



June 30, 2017

Dear Parents,

I hope that you are having a great summer and enjoying a more relaxing schedule with your family. Our faculty and staff members are already busy preparing for the return of students on **August 29**.

To help us prepare for the opening of school, please visit the website to complete and return the following:

- Student Registration Form
- Health and Medication Form (required for participation in athletic practices)
- Permission Forms
- Also available: Technology Requirements, Student Handbook, Student Directory

Please return the forms to the school office by **Friday, August 12**. The forms can be filled out by computer and emailed to lfields@tncs.org or you may print and fill out by hand. They can be found at tncs.org/parents/forms.

The summer reading requirements for **returning** students are available on the school's website: tncs.org/academics/summer-reading.

Our first day of school, Tuesday, August 29, will have a **full day beginning at 8am and dismissing at 3:30pm**. Please also mark your calendar for our **Back to School Family Picnic** on Thursday, August 31 from 5-7pm, here at school (details to follow soon).

All Upper School fall sports players should plan for practices to start on Monday, August 14 and Middle School will start on Tuesday, August 22. Below you will find details on sports practice schedules.

After focus groups and surveys, we have written our updated dress code. Please read the dress code, as well as other excerpts of our handbook.

We are excited about the upcoming school year. Thank you very much for your cooperation as we work together to lay the foundation for the health and safety, learning, and positive growth and development of our students.

We will be all settled in our new building – Founders Hall – when school starts. I look forward to seeing you at the family picnic if not before.

With Warm Regards,

A handwritten signature in cursive script that reads "Nancy".

Nancy Foy
Head of School

HIGHLIGHTS FROM THE HANDBOOK:

APPROPRIATE DRESS FOR STUDENTS

The TNCS community values a system for student dress that allows for comfort, is easily defined and enforceable, and encourages neatness and respect for the occasion. Student dress is expected to convey a sense of respect for themselves, for others, for the school, and for the serious academic endeavor in which we are all engaged. When students dress well, their attire sets the tone for a focused, professional learning environment, even while allowing for some degree of individual expression.

The TNCS Dress Code is a three-tiered system. On a typical school day, student dress expectations outline a casual yet neat appearance to reflect the seriousness of the student’s purpose at school while allowing for some individual preferences and comfort. On pre-announced occasions calling for a more formal level of dress, students will maintain established guidelines to reflect an additional level of respect for a special occasion. Examples include awards assemblies, graduation, and Science Fair. On other days, a more casual atmosphere is appropriate, so students will be permitted to dress in line with “Casual Day” guidelines. Examples include the school’s Halloween celebration, themed dress days that are part of the Student Life program, and days with special outdoor activities or field trips.

Some key standards, however, run through all three tiers. Clothes that depict objectionable, inappropriate, or offensive messages are never allowed. Torn, ragged, or dirty clothes are impermissible. Overly revealing clothing of any kind should be considered inappropriate.

Tier 2: Typical School Day

Male Pants	Female Pants, Dresses, and Skirts
<ul style="list-style-type: none"> • Khaki-style pants, corduroy pants, or jeans may be worn. Pants must not have holes. • Khaki-style shorts of any color may be worn. Athletic pants or shorts may not be worn. 	<ul style="list-style-type: none"> • Khaki-style pants, capri pants, or jeans may be worn. • Khaki-style shorts of any color may be worn. Athletic pants or shorts may not be worn. • Dresses, skirts, and shorts may be worn that are fingertip length or longer. • Leggings and other tight knit pants may only be worn under tops, skirts, or dresses that are fingertip length or longer.
Male Shirts and Sweaters	Female Shirts and Dresses
<ul style="list-style-type: none"> • Males are expected to wear a collared shirt, such as a button-down shirt, a flannel shirt, or polo shirt. Henleys are also permitted. • Shirts must be buttoned, except for the top button, which may remain unbuttoned. • Males may wear a long-sleeved sweater (not a sweatshirt or jacket) over a t-shirt. • T-shirts are not permitted as an outer layer, with the exception of branded TNCS t-shirts. • Seniors may wear a t-shirt branded with the college to which they have committed to attending. 	<ul style="list-style-type: none"> • Females may wear sweaters, blouses (with or without collars), or tops more formal than a t-shirt. • All tops must have a non-revealing neckline without pictures, slogans, logos, or cutouts. • Sleeveless blouses or dresses must have straps that are at least two finger-widths wide and fully cover undergarments. • T-shirts are not permitted as an outer layer, with the exception of branded TNCS t-shirts. • Seniors may wear a t-shirt branded with the college to which they have committed to attending.
Male Sweatshirts and Layers	Female Sweatshirts and Layers
<ul style="list-style-type: none"> • Sweatshirts, hooded sweatshirts, fleece jackets, and quarter zips, including those worn as outerwear, must be free of logos except for: <ul style="list-style-type: none"> ▪ a small brand logo on the chest. ▪ branded TNCS clothing ▪ Seniors may wear sweatshirts branded with the college to which they have committed to attending. • Layers may not be removed to reveal clothing that 	<ul style="list-style-type: none"> • Sweatshirts, hooded sweatshirts, fleece jackets, and quarter zips, including those worn as outerwear, must be free of logos except for: <ul style="list-style-type: none"> ▪ a small brand logo on the chest. ▪ branded TNCS clothing ▪ Seniors may wear sweatshirts branded with the college to which they have committed to attending. • Layers may not be removed to reveal clothing that

