New Life Camp, parents should not expect an all-encompassing lesson each week from the instructors.
- b. Monitor their student's work regularly to know where they are succeeding and where they are struggling.
- c. While responsible for all final grading, there will be work communicated by the instructors to the parents to directly assess and grade themselves ([see Grading](#)).
- d. Provide final grades on all student's work and prepare their own transcripts.

3. Student's Role

- a. Attend the activities in which they are registered.
- b. Complete their work in the time designated under the supervision of their parents.
- c. Seek help early when struggling with certain concepts or projects.
- d. Add to the enrichment of each activity, not detract from it by either lack of focus or poor behavior.
- e. Follow New Life Camp's student behavior code ([see Student Behavior Code](#)).

COVID-19 Policy

LEARN Academics will look different this year due to precautions surrounding COVID-19 as we are guided by the Center for Disease Control, the American Camping Association, and the North Carolina Health Department. We have included these differences in this section.

Considerations for those with High Risk

Though we believe that we can run this program safely for the general public, we recognize that it will not be a wise choice for students with high risks, nor students that have family members with high risks. We implore you to contact our office after reading these details if you believe that meeting in person at LEARN will not be the best choice for you.

Conditions that qualify as higher risk concerning COVID-19 are:

- Asthma
- Chronic Kidney disease being treated by dialysis
- Chronic lung disease
- Diabetes
- Hemoglobin disorders

- Immunocompromised
- Liver Disease
- People aged 65 or older
- Serious heart conditions
- Severe obesity

Pre-Screening of Students Before Attending

Students will not be able to participate if any of the following are true in the 14 days before they attend a class:

- Have had a fever of 100.4° F. or greater.
- Have had a persistent cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, runny nose, sore throat, or vomiting.
- The individual has been in close contact with a person who has been diagnosed with COVID-19.

Our Health Precautions

Some of the general things New Life Camp will be doing to keep students and staff safe and healthy are:

- Promoting healthy hygiene practices
- Intensifying cleaning, disinfection, and ventilation
- Ensuring physical distancing of students while in the classroom
- Face masks for staff and volunteers will be required while on site.
- Face masks are required for all students while on campus. If you have a medical or religious exception to your child wearing a mask, please email learn@newlifecamp.com along with your child's instructor so that we can make a note of the exception.
- Limiting sharing
- Training all staff
- Health monitoring and pre-class screening
- Daily checking for signs and symptoms
- Rehearsing our Communicable Disease Plan (CDP)

Daily Screening of Students at Camp

- All students will need to be screened outside the Activities Center prior to going to class.
- If a student arrives 10 minutes or later for their class, they will need to call the main office at 919-847-0764 so that a staff member can come outside the Activities Center to screen them.

Social Distancing

- Students will be seated 6 feet apart from each other in the classroom.
- This does not negate the requirement of wearing a face mask while on campus.

Food and Drink

- The beverage machines, snack machines, and water fountains will be unavailable. We recommend each student bring their own water bottle and snack from home.
- Please do NOT bring snacks with nuts as we try to keep New Life Camp a nut-free zone.
- Instructors will not be allowed to share food and drink with students this year, even if for academic purposes.

Between Activities

- If your child is attending back-to-back activities, they need to remain downstairs until instructors give them permission to enter.
- Students should not use any equipment or sit on the bleachers between activities.

Rides-Out

- Students will be asked to wait outside for their rides unless there is inclement weather.
- We ask that parents please be prompt in picking up their children as soon as the class ends.
- Students will not be allowed to stay on campus if there is a 1 ½ hour gap between their activities. They must be picked up after each one.

Parents and Visitors

- Parents & visitors will not be allowed inside buildings while classes are in session.
- If for any reason you need to pick a child up early, please call the main office in advance at 919-847-0764 so that we can communicate to the instructor to have your child waiting for you.

Online Learning

- In case guidelines that we follow from the organizations above change, our instructors are prepared to offer classes online via the Zoom app.
- Complete instructions for this can be found in [Online Learning via Zoom](#) section.

Academic Policies

Communication

To achieve excellence for all involved, there must be great communication between the instructor, the parent, and the student. Failure to communicate on any individual's part leads to misunderstanding, frustration, and finally, discord. We desire open, honest, biblically-based communication between all parties that seeks the improvement of the individuals and thus, the program as a whole. Communication should be carried out through the appropriate steps:

1. Parents/Students to Instructors
 - a. All concerns relating to academics should first be presented to the instructor by the students and/or parents. A respectful demeanor is required at all times.
 - b. If the problem is not resolved, the parent and/or student may bring the concern to the Director of LEARN. If the student brings the concern, they must have written permission from their parents to do so.

