

**NORTH SALEM  
MIDDLE/HIGH SCHOOL  
INTERSCHOLASTIC  
ATHLETIC  
And  
CO-CURRICULAR ACTIVITIES  
ADMINISTRATIVE  
RULES AND REGULATIONS**

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## **ATHLETIC DIRECTOR'S MESSAGE**

This handbook has been devised in order to facilitate the parents and student athletes understanding of the North Salem Athletic and Co-Curricular Activities Administrative Rules and Regulations. The importance of coordinating students' participation in athletics with the educational process remains foremost to the North Salem athletic department. Sports provide the opportunity for developing "lifetime" skills which undoubtedly improve student's decision making capabilities. The athletic department's goal is to afford the students of North Salem the latitude to fully develop their physical, mental and emotional potential. A student who elects to participate in athletics is voluntarily choosing a lifestyle of self-discipline. This concept of self-discipline is tempered by the coaching staff's responsibility to recognize the rights of the individual within the objectives of the team. To promote this process, stress must be placed on good training habits and a conformance to rules. The enclosed Educational Athletic Program handbook will hopefully allow students and parents the chance to familiarize themselves with these policies.

Sincerely,

Henry Sassone  
Director of Athletics

**5280-R**

## **REGULATION**

### **I. ATHLETIC GOALS AND OBJECTIVES**

Our Goal:

The experience of participation in athletic games and activities should reflect the total educational goals of our district.

Our specific objectives:

- A. To develop an understanding and appreciation of the place which interscholastic sports and activities occupy in the American culture and to develop sound educational attitudes toward them.
- B. To educate the student body in the appreciation of sports and activities and to enjoy them from the point of view of good sportsmanship.
- C. To serve as a focal point for the morale, spirit and loyalty of students by providing a common meeting ground and enthusiasm which is shared by all.
- D. To allow for the development of physical growth, mental alertness and emotional stability for all those who participate in athletics.
- E. To provide the opportunity for a student to learn to handle winning and losing and to make decisions that affect themselves and members of their team.
- F. To learn to develop through hard work and dedication a feeling of self confidence and self esteem in all participants.

## II. RESPONSIBILITIES OF A NORTH SALEM ATHLETE

The honor and privilege of participating in athletics at North Salem is often the fulfillment of many years of hard work and ambition. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. As a member of an interscholastic team at North Salem Middle/High School you have entered into a great athletic tradition. Each student athlete must respect this tradition and represent North Salem as a “good will ambassador.” Your actions will be a reflection of those with whom you currently associate, and the student athletes who have contributed so much to our school in the past. Because of this fine tradition, the challenge is for you to work hard to assure your actions reflect the standards set forth by the Athletic Department.

- A. Accept the responsibility and privilege of representing the school and community.
- B. Treat opponents with the respect that is due them as guests and fellow human beings.
- C. Exercise self control at all times, accepting decisions and abiding by them.
- D. Respect the official’s judgment and interpretation of the rules. Never argue or make gestures indicating a dislike for a decision.
- E. Accept both victory and defeat with pride and compassion, never being bitter or boastful.
- F. Cooperate with the coaches and fellow players in promoting good sportsmanship.
- G. Cheer positively for your teammates rather than against your opponents.

Individual players who commit serious violations of their responsibilities as participants may be subject to the following penalties.

- A. **EJECTION**  
Officials and coaches must enforce **all** rules as they pertain to player conduct. A player committing acts serious enough for ejection from a contest must be ejected.
- B. **SUSPENSION**  
Players ejected from any contest for fighting, verbal abuse of any kind and/or retaliation will not be allowed to participate in the next scheduled athletic event **and may not be present at the game site.**

NYSPPHSSA Sportsman Standard:

“That Association recognizes and appreciates that the influence and responsibility of the school administration with regard to good sportsmanship extends to all levels of competition. However, it must also be seen that the NYSPHSSAA has been vested with the responsibility to ensure that all contests under its jurisdiction are conducted satisfactorily.”

## PLAYER

- A. Any member of a squad ruled out of a contest for unsportsmanlike conduct or for a flagrant foul shall not participate in that sport in the next previously scheduled contest with a member school or in NYSPHSAA tournament play.

Disqualifications from one season carry over to the next season of participation.

- B. Any member of the squad who strikes, shoves, kicks or makes other physical contact with the intent to do so to an official shall be expelled from the game immediately and banned from further participation in all sports for one year from the date of the offense.

NOTE: Member of the squad includes player, manager, scorekeepers, timers and statisticians.

