



Parents' Handbook

Second Edition

PHILLIPS EXETER ACADEMY



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WELCOME

The *Parents' Handbook* is a supplement to many of our Academy publications. It was developed by the Dean of Students Office in cooperation with the Parent Advisory Committee, and is intended to help you as parents and guardians of our students to have a better understanding of how the school works. You can find an online version of The *Parents' Handbook* and *The E Book* in the Parents gateway of www.exeter.edu

Based upon past conversations with parents and suggestions from our Parent Advisory Committee, we have compiled a list of questions and aimed to provide a clear, concise answer for each. When appropriate, we refer the reader to other Academy publications for information, rather than repeating information here. We hope this answers many of your questions, but encourage you to contact us if you ever have any questions about our policies, procedures, support services, etc.

Throughout this book we have, for the sake of simplicity, referred to you as parents of our students, but we do recognize that some students have guardians and we are always glad to work with those of you who serve in that capacity as well. Also on the subject of simpler word choices, a student is often referred to as “your child” rather than “your son or daughter”—the phrase may sound a bit youthful when referring to a high school student, but after all, they are, and will always be, your children. Finally, we alternate male and female pronouns throughout the text.

If you think of any topics that you believe should be included in future issues of this handbook, please let us know by sending a note to the Dean of Students Office. We look forward to many conversations with you about your children's education and well-being.

* *This book references the Academy website, www.exeter.edu, in many places. Here are some tips for locating information on www.exeter.edu:*

- *Use the ‘gateways’ at the top of the home page (Current Students, Parents) to locate information quickly. In the Parents gateway you will find a link to the Parents' Handbook, yearly schedules, The E Book and all sorts of useful information.*
- *Use search at the top of the home page to locate specific information.*
- *Navigate through the main subject areas of the website to locate additional information (About Us, Admissions, Academics, Library, Student Life, Arts, Athletics, Summer Programs, Giving).*

You can use Adobe Reader to search a pdf-formatted document, such as the *Parents' Handbook* or *The E Book*. To do this, open the document in Adobe Reader and then select Bookmarks (the tab to the upper left of the document) to view the table of contents. You can also select “Search” in the Adobe Reader menu, and then follow the prompts to locate your desired topic.

THE ACADEMY'S MISSION STATEMENT

The founder of Phillips Exeter Academy defined its mission more than two centuries ago. "Above all," John Phillips stated, "it is expected that the attention of instructors to the disposition of the minds and morals of the youth under their charge will exceed every other care; well considering that though goodness without knowledge is weak and feeble, yet knowledge without goodness is dangerous, and that both united form the noblest character, and lay the surest foundation of usefulness to mankind."

Exeter today continues the commitment to unite knowledge and goodness. It seeks students who combine proven academic ability, intellectual curiosity, and tenacity with decency and good character. At the Academy, exacting inquiry and thoughtful discourse foster the life of the mind, instruction and activity promote fitness and health, and the daily interactions of a residential school nurture integrity, empathy, and kindness. Because learning and growth at Exeter arise from each individual's engagement with others, the richness of education here requires diversity in all its dimensions; students and faculty value the differences they bring to the community they share.

The challenges that students meet at Exeter and the support they receive have a common purpose: to stimulate their development as individuals and as members of society. Exeter seeks to graduate young people whose creativity and independence of thought sustain their continuing inquiry and reflection, whose interest in others and the world around them surpasses their self-concern, and whose passion for learning impels them beyond what they already know.

RESIDENTIAL LIFE MISSION STATEMENT

Exeter believes that academic life and residential life are united in purpose. The academic principles of goodness and knowledge must guide our lives beyond the classroom as well; there is no schoolroom where knowledge alone is pursued, no area of residential life where goodness forms the only curriculum. Exeter affirms that academic success is linked to the excellence of our residential life, and we commit ourselves to pursuing that excellence in order to enhance the learning environment at the Academy.

Exeter strives to create an environment that cherishes both the individual and a strong sense of community. We must teach civility, honesty, generosity of spirit, and concern for others. Students must learn to make personal decisions regarding time, to care for their own physical and emotional well-being, and to balance work and leisure. The opportunity to live together in a residential school should help students look beyond self-concern to responsible citizenship and to the welfare of others.

REACHING YOUR CHILD AT SCHOOL

How can I reach my child by telephone?

Each room has an assigned telephone number associated with a voicemail box that is shared with all the students assigned to the room. The Academy does not supply phones; therefore, students should bring a phone for use in their room. Please ask your child to share this number with you and others as soon as he/she receives it (we usually recommend that students call home during the first few days, anyway), as we will not give out the number. If you know the dorm room extension number and would like to call your child, then simply dial 603-777- and the four-digit extension number.

Do I have to listen to my child's voice mail greeting every time I call?

Though we do recommend that parents listen to their child's greetings now and again, one can bypass the greeting by pressing "5" or "#" once the greeting has begun. That will take you directly to the prompt, a beep, to record your message.

How can I reach my child by email?

Again, each student was assigned an email address when she enrolled at the Academy. The address is usually made up of some form of the user's name followed by "@exeter.edu." Ask your child for the address so that you'll know where to write.

How can I reach my child by fax?

Letters or documents can be faxed to students at the Academy Post Office. That number is 603-777-4384. Soon after a letter is received (or when the Post Office next opens for business), it will be placed in the appropriate student's mailbox.

How can I reach my child by mail?

Each child is assigned a PEA box number when he registers on opening day. Find out from your child what his PEA box number is and then address letters and packages in the following fashion:

Student Name
PEA # _____
Phillips Exeter Academy
20 Main Street
Exeter NH, 03833-2460

Can I use AOL Instant Messenger to communicate with my child?

Yes, our computer network allows student users to use AOL Instant Messenger when students have access to the Internet—that is, from 6:00 a.m. to 11:00 p.m. Sunday through Friday, and 6:00 a.m. to 12:00 a.m. on Saturdays.

IN CASE OF EMERGENCY

Whom should I call in an emergency?

If your situation is a medical emergency and involves a student who is on campus who needs immediate medical care, either instruct the student to dial 911 from any telephone or call the Exeter Police/Fire/Ambulance dispatch yourself by dialing 603-772-1212.

If your situation is a health-related one (either physical or emotional in nature), but does not require urgent care, you can contact the Lamont Health and Wellness Center at 603-777-3420. Our Health Center is open 24 hours each day, seven days a week, when school is in session.

For other types of emergencies, such as an illness or death in the family or a concern about your child, you should start by contacting your child's adviser and/or dorm head. If you do not reach that person in a timely fashion, please contact the Dean of Students Office (603-777-3411). The office is typically open Monday through Friday during business hours and Saturday mornings when school is in session. After hours or during weekends, you can contact the dean on duty by calling the Academy's main number, 603-772-4311. The dean will return your call as soon as possible.

Whom should my child call in an emergency?

Again, depending on the type of emergency, your child can turn to many different folks on campus.

If a student needs emergency medical attention and needs to get to the hospital immediately, she should dial 911 from any telephone, and then stay on the line to describe the problem and the location of the person in need.

If a student is ill, injured, or in distress, but doesn't need emergency care, she can contact a faculty member or Campus Safety at extension 4444 to arrange transportation to the Lamont Health and Wellness Center. If a student has another urgent matter that comes up, such as a death in the family or a personal concern, she should contact her adviser, dorm head, the faculty member on duty in her dormitory, or the dean on duty to discuss what she can and should do.

What should I do if I have bad news to convey to my child?

If your child is a boarder and you need to share unpleasant news with him, we strongly suggest that you alert either your child's adviser or dormitory head prior to, or soon after, contacting your child. If you do this, there will be someone here who can check on how your child is doing and offer support. If you cannot reach either of these individuals, please contact the dean on duty (please refer to the previous question, "Whom should I call in an emergency?" for instructions on reaching the dean). The counselors at Lamont Health and Wellness Center are another source of support in difficult circumstances. You can reach them by calling Lamont Health and Wellness Center, 603-777-3420.

How can I keep in touch with events at Exeter in case of an emergency?

Exeter uses the website – www.exeter.edu – to communicate proactively with parents during any situation that we know may cause concern to parents. If you hear of any situation at Exeter or in the local area that may have an impact on your child, please check the website home page. We post messages in the area on the right side of the home page, called the Lion's Eye.

ACADEMIC LIFE

What guidance is available to a student with respect to her academic program?

Students are expected to familiarize themselves with their diploma requirements. This information is found in the *Courses of Instruction* book and, for new students, in the course registration materials sent to them soon after admission to the Academy. Prior to enrollment, students may contact the Dean of Students Office to discuss any questions they may have about their course requirements and selections. Once matriculated, students should discuss any plans or changes in their academic programs with their advisers. Each spring, advisers will help their advisees plan their courses of study for the following year. If a student has a more complicated situation or specific concerns about academic planning, she should contact the Dean of Academic Affairs for additional information.

To which adult should my child go with academic concerns or questions?

There are many people to whom a student can turn for academic assistance. Each student is assigned an adviser who is available to assist him with academic, personal, or social matters. When a student has an academic problem and doesn't know where to turn, his adviser is a good source of advice and guidance. If the concern or question is particular to one course, your child might choose to speak directly to the instructor to request clarification of a grade, extra help, or other assistance. Of course, department heads, the Director of Studies, and the Dean of Academic Affairs are also available to help students with academic issues and curricular questions.

How does a student calculate her grade point average?

Academic work is graded on an 11-point scale in which A=11, A-=10, etc. to E=0. Courses graded on a pass/fail basis do not influence a student's grade point average, but they often do determine whether a student can meet diploma requirements. In order to calculate her grade point average, a student should determine the number of points earned for a particular grade, add the points earned for all courses together, and then divide the sum by the number of credits attempted, excluding the pass/fail grade. For example: (B, C+, D, A, B+, P) divided by 5 credits = (8 + 6 + 2 + 11 + 9 + 0) divided by 5 = 36 divided by 5 = 7.2 g.p.a.

What happens to students in academic difficulty?

Students who encounter difficulty in any of their academic pursuits will have access to a large support network readily available to them. Given the particular rhythm of the academic terms, students need to seek academic support as soon as they realize that they are experiencing difficulties in keeping up with the demands of the course(s). Making their instructor(s) aware of their academic difficulties is the first crucial step. Instructor(s) can assist the student in determining what may be at the root of the difficulty and help design specific steps to address the situation at hand. Many instructors regularly offer extra help, either individually or in small groups. Peer tutors are also available in most disciplines. Students can access this

academic service by visiting the Academic Support Center in Phelps Academy Center, by contacting the academic support counselor, and seeking the assistance of the Dean of Academic Affairs.

If, at any academic reporting period, an instructor indicates through his/her grading that a student is experiencing a substantial level of difficulty, the student's academic report will be reviewed by the Academic Advising Committee (a faculty committee chaired by the Dean of Academic Affairs) and they will consider if this level of demonstrated academic difficulty warrants being placed on some level of academic action by the faculty. Please refer to *The E Book* or the Academy Website for a full description of the process and the levels of academic action. A junior (prep) or new lower who is experiencing some organizational or adaptation issues in their academic program may be encouraged to enroll in our Study Strategies course which is offered during the winter term.

What if my child has a diagnosed learning difference?

If your child has undergone some form of neuro-educational assessment, prior to entering or while attending the Academy, and has some documentation in that regard, you should plan to share this documentation with the Dean of Academic Affairs. The dean will review the documentation including the suggested recommendations and determine, in the presence of a diagnosed learning difference, what level of accommodation is necessary as well as available. The dean will also work with the student, his or her parents, adviser, and instructors to act upon the determined accommodations.

If you suspect that your child might be exhibiting some traits compatible with the presence of a learning difference, please discuss the matter with your child's adviser; one of the counselors at the Health Center; the Academy physician and with the Dean of Academic Affairs.

What exactly is the Harkness method?

The principal mode of instruction at Phillips Exeter is student-driven discussion, typically around an oval or round table, a system we call the Harkness method. Please see page one in the *Courses of Instruction* book for a description of the Harkness method. You can also find this information on the Academy's website, www.exeter.edu. On that website you'll also find some videos that explore the Harkness theme.

What if my child is not accustomed to speaking up in class?

Many students are not accustomed to a discussion-oriented system of teaching and learning. We recognize that for some it will take more time to develop a comfort level sufficient for full participation in our class discussions. We also recognize that some students are, by nature, more reticent than others. However, we do expect that all students will find a way to actively participate in class discussions. If your child finds it difficult to speak up during class, encourage her to prepare well for class. It is much easier to jump in to the discussion if you are, at least, familiar with the topic. Also, suggest that she discuss this matter with the instructor. Teachers can often make some suggestions for becoming more actively involved in class discussions.

What if I am interested in the teaching philosophy of a particular department?

The *Courses of Instruction* book offers some insight on the academic departments' goals and philosophies. You can also find some of this information on the Academy website www.exeter.edu. Also, please feel free to contact an instructor or the department head with any questions or concerns.

Is there a study hall?

No, the Academy believes that students should be self-motivated to complete their assignments in a timely fashion. However, we do strive to maintain quiet work conditions in the dormitories after 8:00 p.m. on school nights. Students are expected to be in their dormitories and working after their check-in times (8:00 p.m. for grades 9 and 10, 9:00 p.m. for grade 11, and 10:00 p.m. for grade 12) on those nights.

