



NEW TRIER | MEDIA, SPEECH & THEATRE

## **NEW TRIER SPEECH AND DEBATE HANDBOOK**

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## WELCOME

The members of the Media, Speech & Theatre Department are thrilled to welcome you. We have prepared this document to help you understand and navigate our unique program.

Please consider this document a “working draft.” We encourage your feedback over the course of the season to help us prepare a more comprehensive and user friendly version of the handbook for the coming years.

## The Media, Speech & Theatre Department

The mission of the Media, Speech & Theatre Department is to:

- inspire curiosity, inquiry, and creativity;
- foster empathy, collaboration, and self-esteem; and
- promote free expression, passion for art, and the pursuit of excellence.

Our classes are the most important part of our program. We pride ourselves in differentiating instruction and creating opportunities to foster growth and learning for all students. We view each of our after school activities as opportunities to continue teaching and learning beyond the regular school day and over an extended period of time.

## Program Philosophy

The New Trier Speech and Debate program strives to create a community of learners who work together for academic inquiry and competitive success. It seeks to develop the skills of all students over time so that they can reach their maximum potential in the speech and debate areas they choose. whatever speech or debate event they choose. Speech and Debate students will:

- Work collaboratively and effectively as team members in a variety of roles.
- Explore their roles as citizens and advocates.
- Identify, experiment, and effectively choose between multiple approaches to a problem.
- Demonstrate ethical decision-making and leadership.
- Combine a collective effort toward achievement with an emphasis on individual drive toward each student’s unique goals.
- Work cooperatively with a partner in a competitive environment.
- Benefit from the social development, cooperative critical thinking, dispute resolution, and academic collaboration promoted by debating.
- Practice time management.
- Communicate effectively with a partner and other members of the team.
- Make choices about the nature of their participation.

## Speech and Debate Classes and Team

New Trier Speech and Debate classes provide students with knowledge and skills that foster important thinking strategies students will apply in high school coursework and in their personal and professional futures.

- Students who are enrolled in 8-level Speech and Debate courses are **not** required to participate in the extra-curricular Speech and Debate Team program. However, we encourage students to test their classroom skills in a tournament setting when possible and practical.
- Students enrolled in 4-level Speech and Debate courses are required to attend two tournaments a semester. A student’s performance at a tournament will not affect their grade in the course. Grades are based on classroom work, activities, and other requirements.

The Speech and Debate Team offers students the opportunity to practice, apply, and build the skills they learn in class in a competitive and extended format.

## **TOURNAMENT PROCESSES AND PROCEDURES**

Ensuring the best competitive tournament experiences for our program requires advanced planning, ongoing communication, and a consistent procedure. It is important that New Trier students and parents are as informed as possible regarding tournament processes and procedures.

### Setting the Tournament Calendar

Beginning in the spring, the coaches begin to formulate a calendar for the upcoming school year. We create our schedule knowing that students need to balance their academic performance, other extracurricular activities, family time, and physical and mental well-being along with their speech and debate aspirations.

Our scheduling process seeks to balance growth with competitive success. To that end, the tournament calendar includes local, regional, and national competitions. Coaches accompany students to contests that best match their skills and goals.

The New Trier Speech and Debate Team travels to about 50 tournaments each year because there is no such thing as a “one size fits all” tournament. There will be weekends when the Speech and Debate Team is competing at multiple sites at the same time. For example, it is possible that Congressional debaters might be competing in Minneapolis, while our Lincoln-Douglas branch of the program is simultaneously competing at Evanston Township High School.

In addition, some tournaments are designed for a specific group of students in mind. For example, one contest may draw only strong competitors in their third or fourth year of speech and debate. In that case, it would not be developmentally appropriate for a first year debater to enter that tournament.