### 1. RESPONSIBILITIES TO YOURSELF

Of foremost importance is your personal responsibility to develop and broaden your strength of character. Your studies, your participation in extracurricular activities, and your participation in athletics, together help to prepare you for your adult life as a lifetime learner. It is your responsibility to yourself that causes you to strive to reach your maximum potential in all school experiences.

### 2. RESPONSIBILITIES TO YOUR SCHOOL

Another responsibility you assume as a squad member is to your school. North Salem cannot maintain its position of having an outstanding school unless you do your best in whatever activity you wish to engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school.

### 3. RESPONSIBILITY TO OTHERS

Your responsibility toward others includes your family and your peers. Other students, particularly those younger than you, may turn to you as a model; it is your responsibility to set a good example and to offer encouragement. The support of your family and our community makes your participation in athletics possible. It is your responsibility to them to work to the best of your ability.

## **III. RESPONSIBILITY OF THE COACHING STAFF**

- A. The varsity, junior varsity and modified coaches of our athletic teams have the entire responsibility for guidance of their squads. It is their responsibility to convey the correct attitudes and insist on a high level of behavior from all of their players—on the field, on the bus, with teammates, with the student body, in the community and with regard to

academic regulations. It is the personal obligation of each coach to have a thorough knowledge of the policies and procedures of the North Salem School Athletic Department and to set an example of proper behavior at all times. The head coach of a sport shall serve as advisor to junior varsity and modified coaches in order to unify the program for that particular sport. The role of junior varsity coach is to support the varsity coach and program throughout the season, including sectional play. Varsity and junior varsity coaches are required to have a minimum of five practices/contests per week and a maximum of six practices/contests per week during the regular season and a maximum of seven practices/contests per week during sectionals. It is required that teams practice and play during vacation periods (summer, Thanksgiving, Christmas, mid-winter break, and spring break). Varsity, junior varsity and modified coaches are required to begin practice on the first day of their respective seasons.

Modified coaches are required to hold five practices per week. It is required that teams practice during vacation periods (winter, mid-winter break and spring break). All coaches are to record daily attendance.

- B. Coaches providing pre-season/post-season workouts: Coaches are permitted to work with their perspective athletes in the pre- and post-season. They may not work with athletes who are participating in a modified, JV or varsity sport in season.
- C. All coaches, in their relationships with players, should always be aware of the tremendous positive or negative influences they wield. Instilling the highest level of conduct is always more important than winning. The safety and welfare of players must never be sacrificed for personal prestige and selfish glory.

The coach bears the greatest burden of responsibility for sportsmanship. The coach's influence upon the attitudes of the players, student body, and community are unequalled. In order for good sportsmanship to become a reality, it is essential that the coach subscribe to the values of sportsmanship and teach its principles through word and deed.

The varsity coaches must use their expertise in molding a squad with the best possible athletes to represent North Salem. Individual coaches must communicate clearly, and are responsible to youngsters when cuts on a squad take place. Criteria and cutting procedures must be published prior to the season. Coaches are responsible for personally communicating with a student when he or she does not make the squad. Varsity and junior varsity coaches must inform the Athletic Director of all individual policies regarding the conduct of their sports, including cutting.

NYSPPHSAA Sportsmanship Standard:

“The Association recognizes and appreciates that the influence and responsibility of the school administration with regard to good sportsmanship extends to all levels of competition. However, it must also

be seen that the NYSPHSAA has been vested with the responsibility to ensure that all contests under its jurisdiction are conducted satisfactorily.”

#### COACH

- A. Any coach excluded by a certified official from an interschool competition for unsportsmanlike conduct is ineligible to coach any interschool competition in that sport until after the next previously scheduled contest at the same level (e.g.: junior varsity, varsity, etc.) has been completed. **The coach may not be present at the game site.**

NOTE: “Not being physically present at the site” means the disqualified coach is not to be present in the locker room, on the sidelines, in the stands or site area before, during or after the game/meet.

- B. A coach who strikes, shoves, kicks or makes other physical contact with the intent to do so to another person (e.g.: official, another coach, player, fan) shall be expelled immediately and banned from further participation or coaching in all sports for one year from the date of the offense.

#### **IV. COACHING OBJECTIVES AT NORTH SALEM**

- A. To provide leadership, motivation, and a positive role model.
- B. To maintain a positive and constructive atmosphere conducive to learning.
- C. To develop the leadership and fellowship ability of the student-athlete.
- D. To generate a sense of sportsmanship and respect for opponents, officials, and teammates.
- E. To be appropriately certified in First Aid, CPR, and AED.
- F. To be responsive to the needs of the student athlete beyond the field or court.
- G. To be responsive to the community and the families of the student-athlete.
- H. To assist the academic process.
- I. To adhere to the rules of the District.
- J. To provide technical skills and the abilities to teach those skills.

