

Tips for Northwood Parents
2021-2022

Welcome to Northwood

Welcome to Northwood! As a new Northwood parent, I know this is a very exciting and busy time, and you probably have many questions as you prepare for your son or daughter to arrive at Northwood this fall. This guide contains answers to the most commonly asked questions, but there are likely questions you have that are not addressed here. I welcome your direct outreach...always.

We are all eager to put behind us the global pandemic that disrupted the past two academic years. We are hopeful that the 2021-22 school year will be nearly "back to normal." We will keep you updated on any and all "COVID protocols" via email and on the "Forward" section of our website.

This guide is a collection of information from the Northwood School Student Handbook, a guide and source of necessary information, including student life policies, the academic program, health-and-counseling services, and athletics. The handbook is available online by mid-summer.

The entire Northwood School faculty and I are grateful that you have decided to share your child with us. We see ourselves as partners in the work of "raising" your child. We expect to be in regular contact with you about your child's experience at Northwood. This booklet is merely the beginning of that relationship, and we hope it is a helpful first step.

Best regards,

A handwritten signature in black ink that reads "John Spear". The signature is written in a cursive, flowing style.

John Spear
Assistant Head for School Life

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Staying Connected

Change of Address

It is important that the school can always reach a student's parent(s) or guardian(s). Please keep contact information, including mailing address, email, home, and cell phone numbers, up to date. Changes can be made by contacting the school at (518) 523-3357

If you plan to be traveling and need the school to be aware of temporary contact information, please contact the School Life Office at (518) 302-5123

Communicating With Your On-Campus student

In an emergency:

During the class day, call Northwood's main number at (518) 523-3357 and ask to have a message delivered to your student.

After 4:00 PM on weekdays and on weekends, contact one of the following to deliver the message:

Your student's advisor

The Administrator on Call (518-524-0745)

Send mail and packages to:

Student's Name
Northwood School
92 Northwood Rd.
Lake Placid, NY 12946

To reach your student by phone and email:

Students should bring a cell phone to school and should ensure the School Life Office has an up-to-date number and that this phone has voicemail.

Please refrain from calling or texting your student during the academic day, during evening study hall (7:45 - 9:45 PM) or after 11pm. Phones will be confiscated for violations of the cell phone policy as laid out in the Student Handbook.

New students are sent their Northwood email address over the summer via the personal email address we have on file for them. (Please ensure the student has access to the email address on file.)

Communicating With the School

Communication between the school and families is very important. The phone directory below is provided to help parents/guardians contact the school and know who best to contact.

Advisor. The Advisor is your first point of contact for general information about your student. New students are assigned an advisor in August. Students may change advisors during the school year as they establish and build relationships with other adults on campus. Parents should contact the advisor with any questions about any aspect of a student's overall well-being and progress in any area of school life.

Dorm Faculty. The dorm head and parents/guardians in charge of residential halls are responsible for supervising students' residential experience. They will have a unique perspective on your student's social interactions, study habits, and sleep patterns. Parents can contact the dorm faculty with questions about residential life, but please also keep the advisor informed of any concerns.

Class Dean. Class Deans oversee the well-being and academic progress of students within their individual class year. This includes an emphasis on issues of class leadership, communication, and academic achievement. Class Deans spend much of their time monitoring the academic progress of their students and play a significant role in each student's course selection process. They work closely with the Dean of Academic Affairs, Assistant Head for School Life and Advisors.

What to Bring

When packing for school, students need to remember that the majority of the rooms are moderate in size with limited closet space. Students should make frugal packing decisions, bringing to school only what is necessary to be successful academically and athletically. With the provided bed, dresser, desk, desk lamp, and chair in our dorm rooms, there is not a lot of room for other items. While small media and/or gaming systems are welcome, large ones are not. Parents and students must remember that the boarding student's bedroom room is primarily a place for study. The key to a successful boarding experience is to be comfortable without being burdened or distracted. A touch of home is always nice, but transplanting all the creature comforts of home is not practical.

School Supplies.

Students should plan to bring general supplies that are commonly needed, such as pens, pencils, highlighters, scissors, tape and paper clips. Students may select basic supplies that they prefer for most classes (i.e., choose between using a binder versus a spiral notebook). Teachers who require specific materials will give students ample time to obtain any additional supplies at the beginning of the year.

Bikes, Scooters, Skateboards, Etc.

Bicycles, non-motorized scooters and skateboards are permitted at Northwood School. Helmets are required. The school does not permit hoverboards on campus.

Medications.

Prescription or over-the-counter medications are never permitted in student rooms. Please bring all medications to the Health Center.