### Entry Limits at Tournaments

Several tournament hosts place entry limits on the number of students each school can enter into the competition pool. This can limit our ability to take all interested students to a specific contest. Some of these imposed restrictions can include:

- Qualifying bids: Some tournaments (such as the Tournament of Champions) are only open to students who have won a specific number of rounds at other qualifying tournaments throughout the year. Other tournaments use a formula that calculates how much debating students have done throughout the year to determine eligibility.
- Hard caps: Tournaments may impose a hard cap on entries. A tournament’s policy might state that each school may only bring two competitors.
- Development limitations: From time to time, tournament hosts will specify the development level of competitors that they intend to permit into the competition. Examples might include, “only competitors that the coach believes can qualify for elimination rounds may attend,” “this tournament is intended for sophomore students and/or second year debaters,” or “schools are encouraged to only send their most competitive students.”
- Waitlists: Tournaments with entry limitations will often permit competitors to add their names to a waitlist. Tournaments allow competitors to move off the waitlist at their own discretion. For example:

- Some tournaments only add competitors from the waitlist into the official field if other teams drop from the tournament and space opens.
- Other tournaments add students off of the waitlist based on geography to increase regional presence.
- Still other tournaments might add debaters from the waitlist based on the time that those students were entered.

### Scheduling Individual Students

There are several tournament experiences throughout the year that limit the number of students our program can enter in a given competition. Because the program is sometimes working with more students than a tournament may permit, coaches must make decisions regarding who is entered in a specific contest. Coaches have the final decision-making authority for tournament participation. In these particular instances, coaches consider several factors, including but not limited to:

- After school practice participation
- Student communication with coaches and other students
- Active research and evidence preparation and production
- Previous competitive success
- Responsible tournament behavior
- Responsible academic performance in other classes
- Contributions to the overall team community

### Partnerships

Policy Debate and Public Forum Debate require students to compete in pairs. Head Coaches and Assistant Coaches assign those partnerships at the beginning of the school year.

This is a delicate process that weighs the benefits and challenges for individual students, teams, and the program overall. Factors that are considered when creating partnerships include:

- Level of demonstrated commitment from students
- Availability for tournament competition
- Ambitions and goals of students
- Appropriate trajectories for skill development
- Competitive success for individual students
- Competitive leverage for the overall program
- Social cohesion and interpersonal relationships

### *A note on partner change requests:*

Each assigned pair must debate together for a minimum of one tournament prior to making any requests for a partner change. Breaking up a partnership means that two individuals need new partners, which could have an impact on other pairings within the team. Coaches have the final decision-making authority for partnership assignments.

### Tournament Costs

Tournament fees and staff costs are all paid for by the District, not with student payment. However, there are some transportation, housing, and food expenses for which individual families are responsible.

- Local tournaments vary based on the type of Speech or Debate activity. Most Public Forum, Lincoln-Douglas, and Congressional debate tournaments are local. These tournaments generally take place only on Saturdays but some begin on Fridays and end on Sundays. Students only pay for their own meals and the District funds entry fees, transportation, and other tournament expenses. There is no cost, other than food, for students.

- Regional tournaments require students to travel with the debate team overnight and are usually within the Midwest. These tournaments occur over the course of various weekends throughout the year. Travel is usually via coach buses and teachers and coaches chaperone students at the tournaments and hotels. The District funds entry fees, coach and judge transportation, and other tournament expenses. Families pay for their portion of the transportation and hotel in advance of the trip and for their own meals at the tournament.
- National travel tournaments occur throughout the year and take place on a variety of weekends. These tournaments provide students with the opportunity to debate with some of the most successful and competitive students and get feedback from debate educators from across the country. Students and staff usually fly to national tournaments and, like regional tournaments, stay in a hotel. The District funds entry fees, coach and judge transportation, and other tournament expenses. Families pay for their portion of the transportation and hotel in advance of the trip and for their own meals at the tournament.

### Financial Resources for Students

We know that our students and their families lead busy lives and have diverse needs and resources. We want to ensure that all our students have access to tournament opportunities, regardless of their financial circumstances. There are five programs available to students:

- *The Travel Fund* was created at the request of families to support travel opportunities for all students. The Fund accepts donations from families who have the resources to support other students who want to participate in Speech and Debate competition. Contributions to the Travel Fund may also reduce travel costs for all students by subsidizing some of the travel expenses for select tournaments throughout the season. Families can contribute to the Travel Fund via online payments under the Speech and Debate tab on the New Trier website. Please contact Media, Speech & Theatre Department Chair, Nina Lynn, for additional information.
- *The John H. Emery Estate Gift* provides funds for special travel or educational opportunities to Speech and Debate students. Families may request funds for Special Travel Opportunities (tournament travel) by following the application process outlined on the Speech and Debate webpage. The deadline for Special Travel Opportunity applications is the first Monday in October.
- *Work-Study* is available to all Speech and Debate students and can help offset travel costs through the school year. Student work includes major service tasks each semester. Students submit time cards as employees of the district and are paid directly. The expectation is that students will apply the money earned to tournament transportation and lodging costs for regional and/or national tournaments. The Travel Fund helps support this program. Information about work-study is on the Speech and Debate webpage.
- *Financial Assistance* is available to students whose families have been approved for district financial assistance, as determined by the Director of Student Life. Financial Assistance is available to qualified families to cover additional costs associated with school-sponsored trips, excursions, or equipment. The New Trier Fine Arts Association (NTFAA) makes funds available to support students who qualify for Financial Assistance. NTFAA does not receive the names of the students receiving assistance. Visit the NTFAA webpage for more information.
- *Financial Support* is available to students whose families are undergoing temporary financial strain or are on a limited budget and who may not qualify for Financial Assistance from the district. Financial Support is available to all families to assist in paying costs associated with school-sponsored trips, excursions, or equipment. The New Trier Fine Arts Association (NTFAA) makes funds available to support students who qualify for Financial Support. NTFAA does not receive the names of the students receiving support. Visit the NTFAA webpage for more information.

### Signing Up for Tournaments

Coaches make tournament registration recommendations to students twice a year.

- The first tournament list is handed out during the first week of the first semester. It includes the names, dates, and estimated costs of each tournament through December.
- The second tournament list is handed out at the end of the first semester. This list includes all the tournaments available through the end of the school year.

Students are NOT required to attend every tournament. Students and parents should never feel pressured to attend every tournament that is recommended by coaches. However, students and parents should be aware of any 4-level debate course requirements when creating their contest schedule.

It is the responsibility of students and parents to determine which tournaments work for their individual schedules. When conflicts arise, families should make a decision about which events they are able to attend.

Our program encourages students to limit their participation to two consecutive weekends at a time. There are times when we can make exceptions on an individual basis.

Because many tournaments fill up months in advance, it is important for families to submit materials by each tournament's due date. Students who miss the registration deadline are not guaranteed a place in a tournament.

### Paying for Tournament Travel

Payments for tournament travel must be made prior to the tournament through the New Trier website. This year, the program will be using a new online registration process for families to sign up for tournaments. To register click [HERE](#) or:

- Visit [www.newtrier.k12.il.us](http://www.newtrier.k12.il.us)
- Click "Payments" at the top of the page
- Click "Academics"
- Look for "Speech and Debate"
- Choose your tournament
- Click "Click here to register for this class." You will be prompted to enter information and payment information.

### Dropping from Tournaments

Each student that participates in a tournament has an impact on the planning for a competition. The number of students determines things like our transportation, the number of judges we must bring, chaperone duties, registration fees, and other factors.

Therefore, when a student drops out of a tournament, our team may incur a fine, we may need to adjust the number of judges and chaperones for the trip, and it may affect a partner who may now be unable to compete.

If a student drops out of a tournament after the drop deadline, families will be responsible for a "drop fee." The fee will include any fines from the tournament and any student costs already paid by the program.

We encourage students to communicate any possible conflicts to the Head Coaches as soon as possible.

## Trip Sheets

Every tournament comes with a trip sheet. Trip sheets are always available two weeks in advance of a tournament and are posted on the Speech and Debate webpage.

The trip sheet includes all of the logistical information necessary for the tournament and is an important planning resource for families. Information contained on the trip sheet includes:

- Departure time and place
- Method of transportation
- Lodging information
- Costs for attending the tournament (if necessary)
- Copy of the tournament schedule OR a link to the schedule
- Names of coaches attending
- Adult chaperone cell phone numbers
- Return time and pick up point
- Any special notes for the tournament

## Beginning and End of Tournament Responsibilities

Each travel tournament will start with a departure date and time. It's important that students arrive promptly to facilitate efficient travel for the larger group.