#### **V. GENERAL INFORMATION**

- A. **LEVELS OF COMPETITION**  
North Salem participates at all three levels of competition: modified, junior varsity and varsity. A cut procedure is in place at all three levels. Student athletes must try out and earn a spot on each team at each level of competition on a yearly basis.

Modified Level: The emphasis at this level is participation. However, the amount of each athlete’s playing time is up to the discretion of the coach.

Athletes earn playing time by working hard and being present at all practices and games. Everyone who makes the team must be committed for the entire season.

Junior Varsity and Varsity Levels: At the junior varsity and varsity levels, the emphasis changes from total participation to more selected participation and competition. The junior varsity program stresses increased skill development, while the varsity program focuses on the talented and gifted athletes representing North Salem at its very best. Winning becomes an important factor; however, the importance of demonstrating good sportsmanship is equally as important. Everyone who makes the team must be committed for the entire season.

## B. GAMES AND PRACTICE SESSIONS

1. Team members must be present and on time for all scheduled practice sessions and games. Any athlete who is present in school but absent or late to the athletic event without prior permission from the coach will be subject to appropriate disciplinary action (see CONFLICTS, C1, Page 9). The time for practice sessions will be announced at the beginning of each sports season.
2. To be eligible to participate on an athletic team, an athlete must attend all practices or pre-cutting sessions established by the head coach. Exceptions are limited to:
  - a. Sickness or injury (If medical attention is required, a written physician's approval to return to practice must be submitted through the Health Office to the coach prior to participation.)
  - b. Emergency appointments (doctor, dentist, court appearance)
  - c. Funeral
  - d. Religious obligations
  - e. Legal school absence (documentation for college visit is required and must be presented to the coach and athletic director upon return. Documentation must be original copy)
  - f. Special exams, tests or overlapping seasons
  - g. Transfers from another district, meeting NYSPHSAA regulations
3. The fall 2018 North Salem varsity and JV athletic team try-outs/practices will begin on Monday, August 20<sup>th</sup>. All athletes are expected to report to practice on the first day. The start date is two weeks prior to the first day of school. Therefore, to accommodate family vacations, athletes must report to practice no later than Thursday, August 23<sup>rd</sup>, to be eligible to tryout. If an athlete reports late (by August 23<sup>rd</sup>), they will be required to make up all practices in order to be eligible to play in a contest. Practices will be made up once the athlete has met all State mandated practice requirements.



If an athlete has participated during the first week of the pre-season, but family vacation is scheduled for the second week of pre-season, an athlete may not miss more than three practices during the second week in order to be eligible to participate on their team. Missed practices will need to be made up (for example, miss one practice during the second week of pre-season, then one practice must be made up.) All “make-up” practices will need to be completed before the athlete is eligible to play in a contest. Practices will be made up once the athlete has met all State mandated practice requirements.

This pertains to North Salem athletes participating on the John Jay swim team as well.

Athletic contests have been scheduled as early as September 4<sup>th</sup> by Section One.

4. Junior varsity and varsity teams will practice and play during Thanksgiving, winter, mid-winter, and spring vacations. Modified teams will practice and play during winter, mid-winter, and spring vacations. Athletes are expected to be in attendance.
5. Once final rosters are submitted to the Athletic Director, athletes will not be allowed to move from one sport and team to another.
6. Student athletes who are medically excused from physical education may not participate in interscholastic athletics until they are fully cleared by a medical doctor. Fully cleared is defined as participating without limitations.

#### C. CONFLICTS

1. Outside Teams, Outside/Non-School Sponsored Activities, Employment or Other Personal Appointments:

A student athlete who participates in outside teams, outside/non-school sponsored activities and employment, will undoubtedly be in a position of conflict of obligation. It is recommended that student athletes do not participate, practice or play with an outside team, non-school program or work during the high school season. If a student athlete elects to play on an outside team or is involved in outside/non-school activities or is employed and conflicts arise, the student athlete’s first priority is the high school team. Missing a high school team practice or game for a conflict with an outside team, outside/non-school activity or employment will result in the following:

1<sup>st</sup> Conflict (missed game or practice) = 1 game suspension

2<sup>nd</sup> Conflict (missed game or practice) = 2 game suspension

3<sup>rd</sup> Conflict (missed game or practice) = 3 game suspension

4<sup>th</sup> Conflict (missed game or practice) = Suspension from athletic team

Failure to complete the season in good standing will result in the athlete not receiving credit for participation and, therefore, the athlete will not be recognized for team or individual awards.

