

Pingree Parent and Athlete Handbook

Thursday, August 06, 2009



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Pingree Athletic Handbook for Players and Parents

Since the school was founded in 1961, Pingree has placed great value on the role of athletics in the development of its students. In addition to the opportunities for personal growth and the sheer joy of being part of a team that our athletes experience, our sports teams also provide a vehicle for building a stronger sense of community for all of us. If you have been on campus for Wheeler Day or for a NEPSAC Tournament game or for a Friday night hockey, volleyball or basketball game against a rival school, you have witnessed the power of athletics to unite the school in a positive manner.

We have created this manual in an effort to provide students and parents with an overall guide to our athletic program. It does not hope to cover every detail and situation, but rather aspires to be a general guide to our programs and policies. As always, we hope that you as parents and athletes will be willing to share your thoughts and ideas with us in a collaborative and constructive partnership between school and family so that we can provide the best possible experience for all of our students.

PART ONE: MISSION

Pingree's Athletic Program is a strong component of the school's overall mission and purpose.

Pingree's Mission Statement

Dedicated to academic excellence and development of high personal standards, Pingree believes that a love of learning flourishes best in a diverse community that respects truth, curiosity, creativity, humor, and independent and imaginative thinking. Above all, Pingree strives to instill in its students integrity, decency, compassion, self-esteem and commitment to one another and to the world at large.

Statement of Character and Purpose

As a small, coeducational college preparatory day school, Pingree seeks to achieve its mission primarily through its teachers, advisors and coaches, who establish close rapport with students in order to mentor them in scholastic work, athletics and extracurricular participation, as well as to identify and encourage personal strengths. Through this interaction, and in partnership with parents, Pingree hopes to instill the values expressed in its mission.

As students become confident in themselves and their abilities, it is vital that they also recognize their obligations to society as responsible citizens. Pingree believes that a willingness to participate actively in efforts to bring about a better world is an essential goal for every student. Pingree seeks to help each individual develop the qualities of leadership and the courage to take risks while continuing to grow as a student and as a person.

Because athletics are an integral part of each student's education, our program strives to be consistent with the philosophy and objectives of this statement.

The Athletic Mission

1. The athletic program intends to give each member of the community an appreciation for health, well-being, and enjoyment of physical activity. Through athletics each student is encouraged to increase his/her self-awareness, to build pride in the individual, team, and school.
2. The program also intends to teach each student the value of respect for team members, as well as the team as a whole, coaches, opponents, and officials.
3. The athletic program intends to reach every student by recognizing everyone's level of ability. A competitive interscholastic schedule is provided for varying levels in 22

4. Pingree believes in maintaining an atmosphere of sportsmanship and keeping athletics in a proper perspective. While encouraging respect, friendship, and enjoyment among athletes, the athletic program must allow them to develop competitive maturity: how to handle stress and how to maintain a winning attitude while actually losing a contest, without confusing the will to win with over-emphasis on winning. Pingree encourages its athletes to give their best effort at all times but always in the spirit of the game.

PART TWO: REQUIREMENTS, OFFERINGS, ELIGIBILITY

Athletic requirements and offerings:

Pingree offers 42 teams in 22 interscholastic sports. Additionally, there are non-sport offerings such as drama and dance, Pursuit and community service. Students are required to participate in the afternoon program for all three seasons (seniors can opt for one season off. At least one season has to be one of physical activity – team sports, pursuit, dance or independent project).

Eligibility

Age: NEPSAC regulations state that a student who is 19 years of age or younger on September 1st of a given school year is eligible to compete in interscholastic athletics.

Pingree does not have a postgraduate program.

Academic eligibility: Pingree does not have a required g.p.a. eligibility rule. Since athletics are a required part of the school day, students are expected to be at all games, practices and activities.

Practice time is not available for use as an extra help or study period any more than a student could opt out of Spanish class to study for a math test. If a student is in serious academic difficulty and no other time can be made available for extra help, the athletic department will gladly work with the teacher and student athlete to arrive at a workable solution.

PART THREE: HEALTH AND ATHLETIC TRAINING

The health and safety of our athletes is of the utmost importance. Pingree's staff includes an athletic trainer, a nurse and a counselor who are available to work with our student athletes as needed. Below is some health-related general information:

Physical examinations

Each student must have an annual medical check-up with the results reported by the student's physician on file with the school. Students will not be allowed to participate in pre-season sports without a current form on file. State law requires the immunization portion of the health form, and it is therefore necessary that parents fill in this section completely and keep it up to date.

