

**Westbrook High School  
Parent-Student  
Athletic Handbook**

Updated July 2014

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## **Mission Statement**

Westbrook High School, in partnership with families and the community, is committed to preparing independent, responsible, lifelong learners and problem solvers, capable of succeeding in and contributing to a diverse and dynamic society.

## **Athletic Philosophy**

The Westbrook Public Schools believe that the opportunity for participation in a variety of athletic activities is a vital part of the student-athletes educational experience which is consistent with and contributes to the basic mission of the school. The interscholastic athletic program contributes much to the total education of the student-athlete who participates. A proper well-organized sports program must strive to develop the physical, mental, and emotional needs of the student-athlete by providing the opportunity to develop values and attitudes that will be of benefit in later life. He/she will learn about physical fitness, self-discipline, pursuit of a goal, and respect for others. The student-athlete will strive to succeed in competition and learn how to accept the results of their best efforts.

These opportunities will be available providing the prospective student-athlete is eager to play and able to play at the standard required for that team, works hard at practice, and is willing to follow the school rules, regulations, and meet academic standards. Participation on an interscholastic athletic team for Westbrook H.S. is a privilege that carries with it responsibilities and an understanding of conduct that must be adhered to at all times.

## **Coach's expectations**

1. Provide the student-athlete an opportunity to develop the skills needed to excel in the sport or sports of choice.
2. Provide a healthy environment that promotes good health and attitudes.
3. Provide an opportunity for the student-athlete to learn and practice self-discipline, cooperation, sportsmanship, commitment, dedication, and appreciation for the abilities of others.
4. Encourage the student-athlete to recognize the importance of good scholarship.
5. Assist in developing a school spirit and loyalty within a positive environment of competition.
6. Encourage the enjoyment of athletic participation while instilling the desire to put forth his/her best efforts.
7. Develop within participants an understanding of athletics as a privilege within the school structure and with that privilege comes a series of responsibilities that one must expect and meet.
8. Provide an opportunity for participants to place group or team needs above self-interests.

9. Foster athlete development through sub-varsity programs that promote participation.
10. Help student-athletes create an appropriate balance between academics, athletics, and other interests.

### **Athlete's expectations**

1. 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.
2. To attend all practices and contests unless he/she is absent from school or has received permission from the coach to miss the activity. This includes any vacation or weekend activities. Be on time and prepared for all practices and games. Come in the proper physical condition necessary for that sport.
3. Maintain the best academic standing that he/she is capable of attaining.
4. Exhibit qualities of good sportsmanship at all times. Be gracious in victory and dignified in defeat.
5. Will adhere to all rules established by Westbrook High School and the Athletic Department.
6. To accept and respect the coach's authority and to accept that personal desires may need to be placed below the objectives of the team. Loyalty to the team and acceptance of the importance of placing the team above aspirations are essential.
7. Develop good practice and game habits in an effort to enhance your skills and maximize your ability.
8. Promote a positive team environment through encouragement of your teammates and concern for others.
9. Learn and abide by the rules of your sport.

### **Parent expectations**

1. Make sure your children know that win or lose, you love them, and appreciate their efforts and are not disappointed with them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
2. Try your best to be completely honest about your child's athletic capability, competitive attitude, sportsmanship, and actual skill level. Teach them the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them to develop the feel for competing, for trying hard, and having fun.
3. Treat players, coaches, and officials with the utmost respect at all times. Be a role model; gracious in victory and accept defeat with dignity displaying emotional maturity.
4. Encourage your child to develop good practice and game habits in an effort to continue improving their skills. Foster good sleeping and eating habits at home.

5. Accept and respect the coach's authority. Get to know the coach so you are assured that the philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his/her leadership.
6. Don't compare the skill, courage, or attitudes of your child with other members of the team.
7. Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before over reacting.
8. Use positive encouragement to increase confidence and build self-esteem in your children and foster respect and appreciation for the sport. Stress the importance of team play over personal statistics and recognition.
9. Support and not compete with the coach. By the nature of the position, coaches are required to make numerous, rapid, and often difficult decisions that impact on individuals and the total team.
10. Help your child to recognize and honor commitments.