2. School Sponsored Activities:

An individual student who attempts to participate in too many co-curricular activities will undoubtedly be in a position of a conflict of obligations. The faculty recognizes that each student should have the opportunity for a broad range of experiences in the area of co-curricular activities and, to this end, will attempt to schedule events in a manner so as to minimize conflicts.

Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about joining too many activities where conflicts are likely to occur. It also means notifying the faculty moderators involved when a conflict arises, prior to the day of the conflict.

Therefore students missing practice or games due to conflict with school sponsored activities will be required to complete the number of missed practices or games in order to be eligible to compete. For example, a student missing two practices due to conflict with school sponsored activity will be required to complete two practices before he or she is eligible to compete. Warming up before a game does not constitute a practice.

3. School Vacation Periods:

Athletic teams will practice and play during vacation periods (see page 9) and student athletes are expected to attend. However, the athletic department recognizes that the needs of families sometimes conflicts with athletic schedules during vacation periods. In the event that athletes have conflicts with the practice or game schedule during vacation periods, the following will apply:

Students missing practices or games during school vacation periods will be required to complete the number of missed practices or games in order to be eligible to compete. For example, a student missing two practices will be required to complete two practices before he or she is eligible to compete.

4. Drivers Ed:

Drivers Ed program will conflict with athletic practices and games. Students should consider the requirements for both Drivers Ed and their interest in athletics when making plans for the year and certainly before registering for Drivers Ed.

D. RECONDITONING RULE

A player who misses practice during the season for a period of five or more consecutive days must have a minimum of three days practice for reconditioning purposes prior to participation in a game or scrimmage. If

an athlete misses four consecutive days of practice, two days of reconditioning must take place before participating in a game or scrimmage. If an athlete misses three consecutive days of practice, one day of reconditioning must take place before participating in a game or scrimmage.

E. EQUIPMENT AND UNIFORMS

All athletic equipment and uniforms belong to the North Salem School District.

Equipment and uniforms are loaned to you for use during your season.

If you are unable to return loaned materials, you will be held financially responsible for their replacement. Students will not receive uniforms or equipment for the next sport season until financial restitution is made or the uniform is returned.

F. TRANSPORTATION

Transportation to and from athletic contests will be provided by the District. Athletes are expected to use this form of transportation. Parents may elect to drive their own children home from contests. A note must be signed by an administrator and athletic director for an athlete to travel home with another adult. Please have this completed at least one day prior to the competition.

1. Students and coaches may not eat on the bus while the bus is in motion.
2. Team buses are not permitted to stop before or after contests so that team members may eat unless the trip is outside of Section I limits (Rockland, Westchester, Putnam, and Dutchess Counties).
3. These guidelines will apply to all athletic teams regardless of season. Failure to follow these guidelines will result in the loss of this privilege for the team in violation.

G. DIRECTIONS TO OTHER SCHOOLS

Directions to schools can be found on our Intand Athletic Department calendar. Quite often, contests in the spring and fall are held off-campus and at alternate sites. You can also visit the BOCES website at [www.swboces.org/athletics](http://www.swboces.org/athletics).

H. SCHEDULE CHANGES

Changes are made basically due to inclement weather conditions, opponent request or school related conflicts.

When same day changes occur due to weather and/or field conditions, students are asked to check the Intand calendar system which can be viewed on our TV's in the MS/HS. Notices will be read over the PA and notifications will be sent to all Intand calendar subscribers.

**I. SHARED ATHLETIC SERVICES**

The athletes of the North Salem School district have a unique opportunity to participate on an athletic team with the students of the John Jay Katonah-Lewisboro School District and the Somers School District. When participating on a merged team, the following rules will be followed:

1. When a North Salem athlete participates on a merged team that carries the John Jay or Somers name, said athlete will follow the John Jay or Somers athletic rules as they relate to the specific team, but will follow the North Salem School Conduct and Disciplinary Policy, including the North Salem Athletic Code of Conduct and Academic Eligibility Requirements.
2. The North Salem athlete will be eligible for all school and Booster Club awards.
3. Specific sports awards, i.e.: All League, All Section team, will be Awarded by John Jay or Somers and the Conference in which they participate.

