**ODU BLAST 2019**

**INFORMATION AND POLICIES**

The basic philosophy for ODU BLAST is one of education, safety, and student responsibility. We focus on the growth and development of individual student potential by encouraging responsibility and respect for self and others in the ODU BLAST program. Please read the following document carefully. If questions arrive regarding any of these policies, or if you have any program questions, please call or text: *Dr. Vukica Jovanovic /Vukitsa Yovanovich/, ODU BLAST Director at (765) 237-8594 (cell)*. For administrative questions, please call Virginia Space Grant Consortium (VSGC) Administrator *Dr.* *Tysha Batts at (757) 478-2066 (cell).*

**Check-In and Check-Out**

*INSTRUCTIONS FOR Check-In and Check-Out.* A campus map and directions to ODU is available on the VSGC website, ODU BLAST link at <http://blast.spacegrant.org/odu> . Parents may park their cars in lots 32, 44, or 49 (all lots are located just off 48th Street) and accompany their children to Scotland House. It is about a 5 minute walk from the parking lots to Scotland House.

* Check-In by ODU Conference Staff at ***Scotland House*** between 3:00-4:00 PM on Sunday, June 23rd.
* *Check-Out by ODU Conference Staff* at ***Scotland House*** between 8:30-9:30 AM on Wednesday, June 26th.

**Living on Campus**

During check-in each participant will be assigned a room and issued a room key. Two students are assigned to each room. Rooms are air conditioned and contain two beds, two desks, two dressers, and ceiling lights. Each participant will be issued a:

* Pillow and pillow case
* Two flat sheets
* One blanket
* Two towels and washcloths

Participants need to bring:

* Air conditioning in residence halls can be quite cool, consider bring an additional blanket or other bed cover
* Close hangers
* Cellphones – be sure you’re familiar with the alarm setting!

Students are responsible for the security of any items they bring. Room doors should be locked at night and when the room is vacant. Students will be chaperoned in the dorm and during all activities by Virginia-licensed teachers. Chaperones will be introduced at the evening program on Sunday night.

***ODU BLAST reserves the right to have authorized staff enter any student’s room without notice if reasonable cause suggests that the code of conduct policies are being violated.***

Maid service is not available. Participants are expected to keep the area they live in reasonably neat. Dorms have bathing facilities that are maintained by the housekeeping staff, but it is recommended that participants bring shower shoes and a robe. Other items to bring are included on the suggested packing list that was included in the information packet and is also available on the Virginia Space Grant Consortium website ODU BLAST link at <http://blast.spacegrant.org/odu> .

**Clothing and Personal Items**

The key word is comfort! Summertime in Norfolk can be hot and muggy, so bring comfortable light-weight clothing. Participants will be doing a lot of walking throughout the program, so also please bring comfortable shoes. Summer showers are normal in Norfolk as well, so don’t forget your umbrella or rain coat. Air conditioned buildings and classrooms can be nippy, so be sure to bring a sweater or light-weight jacket.

Please be sure to bring all personal items including: deodorant, feminine products, shampoo and conditioner, soap, toothbrush/toothpaste, and any other necessary personal hygiene items.

***Do not bring clothing with language or images that are vulgar, discriminatory, obscene, or clothing that promotes illegal or violent conduct, such as the unlawful use of weapons, drugs, alcohol, or tobacco. In addition, do not bring clothes that exposes cleavage, midriff, or undergarments.***

**Daily Schedule**

The final activity schedule including locations will be given out at check-in. In general, hands-on workshops, tours, and information sessions will be held from 8:30 AM to 6:00 PM each day with a standard lunch break.

Evening Programs are planned. These will be held both on campus.

***Participants are not allowed to leave the ODU campus except during planned activities.***

**Spending Money**

Participants may want to bring a small amount of cash for souvenirs and snacks.

**Buddy System**

During the duration of ODU BLAST, participants must be with at least one participant or staff person at all times. This requirement includes walking to and from day time activities, meals, evening events, and free times.

***Students in violation of this policy will be dismissed from the program and sent home.***

**Curfew**

Participants will have a curfew of 10:00 PM to 6:00 AM Sunday through Wednesday. This curfew means that participants must be in their dorm rooms by 10:00 PM; lights out is at 11:00 PM. We encourage participants to get a solid night’s sleep so that they can be attentive and interactive in all activities during the program. Chaperones will check for curfew violations.