Emergency form

Students must also have a completed emergency form on file with the health office. This form includes "permission to treat" information as well as critical emergency information. Once again, students will not be allowed to participate in pre-season sports without a current form on file.

Medifile

Medifile is a high quality, confidential health record service that helps school health centers track the necessary health information and documents for students. This system will guarantee access to a

student's emergency information at all times (twenty-four hours a day, seven days a week). In the event of an emergency (in the absence of the nurse or trainer), Medifile can be accessed by any coach.

Athletic injuries

One of the standards for membership in the Eastern Independent Athletic League, of which Pingree is a member, is that each School has a NATA certified trainer on staff and in attendance at games. Thus, Pingree athletes are assured of proper care before and during games and practices. We also rely on Hamilton's public safety personnel (Police and Fire). Our Trainer also conducts training sessions for coaches at the start of each season, advising them of appropriate procedures in the event of injury and/or while waiting for treatment.

PART FOUR: SPORT OFFERINGS

Fall:

Soccer: Two levels of play for girls, three for boys

Field Hockey: Three levels of play for girls

Pursuit: Outdoor and wilderness skills

Golf: Two levels of golf. Both are co-ed

Cross country: Two levels of both boys and girls

Football: One level of play for boys

Independent Project

Fitness

Winter:

Ice Hockey: Two levels each for boys and girls

Basketball: Two levels for girls, four for boys

Volleyball: Two levels for girls

Independent Project

Pursuit

Table Tennis

Fitness

Swimming

Spring:

Baseball: Two levels for boys

Softball: Two levels for girls

Lacrosse: Three levels for both boys and girls

Tennis: Two levels for both boys and girls

Ultimate: One coed team

Fitness

PART FIVE: LEAGUES AND AFFILIATIONS

Pingree is a member of

- Eastern Independent League (boys' and girls' soccer, boys' and girls' cross country, golf, boys' and girls' basketball, baseball, girls' ice hockey, girls' volleyball, boys' and girls' tennis, boys' and girls' lacrosse)

Bancroft School

Beaver Country Day

Berwick Academy

Chapel Hill

Concord Academy

Dana Hall

Lexington Christian
Newton Country Day
Pingree School
Winsor
Landmark School

❑ Holt League (Boys’ Ice Hockey)

Pingree	Portsmouth Abbey
Berwick	Kingswood Oxford
Worcester Academy	St Thomas More

❑ NEPSAC (New England Prep School Athletic Council)

- District I- Maine
- District II- New Hampshire, Vermont
- District III- Eastern Mass., Rhode Island
- District IV- Western Mass., Connecticut

PART SIX :GOOD SPORTSMANSHIP

NEPSAC Code of Ethics: Sportsmanship and Citizenship

As a basic principle, we believe that the lessons learned from fairly played athletics, including games and practices, whether interscholastic or not, are of benefit to our students and our school. The purpose of this code of ethics and sportsmanship is to define what “fairly played” means and to provide guidelines for athletes, coaches, and parents to follow.

At the heart of the matter lie several terms which are often hard to define, yet no more important tasks confront coaches than to set standards which are fair and honorable. Throughout this code, when such terms as “proper conduct” and “good sportsmanship” are mentioned, they refer to such standards.

Since Pingree believes that athletics is an integral part of education, the school will take commensurate measures to help students who have difficulty either meeting their commitments or conforming to proper conduct and good sportsmanship on and off the field of play. If a coach feels that a student’s commitment to his or her team or a student’s actions warrant special attention, the athletic director will set up a conference with the student, his or her advisor, coach and athletic director to determine the best course of action. Below are some general guidelines as outlined in the NEPSAC Code of Ethics:

- Treat other persons as you know they should be treated, and as you wish them to fairly treat you.
- Regard the rules of your game as agreements, the spirit or letter of which you should not evade or break.
- Treat officials and opponents with respect.
- Accept absolutely and without quarrel the final decision of any official.
- Honor visiting teams and spectators as your guest and treat them as such. Likewise, behave as an honored guest when you visit another school.
- Be gracious in victory and defeat; learn especially to take defeat well.
- Be as cooperative as you are competitive.
- Remember that your actions on and off the field reflect on you and your school.