**J. INSURANCE**

All families of athletes are encouraged to carry some type of medical insurance. The school district's insurance company will pay coverage expenses in excess of the family's primary medical coverage.

**VI. MIDDLE SCHOOL POLICIES**

**A. GENERAL ELIGIBILITY RULES**

1. **AGE:** Upon entry into the seventh grade, a student is eligible for Modified program competition. One is ineligible when the 16<sup>th</sup> birthday is attained. If a student attains the 16<sup>th</sup> birthday during a sport season, he/she may compete that sport season.
2. **BONA FIDE STUDENTS:** A contestant must be a bona fide student of grades 7, 8 or 9 of the school represented.
3. **PROMOTION:** A contestant in grades 8 and 9 who practices or competes with or against a freshman, junior varsity or varsity performer shall not return to the modified athletic program in that same season in that same sport. Contestants shall not be promoted to a higher classification within the modified program or to a junior varsity or varsity team after completion of 50 percent of their modified schedule. Exception: In schools where no junior varsity program is provided in a specific sport, a 9<sup>th</sup> grade modified contestant may be promoted to the varsity team either prior to completion of 50% of his or her modified schedule, or at the completion of his or her modified schedule, if he or she displays the skills and maturity to compete at the varsity level. Ninth grade contestants promoted at the end of their modified season should practice with the varsity team and are limited to post season

contests. A contestant promoted to a squad of higher classification may not return to the original squad after participating in a contest with the squad of the higher classification.

#### 4. ABSENCES TO DUE CONFLICT, ILLNESS OR INJURY

Please see GENERAL INFORMATION, C AND D, Page 9 and 10

#### B. PRACTICE SESSIONS

1. At North Salem Middle School, each student may participate in only one practice session per day, up to five days per week, prior to the first contest.
2. Practice sessions shall be limited to a maximum of three hours and be at least 45 minutes in length. All required practice sessions shall include vigorous activity related to the specific sport.
3. A try-out session may be used toward the required number of practices needed prior to the first scrimmage or contest when the high school and modified sessions start simultaneously or when the high school try-out periods are contiguous to the beginning of the modified sports season.

#### C. TIME INTERVAL

Unless extenuating circumstances arise, it is recommended that no more than three contests be scheduled per week. There shall not be more than five contests played per calendar week.

#### D. ATHLETIC PLACEMENT PROCESS

Students in grades 8 may be permitted to try out for participation on junior varsity and varsity teams if they have written permission from a parent/guardian and if after review, they (a) demonstrate the specific sport skills, physical and emotional maturation, as well as a high level of physical fitness for the sport in question, and (b) complete and pass the entire Athletic Placement Process (APP). For students in grade 7, this option is limited to students who will have reached the age of 13 by December 31<sup>st</sup> of the 7<sup>th</sup> grade year.

Permission to try out for a team does not mean that a student will necessarily make the team.

The initiation of the APP process for identifying the exceptional athlete is the responsibility of the Athletic Director. Parents may request the Athletic Director to initiate the APP process, and may submit relevant information in support of the request. However, the evaluation of requests and information is a matter for the sound discretion of the Athletic Director.

Students who have participated in non-school sports programs will be considered for APP if they produce a letter of recommendation from their coach. The coach must attest that he/she has personally supervised the

student for at least a full season and the coach must possess a license or certification from the sport's national sanctioning organization.

In the cases where sports do not have a licensing or certification process, students will be considered for APP if they can produce proof that they have competed at a level that contains sufficient rigor to reveal the athlete's talent, relative to the level of competition he or she is seeking to participate in (JV or Varsity). This may be done by demonstrating participation with a team that plays over a wide geographical area, competition in recognized high-level tournaments or matches, or by other means acceptable to the Athletic Director.

For sports that are measured in time and distance, results from a meet/race/event may be substituted for a coach's recommendation. The meet/race/event must be sanctioned by a regional governing body. Additionally, the results must show that the student will compete successfully on a North Salem team when compared to available data bases. If no comparison is available, the student will be considered if s/he can submit proof that s/he has competed at a level that contains sufficient rigor to reveal the athlete's talent, relative to the level of competition s/he is seeking to compete at (JV or Varsity). This rigor can be demonstrated as explained above.

For sports of bowling and golf, the APP process is followed. However for these sports a special try-out process is utilized in place of the physical fitness test required for other sports.

A description of the APP process shall be posted on the North Salem Central School District website.

