

Newburyport High School Clippers



Department of Athletics

Handbook for Students/Parents 2010-2011

Available on our web site at
www.newburyport.k12.ma.us

Athletic Director: John Daileanes
Dean of Student Life: Tim McCarron
Dean of Student Support: Christina Palmer
Principal: Michael Parent
Superintendent: Marc Kerble

TABLE OF CONTENTS

<u>Page #</u>	<u>Description</u>
3	Purpose of this Handbook
4	Message to Parents
5	Philosophy
6/7	Program Objectives/Tryout Policy
7/8	Important Rules/Academic Eligibility
8-11	Chemical Health Policy
11/12	Important NHS Rules
13	Hazing
14	Athletic Activity Fee No School Nurse on Duty
15/16	Concussions
16	Choosing of Captains
17	Sportsmanship
17/18	Problem Solving Procedures
18-20	Bullying
21	Transportation Exception Form
22	Parental Consent Form

Dear Student-Athletes and Parents:

This handbook is written with the belief and understanding that you want to be aware of the part that you play in making your experiences in our athletic programs both successful and harmonious. Please...take the time to read and understand all the material covered in this booklet. There are many parts to this document, but I want to start by stating the commitment that we expect of our administration, coaches, and athletes.

We pledge ourselves to honoring the dignity of each person, taking a personal interest in them as individuals, helping them whenever possible to resolve personal problems, and assisting each person in achievement of educational goals and aspirations.

We wish to excel in athletics just as we desire to excel in academics and all activities associated with Newburyport High School. We are determined to do our best to field competitive, well-coached, teams composed of positive young men and women who, in turn, represent our school with pride, enthusiasm, and loyalty.

Finally, we will work to insure that your student-athlete's academic, athletic, and social experiences yield satisfaction and rewards that will continue to enrich their lives long after leaving Newburyport High School.

Sincerely,

John Daileanes

*Newburyport Public Schools
Newburyport, MA 01950*

Handbook for High School Athletics

The purposes of our handbook are:

1. To make student-athletes and parents aware of the philosophy and objectives of the athletic program.
2. To inform student-athletes and parents of the guidelines and procedures governing the student-athlete's behavior.
3. To create uniformity and equity of behavioral standards for all student-athletes in all sports.

Administration

<u>Name</u>	<u>Position</u>
Marc Kerble	Superintendent
Michael Parent	High School Principal
Tim McCarron	Dean of Student Life
Christina Palmer	Dean of Student Support
John Daileanes	Director of Athletics

Message to Parents

Any head coach will tell you that a championship level team has to include a good working relationship with other staff members, but perhaps even more necessary is that every great team has invaluable and indispensable supporters who are always there when needed, who provide inspiration at exactly the right time. These supporters come from a variety of sources – alumni, community members, and friends. Perhaps the most crucial supporters for any high school program have a name – we call them *parents*. Without the support and care of parents, our task would be intolerable and impossible. We say that because our coaches have lived it and know it to be true.

When a student decides to go out for a team, he or she may do so for a variety of reasons. For the vast majority, what motivates them to join a team is a sincere love of sport, a desire to participate with others who are like-minded, and a belief that they are both mentally and physically capable of becoming a valuable, contributing athlete. This is where parents come in. Encourage them to share their experiences with you. Let them talk about what they did. Reinforce what the coaches have been telling your children, and together we will find a young student-athlete who doesn't give up, who perseveres in the face of adversity, and who is better mentally and physically for the effort.

Insist that your child keep up with his/her school work. The physical conditioning your child receives from participation in sports should give them a new, vibrant energy which can be devoted to his or her studies.

Win or lose, sportsmanship is of paramount importance. Neither you nor the coaching staff likes to lose, and we, as adults, have the ability to rationalize such things and put them in proper perspective. Be there to understand, to sympathize, and to make your child see winning or losing a contest as one incident among many that will help make them better people in the long run. Be there to guide the disappointment one feels after losing into a resolve to try again. Be there and your child will learn from you the joy of competition along with the realities of life.

We propose a partnership starting now – a partnership between you and your child's school. Our partnership has our goal in view: your child as a student-athlete, sound in mind and sound in body. If we can see ourselves in this partnership then the single overall beneficiary of our efforts will be your children. With perseverance, understanding, and most importantly, with your child's welfare at heart, we will be successful.

In summary, please read the "Parent-Coach Communication Guide" section that is part of our handbook. The information in this guide is valuable in establishing communication and understanding with each of your children's coaches.

Sincerely,

Coaches and Administration
of Newburyport High School

Philosophy of Newburyport Athletics

Newburyport High School is a member of the Massachusetts Interscholastic Athletic Association (MIAA) whose primary purpose is to organize, regulate and promote interscholastic athletics for the secondary schools of Massachusetts. Membership requires that Newburyport High School agrees to abide by the rules of the Association's governing activities.