Guideline for players

- Players should at all times represent themselves and their school with honor, proper conduct, and good sportsmanship. They shall understand that competitive rivalries are encouraged but that

- Players shall comply fully with the rulings of officials. In no way, either in voice, action or gesture, shall they demonstrate their dissatisfaction with the decisions made.
- Players will not deface property or remove equipment from their own or another school.

Guidelines for spectators

- Spectators, whether students, faculty, parents, alumni or friends, bear important responsibilities to the School and to the atmosphere and conduct of games, whether home or away. They should watch games from those areas defined by each school as spectator areas. They must not run up and down the sidelines, call to players, coaches or officials in an unsportsmanlike manner, go into the field of play, or deface property. They also have a responsibility to speak to other spectators who might be acting in an inappropriate manner.
- Encouraging those around you to display only sportsmanlike behavior.

Captains

Pingree places a premium on the ideals of sportsmanship and mutual respect between teams, so the role of team captain is critical to the success of a team. Being a captain is not about being the best player on the team nor is it about being the most popular player on the team – what it *is* about is being the team leader. Listed below, we spell out some of these expectations:

As a team captain, you are expected to:

- Lead by example, in both words and actions (keep in mind that your teammates, and others, are watching you more closely since you are a captain. This is a powerful position to be in. Use this power carefully).
- Demonstrate sportsmanship on a consistent basis (for example, if a captain were to engage in trash talking on the field, s/he is encouraging trash talking from the rest of the team).
- Be a first class act—in both victory and defeat (all teams will end up on the winning or losing side at one time or another. You need to set the example that your team will handle itself in a first class manner—no matter what the score board says).
- Be respectful of opposing teams, coaches and officials (this should be obvious while on the playing field, but this also includes time off the field).
- Understand that part of being a captain is putting team before self (this comes as a surprise to many first time captains—it takes substantial time and energy to be a good captain. You no longer can just worry about your own play. You must be much more aware of your entire team).
- Encourage positive talk about team members and coaches -- in the locker room, in the playing arena, around school or on the team bus (teams that are allowed to ruminate on negative aspects of the season can quickly find themselves wallowing in self-pity; as a team leader, you need to help keep the emphasis on the positive aspects).
- Help curtail off-the-field team gossip—this breaks team unity and can prove to be more destructive than anything else on the field. As a captain, you should be loyal to your coaches—support them in public, but also be sure to take any issues of concern to them directly to discuss privately. Be part of the solution!
- Understand that your role as a captain can have a significant impact on your team—either in a positive or negative fashion, depending upon your words and actions. Don't waste time blaming others; make a positive difference.

- Help make the team respectful of one another so that no player is singled out or left out—be inclusive! (For example, if you do work in pairs, work with a new partner each day so you can develop a good working relationship with each teammate).
- Act as a liaison between the team and the coaches (for example, bring forward your teammates' questions or concerns regarding a coaching decision).
- Alert the coaches about any concerns you have about a teammate's health.
- Accept the challenges and responsibilities of being a captain and be the best captain you can be.

PART SEVEN: POLICIES

The following is reprinted from the school's handbook and applies every bit as much to the athletic venue as it does to any other aspect of the school day:

“While most major disciplinary offenses are defined by their nature, the following specific policies have been established:

Drug and Alcohol Infractions. *The use or possession of drugs, drug paraphernalia or alcohol by Pingree students is not allowed on campus, during School-related activities, or while traveling to or from the School. A student coming to the campus or to a School-related activity under the influence of alcohol or drugs will be regarded in the same light as a student who chooses to violate the on-campus rule.*

Hazing and Bullying. *Hazing and bullying are offenses against one of the most fundamental guidelines of behavior that we have at Pingree, namely that each member of the Pingree community will treat every other person with the greatest care and respect. Any incident of hazing or bullying will be considered as a major disciplinary offense and will be referred to the Discipline Committee.*

Off-Campus Behavior. *Pingree does not and cannot take responsibility for activities or actions of our students that take place off school grounds and are not school related. Parents must take full responsibility. However, when the actions of a Pingree student are deemed so egregious that the school's position in the community may be compromised, the school may take action. If the school chooses to do so, all appropriate disciplinary procedures will be followed.*

Sexual Harassment. *It is the goal of Pingree School to promote a community that is free of sexual harassment. Sexual harassment is unlawful and will not be tolerated by Pingree School. Further, any retaliation against an individual who has complained about sexual harassment or retaliation against individuals for cooperating with an investigation of a sexual harassment complaint is similarly unlawful and will not be tolerated. To achieve our goal of providing a community free from sexual harassment, the conduct that is described in this policy will not be tolerated; and we have provided a procedure by which inappropriate conduct will be dealt with if encountered by members of the community.*

Because Pingree takes allegations of sexual harassment seriously, we will respond promptly to complaints of sexual harassment. Where it is determined that such inappropriate conduct has occurred, we will act promptly to eliminate the conduct and impose such corrective action as necessary, including disciplinary action where appropriate.