Students are expected to travel to and from tournaments via school transportation when it is provided. Students will contact parents/guardians when departing a tournament, so that parents can be on time for pick-up.

If students are flying to a tournament, we ask that parents monitor the flight number and any delays that the students might be experiencing. Our coaches do their best to keep parents informed of any delays; however, it can be difficult to maintain constant contact when traveling with a large group. Coaches will often ask students to communicate with their families directly. Students will contact parents/guardians prior to arrival to facilitate on-time pick up. The staff deeply appreciates prompt pick up.

For local tournaments, families may be expected to take students to the host site. This is generally the case for tournaments happening in Northbrook, Glenview, Evanston, Skokie, or other close locations. Drop off times are always indicated on the trip sheets.

If families arranged their own travel to a local tournament, they may pick students up at the host site after the students complete their competitive rounds, attend the awards ceremony, and check out with a coach.

## Transportation

Students often ride buses to and from local and regional tournaments.

- Charter buses and drivers are scheduled when the group is large and the destination is over four hours away. The bus is used between tournament sites, restaurants, and the hotel.
- Yellow school buses and drivers are scheduled when the group is large and the destination is less than four hours away. The bus is used between tournament sites and restaurants, as needed.
- An adult Speech and Debate staff member may drive a District minibus or rental van when we are traveling with a smaller group. The vehicle is used between tournament sites, restaurants, and the hotel.

When students fly to a contest, they may take a variety of ground transportation to and from the tournament site.

- Yellow school buses are scheduled for transporting large groups from school to the airport.
- District minibuses driven by a school staff member or a car service are scheduled for transporting small groups from school to the airport.
- Coaching staff drive rental minivans or cars to and from the airport, tournament sites, and hotels.

### Anatomy of a Speech and Debate Tournament

While different events and tournaments have distinct schedules, there is a general format that tournaments follow. Tournaments that occur over multiple days will have a set number of preliminary rounds followed by awards and elimination debates. To clarify, here are a few definitions.

- **Preliminary rounds:** Preliminary rounds are debates where the entire tournament pool competes. The success of competitors during the preliminary rounds determines their eligibility for the elimination rounds of the tournament.
- **Elimination rounds:** Students who have earned a highly competitive record throughout a tournament's preliminary rounds will compete in elimination debates. These rounds are single eliminations. Once competitors lose an elimination round, they are removed from the remaining competition pool.
- **One-day tournaments:** At a one-day local tournament students will often participate in a set number of rounds/sessions throughout the day. Awards are given to those students who have the highest ratings at the end of the day.
- **Multiple day tournaments:** At multiple day tournaments, students must earn their participation in elimination rounds by winning preliminary debates. The number of elimination rounds is based on how many competitors there are in the tournament. Using a tournament with six rounds of preliminary debates as an example, students with a preliminary round record of 4-2 and high speaker points, would compete in elimination debates.

Sample schedule for a multi-day tournament with six preliminary debates:

#### *Day 1*

- 8:00 a.m. Round 1
- 10:30 a.m. Round 2
- 12:30 p.m. Lunch
- 2:00 p.m. Round 3
- 5:00 p.m. Round 4

#### *Day 2*

- 8:00 a.m. Round 5
- 10:30 a.m. Round 6
- 12:30 p.m. Lunch
- 2:00 p.m. Awards Ceremony
- 4:00 p.m. "Double-Octofinal" elimination round (first elimination round; 32 competitors in 16 debates)
- 7:00 p.m. "Octofinal" elimination round (second elimination round; 16 competitors in 8 debates)

#### *Day 3*

- 9:00 a.m. Quarterfinal elimination round (third elimination round; 8 competitors in 4 debates)
- 11:30 a.m. Semifinal elimination round (third elimination round; 4 competitors in 2 debates)
- 2:00 p.m. Final round (last elimination round; 2 competitors in 1 debate)



### Team Expectations at Tournaments

Generally, our entire team stays together until all New Trier competitors and judges have completed their obligations for the tournament. Judges are usually required to remain at the tournament at least one round past New Trier students' eliminations to ensure that the tournament has enough judges to evaluate upcoming debates.

Students who are no longer participating in elimination rounds may watch the remaining debates, complete homework, or find another responsible use for their time. It is expected that students will remain with their teammates and coaches. This builds a culture of cohesion and mutual support for one another.