Do you have a summer reading list?

No, the Academy does not require any reading or other work over the summer recess. We do encourage students to use some of their vacation time to read widely in books and publications or to engage in activities that will enrich and enlighten them.

ATTENDANCE

What if my child must miss a class or other appointment due to illness?

If a day student is not well enough to meet his required appointments, he may stay at home but his parents should call the Lamont Health and Wellness Center (LHWC) as early that day as possible at 603-777-3420 and report his absence. If a day student is at school when he becomes ill, he should report to the Lamont Health and Wellness Center. There, he will be evaluated and, if deemed appropriate, will be treated and given a place to rest until he is feeling well enough to return to classes or arrangements can be made for him to return home.

If a boarder is not feeling well enough to attend her classes or other required appointments, she must report to the LHWC. There she will be evaluated and, if deemed appropriate, will be treated and given a place to rest until she is feeling well enough to return to classes. If an absence is to be excused, a student may not stay in her room while ill. If a student is unable to walk to the LHWC, the Campus Safety staff can provide transportation. In such circumstances, the student should contact a dormitory faculty member, the LHWC, or Campus Safety to arrange transportation.

What if my child must miss class or other appointments due to an important event, such as a wedding?

If a student would like to request permission to miss a class for a special event, he will need to request permission from the deans. In order to do so, he should pick up a petition form from the Dean of Students Office, fill it out, and give it to his adviser for her review and signature. The petition should be submitted to the Dean of Students Office at least ten days prior to

the date of the event. The deans will review such requests during their regular weekly meetings. Such permissions are not granted automatically, but rather are considered on a case-by-case basis.

Students do not have to petition to miss classes for religious holidays. Please see the section of this publication entitled “Worship” for more details.

What if there is a family emergency and my child needs to return home suddenly?

We understand the need for students to be with their families and close friends when there is a family emergency, such as a death in the family. If such circumstances arise, please contact your child’s adviser, dorm head, or the Dean of Students Office. It is a good idea to let an adult on campus know prior to, or very soon after, informing your child (please refer to the “In Case of Emergency” section of this publication for more information). We will help you to make arrangements for your child’s return home.

Please note that there is often a tension at these difficult times between the student’s need to attend her classes and her need to be at home with friends and family. When appropriate, we will do our best to ease that tension by excusing absences, obtaining assignments to be done at home, or extending deadlines for work. However, it is important that your child not be away too long as it will only make her eventual return to school more stressful if she misses too much work (see the question below “What if my child misses too many classes?”).

What if my child misses too many classes?

We monitor student attendance closely and have a strict standard for unexcused absences. Students who miss four or more unexcused classes in a term are subject to disciplinary action. Parents are notified in writing when this occurs. Please refer to the Attendance section of *The E Book* for a description of the Attendance Committee’s procedures and the likely responses when a student misses too many classes. This information is also reproduced on the Academy website, www.exeter.edu.

We also monitor the number of excused absences. Whether the absences are due to college visits, time spent at home or in the Health Center due to illness or personal emergency, or absences approved by the deans, several absences can create a cumulative drag on one’s academic performance. If we notice a student is accumulating a lot of absences, either the adviser or one of the deans will discuss it with him, and perhaps his parents, with the goal in mind of learning how we might best support his efforts to attend his classes. If we are particularly concerned about the number of absences, the Dean’s Office may require that he be evaluated by members of our Health Center staff through an Academy Student Assistance Program referral. In extreme cases, the Academy may need to require a medical leave of absence.

At the conclusion of each term, you will receive an account of the number of reported excused and unexcused absences for that term. If you ever have any questions or concerns about your child’s attendance record, please contact your child’s adviser or one of the deans.

DAY STUDENT ISSUES

If parents have questions or concerns, how should they communicate with the school?

If you know which department you need to address, then please feel free to contact that department directly. You'll find the phone numbers for many Academy departments in the Appendices section of this publication. For student-related questions or concerns, we suggest you start with your child's adviser. He should be able to assist you or refer you to the appropriate person or department. Of course, parents should always feel free to contact the Dean of Students Office (603-777-3411) with any questions or concerns.

What is the role of my child's adviser?

The role of a day student's adviser is the same as that of a boarding student's adviser. The day student adviser aims to provide academic and personal support and guidance to her advisees. Of course, the day student adviser may not see her advisees as frequently as advisers of boarding students see their advisees—day students are continually on the move. But through regular meetings, phone conversations, and a few updates from the Dean's Office (grades, attendance, etc.), the adviser will keep tabs on how your child is managing her various responsibilities. The best adviser/advisee relationships are fostered when both parties work to keep in close touch, so do encourage your child to keep in contact with her adviser by dropping by occasionally, returning calls, and calling her adviser when she has a question. Occasionally, advisers may contact the parents of their advisees to update them on their child's progress and solicit their input. Please contact your child's adviser if you ever have any questions or concerns or if you would just like an update.

What is the best way to reach the adviser?

Because individual advisers might answer this question differently, we suggest you ask your child's adviser how best to be in touch. But in general, you can reach your child's adviser in any of four ways: telephone, fax, mail, or email. You are always welcome to schedule an appointment to visit as well.

Telephone: Each dormitory faculty member has an Academy extension in his apartment and many have office or classroom extensions as well. When contacting a dormitory faculty member at home, we ask that you use the dormitory extension number, rather than his private number. Unless instructed otherwise by your child's adviser, please use the private number only in cases of emergency and only after trying the Academy extension. Non-dormitory faculty members also have Academy extensions assigned to them. These numbers usually ring in a classroom or office. In all cases, a private message can be left for the faculty member on the voicemail system. If you must speak immediately to a non-dormitory faculty member during the night or a weekend, you can use the number that she has provided you for emergency circumstances.

Fax: You can fax a letter to any faculty member by using the Academy's Post Office fax number: 603-777-4384. The faxed document will be placed in the appropriate faculty member's post office box.

Mail: To send anything to a faculty member, please use the Academy's mailing address: Phillips Exeter Academy, 20 Main Street, Exeter, NH 03833-2460.

Email: Each faculty member is assigned an email account. The email addresses can be found on the Academy's website: www.exeter.edu. Please be aware that some faculty members do not use email on a regular basis, so please follow up by telephone or in writing if you do not receive a response.

How are day students involved in the life of the school?

Day students are very much a part of everyday life at the Academy. They, like all students, are equal participants in classroom, athletic, and extracurricular endeavors. They are welcome to take all of their meals (yes, even on the weekends) in the dining hall, participate in all extracurricular activities, and use all Academy facilities. They are welcome to visit in the dormitories on school nights until 8:00 for preps and lowers and until 9:00 for uppers and seniors, and until 11:00 on Saturday nights.

What facilities are available for my day student?

Phelps Academy Center is designed to be the hub of student life and the campus crossroads. The first floor of Phelps Academy Center houses the Grill, the Post Office, and a large entry lounge, which is the perfect place to sit and enjoy a coffee break, read your mail and catch up with other members of the Exeter community.

The second floor consists of the Student Activities Office and the Day Student Lounge. The Student Activities Office is located on the corner of the second floor. In addition to meeting rooms and offices, students have access to a literary club room with six workstations, and a club resource room with club mail boxes, club files and a self-serve copier. Day students have a space large enough to accommodate all of them. The day student suite includes individual lockers, two showers, and two lounges: one for hanging out with friends and one for quiet study. There's also an office where day students can meet privately with advisers.

Is there a day student network?

Day students are in frequent contact with each other. Beginning with a reception prior to the start of school, there are occasional events to bring the day students together. The Day Student Coordinator, with the help of the Day Student Committee (see description in *The E Book*), is also available to help students with any concerns and address issues that pertain to the day student population. Day student advisers often choose to gather all of their assigned advisees together occasionally, giving day students another opportunity to gather in small groups. Day students have a common space at Phelps Academy Center where they gather to study and socialize; they are also welcome to study at the Library and elsewhere on campus. Student Listeners are chosen from the upper and senior day students to keep an eye out for the well being of this group. Also, day students elect representatives to the Student Council.

Is there a day student directory for carpooling purposes?

Yes, the Dean of Students Office produces a directory at the start of the academic year.

May day students drive to school?

Yes, as long as a student is a licensed driver he may drive to school. Vehicles driven to school must have a PEA parking decal. During mid-summer, parking decal information is mailed to all day students and parents. Parking decal information and forms are also available at the Campus Safety Department and the Dean of Students Office. It is important that students who drive to campus know and abide by the motor vehicle regulations outlined in *The E Book*.

May day students drive boarders to the drugstore or to the pizza shop?

No, day students may not drive boarders unless the boarder is an overnight visitor in your home and proper written permission has been obtained from the Dean of Students Office (see the Motor Vehicles section of *The E Book* or you can find this information at www.exeter.edu). Day students do report that they are sometimes asked to help boarders run small errands such as this, so please remind your child that this policy is for her (and your) protection.

May I drive boarders to the drugstore or to the pizza shop?

Yes, a boarder may ride with a driver over the age of 21 in the Exeter vicinity (which is defined in *The E Book* as the region in New Hampshire bounded by Route 125, Route 16, and the ocean) for a day trip as long as the student has informed the faculty member on duty in his dorm where he is going, with whom he is traveling, and when he is likely to return.

May we entertain boarders in our home?

Absolutely! For day trips, please see the information above under the question "May I drive boarders to the drugstore or pizza shop?" For overnight visits, the boarder must obtain proper written approval from the Dean of Students Office. For this approval to be granted, a boarder must have parental permission, and we require that the host (that's you!) provide a written invitation to the Dean's Office for each occasion. Please note, it is understood that the parents of day students, or adults designated by the parents, will be in residence during the visit and are responsible for the visiting students.

May day students spend overnights on campus?

On non-school days, it is possible for a day student to occasionally spend a night or two in the dorms with parental permission and permission of the faculty member on duty in the dorm and/or the dorm head. We ask that the parent speaks directly with the faculty member.

When inclement weather is anticipated on a school night, day students are welcome to stay with friends in the dormitories. Again, please contact the faculty member on duty to request permission. Please do not hesitate to call the Dean's Office 603-777-3411, if you are not sure whom to call in the dorm.

If a day student, or parents would like to discuss a possible stay outside these parameters (i.e. staying over on a school night when weather is not a concern or staying in a dorm longer than one night), they should discuss this request with a dean.

Where can a day student store books and other belongings during the school day?

The day student suite includes individual lockers for each day student where they can store books, clothing, and other belongings. There are also two showers, and two lounges: one for hanging out with friends and one for quiet study. Students are also assigned lockers in the gymnasium. Storage for musical instruments is available in the music building.

How can I reach a day student during the day?

You can send an email to her or you can call the Academy Post Office (603-777-3424) and ask that a note be left in her mailbox. Oftentimes, it is useful to call Phelps Academy Center and ask that a message be left there for your child. If there is an emergency and you need the Dean's Office to find your child immediately, please call the office at 603-777-3411.

Who should be notified if a day student cannot come to school because of illness?

You should call the Lamont Health and Wellness Center directly if your child is too ill to attend classes. The phone number there is 603-777-3420. Please be sure to call as soon as you know your child will be absent. You do need to call for each day he will be absent.

If a day student is at school when he becomes ill, he should report to the Health and Wellness Center. There, he will be evaluated and, if deemed appropriate, will be treated and given a place to rest until he is feeling well enough to return to classes or arrangements can be made for him to return home.

Can day students utilize the services of the Lamont Health and Wellness Center?

Yes! The Lamont Health and Wellness Center staff is available and willing to treat all of our students. However, when your child requires the care of a nurse practitioner or physician, you may prefer to have your child see her primary care provider so that continuity of care is insured. For more information about the services offered by the Lamont Health and Wellness Center, please see the section of this publication entitled "Health Care, Health Education and Counseling."

What should a day student do if inclement weather makes driving to school hazardous?

The Academy typically does not cancel school during snowstorms or other severe weather conditions. If, however, a day student or his parents determine that driving to school might be hazardous, he may stay at home. We ask that the student's parents contact the Dean of Students Office at 603-777-3411 to report his absence as soon as possible.

If storm conditions are predicted and travel conditions are expected to be poor, day students are welcome to stay with friends in the dormitories. Day students and their parents should contact the faculty member on duty in the dorm to request permission and make the necessary arrangements. If you do not know whom you should contact in the dorm, please call the Dean of Students Office for this information.

May day students take overnight trips with their parents and miss Saturday classes?

Because the quality of our classes depends on the presence and full participation of all of our students, we require students to attend all of their classes. Exceptions are made only for extraordinary circumstances. If your child would like to request permission to miss any classes, she will need to submit a petition to the deans at least ten days prior to the day in question. Petition forms are available in the Dean of Students Office and require some advance work on the student's and adviser's parts to complete the form. Students need to plan well ahead for this.

Students do not need to petition for permission to miss classes for religious holidays. Please see the "Worship" section of this publication for more details.

Can day students access the Academy's computer network from home?

It is possible for day students to access the Academy's network from home. For more information please contact the ITS department at 603-777-3693.

How can the parents of day students be more involved in the life of the school?