***Students will be given one warning; a second curfew violation will result in dismissal from the program and the participant will be sent home.***

**Visitation and Standards of Conduct**

Participants are not allowed to have visitors in their rooms other than ODU BLAST 2019 participants or staff, chaperones, and parents/guardians, other family members, or friends during move-in and move-out times. ODU BLAST participants are not allowed to be in other residence hall rooms of other ODU students or other summer conference attendees.

***Any student found in violation of this visitation policy will be dismissed from the program and sent home.***

Standards of Conduct. Students are expected to adhere to ODU’s Student Conduct Code found at <https://www.odu.edu/content/dam/odu/offices/bov/policies/1500/BOV1530.pdf>. Any of the following occurrences result in expulsion from ODU BLAST. Parent(s)/guardian(s) will be notified by phone through a conference call with the participant and ODU BLAST director staff. The parent(s)/guardian(s) will then be responsible for picking up their child from ODU BLAST or reimbursing ODU BLAST for a bus ticket home.

* Using or possessing alcoholic beverages
* Using or possessing tobacco
* Using or possessing illegal substance of any type
* Using or possessing weapons of any kind
* Committing any act of violence
* Intentionally damaging or stealing the property of ODU, ODU BLAST, or another individual
* Leaving the dorm after curfew without permission from the ODU BLAST Director
* Exhibiting potentially harmful behavior to self or others
* Violating the Visitation Code
* Violating the Buddy System
* 2nd violation of the curfew

**Summer Access Card/Meal Card and Room Key**

Each participant will receive a lanyard with a room key and summer access card during check-in. Summer Access Cards are programmed to allow access to the residence hall from outside. Room keys provide access to individual dorm rooms. Summer Access Cards also serve as the meal card for the duration of the camp. It is each individual’s responsibility to keep track of his/her Summer Access Card and room key.

***A replacement room key has a charge of $75.00 and will be billed to the participant.***

***A replacement summer access card has a charge of $15.00 and will be billed to the participant.***

**Meals and Snacks**

The Summer Access Card provides for the costs of three meals per day, beginning with dinner on Sunday, June 23rd and ending with breakfast on Wednesday, June 26th. Students are required to eat all meals on campus per the schedule; all but one meal will be served at the Broderick Dining Commons. Program staff and chaperones will conduct a breakfast check each morning to ensure students are not late for daily activities. Participants may want to purchase snacks to eat during meals. Vending machines are located in most buildings on campus. There are no refrigerators in the residence hall. **Menu will be defined according to the group allergies so be mindful about your peers with allergies, menu selections will be selected so that we make sure that everyone is safe while at ODU.**

**Silence Cell Phones**

Participants will be allowed to use their phones during breaks and free time. However, phones must be silenced during all day and evening activities.

***If a student violates this policy, the cell phone will be confiscated and returned to the student at the end of the program during check-out.***

**Emergency Contact or Need to Reach Us**

If a participant needs to be reached in an emergency, call any of the numbers below:

* Student’s cell phone
* ODU BLAST Director, Dr. Vukica Jovanovic (765) 237-8594 (cell)
* VSGC STEM Program Specialist, Dr. Tysha Batts *(757) 478-2066 (cell)*
* ODU Engineering Technology Office, Elvie Lawrence (757) 683-3775

***Parents/Guardians Chaperones: Please keep these numbers hand in case of an emergency or you need to reach us for any reason.***

**Medical Facilities and Conditions or Food Allergies**

If a participant has any special medical condition, special needs, food allergies, or medication that requires refrigeration, we need to know about this in advance. Allergy medicine for injections cannot be administered by the ODU or ODU BLAST staff or faculty, nor can it be administered by VSGC teacher-chaperones or staff. Students must be able to self-administer medications.

***Do not forget to bring any required medication.***

NowCare Medical Center. Norfolk’s urgent care center is available for non-emergency services. It is located approximately ten minutes from ODU at 7924, Chesapeake Boulevard, Norfolk, VA 23518; phone: (757) 587-1700. Hours are: Monday-Friday, 8:00 AM-8:00 PM; Saturday, 9:00-3:00; Sunday, Closed.

Sentara Norfolk General Hospital. Sentara Norfolk General Hospital is available for emergency services. It is located approximately ten minutes from ODU at 600 Gresham Drive, Norfolk, VA 23507; phone: (757) 388-3000. Hours: 24 hours, 7 days a week.

Medical/Police/Fire Emergency Services. The ODU Police are on call 24 hours a day, 7 days a week; phone: (757) 683-5665; or 911.