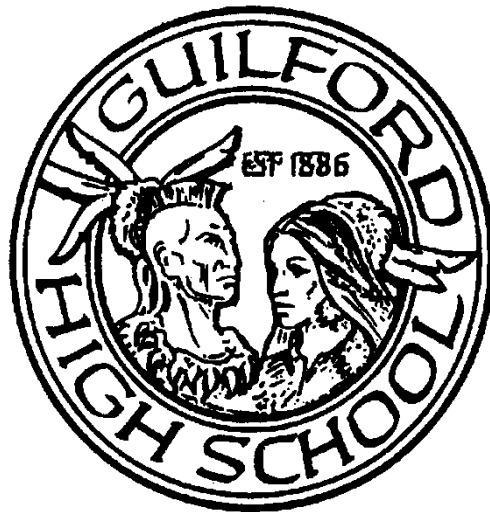


GUILFORD PUBLIC SCHOOLS

Our mission is to foster excellence in a respectful and challenging academic environment that leads to a life long passion for learning and the realization of each individuals highest potential for success in life.



STUDENT-ATHLETE AND PARENT HANDBOOK

2011-2012

Revised 9/11

Compliance Notice:

The Guilford Board of Education does not discriminate on the basis of race, color, religion, marital status, national/ethnic origin, age, sex, sexual orientation, or disability in its programs, activities, and employment practices. The following individuals are coordinators for Titles VI (race/origin in education), VII (employment rights), IX (sex in education/employment), and Section 504 (disabilities in education/employment):

Titles VI, VII, IX	Dr. E. Anne Keene	453-8216
Section 504	Dr. Patricia Free Brett	453-0128

GUILFORD ATHLETIC DEPARTMENT

Dear Parents and Student-Athletes

The contents of this handbook are reviewed yearly and are the result of many hours of discussion by coaches, parents, student-athletes, and administrators in an effort to improve our athletic program. We have tried to address many of the questions that are often asked, and have organized them in this handbook so everyone involved will have a constant source of information. It is important that parents and student-athletes carefully read and discuss this information.

The Student-Athletic and Parent Handbook is a portion of a more complete handbook of Guilford Athletics including philosophy, goals, staff responsibilities, and miscellaneous information for coaches. This handbook is available to anyone upon request.

I hope this handbook is helpful and I extend my best wishes to all student-athletes for a successful athletic and academic year.

Sincerely,

Jake Jarvis
Athletic Director

Revisions / additions to note in this handbook:

➤ **Revision: EXPECTATIONS OF A STUDENT-ATHLETE - #3 School Conduct**

page 5

INDIAN PRIDE

Guilford High School is proud of its heritage and its friendly relations with the Native Americans that inhabited the land we now call Guilford. To demonstrate this pride, Guilford High School began to use Indian names and symbols for its yearbooks and athletic teams during the 1940's. We believe it is our obligation as an educational institution to inform our public about the history of our community and the role the Native American played. The use of the Indian symbol is meant to serve as a reminder of our past and should be held in the highest regard at all times.

To help fulfill our commitment to educate our community, the following biographical sketches were written by Mr. Carl Balestracci.

SHAUMPISHUH

When the Puritans from England arrived in this land in 1639, it was called Menuncatuck by the natives.

The leader or Sachem of these natives was Shaumpishuh, sister of Momaugin and niece of Quosoquonsh, Sachem of Totoket. They were all members of Quinnipiack Tribe.

It was with the Shaumpishuh that the Rev. Henry Whitfield and his small band of Puritans negotiated the terms of the treaty of cession and sale of the land which the English named Guilford.

This land was bounded on the east by Kuttawoo, the East River and on the west by Oiockcommock, the Stony Creek.

UNCAS

Uncas, chief of the Mohegans, came to the Connecticut Valley from his native New York several years before the English arrived. His father had arranged a treaty-marriage with Sebequanash the daughter of Sassacus, Sachem of the mighty Pequots. Uncas, as part of this marriage, was made Sachem of all the lands between Kuttawoo, the East River and Tushishoagg, the Hammonasset River. These lands included the Island later called Falcon Island by the English.

Uncas later allied himself and his small band of Connecticut Mohegans with the English in wars against the Pequots.

In 1641 the Rev. Mr. Whitfield negotiated the purchase of these lands from Uncas. He remained a friend and ally of the English until his peaceful death in 1683.

James Fennimore Cooper, during his years as a student at Yale, learned of the many brave feats of this great warrior-Sachem and immortalized him as an American legend in his novel Uncas Last of the Mohegans.

**GUILFORD PUBLIC SCHOOL
STUDENT-ATHLETE AND PARENT HANDBOOK
TABLE OF CONTENTS**

GENERAL INFORMATION

AFFILIATIONS.....	2
ATHLETIC DIRECTORY INFORMATION	2
GENERAL REQUIREMENTS.....	2
GOALS.....	1
MISSION STATEMENT	1
PHILOSOPHY	1
PROGRAM OFFERINGS	2

PARTICIPATION REQUIREMENTS

ELIGIBILITY.....	3
PARENTAL PERMISSION	4
PHYSICAL EXAMINATION	4
IMPACT TEST	4

EXPECTATIONS OF A STUDENT-ATHLETE

ACADEMIC RESPONSIBILITIES	5
ATHLETIC EQUIPMENT	6
ATTENDANCE.....	5
BUS CONDUCT.....	6
CAPTAINS	7
DEFINITION OF A STUDENT-ATHLETE	5
DRESS.....	6
DROPPING OFF OF A TEAM.....	5
INJURIES.....	7
PLAYER EJECTION RULE	7
SCHOOL CONDUCT	5
SPORTSMANSHIP AND PLAYER CONDUCT	6