At Newburyport High School, the interscholastic athletic program is an integral part of the students' total education and development. It is in our athletic program that we strive to develop the student-athlete to the best of his/her ability. Our programs help to mold character and develop self-control, self-direction, personality traits and social patterns which will better prepare our students for adult life. We emphasize good sportsmanship and the spirit of fair play in all our athletic contests. The influence of athletics on the overall school environment contributes significantly to our students' education. Our main goal is to create a positive atmosphere for our student-athletes by promoting the following:

1. **STUDENT INVOLVEMENT** – All students are encouraged to become involved in our scholastic teams and invest in our programs.
2. **SCHOOL PRIDE** – Students, coaches, parents, and teachers rally together to promote a sense of pride in our school.
3. **POSTIVE COMMUNITY SPIRIT** – Individual parents and community organizations give our programs enormous support and help our student-athletes reach their goals.
4. **SCHOOL TRADITION** – Newburyport creates a positive and winning spirit for our entire school body and community. It is our hope that students, teachers, coaches, and parents will have positive memories of their time spent with the Newburyport High School Athletic Program.

It is the responsibility of our coaches, student-athletes and their parents to become familiar with our athletic code which presents the rules, regulations and policies of the athletic department. We encourage all students to participate in our athletic program and to abide by the rules established by the MIAA and Newburyport Public Schools.

There are currently forty-five interscholastic athletic teams at the High School in which students who are enrolled may participate if they meet the academic and physical guidelines set forth by the Massachusetts Interscholastic Athletic Association (MIAA) and the administration of Newburyport High School. These sports activities are open to any student who wishes to participate, with the understanding that some teams have a limited number of persons per team, while others have an unlimited roster. The Newburyport Public Schools does not discriminate based on race, color, religion, national origin, age, gender, sexual orientation, or disability in admission to, access to, employment in, or treatment in its programs and activities.

PROGRAM OBJECTIVES

Freshman and Junior Varsity

The purpose of these athletic programs is to develop the individual student-athlete to his or her fullest potential for future participation at the varsity level. Participation, development of the individual student-athlete, and team improvement are essential elements. To this end, they strengthen and support the overall athletic program. The freshman and JV teams develop and improve skills, and all coaches try to have as many players as possible participate during each game.

Varsity

The purpose of this program is to provide an opportunity for highly skilled student-athletes to develop team and individual skills further and to earn an opportunity to participate at the most advanced level of an interscholastic sport. Major elements of this success are individual and team improvement. Varsity teams in all sports should attempt to win using a maximum number of players during a contest.

Coaches are encouraged to include as many students as possible on their team roster, with the understanding however that student safety and team competitiveness are factors in the coach's decision relative to the size of their team.

VACATIONS

As coaches plan practices and prepare game lineups, it is important to know which student-athletes will be available. All student-athletes should be aware that if they leave the team for a family vacation they run the risk of losing their position. There is no guarantee that the student-athlete who has left for a vacation will continue to play in the exact position that he/she left when they return.

Try-Outs/Policy on Roster Cuts

Students may try out for any sport that is offered at Newburyport High School. For some sports students may be cut from squads. Cuts may be made for a variety of reasons which include, but are not limited to:

- a. size of squad
- b. safety concerns
- c. ability level
- d. facility restrictions
- e. coach to student-athlete ratio
- f. practice management/considerations

In those situations, coaches will have the prerogative of selecting the more experienced or more skillful players. Cuts may be made in all sports at all levels. Typical sports that may cut prospective student-athletes include, but are not limited to, baseball, softball, boys' lacrosse, girls' lacrosse, boys' tennis, girls' tennis, boys' basketball, girls' basketball, ice hockey, boys' soccer, girls' soccer, field hockey, and golf. We try to accommodate as many athletes as the sport allows, particularly at the freshman level, while keeping in mind the parameters listed above. The athletic department feels that there are options for the student-athlete to pursue if disappointed in his or her first choice. Contrary to popular belief, there are no guarantees that athletes will maintain their status from year to year (i.e. varsity players must try out each year and may be moved down to the JV level if the coach so judges).

Try-Out Procedure Communication to Student-Athletes

The coach will communicate clearly to the student-athletes the tryout procedures, which will include the following:

- a. length of tryouts
- b. who the evaluator(s) will be
- c. particular skills to be evaluated
- d. roughly the number of participants who will be selected
- e. how the final roster(s) will be communicated to students

ATHLETIC CODE

Participating in the High School Athletic Program can be one of the most rewarding experiences a student may have. Individual as well as team success can be realized especially when an athlete develops the required self-discipline. On the field, the athlete not only represents himself/herself, but also the community of Newburyport. When a student chooses to participate, he/she must also accept this responsibility. The athletic code lists those responsibilities which will guide the student-athlete in conjunction with those established within *The Clipper's Compass* (the Student/Parent Handbook for Newburyport High School). The following rules and regulations shall be adhered to by all student-athletes participating in any sport.

1. All students must abide by MIAA rules as well as those in *The Clipper's Compass* (the Student/Parent Handbook for Newburyport High School).

