

# Chelmsford High Athletics



## Handbook

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## **WELCOME TO CHELMSFORD HIGH SCHOOL ATHLETICS**

Your student is about to become a part of the Chelmsford High School athletic family, a group rich in tradition. For years Chelmsford High School athletes have performed with dedication, skill, intensity and desire. Our athletes have competed well at the high school, college, and even, for a select few, at the professional level. More importantly, the vast majority of them have become contributing members of the community and caring members of their family. High school athletics can be a wonderful and exciting educational opportunity. It is our hope that your son/daughter will seize that opportunity, run with it, and make the most of it.

Use this booklet for reference whenever you have a question regarding your student's athletic experience. If you feel that your questions are not answered in this booklet, contact your son/daughter's coach first. He or she will be able to be more specific with an answer. If your concern has not been addressed, you should then contact the Athletic Director. Please do not let your questions or concerns go unanswered, or depend upon answers from people who are not empowered to give them.

We look forward to your association with the athletic program at Chelmsford High School. Thank you in advance for your help and cooperation.

Sincerely,

Scott Moreau  
Director of Athletics

Email: [moreaus@chelmsford.k12.ma.us](mailto:moreaus@chelmsford.k12.ma.us)

Office: (978) 251-5111 ext. 4

Fax: (978) 251-5117

## **Mission and Vision:**

The goal of the Department of Athletics is consistent with the School's mission: *to foster PRIDE in the pursuit of excellence*. Athletics teaches life skills including **Perseverance, Respect, Integrity, Dedication, and Empathy**. Our goal is to provide a rigorous athletic program which complements and supports a challenging academic program by teaching students to persevere, to work well with others, and to compete at everything they do. The Department of Athletics strives for excellence as it develops the leadership capabilities of student-athletes in an environment that unites achievement in competition with academic excellence, sportsmanship, and community service.

Athletics are open to all students, providing they are in good academic standing, are good school citizens and are physically fit to participate. Participation in the program is a privilege which students can earn by maintaining these standards.

## **Governing Bodies:**

### **The Massachusetts Interscholastic Athletic Association**

Chelmsford High School is a member in good standing of the MIAA. With membership, the Principal and Athletic Department agree to abide by all rules and regulations of the MIAA. One of the primary functions of the MIAA is to sponsor and conduct post season tournaments at the varsity level leading to the determination of district and state champions. When our varsity teams qualify for, and enter such tournaments, we are subject to specific rules and regulations that govern each tournament. Information about the MIAA and the rules our student athletes must abide by, can be found at [www.miaa.net](http://www.miaa.net).

### **Merrimack Valley Conference**

Chelmsford High School is proud to be a member of the Merrimack Valley Conference. The MVC is governed by its own constitution and the MIAA. The following schools are members of the MVC: Andover, Billerica, Central Catholic, Dracut, Haverhill, Lawrence, Lowell, Methuen, North Andover and Tewksbury.

### **Chelmsford School Committee**

Additional policies, regulations and rules are set by the Chelmsford School Committee, the superintendent, and the principal under MIAA guidelines. Local communities are allowed to set additional policies, rules and or regulations as long as they are not less restrictive than those stipulated by the MIAA.

## Interscholastic Sports Offerings

At CHS we offer many different athletic opportunities and levels.

The emphasis at each level of competition is:

**VARSITY** - Very Competitive/Instructional

**JUNIOR VARSITY** - Somewhat Competitive/Instructional

**FRESHMEN/JVB** - Instructional

**Fall Sports** (Tryouts may start as early as the second Thursday preceding Labor Day. Football conditioning will start the second Monday prior to Labor Day)

Sport	Varsity	JV A	Freshmen/JVB
Cheerleading	X		
Cross Country - Boys and Girls	X	X	
Field Hockey	X	X	X
Football	X	X	XX
Golf - Boys	X		
Soccer – Boys and Girls	X	X	X
Swimming – Girls	X		
Volleyball - Girls	X	X	X

**Winter Sports** (Tryouts start Monday after Thanksgiving)

Sport	Varsity	JV A	Freshmen/JVB
Basketball – Boys and Girls	X	X	X
Cheerleading	X		
Gymnastics	X		
Ice Hockey – Boys	X	X	X
Ice Hockey – Girls	X	X	
Indoor Track – Boys and Girls	X	X	
Skiing – Boys and Girls	X		
Swimming – Boys	X		
Wrestling	X	X	

**Spring Sports** (Tryouts start the 3<sup>rd</sup> Monday in March)

Sport	Varsity	JV A	Freshmen/JVB
Baseball	X	X	X
Lacrosse – Boys and Girls	X	X	X
Outdoor Track – Boys and Girls	X	X	
Softball	X	X	X
Tennis – Boys and Girls	X	X	
Volleyball – Boys	X	X	

**Athletic Student Training:** Students interested may apply to become a student trainer. Under the supervision of our Certified Athletic Trainer, students will gain experience in all aspects of athletic training.