STUDENT CONDUCT

STANDARD OF CONDUCT (Board of Education Regulation).....	8
CIAC SUBSTANCE ABUSE POLICY	11

ATHLETIC AWARDS

ATHLETES OF THE MONTH	12
GENERAL REQUIREMENTS.....	12
HIGH SCHOOL AWARDS.....	12
SCHOLAR ATHLETE AWARDS.....	13
SIDELINERS SENIOR AWARDS PROGRAM.....	12
SPECIFIC VARSITY AWARD REQUIREMENTS	12
SPORTSMANSHIP AWARD.....	13

MISCELLANEOUS

BOOSTER ACTIVITIES.....	15
CAPTAIN'S PRACTICES.....	16
CUTS.....	16
CIAC REGULATIONS.....	17
DIRECTIONS.....	17
GUARDIAN ANGELS.....	17
HARASSMENT/HAZING/BULLYING.....	17
HOME SCHOOLED STUDENTS.....	18
INCLEMENT WEATHER.....	14
INSURANCE.....	15
NCAA ELIGIBILITY CENTER.....	17
ONE PERSON TEAM.....	18
OUTSIDE TEAMS.....	15
OUT OF SEASON PROGRAMS.....	15
PARENT AND SPECTATOR CONDUCT AT CONTESTS.....	18
PARENTS ATTENDING PRACTICES.....	18
PARENTAL CONCERNS.....	17
PHYSICAL EDUCATION - MEDICAL EXCUSE.....	17
PLAYING TIME.....	16
RELIGIOUS HOLIDAYS.....	14
ROAD RUNNING.....	14
SENIOR NIGHTS.....	18
SMOKE FREE ENVIRONMENT.....	17
SPORTS SPECIALIZATION.....	15
STATE OR NATIONAL HOLIDAYS.....	14
SUNDAY FOOTBALL GAMES.....	16
SUNDAY PRACTICES.....	14
TEAM SOCIAL FUNCTIONS.....	16
TRANSPORTATION.....	14
TRANSFERRING TO ANOTHER SPORT.....	15
VACATIONS.....	17
WEB SITE.....	18

GUILFORD PUBLIC SCHOOLS STUDENT-ATHLETE/PARENT HANDBOOK

GENERAL INFORMATION

MISSION STATEMENT:

Striving to enhance learning, foster positive character development and encourage good sportsmanship through success in highly competitive interscholastic athletic competition while maintaining a safe, healthy environment for all.

1. PHILOSOPHY

The Guilford Public Schools believe that the opportunity for participation in a wide variety of athletic activities is a vital part of the student-athlete's educational experience. Such participation is a privilege that carries with it responsibilities to the academics and to the total school environment. A properly controlled, well-organized sports program meets the student-athlete's needs for self-expression, mental alertness, and physical and emotional well being while developing positive moral and social values. It is our hope to maintain a program that is sound in purpose, dedicated to excellence, highly competitive and will further each student-athlete's educational maturity.

2. GOALS

The interscholastic athletic program contributes much to the total education of the student-athlete who participates. The program aims to:

- Assist each student-athlete in developing and maintaining a sound, healthy mind and body.
- Provide the student-athlete an opportunity to develop the skills needed to excel in the sport or sports of his/her choice.
- Provide an environment for the student-athlete to learn and practice self-discipline, cooperation, sportsmanship, commitment, dedication, and appreciation for the abilities of others.
- Provide healthy environments that promote good health habits and attitudes.
- Encourage the student-athlete to recognize the importance of good scholarship.
- Provide a positive environment for competition.
- Assist in developing school spirit and loyalty.
- Encourage good school and community citizenship.
- Instill in each student-athlete the desire to put forth his/her best efforts.
- Encourage the enjoyment of athletic participation.
- Provide a means for the understanding of competition and the components under which it thrives for the individual and our society.
- We do not always win, but we succeed when we continually strive to do so. We can learn to accept defeat only by striving to win with earnest dedication.
- Provide opportunities for teamwork, togetherness, friendship and group interaction with teammates, opponents and other members of the student body and faculty.
- Develop within participants an understanding of athletics as a privilege within the school structure. With that privilege comes a series of responsibilities that one must expect and meet.
- Provide an opportunity for participants to place group or team needs above self-interests.
- Foster athlete development through sub-varsity programs that promote participation.
- Develop highly competitive varsity teams that strive to win within the guidelines of Guilford's Philosophy and other goals.

3. GENERAL REQUIREMENTS

Any student will be allowed to participate in the athletic program provided he/she meets the eligibility requirements established by the CIAC (Connecticut Interscholastic Athletic Conference) and the Guilford Board of Education, submits evidence of a yearly physical examination and submits a completed parental permission form. In addition the athlete must complete a computerized baseline test that will be used to help determine when an athlete may return to play following a head injury. An appointment for this test must be made with the Athletic Department secretary

4. PROGRAM OFFERINGS

4.1 HIGH SCHOOL

- Fall: football, boys soccer, girls soccer, field hockey, girls volleyball, boys cross country, girls cross country, cheering.
- Winter: boys basketball, girls basketball, wrestling, boys ice hockey, girls ice hockey, track, fencing, cheering, skiing
- Spring: baseball, softball, boys track, girls track, golf, boys tennis, girls tennis, boys lacrosse, girls lacrosse, boys crew, girls crew.

4.2 MIDDLE SCHOOL

- Fall: field hockey, boys soccer, girls soccer, cheering, cross country, girls volleyball
- Winter: boys basketball, girls basketball, wrestling, cheering
- Spring: baseball, softball.