2. Instructors to Parents/Students

- a. Instructors should respond to parent email messages within 48 hours.
- b. Instructors will always send a carbon copy of any email communication with a student to the parents as well.
- c. Instructors will send any weekly assignment work to students during activity time at camp. No assignments may be assigned outside of activity time. Major projects such as multi-page reports or tests must be scheduled in the syllabus. Any deviation from the syllabus must be communicated to the parents at least one week in advance.
- d. If a parent and instructor cannot resolve a difficulty, the Director of LEARN may be contacted.

3. Parents to Administration

- a. Prior to approaching the Director of LEARN, all concerns relating to academics should first be presented to the instructor by the parents or student.
- b. If the parents have concerns or disputes relating to something apart from academics (e.g., the operation of the program), they should bring their concerns directly to the Director of LEARN.

Homework Suggestions

In order for the student to build on their understanding of lessons and concepts each week, it is vital that they diligently complete their homework in the time frame given. Here are some suggestions from instructors to aid them in the timely completion of homework:

1. **Work Daily** – Each instructor is assigning a full week’s worth of assignments and study at home. These can hardly be achieved with excellence by waiting until the day before they are due. Working daily helps complete the workload in a much more efficient manner.
2. **Start Early** – In the case of reports and projects, the student must be responsible to take early steps in completing the work. They should consider planning their own due dates and steps to completion so that the project gets the attention it needs while not consuming their time as the instructor’s due date approaches.
3. **Don’t Wait to Ask for Help** – Students should approach their parents and instructors early when they are struggling with an assignment or concept. Contacting an instructor the day before an assignment is due is unlikely to achieve sufficient help in completing that assignment. As many courses build on concepts from week to week, it is important for the students to be grounded in each concept. Waiting two weeks to seek help may result in struggles to keep up with the learning.
4. **Write or Type Neatly** – If an instructor cannot read the student’s work, the student is unlikely to get good assessments from the instructor. Students should never fail to put their name on their work as well.

Grading

As instructors are not the primary instructors of the students (that role falls to the parents), each instructor will communicate what work will need to be graded directly by the parents themselves and what work will need to be assessed by the instructors. Generally speaking, weekly assignments such as homework and quizzes will be graded by the parents. Major assignments such as tests, reports, or projects will be turned into the instructors for assessment. These assessments will be reported to the parents, who will assign the final grade at their discretion. The instructors will offer any answer keys needed to properly grade any assignment.

Attendance Policies

Absences

Instructors will take roll each day and note any absences. The New Life Camp receptionist will contact parents if a child is absent. If you know ahead of time that your child will be absent, please email info@newlifecamp.com and notify us along with your instructor.

Online Learning via Zoom

We believe that the best learning experience for our program is the in-person classroom experience and desire to use that as much as possible. But there is the possibility with the ever-evolving situation concerning COVID-19 that LEARN classes may need to be held online for a day or extended period of time. We may even use online learning for situations such as inclement weather. As such, all of our LEARN instructors will be using the Zoom app in these scenarios so that students and parents may expect and use one online platform. We've provided instructions and tips here in order to facilitate quick switching to online learning if that becomes necessary during the school year.

Communication

New Life Camp will communicate with instructors if we feel a switch to online learning is necessary. Your instructors will communicate with you directly with the details needed to connect to their class via Zoom. If at all possible, instructors will schedule their Zoom classes at the same day and time as their in-person classes.

Before Semester/Class Day

We recommend doing the following at the beginning of the school year, so you know if you need to purchase an additional camera or microphone.

1. Create a Zoom account for you or your student: (<https://zoom.us/signup>).
2. Download the Zoom app to your computer or tablet (<https://zoom.us/download>). Use Zoom Client for Meetings at the top.
3. Do NOT use a phone – the screen is too small to do a good job handling a classroom setting. Make sure your device has a camera and speaker that are operational.
4. You can test your computer audio before class day – open Zoom and click on “Test Computer Audio.”

Where to Set Up

1. Choose a spot with good lighting.
2. Sit in a place that is in view of parents, but where there are not a lot of distractions such as people or pets coming in and out.
3. Try out locations in the home before the day of class. Pull up Zoom and look at your video to see if the lighting is good. Avoid sitting in front of a window with direct sunlight.
4. TURN YOUR CAMERA ON. You should come to class prepared to engage. It is hard for the teacher to teach to a blank screen; seeing faces helps a lot.