### **Program Offerings**

**Fall:** Football (co-op with Old Saybrook), Boys Soccer, Girls Soccer, Girls Field Hockey.

**Winter:** Boys Basketball, Girls Basketball, Basketball Cheerleading, Wrestling (co-op with Old Saybrook)

**Spring:** Boys Baseball, Girls Softball, Boys Track, Girls Track, Boys Tennis, Girls Tennis

All sports have varsity and junior varsity programs except cheerleading. Basketball, in addition, has freshman programs when the numbers warrant such a program

### **Affiliations**

1. The National Federation of State High School Associations is the national governing body of high school sports. This organization provides the rules for all sports in addition to other organizational functions for all involved with interscholastic athletics.
2. Connecticut Interscholastic Athletic Conference (CIAC) governs high school sports in the state of Connecticut and is responsible for all state tournament competition, eligibility of students, seasonal limitations, and other organizational functions.
3. Shoreline Interscholastic Athletic Conference (SLIAC) is the local conference of which Westbrook is a member. The league establishes league schedules for each level of competition. It provides recognition programs for the outstanding players and teams in the league. The league also performs other organizational functions affecting league play. The other members of the league are: Hyde (Hamden), North Branford, Morgan (Clinton), Valley Regional (Deep River), Coginchaug (Durham), Haddam-Killingworth, Old Saybrook, Old Lyme, Hale Ray (Moodus), Cromwell, East Hampton, and Portland.

## **Participation Requirements**

1. A physical examination is required. The school form must be completed by the physician and submitted to the school prior to participation. This form will be kept on file in the office of the school nurse. The physical covers the athlete for 13 months. A coach can not allow a student-athlete to practice without confirmation of an updated physical from the school nurse.
2. A parent permission form which includes an important warning statement and an emergency card must be submitted by the candidate's parent or guardian and submitted to the coach prior to participation. This form indicates that the student-athlete and parent or legal guardian has read all documents given out at the preseason meeting. The parent and concussion form can be down loaded from the athletic website or the coaches. Emergency cards are available from the coach.

## **CIAC Eligibility Regulations**

1. A student must be taking at least four units of work or its equivalent. During the school year, a student must pass at least four units of work in the marking period immediately preceding the contest. No unit of work for which the student has already received credit shall be included in those required by this rule.
2. Marking period grades (not semester grades) are used to determine academic eligibility. To be eligible for fall sports, a student must have received credit toward graduation for four units of work which he/she has not previously received credit.
3. Students may not have turned nineteen years of age before July 1<sup>st</sup>.
4. Students cannot change schools in grades 10, 11, 12 without a Change of Residence without penalty. (Go to [www.casciac.org](http://www.casciac.org) for details)
5. Students have eight consecutive semesters or four consecutive years of eligibility from the date of entry into ninth grade.
6. Students may not play or practice with an outside team in the same sport while a member of the school team after the first scheduled game in any season. Exceptions: parent/child tournaments and Caddy Tournaments. Swimming, tennis, and gymnastics: a student may practice but not compete with a non-CIAC team during the season.
7. Students may not play under an assumed name on an outside team.
8. Students may not receive personal economic gain for participation in any CIAC sport.

9. Students must be enrolled at a secondary school for at least twelve weeks immediately preceding the time of participation.

10. Freshman may compete in the first marking period regardless of grades in 8<sup>th</sup> grade.

### **Academic Requirements for Participation**

In addition to the academic regulations set by the CIAC (see appendix Rules of Eligibility) the student must also meet Westbrook's academic regulations. Academic eligibility will be determined from the report card (marking period grades) immediately preceding the contest.

1. The student must be not failing more than one course for that marking period.

a. If the student fails more than one course and does not pass four units of work the student, is CIAC ineligible and may not be a part of the team for the remainder of the quarter.

b. If the student fails more than one course but does pass four units of work the student, is ineligible to participate in a game until progress reports are handed out at which time eligibility will be reevaluated. If the student is failing no more than one course and meets all CIAC requirements, the student then has full eligibility to participate restored. If the student has two or more failing progress reports, the student is ineligible for the remaining of the quarter. It is up to the discretion of the coach to keep a player on the team that becomes ineligible in this manner. If the coach keeps the player on the team, the player may practice with the team during the period of ineligibility.

2. It is important for the student to realize that incompletes must be counted as failing grades until all work is made up and a grade is submitted to the high school office from that course. A student is allowed ten days to make up all incomplete work for eligibility purposes.

### **Impact Testing**

This section is to inform you about a special program now required for all student-athletes at Westbrook H.S. The program is called ImPACT (Immediate Post Concussion Assessment and Cognitive Testing). It is a computerized, 20 to 30 minute test, similar to the six to eight hour neuropsychological tests used by clinicians to determine when an athlete may return to play after suffering a concussion.

Traditionally, it has been difficult for physicians and trainers to determine the extent of brain injury from a concussive episode. Often the young athlete is so eager to return to play, or is under such considerable peer pressure, that they are less truthful about their

symptoms. This puts the athlete at significant risk for Second Impact Syndrome. This is a second concussive before complete recovery from the first. Second Impact Syndrome is a well-documented phenomenon, which can result in permanent brain injury, and, in rare cases, death. ImPACT has gained considerable press concerning its use in professional and collegiate sports, in the past five years.