Please note that while this policy sets forth our goals of promoting a community that is free of sexual harassment, the policy is not designed or intended to limit our authority to discipline or take remedial

action for conduct which we deem unacceptable, regardless of whether that conduct satisfies the definition of sexual harassment.

Definition of Sexual Harassment

In Massachusetts, the legal definition of sexual harassment is as follows: "Sexual harassment" means sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature when: (a) submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly a term or condition of employment or as a basis for employment decisions; or (b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with an individual's performance by creating an intimidating, hostile, humiliating or sexually offensive environment.

The legal definition of sexual harassment is broad and in addition to the above examples, other sexually oriented conduct, whether intended or not, that is unwelcome and has the effect of creating an environment that is hostile, offensive, intimidating, or humiliating to male or female members of the community may also constitute sexual harassment.

While it is not possible to list all those additional circumstances that may constitute sexual harassment, the following are some examples of conduct which, if unwelcome, may constitute sexual harassment depending upon the totality of the circumstances including the severity of the conduct and its pervasiveness:

- ❑ Unwelcome sexual advances -whether they involve physical touching or a note;*
- ❑ Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life, comments on an individual's body, comments about an individual's sexual activity, deficiencies, or prowess;*
- ❑ Displaying sexually suggestive objects, pictures, cartoons;*
- ❑ Inquiries into one's sexual experiences; and,*
- ❑ Discussion of one's sexual activities.*

As stated above, retaliation against an individual who has complained about sexual harassment and retaliation against individuals for cooperating with an investigation of a sexual harassment complaint are unlawful and will not be tolerated by Pingree School.

Individuals might unintentionally act in a manner that others experience as sexually harassing or humiliating. Whatever the basis for the harassment, it is prohibited. Attempts to justify such behavior as a "prank" or "joke" do not change its harassing nature, and the person behaving in such a manner assumes the responsibility for his or her own actions. If anyone in the Pingree community believes that he or she has been subjected to sexual harassment, that individual has the right to file a complaint with the School. This may be done in writing or orally.

Incidents of sexual harassment are considered to be major disciplinary offenses and will be heard by the Discipline Committee. Students who believe that they have been subjected to harassment should contact Mr. Taft, Dean of Students; Mrs. Means, Assistant Dean of Students; or Mrs. Esty, Director of Counseling. These people are also available to discuss any concerns you may have and to provide information to you about our policy on sexual harassment and our complaint process.

State and Federal Remedies

In addition to the above, if you believe you have been subjected to sexual harassment, you may file a formal complaint with either or both of the government agencies set forth below. Using our complaint

process does not prohibit you from filing a complaint with these agencies. Each of the agencies has a short time period for filing a claim (EEOC - 180 days; MCAD -6 months).

1. The United States Equal Employment Opportunity Commission (“EEOC”)

1 Congress Street - 10th Floor

Boston, MA 02114

(617) 565-3200

2. The Massachusetts Commission Against Discrimination (“MCAD”), Boston Office: One Ashburton Place - Room 601, Boston, MA 02108, (617) 727-3900 or Springfield Office: 424 Dwight Street, Room 220, Springfield, MA 01103 (413) 739-2145.”

Communication

Parents are encouraged to communicate with the Athletic Department regarding their son or daughter’s participation in athletics. Parents may communicate directly with either the coach or athletic director. The Athletic Department requests that any questions about coaching philosophy and/or expectations or personnel decisions be expressed during a private conversation and never directly or publicly before or after a contest or practice. Please use the school email or phone number unless asked by the coach to call at his/her residence. It is not appropriate for parents to question team strategy or the performance of other student athletes.

Title IX

Title IX states that no person, on the basis of gender, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving federal assistance. Title IX affects nearly all the nation’s 16,000 public school systems and nearly 2,700 post-secondary institutions. While Pingree is not directly bound by the provisions of Title IX, we are committed to acting in the spirit of the regulations and will administer our athletic programs accordingly.