Getting into Zoom and Joining the Class

1. Before you sit down for class, gather your textbook, notebook or paper to write on, and other resources your teacher requires such as a calculator for math or chemistry.
2. Please plan to join class a few minutes before class time starts.
3. To join a Zoom meeting through an invitation e-mail, just click on the link provided.
 - a. If this is your first time using Zoom, it may prompt you to download Zoom.
 - b. If you have already downloaded Zoom, it should start automatically.
4. You can also start Zoom app and then copy the class code and paste it into the app. Instructors will set up any meeting with a password as well for security.
5. Participant controls are in the lower left of the screen.
 - a. You can mute and unmute on the microphone on the far left. OR, you can press the space bar to unmute.
 - b. Start and stop your video feed on the bottom to the right of the microphone button. You should have video feed on during class.
 - c. "View participant list" opens a pop-up screen that should give you a "raise hand" option to signal to the teacher that you want to comment or ask a question.
 - d. "Change your screen name" – this may be disabled by the teacher – but be sure to use the name you use in class.
 - e. At the top of the screen you should see "gallery view" or "speaker view" – here you can toggle back and forth between having the speaker be the large image on the screen or seeing everyone all at once.

Recording

Some instructors may opt to record a Zoom session to share online later for any students who missed the live session. They will communicate in advance if they plan to record it. They will not post it online in any way that will be available to the public such as through a search. They will share a private link with you. If you still feel uncomfortable with your child being recorded, then they should not attend the live session and wait for the link to be posted to view.

Other Tips for Students

1. Mute yourself when not talking to avoid background noise on everyone's computer.
2. Be yourself and respect others.
3. If your teacher uses the chat window – remember all participants can see the chat as can the teacher.

4. You can use “reactions” – smiley faces, etc. to engage with the teacher and classmates.
5. Think before you write.
6. Set up an intentional space to do class.

Tips for Parents

1. Instructors may use the “breakout room” feature of Zoom to establish smaller discussion groups for their class. They will inform you if they are going to use these. As the instructor can check in on any small group at any time, they cannot supervise them 100% of the time. We recommend more parental supervision for this feature.
2. The teacher cannot tell if students are really paying attention or doing other things on their computer. Stop in now and then and check that your student is indeed participating.
3. Put the classroom set up in a common room where you can check in now and then but not where people will be constantly running through.
4. It is really up to you to make sure your student is keeping up and paying attention when classes go online.
5. Make sure the equipment is ready to use at the beginning of the year to allow time to get any additional items needed. Then, if we suddenly need to change to online class, the switch can occur smoothly.
6. Perhaps do a short online tutorial with your student on the use of Zoom if you are not yet familiar with it. Here is a short and basic 6-minute tutorial: <https://youtu.be/d7xXZxRDFUU>

Guidelines

Lost and Found

If an item is lost, the item will be taken to lost and found storage found in the Activities Center. If an item of considerable value is discovered (wallet, cell phone, etc.), that item will be taken to the Main Office for safe-keeping. If there is a need to search lost and found storage for an item, please contact the Main Office at 919-847-0764.

Phones

Students may bring cell phones with them, but they may not have them out during activities. They must keep them on silent. If a student is seen with their phone or does not have it set to silent, an instructor or staff member may confiscate the phone and take it to the main office for the remainder of the day. Only the parents of the student may retrieve the phone from the main office. Instructors may request that all students turn their cell phones in at the beginning of the class to eliminate the possibility of distraction.

Inclement Weather

On days where inclement weather takes place, New Life Camp will determine whether a delay or cancellation of activities will take place. Such closings or delays will be announced on:

- WRAL (TV Channel 5)
- www.wral.com
- www.newlifecamp.com

If we anticipate a cancellation enough in advance, we will try to communicate if classes will go online via Zoom so that we can remain on schedule. We have reserved one make-up day in May that we will use if necessary. We are unable to make up more than one day in-person.

Student Behavior Code

Philosophy

The spirit behind this code of behavior is that each student lives in a manner worthy of Jesus Christ ([Colossians 1:10](#)). The code is designed to give clarity to what is expected behavior at New Life Camp, but a student must be willing to honor the Lord in their actions and attitudes to truly enjoy and even contribute to the atmosphere that is desired at New Life Camp. Any action or attitude that is contrary to this is subject to disciplinary action.

1. **Respect:** Show respect for the rules and those in authority. Any student who is disrespectful to a staff member will be subject to disciplinary action.
2. **Privacy:** Respect the privacy of others by avoiding behavior of a physical, romantic, or overly affectionate nature; avoiding conversation of a personal nature about others; avoiding the private space and belongings of others. Students should treat each other with dignity and respect.
3. **Integrity:** Maintain Christian standards of integrity and honesty in academics, relationships, and accountability.
4. **Purity:** Maintain a temple appropriate for the indwelling Holy Spirit in thought, word, and deed.

Conduct

1. Classroom Behavior
 - Students will not be distracting in word or action.
 - Students are expected to go to the restroom before activities. Only in emergencies will they be excused during the activity.
2. Course Work Integrity
 - Students may not cheat or assist in cheating to fulfill an assignment or test. Cheating is defined as giving, taking, or presenting work that fraudulently aids oneself or another in determining an assessment or completing a requirement.
 - Students must reference source material with all quotes. Plagiarism may result in a student being dismissed from the program.
3. Physical Contact
 - We request that students maintain social distancing of 6 feet as much as possible while at New Life Camp.

