

## EXTRACURRICULAR CODE OF CONDUCT

This agreement applies to athletic programs as well as all school sponsored clubs and activities and may be found on the school's website under [Athletic Office](#)

### HOLLIS BROOKLINE EXTRACURRICULAR CODE OF CONDUCT

The Hollis Brookline Athletics Department sincerely hopes that the contents of this contract will emphasize the sacrifices and dedication that young people make for interscholastic athletics. Through these many demands, athletes live and learn about life as it truly is. As in life, they get from our program only what they put into it.

#### SPORTSMANSHIP EXPECTATIONS

“Sports do not build character. They reveal it.”

- Heywood Hale Brown

To represent our school and communities favorably, we expect spectators and athletes to abide by the following guidelines for sportsmanship.

#### Overall Acceptable Behavior

- Applause during introduction of players, coaches, and officials.
- Players shaking hands with opponent who fouls out while both sets of fans recognize player's performance with applause.
- Accept all decisions of officials.
- Cheerleaders lead fans in positive cheers in a positive manner.
- Handshakes between participants and coaches at end of contest, regardless of outcome.
- Treat competition as a game, not a war.
- Coaches/players search out opposing participants to recognize them for outstanding performance or coaching.
- Applause at end of contest for performances of all participants.
- Everyone showing concern for an injured player, regardless of team.
- Encourage surrounding people to display only sportsmanlike conduct.

#### Overall Unacceptable Behavior

- Disrespectful or derogatory yells chants, songs, or gestures.
- Singling out an opponent by number or name during the game.
- Booing or heckling an opponent or an official's decision.
- Criticizing officials in any way; displays of temper with an official's call.
- Yells that antagonize opponents.
- Refusing to shake hands or give recognition for good performances.
- Blaming loss of game on officials, coaches, or participants.

#### COMMUNICATION

Communication is a vital key in running any effective program or organization.

The following protocol should be used within the HBHS athletic programs when an athlete has a concern about an athletic situation.

The athlete needs to address the concern with the coach without fear of retribution in terms of playing time. It is hoped that at this point the concern is addressed to the satisfaction of both athlete and coach.

If the situation is not resolved, the next step as outlined below is for the parent to set up a meeting with the coach. It is the responsibility of the coach to make the athletic department aware of the meeting.

If the situation is still not resolved the parent can request a meeting with the Athletic Director. If the situation is still not addressed satisfactorily, then it may be appropriate to involve the Principal.

#### Steps

- Athlete to Coach
- Parent to Coach
- Parent to AD
- Parent to Principal

This agreement applies to athletic programs as well as all school sponsored clubs and activities, including, but not limited to, performing arts programs such as band, chorus, and theater productions, as well as honor societies, and ALL clubs and activities sponsored by the school. The following contract/agreement has been written to inform students and their parents of the rules and expectations and we ask that the athlete sign this contract fully realizing the effort and dedication that the program demands. We ask that parents sign the contract indicating knowledge of the rules, regulations, and dedication that participation in athletics demands, and that there is nothing in their child's health history, to their knowledge, that would interfere with his/her full participation in any competitive sport.

#### Responsibilities:

All members of interscholastic sports teams will be required to pay a sixty dollar (\$60) athletic fee per sports season in which they participate to help defray the costs of interscholastic sports. A \$240.00 cap per family is placed on this fee. The ski, swim, football, and hockey teams will have individual participation fees that do not count toward the \$240 cap.

In order to allow as many students as possible to participate in athletics, students cannot be members of more than one school sport team each season (exception: athletes who kick and/or punt for the football team). Once an athlete makes a team, she/he may not try out or become a member of another sports team during that season.

The following 4 (four) administrative requirements must be met BEFORE any student can begin practice or participation:

1. Sign the Hollis Brookline High School Extracurricular Code of Conduct.

2. Submit a Medical Statement provided by a physician certifying the student athlete has passed a pre-participation physical examination prior to the beginning of the student athlete's high school athletic career.