Suggested Packing List

General Needs:

2 sets of sheets (standard twin size)
Blanket/comforter
Pillow
Towels
Hangers
Window fan
Mirror
Laundry bag, detergent and dryer sheets
"Command Strip" hooks
Alarm clock
Mobile phone and charger
Power strips/surge protectors
Storage crates/bins
School supplies (see page 10)

Computer (Mac or PC)

Backpack

Toiletries, including:

Shower tote

Shower shoes/flip flops

Bath robe

Clothing:

Class-day attire (see page 14)

Formal attire for dinners, some school events

Athletic wear, including equipment for sports

Casual wear

Winter coat, hat and gloves

Boots

What Not to Bring

These items are prohibited and will be confiscated

Refrigerator

Hot Pots, coffee makers, microwaves, toasters, blenders, and other small appliances

Large televisions. 32" and under is okay

Large speakers, subwoofers, and amplifiers

Couches, recliners, futons, stuffed chairs, and any other space-consuming furniture.

Posters that promote drinking, smoking, drugs, or that are sexually explicit

Tobacco or nicotine products of any kind

Electric blankets

Candles, incense, open flames

Lithium batteries (remote control car batteries)

Pets of any kind

Prescription or over-the-counter medications (bring them to the Health Center)

Dress Code

Northwood School's dress code is based on a simple philosophy: school is your job, and your attire should reflect that.

Clothing:

- Dress pants, corduroy pants, khakis, or capris, worn with a belt.
- Dresses, skirts (at least fingertip length when standing in a relaxed position with arms at sides).
- Shorts (at least a 3-inch seam) are permitted in the first and third trimester only.
- Button-down shirts that are buttoned, polos, quarter-zip pull-overs or other collared shirts may be worn. A student may wear a t-shirt underneath.
- Blouses, dress shirts, and turtlenecks.
- Sweaters, cardigans, official Northwood sweatshirts and quarter-zips are permitted with collared shirt or t-shirt underneath.

Footwear:

- Dress shoes, boat shoes, sneakers, and boots may be worn as long as they are in good condition. No sandals, flip flops, or slippers.

Points of Clarification:

- No athletic wear, such as yoga pants, spandex, or sweatpants.
- No leggings, unless worn under a dress or skirt.
- No denim of any kind, color or resemblance.
- No article of clothing may be frayed, cutoff or patched.
- No t-shirts unless worn under a sweater, collared shirt, or quarter-zip.
- No sweatshirts unless official Northwood sweatshirt.
- No hats or hoods.
- Hair must be neat and clean, and students are to be clean-shaven at all times.

- No revealing necklines. Exposed backs, shoulders, bottoms, midriffs, or undergarments are also not permitted.

Formal Dress. On more formal occasions, the dress of the community should reflect the added level of formality of the event. At these times the Northwood community will be in formal dress.

Option One: suit coat or blazer, with dress pants and a belt, a full button-down collared shirt with tie, socks and dress shoes.

Option Two: dress or skirt of appropriate length, shawl or cardigan is permitted, and dress shoes.

Option Three: dress slacks with a dress blouse, and dress shoes.

Option Four: formal attire and shoes representing a student's international and/or cultural identity.

Casual Dress. After the class day or formal school events, students are allowed to dress casually while maintaining a level of respect for community standards. Students should be fully clothed in all public or common areas of campus. Footwear is required in all campus buildings except dormitories.

At all times, not just during the academic class day, clothing should be respectful and should not promote concepts or substances that undermine the mission and core values of Northwood School. Hats and headwear, except those prescribed by religious custom, must be removed when entering buildings and remain off in public areas. Hats may only be worn indoors in the Student Center and dormitories.

School Breaks and Transportation

Bus Transportation to and from the Albany Airport is available on the following dates. Students/Parents will register for the bus on the vacation departure forms.

November

Thanksgiving Break: 7:30 a.m., Friday, November 19th → 7 p.m., Monday, November 29th.

Charter bus from Northwood (7:30 a.m.) to Albany International Airport (ALB) and Penn Station departs November 19.

Charter bus from Penn (1:00 p.m.) and Albany International Airport (ALB) (5:30 p.m.) departs Monday, November 29th.

All dormitories are closed during Thanksgiving Break.

December

Holiday Break: 7:30 a.m., Friday, December 17th → 7:00 p.m., Monday, January 3rd.

Charter bus from Northwood (7:30 a.m.) to Albany International Airport (ALB) and Penn Station departs December 17.

Charter bus from Penn (1:00 p.m.) and Albany International Airport (ALB) (5:30 p.m.) departs January 3.

All dormitories are closed during the Holiday Break.

February

Winter Break: 7:30 a.m., Friday, February 11th → 7:00 p.m., Monday, February 21st.

Charter bus from Northwood (7:30 a.m.) to Albany International Airport (ALB) and Penn Station departs February 11.

Charter bus from Penn (1:00 p.m.) and Albany International Airport (ALB) (5:30 p.m.) departs February 21.

Dormitories may be open for a fee to international students who wish to remain on campus for the winter break in February. The Director of the International Student Program coordinates this vacation stay. Contact them before December 1 if interested in the campus stay in February.