Tobacco

Pingree is a smoke-free environment. The using, possessing,, or being in the presence of tobacco in any form is a violation of School rules.

Suspension from school

A student suspended from school is ineligible to participate in sports during the term of suspension.

Confidentiality/student records

During the course of the year here at Pingree School, coaches and staff may be privy to sensitive information about students, and a student’s confidence should be honored. However there are situations when a coach must share that information with the appropriate person or persons:

- Coach, administrator, or staff member has information regarding an imminent threat of danger by a student to him/herself or others. In such an instance the information must be reported immediately to the Director of Athletics.
- Coach, administrator, or staff member has information regarding a crime at the school. In such an instance the information must be reported immediately to the Director of Athletics.

School attendance as it relates to the afternoon program

The handbook states that student athletes at every level are required to attend all games, practices and school-sponsored team events. Student athletes must be in school the day of a scheduled game or practice in order to participate. Exceptions can be made for religious holidays or college visits, doctor's appointments, etc. but must be given in writing to the Athletic Director or the coach no less than one day before the scheduled missed day so that the request can be acted upon. The common misconception is that if a student is in school by a certain time, then he/she is eligible to play or practice. Our thinking is that a student who is not well enough to be in school in the morning is not well enough to participate in after-school activities.

Game and practice attendance

Athletes are expected to attend all practices and games and to be on time each day. If this is not possible on any given day, the athlete or parents should notify the coach in advance. If a last-minute occurrence (illness, an unavoidable change in family plans) causes a student to miss a practice or game, a note from a parent after-the-fact explaining the absence is required. Unexcused absences may result in follow-up action by the coach, Athletic Director or the Dean's office. A student who needs to miss a practice or game must speak directly with the coach or Athletic Director. (You can't tell a teammate to tell the coach that you won't be there).

Squad Division and Substitution

At the beginning of each season, the coaches of each sport work as a unit to select their teams. At the varsity level, some preference may be given to an upper class student of equal ability to an underclass player, assuming that the player has demonstrated a serious commitment to the sport and the team. Seniors in good standing are highly valued as members of varsity teams, even if they may not play much. They can provide leadership and a mature perspective.

Having said that, there is no guarantee that a senior will automatically make the varsity. First and foremost, the senior must display a dedication to the sport and the team. A senior may be better served to play at a level that is more appropriate to his or her skill level. There may also be concerns surrounding a player who lacks adequate training in a sport that poses safety risks. Freshman with exceptional ability may be chosen for the varsity but coaches will keep in mind varsity level pressures, time demands, as well as the value of keeping the 9th grade class together.

Substitution: At the varsity level it is not always possible to get every player in every game but we will do our best to provide playing time when opportunities arise. At the sub varsity we strive to provide meaningful playing time for all team members unless there are extenuating circumstances such as health, safety, attendance or discipline matters. Team rules regarding missing practice and playing time may vary from sport to sport.

Game and practice information

The game schedule is available on-line at www.pingree.org. The on-line schedule also includes departure, game and return times. During the winter season the daily practice schedule is also available on-line. Please plan ahead to avoid conflicts whenever possible. Changes are unavoidable so it is best to check on game days for the most current information.

Directions

Directions to most away games are available as a link on the athletic portion of the school's web site. If not available there, you may wish to use Mapquest or call an opposing school to get specific directions. We will denote games that are played off campus and provide directions to those venues.

Independent Projects

Students may select an independent sports project during the afternoon program in lieu of a school sports team. The independent project is for a student with a serious interest in and a commitment to a sport not offered at Pingree. Good examples would be a gymnastics, a swimming, or a horseback riding. Projects must include the following:

- A proposal for the project including the goals of the project and a schedule of training performed five days a week (not including weekends) for an hour and a half each day;
- An explanation of transportation to and from the activity;
- The name, address and phone number of the coach/instructor.
- The signatures of the student, parent, faculty advisor and the coach/instructor

Juniors and seniors have the option of choosing Community Service as their Afternoon program during one sport season with the approval of the Afternoon Program Committee; this time will count toward the Community Service graduation requirement.

All project proposals must be completed, approved and on file with the Afternoon Program Committee before the start of the season.