### Travel Arrangements and Changes

We do our best to book return flights at appropriate times, balancing realistic tournament expectations with reasonable return times for families. There are times when these predictions aren't accurate. Students may be eliminated early and our flight may be hours later that day. Other times students are showing great success and our scheduled return flight is a short time away.

If a student is competing and at risk of missing their return flight, there are several options:

- Students can leave the tournament and forfeit their upcoming competition in order to make the original return flight as described on the trip sheet.
- At the discretion of the supervising coach and with permission of the parent or guardian, students may have the option of remaining at the tournament with a staff member and returning via alternate transportation after the students' final round. Additional student expenses (airfare changes, lodging, meals, etc.) will be the responsibility of the student.

## **New Trier Speech and Debate Team Code of Conduct**

### **Overview**

The New Trier Speech and Debate Team has had a long and successful history of excellence in the areas of speaking and debating. In order to maintain this high reputation, the rules and regulations of New Trier Township High School's Student Guidebook will be enforced during all speech and debate team courses, activities, and tournaments.

Students will also abide by all competition rules as outlined by individual tournament officials (this may include unique school rules), the Illinois High School Association (IHSA), the Illinois Congressional Debate Association (ICDA), the Illinois Debate Coaches Association (IDCA), the Illinois Communication and Theater Association (ICTA), the Tournament of Champions (TOC) the National Catholic Forensic League (NCFL), the National Speech and Debate Association (NSDA), the National Debate Coaches Association (NDCA) and any other tournament guidelines expressed by tournament hosts.

Students are representing New Trier Township High School while attending debate excursions. All school rules and extra-curricular codes of conduct apply to debate events and travel. Students who violate the expectations of appropriate conduct in or out of the classroom will have consequences for their actions.

### **Student Expectations**

### **Academic Performance**

Members of New Trier High School Speech and Debate will strive to excel in and out of the classroom. Any member of the team who wishes to travel and attend speech and debate tournaments must maintain a high standard of academic performance. The coaching staff reserves the right to deny participation to students who are not meeting a standard of academic performance as outlined by the Student Guidebook.

### **Procedure for Missing Class**

Due to the nature of attending speech and debate tournaments, students may miss days of instruction over the course of the school year. Students are expected to discuss their absence with each one of their teachers at the beginning of the year as well as arranging to complete course work before each individual absence during the school year. This communication is crucial to individual student success as well as the success of the speech and debate program. Additionally, students will complete Excursion Cards to facilitate a conversation with their teachers for each tournament throughout the year.

### **Communication with Parents/Guardians**

Students are expected to communicate with parents/guardians providing them with the necessary information regarding class requirements, upcoming tournaments, trip sheets, financial bills, travel schedules, and alerting parents/guardians of safe arrival at tournament destinations. Students should be in regular communication with parents about pick up times to/from competitions.

### **Hotel Etiquette**

Students will conduct themselves in an appropriate manner at all times when traveling and staying in a hotel. Students will be liable for the physical condition of their hotel room. Any charges for services (internet, etc.) must be approved by an adult in attendance. At no time should a student charge any food service to their room unless explicitly authorized by an adult.

Students may not enter any hotel room other than the room they have been assigned for the trip, unless authorized by a coach. This includes hotel rooms of other New Trier students. Students may not enter the hotel room of students from another school/institution. Students may not have individuals (students or otherwise) from another school or institution in their designated hotel rooms.

If students wish to collaborate on debate preparation or other academic work, they must work in a common area (hotel lobby, etc.). Coaches must be informed that students wish to collaborate in a common space, which students will be present, and must authorize the space/group work.

Every student must be present and in their hotel room at the room check time. This time will be assigned by the coaches at the tournament. After room check, students must remain in their respective rooms. The expectation is that after room check students will prepare to sleep and will organize with roommates about a morning routine.

### **Appropriate Online Behavior**

Students are expected to maintain a high level of professionalism and decorum in online communications. Inappropriate comments, emails, text messages, or other online communications will not be tolerated. Please see the Student Guidebook for additional details regarding punishments for inappropriate online communications as well as instructions on student digital privacy.