## Pre-Tryout Requirements Necessary for Participation

### 1. Student-Athlete Registration

For each season of participation, a student must submit a complete the on-line Student Athlete Registration before his/her first practice session. The consent portion of the form MUST be completed with the parent/guardian. These forms are online at the Chelmsford Athletics Web page. Included in this form are acknowledgement of the student athlete handbook and the new concussion legislation passed in the summer of 2010.

**How to Register:** Go to <http://www.chelmsford.k12.ma.us/athletics>

**Step 1:** All students who plan to participate in athletics must have a physical examination within thirteen months of the start of each season. Per state law and the MIAA, physical examinations that expire result in immediate ineligibility until a new physical examination has taken place. A duly registered physician, physician's assistant or nurse practitioner must perform physical examinations. Athletes **WILL NOT** be allowed to participate without having a physical examination in good standing.

**Step 2:** Read the Try-Out Clearance Info and Rules for Athletics and the State Mandated Concussion Procedures and Paperwork carefully. This is under the Athletic Clearance Information section on the left side of the Athletics web page.

*\*For Steps 3 & 4 both links are under the Registration Tab on the MCC site. To get to this site click on Athletic Registration and User Fee located on the left side of the athletic web page.*

**Step 3:** Fill out and submit the **Online Registration Form**. The link is on the left side of the Athletic Web Page. (Click on the **Season and Year Student Athlete Registration**)

**Step 4:** Pay your **User Fee** online. (Same link as above under the **REGISTRATION** Tab)

- The **User Fees** are due after teams are selected.
- **Football User Fees are due immediately**. (They must be paid before you can pick up your helmet).

**Step 5:** Once you complete these steps, you are registered and can fully participate in the Chelmsford High School Athletic Program.

### 2. Medical/Physical Exams

All students who plan to participate in athletics must have written proof of a current physical exam signed by a physician. Per MIAA regulations, physical exams are valid for 13 months. A student athlete will NOT be allowed to participate once an exam has expired. It is strongly recommended that an annual exam be scheduled in July or August of each year. Such an exam would cover a student for an entire school year.

- Athletes will not be allowed to participate without the completion of the Medical/Physical Exam and Participation Forms. No physicals will be provided by school.
- A medical history questionnaire (including information of all past concussions) must be on file and submitted through our On-Line Registration process.

### **3. Insurance**

All members of interscholastic teams are covered by an “excess” policy that covers expenses your family plan might not cover, provided that the proper procedures are followed:

1. All injuries must be reported to the Athletic Trainer or nurse immediately. An accident report will be filled out by the Trainer or nurse and forwarded to the athlete’s parent(s)/guardian.
2. The insurance form needs to be completed by the parent/or a physician.
3. The parent/guardian must then file the report with the insurance company. All initial claims must be made within 90 days of the injury. It is a good idea to file a claim immediately just in case “excess charges” come about at a later date.

### **4. Academic Requirements For Athletic Eligibility**

A student must secure during the last marking period preceding the contest (e.g. second quarter marks and not semester grades determine third quarter eligibility) a passing grade in the equivalent of five subjects. To be eligible for the fall season, students are required to have passed five major subjects in the previous academic year. The academic eligibility of all students shall be considered as official and is determined only on the date when the report cards for the ranking period have been issued to the parents of all students. Incomplete grades may not be counted toward eligibility. Summer school courses taken and passed to make up a failed course (or loss of credit) may be counted for fall eligibility.

### **5. Age Requirement (per MIAA rules 59 and 60)**

A student shall be eligible for interscholastic competition for no more than 12 consecutive athletics seasons beyond the first completion of the eighth grade. A student shall be under 19 years of age, but may compete during the remainder of the school year, provided that his/her 19<sup>th</sup> birthday occurs on or after September 1 of that year. For Freshmen competition, a student shall be under 16 years of age, but may compete during the remainder of the school year, provided that his/her 16<sup>th</sup> birthday occurs on or after September 1 of that year.

#### **Athletic Fee**

Once a student makes a team's roster- the required User Fee is due. The fee structure can be found on the athletic website. Fees must be paid by the team’s first regular season contest. Financial assistance is available through the Athletic Department office. Students with an outstanding balance from a previous activity will not be allowed to try out for any sport.

