

November 3, 2012

Dear Salem Parent(s),

Your son/daughter has signed up for a winter sport (2012/2013). THE FIRST DAY OF PRACTICE IS TUESDAY, NOVEMBER 13. I hope this letter will provide necessary information and answer questions you may have about the Salem Athletic Program. If, at any time, you have questions or concerns regarding your child's participation on his/her particular team, I ask that you direct them to me so that you get immediate and accurate responses. My contact information is on the Salem Athletic Website and is listed below for your convenience:

1. Office Phone – 860-859-0267 (x 3016)
2. Cell – 860-304-0956
3. School Email – [cpugliese@salem.cen.ct.gov](mailto:cpugliese@salem.cen.ct.gov)
4. Home Email – [coachpug50@hotmail.com](mailto:coachpug50@hotmail.com)

Please feel free to contact me any time (even weekends). I am hopeful that this letter will clarify any questions relevant to the Salem Athletic Program. The following coaches have been assigned for the winter season:

1. Cheerleading – Mrs. Rebecca Scott
2. Boys Basketball – Mr. Roland Traylor (Thank goodness !)
3. Girls Basketball – Mr. Christopher Pugliese

Information regarding game and practice schedules for Salem Athletics can be referenced from the CIAC Website. PLEASE REFRAIN FROM PRINTING SCHEDULES OUT IN ADVANCE because schedules constantly change for a variety of reasons (weather, emergencies, coaching illness, etc.). In order to access the most current information from the CIAC Website, please utilize the following steps:

1. Go to [www.casciac.org](http://www.casciac.org)
2. Click on the tab for the CIAC (athletics division)
3. Click on "select sport"
4. Go to the sport you wish to select
5. Click on "schedules"
6. Click on "regular season" link
7. Scroll down the list of towns and select Salem Public Schools
8. Select list/view all levels

After you have done this once or twice and become familiar with the CIAC Website, you may want to use the CIAC icon on the Salem Athletics Web Page:

1. Go to [www.salemschools.org](http://www.salemschools.org)
2. Select "middle school" at the top left hand corner of the page
3. Click on "Athletics" link (all the way to the right)
4. Scroll down and click on the CIAC Website icon

Once you have completed these steps, a chronological game and practice schedule will appear. Whenever cancellations for games or practices occur, AN E-ALERT will be generated from the main office to ensure that students go to their buses rather than to their practice or game. An announcement will also be made at the conclusion of the school day. You may also sign up to receive automatic emails from the CIAC Website any time there is a change to the schedule. In order to receive emails regarding schedule changes, please take the following steps:

1. Click on CIAC (athletics division)
2. Click on regular season / tournament email list
3. Go to "member school schedule updates" and click on the link below it
4. Create a new account using your email address
5. Click on "create account"
6. Follow the prompts

IN ORDER TO GET DIRECTIONS TO AWAY CONTESTS, DO NOT CLICK ON THE DIRECTIONS LINKS. We have had problems with this. Please reference the directions that I type in on the chronological list for practices and games.

Please note the enclosed page of policies and procedures specific to each coach accompanying this letter. I would ask that you take a moment to review it. Below are some general policies and procedures:

1. Please make sure your child has their own water bottle. The water bottle is part of the practice and game attire. We will provide water for practices/games.
2. Although we, as a coaching staff, try to avoid cutting students at all costs, sometimes it is unavoidable. If we have too many students signing up for a team, we cannot promise everyone a spot on the roster. This year, I am limiting each of the basketball teams to 15 participants. I am limiting cheerleading to 25 members. If necessary, tryouts will be conducted using a skills rubric to assess each individual student.
3. All practice and game schedules will be on the CIAC Website. The end of the season athletic awards banquet will be publicized in the Wednesday folder and posted in the cafeteria.
4. If you have filled out the proper paperwork with the school nurse allowing your child to self-medicate (asthma pumps, epi-pens, etc.), your son/daughter will be asked to show their meds when team attendance is taken. Students who don't have their meds will be asked to report to the main office and call home to be picked up.
5. It is imperative that parents fill out a travel release form if they wish to transport their son/daughter (and ONLY their son/daughter) from an AWAY game. The coaches have these forms in their notebooks. If you wish to transport your child from an away game, simply ask the coach for a form, take a minute to fill it out, and hand it back to the coach.
6. The Salem School Athletic Handbook can be found on the Salem School Athletics link and is a good resource for parents.
7. The Salem Athletic Program is open to students in grades 5 through 8. Fifth graders may only play on the JV squad (girls and boys basketball). All students get to play in each contest (JV or Varsity). Allocation of playing time is a coaching decision.
8. Please do not put team uniforms in the dryer. Please "hang dry" them. We are trying to make them last.
9. A valid physical is required. Physicals are good for 13 months.

10. After practices and games, please pick up your child in the rear of the building. On the way home from away games, coaches will have students call their parents when the bus is 15 minutes away.
11. Students will meet in the multi- purpose room for team attendance and announcements before games and practices.

It is very important to me that your son/daughter has a happy and fulfilling experience in our athletic program. My door is always open to you.

Best wishes,

Christopher Pugliese  
Salem Athletic Director