Students may not substitute an outside team for a school team when Pingree School offers that particular sport. Occasionally, students play for an outside team, but this occurs with the permission of the Athletic Director and with the understanding that all Pingree team commitments have clear priority over any outside scheduling

Participation limitation, changing sport, leaving the team and lettering

Student-athletes are prohibited from participating in more than one school-sponsored athletic activity during any given season (i.e., soccer in the fall, basketball in the winter, tennis in the spring).

- An athlete may ***not*** drop one sport to go out for another without the express permission of the Athletic Director. The athlete must first speak to the coach of the team he/she wishes to leave as well as the team that he/she hopes to join.
- Individuals who voluntarily sever their team affiliation and/or quit during the season and later have a change of heart may be reinstated to team status at the coaches' discretion.
- Letter winners must meet sport prerequisites set by the coaching staff of that sport and must complete the sports season in good standing with the team/squad and coaching staff.
- Independent projects must be submitted in a timely fashion and are granted at the discretion of the Independent Project Committee

Injuries and treatment

Pingree has a full-time L.A.T.C. certified trainer and a full-time school nurse on staff who are available during the school day as well as in the afternoon. Any concerns about your fitness to participate should be directed to the school's athletic trainer to make a determination about your ability to play or practice. If you feel you need to see the trainer, please observe the following guidelines:

- If possible, discuss your injury with your coach in advance of going to the trainer.
- If possible, see the trainer during the day or after practice. The time period immediately following the end of classes is used to treat those people who require immediate attention before going to sports.
- If you are injured, you are still required to attend all practices and games, home and away. During practice the team may be going over plays or strategies that you need to know. At games you should be there to support your team and to assist in any way you can. It is also important to show your teammates and coaches you are committed enough to be there even if you cannot play or practice.

Weather

Our policy on school cancellation: If school is canceled as a result of weather conditions then we will cancel games and practices as well. Any exception to that must be cleared through the A.D. and the Head of School. In the event of inclement weather, we try to make a decision by lunchtime about afternoon activities. Any changes to the daily schedule resulting from weather issues will be posted on the athletic bulletin board by the Commons, given to the Front Office, posted on the Pingree website, and put on the school's athletic information line (x503). Students may be dismissed at the end of classes and should sign out in the front office. Buses typically do not come early. There will be plenty of adults present to supervise those students who cannot get home early should school be dismissed.

Travel policy/transportation

Pingree School provides transportation for school-sponsored events. For athletic travel, we feel that there is much to be gained in team and school spirit by instilling in each of our students a sense that it is important to be fully committed to one's team and school, and part of that commitment means traveling to and from contests with teammates. Coaches may exercise their prerogative in the following areas:

- Behavior on the bus or van
- The consumption of food and drink
- Team dress

Driving to games, getting picked up at games: If a parent feels it is essential that a student drive to a game, the student's parent must submit a written or emailed request to obtain permission to drive. Reasons for driving might be that the student needs to get home to a family commitment, go on to an appointment or job, etc. This should be done at least 24 hours in advance of the contest. *The coach and/or athletic director may deny permission to drive even if the request is submitted in a timely manner.* A student who is riding with another student needs express permission to do so from his or her parent. Permission is at the discretion of the Athletic Department.

At away games, parents will sometimes want to take an athlete home directly from the game, and the school supports this. Parents need to make visual/verbal contact with the coach so that everyone knows the whereabouts of the student. A parent may take a student other than his or her own (i.e., a teammate who lives in the same town) Again, direct contact with the coach is essential.

Uniforms and equipment

Students are issued game and practice gear at the start of the season, and they are expected to take care of those items. This means keeping the game and practice clothing clean and in good repair, making sure they have all uniform articles for every game, and returning the issued items at the end of the season clean and in good repair. There will be a posted return date at the end of each season and any articles that come in after this date will be subject to a late fee. Unreturned articles will be billed to the student's school account.

Some uniform items, such as soccer socks and shorts are purchased by the students. These are items that do not have a long life, either in their usefulness or fashion. If someone does not wish to keep any of these articles, we will issue a credit on the student account if they are returned at the end of the season in good condition

Game and practice attire

How you dress makes a strong statement about your commitment to the team and the school and about your willingness to place team interests above your own. Athletes are expected to wear appropriate attire for practice. The coach generally determines these standards. When Pingree teams

travel, students are expected to be neatly attired and to conform to any dress regulations set out by the coaches. For games, athletes are required to wear the full Pingree uniform.