#### **Tiered Fee System:**

1<sup>st</sup> Sport = \$300

2<sup>nd</sup> Sport = \$250

3<sup>rd</sup> Sport = \$200

## **Chelmsford High School Team and School Oriented Information**

### **Tryouts/Team Selection**

Students should understand that participation in athletics is a privilege. Students try out voluntarily and for some programs there is a risk of not being selected to a team. It is the judgment of the coaches which dictates the selection and number of participants for teams. Before the tryout process begins, coaches will provide an explanation of his or her expectations and tryout criteria. It is the student's responsibility to demonstrate that he/she can meet those expectations. Only official tryouts sessions will determine an athlete's placement on a team. Students who do not make a team will be informed as to the reasons by the coach. Students are encouraged to try out for another team if there is space and final cuts have not yet been made. Any athlete that chooses to change from one sport to another after teams have been chosen must receive consent from both coaches and the Director of Athletics.

### **Team Commitment:**

Each Member of our athletic teams MUST:

1. Commit to be present at all team activities including try-outs, practices, meetings and contest with other schools.
2. Dedicate themselves to becoming excellent team members and a positive representative of Chelmsford High School
3. Strive to continually improve as an athlete.
4. Demonstrate pride in team performance and in themselves as members of a team.

Student athletes must commit to be at all practice sessions, contests and team meetings. Practices are held daily after school as appropriate to the activity. Many team's practice and games may be held on weekends. Any team member who must be late, or miss practice, games, or meetings must confer with his/her coach, prior to the conflicting practice/game. Practice and game schedules, particularly in the case of winter and spring sports, include school vacation weeks. Students and families should take this into consideration when students are deciding to try-out for a team.

### **School/Family Vacations, Extended Absences**

Every team member is expected to be present for all team practices and games. Because of scheduling parameters, many of our teams practice and/or play during scheduled school vacations. Student-athletes, who plan to be absent for an extended period of time due to vacation or a planned extended absence, must discuss this situation with the coach prior to trying out for the team.

### **Daily Team Attendance**

It is extremely important that a coach be notified if a student-athlete is not going to be present at a practice or game. Practice is where plans for upcoming contests are developed and perfected. The coaches in our program expect their athletes to be present at all team activities. Suspension or dismissal from the team may take place as a result of such absences.



*Student-athletes are excused from team activities for academic or religious reasons, family emergencies, illness or injury. Prior notification to the coach is expected!*

### **Playing Time**

Playing time is determined by practice attendance, attitude, commitment, and athletic skill. It is the coach's responsibility to decide which athletes should start a contest, who should play what position, and how long each athlete should play. These coaching decisions are made only by the coaching staff and are approached very seriously after having observed the athletes in practice sessions, game like situations, scrimmages, and actual games.

### **Team Captains**

A captain's position is a privilege and not a right. Before accepting the captain's role, please realize that it comes with greater responsibility than other members of the team. Coaches decide how team captains are selected based on identified criteria. This may include character, coachability, communication skills, athletic ability, etc. They may be elected by the team or appointed by the coach - this process is communicated to the students ahead of time. Captains may also be appointed on a game by game basis. It is expected that team captains be the leaders of their team and should be ready to assume duties as outlined by their coach. Captains are expected to communicate with the coach, team, and Athletic Director in the event of any problems that may affect the team or its members. Captains may be asked to meet with the Athletic Director, and/or Principal during the school year to discuss the athletic program. Captains of team may be relieved of their position for violation of team, athletic department, or school rules.

### **Team Rules and Regulations**

At the start of the season a coach, with the approval of the A.D., may issue a set of team rules. It is recommended these be written and distributed to all team members. These rules, which are not to be in conflict with any school or MIAA policies, may vary to reflect the nature of the sport and the practice/competition schedule.

# CHELMSFORD HIGH SCHOOL REGULATIONS

At Chelmsford, student-athletes are expected and encouraged to maintain the highest level of scholastic achievement possible. They are also expected to maintain the highest level of citizenship. Students competing for Chelmsford High School, as members of an athletic team must remember that they are representing the school at all times. They must conduct themselves in an exemplary manner during the school day, at practice sessions, and at athletic contests. Failure to comply will result in disciplinary action. To promote these goals, the following are in effect:

## **Academic Achievement**

Student-Athletes are students **FIRST**. Scholastic "extra help" sessions and make-up work are expected to be completed as soon as possible. On a practice day, students should stay after school to complete work whenever necessary. Coaches should be informed by students, in advance, when practice time will be missed due to academic obligations. Once the obligations are complete, students are expected to report to practice as soon as their academic obligations are met. If a student did not give advance notification to the coach, students should ask their teacher for a note explaining their tardiness. Coaches may ask athletes for written "*Academic Progress Reports*" to help monitor academic eligibility.