We welcome all parents to attend athletic events (be sure to wear our school colors!), theatrical performances, concerts, guest lectures, etc. You are also welcome to attend an occasional assembly program, though we warn you, seating is very limited. Because of their proximity, day student parents are typically more able to participate in these events. Having parents on the sidelines or in the audience—even if they are not their own parents—means a great deal to our students. You can keep abreast of current events by consulting the News & Events section of www.exeter.edu.

Day students' parents are also encouraged to participate in the Seacoast Association activities. The Seacoast Association is one of our regional organizations that aim to bring alumni/ae, past and present parents, and occasionally current students together for lectures, socials, etc. Every now and again, when we have a volunteer opportunity, we recruit volunteers through the Seacoast Association. You can also contact the adviser for your child's class to find out if they might need some assistance with class events.

RESIDENTIAL LIFE

How are housing assignments made?

Each spring, our returning students choose their rooms for the next academic year. Each dorm runs its own housing selection process. Students can choose to exercise their "squatter's rights" and select the same room, or they can take part in a lottery system to choose a new room. Dorms often factor a student's class level, roommate preferences, proctor placement, and seniority in the dorm into the room selection process. Prior to departing for the summer, a student typically knows where he will be living the next year.

Over the summer, after determining which spaces are available, we turn to our lists of new students to fill those spots. When doing room assignments, we use information that we cull from the Admissions Office records (such as the student's grade level, where the student lives, interests, race or ethnicity, and

activities) and we factor in any requests we've received from the dormitory heads and the incoming students. If your child has any special needs or requests about his housing assignment, he should put this request in writing and forward it to the Dean of Students Office prior to July 1. Although we do our best to meet such requests, we cannot make any guarantees.

Are there dorms for particular grade levels or areas of student interest?

Some of our dormitories are small houses (they house 10-16 students). Those dormitories are reserved for uppers, seniors, and sometimes lowers. Our other dormitories house students in all grade levels. All of our dormitories are single-sex residences. We do not divide students in the dorm in any other way. We prefer to have a heterogeneous mixture in the dorms, which allows students to "rub elbows" with a variety of people who bring different perspectives, strengths, and experiences to the residential setting.

Is there a housing questionnaire or roommate matching form?

No, we do not use a roommate matching form. Admission information provides sufficient data to make good housing assignments. Though students may encounter some difficulties or challenges with a roommate (something that is not always avoidable even when using a questionnaire), they often learn a great deal about themselves and other people as they work to resolve the problem and, as a result, develop deeper, strengthened relationships. Dormitory faculty, proctors, and student listeners are available to assist roommates with any issues that come up.

What should we bring for the room? May we bring furniture such as a computer table or a sofa? What appliances are allowed or prohibited?

Rooms are furnished with a bed, extra-long twin size mattress, bureau, desk, desk chair, desk lamp, and many dorm rooms have an additional armchair.

There is not sufficient space in most rooms for a computer table or sofas. Students who bring a computer and printer with them usually put these items on or next to their desks. Some rooms are carpeted, others are not, and so it is best to wait until you arrive to decide whether or not you'd like to obtain a rug. All windows are outfitted with a shade of some sort. It is a matter of personal taste whether or not to put curtains in the windows—generally, students do not choose to hang curtains.

The laundry service, E&R Laundry, provides each student with one pillow, two pillowcases, four flat sheets, a wool blanket, and six white towels. Students may want to bring an extra set of sheets to use when their basic sets are with E&R Laundry. We have 82" long mattresses, which fit extra-long twin size sheets. Some students choose to bring a comforter. Plenty of towels are available in the gym for sports.

Safety for our students and faculty is very important to us and we take it very seriously. Students may not have appliances such as halogen lamps, refrigerators, microwaves, hot pots, televisions, irons, coffee pots, towel warmers, corn poppers, toasters, space heaters, etc. in their dormitory rooms. Please do not bring these items to Exeter. However, students may bring an electric cooler for their room. The electrical systems in some of our older dormitories can be taxed by the heavy electrical load that today's computers, hair dryers, etc. require, so we encourage students to bring with

them a fused power strip that will enable several items to be plugged in without breaking the circuit or causing a fire. Those students who wish to protect their computer from a power surge should bring a surge protector. Please note that the school does not insure student belongings.

Please review the sections in *The E Book* entitled “Sound and Video Equipment,” “Care of Student Rooms,” and “Furnishings, Equipment, and Clothing” for more information about what students may bring to school.

May students have pets?

Given that we have so many people sharing these living spaces, we cannot allow students to have pets in the dorms.

May we come by early to see the room?

Because the dormitories are in use during the summer months and there is so much to do to prepare for the fall term, we are not able to open the dorms for previews. If you have any urgent questions about the dormitories, please call the Dean of Students Office. Otherwise, we will look forward to welcoming you on opening day.

Can my child's belongings be stored over the summer?

There is very limited storage for boarding students to store personal belongings over the summer. Dorm heads organize the summer storage process during the last two weeks of school in May. Dorm heads also organize the removal of items from storage during the move-in process. Exeter assumes no responsibility for personal property lost or damaged while in the storage facilities during the summer or school year.

To whom should my child go if she has a problem like a broken window or a radiator that is not working?

When there is a problem with the building, your child should report the problem to either the custodian of her building, her adviser, or her dorm head. Students shouldn't “sit on” a problem. We want to know if something is not working or is broken.

If my child has a personal problem or is worried about someone else, to whom can he talk to in the dorm?

First of all, if it is an emergency situation, please turn to the section entitled “In Case of Emergency” and follow the advice found under the question “Whom should my child call in an emergency?”

With that said, there are many people available to assist students with such concerns. Advisers are on hand to consult with students about academic, personal, dormitory, and other matters. Alternatively, your child could talk to his dormitory head, who is charged with overseeing the well-being of the students living in a particular dormitory as well as the overall functioning of the dorm. Or, if he prefers, he could seek advice from another dormitory faculty member. When in doubt, he should just go to any faculty member he feels comfortable talking to and describe the problem. That faculty member will, if necessary, steer the student to the person best able to help him.

If the matter is more urgent and your child is unable to contact his adviser or dorm head, he should feel free to approach the faculty member on duty in his dorm for advice or assistance.

Sometimes, students prefer to talk to someone their own age when they encounter a problem. There are two sets of student leaders designated to offer support to their peers. Student Listeners are uppers and seniors who have been selected to serve as peer helpers. They are trained in active listening and attend weekly workshops on issues relevant to teenagers and life at PEA. Proctors are seniors who work with the dorm faculty to establish a positive atmosphere in the dorm and look after the well-being of the students living in the dorm. More information about the role of the Student Listeners and proctors can be found in *The E Book*.

Finally, if a student would like some help from someone outside of the dormitory, he could contact one of the deans in the Dean of Students Office, or a member of our Health Services staff for some advice or support.

What is the best way to reach the adviser?

Because individual advisers might answer this question differently, we suggest you ask your child's adviser how best to be in touch. But in general, you can reach your child's adviser in any of four ways: telephone, fax, mail, or email. You are always welcome to schedule an appointment to visit as well.

Telephone: Each dormitory faculty member has an Academy extension in his apartment and many have office or classroom extensions as well. When contacting a dormitory faculty member at home, we ask that you use the dormitory extension number, rather than his private number. Unless instructed otherwise by your child's adviser, please use the private number only in cases of emergency and only after trying the Academy extension. Non-dormitory faculty members also have Academy extensions assigned to them. These numbers usually ring in a classroom or office. In all cases, a private message can be left for the faculty member on the voice mail system. If you must speak immediately to a non-dormitory faculty member during the night or a weekend, you can use the number that she has provided you for emergency circumstances.

Fax: You can fax a letter to any faculty member by using the Academy's Post Office fax number: 603-777-4384. The faxed document will be placed in the appropriate faculty member's post office box.

Mail: To send anything to a faculty member, please use the Academy's mailing address: Phillips Exeter Academy, 20 Main Street, Exeter, NH 03833-2460.

Email: Each faculty member is assigned an email account. The email addresses can be found on the Academy's website: www.exeter.edu. Please be aware that some faculty members do not use email on a regular basis, so please follow up by telephone or in writing if you do not receive a response.

What if my child doesn't get along with her roommate?

Roommates occasionally experience some difficulties as they negotiate how they will live with one another. Student Listeners (our peer counselors),

proctors, and dorm faculty stand ready to assist students if they encounter roommate conflicts. If your child is having a problem, encourage her to talk to one of these people, particularly her adviser. Most situations can be worked through with a bit of help, but we can't help if we don't know about the problem. Encourage your child to try to work the problem out. Students learn a lot about themselves and others as they work to solve these real-life issues. If for some reason your child does not want to talk to her adviser directly, please consider contacting the adviser yourself in order to alert him to the problem.

What should I do if my child is homesick?

Many new students (and some returning students) experience some level of homesickness. The following are some ways that a parent or guardian can help a student over this hurdle:

Assure him that this is a natural, common experience over which he has a good deal of control.

Your child should plan to bring a little bit of home with him: a favorite poster from his bedroom, that old stuffed animal, and pictures of special places and people are all great ways to ease the transition.

Please speak to your child's adviser and let her know what you are hearing or seeing. Oftentimes, especially when new to the school, students do not feel comfortable sharing their feelings with faculty. Instead, they put on a happy face and tell us that everything is "fine." Please let us know if everything is not "fine."

Encourage your child to get involved in activities. There are many exciting opportunities on campus, and keeping busy is a great treatment for homesickness. Because free times can be hard times, help him anticipate unscheduled times and plan activities with others. Refer your child to Blackboard for announcements and for information about student clubs and organizations.

Help your child to focus on the things that he likes here at school: classes he likes the most, friends he will make, or unique opportunities that a boarding school can provide.

It may be overwhelming for a student feeling homesick to think about a whole year, so help your child break the year down into manageable parts. For example: Parents' Weekend, Thanksgiving vacation, and winter break are all events that will arrive much sooner than the end of the school year.

This is probably not a time to go "cold turkey" from family contact. Encourage regular, scheduled emails, letters, calls, or visits. Knowing that he will be speaking with a parent or loved one at a specific time can free a student's energies for other things. Parents often ask how frequently they should call. Ultimately, this is a personal decision, but be sure that you follow your child's cues about the frequency of contact, even if you are (and you probably are!) missing your child a great deal and would like to communicate with him more frequently.

Encourage your child to get adequate sleep, nutrition, and exercise, all of which affect mood and resiliency. For this reason, discourage late-night phone calls with family and friends.

Meals in the dining halls can be a bit daunting for a new student. Urge your child to ask a roommate, friend, classmate, Student Listener, or proctor to join him for a meal. Many dorms have “dorm tables,” tables the dorms adopt for themselves as a home base in one of the dining halls. Suggest that your child find out about this. Although everyone in the dining hall may appear to be sitting with an exclusive group of friends, the Academy actually has a very welcoming atmosphere. If a student sees an empty seat and asks the occupants of that table if he might join them, most likely he will be welcomed and included in the conversation. Though they require some courage, such risks usually pay off.

Urge your child to talk to someone about his feelings: proctors, Student Listeners, faculty members, or the staff at Lamont Health and Wellness Center are all good choices. Remember that it is perceived distance from home and not geographic distance that correlates with homesickness.

Don't be surprised if your child starts to talk about feeling homesick at some time other than the beginning of the school year, particularly after being home for a major vacation.

If your child feels he is getting behind on his work, encourage him to approach his teachers and explain the situation. He can also ask his adviser for some assistance with this.

If the homesickness does not seem to abate and you remain concerned about the impact of your child's mood on his daily functioning, please contact his adviser and/or one of the school counselors. You can reach the counselors by calling the Lamont Health and Wellness Center at 603-777-3420.

What if my child is a bit more quiet or introverted by nature?

If your child is more withdrawn or retiring than some others, she will not be alone. Many of our students find it difficult to reach out to others when in new situations. With the help of our faculty and student leaders—proctors, Student Listeners, team captains—we do our best to help new students to get to know the other students in their dormitories, teams, classes, etc. and to involve them in the life of the school. Typically, such a student will become more comfortable with time. If you anticipate that your child may have some difficulty on this front, please talk to her adviser.

Who helps my child manage his time?

Each student is expected to manage his own time. However, we do support that effort by maintaining study conditions in the evening, limiting television use during study hours, and by requiring that students be working after their check-in times (8:00 for grades 9 and 10; 9:00 for grade 11; and 10:00 for grade 12). If a student is having particular difficulty concentrating on his work, his adviser can give him a study card. This card is posted on the student's door and requires that other students not enter that room during study hours.

However, a typical student room contains many distractions: reading materials, computer games, access to the Internet, a telephone, art or music materials, etc., and every student needs to figure out how to resist these distractions when he has work to do. If your child needs additional help managing his time, please encourage him to talk to his adviser to consider additional strategies. You'll also find some suggestions about time

management under the next question, “How can I be sure my child is eating well and getting enough sleep?” Your child may also want to arrange to meet with the Academic Support Counselor to assess his time management and study skills by calling 603-777-3724 or via email at pparris@exeter.edu.

How can I be sure my child is eating well and getting enough sleep?

As they transition to living more independently, students, whether day students or boarders, have to learn how to manage the various demands on their time and energy, and figure out how to take good care of themselves in the process. For many students, their first term at PEA is the first time that they independently choose what they will eat for every meal or what time to go to sleep. This is a tremendous learning experience and most students manage it well. However, some students need some extra guidance.