## **PROCEDURES FOR THE ATHLETIC PLACEMENT PROCESS**

The director of physical education/athletics has the responsibility of ensuring that the APP is followed by all parties involved; that the medical director is included at appropriate times; and the final determinations are sent to the parents. Students who pass all parts of the APP are permitted to try out. There are no waivers. A student must meet the appropriate standards of physical and emotional maturity, size, fitness, and skill, in order to qualify.

**Parent/Guardian Permission:** All students who are to be evaluated must first obtain written parent/guardian permission before any evaluation may begin.

**Administrative Approval:** The athletic administrator should confirm that the student is suitable for consideration, which includes the likelihood that the student would play in at least 50% of the games. Additionally, because of the increased time demands of participation at the high school level, the student's academic performance (as determined at the local level) should be at or above grade level. Furthermore, administration should assess the student's emotional readiness to socialize with high

school-aged students. If the student is not academically or socially ready, the student should not proceed through the APP.

**Medical Clearance:** (Must be completed BEFORE the physical fitness portion of the process) The district medical director will determine a student's physical maturity level, and compare the physical size of the student in relation to that of the students against whom the student wishes to compete. If the student is determined to have attained the appropriate physical maturity level and comparable physical size for the desired sport and level, the student may proceed. If the student is determined to **not** have attained an appropriate physical maturity level for the desired sport and level, **the process stops.**

**Important Note on the Physical Maturity Examination:** For the medical director, determining the physical maturity level of the student is an important step in the APP process. This is done to ensure that the student has attained a level of physical development at which the chances of growth plate or overuse injury is minimized. Since the growth plate is the weakest area of the growing skeleton, weaker than the nearby ligaments and tendons that connect bones to other bones and muscles, injury to a growth plate can lead to a serious and potentially permanent injury to a joint or long bone. While growth plate injuries are usually caused by an acute event such as a fall or a blow to a limb, they can also result from overuse, such as when a gymnast practices for hours on the uneven bars, a runner runs long distances, or a baseball pitcher spends hours perfecting a curve ball. Growth plate trauma and other overuse injuries may occur in competitive sports such as football, basketball, softball, track & field, and gymnastics. The likelihood increases when students are doing a single sport year round without substantial rest; therefore, caution must be exercised in determining the physical maturity of students at this age level. Developmental staging reduces, but does not eliminate, the risks of injury to a younger student moving up to sport activities involving more developmentally mature students. Since all growth plates might not be fully matured by the time a student reaches Tanner 5, care must be exercised in determining the physical maturity of athletes. The size of the student in relation to the other athletes is also a critical component in determining the risks of injury. It is always best to err on the side of caution and keep a student at the age-appropriate level of play in order to safeguard the student. There will be many more years for the student to advance in athletics, and success is more likely if he or she does not suffer from permanent injuries.

**Sport Skill Evaluation:** The sport coach will rely on past personal observations and may consider input from the student's former coaches to complete the evaluation. If the coach is unfamiliar with the student, the sport coach may wish to observe the student in a physical education class.

**Physical Fitness Testing:** This must be done by a certified physical education teacher. The President's Physical Fitness Test has been selected as the test for this process, and the student must meet the 85<sup>th</sup> percentile level for their age in 4 out of 5 test components. For students trying out

for swimming, they may choose to either do the 1 mile walk/run or the 500 yard swim.

Exception to the physical fitness test requirement: Students who desire to try out for bowling or golf teams are not required to complete the physical fitness testing.

**Qualification Determination:** The results of the three evaluations will be sent to the director of physical education/athletics. **Only students who pass all parts of the APP are permitted to try out.**

**Try Outs:** The student is allowed to try out for the sport and level requested or the student must return to the modified level of competition.

## **VII. CODE OF CONDUCT FOR ATHLETICS AND CO-CURRICULAR ACTIVITIES**

North Salem Middle School and High School students are privileged to have the opportunity for participation in a diverse number of extra co-curricular activities. Students are encouraged to be actively involved in many facets of their school.

To guide students toward positive participation and to assist them in achieving academic success, the North Salem Middle/High School Interscholastic Athletic and Co-Curricular Activities Administrative Guidelines has been adopted. Students participating in co-curricular activities and/or athletics must agree to adhere by the Code of Behavior and Eligibility requirements outlined in this document.

### **A. GOALS AND OBJECTIVES**

1. It is the goal of the North Salem Central School District that these regulations and guidelines will encourage students to adopt lifestyles of good citizenship and good health beyond the school year and time in middle school and high school. In addition, these guidelines seek to promote alcohol, drug, and tobacco free lives among students. These specific regulations will be in effect whenever a student begins participation in a school sponsored activity and will stay in effect throughout the duration of the sport or activity.
2. Participation on an athletic team and/or co-curricular activity or club is a privilege and not a right of a North Salem student.