5. ATHLETIC DIRECTORY INFORMATION

School Telephone-453-2741
Jake Jarvis, Athletic Director
Lecia Scranton, Athletic Department Secretary
Trainer, Mike Eldridge
Carol Ott-School Nurse
Sports Hot Line 453-2741 menu item 5 then 1 for updates on game schedules.
Web Site-www.guilford.k12.ct.us
CIAC Web Site-www.casciac.org
Southern Connecticut Conference-www.southernconnecticutconference.org

6. AFFILIATIONS

1.1 National - the National Federation of State High School Associations is the national governing body of high school sports. It is this organization that provides the rules for all sports, professional development for all involved with interscholastic athletics and other organizational functions.

1.2 State - the Connecticut Interscholastic Athletic Conference (CIAC) governs most high school sports in the state of Connecticut and is responsible for all state tournament competition. The CIAC is a branch of the Connecticut Association of Schools.

1.3 League

1.31 - Southern Connecticut Conference-Guilford is a Charter member of the Southern Connecticut Conference (SCC).

1.32 - This league establishes schedules for all schools within the league for each level of competition. It provides recognition programs for the outstanding players and teams in the league. It also performs other organizational functions to ensure better athletic programs for all schools involved.

1.33 - Conferences Schools-Other member schools include:

Amity of Woodbridge, Career of New Haven, Cheshire, Lyman Hall of Wallingford, Sheehan of Wallingford, Shelton, Fairfield Prep (Boys Only), Hamden,

Notre Dame of West Haven (Boys Only), Sacred Heart of Hamden (Girls Only), West Haven, Wilbur Cross of New Haven, Xavier of Middletown (Boys Only), Mercy of Middletown (Girls Only), Branford, East Haven, Guilford, Hand of Madison, Hillhouse of New Haven, North Haven, Jonathan Law of Milford, Joseph Foran of Milford.

PARTICIPATION REQUIREMENTS

1. ELIGIBILITY

1.1 High School Academic Eligibility

A student-athlete must have an appropriate academic schedule as determined by the guidance department and administration. To be eligible for fall sports he/she must have received credit toward graduation in at least five units of work by the close of the preceding school year. To be eligible for winter and spring sports, the student-athlete must have passed five units of work the preceding quarter. Lab Assistants and Teaching Assistants do not count toward eligibility requirements unless they receive credit toward graduation.

1.2 CIAC Eligibility - a student-athlete is NOT ELIGIBLE:

- If he/she is 20 years of age before July 1.
- If he/she is in grade 10, 11, or 12 and has changed schools without a change of legal residence.
- If he/she has attended a high school for more than eight consecutive semesters beginning from the first date of enrollment in high school.
- If he/she plays or practices with an outside team in the same sport while a member of the school team after the first scheduled game in any season.
- If he/she plays under an assumed name on an outside team. If he/she receives personal economic gain for participation in any CIAC sport.
- **For complete eligibility regulations go to www.casciac.org.**

1.3 Determination of Eligibility

Academic eligibility will be determined prior to the first team practice for fall sports. For winter and spring sports a student-athlete will become eligible or ineligible on the day report cards are issued, or within ten school days of the end of the previous marking period (whichever comes first).

1.4 Incomplete Grades

A student-athlete who becomes academically ineligible due to an incomplete grade(s), has ten school days from the date eligibility is determined to make up the work and receive a passing grade. The student-athlete cannot participate in any contests until he/she becomes eligible. (See 1.5 below)

1.5 Academically Ineligible Student-Athletes

An academically ineligible student-athlete may be allowed to participate in team practices provided there is agreement between the student-athlete, his/her parents, the head coach, the student-athlete's guidance counselor and the administration. The student-athlete's grades will be monitored on a regular basis and appropriate academic progress must be maintained to allow the student-athlete to continue to attend practices. The student-athlete cannot be in uniform or participate in any contests according to CIAC regulations.

1.6 Double Period Classes (AP Science Courses)

For athletic eligibility purposes, a double period class will count as two grades. A student-athlete who fails a double period class could jeopardize their academic eligibility.

2. PHYSICAL EXAMINATION

2.1 Participation in Interscholastic Athletics

- A current physical examination form must be on file with the school nurse in order to participate.
- The examination expires 13 months from the date of the examination.
- When the physical examination expires the student-athlete is athletically ineligible to practice and/or compete.
- Student-Athletes and their parents are responsible for knowing the expiration date of their physical.

*****Note:** A new state blue form, revised 4/2010, can now be used for both mandated 10th grade physicals and sports physicals. This form is available in the nurse's office, the main office or online at:

http://www.guilford.k12.ct.us/~ghs/athletics/documents/HealthAssessmentRecord3_2010revised.pdf

2.2 Participation in Conditioning Programs

- Conditioning programs organized and supervised by the coaching staff must adhere to the physical examination requirements stated in the previous section and the parental permission requirements listed below. Participation in any conditioning program is optional for the student-athlete.

3. PARENTAL PERMISSION

Prior to the first practice each candidate must submit to the school nurse a completed parental permission form. This form will consist of the following:

- Acknowledgment by both the candidate and his/her parents or guardian that he/she has read, understands and agrees to adhere to the regulations included in this athletic handbook.
- Acknowledgment that he/she understands that participation in the athletic program creates risks of injury normally associated with vigorous physical activity.
- Emergency medical information that will be carried by each coach to all practices and contests.

4. ImPACT TESTING

ImPACT (Immediate Post Concussion Assessment and Cognitive Testing) is required of each student-athlete in order to participate in our athletic program. It will be used as a baseline assessment by our trainer and the student's family doctor to determine when it is safe to return to play following a head injury. The test takes 20 minutes and must be taken on a school computer. Students must have a computer authorization number to take the test. Appointments to take the test must be made with the athletic secretary.