IMPORTANT RULES (#s 2-7)

2. ALL students must pass a physical exam before participating in any practice or game (physical exams dated 13 months prior to day 1 of the season or more recent are valid for an entire sports season. A doctor's note in place of a physical exam is not acceptable. (MIAA Rule # 56)

3. At no time may a student miss a high school practice to attend a practice or competition with an out-of-school team. Any student who violates this rule for the first time shall be ineligible for 25% of regular season athletic contests. The penalty is effective from the date of his/her last participation in a high school sport. Any student who violates this rule for a second or subsequent time shall be declared ineligible for an additional 25% of the season and is ineligible for tournament play immediately upon confirmation of the violation (MIAA bona fide team member rule # 45).

4. Student-athletes participating in a sport (particularly at the varsity level) must understand that their attendance at practices and games is vital to the success of the team. In the rare circumstance where a student-athlete must miss a practice/contest, it is the responsibility of the athlete to communicate that absence to the coach as far in advance as possible in order for the coach and team to plan accordingly. Varsity athletes, particularly seniors in the spring (but not limited to a particular grade or season), must also understand that conflicts may arise that could cause them to miss other school activities because of athletic contests. For example, a senior may miss a senior class activity because of a spring tournament contest.

5. It is the policy of Newburyport High School that a student meet the academic eligibility standards established by the Massachusetts Interscholastic Athletic Association and Newburyport High School in order to participate in any extra-curricular activity. In order to academically qualify for involvement in any extra-curricular activity a student must have passed the following as the school year progresses:

- * at least ten academic credits when the mid-semester grades are issued in November
- * at least ten credits when the FINAL semester grades are issued in January
- * at least ten credits when the mid-semester grades are issued in April
- * To be eligible for the fall marking period, students are required to have passed for the previous academic year at least twenty academic credits.
- * Any student failing two classes for the mid-semester grading period (in November and April), the semester FINAL grading period (in January), or semester 2 FINAL grading period (in June) would be considered ineligible at NHS.
- * Incomplete grades may not be counted toward eligibility. An incomplete grade is considered a non-passing grade until the student completes the necessary work and a letter grade is assigned by the teacher. A student has two weeks to make up incomplete grades, otherwise the grade is considered an F. In the case of a student's approved under-enrolled status, he/she must pass the pro-rated number (80%) of academic credits at the end of the previous marking period. (Expansion of MIAA Rule #58) See *The Clipper's Compass*, the Student/Parent Handbook for Newburyport High School, for additional information.

6. **Clipper's Compass CHEMICAL HEALTH POLICY**

Alcohol

Use, possession, distribution, purchasing, having consumed, or being under the influence of alcohol are all strictly prohibited in school, on school grounds, on school field trips, prior to or at any school events. Being part of a group, in school or at school events, in which alcohol is present, puts students in jeopardy; students are likely to receive the same discipline as all members of the group, simply by being present in the group, even if they are not consuming alcohol.

Students who are suspected of being under the influence of alcohol may be referred to the school nurse and/or a parent, and may be sent home. Alcohol "breathalyzers" may be used to determine whether or not a student is under the influence of alcohol. Students who violate the prohibition against alcohol use, possession, distribution, purchasing, having consumed or being under the influence will be subject to an immediate suspension of five* days from school and a referral to the Student Assistance Team (STAT). In addition, depending on the nature of the offense, it may be determined by the administration that the violators will not be permitted to attend future social or athletic events at the school. Additionally, police may be notified. (See MOU Memorandum of Understanding with the police, Appendix B).

In the event of a second violation, the administrator may offer to defer a suspension or portion of a suspension if the student agrees to have a substance abuse evaluation. The expectation of such agreement is full compliance with evaluation protocol. This will include the signing of release for information from all relevant contacts such as school counselor, outpatient counselor, doctor etc. This agreement also requires compliance with evaluation recommendations for treatment. The treatment plan and/or recommendations will be disclosed to the school.

*Though this is a guideline, suspension duration may vary due to the circumstances of the infraction.

***Drugs (Controlled Substances)**

Use, possession, distribution, purchasing, having used/consumed or being under the influence of a controlled substance are strictly prohibited in school, on school grounds, prior to or at any school events. Being part of a group, in school or at school events, in which a controlled substance is present puts students in jeopardy; students are likely to receive the same discipline as all members of the group, simply by being present in the group, even if they are not consuming controlled substances..

The definition of a controlled substance includes, but is not limited to; marijuana, cocaine, heroin, steroids, ecstasy and prescription drugs not specifically issued to the bearer. Students who are suspected of being under the influence of drugs may be referred to the school nurse and/or a parent, and may be sent home. Students who violate the prohibition against drug use possession, distribution, purchasing, having consumed or being under the influence will be subject to an immediate suspension of five* days from school, a referral to the Student Assistance Team (STAT) and may be subject to an expulsion hearing by the principal and the police will be notified (See MOU Memorandum of Understanding with the police, Appendix B). In addition, depending on the nature of the offense, it may be determined by the administration that the violator will not be permitted to attend future social or athletic events at the school.