## **School Discipline Obligations**

Student-athletes with school disciplinary obligations are expected to fulfill those obligations before reporting to an athletic practice/game. Students cannot expect, and should not request, disciplinary action to be postponed or canceled for any athletic reason. *The athletic department reserves the right to remove or suspend a student-athlete from a team for disciplinary problems. It is expected that our student-athletes be model citizens both in and out of school.*

## **School Attendance and Tardiness**

Students are expected to arrive to school by 7:15 AM; students who are tardy may not be able to compete that day. All students must check into school by 10:30 AM and remain in school in order to participate in an athletic contest or practice on that day. If a student is absent on Friday, they are not allowed to practice or compete in a contest on Saturday or Sunday.

## **Athletic Trainer/Training Room**

Chelmsford contracts a full time, licensed Athletic Trainer (AT/L) to evaluate, treat, and rehabilitate athletic injuries as they occur. The Athletic Trainer provides medical coverage for most athletic contests and practices.

The Athletic Trainer is available to student athletes from 2:00pm until duties and responsibilities are completed. The Athletic Trainer will be on site for home contests, on weekends and school vacations. In the event of an injury, the Athletic Trainer will evaluate and recommend the direction of care, and clearance level. For specific questions regarding student-athlete health care, please contact the Athletic Trainer.

## **Athletic Injuries**

All athletic related injuries must be reported to the Athletic Trainer or coach immediately, and an injury report placed on file. ***Subsequent to any serious athletic injury and prior to any further participation in a sport, students must provide signed medical release from a physician.*** The licensed Athletic Trainer will clear the athlete for participation only when this requirement has been met.

## **Hazing**

Hazing is any conduct or method of initiation into any student organization or team, which willfully or recklessly endangers the physical or mental health of any student or person. Hazing is a crime under Massachusetts Law and will not be tolerated. (For further information refer to Mass. State Law- Chapter 536, Sections 16-19) There is to be **NO** initiation of any kind to be a member of any team at Chelmsford High School. Students and coaches found in violation may be dismissed from participation in the athletic program.

### **Chemical Health and Athletic Conduct Penalties**

Any student who is a member of an athletic team involved in taking, dispersing, or possessing alcohol, drugs, or tobacco products, stealing, hazing, (see above), or vandalizing from the first allowable day of fall practice, through the end of the academic school year will be subject to the following penalties in addition to school invoked penalties:

**First Violation:** When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 25% of all interscholastic contests in that sport. For the student, these penalties will be determined by the season the violation occurs. All fractional parts of an event will be dropped when calculating 25% of the season. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation.

**Second and subsequent violations:** The student shall lose eligibility for the next consecutive interscholastic contests totaling 60% of all interscholastic contests in that sport.

- If after the second or subsequent violations the student of his/her own volition becomes a participant in a school approved chemical dependency program or treatment program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events. The director or a counselor of a chemical dependency treatment center must issue such certification.
- If a captain of a team is involved in a violation of the above rule, the captaincy will be revoked.
- If a penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year.
- If a student is suspended for a first offense in one sport and then is involved in a second violation in another sport, the second violation penalty will be invoked.

**In The Presence Of:** Any member of an athletic team found to be in the presence of alcohol or drugs, while a member of an athletic team, will lose eligibility for the next consecutive inter-scholastic contests totaling 10% of all interscholastic contests in that sport with a minimum of 1 game to be served. A second offense will be treated as a First Violation of Rule.

### **Language or gestures**

Profane, derogatory, and abusive language or gestures during any team related or school activities are strictly prohibited.

### **Sportsmanship**

Chelmsford High School expects **ALL** parties at a contest to display the highest possible level of sportsmanship before, during, and after athletic competitions. Players, coaches, and spectators are to treat opponents, game officials, and visiting spectators with respect and class. The MIAA reserves the right to "warn, censure, place on probation, or suspend any player, coach, game, school official, or member school determined to be acting in a manner contrary to the standards of good sportsmanship". Chelmsford High School reserves the right to impose the same penalties on spectators, athletes, or coaches displaying poor sportsmanship at any athletic contests, home or away.