****Important Note****

****Important Note****

The physical examination form, the parental permission form and ImPACT testing information must be submitted to the school nurse and approved by her before student-athletes can begin to participate in practices or games.

EXPECTATIONS OF A STUDENT-ATHLETE

1. DEFINITION OF A STUDENT-ATHLETE

A student is considered a student-athlete **AT ALL TIMES** between the first practice and the last competition whether he/she is in school or out of school.

2. ATTENDANCE

2.1 School

- All student-athletes will adhere to the attendance policy established by the Guilford Board of Education as explained in the Student-Parent Handbook of Guilford High School.
- No high school student-athlete will be admitted to school after 9:10 a.m. unless the tardiness is approved by the administration.
- A student-athlete **WILL NOT** be allowed to attend or participate in a practice or contest the day he/she is absent from school unless he/she has received prior approval from the school administration.
- A student-athlete who leaves school early due to illness will not be allowed to attend or participate in a practice or contest that day without prior administrative approval.

2.2 Practices and Contests

- Student-athletes are expected to attend all games and practices, even those scheduled during vacation periods. Student-athletes who miss one or more contests for an unapproved reason will not be allowed to play in as many contests as they missed when they return. If the absence is during a school vacation then a maximum of two contests will be missed upon their return. Approved absences may include: family emergencies, family weddings, illnesses, injuries, and religious holidays or with the coach's and athletic director's permission. Note: Vacation begins at the end of the school day and ends the day school resumes.

3. SCHOOL CONDUCT

- Student-athletes are expected to treat other members of the school community with proper respect and to take pride in maintaining the quality of the facilities and equipment available to them.
- If school discipline is necessary, that discipline takes precedence over any practices or contests.
- Any student-athlete who is suspended from school will not be allowed to participate with the team in any way for the duration of the suspension. If a student-athlete is assigned an in-school suspension, the student-athlete is prohibited from practicing or playing in an athletic event until the in-school suspension is completed at the end of the school day (2:08pm).
- If a student-athlete is suspended from school prior to a school vacation and the suspension continues after vacation then, he/she will not be allowed to participate for the duration of the suspension, which includes the vacation period.

4. ACADEMIC RESPONSIBILITIES

The student-athlete is expected to maintain the best academic standing that he/she is capable of attaining. Academic responsibilities will take precedence over athletics.

5. DROPPING OFF OF A TEAM

Student-athletes who decide to drop off of a team must communicate this to the coach. Any equipment issued to the student-athlete must be returned within one week.

6. ATHLETIC EQUIPMENT

- The student-athlete is responsible for the equipment that is issued to him/her. Any lost or destroyed equipment will be paid for by the student-athlete before he/she can participate in another athletic activity.
- Care must be taken when clothing is washed and dried to assure longevity.
- The student-athlete is expected to return any equipment issued to him/her within one week of the conclusion of the season.
- Athletic equipment is to be used only for team activities.
- Personal use of the equipment is not allowed.

7. DRESS

As a representative of the Town of Guilford, the student-athlete will dress appropriately at all contests and wear the school uniform with pride and dignity.

8. BUS CONDUCT

The safety of the passengers on a bus trip is of primary importance, and all student-athletes will adhere to the following rules while on a bus trip:

- All passengers must use only the front door while loading and unloading.
- When the bus is in motion all passengers must be seated.
- Noise must be kept to a minimum.
- Hands, arms, etc. must remain inside the bus at all times.
- Objects are not to be thrown from the bus.
- In addition, the team is responsible for the condition of the bus after a trip and must leave the bus as clean as it was at the beginning of the trip and not damaged in any way.

9. SPORTSMANSHIP AND PLAYER CONDUCT

One of the most crucial factors contributing to the reputation of any school is the manner in which the students, spectators, players and coaches present themselves at athletic events. It is expected that every one involved will adhere to the following Code of Sportsmanship for Guilford Athletics:

- Show respect for the opponent at all times. Derogatory comments, cheers, signs or gestures directed toward the opposing players, coaches, cheerleaders, spectators or officials will not be tolerated.
- Know, understand and appreciate the rules of the contest. A familiarity with the current rules of the game and the recognition of their necessity for a fair contest is essential. Good sportsmanship implies the willingness to accept and abide by the decisions of the officials.
- Maintain self-control at all times. A prerequisite of good sportsmanship requires one to understand his or her own bias or prejudice and the ability to prevent the desire to win from overcoming rational behavior.
- Recognize and appreciate skill in performance regardless of affiliation. The ability to recognize quality in performance and willingness to acknowledge it without regard to team membership is one of the most highly commendable gestures of good sportsmanship.
- Do not interfere with the game. Objects thrown onto the playing area can cause injury and do interfere with the game. Unauthorized noisemakers can also interfere with the contest. For good sportsmanship to become a reality, it is each individual's responsibility to demonstrate the appropriate behavior and encourage his/her peers to do the same.

10. PLAYER EJECTION RULE

- Any student-athlete who is ejected from any contest will not be allowed to participate in any contest until he/she has been withheld from the next contest at that same level of play. The Athletic Director must be informed of all ejections within twenty four (24) hours.
- Any Student-athlete leaving the team bench area during an on-field altercation may be suspended for the next game whether or not he/she is ejected by a game official.

11. INJURIES

Injuries will occur in any athletic program. Student-athletes can help minimize the extent of injuries and enhance the recovery by adhering to the following:

- Come to the first practice physically prepared. Pre-season strength and flexibility conditioning is extremely important in preventing injuries. Coaches will provide student-athletes with programs that will best prepare them for the season. It is the student-athletes responsibility to follow the program.
- Take care of yourself. The proper amount of rest and a good diet will help prevent injuries.
- If an injury occurs, tell the coach immediately. The coach and the athletic trainer cannot treat an injury that they do not know about.
- Ice, compression and elevation are the first treatments for most sprains, strains and contusions. Do not put heat on a new injury without the advice of the athletic trainer or coach.
- If you are under the care of a physician for any injury, keep the coach and athletic trainer informed. A student- athlete, under the care of a physician for an injury, will not be allowed to participate in games or practices without permission from the physician.

