

PUTNAM SCIENCE ACADEMY

2022-2023

18 MAPLE STREET, PUTNAM , CT 06260 860-928-5010
| FAX 860-928-1666



A Letter From the Head of School

Putnam Science Academy has a unique history dating back to 1928 and has morphed from a women's-only catholic school into a co-educational international boarding school. As the times have changed, so has our school. Not coincidentally, Putnam Science Academy has won countless awards for educational and athletic competitions, each time establishing a new standard of excellence.

We are all so very proud of the hard work and dedication that all of our students bring to the school. The skills they are building and developing as part of this Mustang family will be carried with each of them once their time in this community is finished and they move on to the next chapter of their lives. Developing students who are not only educationally solid, but also unique, compassionate and inspiring individuals is our goal here at Putnam Science Academy.

I encourage you to come to campus, see our students in action - on the field, the courts and in the classroom and experience what makes Putnam Science Academy such a unique place.

Best Regards,

Sarah Healey
Head of School



PUTNAM
SCIENCE ACADEMY

Putnam Science Academy Administration Support Staff



Sarah Healey
Head of School



Alissa Lynch
Asst. Head of School for
Residential Life



Heather Stewart
Associate Director of
Admissions - Dean of
Marketing



Vaso Brodeur
Assoc. Dir. of
Admissions



Tom Espinosa
Dean of Athletics



Jim Weagle
I.T. Director



A Letter From the Admissions Department

On behalf of everyone here at Putnam Science Academy, we want to welcome you to the Mustang family for the 2022-2023 academic school year. The decision to join our Mustang community will help you develop new passions, friendships, and experiences that will last a lifetime. Your time here will guide, inspire, and greatly impact your future. We can not wait to greet all of you when you arrive on campus. This welcome packet will help make your family's transition to PSA smooth and seamless.

It is VERY important that all of the medical forms in your student's SchoolAdmin portals are complete and up to date. For HIPPA Privacy protocols, all medical paperwork must be uploaded to the student's portals and NOT emailed. Students will NOT BE PERMITTED to move onto campus until all of their medical paperwork is complete. Please click here to be re-directed to our 2022-23 Student and Family Handbook. Please be sure to read carefully and sign the acknowledgment forms at the end of the handbook.

Please be sure to complete your student's tuition payments as scheduled in your SchoolAdmin portal. Students will NOT BE PERMITTED to move onto campus unless their accounts are paid and up to date.

Students should have received instructions on how to set up their PSA email accounts. If you are experiencing difficulties setting up your student email, please contact jweagle@putnamscience.org. Students are required to check their PSA emails daily for news and information updates. All students will be receiving their Powerschool username and passwords from our Guidance Department. This will provide them with their schedules as well as other academic information. Please be sure to log into your account to make sure you understand how to navigate the portal. If you are experiencing difficulties with Powerschool, please contact guidance@putnamscience.org. If any parents and/or guardians want to be added to the weekly parent email list, please notify our IT Director Jim Weagle at jweagle@putnamscience.org.

MOVE IN DATES:

**** ALL DATES ARE SUBJECT TO CHANGE****

Men's Soccer - Preseason Dates:

Move-in weekend - August 20-21-22, 2022

(contact Coach Dunnigan (rdunnigan@putnamscience.org) regarding dates and times)

REMAINING BOARDING STUDENTS

FRIDAY, August 26, 2022

SATURDAY, August 27, 2022

SUNDAY, August 28, 2022

Please send your travel itinerary to travel@putnamscience.org with dates and times.

Putnam Science Academy will provide FREE transportation from Logan Airport in Boston, Massachusetts to our campus starting August 24, 2022 until August 29, 2022. Any student traveling outside of those dates will be responsible for their own transportation to our campus. Should you need transportation for your student from another airport, you could contact Bob Kaminsky Car Service at 1-508-254-4769, or Knights Airport Limousine Service at 1-508-839-6252 (knightslimo.com).

Should a student require transportation from the airport to campus during the above referenced dates, please send your travel plans to travel@putnamscience.org. Our transportation coordinator will arrange pick up based on the information you provide. Please add your students contact information to the email as well, so that we may give that to the drivers.

Should your student arrive at any other airport other than Logan Airport, it is the responsibility of the student/family to arrange their transportation to our campus.