3. Submit a current Student – Athlete Medical History & Pre – Participation Questionnaire

4. Upon team selection the athletic fee for that sport is required. Only checks or a money order will be accepted. Please make checks payable to Hollis Brookline High School and submit it directly to the athletic office.

Team uniforms will be distributed upon completion and submission the above requirements. All uniforms and equipment issued to the athlete shall be returned in usable condition within one week of the last contest, including any tournament play. A bill will be issued for the cost of replacement of any missing uniform or equipment; this bill or any obligations must be paid prior to participation in any other sport.

## I. School Rules

All interscholastic athletic team members are expected to abide by the basic rules discussed below. Willful violation of any of these rules may result in disciplinary action by the coach, advisor, athletic director and/or administration.

A. CHEMICAL HEALTH - During the duration of an extra-curricular activity a student shall not, regardless of quantity, use, consume, possess, buy, sell or give away any substance containing alcohol; marijuana; tobacco products (including chewing tobacco) or any other controlled substance. Possession or use of drug paraphernalia is also prohibited. A sports season is defined as the first date of tryouts through that season's Sports Awards Night. In the case of a club or activity the season is defined as the beginning of tryouts (or rehearsal) to the completion of the activity/performance. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his or her doctor.

§ This chemical health policy shall not be interpreted as a "guilt by association" rule. A student, who is in the presence of a controlled substance without violating the above standard, shall not be penalized. Hollis Brookline High School expects its students to have core values, among which responsible decisions regarding alcohol, drugs and tobacco use are essential. It is expected that when any student arrives at a gathering and finds that illegal substances are present, he/she will leave the area as soon as possible.

§ If the Administration determines a student has violated the chemical health policy, the student shall lose the privilege to attend or participate in any extra-curricular activity for ten (10) consecutive school days. A second violation will result in loss of extracurricular privileges for thirty (30) consecutive school days and will also result in a suspension from the team or club/activity for the remainder of the season. Students will be referred to the Student Assistance Program.

§ A third violation will result in the loss of extra-curricular privileges for the remainder of the school year. The student will have an opportunity to speak on his or her own behalf. Violations occurring on "school grounds" will carry a consequence as set forth in the Student Handbook. Students may be referred to the Student Assistance Program and/or other substance abuse programs.

B. UNSPORTSMANLIKE CONDUCT - Vandalism, fighting, profanity, gambling and all forms of inappropriate and/or disrespectful conduct or behavior at any event/game/contest whether a spectator or participant will result in the following consequences:

- § First offense – two weeks and/or two game suspension
- § Second Offense - dismissal from the team for the remainder of the season
- § Third Offense - dismissal from all sports teams for the remainder of the school year

An athlete who initiates a physical fight with an official will be immediately suspended for the remainder of the season and may be subject to additional consequences.

An athlete who initiates a physical fight with a member of the opposing team during a contest

- § First offense – minimum 5 (five) game suspension
- § Subsequent occurrences - permanent suspension from the squad
- These violations may also result in further consequences issued by the school.

#### C. SCHOOL ATTENDANCE REQUIREMENTS - Absences, tardies and dismissals

Participants in extracurricular activities will not be permitted to practice or participate in an event on a day when they are absent from school for illness, unexcused reasons (truancy) or during periods of suspension. Students under school suspension may not attend any school event. Schools suspensions will in most cases occur immediately and run for consecutive school days. Exceptions will not be made to allow an athlete to participate in a practice or a contest during a suspension period.

Failure to be in school by 8:30 AM will be considered an absence and will result in not being able to practice or participate on that day, except for verified medical appointments, scheduled college visits, or funerals. Students dismissed during the school day may not participate in after-school activities, unless excused for a verified medical appointment. The athlete must notify the Athletic Director's office of appointments prior to the day of the appointment. Upon returning to school, the athlete must present from the Doctor's office, on the Doctor's Letterhead, proof of the appointment.

Participants are expected to be on time to school the day after a game/activity.

Students must arrive at school no later than one hour after a delayed opening, i.e. inclement weather or staff development meetings in order to be considered present in school.