12. CAPTAINS

Varsity Team Captains are selected by the head coach. They are important leaders of the team and they must demonstrate this leadership at all times.

Captains are expected to be positive role models and leaders from the time they are elected captain until they have graduated from Guilford High School. We hope these characteristics are then carried over to all pursuits beyond Guilford High School.

To be effective the captain must provide leadership during practice, while in school, during non school time, and during the off season. Leadership characteristics and expectations that have been endorsed by previous GHS captains include:

- lead by example with a good work ethic at all times
- show respect for all teammates, coaches and officials - this in turn will earn you their respect
- be positive at all times - encourage others and be supportive even if you are having a bad day - give plenty of compliments
- be disciplined in all actions and attitudes - demonstrate self control at all times
- be a communicator - make yourself available to talk to anyone, listen carefully and don't be judgmental - be friendly
- strive to include everyone despite their abilities or personality - help them feel like an important part of the team - help develop team unity
- be enthusiastic and encourage others to do the same - a positive attitude can make or break a practice or game
- abide by all rules and laws (failure to do so may result in being removed as a captain) - a leader who breaks the rules undermines the foundation of a good team - work with the coach and administration to develop appropriate rules
- take responsibility - if given a task complete it to the best of your ability
- establish goals for yourself and your team with specific objectives and time frames - include others in the process
- set priorities - family, school work, athletics, social life and keep them in proper perspective
- demonstrate self confidence - take charge when appropriate

Once an individual accepts the title of captain they also accept the identified responsibilities and expectations. Good luck.

STUDENT CONDUCT

5320
Students Conduct

Policy Statement: Behavioral Standards for Students Participating in Co-Curricular Activities

The Board of Education is concerned that communication with students, parents and/or guardians be a primary focus of dealing with student behavior and co-curricular activities. For example, a major concern in our community is adolescent use of alcohol and other substance abuse. The Board of Education believes it is important for the school system to work with families in dealing with this type of issue, recognizing that there will be times when inappropriate behavior will occur other than on school grounds. It is the intention of this policy, therefore, that school employees shall share, with the appropriate school administrator, concerns they have regarding student misbehavior, even if such misconduct occurs off school property, and the administrator shall have the responsibility to initiate a dialogue to share the concern with the student and parent /guardian. Not every such communication will lead to a suspension or a removal from an activity; in fact, it is hoped that such dialogue will be supportive of the Board of Education's commitment to emphasize the development of effective student self discipline and to be of assistance to families.

Policy
adopted: October 27, 1997

GUILFORD PUBLIC SCHOOLS
Guilford, Connecticut

Standards of Conduct for Students Participating in Athletic Activities

Participation on an interscholastic athletic team for the Guilford Public Schools is a privilege that carries with it responsibilities and an understanding of a standard of conduct that must be adhered to at all times whether on school grounds, at school sponsored activities or off of school grounds. Failure to do so may result in a suspension or a removal from the team. A student is considered a student-athlete at all times between the first practice and the last competition.

Code of Conduct for Student-Athletes

A Guilford High School Student-Athlete:

- will maintain an appropriate academic standing
- will adhere to all rules established by Guilford High School and the Athletic Department
- will respect and follow the laws of our community, state and nation
- will treat others with respect
- will respect the property of others
- will honor all team rules established by the coach
- will not use or be in possession of any controlled substances or drugs, or alcohol
- will be responsible for his or her own actions

Misconduct includes but is not limited to:

- possession or use of alcohol or controlled substances or controlled drugs as defined in Connecticut General Statutes §§ 21a-277 through 21a-279, 21a-240(8) and 21a-240(a) which include but not limited to: marijuana, crack, heroin, cocaine, steroids or any other illegal substance
- dispensing, selling, or aiding in the procurement of controlled substances or drugs
- intimidating, harassing or hazing others, in violation of Policy 5004 or 5321
- theft or vandalism
- trespass
- engaging in any activity that causes harm or potentially causes harm to another
- smoking or use of smokeless tobacco
- illegal gambling
- any conduct that displays disregard for the good order and discipline of the school or athletic department
- any violation of the rules contained in the Student/Parent Handbook of Guilford High School or the Student-Athlete/Parent Handbook of the Athletic Department
- any violation of the criminal laws of the State of Connecticut or the United States
- In the case of misconduct occurring off school premises and not at a school-sponsored event, and unconnected to the athletic activity, this policy will apply if participation in the activity would be seriously disruptive of the educational process, taking into account whether other students were involved, whether alcohol or illegal drugs were involved, and whether the misconduct involved a weapon or the use or threatened use of physical force.

Standards of Conduct for Students Participating in Athletic Activities (continued)

Procedures

All claims of misconduct by a student-athlete, whether the occurrence is on or off school grounds, and specifically including arrests, shall be brought to the attention of the adviser/coach/administrator by the student-athlete involved in a timely manner so that immediate dialogue with the parent/guardian can be established. The administrator or designee will initiate the contact with the parent/guardian. Coaches shall immediately inform the Athletic Director of any misconduct reviewable under this regulation.