### **B. ATTENDANCE**

Students must be in attendance and in class for seven periods a day to participate in any after school activities. Students should seek clarification from an administrator in advance for questions regarding valid attendance.

Students absent from school due to illness may not participate in after-school activities in accordance with the North Salem Central School District Attendance Policy.



### C. BEHAVIOR

Students participating in co-curricular activities and/or athletics are subject to all disciplinary procedures and consequences as outlined in the North Salem Middle/High School Student conduct and Disciplinary Policy. It is important to note that disciplinary consequences such as detention and suspension will not be scheduled or rearranged to accommodate co-curricular and/or athletic activities. Students serving in-school or out-of-school suspension will not be permitted to attend or participate in any co-curricular or athletic activity on the day(s) of the suspension.

In addition to consequences outlined in the Student Conduct and Disciplinary Policy, students participating in co-curricular activities and/or athletics are subject to the following regulations:

1. Use of drugs and/or alcohol:

Any student found using, in possession of, or under the influence of alcohol, drugs or other illegal substances in or out of school will lose the privilege of participating in athletic and/or co-curricular activities for the duration of the season (defined as fall, winter, spring).

A second offense will result in ineligibility for all athletics and all co-curricular activities for the remainder of the school year.

2. Use of tobacco:

Any student found using tobacco, chewing tobacco or snuff in or out of school will lose their privilege to participate in athletics and/or co-curricular activities for a period of two weeks.

A second offense will result in ineligibility for athletic and co-curricular activities for the remainder of the season (defined as fall, winter, and spring).

3. Use of e-cigs and vapes:

Any student found using e-cigs and vapes, in or out of school, will lose their privilege to participate in athletics and/or co-curricular activities for a period of two weeks.

4. Misconduct in the school or community:

Participation in co-curricular activities and/or athletics reflects involvement of students in the school and the community as representatives of the North Salem Central School District, both in the school building and on and off the school campus. Therefore, misconduct within the community or in school is inappropriate and unacceptable (as defined in Section 5300.30-H in the North Salem Central School district Code of Conduct).

Such behavior will place the privilege of participating in athletics or co-curricular activities in jeopardy for the remainder of the season (defined as fall, winter, and spring).

4. Removal from athletics and/or co-curricular activities:  
Students who are removed from co-curricular activities and/or athletics will not receive credit for participation prior to their dismissal.

## **VIII. CONCUSSION MANAGEMENT GUIDELINES**

The Board of Education of the North Salem Central School District recognizes that concussions and head injuries are the most commonly reported injuries in children and adolescents who participate in sports and recreational activity. Therefore, the District adopts the following guidelines to assist in the proper evaluations and management of head injuries.

Concussion is a brain injury. Concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head. Loss of consciousness and/or an obvious injury is not required for a diagnosis of concussion. Recovery from concussion will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management.

When a Coach or school staff member thinks a student is demonstrating signs, symptoms or behaviors consistent with a concussion while participating in a school sponsored class, extracurricular activity, or interscholastic athletic activity the student shall be removed from the game or activity and be evaluated as soon as possible by an appropriate health care professional. The District shall notify the student's parents or guardians and recommend appropriate monitoring to parents or guardians. The student may not return to school or activity until released by an appropriate health care professional. The school's chief medical officer will make the final decision on return to activity including physical education class, recess and interscholastic sports. Any student who continues to have signs and symptoms upon return to activity must be removed from play and reevaluated by their health care provider.

### **Education**

Concussion education should be provided for all administrators, teachers, coaches, school nurses, athletic trainers and guidance counselors. Education of parents should be accomplished through preseason meetings for sports and/ or information sheets provided to parents. Education should include, but not be limited to the prevention of concussion, definition of concussion, signs and symptoms of concussion, how concussions may occur, why concussions are not detected with CT Scans or MRI's, management of the student's/athlete's recovery and the protocol for return to school and return to play or interscholastic athletics. The protocols will cover all students returning to school after suffering a concussion regardless if the accident occurred outside of school or while participating in a school activity.

### **Concussion Management Team**

The District will assemble a concussion management team (CMT). The CMT will consist of the MS/HS Principal, the Elementary School Principal, the Athletic Director, the Secretary to the Athletic Director, the School Physician, The MS/HS School Nurse, the elementary school Nurse and a Parent Representative. The District's CMT will coordinate training for all administrators, teachers, coaches

and parents. Training will be mandatory for all coaches, assistant coaches and volunteer coaches that work with these student athletes regularly. In addition, information related to concussions will also be included at parent meetings or in information provided to parents at the beginning of sports seasons. Parents need to be aware of the school district's guidelines and how these injuries will ultimately be managed by school officials.