does not comply with the TNCS dress code. • Outerwear should be removed in class.	does not comply with the TNCS dress code. • Outerwear should be removed in class.
Other Considerations	
<ul style="list-style-type: none"> • In general, clothing must not be frayed, see-through, overly revealing, inappropriately tight, or have holes. Clothing may not contain inappropriate language or advertise alcohol, tobacco, or other illegal substances. School administration has the final say as to appropriateness of attire. • Hats and other headwear should not be worn indoors. Hairbands designed to keep hair away from the face are permitted. Bandanas may not be used for this purpose. • Students may not have extreme piercings or tattoos. • Students must have hair of a natural color, without extreme hairstyles. • With permission from school administration, exceptions to this dress code may be made on an individual basis for religious or health-related reasons. 	

Tier 3: Formal Occasions

Attire for Males	Attire for Females
<ul style="list-style-type: none"> • Sport coat, dress shirt tucked in, tie, dress pants or khakis, belt, and dress shoes. • No baseball caps. 	<ul style="list-style-type: none"> • Dress or skirt (fingertip length or longer), or blouse and slacks. • Dress shoes. Flip-flops, clogs, and sneakers are inappropriate.
Other Considerations	
<ul style="list-style-type: none"> • On days of formal occasions, students are expected to arrive to school dressed for the event and remain so dressed for the duration of the school day. Students should not expect to change clothes for the event during the school day. 	

Tier 1: Casual Days and Themed Dress Days

Attire for Males	Attire for Females
Tank tops remain impermissible.	Revealing tops remain impermissible. Standards from typical school days governing straps for tops remain in place.
Other Considerations	
<ul style="list-style-type: none"> • Shirts, including tee shirts, with appropriate, non-offensive graphics and writing are permitted. • Athletic pants and shorts are permitted. Standards governing length and form-fitting attire remain in place. • Standards for fit, decency, cleanliness, and appropriate messaging remain in place. 	

The Head of School and the Division Directors, or their designees, have the final say in what constitutes appropriate dress. Students who are in violation of the Dress Code will be asked to remedy the situation. Depending on the nature of the violation, students may be asked to change into more appropriate clothing, issued appropriate clothing to wear for the day, or have appropriate clothing brought from home.

In the case of repeated Dress Code violations, the Division Director will assist the student in formulating a plan for compliance, which should also involve the parents.

Labeling Clothing

Please place the student's name in clothes worn or brought to school so they can be returned to their owners. At the end of the school year, unclaimed clothes left in Lost and Found are donated to charity.

HOURS OF OPERATION/SUPERVISION

School supervision begins at 7:45am, the first bell rings at 7:55am, and classes end with dismissal at 3:30pm. Alternate schedules will be communicated via the school websites (exams, early dismissals, weather closures, etc.). Additional supervision is only provided for school-sanctioned events.

Students are responsible for informing their parents if they are participating in activities that extend beyond the usual dismissal.

Massey Hall is opened at 7:45am and is locked at 5pm. **Transportation arrangements should be made to prevent a student from being on the school premises unsupervised in the early morning and after dismissal.** It is occasionally necessary for a student to remain at school after 3:30pm for later transportation. The student may be required to complete homework until he or she is picked up. Once a student leaves the school grounds, he or she is no longer under the supervision of the school; however, we encourage students to come back for school-sponsored events.

Students are **not allowed to leave school grounds** during the school day, when waiting to be picked up, or when waiting for an after-school event without permission or supervision. If a student needs to remain on campus after school, their location must be accounted for with the front office.