In general, the following procedure will be used as a guideline in dealing with behavioral concerns:

- For an initial incident that is self or parent-referred (meaning no involvement of any authorities and no arrest), there may or may not be a suspension from the team depending on the seriousness of the misconduct and the potential impact on the educational process. The student-athlete may be required to attend on-going sessions with a social worker or substance abuse counselor as determined by the nature of the referral.
- For an incident that is not self-referred (meaning the police, a coach or an administrator witnessed or was involved in investigating the incident), the following discipline guidelines will be followed. The coach shall investigate the allegation and the athlete shall have the right to be heard. If the coach, after reasonable investigation, concludes that the misconduct more likely than not occurred, then the coach shall impose appropriate discipline, subject to review and reconsideration by the Athletic Director. In the event of a disagreement between the coach and Athletic Director, the principal shall decide appropriate discipline.

Discipline Guidelines

- First offense in the high school athletic career: up to a four contest suspension. In addition, the student-athlete may be required to attend on-going sessions with a social worker or substance abuse counselor as determined by the nature of the incident, compliance with which shall be a condition of reinstatement.
- Second offense in the high school athletic career: up to an eight contest suspension. In addition, the student-athlete may be required to attend on-going sessions with a social worker or substance abuse counselor as determined by the nature of the incident, compliance with which shall be a condition of reinstatement.
- Third offense in the high school athletic career: may result in the removal from all athletic activities for up to one calendar year.

Standards of Conduct for Students Participating in Athletic Activities (continued)

- Some acts of misconduct may be considered serious enough to result in the immediate removal from all athletic activities for up to one calendar year. These include, but are not limited to:
 - Dispensing, selling or aiding in the distributing or possession with intent to distribute of controlled substances or drugs
 - Theft or destruction of property punishable as a felony under Connecticut law
 - Commission of an act punishable as a felony under Connecticut law which involves physical or sexual assault
 - Commission of any other act which is seriously disruptive of the educational process to the degree that the athlete's presence on the team would be so detrimental that participation would not be appropriate.

Notes:

- During the suspension, the head coach will determine if the student-athlete will practice with the team and, if so, to what extent, except that a person suspended for the year shall not practice with the team.
- If the suspension exceeds the athletic season in which the violation occurred, the remaining suspension will carry over to the next athletic season and be served from the date of the first regular season contest in that subsequent season.
- The CIAC game limitations per week will be used as a guideline to determine how many contests the student-athlete will miss during a suspension. For example, the CIAC allows one football game to be scheduled in a week, so a football player may miss one game; whereas, the CIAC allows three baseball games to be scheduled in a week, so a baseball player may miss three games during the same period of time.
- A student-athlete who is suspended from a contest will not be allowed to participate in the contest. The coach will determine if the student-athlete will travel with the team, be in uniform, or be allowed in the team area during the contest, except during the period of a one-year suspension.
- Any attempt to refer oneself in an effort to inform the adviser/coach/administrator before he/she is notified by the authorities will not be considered a self-referral.

Regulation
Approved: April 6, 1998
Revised: July 15, 2002
Revised: August 5, 2002

GUILFORD PUBLIC SCHOOLS
Guilford, Connecticut

CIAC SUBSTANCE ABUSE POLICY

A student-athlete who has been determined to have used, in or out-of-season, Androgenic/anabolic steroids or other performance enhancing substances shall be declared ineligible for all CIAC controlled activities for one hundred eighty (180) school days on each occurrence. The one hundred eighty (180) school day period of ineligibility commences the day the CIAC Board of Control makes such determination.

ATHLETIC AWARDS AND REQUIREMENTS

1. GENERAL REQUIREMENTS

- The player must complete the season in good standing.
- All equipment issued to the player must have been returned or paid for.
- A player injured during the season or unable to complete the season due to circumstances beyond his/her control may be given an award upon the recommendation of the coach and the approval of the Athletic Director.
- A senior who has not met the minimum requirements for a varsity award may be issued the award upon the recommendation of the coach and the approval of the Athletic Director.

2. HIGH SCHOOL AWARDS

Student-athletes who meet the general requirements for an athletic award will receive a certificate and a clutch back pin for each sport season they complete. In addition they will receive the following:

- Class numerals the first time they successfully complete a season. Only one set of class numerals will be given during a high school career.
- A 5" green letter G for participating in a junior-varsity program. Only one 5" letter will be given during a high school career.
- A 7" green letter G the first time they earn a varsity award. Only one green varsity letter will be given to a student-athlete during a high school career.
- A 7" white letter G the first time they earn a varsity award three times in the same sport. Only one white letter will be given to a student-athlete during a high school career.

3. SPECIFIC VARSITY AWARD REQUIREMENTS

The awarding of a varsity letter to a student-athlete at Guilford High School is an honor bestowed on those who have demonstrated their value to the varsity team, which they represent through a high degree of effort and sacrifice. The specific requirements will be determined by the head coach and announced to the team at the beginning of the season.

4. SIDELINERS SENIOR AWARDS PROGRAM

The local Sideliners organization will recognize senior athletes, and other selected athletes at an awards program held in June.

5. ATHLETES OF THE MONTH

The purpose of the Athlete of the Month award is to recognize outstanding athletic performance during the sports season. Each winner will receive an engraved plaque that is purchased by the Sideliners. The following procedures will be used in the selection:

- A male and female athlete will be selected if possible.
- At the end of each month, the varsity coach of each in-season sport will nominate one player in his/her program that deserves to be recognized.
- A selection committee will determine the winners based on the nominations of the coaches.

6. SCHOLAR ATHLETE AWARDS

- **Any student-athlete in grades 10-12 who earns a varsity letter and also maintains a cumulative grade point index of 15.5 will be recognized as a Guilford High School Scholar Athlete.**
- **Any student-athlete who earns a varsity award and achieves high honors during the sport season, (Fall Sports Quarter 1, Winter Sports Quarter 2, Spring Sports Quarter 3), will receive a Scholar Athlete award from the Southern Connecticut Conference.**

7. SPORTSMANSHIP AWARD

The sportsmanship award will be given to one athlete from each team (Varsity, JV and Freshmen) in a program who demonstrates exemplary sportsmanship in all games and practice.