2022/23 School Calendar



August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

****ALL DATES SUBJECT TO CHANGE****

Aug. 15-18 / Prof. Development

Aug. 22 / 1st day of remote classes (ALL STUDENTS)

Aug. 26 / Half Day

Aug. 26-28 / Move-In wkd (ALL BOARDING STUDENTS)

Aug. 29 / Traditions Day

Aug. 30 / In-Person Classes Begin

Sept. 5 / Labor Day OFF

Oct. 18-20 / Mid-Term Exams

Nov. 21-23 / Remote Classes (23rd 1/2 day)

Nov. 24,25 / Thanksgiving Break OFF

Nov. 28 / Return to In-Person classes (ALL STUDENTS)

Dec. 14-16 / Final Exams (End of 1st Semester)

Dec. 17 - Jan. 10 / Winter Break (CAMPUS CLOSED)

Jan. 6-9 / Move-In wkd (ALL STUDENTS)

Jan. 11 / In-Person classes begin (2nd semester starts)

Mar. 8-10 / Mid-Term Exams

Mar. 11-26 / Spring Break (CAMPUS CLOSED)

Mar. 27 / Return to In-Person classes

Apr. 7 / Half Day

April 10 / Reverse Half Day

May 15 / Reverse Half Day

May 17-19 / Final Exams

May 20 / Graduation



Dorm Room Checklist



What to bring

- ☐ XL twin size bedding
- ☐ XL twin mattress pad
- ☐ Personal & hygiene items
- ☐ Towels, face clothes
- ☐ Pillows, pillowcases
- ☐ American AC power plugs
- ☐ Laundry basket
- ☐ Laundry detergent
- ☐ Umbrella, rain jacket
- ☐ Snow boots, winter jacket
- ☐ Room cleaning products
- ☐ Clothes hangers
- ☐ Bath shoes (slides, slippers, flip-flops)
- ☐ Plug-in room deodorizer's
- ☐ Electric surge protector
- ☐ Mini-fridge
- ☐ Phone, Laptop chargers
- ☐ Televisions
- ☐ Gaming consoles
- ☐ Sunscreen, Bug Spray

What NOT to bring

- ☐ Microwaves, air-fryers
- ☐ Toaster Ovens, Toasters
- ☐ Electric Tea Kettles
- ☐ Matches or lighters
- ☐ Candles, wax burners
- ☐ **Aerosol room spray**  See message below
- ☐ **Aerosol deodorant**  See message below
- ☐ Space heaters
- ☐ Illicit drugs, drug paraphernalia
- ☐ Tobacco products, vapes
- ☐ LED light strips
- ☐ Hot plates, Irons



BE ADVISED - If a fire alarm goes off in a students dorm room because of the use of aerosol room spray or deodorant - that students account will be charged \$250.00 per incident from the local Fire Department.



Insurance

PSA is a safe and caring environment, but like your home, it still requires forethought about protecting personal belongings. We encourage you to talk to your insurance agent and consider some form of rider for the personal belongings in your students dorm room. Putnam Science Academy is NOT responsible for any lost or stolen items. If your student is in need of insurance, please contact our Finance Department at accounting@putnamscience.org.

Laptop Rental:

Laptops are available to rent for the academic school year. Please click the link below to view the Laptop Rental Agreement. Should a student need to rent a laptop, please download the Rental Agreement and submit ASAP to our IT Director Jim Weagle at jweagle@putnamscience.org.

Laptop Rental Agreement



Items needed for the Classroom

- Scientific calculators (TI Inspires are preferred)
- School supplies as needed for each class (i.e.; binders, paper, pencils, pens, notebooks, etc.

Information for Unaccompanied Minors:

Students designated as unaccompanied minors by the airline (generally students younger than 15 years of age, but individual guidelines vary by airlines) sometimes require special arrangements for transportation and check-in or check-out by a designated individual from the gate as they fly. We will be happy to help you with this, but would appreciate plenty of advance notice to make the proper arrangements.

If your child will be flying as an unaccompanied minor, please contact the Travel Coordinator at travel@putnamscience.org

Local Accommodation Information for Boarding Students:

*** On-Line ordering and deliveries ***

We strongly recommend that students pre-order anything they may need for their dorm rooms prior to arriving on campus. Should you order anything for your students dorm room, please use the address below as the mailing address for delivery. Items will be placed in the students dorm rooms upon arrival.