### **Disciplinary Action**

Students found in violation of this handbook, the Chelmsford High School handbook or any MIAA regulations may face disciplinary action. Infractions must be reported to the Athletic Director or other Chelmsford High School administrator. Reported infractions will be

thoroughly reviewed. Any student suspended from school is also suspended from the team during that time. Final disciplinary decisions will rest with the Principal.

### **Transportation**

Team members must use the transportation provided by the school to all away athletic contests. With the coach's permission, team members may return with a parent or guardian. Some teams practice offsite, it is the responsibility of the parent/guardian to provide or arrange transportation to those offsite locations. Sometimes teams will travel over night or out of state to compete in interscholastic athletic practices or contests. In this case coaches will have students sign the necessary forms to attend.

### **Athletic Facilities/Building Access**

No student will be allowed access to any of the athletic facilities without supervision by a school staff member. When open and supervised, the facilities are available for all students unless they have been reserved as an in-season site for practice/competition. Students are expected to respect the locker room facilities, showers, and general areas of the athletic facilities. Please take pride in the facilities by using trash barrels and keeping the areas in good condition. Glass containers of any kind are not allowed in the locker rooms or gymnasiums at any time.

### **Locker Room/Security**

Students have an obligation and responsibility to care for all athletic equipment issued to them, as well as personal belongings. Equipment and uniforms should be stored in a locked locker at all times when not in use. **Chelmsford High School cannot be responsible for lost or stolen belongings of student-athletes.** In the event of items being lost or stolen the student must contact the coach immediately. Please lock all belongings brought into the locker rooms. In the event that your assigned locker does not lock properly, contact your coach immediately.

### **Equipment/Uniforms**

Equipment and uniforms are handed out to the student-athletes by their coaches. Full uniform is required for all contests. For specific questions regarding equipment or uniforms, please contact the team coach. Payment for lost equipment or uniforms is required at the time of loss. No student will be allowed to try out for another sport, or graduate from Chelmsford High School until all outstanding equipment/uniforms has been returned, or payment for lost items has been received by the Athletic Director.

### **Athletic Awards**

Below are the firm guidelines, which will govern the distribution of awards. The CHS Boosters Club will provide standardized awards for athletes and/or teams participating in varsity sports. Junior varsity athletes and/or teams will receive only those awards which are specified. Only those students whose activities are part of the Athletic Department budget will be eligible for awards. All athletes are expected to attend the seasonal Awards Night.

### **Letter Awards**

Prior to the beginning of each season, coaches will clearly define and communicate the criteria for earning a varsity letter. These criteria are sport-specific, but in general, a student must complete a full season of participation as a member in good standing to be eligible for a letter. A member in good standing displays all the attributes of P.R.I.D.E., our school and athletic mission.

### **Football, Field Hockey, Basketball, Hockey, Volleyball, Soccer, Wrestling and Swimming**

Varsity Letter – Participate in one-half of the total games played in a regular scheduled season.

Junior Varsity/Freshman – Be a participating member of the team in good standing the entire season.

### **Baseball and Softball**

Varsity Letter – Participate in one-half of the total games during the entire season of play. Pitchers and catchers must play four innings in five games, plus part of one other game.

Junior Varsity/Freshman – Be a participating member of the team in good standing the entire season.

### **Indoor and Outdoor Track**

Varsity Letter – Score a point or place top 6 in any invitational meet, score a team point in any dual meet or make the varsity lineup in any 3 dual meets.

Junior Varsity – Be a participating member of the team in good standing the entire season.

### **Cross Country**

Varsity Letter – Top seven as determined by position in any dual meet.

Junior Varsity – Be a participating member of the team in good standing the entire season.

### **Gymnastics**

Varsity Letter – Accumulate a total of 20 points during the season or place top 3 in an event at district meet.

Junior Varsity – Be a participating member of the team in good standing the entire season.

### **Managers**

Varsity Letter – Good attendance, loyalty, service and contributions made to the team.

**Varsity Jackets** will be presented as an additional award to all high school athletes and cheerleaders when they earn their second varsity letter and have completed two years of participation in the same sport. Coach's requests for exceptions to this rule must be submitted via the Athletic Director for approval by the CHS Boosters Club. These requests must detail the justification for the exception and be submitted prior to measuring to allow the Boosters sufficient time to render a decision. No exceptions will be considered unless the athlete/cheerleader is to receive a varsity letter at the same Awards Night ceremony.

Varsity jackets will be presented as an additional award to a maximum of two team managers who have completed two years of active participation as a manager in the same varsity sport. The two managers will be named by the team coach. Coaches are to submit a complete "Jacket request" via the Athletic Director seven weeks prior to awards night. This is the lead time required to measure, order, make and ship the jackets.