The best way to gather information about your child’s eating and sleeping habits is to ask her. In the beginning she may complain about the sleeping conditions (it’s too hot or cold; it’s too quiet or noisy; it just doesn’t feel right) or the food offered in our dining halls (it’s just not like yours). These types of complaints, of course, are usually part of the process of getting used to this new environment.

If she complains about the food served in the dining hall, encourage her to keep an open mind and to remember that in addition to the hot selections served on the main line, she can also choose food from the salad bar, deli bar, pasta bar, and the cold cereal selections. If any of her complaints about the food offerings might be remedied, urge your child to talk to the Dining Hall manager about it or to drop a note in the suggestion box in the dining hall. Our Dining Services staff is constantly on the lookout for ways to improve their offerings.

If her sleep seems to be impacted by her roommate’s habits or noise conditions on her floor, encourage her to discuss these matters with her roommate or her neighbors. Encourage her to seek assistance from her adviser or a proctor.

Your child might feel she does not have enough time to attend mealtimes or to get adequate sleep because she has too much work to do. Though new students often face a great deal more work than they have ever seen before, it is possible for a well-disciplined student to complete her work and get enough sleep. How much is “enough” sleep? Individual sleep requirements vary, but research suggests that adolescents typically require somewhere between eight to ten hours of sleep per day, including any naps. We generally recommend that students get at least seven and a half to eight hours of sleep per night. When a student is staying up very late, it usually has a great deal to do with procrastination or poor time management on the student’s part or a mistaken belief that an Exonian is not working hard enough if she gets eight to ten hours of sleep each day.

If your child is not getting enough sleep, please encourage her to carefully evaluate how she is using her time. Emphasize that students need to spread their work throughout a given week. If a class doesn’t meet for three or four days (it can happen), that doesn’t mean she should let the homework go until the night before the next class meeting. Students need to

use some of their free time during the school days, Wednesday afternoons, or weekends to do some work, as they can't get it all done between 8:00 and 10:30 p.m. on school nights. Larger projects need to be worked on little by little rather than just during the last couple of days before the deadline. Also, it may be helpful to remind your child that if she is sleepy during her classes, she will only create more work for herself because she will then need to try to master the material on her own, which is not a very efficient use of the Harkness system.

Be assured that we will also keep our eyes and ears open for potential problems on these fronts. If you hear anything from your child that causes you concern or you are worried that she is not getting enough sleep or eating well, please contact her adviser.

Are students' birthdays acknowledged while school is in session?

Students' birthdays are listed on Blackboard on the appropriate days. Also, some advisers or dormitories choose to acknowledge students' birthdays through cards or celebrations. Contact your child's adviser if you'd like to know what the tradition is in your child's dormitory.

What do I need to know about the out-of-town permission process?

The out-of-town permission process is the system we use to determine whether or not a student is eligible to leave the Exeter area for a day trip or to go anywhere for an overnight trip. Students who are on restrictions for attendance or disciplinary infractions are not allowed to go out of town, except during specified open weekends. In order for the Dean of Students Office to approve a student's application to go out of town, the student must submit an application for out-of-town permission; a signed permission for the outing from his parent; and, when not going home or away with parents, a written invitation from the adult the student will be visiting.

Parents can provide permission in one of two ways. First, you can write a note to the Dean's Office indicating that you give your child permission to embark on a particular journey. That note needs to be signed and date-specific. Alternatively, parents have the option to complete an "Out-of-Town Permission Form" each year. This so-called "blanket permission form" allows a parent to grant permission for certain activities for an entire school year. If you indicate on this form that you give permission for an activity—such as going to Boston on an unchaperoned train—then we will approve your child's out-of-town requests for that activity every time he submits a request, without further communication from you, as long as everything else is in order.

Using the blanket permission form can be a time saver for you, your child, and the Dean of Students Office. However, it is subject to abuse. For instance, many parents indicate on the permission form that their child "may take an out-of-town permission to be in the company of either parent without specific further communication. This includes going home for a weekend or a hotel visit with the responsible parent." Occasionally, a student will indicate on his application for an out-of-town permission that he plans to go "home" or "to Boston with parents," knowing that his parent has given blanket permission for him to do so, but with no intention of seeing his parents or going home. Instead, he might choose to go elsewhere: a friend's

home, a fraternity party, a concert, or a hotel. If he is discovered violating this trust, he will be subject to major disciplinary action for dishonesty or leaving Exeter without permission. Therefore you need to feel certain that your child can responsibly handle the freedoms you grant him. If you are uncertain, you can limit the permissions on the form and plan to grant permissions for outings on a case-by-case basis. Also, you can change your child's permission form at any point during the year. You only need to put your request in writing and send it to the Dean of Students Office. There is more information about the out-of-town permission process in *The E Book*.

Can girls visit boys' rooms or boys visit girls' rooms?

Yes, boys and girls may visit in each other's rooms after obtaining "visitations" permission from a faculty member. Such visits are restricted to certain hours, the room door must remain half-way open during the visit, and the faculty member supervises the visit. You can read more about our visitations policy in *The E Book*.

What if my child doesn't get along with her adviser? What if my child wants to change advisers?

We recognize that all students will not get along with all teachers. The same is true with one's adviser, particularly if a student has to be reminded about matters like dorm rules, attendance, and so on. If your child is having a problem with her adviser, do encourage her to keep the lines of communication open with her, and please try to do the same yourself. If there is something in particular that the adviser can address, it would be very helpful if you or your child could share this perspective with the adviser. With time and good communication, your child may change her mind and grow fonder of her adviser.

In the meantime, do encourage your child to find other adult supports on campus. Whether it be another dorm faculty member, a favorite teacher or coach, a counselor at the Health Services, or a club adviser, the more adults a student feels she can talk to, the better. No one faculty member will meet all of a student's needs, but students who are connected to at least one adult at Exeter tend to be happier here.

Lastly, if either you or your child feels an adviser change is necessary, such changes can be requested in May for the next academic year. Students are notified when such requests can be submitted. If you have any questions about this, please contact the Dean of Students Office.

Must the adviser be affiliated with the dorm where my child lives?

Yes, we do require that advisers, when advising boarders, be affiliated with their advisees' dormitories. We know that advisers can do a better job looking out for individual students when they are involved in the life of the dormitory. As members of the dormitory team, advisers spend time in the dormitory, know the other students living in the dorm, understand the dynamics of the dorm, are involved in dorm activities, and participate in regular meetings with the other faculty and the proctors. We believe that this involvement in the dorm helps advisers do a better job helping individual students and the dorm as a whole.

RULE-BREAKING/DISCIPLINARY ISSUES

What if I have an inkling about rule-breaking at the school and would like to have someone check on it before the kids get into trouble?

Parents will often hear about potentially troublesome behaviors before Academy staff. If you are concerned about your child or another student and would like someone at the Academy to check into it, please do not hesitate to contact us. You need not share the names of the students involved unless you are comfortable doing so. In most circumstances we do not have to share the source of the information (i.e., your name) when addressing the problem.

If we are not already in the midst of a disciplinary investigation, your call, email, or letter will not start a disciplinary investigation if you do not want that to happen. Instead, we will work to help the students involved through the use of our non-disciplinary assistance policy. Prior to contacting us, we suggest that you review this policy in *The E Book*.

It is important to note that Academy personnel are required to report certain situations to local or state authorities. Please see the question in this section entitled “Under what circumstances are Academy personnel required to share information with local and state authorities?” for more information about these reporting laws.

Do you have a policy on hazing?

Yes, we take hazing very seriously. So seriously, that it is one of our major rules. We discuss it with students at the beginning of each year, and oftentimes, later in the year. We encourage all of our students to review the statement about hazing found under the “Academy Policies” section of *The E Book*. Please review this statement yourself and discuss this matter with your child.

If you ever have any concerns that a student might be the victim of hazing, we ask that you discuss this matter with your child’s adviser, dorm head, or one of the deans. You need not share more information than you wish. We do not necessarily have to share the source of the information (i.e., your name) when addressing the problem.

If we are not already in the midst of a disciplinary investigation, your call, email, or letter will not start a disciplinary investigation if you do not want that to happen. Instead, we will work to help the involved students through the application of our non-disciplinary assistance (NDA) policy. Prior to contacting us, you may want to review this policy in *The E Book*.

It is important to note that Academy personnel are required to report certain situations to local or state authorities. Please see the question in this section entitled “Under what circumstances are Academy personnel required to share information with local and state authorities?” for more information about these reporting laws.

What happens if my child is caught using alcohol or other drugs or breaking another major rule?

If a student is caught using, in possession of, or under the influence of alcohol or other drugs, the first thing we do is bring the student to the Lamont Health and Wellness Center to be evaluated and to be certain that

he is in no danger. Usually, we require the student to spend several hours at the Health Center. Parents are notified soon after the offense is discovered.

Breaches of the alcohol and other drug rules are major offenses (see *The E Book* for a complete list of major rule violations), which means that a student who violates one of these rules may be subject to dismissal from the Academy. The Dean's Office investigates the situation and asks the involved students to write factual statements that describe their involvement in the rule violation. The dean in charge of overseeing the discipline process and the faculty chair of the Discipline Committee then determine what, if any, rule was violated. If a student is found to be in violation of a major rule, he is asked to appear before the Discipline Committee, usually within a few days of the offense, to explain his actions. The Committee, after talking with the student and hearing reports from his adviser, faculty friend, and student friend (the latter two are chosen by the student), decides what the response will be. Typically in situations involving violation of a major rule, the Committee deliberates between placing the student on probation and requiring the student to withdraw from the Academy. The decision of the Discipline Committee is final.

If your child remains at Exeter after an alcohol or other drug violation, he will be enrolled in the Academy Student Assistance Program. This can also occur for other rule violations such as hazing or stealing. He will most likely be required to meet with a counselor and a health educator so that he can have safe, confidential places to discuss his decisions and his use of alcohol and other drugs or other rule violations. Other support mechanisms can be put into place and are discussed with the parents.

It is important to note that Academy personnel are required to report certain situations to local or state authorities. Please see the question in this section entitled "Under what circumstances are Academy personnel required to share information with local and state authorities?" for more information about these reporting laws.

What is the parents' role when a student violates a major rule?

Parents of students are notified soon after we determine that a major rule has been violated. At that point, the dean will explain what has happened, how the disciplinary process works, and what the parent can expect. Parents are welcome to come to campus to support the student during the Discipline Committee meeting time. However, parents are not allowed to attend the actual meeting. We do this to encourage students to take responsibility for their own actions and to insure that no student is advantaged or disadvantaged by a parent's presence or absence.

Where can I learn more about the disciplinary process?

The disciplinary process is described in detail in *The E Book* under the heading "The Discipline System." If, after reviewing that section, you have further questions, please do not hesitate to contact the Dean of Students Office (603-777-3411) for more information.

Under what circumstances are Academy personnel required to share information with local and state authorities?

Although it happens rarely, New Hampshire state law does require that Academy personnel report certain situations to local or state authorities. Even if the Academy deals with a situation through our non-disciplinary assistance (NDA) policy and we do not apply our disciplinary procedures, if a student violates a law and the action is reportable under these or any other laws, she may still be subject to criminal investigation and prosecution. It is important that you familiarize yourselves with these laws as violations can carry serious consequences for your child. Please discuss these matters with her, and we will do the same. The more we, parents and teachers, work together to help students make good decisions, the better. The following is a brief description of these laws. Please note that in the State of New Hampshire, those who are 17 years and older can be charged as adults when they break a law.

According to New Hampshire RSA 169-C, Academy personnel are required to report to local or state authorities if we suspect that someone under the age of eighteen has been physically, sexually, or emotionally abused or neglected by any other person.

The New Hampshire Student Hazing law (NH RSA 631:7) requires Academy personnel and students to report to local authorities when, according to the legal definition, a student has been hazed.

Under the Criminal Acts in Safe School Zones law (NH RSA 193-D), Academy personnel are required to report to local authorities if we witness or have information from the victim of an act of theft, destruction, or violence that occurred in any "safe school zone," which is defined as an area inclusive of any school property or school vehicles. This law, known as the Safe School Zone law, includes the following violations when defining acts of theft, destruction, or violence: homicide, first or second degree assault, simple assault, felonious or aggravated felonious sexual assault, criminal mischief, unlawful possession or sale of a firearm or other dangerous weapon, arson, burglary, robbery, theft, or illegal sale or possession of a controlled drug.

For more information about these and other laws that apply to your child's life while here at Exeter, you can refer to the "Academy Policies" section of *The E Book*. Full text of all New Hampshire state laws can also be found online at <http://www.state.nh.us/government/laws.html>.

HEALTH CARE, HEALTH EDUCATION, and COUNSELING

What should my child do if he gets sick?

If a day student is not well enough to meet his required appointments and needs to stay at home, his parents should call the Lamont Health and Wellness Center (LHWC) immediately and report his absence. If a day student is at school when he becomes ill, he can report to the LHWC. There, he will be evaluated and, if deemed appropriate, will be treated and given a place to rest until he is feeling well enough to return to classes or arrangements can be made for him to return home.