The benefit of ImPACT is that any athlete can complete the test modules in 20-30 minutes, at specific computer terminals at the high school. This can be used for later comparison, in the event of a head injury. Although age-appropriate norms are available for comparison, the best reference is ones own baseline scores. Only one baseline test is required during a high school career.

ImPACT is not an IQ test. The test looks at abilities such as reaction time, speed of information processing, and memory, which neuropsychologists and neurologists find correlate well with functional MRIs performed on athletes who have suffered concussions. Early studies indicate that ImPACT is a highly useful tool, whose results are intended for use by your pediatrician or family doctor. This information will help parents and students know if the athlete is at risk for Second Impact Syndrome. All test information is confidential and will be stored in a secured computer file.

There is no cost to families for the athlete's baseline study. In the event that an athlete suffers a concussion as determined by a change in the mental status as a result of a blow, ImPACT testing will be performed by the WHS trainer or athletic director within 24-72 hours (once the student-athlete is relatively symptom free). The results of the post concussion test need to be evaluated by a physician or neurophyschologist who is trained in interpreting Impact results. Our school physician is certified to interpret and evaluate ImPACT testing results. A physical exertion test will follow an ImPACT test (given by the athletic trainer) prior to final clearance for the athlete being cleared for return to participation. Upon request, the evaluation results will be turned over to the parent for review with their physician, who will use these results as objective data to help determine the athlete's readiness to return to play.

Dr. Adam Perrin, Medical Advisor for the Westbrook Public Schools and general practitioner in Old Saybrook, enthusiastically endorses the ImPACT program. This program is also endorsed by the CIAC Board, and its medical advisory committee, the Connecticut State Medical Society Committee on the Medical Aspects of Sports.

Members of athletic teams will be given a date and time for their baseline testing. Those athletes tested previously will not have to retake the baseline test. This one baseline test is good for their High School years.

## Managing Concussions in Sports

The following information may be helpful in understanding the nature of concussions, how they affect high school students, and what to look for in your child if they have had a head injury.

Recent research shows that there are up to 300,000 concussions per year in high school and college athletics. Unfortunately, most players, coaches and parents do not understand what a concussion is.

A concussion is defined as “an alteration in mental status induced by mechanical forces affecting the brain”. Although concussions sometimes result in a loss of consciousness, an athlete does not have to lose consciousness to have sustained a concussion. Problems in memory, feeling “stunned” or “dazed” or becoming confused or disoriented, even temporarily, are indicative of a concussion. Athletes who report having had their “bell rung” have usually sustained a concussion. It is very important to understand that most concussions in sports DO NOT result in a loss of consciousness.

**Early symptoms** include: headache, dizziness, nausea, vomiting, drowsiness, blurred vision, disorientation, mental confusion and memory impairment. Most of these symptoms are short lived, although headache and dizziness may persist for weeks.

**Late symptoms** include: irritability, anxiety, impaired memory and concentration, problems with sleep, fatigue and visual complaints.

If after contact, an athlete in any sport experiences any of these symptoms, they must be reported to the athletic trainer, coach, and parent. An athlete who is experiencing any of these symptoms should not be permitted to return to activity. If symptoms persist for 15 minutes, or if the athlete had lost consciousness, the athlete should have further medical evaluation to rule out more serious problems.

In the past, it has been extremely difficult to easily and accurately evaluate an athlete’s ability to return to play after a concussion. An athlete who returns to activity prior to his or her brain having healed from a concussion is at risk for “Second Impact Syndrome”. This occurs when there is a second head injury while the brain is still damaged from the initial injury. Even a minor blow to the head, or a collision that results in a whiplash type injury (without any direct head trauma), can cause significant damage. Second Impact Syndrome can lead to rapid swelling of the brain, permanent brain damage, and in some cases, death.

Needed recovery time varies with each individual. Recently, neuropsychologists have developed testing methods to accurately and quickly evaluate whether the brain has healed sufficiently after a concussion. This allows for a more accurate determination of when it is safe to allow the athlete to return to activity. Experts involved in managing concussions strongly recommend that athletes, especially those involved in contact or collision sports, have a baseline neuropsychological test prior to participation, in order to establish “normal” for the athlete. If the athlete sustains a concussion during his or her career, the athlete should then be retested, with post injury results compared to the athlete’s baseline.

In some instances, the signs of a head injury do not become obvious until several hours or even days after the injury. Please be especially observant for the following signs and symptoms.