There will be only one Varsity Jacket awarded to any athlete, even if the athlete fulfills the basic requirements in more than one sport during his/her high school career. When an athlete receives a letter/certificate separate from the varsity jacket, the Athletic Department will provide an appropriate emblem for each sport which can be worn on the jacket.

Trophies and Plaques for Scholar Athlete, Most Improved and Most Valuable will be awarded to the athletes deserving of the award as selected by the coaching staff or team vote. In addition, special coaching awards may be given to a student-athlete in recognition of outstanding achievements, dedication, specific accomplishments, devotion or other extraordinary characteristics not provided for in standard awards.

### **Team Banquet Guidelines**

Team dinners and banquets are not sanctioned by the athletic department.

### **Smart Phone/Cell Phone**

The use of cell phones has become commonplace among student-athletes. Students are strictly prohibited from using cellular telephones with camera or photo capability in locker rooms or restrooms. Any student-athlete found inappropriately using cell phones with camera or photo capability in a restricted area will have their phone confiscated and face disciplinary action as per the CHS Student Handbook.

### **Social Media**

As an educational institution, Chelmsford High School supports the rights of individuals to free speech. However, the student-athletes should be concerned with any behavior that might embarrass themselves, their families, their community, and/or Chelmsford High School. This includes activities online through social networking sites.

Participation in athletics at Chelmsford High School is a privilege, not a right. As a student-athlete, you are representative of the school and the community, as such; you are always in the public eye.

This fact places certain additional demands on how you must live your life. Keep the following guidelines in mind as you participate in any of type of media:

1. Before participating in any online community, understand that anything posted online is available to anyone in the world. Any text or photo posted online is completely out of your control at the moment it is placed online, even if you limit access to your site.
2. You are not to post information, photos, or other items that could embarrass you, your family, your team, the Athletic Department or Chelmsford High School. This includes items that may be posted by others.
3. Be aware of who you add as a friend to your site. Many people are looking to take advantage of student-athletes or seek connection with student-athletes to give them a sense of membership on a team.
4. Coaches and athletic department administrators can and do monitor these websites. Disparaging remarks about teammates, coaches, opponents, or school officials can serve as grounds for suspension from competition or dismissal from teams, as well as legal ramifications.
5. Student-athletes will face disciplinary measures for violation of team policies, athletic department policies, MIAA guidelines and/or state and federal laws. Any admission of conduct in violation of any of these policies or laws found on a student-athlete's website will subject him/her to disciplinary measures. Any depictions of conduct in violation of any of these policies or laws found on a student-athlete's website will be subject to a full investigation.

Keep in mind that colleges and employers also monitor these sites. You should be aware that any information posted on these websites may prevent you from obtaining a job or attending the college of your choice.

## College and Recruiting

Many high school student-athletes would like to play college sports. There are many opportunities to accomplish this; however, please be aware that the amount of full scholarships is limited and very few student athletes receive them. Only about .08% of high school student-athletes will play at the NCAA Division I level. Most who play will do so at the Division II or III levels with various levels of scholarship and/or aid. (Div. III doesn't give athletic aid)

**The most important aspect of playing college sports to remember is ACADEMICS.** College athletics requires a 2.3 grade point average, specific SAT or ACT test scores and the completion of the correct high school courses. No amount of athletic talent can excuse these. Also, choose a college for its academic, student support services and other amenities. Remember whether you play sports or not, the goal of college is to graduate with a degree. Lastly, most of the work that needs to be done in the college recruiting process belongs to the student-athlete, with support from parents, coach and guidance counselor. A general outline to the college selection/recruiting process is as follows.

### Sophomore Year

Talk to your coach about what level college athletics you are best suited for and what you will need to do to prepare as a student-athlete

Talk to your coach about the best ways to better your abilities

### Junior Year

College coaches cannot contact you until July of your senior year, but you may contact and or visit them anytime during high school.

You may start receiving letters from colleges but this is not necessarily recruiting. If you are interested in any of the schools that contact you in this manner, you may contact that coach.

Research colleges that will provide you with the academic major and other amenities you desire.

Talk to your coach about how you should contact the coaches in the colleges you have interest in.

### Senior Year

All seniors must complete the college application process, even if you are the rare athlete that will receive a full scholarship to a Division 1 School.

### Register for the NCAA clearinghouse

[http://web1.ncaa.org/ECWR2/NCAA\\_EMS/NCAA.jsp](http://web1.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp)

Throughout this process communicate with your coach, guidance counselor, teachers and parents.