If a boarder is not feeling well enough to attend her classes or other required appointments, she must report to the Health Center. There she will be evaluated and, if deemed appropriate, will be treated and given a place to rest until she is feeling well enough to return to classes. If an absence is to be excused, a student may not stay in her room during the class time; she must report to the Health Center. If a student is unable to walk to the Health Center, or if she feels ill at night, our Campus Safety staff can provide transportation. When in this situation, the student should contact a dormitory faculty member, the Health Center, or Campus Safety to arrange transportation.

Depending on how she is feeling, a sick student may contact her instructors for assignments or wait until she is feeling better to do the work. If a student misses three or more days of classes due to illness, the Health Center will notify the associate dean of students. If appropriate, she will then notify teachers and have assignments sent to the student.

When a student needs to miss several days of school due to illness or injury, teachers are usually quite accommodating, but they still need to hold students responsible for the course requirements and material. Unfortunately, the more classes a student misses, the more difficult it is to meet the course responsibilities. Usually, once better, students are able to catch up and continue on with their classmates. However, in rare cases, a medical leave of absence may need to be considered.

If you believe your child needs some additional academic, medical, or psychological support due to an illness, please contact a member of our Health and Wellness Center staff (603-777-3420) or the associate dean of students (603-777-3411).

Will I be notified if my child is ill or seeks help at the Lamont Health and Wellness Center?

The Academy's confidentiality policy for students treated by the staff of the Health Center is designed to remove any perceived barriers to healthcare; to encourage students to promptly seek medical and psychological care and support when they need help; and to encourage students to develop trusting relationships with their health care providers and be candid about their health histories and risk behaviors. Therefore, medical and psychological information shared between students and the Academy's health care providers is private and treated confidentially within the limits of the law and certain Academy policies. In most circumstances, students are comfortable sharing their health concerns with their parents, and our health care providers will always encourage them to do so. Parents do have the right to see the medical and counseling records of their child(ren) who is(are) under 18 years of age. However, in the effort to promote candor and trust, the Academy asks that parents respect the privacy of students who may not wish to share certain information.

The staff at the Health Center will contact you if your child stays overnight at the Health Center, if your child seeks help at the Health Center while under the influence of alcohol or another drug, if your child requires emergency care at a hospital, and, of course, if your child grants us permission to do so.

For more information about the Academy's confidentiality policy for students treated at the Health Center, please refer to *The E Book* or you can contact the Lamont Health and Wellness Center (603-777-3420).

Does the faculty know if my child sees a nurse, nurse practitioner, doctor, or counselor?

If a student must miss a class in order to see a physician, nurse practitioner, nurse, or one of the counselors, or needs to rest at the Health Center, his name will be placed on a list that is shared with the Dean's Office. The reason for the visit is not listed, only the time of his arrival and the time of his departure. This information is put into the attendance database and allows the Dean's Office to determine when a class absence should be excused for health reasons.

However, every effort is made by the Health Center staff to schedule appointments during the student's free times and if the appointment time falls during those free times, the visit to the Health Center is not included in the report sent to the Dean's Office for attendance purposes.

The only way a faculty member will generally learn the reason for a student's visit to the Health Center is if your child shares that information. However, the Academy must also balance matters of privacy and confidentiality with safeguarding the interests and well-being of our students and our community. Thus parents and students consent to allow the Medical Director, counselors or their designee to disclose to those authorized employees and agents of the Academy, who have a need to know, the minimum amount of medical and or psychological information necessary to serve the best interests of the student and/or the community. Students and parents who have questions with regard to confidentiality and its limits should direct those questions to the Medical Director or her designee at the Lamont Health and Wellness Center. In the event of a disclosure required by law, every effort will be made to notify the student and/or parents in advance.

For more information about the Academy's confidentiality policy, covering students treated by the staff of the Health Center, please refer to *The E Book* or you can contact The Lamont Health and Wellness Center (603-777-3420).

Will we be charged for services provided by the Lamont Health and Wellness Center staff?

The Health Center offers a variety of health care services, including evaluations and treatment by the Academy's own physician, nurse practitioner, nurses, counselors, health educators, nutritionist, and athletic trainers. Tuition bills include an annual Student Health and Wellness fee that ensures that students have access to a broad range of services provided by our team of health care professionals at the Health Center, at no additional cost. Additional fees will be charged for medications, immunizations, and annual physicals. Also, the services of health care professionals not on the staff of the Health Center are not covered by this fee.

What are the advantages of enrolling my child in the student health plan provided through PEA?

The Academy strongly encourages all parents to carefully review the benefits of the Student Accident and Sickness Health Insurance Plan because it is

specifically designed to meet the needs of Academy students. Plan features include, no deductibles, coverage for a broad range of medical services provided by specialists and hospitals, laboratory and x-ray, a \$1,000 pharmacy benefit, and coordination of the payment of claims with your health insurance plan. Enrollment in the Plan also avoids any delays in obtaining medically necessary referrals for care or treatment by specialists or at hospitals, by eliminating any requirement for authorization by your primary care physician or your insurance plan.

A student must be enrolled in the Student Accident and Sickness Health Insurance Plan if:

1. He is an international student without comparable U.S. insurance.
2. He has no insurance coverage.
3. He is a residential student enrolled in a “managed care”, or other type of insurance plan, that does NOT include coverage for out-of-area NON-EMERGENCY services.

Those parents who elect to waive out of the Student Accident and Sickness Health Insurance Plan agree to accept all associated financial responsibility for payment of medical services their child may receive while in attendance.

You can learn more about the Student Accident and Sickness Health Insurance Plan at www.exeter.edu under Student Life section, Health and Wellness option or you can contact the Lamont Health and Wellness Center (603-777-3420).

How can my child find a physician specialist, dentist, orthodontist, or therapist in the local area?

The staff at the Lamont Health and Wellness Center is more than happy to refer students to local practitioners. If there is an urgent need for your child to see a physician, dentist, or therapist, our staff will do what they can to help her make an appointment. They can also help a student arrange transportation, if necessary. We do ask that non-emergency appointments be scheduled during a student's free time. We understand that this is not always possible, but ask that every effort be made to avoid absences from class.

If such an appointment has not been scheduled by the Health Center staff as a follow-up to an appointment there, and your child is likely to miss a required Academy appointment or will need to leave the Exeter area for that appointment, you must notify the Dean of Students Office in writing by fax to 603-777-4396 or by U.S. Mail to notify them of the appointment and, if necessary, request out of town permission (usually necessary for boarders).

Other than advisers, teachers, and coaches, what kind of emotional support is available for my child at the Lamont Health and Wellness Center or elsewhere?

The entire staff at Lamont Health and Wellness Center—our nurses, nutritionist, athletic trainers, nurse practitioner, physician, health educators, and counselors—is available to support our students emotionally. Much of what they do on a day-to-day basis involves assessing and caring for students who need some personal or emotional assistance. Our licensed, mental health counselors are available to meet, free of charge, with individual

students or groups of students for confidential discussion relating to emotional growth, social or personal adjustment, academic achievement, or any issue important to the student. There is a counselor on call for urgent matters 24 hours each day when school is in session. For more information about these services, please refer to the “Health Services” section of *The E Book*, or under Student Life section, Health and Wellness option on our website, www.exeter.edu. You can contact any of our Health Services staff members by calling the main Lamont Health and Wellness Center number, 603-777-3420.

Many students also find emotional support when they talk to our School Minister or with one of the deans.

The Academy also offers two support groups for students of color. For more information about these groups, students should contact the Dean of Multicultural Affairs.

How does Exeter handle sex education?

All ninth graders and new tenth graders are enrolled in one of the Health and Human Development courses. These courses cover a wide range of health topics, including human sexuality. When discussing sexuality, we cover a variety of topics: sexual behavior, sexual orientation, reproduction, contraception, abortion, sexually transmitted infections and diseases, dating and romantic relationships, marriage, gender roles, communication between friends and partners, sexual assault and rape, and most importantly, decision-making. We do not try to hide information from our students, nor do we glorify sexuality and sexual behavior. Our primary goal is to help students consider all of the possible consequences of various choices and actions—whether they be physical, social, emotional, moral, religious, or economic consequences—and to identify how they can best take good care of themselves and meet their long-term goals.

The Health Education Department also offers a senior-level elective course entitled “A Study of Human Sexuality”. This course examines the biological, psychological, and sociological aspects of human sexuality and sexual behavior.

We strongly encourage our students to talk about sex and sexuality with their parents. If your child is enrolled in one of the Health and Human Development courses, ask him what he is discussing in class. Though sexual topics are infused in the curricula throughout the year, we discuss most of the sexuality-related topics during the spring term.

In addition to these courses, the health educators are available to meet with students individually, in small groups, or in dormitories to discuss health topics such as nutrition, substance use and abuse, stress management, fitness, and sexuality. They also sponsor some evening workshops and all-school assemblies. Students can also come to the health education library on the third floor of the Lamont Health and Wellness Center for books, pamphlets, and videos about a variety of health topics. Lastly, the health educators work with a group of student peer educators who work to disseminate accurate health information on our campus.

It is also important to note that our physician and our physician's assistant are available to meet with students to discuss medical issues surrounding sexuality and sexual health. Students can arrange appointments in person at

the front desk of Lamont Health and Wellness Center, or by calling the Lamont Health and Wellness Center at 603-777-3420.

What is Exeter's health policy on alcohol and other drugs?

The Academy believes that alcohol and other drug use interferes with healthy adolescent development. Through our Health and Human Development courses, assembly programs, Student Listener and proctor training workshops, dorm discussions, small group discussions, and our individual work with students we work to prevent drug misuse and abuse through education, early identification, and intervention.

If a student is discovered using, misusing, possessing, distributing, purchasing, or selling alcohol or other drugs, this infraction will be treated as a major disciplinary offense. However, the student's health and well-being will always be our primary focus. She will be evaluated by our Health Services staff and offered the appropriate support and care.

Drug Testing Policy When a Student is Suspected of Being Under the Influence of Alcohol or Other Drugs

If a student is suspected of being under the influence of alcohol or another drug, but denies having used any drugs, the Dean of Students or a designee may require the student to be tested. If the student refuses to give consent for this testing the Academy may presume such test would be positive.

Our policies allow students to come forward and ask for help when they believe a student needs adult help with an alcohol or other drug-related issue. If any student takes the responsibility to seek help for her or another's use of alcohol or other drugs and no disciplinary investigation is underway, she may disclose past or current violation of alcohol or drug rules without fear of disciplinary consequences. Instead, follow-up would often involve a referral to the Health Center or a required evaluation through the Academy Student Assistance Program (ASAP).

It is important to note that Academy personnel are required to report certain situations, including some drug violations to local or state authorities. Please see the question in the "Rule-Breaking/Disciplinary Issues" section entitled "Under what circumstances are Academy personnel required to share information with local and state authorities?" for more information about these reporting laws.

For detailed explanations of our alcohol and other drug-related policies, please refer to the sections in *The E Book* entitled "Seeking Help," "Seeking Help in Non-Disciplinary Situations," "Disciplinary Situations Involving Medical Emergencies or Substance Abuse," which are found under the heading of "Advising, Confidentiality, and the Discipline System." Under the heading "Academy Policies," please refer to the sections entitled "Alcohol and other Drug Philosophy/Policy," "New Hampshire State Law," and "Academy Student Assistance Program."

What is the Academy's policy on prescription drugs?

Students are allowed to self-administer all appropriately prescribed prescription drugs with the exception of psychotropic medications. In order to ensure your child's safety and to coordinate your child's healthcare, we

require that you inform the Health Services of all medications prescribed for him. Your child should secure all prescription medications in his room so that no one else has access to them. For psychotropic medications, including stimulants used to treat Attention Deficit Disorder, antidepressants, and sedatives, we require that these medications be stored at the Health Services. Typically, we then dispense weekly allotments to the student. If you, your child's physician, or your child would like to arrange to have his medication dispensed more frequently (for example, on a daily basis), that can be arranged by contacting the Lamont Health and Wellness Center at 603-777-3420. For more information about this policy and the related procedures, please refer to *The E Book*. Of course, if after reviewing *The E Book* material, you need additional information, please feel free to contact the LHWC staff at the number listed above.

Where can I find Exeter's policy on HIV/AIDS?

Our policy on HIV infected individuals can be found in the Academy Policies section of *The E Book*.

CAMPUS SAFETY

How does the Academy provide for students' safety?

A great deal of what we do is pointed toward providing a safe, secure setting in which students can best learn. Whether it is running fire drills in each dormitory, keeping our buildings and grounds in good condition, certifying many faculty and staff in first aid and cardiopulmonary resuscitation (CPR), monitoring student behavior, securing the dormitories each evening, or advising students how they can keep themselves safe, we work hard to provide and maintain safe living and working conditions.

We have an active Campus Safety staff. Members of Campus Safety patrol the Academy streets and grounds 24 hours per day, 365 days per year. All vehicles and personnel are in constant radio and telephone communication with the Academy dispatcher and the local police and fire departments. We work closely with the Exeter Police and Fire Departments to maintain safe conditions. Fortunately, the Exeter Police and Fire Safety Complex is only one block from campus, which allows for very quick responses in emergency situations.

We encourage students to let us know when they are concerned about any safety or security issues and ask that you do the same. You can contact your child's adviser if it is a dorm-related concern, the Director of Campus Safety (603-777-4444) or one of the deans.

Is Exeter a safe town?