Any student identified as violating the prohibition against drugs for a second time will be subject to an immediate suspension of ten * days from school, and will be subject to an expulsion hearing by the principal and the police will be notified (See MOU Memorandum of Understanding with the police, Appendix B). In addition, depending on the nature of the offense, it may be determined by the administration that the violator will not be permitted to attend future social or athletic events at the school. In the event of a second violation, the administrator may offer to defer a suspension or portion of a suspension if the student agrees to have a substance abuse evaluation. The expectation of such agreement is full compliance by the student with evaluation protocol. This will include the signing of release for information from all relevant contacts such as school counselor, outpatient counselor, doctor etc. This agreement also requires compliance with evaluation recommendations for treatment. The treatment plan and/or recommendations will be disclosed to the school.

*Though these are guidelines, suspension durations may vary due to the circumstances of the infraction.

Alcohol/Drugs for Co-curricular Activities - Additional

For students participating in a co-curricular activity (including but not limited to; clubs, theatrical performance, musical performance, student government or intramurals) the prohibition period for use, possession, distribution, purchasing, having consumed, or being under the influence of alcohol and/or drugs (controlled substances) includes the school year from the first official day of school to the last official day of school including weekends and vacations.

Minimum Penalties:

1st Offense-Removal from activity for four (4) weeks.

2nd Offense- Removal from position or activity for eight (8) weeks. If student on his/her own volition becomes a participant in an approved chemical dependency program or treatment program, student may be reinstated in position or activity after a minimum of four (4) weeks.

3rd and subsequent- Removal for eight weeks and hearing with the Principal, Dean of Student Life, and Dean of Student Support Services to determine if permanent removal from position or activity is warranted.

Students in leadership positions, including but not limited to: co-curricular activity, club, student government officers or captains additionally jeopardize their position if they violate the alcohol or drug (controlled substance) prohibition. An officer or captain who is disciplined or involved in an incident involving an alcohol/drug (controlled substance) violation at **ANY TIME, including summer vacation**, will lose his/her leadership position in addition to any other consequences.

Alcohol/Drugs for Athletics -- Additional

Newburyport High School is a member of the Massachusetts Interscholastic Athletic Association (MIAA). Newburyport Public Schools abides by MIAA regulations and imposes some additional and more stringent regulations upon our student athletes. The MIAA Handbook states: *"a student shall not, regardless of the quantity, use, consume, possess buy/sell, or give away any beverage containing alcohol, any type tobacco product; marijuana; steroids; or any controlled substance. This policy includes products such as "NA or near beer".*

"It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. This rule represents only a minimum standard upon which schools may develop more stringent requirements."

At Newburyport High School, the MIAA Chemical health policy is in effect for all athletes from the first day of tryouts for fall sports through the last official day of the school year. **It is the policy of the Newburyport Public Schools that any situation in which student athletes who are part of a group of minors, in or outside of school, in which alcohol or controlled substances are present, puts students in jeopardy and will cause the student athlete to be subject to school discipline, including but not limited to the loss of eligibility to participate in school athletics or the loss of leadership positions. As a result, students are strongly advised to immediately leave any situation in which alcohol or drugs (controlled substances) are present, even if they are not consuming them.**

If a violation occurs in the summer, the student will be ineligible to participate in the first game of his/her team in the fall season. If the student does not participate in a fall sport, he/she will be ineligible to participate in the first game of the next season of sport they participate in.

Any student participating in athletics that receives a suspension resulting from a violation of the NHS Chemical Health Policy rules must complete the athletic season in which he/she is serving the suspension, otherwise the suspension shall not be considered served.

Team captains and co-captains or other leadership positions jeopardize their position if they violate the alcohol or drug (controlled substance) prohibition. A captain, co-captain or other team leader who is disciplined or involved in an incident involving an alcohol/drug (controlled substance) violation at **ANY TIME, including summer vacation**, will lose his/her leadership position in addition to any other consequences. When the principal confirms that a chemical health violation occurred, that student will not be eligible for the captaincy or other leadership position in any sport for a period of one calendar year.

You may also refer to the memorandum of understanding (MOU) for details of the agreement between the school, the Newburyport Police Department and the District Attorney's Office with regard to alcohol/drug use and abuse. (Appendix B)

Penalties per MIAA Handbook

Minimum penalties (per MIAA Handbook)'

First violation:

When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 25% of all interscholastic contests in that sport. For the student, these penalties will be determined by the season the violation occurs. No exception is permitted for a student who becomes a participant in a treatment program. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation. All decimal part of an event will be truncated i. e. All fractional part of an event will be dropped when calculating the 25% of the season.

Second and subsequent violations:

When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 60% of all interscholastic contests in that sport. For the student, these penalties will be determined by the season the violation occurs. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 60% of the season.

If after the second or subsequent violations the student of his/her own volition becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events. The director or a counselor of a chemical dependency treatment center must issue such certification. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 40% of the season.

7. MIAA Good Citizen Rule (#63) – Students may not represent their school if they are on in-house or out-of-house disciplinary suspension. A suspended student is ineligible for practice or competition for at least the number of days (or partial days) equal to the number of days of the suspension.