1. Headache (especially one that increases in intensity)
2. Nausea and vomiting
3. Difference in pupil size from right to left eye
4. Mental confusion/behavior changes
5. Dizziness
6. Memory loss
7. Ringing in the ears

8. Changes in gait or balance
9. Blurry or double vision
10. Slurred speech
11. Noticeable changes in the level of consciousness (difficulty awakening, or losing consciousness suddenly)

The best guideline is to note symptoms that worsen, and behaviors that seem to represent a change in your son/daughter. If you have any question or concern at all about the symptoms you are observing, the safest decision is to contact your family physician as soon as possible, for instructions, or to seek medical attention at the closest emergency room. Here is some additional information for you.

1. DO NOT give your child aspirin, ibuprofen, or naproxen for the headache. This is very important. You can use a non-aspirin pain reliever, such as acetaminophen (Tylenol). Do not exceed the recommended dosages. If your child's headache continues to worsen, even after taking acetaminophen, contact your physician.
2. If your child is sleepy, it is okay to let him/her sleep, but check periodically to make sure you can wake him/her easily, and that the child is fully aware when you do so. If you have difficulty waking your child, contact your physician.
3. Your son/daughter should strictly avoid the consumption of alcohol or drugs after sustaining a head injury. Be particularly careful of medications that the child may take normally, but which may cause drowsiness. Contact your physician for guidance in resuming taking medications.
4. It is always better to "be safe than sorry" when dealing with head injuries. If you have any question, do not hesitate to consult your family physician or the local hospital.

Impact testing only has to be given each student-athlete once unless the student-athlete has a concussion while participating in high school sports. I will give the baseline testing of all ninth graders or any new student who have yet to play a sport. The baseline testing will take 30-45 minutes out of their practice schedule. I will set up a time with coaches to give their athletes a time slot. I can give a dozen tests at one time. The sports that will be impacted most will be fall sports where all their ninth graders will have to be tested. Please consider this in arranging your practice schedule.

A concussion is a serious injury that can never be taken lightly no matter how mild it may seem. The athlete will want to play and often claim they are fine. Use the symptom guideline above to determine if an athlete might have sustained a concussion and if there is any possibility, do not put the student-athlete back into a game or practice that day (quick check guide for concussions are in each medical kit). Contact both the trainer if available and parent so the student-athlete will get appropriate attention. Make sure the trainer is notified of the possible concussion.

If it is found the student-athlete sustained a concussion the student-athlete can not participate in practices or games until cleared by both doctor and athletic trainer. Additional ImPACT tests will be administered by the trainer or athletic director as part of determining an athlete's return to play in conjunction with the school physician, Dr. Perrin.

## **Injuries**

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

1. 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.

2. Take care of yourself. The proper amount of rest and a good diet will help prevent injuries.
3. If an injury occurs, tell the coach immediately. The coach and athletic trainer cannot treat an injury that they do not know about.
4. 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.
5. If you are under the care of a physician for any injury, keep the coach and athletic trainer informed.

### **Insurance**

The athletic department has an excess insurance policy. An injury form is mailed home to the family of the athlete when injured. This form can be used with your insurance company. If an athlete requires medical care, his/her personal insurance is the primary carrier and the school system picks up the insurance after the athlete's family. There are limits to the extent of our coverage. Please refer any questions to the business office.

### **Athletic Trainer**

The athletic training room is open to students immediately after school until approximately 6:00. Times will vary depending on game coverage during the week. Services include taping, injury assessment, and follow-up care. A walkie-talkie system of communication is available between coaches and trainer during practices and home games.

1. Students should tell their coach of all sustained injuries, who will then refer the student to the trainer that day. The trainer is available most days for practices and home games. If a student is injured at an away game, the athlete should see the trainer the next day for follow-up.

2. When an injured athlete is under the direct care of the athletic trainer, the student-athlete is expected to perform all rehabilitation exercises as directed. If the student-athlete does not have an excused absence from rehabilitation their coach will be notified and will not be able to participate for that day's practice or game.

3. When a student-athlete is injured and sees the athletic trainer, that student-athlete may be released to play by the athletic trainer.

4. When a student-athlete is injured and goes to a physician who removes them from participation, the athlete **MUST** get a release in writing from that physician to return to participation. It doesn't matter if the injury occurs on school grounds, off school grounds, or even if the sport was not Westbrook Public Schools affiliated. **THIS IS A LEGAL LIABILITY ISSUE!**

5. Releases are not valid when made out by the parents unless the parent is a licensed physician.

**Hours:**

- Monday through Friday from 2:20-6:00.
- Taping will be done first, followed by injury evaluations

***Board of Education Policies***

The following are team and school policies approved by the Board of Education that will be consistently applied to all student-athletes.