Yes, compared to many places, Exeter is a relatively safe and quiet town. Members of the Academy community feel quite secure walking around town. However, students, faculty, and staff should use some common sense in day-to-day living. For example, we ask students to stay on well-lit paths and to travel in groups after dark. We ask that students not admit strangers to the dormitories and that they report any suspicious persons or activities immediately to Campus Safety. Some of these issues are addressed in *The E*

Book under the headings “Campus Safety,” subheading “Personal Safety.” There is also information available on the Academy’s website, www.exeter.edu under Campus Safety. Please review this information and consider discussing the content with your child.

Do students ever experience harassment in the town of Exeter?

Although relatively rare, some of our students have experienced harassment in town. Whether the harassment is based on one’s affiliation with the Academy, gender, race or ethnicity, perceived sexual orientation or other characteristics, this harassment can understandably be quite upsetting to a student. We ask that students go immediately to an adult for help and report ALL instances of harassment to Campus Safety or the Exeter Police as soon as possible.

Students should provide as much information as possible: a description of the perpetrators, where the event occurred, names of any witnesses, the direction the perpetrators took, and, if they were in a car, the make, model, color, license plate number (even if it is only a partial number) of the car.

How can students reach the Office of Campus Safety?

Students can call the Academy Campus Safety Office at extension 4444 when on campus, or by dialing 603-777-4444 when off campus.

DINING SERVICES

How can I get more information about what is served in the dining halls?

The Dining Services department offers a wide variety of food items at each meal, including a choice of entrées, at least one vegetarian entrée, a salad bar with a wide selection, a deli bar, a pasta bar, and even cereals. Students can therefore be selective in their choices. The daily menu for the Academy dining halls can be found on the Academy’s website, www.exeter.edu.

How can my child make suggestions to the Dining Services?

If your child has a suggestion, or even a favorite recipe she’d like the Dining Services staff to consider, she can drop it in one of the Dining Services’ suggestion boxes (located near the entrance of each dining hall) or send an email to dining@exeter.edu. The Dining Services staff also solicits ideas and input from a Student Council committee, The Student Services Committee, and meets with that group on a regular basis.

May I call the Dining Services directly if I have a special concern about food choices for my child?

The Academy employs a dietician, who works both with the Dining Services department and with individual students through the Lamont Health and Wellness Center. She is happy to speak to parents and students about any special dietary concerns. If adjustments must be made in the dining halls’ offerings in order to meet a student’s needs, she will work with the involved parties to find a solution. The Academy dietician can be reached at 603-777-3522.

What if my child is a vegetarian?

The Dining Services department offers a wide variety of food items at each

meal, including at least one vegetarian entrée. In addition, Dining Services hosts occasional meetings with dining services staff, the Dietician, and members of the community to try some new recipes and to provide some feedback about vegetarian menu choices. They can also learn more about maintaining a balanced, nutritious vegetarian diet.

DAILY LIVING

What kind of clothing should my child have?

Exeter can be cool in the fall, and is cold in the winter (temperatures typically range from 10° F to 40°F, but the temperatures can drop below zero). The spring (and early fall) temperatures can be quite variable, ranging from cold to hot (up to 90° F). In September, each student should bring shoes and outerwear suitable for wet, rainy weather, as well as a jacket suitable for cool weather. For the winter, students will need a winter coat and boots suitable for walking in the snow and slush. If you are unfamiliar with the New Hampshire climate, you may want to wait to purchase new outerwear until your child has experienced the Exeter climate and seen what the other students are wearing.

What is the Academy's dress code?

The following dress code is required in classes, assemblies, when representing Exeter at other schools and colleges, and for occasions when "dress code" attire is specified. Because fashions change rapidly, members of the community should keep in mind that the purpose of the dress code is to reflect the discipline and seriousness of purpose we associate with academic pursuits and other occasions requiring dress code attire. This principle governs any question about an item of dress deemed inappropriate, but not specifically listed in the code. **Boys:** shirt and tie or a turtleneck. **Girls:** a dress, skirt or nice slacks with a blouse, sweater, collared shirt, or turtleneck. **Boys and Girls:** hemmed shorts may be worn; ethnic attire is acceptable; shirts with tails must be tucked in; revealing necklines, tank tops, spaghetti straps, bare midriffs, T-shirts, sweatshirts, military fatigues, overalls, and athletic wear are prohibited; hats may not be worn indoors except in dormitories and athletic facilities; all clothing must be clean and in good repair (not torn, frayed, or cut off); and skirts and shorts must reach at least to the fingertips. The dress code is fully explained in *The E Book*.

How can I order a cake for my child's birthday or find accommodations for a weekend visit?

You'll find several local businesses, bakeries, banks, hairstylists, hotels, etc., listed in the Parents gateway section of www.exeter.edu. If you need any additional information or suggestions, please contact your child's adviser.

Can my child bring a bicycle to campus?

Students are welcome to bring bikes to the Academy. They should bring helmets and bike locks as well. Most dormitories have racks nearby for securing bicycles. Since bike theft is not unheard of on our campus, we strongly recommend that students register their bicycles with our Campus

Safety department by visiting that office or by using their on-line form. If a stolen bicycle is recovered by the Exeter Police, the registration will facilitate a speedy return of the bike to the rightful owner.

Our address or work numbers have changed; whom should we notify?

Please notify the Dean of Students Office in writing with any changes of address, phone numbers, emergency contact information, etc. This information can be faxed to the Dean's Office at 603-777-4396 or emailed to dean_students@exeter.edu.

LAUNDRY

Who should we contact about a problem with the laundry service?

If students have a problem with the laundry service, they should go in person to the laundry office, which is in the upstairs lounge of Wetherell Dining Hall, Monday through Friday, 12:30 to 1:30 p.m. Students can also call E&R's School Customer Service Office directly at 800-890-7273 between 6:00 a.m. and 6:00 p.m., Monday through Friday.

Can students do their own laundry at Exeter?

Yes, dormitories are equipped with laundry machines for the students' convenience. The machines are operated through the use of a laundry debit card. If a student is enrolled in E&R Laundry service, a complimentary laundry debit card with the value of \$50 will be supplied each term. Student not using E&R Laundry service can add value to their laundry debit card in increments of \$5, \$10 or \$20 by using a machine located in Phelps Academy Center, ground floor level. Please see *The E Book* for further details.

How far is the laundromat?

Students who prefer to use a local laundromat will find Burnham's Laundry (and Dry Cleaning) on Lincoln Street, about a five-to ten-minute walk from Jeremiah Smith Hall.

WORSHIP

What religious services are offered at school or in the nearby area?

There are a number of worship opportunities both on and off campus. Please refer to *The E Book* for a description of the Phillips Church programs and contact the Office of Religious Services (603-777-3452) for information about local houses of worship.

May students miss class for major religious observances and holidays?

Yes, students may miss class for major religious observances and holidays. In order to do so, they must secure proper approval from the Dean of Students Office. If students or parents have any questions about this, they should consult with the Dean of Students Office or with the School Minister.

INFORMATION TECHNOLOGY SERVICES

Are students required to bring a computer to school?

No, but most (over 95 percent) do. Though many assignments require the use of a computer, students can complete these tasks on an Academy-owned computer. However, doing so requires more planning on the student's part. Computers are available for student use in the Library, Phelps Science and Phillips Hall. There are additional computers available for students enrolled in particular courses in the Science, Art, Computer Science, and History departments.

When will my child have access to use a phone and voicemail from the dorm room?

Telephone lines and voicemail will be active when students arrive at the beginning of each school year. Voicemail messages can be retrieved from any telephone on or off-campus but a student needs to bring their own physical phone to receive calls in the dorm.

Students receive network accounts during the enrollment process and an assigned telephone number and voicemail when they arrive on campus. If a student encounters a problem, assistance is available through the ITS support desk at extension 3693 (603-777-3693).

How soon will my child be able to get online?

Students receive network accounts during the enrollment process and students can log into the Academy network when they arrive on campus. As long as the student has the proper equipment and has received the set-up information at registration, he/she should also be able to set up his/her on-line access in the dorm room on move-in day.

Some students may need some help assembling the proper equipment or setting up the account. In that case, students may contact the ITS support desk at extension 3693 to request assistance. Because there is heavy demand for assistance during the opening days of school, a student may need to wait several days before a student volunteer "tech" can assist him. Department staff and student volunteers are available in dorms during registration to provide assistance. In the meantime, the student should be able to use his on-line account from one of the campus computer labs on campus.

Is a student's use of the telephone monitored?

We do not monitor the content of any student's calls. Unless we are investigating a disciplinary infraction involving the use of our telephone network, we do not check what numbers are called from a student phone, nor do we check where the incoming calls are coming from. If you'd like more information about these policies, please refer to Academy Network and Policies in *The E Book*. You can also find this information at www.exeter.edu/its.

Is a student's use of the Internet monitored?

Students' use of the Internet is not routinely monitored, although excessive use will be tracked by the system administrator for tasks that impact system performance (e.g., certain computer games, watching videos), and users may be required to discontinue such activities. The Academy does reserve the

right to access information stored or transmitted over the network in order to investigate possible violations of any Academy rules.

Students and their parents should be aware that some of the material on the Internet is pornographic, violent, or otherwise objectionable. The Academy cannot assume responsibility for limiting any student's access to such material. Parents should review their expectations with their children. Parents can install software such as CyberPatrol on a personal machine that limits access to sites. If you'd like more information about these policies, please refer to the Academy Network Resources and Policies in *The E Book*. You can also find this information at www.exeter.edu/its.

TRAVEL

What if my child's flight is delayed and he will be late arriving at school?

In this circumstance, please notify the Dean of Students Office as soon as possible at 603-777-3411.

Where can I find out what transportation is available to and from the airports and to and from Boston?

The Academy provides bus transportation to and from Logan and Manchester airports at the beginning and end of each term and the Thanksgiving break.

As each break approaches, more detailed and up-to-date information can be found in Blackboard.

Students can take a train, run by Amtrak, between Boston's North Station and Exeter's station, a five-minute walk to campus. However, the schedule for this service, known as "The Downeaster," varies and may not be convenient to students' schedules. Information about Amtrak service can be found at www.thedowneaster.com, www.amtrak.com or by calling 1-800-USA-RAIL.

Alternatively, a student can choose to use a private shuttle or limousine service to travel to or from the airports or Boston. This information can be found in *The E Book*.

For more information about PEA's transportation services, please contact the transportation coordinator at 603-777-3494 or jtrueman@exeter.edu.

Do you recommend the Manchester airport?

Yes, the Manchester airport is a good alternative to Logan airport. Although fewer airlines fly in and out of Manchester, the airport is only about a 30-35 minute drive to or from the Exeter campus. It is a small airport, so it is very easy to find your way around. The Academy does schedule a bus to and from Manchester at major breaks and the close of school. The bus schedule is distributed to families during the summer. Alternatively, you can also arrange private transportation between our campus and the airport. This information can be found in *The E Book*.

What if the airline requires that a designated adult meet young passengers?

Some airlines do require that travelers as old as 14 years of age be accompanied by an adult when they check-in and that they be met by a designated adult at the point of arrival. This creates a challenge for some of the families of our younger students. The Academy is not able to provide

adults to meet students at the airport gates or accompany them to the terminals when they are departing. We suggest that you contact a friend or relative in the New England area or arrange for one of the transportation companies to meet your child at the airport. For more information about these services, please contact the transportation coordinator or jtrueman@exeter.edu.

Where can I find out about Academy vacation buses to Connecticut and New York City?

Each summer, you will receive complete bus information about all the opening of school and major break transportation. As each break approaches, detailed information about transportation can be found in Blackboard.

If I can't find a conveniently scheduled flight, can my child arrive late when returning to school from vacation or depart school early for a vacation?

We depend on the presence of every student during class time to provide the best learning experience for all. The same is true in the dormitory. In order to maintain the integrity of all of our classes, we require that students arrive on time for the start of each term and stay through the last appointment on the last day. Therefore, you should arrange your child's travel schedule so that she is able to attend all of her required appointments during the school term. Students who are absent may be held accountable through our disciplinary system.

If you encounter any extraordinary circumstances in making these plans and your child might need to be excused from classes, your child can petition the deans for permission to be absent. Such permissions are not granted automatically, but rather are considered on a case-by-case basis. We ask that students submit such petitions at least 10 days prior to the event in question. For practicality's sake, your child should submit a petition as soon as he becomes aware of a need and prior to committing to any travel reservations.

If my child needs a U.S. passport, where in the Exeter area can he go to complete an application?

The United States Post Office on Front Street does have a passport service. They are open for passport business Monday through Friday from 9 a.m. to 2 p.m. and Saturday from 9 a.m. to 11 a.m. Applications can be picked up and completed there.

FINANCIAL CONCERNS

What additional expenses can we expect during a year at Exeter?

You can anticipate that your child will need to purchase textbooks and school supplies (students spend approximately \$850 per year on these items), and pay for transportation expenses when traveling to and from school. She may also want or need money for some take-out treats, snacks at The Grill, or a meal at a local restaurant; outings to the mall, movies, the theater, a ski slope, or Boston; athletic equipment, clothing, video rentals, the purchase of

compact discs or computer software or games, health and beauty aids, over-the-counter or prescription medications; room furnishings, etc.

How much spending money should my child bring for a year?