The following rules are more particular to Newburyport High School (#s 8-17)

8. A student found in violation of the Chemical Health Rule above during the summer months will be ineligible for the next scheduled contest in which the student is a participant. (See *The Clipper's Compass*, the Student/Parent Handbook for Newburyport High School, for additional information)

9. A student is also subject to all other chemical health rule violations as it applies to school activities/programs/positions as defined in *The Clipper's Compass*. (See *The Clipper's Compass*, the Student/Parent Handbook for Newburyport High School, for additional information)

10. All team members are responsible for equipment issued to them (equipment will not be issued to athletes until the athletic activity fee has been paid). This equipment will be worn only as directed by the coach. Students will be assessed equipment damage or loss unless there are extenuating circumstances involved. Any items lost or misplaced must be reported to the coach immediately.

11. Student-athletes who arrive at school after 8:30 unexcused are not allowed participation in activities that day. An athlete may not participate in a practice or contest on a day when he/she has been dismissed from school due to illness.

12. Student-athletes absent from school or not present for at least four hours will not be allowed to participate in a scheduled practice or contest that day unless the student received prior approval from the administration. This regulation also extends to Saturday or holiday games on days following an absence.

13. All students must provide a fully completed "Parental Consent Form" prior to the first scheduled practice. Please be aware that injury is possible while participating in sports.

14. When traveling to away contests, students must be properly attired as designated by their coach and must use the means of transportation designated by the school. A parent may request to transport a son or daughter by giving a written request to the coach using the Transportation Release Form (located with Pat McBride in the main office).

15. Student behavior that brings undue notoriety or that reflects unfavorably upon the individual, team, or school, may result in suspension or dismissal from the team activities on the determination of the coach, Athletic Director, and ultimately the Principal.

16. The coach may suspend or remove a member of the team for inappropriate actions including, but not limited to:

- a. display of an attitude detrimental to the individual's best interests or the team's welfare.
- b. disrespect in word or action directed toward the coach, officials, members of an opposing team, or spectators.
- c. fighting or other incompatibility with team members or opponents.
- d. unexcused absences from scheduled practices/contests.

17. When school is in session, practice may not start until 3:10. High school athletes shall not enter the middle school gymnasium or fields until 3:10. A coach must be present when the team occupies the field or gymnasium.

Commonwealth of Massachusetts: Anti-Hazing Law

Chapter 269: Section 17. Hazing; organizing or participating; hazing defined

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment. The term “hazing” as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

Chapter 269: Section 18. Failure to report hazing

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

Chapter 269: Section 19. Copy of Secs. 17 to 19; issuance to students and student groups, teams and organizations; report

Each institution of secondary education and each public and private institution of post secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution’s compliance with this section’s requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated

student groups, teams or organizations shall not constitute evidence of the institution’s recognition or endorsement of said unaffiliated student groups, teams or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgement stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen. Each institution of secondary education and each public or private institution of post secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full time student in such institution a copy of this section and sections seventeen and eighteen. Each institution of secondary education and each public or private institution of post secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution’s policies to its students. The board of higher education and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.

ATHLETIC ACTIVITY FEE

It is the policy of the Newburyport School Committee to charge an athletic fee each season for a participant who becomes a member of a Newburyport High School team. The fee will be collected by the Athletic Department prior to the 1st practice at a date to be determined by the athletic department. The fee structure is as follows:

Tier A:	Grades 9 & 10	\$400	Tier A:	Football, Ice Hockey
Tier A:	Grades 11 & 12	\$465		
Tier B:	Grades 9 & 10	\$275	Tier B:	Baseball, Softball
Tier B:	Grades 11 & 12	\$340		Lacrosse
Tier C:	Grades 9 & 10	\$225	Tier C:	Soccer, Field Hockey
Tier C:	Grades 11 & 12	\$290		Basketball
Tier D:	Grades 9 & 10	\$200	Tier D:	Tennis, Track
Tier D:	Grades 11 & 12	\$265		Cross Country, Cheer
				Golf

Note: Family maximum for 2010-2011 is \$1300

The athletic fee must be paid before the start of the first day of practice. The fee should be made payable to the “*Newburyport Athletic Department*”. There shall be no refund under the following circumstances:

- a. The athlete is dismissed from the team due to disciplinary problems.
- b. An athlete is dismissed from a team due to scholastic deficiencies.
- c. An athlete quits a team.

Students will be reimbursed in the full amount if they are cut from a team or decide to leave a team before the 1st scheduled contest is played.

If an athlete is injured before half of the contests have been played in that particular sport and cannot participate for the remainder of the season, the athletic fee will be refunded.

*** The payment of the athletic fee allows the student-athlete the privilege of participating on the Newburyport High School athletic team. It does not guarantee that the student-athlete will play in each contest.

NOTICE OF NO SCHOOL NURSE ON DUTY (May 19, 2008)

There is no school nurse available during before-school and after-school programs and organized activities (e.g. sports, clubs). If an emergency arises (and the trainer is not available for student-athletes), staff will activate the emergency medical system and the student will be transported to the nearest hospital. Note that after-school personnel cannot deliver medical procedures or obtain or administer medications. Students with special health needs are encouraged to carry necessary items (e.g. inhalers, EpiPens) during these times. If your child requires specific assistance during and after school event please contact your child’s school nurse for guidance.