1. Student athletes who are adjudged by the school administration to be using tobacco products in school or are observed by coaches to be using tobacco products outside of school shall be disciplined by the coaches on the first offense, in addition to sanctions imposed by the school. A second offense will result in a two-game suspension. A third offense will result in suspension from the team for the balance of the season.
2. Student-athletes who are adjudged by the school administration to be in possession of or using alcohol/drugs/steroids in school or are observed by coaches to be in possession or using substances outside of school shall be suspended from the team for the balance of the athletic season in addition to sanctions imposed by the school. Students adjudged to have used steroids will, by CIAC regulation, be excluded from athletic participation for a period of 180 days. In those instances where students privately inform the coach of personal involvement with alcohol/drugs, the coach will require the student to meet with the alcohol/drug counselor. If after the meeting with the drug/alcohol counselor the student continues to use alcohol/drugs, he/she will be suspended from the team for the balance of the athletic season.
3. Team members are expected to arrive punctually at and regularly attend all practices and games. In those instances in which a student-athlete is late or absent from practice or a game, because of a serious personal reason, coaches will respond reasonably and considerately (e.g., death in family, doctor's appointment that can not be rescheduled for another time, SAT examinations, etc.) Twenty-four hour notice of anticipated absence is expected.
4. Team members are expected to practice and play games during school vacation periods. Students, who fail to appear for team activities during a vacation period without written parental excuse other than serious personal reason, may be benched for a maximum of the scheduled games they missed, at the discretion of the coach. Missing practices and games may also have an impact on the athlete's standing on the team.

## **School Obligations**

### **1. Attendance:**

- a. Student-athletes must be in attendance to practice or play in a contest. Exceptions such as a funeral, college visitation, etc. must be pre-approved by the administration.
- b. Student-athletes must be in school by 10:00 to be eligible to play or practice on that day. Exceptions must be approved by the administration.
- c. 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. School Conduct:**

- a. 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. School rules of conduct are outlined in the student handbook.
- b. If school discipline is necessary, that discipline takes precedence over any practices or contests.
- c. 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.
- d. If a student is suspended from school prior to a 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.

## **Sports Specialization**

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

## **Recruiting**

Recruiting is the use of undue influence and/or special inducement by anyone associated with a school in an attempt to encourage a prospective student to attend or remain at that school for the purpose of participating in interscholastic athletics. Recruiting is a violation of CIAC regulations. A complete copy of the regulation can be found at the [casciac.org](http://casciac.org) website. All parents should be aware of the regulation as it not only can impact the school, but also your child.

## **Out of Season Programs**

Non-school “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 result in injuries or illness by physical fatigue.

High school athletes by CIAC rules may not participate on an outside team in the same sport during the school sport season.

## **Hazing**

It is expected that all students treat each other with the utmost respect. Verbal, physical, or any other type of hazing will not be tolerated. Hazing is defined as any form or type of physical, verbal, and/or emotional mistreatment, abuse, and/or harassment of a student in connection with a student’s participation in or membership on an interscholastic athletic team or in any school-sponsored activities; and/or forcing, coercing, or intimidating any student to participate in any illegal or inappropriate activities in connection with the student’s participation or membership with the team. Hazing is prohibited whether it occurs on or off school grounds.

## **Sex Discrimination and Sexual Harassment**

It is the policy of the Westbrook Board of Education that any form of sex discrimination or sexual harassment is forbidden, whether by students or Board employees. Students or Board employees are expected to adhere to a standard of conduct that is respectful of the rights of students. Any student or employee who engages in conduct prohibited by the Board’s sex discrimination and sexual harassment policy shall be subject to disciplinary action.

## **NCAA Clearing House**

Any student-athlete who is thinking of participating in a Division I or II intercollegiate athletic program must register with the NCAA Clearing House and meet all requirements before they will be declared eligible. Information pertaining to the process 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 Clearing House at the end of their junior year. For more information go to the NCAA Web Site at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net)

## **CIAC Player Ejection Rule**

A student-athlete who is ejected from any contest will not be allowed to participate in another contest until he/she has been withheld from the next contest at that same level of play. The athletic director will be informed by the coach of all ejections immediately following the game.

In addition any student-athlete leaving the team bench area during an on-field altercation may be suspended for the next contest whether or not he/she is ejected by a game official.

## **Sportsmanship and Player Conduct**

A major factor contributing to the reputation of a school is the manner in which students, spectators, players, and coaches present themselves at athletic contests. It is expected that everyone involved will adhere to the following Sportsmanship Code (See Appendix for CIAC sportsmanship regulations):

1. Know and understand the rules of the contest. A familiarity with the current rules of the sport is essential. Good sportsmanship implies the willingness to accept the decisions of game officials.
2. Maintain self-control at all times. Good sportsmanship is a person's ability to prevent the desire to win from overcoming rational behavior.
3. Show respect for the opponent. Derogatory comments, cheers, signs, or gestures directed towards opposing players, coaches, cheerleaders, spectators, or officials will not be tolerated.
4. Acknowledge skillful performance regardless of school. The ability to recognize quality in performance and willingness to acknowledge it without regard to school is one of the most highly commendable acts of good sportsmanship.
5. Do not interfere with the game. Spectators should not become the center of attention over those student-athletes participating in 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.