## **Parent Engagement**

### **Transportation to tournaments**

As discussed earlier, one of the most important ways for parents to assist the program is to help make sure that their students are where they need to be when they need to be there, according to the trip sheet.

### **Volunteering at the NTSO**

Every year over Columbus Day weekend we host the “Trevian Invitational,” a debate tournament that opens up our campus to almost 300 debaters, coaches, and judges from 15 different states. Our tournament has been nationally recognized by the National Debate Coaches Association as the “William Woods Tate Jr. Tournament Host of the Year” and is a quarterfinals qualifier to the Tournament of Champions, hosted at the University of Kentucky.

One of the reasons our tournament is so successful is that we have great parent and student volunteers who assist us in hosting. Every September we will have a time for parents and students to sign up to volunteer for a shift at the tournament.

### **Participating in the NTFAA**

Another way for parents to get involved is to participate in the New Trier Fine Arts Association (NTFAA). The Association represents art, band, chorus, dance, debate, media, orchestra and theatre parents and students at New Trier. The Association provides scholarships for student tournament attendance, student summer program participation, and also provides resources for the Trevian Invitational and our end of year Debate Dessert.

Parents can attend Association meetings, run for the board, or become the debate representative. This is a fantastic way for parents to stay informed and advocate for the program.

### **Debate Dessert**

Every year in May we host a Debate Dessert to provide an opportunity for all students and parents to come together and represent student achievement over the year. We encourage families to bring in a dessert to share with others.

We give out our National Speech and Debate Association membership awards to new students as well as the accomplishment seals for veteran students.

We also give out a few select team awards to recognize students who have gone above and beyond to be integral team leaders, successful competitors, dedicated hard workers, and patient teachers of new debaters.

## **FREQUENTLY ASKED QUESTIONS**

Q: Who judges the rounds?

A: This can vary from event to event. Generally, debates are judged by coaches, assistant coaches, college debaters, teachers, or former debaters from a variety of schools.

Q: What do the judges decide in each debate?

A: In Congressional Debate and Individual Events, judges rank the students at the end of the session and give them individual marks, 1-6, for their speeches. In all other forms of debate, judges decide which team earns a win and which earns a loss. The judges then rank the students and award them speaker points for their individual presentations.

Q: How do students know who they will compete against?

A: The first two rounds of debate are randomly generated. After that, the tabulation system takes into account the wins, losses, and speaker points of each team. Students within similar statistical areas are then paired against one another. For example, if after two debates a team's record is 2-0 then they would debate another 2-0 team. If after three debates, a team that is 3-0, would debate another 3-0 team and so on.

Q: Why is there so much time in between debates?

A: This depends on the event. Public Forum and Lincoln-Douglas debates and Individual Events Rounds last approximately one hour. Policy debates take almost one hour and 45 minutes to complete. Congressional sessions can be as long as three hours. Judges make their decisions once the debates have finished. Therefore, tournaments need to build in time for judges to decide, return their ballots, and give comments to students before assigning students to the next round.

Q: Why do some tournaments run behind schedule?

A: Tournaments involve a lot of moving parts. Rounds might start late because students can't find their rooms. Judges might have a very close debate and take a long time to decide. The lunch service can be slower than expected. Unfortunately, these delays can be difficult to predict or to overcome when they happen on a larger scale.

Q: Can parents attend tournaments?

A: Depending on the tournament, parents are generally welcome to observe. We encourage parents to contact us if they'd like to watch their student debate and we relay that message to the tournament host. Parents should limit their observations to local tournaments in the Chicagoland area.

Q: Can my child take a ride-share service (Uber, Lyft, etc.) to and from tournaments in the local vicinity?

A: For tournaments where parents/guardians are responsible for providing transportation to and from the tournament, students may use ride-share services only if a parent or guardian sends an email to one of the head coaches prior to the tournament granting this permission. If New Trier is providing transportation to the tournament (coach bus, mini-bus, vehicles from school to the airport, etc.), students must use the transportation the school provides.

Q: Who travels with the team?

A: We have a staff of faculty members, Head Coaches, Assistant Coaches, Tournament Coaches, and Tournament Judges. These staff members participate in a training each fall to review school and team policies and ensure they are prepared in case of emergency while traveling. All staff members undergo a background check as part of the hiring process.