CONCUSSIONS

A concussion is a brain injury that is caused by a bump, blow, or jolt to the head or body. All concussions are serious. Most concussions occur without loss of consciousness. Concussions can occur in any sport or recreational activity. You can't see a concussion. Recognition and proper response to concussions when they first occur can help prevent further injury or even death.

MIAA RULE #56.4: Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not play until cleared by an appropriate health-care professional.

SIGNS

Appears Dazed or stunned
Is confused about assignment or position
Forgets an instruction
Is unsure of game, score or opponent
Moves clumsily
Answers questions slowly
Loses consciousness
Shows mood, behavior changes
Can't recall events prior to the hit or fall
Can't recall events after the hit or fall

SYMPTOMS

Headache or "pressure" in head
Nausea or vomiting
Balance problems or dizziness
Double or blurry vision
Sensitivity to light
Sensitivity to noise
Feeling sluggish, hazy, or groggy
Concentration or memory problems
Confusion
Just "not feeling right"

If your teen reports one or more symptoms of concussion listed above, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away. Tell all of your teen's coaches and school nurse about ANY concussion.

The Newburyport Public Schools is committed to the health and safety of our students and is committed to raising awareness about the signs and symptoms of concussions by implementing the following:

- Training coaches through seminars, online courses and resources provided by the CDC and NFHS.
- Educating student-athletes and their parents by providing access to online courses, videos, presentations, and materials provided by the CDC and NFHS.
- Informing faculty members about the signs and symptoms of concussions through literature provided by the CDC and NFHS.
- Raising awareness throughout the school system by hanging posters in visible areas of all schools.
- Collecting required data from parents at the start of each season which provides the history (if any) of past concussions suffered by the athlete.

NHS Athletics 4-Step Action Plan for concussions

- 1) **Remove the athlete from play.** Look for signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head or body. When in doubt, keep the athlete out of play.
- 2) **Ensure that the athlete is evaluated by a health care professional experienced in evaluating for concussion.** Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after an injury:
 - Cause of the injury and force of the hit or blow to the head or body
 - Any loss of consciousness, and if so, for how long
 - Any memory loss immediately following the injury
 - Any seizures immediately following the injury
 - Number of previous concussions, if any
- 3) **Inform the athlete's parents or guardians about the possible concussion and give them the fact sheet on concussion.** Make sure that they know the athlete should be seen by a health care professional experienced in evaluating for concussion.
- 4) **Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating concussion, says they are symptom-free and it's ok to return to play.** A repeat concussion that occurs before the brain recovers from the first-usually within a short period of time (hours, days, or weeks)-can slow recovery or increase likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage, and even death.

CHOOSING OF CAPTAINS

Before the start of the season (any time from the last day of the previous season up to the 1st scheduled contest of the next season), students on the varsity team may vote for captains. All players are eligible to be a captain (regardless of class). It is the responsibility of the coach (es) to conduct the voting in an appropriate manner and collect the votes by team members. Coaches must explain the process in detail, including, but not limited to, how many votes each student has, whether or not a student may vote for himself, and whether or not the vote is binding or non-binding. Coaches will list the voting procedures at the top of each student's ballot. Coaches shall give the ballots to the Athletic Director after the voting and appointment is completed.

- a. A player who has been suspended for a Chemical Health Rule Violation will be ineligible for one calendar year from the date of the infraction.
- b. A student who is academically ineligible is not allowed to be a captain of a team during the period in which the student is ineligible.
- c. A captain is elected for one season.
- d. Special circumstances may dictate that a team does not have a captain for the season.
- e. The coach will have the final say in determining who the captain(s) will be for the upcoming season.
- f. The coach may remove a captain at any time for conduct which consistently displays a lack of leadership.

THE CASE FOR SPORTSMANSHIP

The ideals of good sportsmanship, ethical behavior, and integrity should permeate all interscholastic athletics in our community. In perception and practice, good sportsmanship shall be defined as those qualities of behavior which are characterized by generosity and genuine concern for others. Our athletic fields should be the laboratory to produce good citizens reflecting “fair play” in every area of life.

Expectations for Parent, Guests, and Other Fans

- Game attendance is a privilege and not a license to verbally assault others or to be obnoxious.
- Respect the entire playing of the National Anthem.
- Respect decisions made by contest officials.
- Be an exemplary role model by positively supporting teams in every manner possible.
- Become aware of the purpose of the league and rules to keep winning in its proper place.
- Respect fans, coaches, and participants.
- Be a fan...not a fanatic.
- Recognize outstanding performances on either side of the playing field.

Suggested positive Behavioral Guides

- Applaud during introduction of players, coaches, and officials.
- Accept all decisions by officials.
- Handshakes between participants and coaches at the end of a contest, regardless of the outcome.
- Treat competition as a game, not a war.
- Search out opposing participants to recognize them for outstanding performance of coaching.
- Applaud at the end of a contest for performances of all participants.
- Demonstrate concern for an injured player, regardless of the team.
- Encourage supporting people to display only sportsmanlike conduct.