Training will include: Prevention of concussion, signs and symptoms of concussions, post concussion and second impact syndromes, management of the student athlete's recovery, return to school and return to play protocols, and available area resources for concussion management and treatment. Particular emphasis will be placed on the fact that no student, including student athletes will be allowed to return to play the day of injury and that all student's including athletes must obtain appropriate medical clearance prior to returning to play or school. All coaches will be trained to use the Concussion Check List provided by the district to evaluate student condition in the event of a possible head injury.

The appropriate school nurse will act as a liaison for any student returning to school and/or play following a concussion.

### **Concussion Management Protocol**

#### **A. Return to School**

To help manage a student/athlete's recovery from a concussion the student should have physical, cognitive, and emotional rest. He/she should not return to school for 3-5 days. When the student returns to school he/she will try to attend all classes but may need to modify the school day and workload as documented by the student's physician in concurrence with the district medical director. The modification will allow the student to gradually return to a full cognitive workload. The student should have a full rest from all electronic activity for 3-5 days before returning to school.

#### **B. Return to Athletic Participation**

There are many risks to premature return to play including a greater risk for a second concussion because of a lower concussion threshold, second impact syndrome (abnormal brain blood flow that can result in death), exacerbation of any current symptoms, and possibly increased risk for additional injury due to alteration in balance.

#### **C. Return to play following a concussion involves the following protocol:**

1. No student athlete may return to play while symptomatic.
2. Students are prohibited from returning to play the day the concussion is sustained. If there is any doubt as to whether a student has sustained a concussion, it shall be treated as a concussion.
3. Once the student athlete is symptom free at rest at least a week and has a signed release by the treating clinician, she/he may begin the return to play progression below (provided there are no other mitigating circumstances).
4. The Release will be reviewed by the School Physician

5. With the approval of the School Physician the following progression will ensue

Day 1: Evaluation by School nurse in AM, Return athlete to Practice in afternoon if asymptomatic

Day 2: Evaluation by School nurse in AM, Return athlete to Practice in afternoon if asymptomatic

Day 3: Evaluation by School nurse in AM, Return athlete to Practice in afternoon if asymptomatic

Day 4: Return to play

Each step should take 24 hours so that an athlete would take at least 4 days to proceed through the full rehabilitation protocol once they are asymptomatic at rest and with provocative exercise. If any post concussion symptoms occur during the return to play progression, the School Physician will evaluate.

## **IX. ACADEMIC ELIGIBILITY**

In an attempt to assist students who are participating in co-curricular activities and/or athletics but not maintaining passing grades, the Program for Improvement has to be instituted. The Program for Improvement requirements apply to all students in grades 9 through 12 and students in grade 8 participating on junior varsity or varsity athletic teams. The Program for Improvement would be instituted for a student who participates in co-curricular activities and/or athletics and is failing two or more subjects.

### **A. PROGRAM FOR IMPROVEMENT**

1. Week four of the marking period
  - a. Students participating in co-curricular activities/athletics and failing two or more subjects will be identified.
  - b. A conference will be held with the student.
  - c. The student will be placed on probation and given suggestions on how to improve the failing grades.
2. Week six of the marking period
  - a. Students on probation must bring a signed form to administrator/athletic director from teachers of failing subjects indicating pass/fail.
  - b. Students must pass all of identified failures to be removed from probation.
  - c. Students not achieving passing grades will not be eligible for participation in athletics/co-curricular activities. Ineligibility means they will be unable to practice, play or participate in any activity.

3. Week eight of the marking period
  - a. Ineligible students will have the opportunity to regain eligibility (same procedure as week six).
  
4. Week ten (end of marking period)
  - a. Any student failing two or more subjects is placed on a two-week probation.
  
  - b. Probationary period ends in two weeks. Students must earn passing grades in all identified failing courses or will be ineligible to participate for two weeks.
  
  - c. Passing students will be in a four-week cycle of review and possible probation.
  
5. Fourth marking period/start of new school year
  - a. Students failing at the end of the school year will be given the opportunity for a “fresh start” in September when the four week cycle will begin again.

**PLEASE NOTE:** Students who are ineligible for 50 percent or more of the athletic season or co-curricular activity period will not receive credit for their participation.