Q: Are there summer study opportunities for Speech and Debate students?

A. Several Speech and Debate camps are offered throughout the summer. These camps give students opportunities to focus on specific skills and topics with coaches and renowned researchers, develop independence while living on a college campus, and build relationships with like-minded students from across the country. The Speech and Debate teachers host an information meeting in February to help families make decisions about summer study. There are two programs that can help students participate in Speech and Debate summer study:

- *The New Trier Fine Arts Association* annually provides merit scholarships to encourage and assist New Trier students enrolled in fine arts classes to continue their study of the arts during the summer. Summer Scholarship applications are distributed in all Fine Arts classes in January and will also be posted on the NTFAA website. Completed applications are due in early March.
- *The John H. Emery Estate Gift* provides funds for special travel or educational opportunities to Speech and debate students. Families may request funds for Advanced Educational Opportunities (summer study) through the application process outlined on the Speech and Debate webpage. The deadline for Advanced Educational Opportunity applications is the first Monday in March.



## STUDENT TRAVEL AGREEMENT

The undersigned participant (the “Participant”) in the **New Trier Speech and Debate Program** trips to be held **during the 2018-2019 School Year**, and parent and/or legal guardian of the participant (the “Parent”) understand that the trips are sponsored by the Board of Education, New Trier High School District 203, Cook County, Illinois (the “District”), and that the necessary arrangements for the trip, including but not limited to transportation and accommodations have been made by the District. In consideration of being accepted for the trip, the Participant and Parent agree that the Participant or Parent will pay to the District the Participant’s share of the cost of the trip prior to departure. The Participant and Parent further understand and agree that the District reserves the right to make cancellations, changes, or substitutions because of emergencies or changed conditions or in the interest of the group and to alter, prior to departure, the cost of the trip in order to meet unexpected changes in transportation, fares, lodging rates, etc. which are based on current tariffs and are subject to change. In case of an increase in the trip costs, the Participant or Parent has the right to cancel the Participant’s participation in the trip and will receive a refund of the money paid on behalf of the Participant prior to the cancellation, only to the extent that such money can be refunded without raising the cost of the trip to other participants.

The Participant and Parent understand that these trips are a supervised program, and the Participant promises to comply with the Expectations for Student Conduct as set forth by the District. The Participant understands that group standards must be observed on this trip. The Participant understands and agrees that the District reserves the right to restrict or terminate the Participant’s participation in the trip for any failure to comply with the Expectations for Student Conduct or for any other conduct which, in the discretion of the persons in charge of the trip, is deemed to be incompatible with an undisturbed continuation of the trip as a whole. The Participant and Parent further understand and agrees that, if the Participant’s participation in the trip is terminated for any reason, the Participant will be sent home at the Participant’s expense, and the money paid by the Participant or Parent to the District will be refunded only to the extent that such money can be refunded without raising the cost of the trip to other participants. Finally, the Participant and Parent understand and agree that the Participant will be referred to the appropriate school officials upon return to New Trier for disciplinary consequences for any failure to comply with the Expectations for Student Conduct.

The Participant and Parent have read and fully comprehend the New Trier Speech and Debate Handbook and acknowledge that it is a governing document for rules and procedures regarding debate tournament participation. The Participant and Parent acknowledge that debate tournaments are also governed by New Trier’s Guidebook as well as New Trier’s Extracurricular Code of Conduct. The Participant and the Parent acknowledge that behavior violating any of the rules and/or expectations set forth in the above documents may result in the Participant being subject to discipline by the New Trier Debate Program and/or administration.

The Participant and Parent, on behalf of their family, spouse, heirs, assigns, and personal representatives, do voluntarily waive any and all claims against the District, the members of the Board of Education and any faculty member accompanying the group arising out of any accident, delay, irregularity, expense, injury, sickness,

quarantine, or any loss or damage which the Participant or Parent may suffer, or whatever kind and from whatever cause, in connection with the trip.