April

Spring Break: 7:30 a.m., Friday, April 8th → 7:00 p.m., Monday, April 25th.

Charter bus from Northwood (7:30 a.m.) to Albany International Airport (ALB) and Penn Station departs April 8.

Charter bus from Penn (1:00 p.m.) and Albany International Airport (ALB) (5:30 p.m.) departs April 25.

All dormitories are closed during Spring Break.

Transportation Related Contact Information

- Albany International Airport (ALB) albanyairport.com
- Albany Bus Station 518-427-7060
- Albany-Rensselaer Train Station 800-872-7245
- Adirondack Trailways bus service 800-858-8555
- Adirondack Regional Airport (SLK) 518-891-4600
- Plattsburgh International Airport (PBG) flyplattsburgh.com
- Barkeater Taxi 518-637-6246
- Albany Airport Transportation Services (518) 888-6449
- Premiere Transportation (800) 515-6123
- Uber/Lyft

Important Contacts

- Main School number: (518) 523-3357
- Administrator on Call: (518) 524-0745
- John Spear, Assistant Head for School Life
spearj@northwoodschoo.org (518) 302-5123
- Kim Rathkos, Business Office (Student Accounts)
rathkosk@northwoodschoo.org (518) 302-5133
- Noel Carmichael, Dean of Academic Affairs
carmichaeln@northwoodschoo.org (518) 299-2294
- Trevor Gilligan, Director of Athletics and Co-Curriculars
gilligant@northwoodschoo.org (518) 524-3499
- Andy Donatello, Day Student Liaison and Athletic Trainer
donatelloa@northwoodschoo.org (518) 302-5121
- Northwood School Health Center
nurse@northwoodschoo.org (518) 302-5124
- Tara Wright, School Counselor/Psychologist, Director of Learning Center
wrightt@northwoodschoo.org (518) 523-3357
- David McCauley, Director of College Counseling, Director of International Students
mccauleyd@northwoodschoo.org (518) 302-5119

2021-22 School Calendar

August

26-27 (Thurs.- Fri.) New Faculty Orientation
Aug. 30- Sept. 2 (Mon.- Thurs.) Faculty Orientation

September

6 (Monday) Student leaders and international students may arrive after 5p.m.
7 (Tuesday) **Student Leaders and International Students** arrive by 12p.m.
8 (Wednesday) **STUDENT REGISTRATION** (All Students) 10:00a.m.-1:00p.m.
* **Student Orientation for all students begins following registration.**
9 (Thursday) **STUDENT ORIENTATION** (All Students)
10 (Friday) First day of classes, *First Trimester begins.*
11-12 (Sat.- Sun.) (All Students) – Closed Weekend.

October

7-9 (Thurs. p.m.- Sat.) **FAMILY WEEKEND**
11-12 (Mon.- Tues.) No classes; students must return to campus by 7:00p.m. Tuesday.
13 (Wednesday) **All School Testing Day**
14 (Thursday) Classes resume.

November

12 (Friday) *First Trimester ends.*
15 (Monday) *Second Trimester begins.*
19 (Friday) **THANKSGIVING BREAK:** Begins at 7:30a.m.
29 (Monday) Students must return to campus by 7:00p.m.
30 (Tuesday) Classes resume. *Start winter schedule.*

December

17 (Friday) **HOLIDAY BREAK:** Begins at 7:30a.m.

January

3 (Monday) Students must return to campus by 7:00p.m.
4 (Tuesday) Classes resume.
15-17 (Sat.- Mon.) **Homecoming Weekend**
17 (Monday) No classes.
18 (Tuesday) Classes resume.

February

10 (Thursday) *Second Trimester ends.*
11 (Friday) **WINTER BREAK:** Begins at 7:30a.m.
21 (Monday) Students must return to campus by 7:00p.m.
22 (Tuesday) Classes resume; *Third Trimester begins.*

March

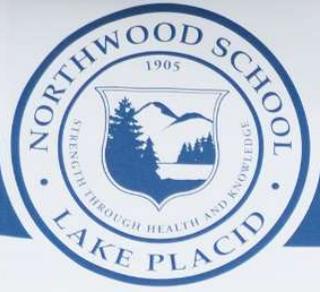
3 (Thursday) **Ring the Bell for Northwood**

April

8 (Friday) **SPRING BREAK:** Begins at 7:30a.m.
25 (Monday) Students must return to school by 7:00p.m.
26 (Tuesday) Classes resume. *Start spring schedule.*

May

17-20 (Tues.-Fri.) Final Exams for all students.
20 (Friday) **SENIOR CLASS DINNER**
21 (Saturday) **COMMENCEMENT EXERCISES – Closed Weekend**
23-27 (Mon.-Fri.) L.E.A.P. Program (underclass students only – mandatory)
* Students enrolled in international travel programs may have a later return date.
An additional transportation option will be available for these students.
28 (Saturday) **Summer recess begins at 7:30a.m.**



WELCOME
Students & Families