Unacceptable Behavior

- Yelling or negative chanting or gestures toward an opponent.
- Booming or heckling an official’s decision.
- Criticizing officials in any way; displays of temper with an official’s call.
- Taunting or trash talk.
- Refusing to shake hands or give recognition for good performances.
- Blaming loss of game on officials, coaches, or participants.
- Laughing or name calling to distract an opponent.
- Using profanity or displays of anger that draws attention away from the game.

Athletic Department Problem-Solving Procedures

This problem solving procedure has been established for the purpose of providing a mechanism to resolve conflicts which may arise in any interscholastic sport at Newburyport High School. This procedure is to be utilized by parents/guardians.

- Communication chain that must be followed for parents to resolve issues:
Please contact, in order, as needed:
 - 1) Coach
 - 2) Athletic Director
 - 3) Dean of Students or Principal
 - 4) Superintendent

* If the conflict cannot be resolved at each level, then the proper chain of command would be followed. It is strongly recommended that the student-athlete communicate with the coach first before the chain of command process begins. Often times issues get resolved at this level, and important lessons can be learned when the lines of communication between the athlete and coach are open.

It is to be clearly understood that the purpose of this procedure is to provide for resolution of disagreements. It does not exist for the purpose of reaffirming decisions already made at previous levels. As the problem-solving process moves through the steps, the administrator has the authority to overturn decisions that were made at previous levels of the problem-solving process.

23. BULLYING

Bullying can occur at any age or grade. It is the repeated threat of physical or emotional harm by one student to another. Like harassment, it is determined by the perception of the victim, and/or not just the individual or group action. Bullying may also be reported by third party observers. Students who are bullied for sustained periods of time, without intervention, can suffer low self-esteem, isolation, and depression. Children need to learn to recognize the signs of bullying, and then learn ways to resist (refuse) the threats. Teaching students to report bullying to the trusted adults in the school is the most critical step. All students need to know that their concerns will be heard and actions taken. When a victim or a bystander reports bullying to an adult, that person must immediately contact the Principal or designee (Dean of Student Life, Dean of Student Support or Student Support Counselor).

1. Intervention Procedure for Bullying Behaviors

Once a bullying incident is reported and a referral submitted students involved will have the opportunity to separately participate in behavioral coaching. Interventions for more serious behaviors may proceed directly to Step 4 or 5 if it is determined, by a school administrator, to be necessary. Interventions will result as follows:

Step One: Warning

A staff member may re-direct or re-teach the rule with which a student is having difficulty, and coach the student on specific strategies to avoid bullying behavior in the future. Report form is completed. Parents are notified at teacher/staff member's discretion. Depending upon the severity of the offense, the student may be referred directly to the Assistant Principal/Principal.

Step Two: Intervention by Teacher/Faculty Member or Administrator

Meetings/conferences are held with student(s) involved (coaching). School expectations and rules regarding bullying are reviewed with bullying student. Parent is notified. Report form is completed. Student is informed of Steps 3-5. Interventions are applied consistent with level of severity of the bullying behavior.

Step Three: Initial Intervention with Assistant Principal/Principal

A conference is held with student(s) involved. Parent is notified and contract is created, which is signed by parent(s) and student. Student is informed of Steps 4 & 5. Interventions are applied consistent with level of severity of the bullying behavior.

Step Four: Intervention with Assistant Principal/Principal for Repeated Offenses

One day suspension is issued. Student calls parent with Assistant Principal/Principal. Student is informed of Step 5. Interventions are applied consistent with level of severity of the bullying behavior.

Step Five: Crisis Intervention Response with Assistant Principal/Principal and/or other staff

Parent is required to pick up student and remove from school. Short-term suspension, long-term suspension, or expulsion required.

**Retaliation against a reporter will result in immediate Level Two or Level Three Intervention.*

***All Level Three behaviors should be referred to administration even without prior warnings or steps in the process.*

Hierarchy of Bullying Behaviors and their Possible Interventions

Definition of Bullying: Bullying is unfair and one-sided; it involves an imbalance of power. It happens when someone is repeatedly hurting, frightening, threatening or leaving someone out on purpose. Like harassment, bullying situations take into account the perception of the victim and not just the individual or group action.

Please note that any of the interventions may be enacted. Depending upon the severity or frequency of the behavior, a Level One offense may arise to that of a Level Two intervention and a Level Two offense may arise to that of a Level Three intervention.

Level One Bullying Behaviors

Gossiping/Spreading Rumors
Embarrassing someone on purpose
Name-calling/Put Downs
Dirty Looks
Teasing in a hurtful way
Saying something hurtful

Excluding from a group /leaving out someone on purpose
a) move seat
b) adjust schedule

Level One: Possible Interventions

1. Apology/making amends by repairing, cleaning, replacing, etc.
2. Loss of privileges
3. Parent Notification
4. Develop a behavior plan
5. Make an environmental change
 - a. move seat
 - b. adjust schedule
6. Peer Mediation
7. Warning
8. Teacher detention issued

A pattern of Level 1 offenses may result in interventions for Level 2 offenses and referral for additional intervention services.