#### D. INJURY

Any injury no matter how minor must be reported to the coach immediately and to the Athletic Trainer as soon as possible. Injury forms should be completed and filed by the coach within 24 hrs and submitted to the Principal and Athletic Trainer. Any athlete with a severe injury requiring doctor's treatment will need a release signed by the doctor and parent before being allowed to continue or resume athletic participation.

## II. NHIAA STATE ASSOCIATION RULES

To reference NHIAA rules please click on [www.nhiala.org](http://www.nhiala.org).

Click on policy and procedures and then NHIAA coaches' handbook.

SCHOLASTIC ELIGIBILITY (for all clubs and school sponsored activities)

Each athlete must satisfy the eligibility requirements established by the NHIAA. and the Hollis Brookline High School Principal. No student who has failed to pass four (4) units of work during

the previous ranking period shall represent the school in any interscholastic contest. The sole responsibility for determining athletic eligibility rests with the Principal.

- Basic Ranking Period - not less than one marking period.
- Previous Basic Ranking Period - indicates the last prior ranking period of the school year.
- Passing Grade - as determined by the NHIAA individual member high schools.

Summer school - a student/athlete may not regain athletic eligibility by making up academic deficiencies or failures of the regular school year during the summer months.

Incomplete Grades - are not to be considered passing grades for purposes of eligibility.

Any student, who is academically ineligible on the 1st day of practice, is ineligible to participate during that sport season, i.e. fall, winter, spring or until the next marking period.

An athlete, who becomes ineligible because of grades during that season, is ineligible to continue participation in any practice or games. However, each case will be reviewed on an individual basis with the Principal and Athletic Director making the final decision.

#### AGE

A pupil may compete in interscholastic athletics during the school year if his/hers 19th birthday is on or after September 1st.

#### TRANSFER STUDENTS

A transfer student may be ineligible to participate in interscholastic athletics for a period of ninety school days after he/she becomes a student in the school to which transfer has been made, unless such transfer has been accompanied by a permanent change of residence on the part of the student's parents or legal guardians to the area serviced by the school.

HOWEVER, A TRANSFER STUDENT SHALL BE DECLARED IMMEDIATELY ELIGIBLE BY THE ELIGIBILITY COMMITTEE THROUGH THE NHIAA EXECUTIVE SECRETARY IF HE/SHE MEET ALL THE FOLLOWING CONDITIONS:

1. The student resides with his/her parents or legal guardians in the family residence.
2. The student attends the high school serving the area of the residence of his/her parents or legal guardians.
3. The Principal of the transferring school provides written notification on official school stationery to the Principal of the receiving school certifying that to the best of his/her knowledge the transfer has not been for the purpose of participating in interscholastic athletics and the Principal of the receiving school likewise responds.
4. The written notification of both Principals is filed with the executive secretary by the receiving school principal.
5. All other eligibility requirements are met.

#### AMATEUR STATUS

Any student who, at any time, has received financial remuneration for participating in sports that are recognized by the NHIAA shall be rendered ineligible for all high school sports from the date of the discovery. Such a student shall no longer be considered an amateur athlete. Participation by ineligible players may lead to forfeiture of games.

#### PHYSICAL EXAM

Students shall be ineligible to participate in interscholastic athletics (practices or games) unless there is current medical statement provided by a physician certifying the student/athlete has passed a pre-participation physical examination prior to the beginning of the student/athlete's high school athletic career. Any student athlete significantly ill or injured since the last review shall be re-examined by a physician in order to be eligible to participate in interscholastic

athletics. A medical statement must be completed by a physician or by a qualified non-physician health practitioner under the direct supervision of a physician.

Under the new physical exam policy, all athletes, other than freshman, must have a physical that is performed within two years of the end of their sports season. Generally a student should have a physical before they enter their freshmen year and then again their junior year.