18 Maple Street, Putnam, Connecticut 06260

Banks:

- Putnam Bank
- Hometown Bank
- Key Bank
- Centreville Bank

Pharmacies:

- Walgreens Pharmacy
- Price Chopper Pharmacy
- CVS Pharmacy
- Stop & Shop Pharmacy
- Walmart Pharmacy

Grocery Stores:

- Price Chopper
- Walmart
- Stop & Shop
- Aldis

Be advised - there are numerous restaurants/fast food chain in the area that will deliver to the campus

- Instacart.com
- Grubhub.com
- Doordash.com
- Seamless.com

On-Site Laundry Accommodations:

\$5.00 - laundry card (laundry cards have to be continuously replenished, so please plan accordingly when factoring in your students budget on campus. The Office of Residential Life will be sending out an email if you wish to pre-load money for your student's laundry card.

International Student Information:

International students are required to travel with all the required documents in order to gain entrance into the United States. (ie: valid passports, student visa's and I20's). Any new students who have previously issued I20's through another school must contact our Admissions Department ASAP to have them transferred to Putnam Science Academy.

If your student has NOT received their I20, please contact the Admissions Department ASAP.

Putnam Science Academy

Dress Code

One hallmark of a prep student is his/hers neat and proper appearance. The normal dress code requires clothes to be clean and in good condition; ie., no holes, tears, etc. All clothing should fit properly. The Administration is the absolute and final arbiter of all issues surrounding the dress code. If a student is uncertain about an article of clothing, he/she should contact the Dean of Students (Kevin Donovan) before wearing it or accept appropriate consequences. (Refer to the Discipline section of your Handbook)

Putnam Science Academy Polo

Shirts are to be worn daily. In colder weather students are allowed to wear a PSA Fleece over their polo. Shirts must be properly buttoned and tucked in to your pants. Students will each be issued two short sleeve and two long sleeve polo shirts and one fleece.

Black Dress Pants

Only dress pants are to be worn. No denim look-alikes, decals or lettering. No balloon pants, cargo pants, joggers or sweat pants are allowed. Belts or suspenders must be worn with pants. Belts with studs/metal points are not permitted.

Uniform Shoes

Shoes are to be solid black or brown dress shoes or solid black or brown leather/synthetic sneakers. Please note that the ENTIRE sneaker must be black or brown. This includes any logos on the sneaker as well as its sole. Oxfords, loafers and Mary Jane styles are acceptable. Boots may be worn only during the inclement weather; the Dean of Students will decide and communicate such times to students. If boots are worn, pants may not be tucked into the boots. The following shoes ARE NOT PERMITTED:

Ballet Flats
Open-back shoes/clogs
Sneaker that convert to roller blades
Canvas or mesh sneakers
Shoes with a heel over 1 1/2 inches
ANY type of shoe that resembles
slippers

Sandals/Flip Flops
High-top sneakers
Sneakers that light up
Hiking shoes
Ugg Boots

Appropriate dress socks, black, brown or white should be worn. Ankle socks and those normally worn for athletic purposes are not considered dress socks.

Jackets/coats of official school fleece may be worn between classes in all common areas (halls, offices, dorms, etc.). Jackets must be removed in the classroom. Sweatshirts with or without hoods are not permitted during school hours. If a student is cold, he/she may wear the PSA issued fleece in the classroom.

Tattoos are not to be visible during school hours.

Your issued PSA ID badges must be in the student's possession at all times. Failure to have an ID badge is a violation of the dress code and prevents a student from gaining access to school buildings.

Hair must be kept neat, clean and well groomed. Hair that hangs, obstructing the students' view, must be secured in an appropriate manner so that it appears neat. Facial hair, if neat, is permitted under the discretion of the Dean of Students. The Dean of Students is the final arbiter of what is and what is not an acceptable hair style. Hats are NOT to be worn inside the school buildings. Hats worn in the building may be confiscated and may not be returned until the last day of school.

Earrings, if of a small, stud type are permitted. Oversized studs, "spacers", large hoop earrings and those dangling below the ear are considered inappropriate and in violation of the dress code. Other "body jewelry", including nose rings are prohibited.

Warm Weather Dress Code and Facial Masks

The "warm weather dress code" eliminates only the dress pant requirement. Students will now be permitted to wear uniform shorts or skorts. All other aspects of the PSA uniform remain the same. The "warm weather dress code" will be in effect from the first day of school through November 1 and resume around April 1 through the final day of school.

Black Shorts: tailored with pockets and must be finger-tip length or longer.

Black Skorts: tailored and must be finger-tip length or longer.