Personal expenses vary a great deal. Some students take every meal in the dining halls, while others order take-out several times per week. Some require a few clothing items, others crave many more. You and your child should discuss what you can afford and what you think is an adequate amount for spending money. Students should have some source of emergency funds whether that is access to an ATM card, a credit card, or a checking account for which the student has signatory rights. The most convenient way for students to obtain cash is with an ATM card. Our ATM with the Seacoast Credit Union is located next to the Student Center. Students can use their Academy identification cards to charge items at the Academy Grill (our snack bar); The Exeter Bookstore (where one can purchase both textbooks and popular books, compact discs, computer supplies, programs, and games, stationery supplies, posters, greeting cards, and Academy gifts and apparel); and student clubs for events and fundraisers. Please be sure to discuss with your child how much he can and should charge on his Academy account. A student PEA Charge Account statement itemizing these charges will be mailed to parents monthly. The full balance is due upon receipt of the statement. Charge privileges will be suspended if the balance remains unpaid for more than 60 days.

If, despite your setting clear guidelines for spending, your child's use of the Academy charge account becomes a problem, you can contact the Accounting Office to request your student's charging privileges be suspended.

Student PEA Charge Accounts and local vendor accounts must be paid before a student is allowed to participate in the graduation ceremony or graduate. The Academy may withhold a transcript and/or diploma due to nonpayment of accounts.

Are there low- or no-cost activities available on campus?

Yes. Students can attend club meetings and events, athletic contests, professional and student concerts, or art shows free of charge. Of course they can play Frisbee, peruse the Library's holdings, or utilize the athletic facilities, in addition to myriad other activities. Our Student Activities staff works with a student group to plan a variety of events on campus: weekly movies, concerts, dances, games, lectures, etc. that are usually offered at no additional charge.

Student Activities (and some clubs) also offer students opportunities to go skiing, see a play in Boston, attend a concert in Portsmouth, and enjoy similar excursions. These events typically require students to pay a fee. However, if a student would like to participate in such events but does not have sufficient funds to do so, she should discuss this with the Student Activities Office staff, as there is often financial aid available. We do not want to see financial need prevent a student from participating in some special events.

Can students save money on textbooks?

Absolutely. Used books are available at the Exeter Bookstore as well as from other students. The Financial Aid Office also has some textbooks available for loan to students receiving financial aid. With some experience and some planning, students learn how to save money on books.

What is my child's responsibility regarding athletic equipment?

Typically, the Academy provides athletes' uniforms and any safety equipment such as helmets, pads, etc. Students are responsible for providing any footwear, sticks, clubs, rackets, bicycles, or other equipment. If a financial aid student anticipates difficulty meeting such expenses, he should discuss this matter with the Director of Financial Aid. We do not want to see financial need stand between a student and participation in the athletic program.

How can we set up a bank account in town?

If your child is younger than 18 years of age, banks may require that a parent or guardian be with her when she opens a checking account or requests an ATM (automatic teller machine) card. One needs a Social Security number to open a checking or savings account, regardless of age. You may want to contact the banks listed on our website, www.exeter.edu, before you arrive in Exeter to determine their requirements for opening an account. We should note that there is a Seacoast Credit Union ATM located next to Phelps Academy Center.

Can my student obtain cash on campus?

The most convenient way for students to obtain cash is with an ATM card. A checking account for students is encouraged, either at a bank of your choosing at home or in Exeter. Our ATM with the Seacoast Credit Union is located next to Phelps Academy Center. In early August, parents will receive a mailing from the Seacoast Credit Union that will include account set-up information.

Some parents choose to obtain a check-cashing card for their children through one of the local supermarkets, Shaw's, Stop & Shop, or Market Basket, so they can cash checks or pay for food with a check (these cards may also allow a consumer to take advantage of certain special prices). The Academy provides free bus transportation to a local Walmart Super Center on Wednesday evenings and to a local supermarket and a nearby large mall/movie complex on Saturday evenings.

Can my child get a job on or off campus?

Many students take a job in one of the many offices on campus as a way to earn extra spending money and develop important job-related skills. Students are allowed to work a maximum of six hours per week and need not be receiving financial aid in order to qualify. If your child is interested in working on campus, he should approach the Human Resources department to determine which departments have openings. If he is interested in working in a particular office, he should approach the head of that department. Students working on campus will need a Social Security card/number prior to beginning a campus job.

Occasionally, students do find employment off-campus. However, students usually find it difficult to meet the responsibilities and schedules of such jobs while attending classes and keeping up with academic, athletic, and extracurricular responsibilities.

Can my child obtain a work permit for a summer job through Phillips Exeter Academy?

If your child is to be employed in the State of New Hampshire or in another state, she should contact the public high school in your area to obtain a work permit. The Dean of Students Office can supply a certificate of attendance if needed.

COLLEGE ISSUES

At what point should we begin to think about the college application process?

The college application and decision process is important, but not so important that it needs to begin in the ninth grade. It's usually not helpful to put too much pressure on a student about colleges early on; as a matter of fact doing so can be counterproductive. Curriculum planning, of course, begins early in a student's high school career. During the first couple of years, students should focus on choosing a broad and rigorous curriculum and doing their best work while pursuing their curricular and extracurricular interests with passion. Students can turn to their advisers for assistance in course selection.

Exeter formally begins its college process during the upper year. In the fall, uppers are invited to four mini-college fairs that are held on campus. This gives the uppers an opportunity to begin to consider what types of institutions might interest them. Students begin meeting with their college counselors during the winter term of the upper year and are introduced to a wide range of college admission resources. At this time, Upper Parents are invited to *The College Admissions Weekend* – a two day event introducing them to the college admissions process and current admission trends. During this weekend, *The College Counseling Guidebook* is distributed to parents. This guidebook gives students and parents valuable information that will help them throughout the process. *The College Counseling Guidebook* is also available on the Academy's website, www.exeter.edu, along with several other resources for students and families.

We are aware that some families are interested in thinking about the college application process earlier. We support that choice. However, we do caution you to be careful about this. Most students are not ready to do much thinking about college choices earlier than the upper year (many uppers aren't quite ready yet either, but our process eases them into it). If you begin these conversations too early, it can put too much pressure on a student who does not yet have the tools to make these decisions.

How can I get more information about the college counseling process?

Our college counseling website is a comprehensive source of information for students as they set about choosing a college. This interactive site

supplements traditional college counseling tools and offers an opportunity for students to personalize the college process. It contains a rich library of information, a calendar to guide students and their families through the college admissions cycles, and a password-protected section which offers students specific information about colleges and the opportunity to save some personal information.

In addition, parents may be particularly interested in perusing the newsletters – monthly reminders and updates for students during certain cycles in the college admissions process.

For more information, please go to the College Counseling Office's website at <http://college.exeter.edu> or the Academy's home page and select the Parents gateway.

Where have Exeter students gone to college in recent years?

Exeter is proud of its history of helping students choose colleges appropriate to their interests. A list of the institutions chosen by our recent alumni/ae can be found on our college profile located at:

http://www.exeter.edu/documents/Profile_2009_10_7.pdf

Does Exeter recommend PSAT/SAT coaching?

We recommend that all students be prepared for standardized testing. The best preparation is found in the day-to-day work all students should be doing in their courses. However, standardized testing does bring its own challenges and students may need some extra preparation for this type of testing. Whether a student chooses to take practice tests, or to enroll in a specialized course, it is important to discuss what is in his best interest. While we do not endorse any specific program, we do suggest that students find a program that will reasonably fit into their schedules, perhaps by using vacation periods and/or the summer before their senior year.

The Academy offers (to uppers and to seniors) full access to the SAT Online Course™, a personalized online test prep program, designed by College Board. Students (uppers) may have the opportunity to be part of an optional winter term workshop to review the SAT I and to offer practice tests in a timed setting in preparation for the benchmark test in the spring.

Additional information about standardized testing and test preparation is available under the “Standardized Testing” section of both the Upper and Senior sections of the CCO website (http://www.exeter.edu/about_us/7456_10560.aspx.)

What about college financial aid?

Schools vary on how they determine financial aid packages. Many parents have been surprised to learn that some colleges and universities are not as generous with aid as Phillips Exeter Academy. Parents are strongly encouraged to review the information about financial aid found in *The College Counseling Guidebook* or on the College Counseling Office's webpage. Parents should take the time to determine their *financial eligibility* by completing a means test. Using the “calculator” on www.finaid.org, you can approximate your *Estimated Family Contribution*, which is an essential component of any college financial aid award. We also suggest reviewing <http://projectonstudentdebt.org>, a site that allows you to see the net cost of attending a college with a “no loan” or “low loan” financial aid policy. It is important that families consider this matter

early on in the college counseling process so that the student can make informed decisions when deciding which schools to apply to.

What will be different for my child at college that I should prepare myself for?

Although the Exeter experience teaches students a great deal about learning, managing one's time, independence, personal care, interpersonal relationships, money management, household chores, teamwork, community living, decision-making, and integrity, our graduating seniors will most likely encounter some additional challenges at college. Whether they find the academic work more or less challenging, are faced with alcohol or other drug use, have to juggle employment with their studies, need to live with two other people in a room smaller than that senior-year single(!), or have to adjust to city living, students will have the opportunity to build on all they have learned here and at home. But the biggest change that first-year college students face—and one that parents may need to prepare themselves for—is the fact that they have more freedom: freedom to determine what time to return to a dorm, freedom to determine when to study, freedom to determine who will be in their dorm rooms or apartments, freedom to determine how to spend their time, freedom to determine what classes they will take, freedom to determine whether or not to attend classes, etc.

These freedoms, of course, can be incredible gifts. Given these freedoms, students usually rise to the challenge and grow more academically, personally, and socially competent. But some stumble, and the safety nets are smaller on college campuses.

Because college-age students are presumed better able to handle these challenges, there are fewer checks and balances; there are fewer people checking in on a student's progress. Most schools do not keep centralized attendance records, no one is checking them into their dorms each evening, there aren't usually rules about who can be in one's room, "study hours" don't exist, and teachers often don't know when a student has fallen behind on the coursework until it is too late. Before too long a student can create quite a mess for herself without anyone really knowing what is going on.

So, what can parents do to help their children to prepare themselves for these new challenges? The best thing you can do is talk to your child about these realities. Do some research about the colleges and universities your child is considering and discuss the pros and cons of each with her. What kinds of support systems are available? How many students are typically in a first-year course? A fourth-year course? How does the advising system work? Who supervises the dorm? Who is watching out for the welfare of students living in the dormitories? What is the social scene like? Does the school have a lot of reported alcohol and other drug use? What are the crime statistics for the campus and surrounding area?

Once a decision is made, and your child has matriculated at her new school, occasionally check in with her about her progress. And from time to time, remind her that if she needs help, you are available and that there are folks at all colleges—instructors, teaching assistants, resident advisers, counselors, coaches, tutors, deans—who are willing to help a student when she stumbles. She only needs to ask for help.

PARENT VOLUNTEER OPPORTUNITIES

Will I be asked to contribute to the Parents Fund?

We invite parents to contribute to the Parents Fund. Each year gifts to the Fund are used to support some of Exeter's most critical programs, particularly faculty salaries and student scholarships. Gifts may be of any amount and what Exeter values most is the strong participation of parents at every gift level.

Are there other ways for me to contribute to the life of the school?

If you live in the Exeter area or will be in town for any length of time, please be sure to attend Academy events. Whether it is a student theatrical performance, a visiting artist's concert, an athletic event (be sure to wear those school colors!), a lecture, or a poetry reading, Exeter values parental participation. It means a great deal to students when they see parents on the sidelines or in the audience. Attending such events will give you another window to see into the life of the Academy and an opportunity to become a direct participant in the community. Parents can keep abreast of current events by consulting News & Events section of the www.exeter.edu.

Parents may choose to subscribe to the school newspaper, *The Exonian*, as a means of staying in touch with campus current events. Others choose to become active in one of Exeter's regional alumni/ae and parent (past and present) networks and attend regional Exeter events. The regional networks provide additional opportunities to meet members of the Exeter family in a variety of settings while enjoying a social, sporting, cultural or community service event.

The Admissions Office offers an opportunity for parents to assist in the admissions process by serving as contacts for the parents of newly admitted students as they decide whether Exeter is the right school for their children. If you are interested in helping us in this effort, please contact the Admissions Office at 603-777-3437.

The Alumni/ae Affairs and Development Office welcomes parent volunteers to assist with our fundraising efforts. Parents who volunteer for this work typically contact other parents to ask them to contribute to the Parents Fund. If you are interested in helping us on this front, please contact Wayne Loosigian, Director of Annual Giving, at 603-777-3477, or wloosigian@exeter.edu.

APPENDICES

OTHER ACADEMY PUBLICATIONS YOU MAY FIND HELPFUL

The E Book. *The E Book*, the official Academy handbook, is an indispensable item for students and their families. In it you will find an explanation of our academic, disciplinary, advising and administrative policies and procedures, and details about our residential life program. Students and parents should familiarize themselves with the content of this book—it is a “must read.” *The E Book* is published annually in August. A copy is sent to the parents of new students and each new student is given a copy upon arrival in September. *The E Book* is available as PDF document on the Academy website, www.exeter.edu.