## **Transportation**

Fields for Fall and Spring sports, except football, are located in the athletic complex behind the school. Football players practice at Old Saybrook High School. Wrestlers practice at YMCA. A one-way shuttle bus leaving in front of the high school at 2:30 is afforded any player on the team. Football parents should pick up players after

practice at Old Saybrook. Wrestler's parents pick up at YMCA. A Travel Waiver (see Appendix) must be signed by student and parent if student is driving himself, others, or being driven by others to or from practice.

Transportation will be provided to student-athletes for out of town contests. All student-athletes must travel with the team or they will not be allowed to participate. Any exceptions must be cleared by the administration in advance and only under special circumstances will alternate transportation be allowed.

Traveling with the team is an important part of the athletic experience and does much to develop team spirit and 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.

Only team members may ride the bus.

### **Bus Conduct**

To allow a safe environment for transporting teams our bus company, First Student, asks that the following rules of conduct be observed:

1. Cleats are not to be worn on the bus as they damage the floors of the bus.
2. All passengers must be seated at all times while the bus is in motion.
3. All equipment needs to be secured on a seat out of the aisles and not blocking the back emergency door.
4. Keep the noise level down. Singing, cheering, etc. is acceptable; however, banging the bus, throwing things inside or outside the bus, and putting hands outside the window are not acceptable.
5. Eating is allowed with the bus drivers permission and all garbage is to be removed before the group leaves the bus. Seeds, wrappers, etc. should not be thrown on the floor or left on the seats.
6. Respect should be afforded the driver, coaches, and other team members. Proper behavior is expected of all.

### **Equipment and Uniforms**

As a member of a Westbrook athletic team the student-athlete will be issued a uniform(s) and necessary equipment. They are responsible for care of these items throughout the season. Any lost or destroyed items will be paid for by the student-athlete before he/she can participate in another activity. Care must be taken when clothing is washed and dried to ensure longevity.

Athletic equipment and team uniforms are only to be used for team activities. Uniforms should be worn, unless directed by the coach, for contests only. Personal use of equipment and uniforms, including warm-ups, is not allowed.

## **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 Westbrook Athletic Department:

1. 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.

2. Sub-varsity teams 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.

## **Cuts**

Coaches are well aware and sensitive to the disappointment experienced by students 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:

1. Lack of skill, speed, strength, basic skills associated with the sport, etc.
2. Lack of effort or motivation
3. Lack of knowledge or understanding of the sport
4. Grade level of the student
5. Facility, equipment, playing time, or coaching limitations

## **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. At the preseason meeting coaches will hand out information that includes team rules, philosophy, and how players will be evaluated. Coaches need to be made aware of any unusual circumstances that may affect the athlete's performance or any player concerns. Parents with specific concerns need to communicate with the coach first. This process will usually solve any concerns a parent may have. Keep in mind that players want to please everyone; teammates, parents, and coaches, and this can possibly lead to incomplete information given each group. Do not let things fester. Talking with the coach will lead to an understanding even if not complete agreement.

If the parent feels they need to pursue the matter further a meeting will be set up with the parent, the coach, and administration (principal, athletic director, or both). In most cases the student-athlete will be asked to be in attendance.

## **Practices**

Practices for high school sports generally go six days a week often with competition on the weekend too. This is a strong time commitment the athlete makes to be a part of a team. A seasonal schedule for practices and games will be given out at the preseason meeting. Practice schedules will include time slots for both indoor and outdoor practices. Coaches are aware of everyone's busy schedules and will try to stick closely to the schedule set, but realize that schedule changes may happen due to inclement weather or other circumstances.

It is not always possible to schedule around all religious holidays. Coaches will allow any player to miss a practice or game without consequence for religious reasons.

If a coach schedules practice on a Sunday, practice will not start before 12:00 p.m.

Coaches will avoid practicing seven days a week and if practice or a game occurs on Saturday and Sunday, a day off will be given during the week.

## **SHORELINE STANCE ON ATHLETIC COMPETITION DURING APRIL VACATION**

It is the position of the Shoreline Conference that all member schools schedule a typical week's slate of athletic completion during April vacation. This includes the Saturdays on both ends of the week. All member schools have an obligation and responsibility to adhere to this position. Any one school or sport that does not adhere to this policy creates a negative impact on the integrity, safety, and manageability of the conference schedule.