CAR POOLS

Because The New Community School students come from all over the Richmond metropolitan area and beyond, our families frequently cooperate with each other to set up reasonable transportation arrangements. Although car pool arrangements are entirely up to the families involved, setting the ground rules early seems to make everything run more smoothly.

STUDENT DRIVERS

Students who drive to and from school must register their car with the school office, drive in a safe manner, and comply with school parking and campus regulations. Drivers who drive at unsafe speeds, demonstrate poor driving, reckless, or inconsiderate behavior (such as excessive volume of the stereo) while entering, leaving, or on school grounds will be reported to their parents. Such behavior may also cause them to lose the right to park their vehicles on school property.

Students who drive to school should minimize trips to their vehicles during the school day. Students who are not drivers should not be in the parking lot during the school day.

SUPPLIES

A full set of the supplies that are specifically required will be issued the first day of school. Students are responsible thereafter for replenishing (and/or replacing) these supplies from the school store. Purchases from the school store will be charged to a student's account and parents will be billed for these purchases.

In order to be prepared for class work and homework assignments, students need certain required supplies. All required supplies are available for purchase from the school store. Prices are at or below usual retail cost. Students may wish to purchase duplicates of certain supplies: one set for home and one set for the backpacks they carry to school daily. A backpack is a useful means of carrying around books and materials. Since students have limited storage space at school, most find that a backpack eases organization and storage of texts and supplies. The school suggests that students carry only part of the day's materials with them at one time to reduce the weight of the load. Some students switch books and notebooks at break time (Middle School) and others make this change at lunch (usually Upper School) due to the typical schedules for these grades.



SABER SPORTS 2017-2018

We are so excited about Saber Sports! Our athletic program is an integral part of the TNCS community. We aren't a "cut" school – meaning nobody will be told they cannot join a sport because they don't have the skill or experience. We encourage students to play on our teams. For some of our students, sports are a primary focus and athletic arenas are a place for them to show their talents and shine. For some, sports are a chance to get out of their comfort zone and try something new. For all of our students, Saber Sports are an opportunity to grow individually by committing to a team.

Saber Strong summer workouts are for rising TNCS 8th – 12th graders from 6-8pm each Monday, Tuesday, and Thursday. Sessions run from June 19 – August 10 (except July 3rd and 4th). Students work to maximize their athletic potential and minimize their risk of injury through speed, agility, strength, and mobility training.

***All students must have a 2017-2018 Participation/Parental Consent/Physical Examination Form on file before participating in Saber Sports. Students may not begin practice without a completed form on file.**

SPORT	HEAD COACH, Department	1 ST PRACTICE	In-Season Practices	EQUIPMENT
Upper School Girls Volleyball	Beth Savarese, Math bsavarese@tncs.org	August 14 9-11am TNCS Gym	Weekdays: study hall 3:30; practice 4:30-6	Gym shoes, knee pads
Middle School Girls Volleyball	Beth Savarese, Math bsavarese@tncs.org	August 22 3:30-4:30pm TNCS Gym	M,T,Th,F: 3:30-4:30	Gym shoes, knee pads
Upper School Boys Soccer	Nick Creasey, Wellness & Art ncreasey@tncs.org	August 14 9-11am TNCS	Weekdays: 4-6	Soccer cleats, shin guards
Middle School Boys Soccer	Kyle Foulger, Science kfoulger@tncs.org	August 22 3:30-4:30pm TNCS	M,T,Th,F: 3:30-4:30	Soccer cleats, shin guards
Upper School Boys and Girls Cross Country	Becca Carmichael, English bcarmichael@tncs.org	August 14 7:30-9:30am TNCS	M,T,Th,F 3:30-5:30	Running Shoes, gym clothes
Middle School Girls and Boys Cross Country	Becca Carmichael, English bcarmichael@tncs.org	August 22 3:30-4:30pm TNCS	M,T,Th,F: 3:30-4:30	Running Shoes, gym clothes
Team Support	Eric Gobble, Athletics egobble@tncs.org	TBD	Students are encouraged to join teams as a team manager.	

Students must have a New Community School physical completed after 5/1/17 to participate in any activities during the school year. The athletic physical form is in the back-to-school information packet, and also available in the main office or can be downloaded from the school website.

Students do not need to preregister for fall sports. They should report to the location for the first practice listed above. Student accounts will be billed a \$25 Saber Sports participation fee for the season.

Game schedules can be found by visiting tncsathletics.org.