The Parent on behalf of their family, spouse, heirs, assigns, and personal representatives, agrees to indemnify, defend, and hold harmless the District, the members of the Board of Education, and any faculty member accompanying the group, from any claim, loss, or expense whatsoever, including without limitation reasonable attorneys' fees, brought against or suffered by the District due to any injury or loss to person or property in connection with the Participant's participation in the program.

The Participant and the Parent grant the District, its officers, and the designated faculty members responsible for the trip the authority to provide to the Participant any medical care which becomes necessary during the trip, at the Participant's or Parent's own expense, and to give such consent for medical treatment as may be required by any health facility, hospital or doctor, and the Participant and Parent release the District, the members of the Board of Education, its officers, and the designated faculty members from all liability in connection therewith. The District, its officers, and the designated faculty members are authorized to send the Participant home at the Participant's or Parent's own expense for medical treatment if this is deemed, in consultation with local medical authorities, to be necessary.

The provisions of this Student Travel Agreement form shall be deemed severable and the invalidity or unenforceability of any provision shall not affect the validity and enforceability of the other provisions in this form.

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Student Printed Name

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Signature of Student

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Date

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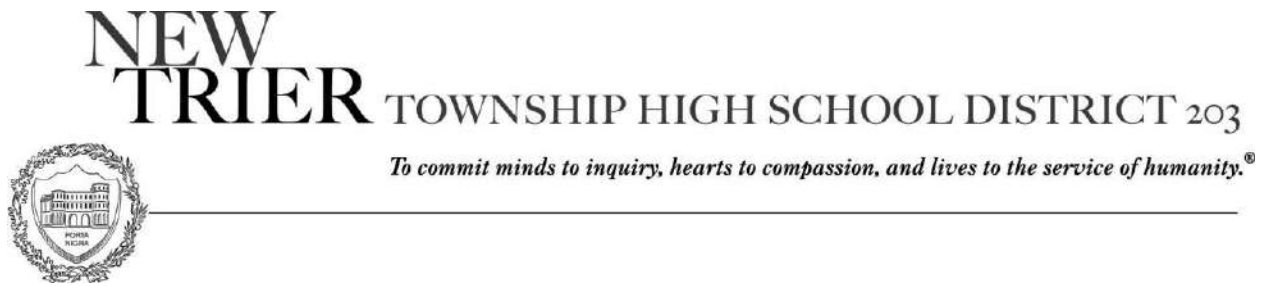
Parent Printed Name

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Signature of Parent

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Date



## STUDENT PROFILE

Please print or type in black ink only.

### PERSONAL INFORMATION

|                                  |  |  |
|----------------------------------|--|--|
| _____<br>Last Name               | _____<br>First                             | _____<br>Date of Birth                 |
| _____<br>Address                 | _____<br>City                              | _____<br>State Zip Code                |
| _____<br>Home phone #            |  |  |
| _____<br>Parent/guardian #1 Name | _____<br>Parent/guardian #1 business phone | _____<br>Parent/guardian #1 cell phone |
| _____<br>Parent/guardian #2 Name | _____<br>Parent/guardian #2 business phone | _____<br>Parent/guardian #2 cell phone |

### EMERGENCY INFORMATION

|                          |                           |                       |
|--------------------------|---------------------------|-----------------------|
| _____<br>Name of contact |                           | _____<br>Relationship |
| _____<br>Home phone #    | _____<br>Business phone # | _____<br>Cell phone # |
| _____<br>Second contact  |                           | _____<br>Relationship |
| _____<br>Home phone #    | _____<br>Business phone # | _____<br>Cell phone # |

### MEDICAL INFORMATION

Do you have any allergies? ☐ yes ☐ no If yes, list: \_\_\_\_\_

Do you take any medication regularly? ☐ yes ☐ no

If yes, what kind, how often, and for what reason? \_\_\_\_\_

Is there any other information regarding your health of which we should be aware (eating disorders, chronic conditions, psychological care past or present, etc.)? Please be specific.  
\_\_\_\_\_  
\_\_\_\_\_

Do you have any dietary restrictions? ☐ yes ☐ no Please explain: \_\_\_\_\_  
\_\_\_\_\_

Name of medical insurance \_\_\_\_\_ Policy # \_\_\_\_\_

Primary Care Physician Name and Phone \_\_\_\_\_