Schools that are unable to field competitive varsity teams' during April vacation disrupt the competitive balance of the conference and erode the credibility of league standings and state tournament seedings.

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The Spring sports season is a seven week season. To eliminate up to nine days of available contest dates creates an exponential congestion of future available dates. Northeast weather also has a significant impact on the spring schedules. This generates a myriad of school to school conflicts, field conflicts, transportation conflicts, officiating conflicts and safety concerns.

The CIAC has very strict guidelines on the number of practices that a school must have prior to beginning competition in order to assure all athletes are properly conditioned. To shut down a sport for nine days will create a physical regression and make athletes more susceptible to injury. All sports are restricted on the number of contests per week by the CIAC for safety reasons.

Not all schools share a common April vacation.. This would cause some schools to lose the week of their break and the week that other conference schools are on vacation.

In closing, athletics are grounded in commitment to a team; commitment to a school; commitment to a conference. Part of belonging to a team is losing a portion one's individuality. If a student chooses to join a team, he/she must make a commitment to honor the commitments of all team, school, and conference obligations.

### **Captain's Practice**

The CIAC does not in any way sanction, encourage, or condone "Captain's Practices" in any sport. A captain's practice is considered one in that a team's captain organizes and runs a practice without supervision. Team captains should encourage teammates to prepare for the season, but should never mandate a practice. Players are allowed to work out together during the off season however a coach may not organize and mandate the workout through the auspices of their captains.

### **Cancellations**

Due to inclement weather or other unforeseen circumstances it may be necessary to change or postpone a practice or contest. Decisions for an afternoon game are generally determined by 1:00 p.m. and for night contests 3:00 p.m. All changes are posted on the school website: [www.westbrookctschools.org/whs](http://www.westbrookctschools.org/whs). From the home page click on athletics, then daily notices. Changes to all interscholastic contests are also found on the [www.casciac.org](http://www.casciac.org) website under individual schools and sports. The CIAC also has a place on their web site to sign up for email notification of any schedules changes made on any sport at Westbrook High School.

### **Fitness Center**

All coaches, their teams, and any student at Westbrook High School are encouraged to utilize the fitness center in and out of season. On the initial use of the Fitness Center students should read the rules posted on the wall. Before using any equipment for the first time, should receive instruction by a coach or athletic trainer. Student must be cleared by a coach or athletic trainer before using the free weights and using a spotter. The following rules are to be used by everyone using the fitness center:

1. Supervision- The fitness center may only be used when it is manned by a trained supervisor as posted. No independent or unauthorized supervisory use is permitted.
2. Cleanliness- Bring a towel or cloth to wipe down your workout station. Do not wipe down cardio computer panel with any liquids, dry cloth only.

3. Clothing- proper workout attire (no jeans or any clothing with metal or other materials that could tear fabric) including appropriate footwear (no sandals, open-toed shoes, work boots, etc.)
4. Conduct- No “horseplay”, “fooling around”, or use of inappropriate language is permitted. It is mandatory to follow the directions/instructions of the Fitness Center supervisor on duty.
5. Care of Equipment- rack your weights after use. Follow proper instructions when using fitness equipment.
6. Safety- proper use of a spotter is required when using free weights. Use of safety racks when lifting free weights is mandatory. Do not drop weights on the floor. Replace dumbbells after use.

Violations of the Rules and Regulations are subject to the following penalties:

- 1<sup>st</sup> Violation- Loss of Center use for one week.
- 2<sup>nd</sup> Violation- Loss of Center for one month.
- 3<sup>rd</sup> Violation- Loss of Center privileges for the remainder of the year.
- 4<sup>th</sup> Violation- lifetime loss of Center use privileges.

### **Nutrition**

It is important for all student-athletes to realize that proper nutrition leads to better performance. The more active an athlete the more food needed for peak performance. Coaches and the athletic trainer are great resources to answer any questions.

### **Athletic Booster Club**

The main fundraising organization for the entire Westbrook athletic program is the Westbrook Athletic Booster Club. Their mission is to strive to support and enrich all athletic teams in the middle school and high school through public relations, fundraising, and special events. The objective of the organization is to use all funds raised for the benefit of the athletes of Westbrook Middle/High schools. All parents of middle school and high school student-athletes are asked to support the efforts of the booster club. Membership forms are sent out to all families at the beginning of the school year. The booster club constitution and by laws can be found in the Appendix.