This is not an all inclusive list

Level Two Bullying Behaviors

Threatening to take or destroy a possession
Taking or destroying a possession
Making verbal threats to harm or intimidate
Coercively encouraging others to exclude reject or isolate someone
Coercively encouraging others to spread rumors

Verbal Threatening and/or Using force to get someone to act unsafely
Retaliation against someone reporting bullying
Teasing in a racial/sexual manner
Humiliating someone publicly

Level Two Possible Interventions

1. Loss of privileges
2. Making amends by repairing, cleaning, replacing, etc.
3. Peer Mediation
4. Student Behavior Plan / Counseling Intervention
5. Office detention issued
6. Saturday School/ISS
7. Out-of-school suspension

This is not an all inclusive list

Level Three Bullying Behaviors

Verbal threats of aggression against property or possessions
Stealing or damaging another person's property/extortion
Verbal threats of violence or of inflicting bodily harm
Physical violence/inflicting bodily harm
Retaliation
Threatening with a weapon
Maliciously excluding
Manipulating social order to achieve rejection
Malicious rumor mongering
Threatening with total isolation by peer group
Threats of using coercion against family or friends
Coercion
Racial/Sexual Harassment

Level Three Possible Interventions

1. Student Behavior plan
2. Saturday School/ISS
3. Out-of-school suspension
4. Expulsion from school or school district

*Criminal behavior will be referred to law enforcement under Newburyport High School and Newburyport Police department memorandum of understanding
This is not an all inclusive list*

Transportation Exception for Athlete Travel



Note: This form must be on file in the Athletic Office no later than noon on the day requested for this special permission. The parent **MUST** complete and sign this form first. The coach then signs the form followed lastly by the Athletic Director.

Name of Student: _____

Name of Team: _____

Date(s) of Travel: _____

Name of Adult Driver: _____

For Traveling: To _____ From _____ Both Ways _____

Reason for special transportation request:

I give permission to permit the above student to be driven by the listed adult of my choosing for the event listed above. I am responsible for this transportation arrangement and hereby release the Newburyport School District from all liability for any adverse results that may occur.

Signature of Parent/Guardian (1st Signature): _____

Signature of Coach (2nd Signature): _____

Signature of A.D. (Final Signature): _____

NEWBURYPORT PUBLIC SCHOOLS ATHLETIC PARENTAL CONSENT
RELEASE FROM LIABILITY & INDEMNITY AGREEMENT

Newburyport High School Year 2010 - 2011

We the undersigned father and mother or guardian(s) of _____ a minor, do hereby consent to his/her participation in voluntary athletic programs and do forever RELEASE, acquit, discharge, and covenant to hold harmless the City of Newburyport, a municipal corporation of the State of Massachusetts, and its successors, departments, officers, employees, servants, expenses and compensation on account of, or in any way growing out of directly or indirectly, all known personal injuries or property damages which we/I may now or hereafter have as the parent(s) or guardian(s) of said minor, and also all claims or right of action for damages which said minor has or hereafter may acquire either before or after he/she has reached his/her majority resulting or to result from his/her participation in the Newburyport Public Schools Athletic/Physical Education Department's programs: FURTHERMORE, we/I hereby agree to protect the City of Newburyport and its successors, departments, officers, employees, servants and agents, against any claims for damages, compensation or otherwise on the part of said minor growing out of or resulting from injury to said minor in connection with his/her participation in the Newburyport Public Schools Athletic Departments voluntary programs, and to INDEMNIFY, reimburse or make good to the City of Newburyport or its successors, departments, officers, employees, servants and agents any loss or damages or costs, including attorney's fees, the City or its representatives may have to pay if any litigation arises from said minors intentional, grossly negligent, or reckless acts or omissions while participating in said sports programs. When, for my son or daughter, the attending physician who is a member of the hospital recommends medical care and treatment, including minor surgical procedure, I give permission for the carrying out of such treatment.

The undersigned hereby authorizes Newburyport High School as our agent to give consent to surgical or medical treatment by any licensed physician or hospital in the state of Massachusetts for said child when such treatment is deemed necessary by such physicians and we cannot be reached within a reasonable length of time.

In addition, the student-athlete agrees to abide by all MIAA rules (as outlined in the MIAA Handbook which is available at www.miaa.net) and Newburyport High School rules (as outlined in the *Clipper's Compass*), while paying particular attention to the *Chemical Health Rule*. By signing this form the parent acknowledges receipt of the Newburyport High School Department of Athletics Handbook for Students/Parents which is also available on our web site.

Student Name _____ Grade _____ Date of Birth _____

Home Address _____

Parent/Guardian _____ Phone _____

E-MAIL _____

Emergency Contact _____ Phone _____

Physician _____ Phone _____

- Medications _____
- Allergies _____
- Medical History _____

As part of the new concussion law in MA, parents MUST provide documentation of any prior head injuries/concussions suffered by their child PRIOR to each season in which he/she is a participant. By signing this form the parent agrees to provide such documentation to the Athletic Department before the beginning of each season.

Parent/Guardian Signature

Date