Athletic apparel purchases

Athletic uniforms are issued by season. Teams often wish to purchase special items such as warm-ups, hats, and jackets. This can be expensive so in an effort to strike a compromise between the teams' desire to have the latest gear and our collective desire to keep costs reasonable, the athletic department has adopted a few guidelines:

- Any non-school issue apparel purchased by a team has to be done with the approval of the Athletic Department.
- Any design, color, lettering or style has to be approved by the Athletic Department.
- A warm-up purchased by a team has to be available to all levels of that sport. For example, if the Girls' varsity Soccer team wishes to purchase warm-ups that same warm-up has to be made available to the JV team as well.
- Any warm-up has to be used for two seasons before being replaced.
- Students will sign a charge slip in advance of placing the order and will be billed when the order arrives.

Awards

Pingree has an awards ceremony following each sports season. All athletes and coaches are required to attend these events. This is a more formal presentation, and everyone is expected to dress up for the evening; shirt and tie for boys, dress skirts or slacks for girls. Parents are encouraged to attend. At this event students and coaches will have the opportunity to share their experiences with the rest of the teams and be recognized for their accomplishments and contributions

Pingree athletes are eligible for post-season recognition. This comes in many forms: coaches recognize singular efforts on behalf of the team, there are All EIL teams, all tournament teams, All New England, All American. These honors vary by sport. In the case of League, New England and All American honors, the selection process is never easy and is not always fair. Your coaches will work hard on your behalf to see that you are properly recognized, but in most cases the selection process is left in the hands of opposing coaches. If you win an award, you should accept that award humbly and give due credit to your teammates and coaches. If you do not receive recognition that you felt may have been coming to you, you must take pride in the effort that you know you put forth. That is the most important reward you can receive. *Please bear in mind that an athlete of consummate skill may not be recognized if he or she is lacking in sportsmanship.*

Special days

Throughout the school year Pingree has several events that are of singular significance. Some of the longest standing of these are the following:

- September: Pingree Invitational Cross Country Meet- schools, both public and independent, run on our course in an early season tune up race. Parent volunteers are needed to help manage the races.
- September: Fall parents cookout- parents association hosts a cookout for the school community following the afternoon's athletic contests.
- October: Wheeler Day- annual fall games and our longest continuous rivalry. Teams play for bowls awarded to the winning school by sport as well as the overall winner.
- October: Concord Day – similar to Wheeler Day, an annual fall event with a bowl awarded to the overall winner on the day.

- November: EIL Girls' Soccer and Field Hockey Tournament- sixteen teams compete in a one-day tournament at Pingree in early November.
- NEPSAC Fall, winter and spring tournaments- NEPSAC sponsors post season tournaments for teams having strong seasons. Winners are crowned New England Prep Champions.
- December: Pingree Girls' Ice Hockey Tournament - annual event hosted by Pingree in mid December with six schools competing for a winner and 2nd place trophy.
- December: Brooks-Pingree Invitational Boys' Ice Hockey Tournament – annual event jointly hosted by Brooks and Pingree with anywhere from eight to twelve teams competing for the championship.

Team pictures

Team pictures are taken each season by Summers Studios. Students who wish to buy a picture may sign up with the photographer at the time of the shoot, and the student account will be billed. Additional prints or reorders can be done directly through the Studio (978-741-1675)

Trips

All trips other than Pursuit and regularly scheduled overnight activities (beginning of year, e.g.) must be presented to the Trips Committee in September. Sports trips must go through the Athletic Director who will bring them to the committee; performing arts must go through the Drama Director; and international trips through the Director of the Foreign Exchange Program. The Trips Committee must be apprised of the type of trip, when it will happen, who will chaperone, its approximate cost, and how chaperone costs will be covered. Other than general interest in a trip, there must be no plans communicated or made with kids about specific trips until they have been discussed in and approved by the Trips Committee.

After the Trips Committee approves a trip, it will entertain the application for financial assistance of kids in need of aid. This assistance will be given only to students who are taking a trip “in-season,” i.e. where participation in the trip is obligatory for being part of the team or theatre group. “Out-of-season” trips are not obligatory, and students opting to take these trips will not be eligible for financial aid.

The Trips Committee will not review any trip for which the costs go beyond a school specified amount and will defer to the Headmaster for approval of such a plan. Nor will the Trips Committee take responsibility for any parent-sponsored trip. Pingree employees may not chaperone a non-school-sponsored trip.

All school-sponsored trips must adhere to the school's trip guidelines.