The following is a link to the NCAA website with more information.

<http://www.ncaapublications.com/productdownloads/CBSA.pdf>

## **Parent/Guardian Communication Guide**

By establishing communications guidelines, we are better able to understand each other roles and thereby provide greater benefit to our student athletes. To be successful, communication is vital and requires involvement, dedication, sacrifice, and commitment from parents, student athletes, and coaches.

### **Communication You Should Expect From Your Student -Athlete's Coach**

1. Coach and program's philosophy.
2. Individual and team expectations.
3. Location and times of all practices, special equipment required, off - season conditioning.
4. Procedures to be followed should and injury occurs during a practice or game.
5. Any discipline that may result in the denial of your student-athlete's participation.

### **Communication Coaches Expect From Parents**

1. Concerns expressed directly to the coach.
2. Notification of schedule conflicts well in advance.
3. Specific concerns with regard to a coach's philosophy and/or expectations.
4. Support for the program and the attributes of dedication, commitment, and responsibility that are essential ingredients for success and excellence.

### **Appropriate Concerns To Discuss With Coaches**

1. The treatment of your son/daughter, mentally and physically.
2. Ways to help your son/daughter improve & develop.
3. Concerns about your student-athlete's behavior.

### **Issues Not Appropriate To Discuss With Coaches**

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

### **Communication Protocol/Conflict Resolution**

Please use the following communication protocol to resolve conflicts regarding student-athlete team participation.

Step 1: player goes directly to coach

Step 2: player & parent go directly to coach

Step 3: player goes directly to Athletic Director

Step 4: player & parent go directly to Athletic Director



## **MIAA Rules and Regulations**

All Chelmsford athletic teams will follow the rules set forth in the current MIAA handbook, available at [www.miaa.net](http://www.miaa.net). Student-Athletes, coaches, and parents are responsible for adhering to all MIAA rules and regulations. Below are summaries (exact rules can be found in the MIAA handbook) of some key rules:

### **Rule 40-Out of Season Activity**

A Coach may not directly or indirectly require a student- athlete to participate in a sport or training program outside of the MIAA defined sports seasons. “Captains Practices” are not in any way sanctioned, encouraged, or recognized in any sport by the MIAA or Chelmsford High school.

### **Rule 45- Loyalty to the High School Team: Bona Fide Team Member Rule**

A student must not miss a high school practice or competition to compete in any MIAA recognized sport for non-high school team. Violations will result in a suspension of 25% of scheduled contests.

### **Rule 48 and 49 Sportsmanship/Taunting**

Students, coaches, and spectators can be ejected or suspended from a contest(s) for taunting, intending to injure another player, fighting, or other unsportsmanlike conduct.

### **Rule 51 and 58 - Student Eligibility**

Discusses the minimum requirements for students to be eligible for competition. Chelmsford High School stipulates that a student must pass 5 academic classes per quarter in order to remain eligible for competition. Please refer to our CHS Handbook for the complete rules.

### **Rule 62 - Chemical Health/Alcohol/Drug/Tobacco**

This rule is in effect from the first practice date for any sport in the fall until the completion of the final sport team in the spring or the end of the academic year, whichever comes last. Once found in violation of the Chelmsford High School Chemical Health Policy (Page 11); students will be assessed the Chelmsford High School penalties regarding school sponsored events (for example: dances, other teams sporting events) AND will lose contest eligibility based on MIAA Rule 62. Students found in violation will not be able to participate in scrimmages or play days until their full penalty has been served.

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## **Important Websites**

### **Coaches Contacts**

<http://chelmsford.k12.ma.us/Page/726>

### **Sports Schedules**

<http://www.merrimackvalleyconference.org>

### **Directions to Away Games from the MIAA website**

<http://www.schtools.com/membersnew/membership/index.cfm?org=miaa>

### **Directions to Important MIAA & MSSAA Sites**

<http://www.miaa.net/miaa/home?sid=38>

### **Football Stats**

<http://chelmsfordtv.org/lions-football>

### **MIAA Tournament Information**

<http://miaa.ezstream.net/>

**CHELMSFORD HIGH SCHOOL  
PERMISSION FORM FOR ALTERNATE TRANSPORTATION**

I give my son/daughter \_\_\_\_\_  
(Name)

permission to be driven to \_\_\_\_\_  
(Event/Destination)

on \_\_\_\_\_ by coach \_\_\_\_\_  
(Date)

and/or the following students:


and other licensed student drivers, if the need arises. Most often students will be dropped off at home after an event/trip/competition. If, on a specific date, alternative arrangements are necessary, you will be notified in advance.