Courses of Instruction. Each winter, the Academy publishes the *Courses of Instruction* book for the following academic year. This book lists the courses offered the following year and explains the diploma requirements, the Academy’s academic program, and schedules. It is distributed to all students in April. *The Courses of Instruction* information is available in the Academic section of www.exeter.edu.

Student Orientation and Registration Guide. A small brochure mailed to all students in August. It contains the opening days’ schedules and provides some valuable information for the new student. It is also available on the Parents gateway on the Exeter website.

www.exeter.edu: Check the home page for news, sports scores and events. Inside the website you’ll find online versions of the many publications produced by Exeter: *The E Book*, the *Parents’ Handbook*, *The Exeter Bulletin*, *Non Sibi*, and more. You’ll also find useful information that can help you understand what Exeter is like – including the What’s My Day Like feature that presents a typical day in the lives of several students, the Athletics sections that presents detailed information on teams and scores, the Admissions section that presents the Harkness philosophy with words and video, the Library section that gives you access to online resources, a list of daily menu offerings and much more. At the top of each web page there is a link to the Calendar, which provides a wealth of information about events at Exeter. You can see events in the Calendar in many “views,” filtering by categories and time frames, adding events to personal calendars, arranging to receive email notifications, and other useful features. Remember to check the Parents Gateway to find useful links to information in the website.

The Exeter Bulletin. Published quarterly, the *Exeter Bulletin* is sent to all members of the Academy family. It contains news about the school, alumni/ae events, and class notes.

College Office Guidebook. Published annually, this book is distributed to Uppers and their parents during the winter term. It describes what a student needs to do to negotiate a college admissions process and includes a helpful timetable for student action. This guidebook can also be found online in the Parents gateway, College heading of www.exeter.edu.

IMPORTANT PHONE NUMBERS

The Academy's Main Phone Number is 603-772-4311.

To call these numbers directly when calling from off-campus, dial 603-777 + extension listed.

Academic Departments

Anthropology.....	3452
Art	3361
Classical Languages	3485
Computer Science.....	4313
English	3590
Health Education	3509
History	4333
Mathematics.....	3556
Modern Languages	3592
Music.....	3453
Physical Education	3421
Religion	3452
Science.....	4313
Theater and Dance	3732

Administration

Accounts Receivable-PEA Charge Accounts.....	3438
Accounts Receivable-Tuition Accounts	3487
Admissions	3437
Alumni/ae Affairs.....	3454
Athletic Training Room	3491
Bookstore.....	3500
College Counseling Office.....	3415
Communications.....	3450
Counseling	3527
Day Student Coordinator.....	3494
Dean of Faculty.....	3405
Dean of Students.....	3411
Dining Services.....	3490
Directions	4330
Director of Studies	3429
Financial Aid.....	3637
Health Services.....	3420
Human Resources.....	3395
Information Technology.....	3693
Lamont Gallery.....	3461
Laundry Service	4416
Library	3426
Phillips Church	3538
Post Office Phone	3424
Post Office Fax.....	4384
Principal's Office	3401
Public Events Line	4309
Campus Safety.....	4444
School Year Abroad.....	3411
Student Activities	3494

LEXICON OF EXETER TERMINOLOGY AND SLANG

Students:

Juniors: a.k.a. preps - grade 9.

Lower: a.k.a. lower middlers - grade 10.

Uppers: a.k.a. upper middlers - grade 11.

Seniors: grade 12. We refer to post-graduates as seniors, as well.

P.G.s: Post-graduates: one-year students who attend Exeter for an additional year after graduating from high school, also considered seniors. We refer to post-graduates as seniors.

Things you'll hear

A.S.A.P.: Academy Student Assistance Program, coordinated through the Dean's Office and Health Services to assist students in difficulty. Typically, a non-disciplinary response that involves parental notification and required meetings with a counselor, health educator, physician, or other health professionals.

A.T.: Adviser-teacher conference, called by Dean's Office where concerns about a student in trouble are discussed.

A.T.C.W. or ADVICE: Advice to Consider Withdrawing from PEA, given to students and their parents on the vote of the faculty when their academic performance at Exeter is below acceptable levels.

Academy Life Day: A day set aside early in the fall term to allow students and faculty to engage in some special activities in dorm, adviser/advisee, or day student groups.

Back-up: Refers to a dormitory duty arrangement when a student proctor does check-in, while a faculty member is present in the building and supports the proctor.

Bubble: The semi-circular glass enclosure on the North side (facing Webster Hall) of Wentworth Hall.

Check-in: Students must check in with person on duty as follows:

- preps and lowers: 8 p.m.
- uppers: 9 p.m.
- seniors:10 p.m.
- All students on disciplinary action:..... 8 p.m.
- Saturday nights and designated Friday or Sunday nights,
all Students not on disciplinary action:11 p.m.

Check-out: Students may ask to check-out to the library, music building, photo lab, computer room, observatory, math help, quiet study, or appointment with faculty member. See *The E Book* for more details.

D.H.M.: A term used by students to describe their quest to understand a text—that is, to uncover or discover the Deep Hidden Meaning of a text, usually used to refer to English or Language assignments.

Dick: A verb form of “dickey,” meaning both the act of a student missing a class and the act of a teacher turning in an absence slip, as in “I dicked that class,” and “I just got dicked.” We are told that the term dates back to the 1930s when Wells Kerr served as the Dean of Students (actually Mr. Kerr served in that position from 1930 to 1953). The students of the time viewed Mr. Kerr as being very honest and fair-minded. They made a connection between Mr. Kerr and Dickey Kerr, the one “honest” starting player employed by the White Sox during the scandalous 1919 World Series and so began calling Mr. Kerr, “Dickey.” Notes received from Mr. Kerr (which were often about attendance) were eventually referred to as “dickeys,” and the rest evolved from there.

Dickey: An absence slip. (see previous explanation)

Discipline Committee: Also known by its initials, D.C., a committee composed of faculty and non-voting students who convene to determine the disciplinary response to a rule violation after hearing from the student(s) involved.

E.P.: See “Evening Prayer.”

Evening Prayer: Also known as E.P., a non-denominational service, held weekly (Tuesday evenings, 9:30 p.m.) in Phillips Church. Typically quiet and candlelit, this service usually involves performances by student musicians or readings from various traditions. Very popular with students, perhaps because of the inspiration found in a typical service, perhaps because underclassmen can check-out of their dormitories for it, or perhaps because it is known as a nice way to spend some time with someone you like very much or on a first date.

The E Book: Academy rule and information booklet. (also available on line at www.exeter.edu)

Exonian: Our student newspaper, the longest continuously published secondary school newspaper in the country.

Fac-Brat: A term of endearment (we believe) used to refer to the sons and daughters of faculty, usually those who live on campus.

Fac/Proc: A regular meeting of the faculty and proctors of a dormitory. Here the well-being of individual students as well as general dorm issues are discussed.

Fat Block: Class meeting of 1 hour and 15 minutes, each format has one of these per week, used for labs, extended classes, or testing.

Fishbowl: Windowed dining room in Wetherell Dining Hall.

Format: The word used to describe a block of time in our daily schedule. For example, the class period that begins meeting at 8:00 a.m. on Mondays, Tuesdays, Thursdays, and Saturdays is called “A format.”

Go-up: Students who are in major disciplinary trouble are asked to appear before or “go-up” before the Discipline Committee.

Grill: Snack bar located on the first floor of Phelps Academy Center. Traditionally, Exonians omit the article “the” when referring to it, as in: “Let’s go to Grill.”

Illegal V’s: Visitations (see definition under “V’s” in this lexicon) that do not enjoy faculty permission and may be outside the allowed times for visiting.

Late-lights: Preps and lowers who have not completed their work by 10:30 p.m. may ask faculty on duty to extend their bedtime (varies from dorm to dorm).

LionLinks This online resource, available only to campus network users, is utilized by students to register online for their courses and to add or drop courses during appropriate time periods; to view individual class schedules, course and adviser comments, and academic year courses; to access Who’s Who for Exeter community directory information; and other important functions.

Marking Period: The points in a term when teachers report a student’s progress in his courses, done at the midpoint and the end of each term. Midterm grades are not final, but are used to gauge students’ academic progress.

Meditation: Thursday mornings, Phillips Church, speakers from Academy community talk for 20 - 25 minutes about something important to them. Attendance is not required.

Midnight Scream: This ritual involves yelling out the nearest dormitory window at midnight on the last night of each term. Because of the impact on the community, we limit this behavior and don’t encourage it.

Midterm Grades: At the midpoint of each term, teachers submit to the Dean’s Office grades for all students. These grades are not final, but are meant to be progress reports. They are not sent home to parents and guardians, although they are not meant to be kept secret from them either.

Non Disciplinary Assistance (NDA): is a policy by which student can come to an adult to discuss a student problem without disciplinary consequences. Please see the discussion of the “Non-Disciplinary Assistance” policy in *The E Book* for more details.

Opt: Sports option. An upper or senior can choose not to participate in a physical education activity or sport for one term each year. Doing so is referred to as “opting.”

Out-of-Towns: Written permission required for students to leave the Academy for a day trip out of the Exeter area or for an overnight visit somewhere.

The Path: Exonians talk of greeting one another “on the path”—that is, greeting others (whether you know them or not) when encountering them around campus. Greeting people on the path is one of our more cherished traditions.

PEAN: Yearbook.

Petition: If a student needs to miss a required Academy appointment (class, sport commitment, assembly, dormitory check-in, etc.) for any reason, she should complete a petition form as early as possible. The Deans consider these requests during their regular meetings.

P.O.: The Academy Post Office. When Exonians refer to it, they omit the article “the.” For example: “Are you going to P.O.?”

Principal’s Day: The principal has the power to cancel classes one day each year, at his discretion. (This is usually a surprise to all and a hotly discussed matter.)

Probation or Probes: Disciplinary Probation. The most stringent disciplinary consequence while still remaining at the Academy. A twelve-week period that includes five weeks of early check-in, a mid-point review and a final review by the Discipline Committee. If a student does not pass the review, he will be required to withdraw from the Academy.

Proctors: Students chosen by their dorm (almost always seniors) who help with check-in duties as well as making themselves accessible to students as a trusted friend and an additional connection to dorm faculty.

Put-up: Students who are caught breaking rules are asked to appear before the Discipline Committee; therefore they are “put-up” before the committee.

Psych: Little treats, notes of encouragement, signs, etc. given to athletes by teammates, managers, coaches, or friends on the day of a contest.

R.A.L.: The reporter-at-large paper required of most upper English students. The students observe the work of a person of their choice during December break. They then write a detailed, descriptive account of their experiences.

RdR: See “Restrictions With Review”.

Red Bandits: Students (usually seniors) who aim to ignite school spirit at athletic contests, particularly the Exeter/Andover contests.

Requirement: Requirement to Withdraw from the Academy, as the result of major rule violation, decided by the Discipline Committee; or as the result of poor academic performance, decided by a faculty vote.

Reserve: A meeting added to a course schedule so as to allow five meeting periods each week, indicated on the schedule by the letters Q, T, U, V, W, Y.

Restrictions: Disciplinary consequence for some disciplinary infractions or attendance difficulties, requires early check-in and denies out-of-town permission for a period of two to three weeks.

Restrictions With Review: Disciplinary consequence for regular or major discipline, including attendance difficulties. Involves four weeks of early check-in and no out-of-town permissions, and a review by either the Attendance Committee or the Discipline Committee at the end of the four

weeks. Sometimes referred to as “RdR,” which is taken from the Academy shorthand for this response—that is, Restrictions-disciplinary-with Review.

RTW: See “Requirement.”

Scholastic Probation: Voted by the faculty, a student is placed on scholastic probation if there are serious concerns about a student's academic record. Lasts a period of at least one marking period (half of a term).

Scholastic Warning: Typically a first response of the faculty when a student has an unsatisfactory academic record in a given term or marking period.

Sevens: Early check-in (usually 7:00 p.m.—hence the name) for one or several nights, assigned by dorm faculty as the result of late check-in, excessive noise in dorm, poor housekeeping, etc.

Smurfs: A nickname for Andover students (school color is blue).

Spaz: A.k.a. “prep-spaz” or “Prep Program.” A fond nickname for the ninth-grade physical education program required of all preps not playing a varsity or JV sport in a given term.

Stricts: See “Restrictions.”

Study Card: Advisers may put a study card on a student's door, after discussing it with the student and perhaps other dorm faculty, to remind student and friends that the student is to be doing homework in his room during study hours. The student may not have visitors in his room during study hours when a study card is on his door. Students can request a study card from an adviser if he wants some additional structure during study hours.

Study Hours: Those periods of the day when classes or assemblies are normally held, and after 8 p.m. every night except Saturday.

V's: Visitations.

Visitations: Boys and girls are allowed, with the permission of the faculty on duty, to visit each other in dorm rooms with the door at least halfway open and the lights on. Visitations can be requested on school nights from 7:00 p.m. to 7:45 p.m. and on Saturday nights from 8:00 p.m. to 10:45 p.m. (some dorms don't have visitations every night; it's up to the individual dorms).

Who's Who A search tool that permits Exeter community members to find directory information for fellow students, faculty, and staff; available through LionLinks.

333: Usually used to refer to the research paper required in the third course in the U.S. History sequence, History 333. The course (and paper) is required of most students and typically taken by uppers.

The *Parents' Handbook* is published by the Dean of Students Office.