PART EIGHT: THE COLLEGE PROCESS

Being a contributing member of several sports teams, even if you do not plan to go on to play intercollegiate athletics, is a useful piece of the college admission process. It tells the college you have a commitment to and value teamwork, so make the most of your high school sports career! For some student-athletes, competing at the collegiate level is an important part of deciding where to go to school after Pingree. The college office and the athletic office will do their best to help these student athletes make sound decisions about college athletics. Here are a few thoughts about planning to play at the collegiate level:

- Pick up a copy of the NIAAA booklet *A Guide for College Bound Student Athletes and their Parents*, and the NCAA publication, *Guide for the College Bound Student Athlete*, both available in the college office and in the athletic office. These are helpful guidebooks to the process.

- In the sophomore or early in the junior year, write to the coaches at the schools in which you have an interest. Ask about the program, express your desire to play at the college level, send them a schedule, ask them about summer camps, etc.
- Set up a meeting with your coach to go over your plans and to get his or her honest assessment of what level of play is right for you. You should let your coaches know as early as possible about your desire to play in college. In your junior year, as you formally begin the college process and you, your coaches and the college office have narrowed your list to a reasonable size (6-8 schools), ask the coach if he or she would be willing to write, email or call the college coach to support your candidacy. This is best done in the spring of the junior year or in the summer before senior year.

NCAA Eligibility requirements:

It is critical for a student who is planning to participate in intercollegiate athletics at the Division I or Division II levels to understand the NCAA procedures for eligibility. The NCAA Clearinghouse is designed to assist students and parents with this process.

NCAA Clearinghouse
6201 College Blvd.
Overland Park, Kansas 66211-2422

Information is also available on the NCAA homepage at (<http://www.ncaa.org>)

The college office will be happy to work with you to make sure you are meeting all of the NCAA eligibility requirements.

Athletic Department
School Phone 978 468-4415 Fax 978 468 3758
Training room extension 249
Athletic Director: Alan McCoy, C.A.A. (extension 247)
Associate Athletic Director/ Head Athletic Trainer: Chris Powers N.A.T.A. (extension 248)
Nick Ogles N.A.T.A. (extension 249)
Coaching staff

Fall**Boys' Varsity Soccer**

Mat Perry

Eric Olson

Boys' JV Soccer

Rich Erickson

Mike Gracey

Boys' JV2 Soccer

Jared Monaco

Girls' Varsity Soccer

Alan McCoy

Beth Savarese

Marinko Samardzic

Girls' JV Soccer

Dennis Dyer

Kathleen Costa

Margaret McGeown

Varsity Field Hockey

Liz Sarles

Katie Sarles

JV1&2 Field Hockey

Nicole Potoczac

Jess Moore

Fitness

Paul Knight

Football

Chris Powers

Rob Van Tuyl

Jock Burns

Pursuit

Katherine Karch

Andrew Gruden

Varsity /JV X-Country

Annie Starrett

Anna McCoy

Varsity Golf

Jim Maclaughlin

JV Golf

Dave Scheajbe

Winter**Varsity Volleyball**

Beth Savarese

JV Volleyball

Susan Sloan

Varsity Boys' Ice Hockey

Buddy Taft

Gino Khachadourian

Paul Knight

JV Boys' Ice Hockey

Mat Perry

Ed Kloman

Varsity Girls' Ice Hockey

Jim MacLaughlin

tba

JV Girls' Ice Hockey

tba

Varsity Girls' Basketball

Safia Sidmore

Jaed Monaco

JV Girls' Basketball

Kathleen Costa

Varsity Boys' Basketball

Steve Gibbs

Derek Grundy

JV1 Boys' Basketball

Mike Strange

JV1.5 Boys' Basketball

Rob Van Tuyl

JV2 Boys' Basketball

John Young

Table Tennis

Eric Olson

Swimming

tba

Spring**Varsity and JV Softball**

Jim MacLaughlin

Buddy Taft

Varsity Baseball

Chris Powers

Tom Mandile

JV Baseball

Eric Stacey

Mike Gracey

Varsity Boys' Tennis

Eric Olson

Varsity Girls' Tennis

Liz Sarles

JV Tennis

tba

Varsity Girls' Lacrosse

Ken Carlson

Sarah Powers

JV Girls' Lacrosse

Jess Moore

Tba

Ultimate

Sean Hagon

Anna McCoy

Spring Fitness

tba