#### NON-SCHOOL COMPETITION

##### Section 8: Non-School Competition

A. A member of a school team is a student athlete who is regularly present for, and actively participates in, all team practices and competition. Bona fide members of a school team are prevented from missing a high school practice or competition to compete with an "out-of-school team." Whenever a conflict arises between the high school team practice/competition and an out-of-school practice/competition on the same day, the student athlete must honor the high school team. Priority must be given at all times to the high school team, its practices, and its contests unless a waiver has been granted by the Athletic Director and Principal on a case by case basis. Penalties: Any student/ athlete who violates this rule, unless a waiver has been granted as stated above, for the first time shall be declared ineligible for the next four consecutive interscholastic events or the 3 weeks of a season in which the student athlete is a participant, whichever is greater. This penalty is effective from the date of his or her last participation in any sport for the balance of the school year.

#### III. TEAM RULES

##### A. ATTENDANCE AT PRACTICE AND CONTESTS

All athletes are expected to attend all practices and contests. The coach will handle EMERGENCY situations not covered in the SCHOOL ATTENDANCE REQUIREMENTS section above.

Limited participation is not allowed, i.e. special arrangements for individuals to practice less than the scheduled number of days per week for work, ski club etc.

Athletes are expected to attend practices and games scheduled during the vacations weeks.

##### B. DETENTIONS

Athletes who receive a detention are expected to serve the detention on the date scheduled or assigned.

Students who are assigned detention are ineligible to participate in any extracurricular activity on that day.

The following disciplinary action will result for athletes who do not attend a scheduled detention on the scheduled day:

§ An athlete who fails to attend a scheduled detention and participates in practice - 1 game suspension.

§ An athlete who fails to attend a scheduled detention to participate in a game - 2 game suspension.

##### C. TRAVEL TO AND FROM CONTEST

Every athlete is required to travel to and from an athletic event with the team and the coach. We feel that traveling is a part of the athletic experience and builds team unity.

**HOLLIS BROOKLINE HIGH SCHOOL**  
**20110-2012**

PLEASE RETURN THIS SIGNED FORM WITH ALL SIGNATURES. STUDENTS WILL NOT HAVE ACCESS TO THEIR COMPUTER ACCOUNTS UNTIL FIS FORM HAS BEEN RECEIVED.

Student's Name (please print) \_\_\_\_\_ Year of Graduation \_\_\_\_\_  
\_\_\_\_\_

As we continually look for ways to be more efficient, environmentally friendly, and financially responsible we are utilizing our website and electronic mail whenever it makes sense to do so.

**Absence notes and other confidential correspondence**

Parents/guardians – If you have an email account which is not accessible by your child, you may choose to send in absence notes via this email. In addition, we will send correspondence regarding attendance and other issues which we would normally send via U. S. Mail to this email account. By using this method, you will receive information in a timely manner. As always, if there is a serious matter, you will be contacted immediately via telephone. Please note that we will only accept absence notes from the email(s) you list below.

**Email to [HBHS.Attendance@sau41.org](mailto:HBHS.Attendance@sau41.org) and please be sure to provide:**

Parent/guardian name, student's name, student's grade, date of absence(s) and reason for absence (illness, college visit, etc.). In addition, please call the attendance office at 465-2269 and leave a message regarding your child's absence.

\_\_\_\_\_ I wish to use secure email correspondence with the school. Please use the following email address:

Email: \_\_\_\_\_ (please print clearly)

\_\_\_\_\_ I do not wish to use secure email for correspondence.

I am aware that the Hollis Brookline High School Student Handbook is on the school's website (<http://sites.sau41.org/hbhs> under student information) and that I have reviewed all of the policies (academic and extra curricular) contained within it. My signature below signifies that I am aware of and agree to abide by the following:

- Student Handbook rules and protocols
- Extra-Curricular Code of Conduct
- Acceptable Computer Use Policy

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian name (please print) \_\_\_\_\_ Day time phone  
# \_\_\_\_\_

Parent/Guardian Signature

\_\_\_\_\_ Date \_\_\_\_\_

**PLEASE RETURN TO 3rd PERIOD TEACHERS**