4. Language

1. Students may not use profane, obscene, or vulgar language.
2. This includes any language that is disrespectful, insulting, or threatening to another student, instructor, or parent.

5. Contraband

- Tobacco, alcohol, illegal drugs, cigarettes, or e-cigarettes - students may not use these or offer to sell any of these items.
- Books or magazines with questionable material
- Pets
- Electronic devices for entertainment – students may use computers, tablets, and mobile devices during activities only if approved or recommended by the instructor.
- Blades, guns, and other weapons
- Headphones – we desire a socially strong atmosphere. Headphones limit social interaction and thus are not allowed.
- We recommend campers leave anything of value not covered here at home. While New Life Camp keeps a lost and found storage, we are ultimately not responsible for lost or stolen property.

Dress Code

Parents are responsible for their children to dress appropriately as follows:

1. Students' clothes should not have any inappropriate words or depictions.
2. Female Students
 - a. Shorts, Skirts, Pants, and Dresses
 - Shorts should be at least fingertip length or have a 4-inch inseam
 - Skirts and dresses should be at least near knee-length.
 - Tights and spandex do not change the above rules.
 - If wearing leggings, shirts should cover the butt.
 - b. Shirts
 - A camper's stomach or lower back should never be visible.
 - Undergarments should never be visible.
 - Students should not wear anything strapless.
 - Clothing is too tight when the outline of undergarments can be clearly seen.
 - Necklines should be modest.
3. Male Students
 - a. Shorts and Pants
 - Shorts should be at least fingertip length.
 - Shorts and pants should not sag, and undergarments should not be visible.

Student Driver Code

1. Drivers must park in the parking lot surrounding the two gyms. Only instructors and staff may drive and park in the lower camp area.

2. Drivers must abide by the camp speed limit at all times. The speed limit for the camp road is 10mph.
3. Drivers may not play loud music from their cars while on the camp property.
4. Reckless driving actions, such as spinning tires, are prohibited.

Failure to abide by the code will result in the following disciplinary actions:

1. First Offense: the student and the parents will receive a warning.
2. Second Offense: the student's driving privileges at New Life Camp will be revoked for the remainder of the academic year.

Disciplinary Action

While some actions have been listed out previously with their offenses, New Life Camp may feel it appropriate to take disciplinary action for additional offenses. When a student or parent has shown that they disregard the philosophy and behavioral code of New Life Camp, more substantial action may be taken. Depending on the severity of the offense by either student or parent, New Life Camp reserves the right to dismiss the offending party from the program without any prior warnings.

In general, however, the following steps will be taken:

1. The Director of LEARN will send an email to warn both student and parent of the issue in an effort to resolve it.
2. If the problem persists, a meeting will be held by the Director of LEARN and the Director of Programs with the student and parents to discuss the issue.
3. If the problem still persists, the student will be dismissed from the LEARN program.

Other Programs Offered at New Life Camp

- **Camps and Retreats** – since 1950, New Life Camp has been offering a unique life-changing experience of fun, fellowship, and time learning the truths of the Bible. We offer both overnight camp weeks for ages 8-18 and day camp weeks for ages 4-10. We also offer retreats in the fall and winter for ages 8-18. All of this is overseen by a well-trained staff who love and accept each camper right where they are.
- **F.E.A.S.T.** (Followers Eat And Share Together): this is an open meal time at New Life Camp for family and friends to share together. All proceeds go to support the ministries at New Life Camp. Takes place on Wednesday evenings September-November, January-March.
- **Next Level Basketball** – this recreational basketball league in the spring is designed for the beginner as well as the player who wants to take their game to the next level. At the same time, they are also challenged to take their relationship with Christ to the next level.
- **Storm Athletics** - This is our home-school athletics program that competes against local schools and is part of the North Carolinians for Home Education Athletic Conference. We currently offer soccer, volleyball, basketball, baseball, and cross country. (Ages 11-18)
- **Saturday Night @ Camp** - Get a taste of camp by coming to SN@C. Children are divided into three groups: kindergarten, elementary, and middle school. Supper is provided for all, and each group will receive a great lesson from God's Word geared specifically for them. This also is a

great opportunity for a parents' night out. This event takes place monthly from October-December and February-April. (Ages 4-14)

- **High School Hangout** - Join us once a month from October-December and February-April for an exciting time with other high school students. We will have activities throughout the year at New Life Camp. We will also spend time studying a challenge in God's Word. (Ages 14-18)
- **Sports Skills Training** – These sessions are offered during the summer and fall to help dedicated players to improve their game during the off-season.

For more Information on any of our programs or to register, please visit our website – www.newlifecamp.com. If you still have questions, please call our main office: (919) 847-0764.