FACE MASKS: Students who are NOT fully vaccinated at Putnam Science Academy will be required to wear a mask or face covering at all times, in all school buildings and in between buildings. Face masks are also provided in the entrance to each building as well. It is recommended that students' should have a minimum of 5 cloth washable face masks/ coverings.

For the safety of all students and staff, the State of Connecticut guidelines for returning to schools and Putnam Science Academy's policy requires that all students must wear face coverings or masks that completely cover the nose and mouth while inside the school.

Dress Down Guidelines

All students are to abide by the dress code while on campus on school days. Exceptions to this policy are permitted for specified dress down days or by special permission from either the Dean of Students or Head of School. Common sense is the guide. In general, students are expected to maintain a neat appearance during official school dress down days. Although dress down days permit a relaxed dress code, students should take care not to wear clothing that detracts them from the general atmosphere of the school.

Friday's will be PSA Dress Down Day - Students who are in good standings and NOT in the red zone (disciplinary) will be allowed to wear other PSA branded clothing around campus and to class (i.e. sweatshirts, t-shirts, shorts, joggers, etc.)

The Administration reserves itself the right to determine neatness and to interpret the dress.

Homestay Programs

Due to the COVID-19 pandemic, Putnam Science Academy has implemented a new requirement for all INTERNATIONAL BOARDING STUDENTS that will be in effect for the 2021-22 academic school year. ALL international boarding students will be required to fill out the Student Emergency Guardian form in their SchoolAdmin portals, naming a family member, friend, host or program that will assume temporary guardianship of the student in the event of an emergency, school closing or if a student should be exposed and/or contracts COVID-19. The named party will assume responsibility for the student and remove the student from campus within a 24-48 hour time frame. The Admissions Department has researched some options for Homestay Programs that are available in the United States should you not have another alternative for your student. Listed below are links to the programs websites for your convenience.

<https://studentroomstay.com/homestay/high-school>

<https://www.ushomestay.com/eng/>

<https://www.internationalstudent.com/products-services/homestay-network/>

We understand that this requirement may not be easily achieved. However, in light of this global pandemic, we need to be sure that we are taking all of the appropriate steps to ensure the safety of the entire Putnam Science Academy family as much as possible.

Should you require any further information or assistance regarding the US Guardianship requirement, please do not hesitate to contact the Admissions Department.

Storing Student Belongings

Putnam Science Academy will NO LONGER, under any circumstances, store student belongings at the end of the school year. If you are in need of storage for the summer months, please refer to the local storage companies below for your convenience. Be advised storage fees are the responsibility of the students. Should your student require or opt for this storage option, Putnam Science Academy will assist the student in transferring their belongings to said storage company.

● Church Street Storage
24 Church Street
Putnam, Connecticut 06260
(860) 928-2019

● Quiet Corner Self Storage
123 Park Road
Putnam, Connecticut 06260
(860) 315-9575

● Countryside Self Storage
579 5 Mile River Road
Putnam, Connecticut 06260
(860) 928-7474





FOLLOW US ON SOCIAL MEDIA

Instagram

School Official Page - putnamscienceacademynews

Men's Basketball - putnamsciencehoops

Women's Basketball - psagirlshoops

Men's Soccer - psamenssoccer

Women's Soccer - psagirlssoccer

Esports - esportspsa

Baseball - _psabaseball

Facebook

PutnamScienceAcademyNews

Twitter

School Official Page - @putnamscienceacademynews

PSA Athletics - @PSA_Athletics

Men's Basketball - @PSAhoops

Women's Basketball - @PSAGirlsHoops

Men's Soccer - @psamenssoccer

Women's Soccer - @psagirlssoccer

Esports - @EsportsPSA

Baseball - @_PSABaseball



PSA Uniforms

Please fill out and return to the admissions department as soon as possible.

Student's Name: _____

Short Sleeve (Please check desired size)

☐

Adult Small

☐

Adult Medium

☐

Adult Large

☐

Adult X-Large

Long Sleeve

☐

Adult Small

☐

Adult Medium

☐

Adult Large

☐

Adult X-Large

Fleece Pullover

☐

Adult Small

☐

Adult Large

☐

Adult Medium

☐

Adult X-Large

NOTICE: PSA is not responsible for any lost or stolen uniforms. Additional uniforms are available to purchase upon request. Email hstewart@putnamscience.org if you are interested.

\$20.00 - Short sleeve

\$25.00 - Long Sleeve

\$30.00 - Fleece Pullover