Criteria:

- **treats all teammates, opponents, officials and coaches with respect.**
- **must demonstrate a good knowledge and understanding of the rules of the competition.**
- **maintains proper emotional control in all situations.**
- **has not received an unsportsmanlike warning or violation during any competition.**
- **are a positive role model and leader for other athletes on the team.**
- **is a good school citizen.**

MISCELLANEOUS INFORMATION FOR STUDENT-ATHLETES AND PARENTS

1. TRANSPORTATION

- Transportation will be provided to student-athletes for out of town contests and in-town games and practices that must occur at sites other than at the athlete's school. In-town trips will be on a drop-off basis only and parents or guardians are asked to pick up their son or daughter at the designated site.
- All student-athletes must travel to out-of-town games by the transportation provided by the school. Student-athletes will not be allowed to participate in any contest if they do not travel with the team unless approved by the Athletic Director.
- Traveling with the team is an important part of the athletic experience and does much to develop team spirit and team rapport. Therefore, all student-athletes are expected to return with the team in the transportation provided.
- Parents may take their son or daughter home following a contest if necessary and only after consulting with the coach in advance. It is hoped that this will only occur due to extenuating circumstances and not just for convenience.
- Under approved circumstances parents may provide alternate means of transportation. A form for this purpose can be found on the Athletic Department web-site.

2. INCLEMENT WEATHER

- In the event that school is cancelled due to inclement weather all practices will also be cancelled.
- Varsity contests or varsity/junior varsity double headers may be held upon the recommendation of the Athletic Director and Principal with the approval of the Superintendent.
- If school is dismissed early due to inclement weather all after school athletic practices and contests will also be cancelled.

3. ROAD RUNNING

Student-Athletes may be required to run on local roads for conditioning purposes. Coaches will provide the necessary safety instruction and supervision. Student-athletes are responsible for following all instruction

4. RELIGIOUS HOLIDAYS

- No contests will be scheduled on the following religious holidays: Rosh Hashanah, Yom Kippur, Christmas and Good Friday.
- Varsity teams may schedule optional practices on these days.

5. SUNDAY PRACTICES

Sunday Practices will be allowed but cannot be scheduled before 1:00P.M. These practices can only be scheduled if the student-athletes are given at least one other day off the following week.

6. STATE OR NATIONAL HOLIDAYS

When there is no school due to state or national holidays, varsity and sub-varsity contests will be avoided if possible.

7. TRANSFERRING TO ANOTHER SPORT

A student-athlete will be allowed to transfer to another sport only if:

- Both coaches are in agreement.
- It is done prior to the first scheduled contest of either team.
- All equipment obligations are met.

8. OUTSIDE TEAMS

High school student-athletes will not be allowed to participate on an outside team in the same sport during the school sport season.

9. SPORTS SPECIALIZATION

Specialization in one sport to the exclusion of others is contrary to the philosophy of Guilford Athletics and will be discouraged. The greatest possible personal growth of the student-athlete is best served by a varied program of activities, which keeps proper perspective on the total development of the individual.

10. OUT OF SEASON PROGRAMS

Organized "out-of-season" programs are often available to student-athletes. These programs are designed for those not participating in an "in-season" activity.

In-season student-athletes will be advised that participating in more than one organized activity during the same season may have a detrimental affect on academic work and physical performance. It may also result in injuries or illness caused by physical fatigue.

11. INSURANCE

The Interscholastic Sports Accident Insurance policy provides excess hospital/medical expense benefits when injuries require medical, surgical, dental, or hospital treatment. This insurance will pay, according to policy, the amount by which the expenses exceed any other health insurance plan.

Parents or guardians should first submit the injury claim through their own personal coverage, if any, and then through the schools coverage for the excess expense allowance.

PROCEDURES:

If an athlete is injured at anytime during the season it is important that the coach and athletic trainer be informed as soon as possible so that the appropriate paperwork can be completed. It is their responsibility to complete an injury report that documents the nature and extent of the injury. If the injury requires medical treatment then an insurance form also needs to be completed by the trainer. Once these reports are complete they are submitted to the principal for his signature. The insurance report along with processing information will then be sent to the parents. The school insurance may provide coverage after the family insurance coverage has been exhausted. If a family wishes to make a claim they must contact the school insurance company directly.

12. BOOSTER ACTIVITIES

Parent groups and the Athletic Director must work closely together before events are planned or school gifts are purchased to avoid conflicts or duplication of activities. A Booster Handbook is available on request.

13. TEAM SOCIAL FUNCTIONS

Team social functions involving players, parents and coaches can add much to the athletic program and should be encouraged with moderation. Players are not required to attend social functions and coaches will monitor all such activities.

Coaches will not attend any functions where alcoholic beverages are being consumed either by parents or players. Parents and athletes must be made aware of this policy.

14. PLAYING TIME

The amount of playing time a student-athlete receives in a game is an important decision that must be made by the coach. It is with this thought in mind that the following guidelines have been developed for the Guilford Athletic Department.

- Varsity teams are the culmination of the athletic program of the sport involved and must strive to be highly competitive against all opponents. At this level of competition the success of the team has priority over the playing time of the individual. A student-athletes grade level in school will have no bearing on playing time.
- Sub-varsity teams at the high school are dedicated to preparing players for varsity competition. At this level the development of the players takes priority over the win/loss record of the team. This does not mean that all players will receive equal playing time but indicates a need to play most team members in most games
- Middle school teams must provide an environment that will encourage the player's desire to continue his/her interest in the sport. This will be best accomplished by allowing him/her to experience as much game time as possible.