### **Pre-season Meetings**

Prior to each season coaches will conduct a parent and athlete meeting, separately or in combination. The meeting will give parents and athletes a chance to fill out necessary paperwork, meet with the coach and ask any pertinent questions. The coach will discuss their philosophy of coaching, team rules, and means of selecting and

evaluating the team members, practice and game schedules in addition to goals and expectations of the season.

The following paper work should be distributed at the pre-season meeting:

1. coaching philosophy
2. player evaluation
3. team rules
4. cautionary statements relating to your sport
5. practice schedule, indoor and out
6. game schedule
7. parent permission form to be returned signed that all paperwork listed above was received and understood
8. Emergency Medical Cards (unless cuts are to be made and then hand these out once the final team is determined).

### **Awards**

The athletic department holds one awards banquet at the end of the academic school year. Certificates will be given to all student-athletes that completed the season in good standing. The awarding of a varsity certificate at Westbrook 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. Coaches will briefly speak about their season and hand out plaques of major team awards such as most valuable, most improved, and coaches' award to varsity player's and a coaches' award for a JV player.

### **Award System**

- 1 year J.V. - certificate and numerals of graduation
- 2 years J.V. - certificate and small "w"
- 3 years J.V. - certificate
- 1 year varsity- certificate and large "W"
- 2 years varsity- certificate and individual sport pin
- 3 years varsity- certificate and sport bar
- 4 years varsity- certificate and sport star
- Varsity captains will also receive a captain's pin
- Full time managers will receive the same awards as the athletes
- Scorekeepers, part-time managers, and video tapers will receive a certificate

### **Special Senior Awards**

1. Westbrook Senior Scholar-Athlete (boy and girl). This award is selected by the varsity coaching staff. Minimum requirement for consideration:
  - a. maintain a B average in high school

- b. letter in at least one varsity sport in his/her senior year.
2. Westbrook Senior Outstanding-Athlete (boy and girl). This award is selected by the varsity coaching staff. Minimum requirement for consideration:
  - a. letter in at least one varsity sport in his/her senior year.
  - b. maintain a C- average or better in high school.
3. Westbrook Senior Sportsmanship Award. This award as selected by the varsity coaching staff awarded to one senior who demonstrates exemplary sportsmanship in all games and practices. This individual treats all teammates, opponents, officials, and coaches with respect and serves as a positive role model and leader for other athletes on the team.
4. Knights Honor Plaque is given to any senior athlete who has earned 1000 sport points for participation in athletics. Points are earned as follows:
  - a. 100 points for a varsity certificate
  - b. 50 points for a J.V. or Freshman certificate
  - c. 25 points for being captain of a J.V. or Freshman team
  - d. 50 points for being captain of a varsity team
  - e. additional points may be earned as a scorekeeper, manager (full or part-time), video taper, etc. Points will be determined by the coach and athletic director and shall not exceed 50 points in any one season.

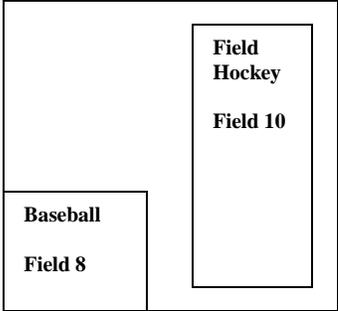
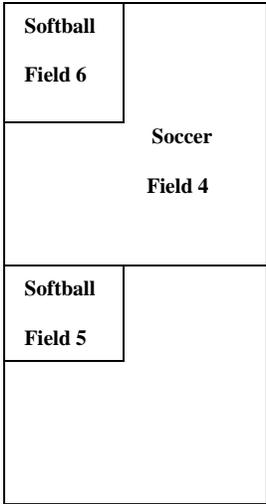
### **League Awards**

1. The league coaches of each sport vote at the end of each season to determine members of the first, second, and honorable mention teams from all the school teams that participate in that sport.
2. Shoreline-Scholar Athlete Award goes to those varsity student-athletes that earned either first team all-shoreline or first team all-state honors in addition to having a GPA of 87.5 or higher. This award is open to sophomores, juniors, and seniors. A league award ceremony is held in June for all qualified student-athletes.

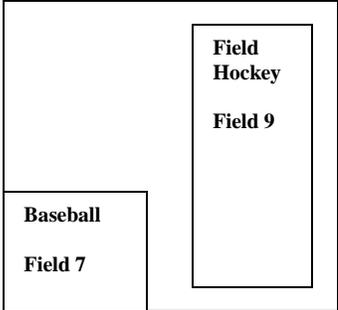
### **Field Layout**

On the following page is a copy of the Westbrook athletic field complex to include the number used to designate each field.

HS Baseball-  
Field 8  
  
MS Baseball-  
Field 7  
  
HS Softball-  
Field 6  
  
MS Softball-  
Field 5



Shed  
2



Shed 1