15. CUTS

Coaches are well aware of and sensitive to, the disappointment experienced by the players cut at any level. At the first practice session, the coach will fully explain the criteria for cutting of players and the projected schedule of this cutting process. Reasons for cutting include but not limited to:

- Lack of skill, speed, strength, etc.
- Lack of effort or motivation.
- Lack of knowledge or understanding of the sport.
- Grade level of the candidate.
- Facility, equipment or coaching limitations.

16. CAPTAIN'S PRACTICES

The CIAC does not in any way sanction, encourage or condone "Captain's Practices" in any sport. Announcements or other notices regarding captains' practices are prohibited at Guilford High School. Depending on the involvement, a violation of the CIAC season limitations rule may apply.

17. SUNDAY FOOTBALL GAMES

If it is impossible to play a varsity football game on Saturday because of inclement weather or poor field conditions the game may be played on Sunday at 1:30.

18. PARENTAL CONCERNS

Communication between parents and coaches is essential for athletes to have a positive educational experience through athletic participation. Parents need to be informed about details of each team, the expectations for the athletes, and the general philosophy of the team's coach. Coaches need to be aware of any unusual circumstances that may affect the athletes' performance or any player concerns. Parents with specific concerns must communicate with the coach first. Please see the attached brochure entitled Parent/Coaches Communications.

19. GUARDIAN ANGELS

The purpose of guardian angels is to boost spirit and rewards seniors for their efforts. Motivational gifts of little or no monetary value may be given to seniors by their guardian angels (underclass teammates) to encourage team spirit.

20. VACATIONS

Contests and practices will be scheduled during vacation periods for most sports. We understand that families often schedule trips during vacations requiring athletes to miss team activities.

When this occurs coaches should be informed as soon as possible. Athletes missing activities under these circumstances will not be suspended but will be affected as stated on page 5 EXPECTATIONS OF A STUDENT-ATHLETE § 2.2 Practices and Contests.

21. HARASSMENT/HAZING/BULLYING

It is expected that all students treat each other with the utmost respect. Verbal, physical or any other type of harassment/hazing/bullying will not be tolerated. Any incidence must be reported to the administration immediately.

22. SMOKE-FREE ENVIRONMENT

There shall be no smoking, use, or display of tobacco or tobacco products by students and adults in any school building or school vehicle or on any school grounds at any time.

23. NCAA ELIGIBILITY CENTER

Any Student-Athletes who wish to participate in a Division I or II intercollegiate athletic program must register with the NCAA Eligibility Center and meet all requirements before they will be declared eligible. Information is available in the Guidance Department. Student-Athletes should be aware of NCAA academic regulations as early as their freshman year to insure proper courses are taken. Juniors should sign up for the Eligibility Center at the end of their junior year. For more information go to the NCAA Eligibility Center web-site at:

http://eligibilitycenter.org/ECWR2/NCAA_EMS/NCAA.html

24. CIAC REGULATIONS

The Connecticut Interscholastic Athletic Conference (CIAC) oversees all high school athletics in the state. The CIAC Eligibility rules are available from the Athletic Department. All their other regulations can be viewed on their web site at www.cascaic.org.

25. PHYSICAL EDUCATION MEDICAL EXCUSE

Any student-athlete who has a medical excuse for physical education will not be allowed to participate on an athletic team for the duration of the of the excuse.

26. DIRECTIONS TO FIELDS

Directions to the majority of facilities at opposing sites can be viewed on our web site or on the CIAC Web site.

27. WEB SITE

Please visit the Guilford Public Schools web site at www.Guilford.K12.ct.us for more information about our schools and our athletic department. Check on athletics for schedules, handbooks, forms and other information.

28. PARENTS ATTENDING PRACTICES

It is Guilford High School's responsibility to provide the best possible educational environment for our student-athletes, although unintentional, parents and others who attend practices can cause distractions. Even though practices are not closed to the public we discourage people from attending unless there is an emergency or attendance is approved by the coach in advance.

29. PARENT AND SPECTATOR CONDUCT AT CONTESTS

- All parents and other spectators are expected to adhere to the Sportsmanship and Player Conduct Code contained on page 5 of this handbook and that posted at various contests.
- No spectators are permitted on the playing area until both teams have extended congratulations at the conclusion of the contest and game administrators allow it.
- Parents of injured athletes are not allowed on the playing area unless approved by the athletic trainer or coach.

30. HOME SCHOOLED STUDENTS

The Guilford Public School district is a member of the Connecticut Interscholastic Athletic Conference (CIAC) and, as such, follows the rules of eligibility for students to participate in athletics in Connecticut. CIAC eligibility rules do not allow home schooled students to participate in interscholastic athletics.

31. ONE PERSON TEAM

- The CIAC allows a One Person Team to be formed by a member school when the school has up to three athletes who attend the school but no team provided in the specific sport. Guilford High School requires that the athlete abide by all rules for athletic participation as written in the Student Athlete Handbook. The athlete will then be entitled to all benefits of athletic participation.
- To participate, an athlete must request one person team status in writing to the Athletic Director. Deadlines for letters are as follows: June 1 for fall sports, October 1 for winter sports and February 1 for spring sports. For additional information please contact the Athletic Department.

32. SENIOR NIGHTS

Senior "Night" Games are organized by parent booster groups to provide opportunities to acknowledge and congratulate the seniors and their parents prior to the beginning of the game. These activities are generally scheduled at a game toward the end of the regular season with the head coach's approval.

It is important to understand that coaches are not required to start or play seniors during these games. Coaches will generally try to give playing time to all seniors but a variety of circumstances may not make this possible.