In case of a medical emergency, I also give my permission for the teacher/advisor/chaperone to obtain any necessary treatment for the student named above.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

\*\*\*\*\*

For the Student Driver:

I give permission for \_\_\_\_\_  
(Name)

to drive to \_\_\_\_\_  
(Event/Destination)

on \_\_\_\_\_ and can provide seat belts for a total of \_\_\_\_\_ people.  
(Date)

Parent/Guardian Signature: \_\_\_\_\_

**MASSACHUSETTS REGISTRY OF MOTOR VEHICLES – JUNIOR OPERATOR LAW**

A Junior Operator may NOT operate a motor vehicle, within the first six (6) months after receiving a Junior Operator License, while any person under the age of 18 is in the vehicle.  
Check the RMV's website [www.mass.gov/rmv](http://www.mass.gov/rmv) for more information.

## **Sport Parent Code of Conduct**

### **As a parent of a student-athlete:**

1. I will not force my son/daughter to participate in athletics.
2. I will remember that student-athletes participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my son/daughter or the safety of others.
4. I will learn the rules of the game.
5. I will teach my son/daughter to play by the rules and to resolve conflicts without resorting to hostility or violence.
6. I will teach my son/daughter that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
7. I will praise my son/daughter for competing fairly and trying hard and making my child feel like a winner every time.
8. I will promote the emotional and physical well being of the athletes ahead of any personal desire I have for my child to win.
9. I will demand a sports environment that is free from drugs, tobacco and alcohol and I will refrain from their use at all sports events.
10. I will refrain from coaching my son/daughter or other players during the games and practices, unless I am one of the official coaches of the team.
11. I will park my car only in assigned parking spots and not in any illegal areas such as emergency lanes or handicapped spots.
12. I will avoid speaking negatively about the coach in front of my son/daughter. It may create an insurmountable barrier in their hopes for improvement in their sport.

### **Traumatic Brain Injury/Concussion Policy**

All school districts and schools must have policies and procedures governing the prevention and management of sports-related head injuries within the school district or school. Information regarding our policy and procedures in regards to concussions can be found on our school website. The Athletic Director is responsible for the implementation of these policies and protocols.

#### **Pre-participation Requirements.**

Each year, the school district shall provide current Department-approved training, written materials or a list and Internet links for Department-approved on-line courses to all students who plan to participate in extracurricular athletic activities and their parents in advance of the student's participation.

All students who plan to participate in extracurricular athletic activities and their parents shall satisfy the following pre-participation requirements:

- ❑ Every Student-Athlete must complete a Pre-Season Physical Examination in accordance with MIAA Rule 56.
  
- ❑ Before the start of every sports season, the student and the parent shall complete and submit a current Pre-participation Form, or school-based equivalent, signed by both, which provides a comprehensive history with up-to-date information relative to concussion history; any head, face or cervical spine injury history; and any history of co-existent concussive injuries. The School Nurse and the Athletic Trainer will review this form.
  
- ❑ Each year, before the student begins practice or competition, the student and the parent shall complete current department-approved training regarding head injuries and concussions in extracurricular athletic activities; and provide the school with proof of completion for any Department-approved on-line course or an acknowledgement, signed by both, that they have read and understand Department-approved written materials.

The following individuals must complete annual training in the prevention and recognition of a sports-related-head injury, and associated health risks including second impact syndrome utilizing Department-approved training materials or program, and documentation of each person's completion of such training;

- (1) Coaches/PE Teachers
- (2) Certified athletic trainers
- (3) Volunteers
- (4) School and team physicians
- (5) School nurses
- (6) Athletic Director
- (7) Band Director
- (8) Parents of a student who participates in an extracurricular athletic activity
- (9) Students who participate in an extracurricular athletic activity

The required training applies to one school year and must be repeated for every subsequent year.

#### **Exclusion from Play**

Any student, who during a practice or competition, sustains a head injury or suspected concussion, or exhibits signs and symptoms of a concussion, or loses consciousness, even briefly, shall be removed from the practice or competition immediately and may not return to the practice or competition that day. The

student shall not return to practice or competition unless and until the student provides medical clearance and authorization.

The Coach and/or Athletic Trainer shall communicate the nature of the injury directly to the parent in person or by phone immediately after the practice or competition in which a student has been removed from play for a head injury, suspected concussion, signs and symptoms of a concussion, or loss of consciousness. The coach or athletic trainer also must provide this information to the parent in writing, whether paper or electronic format, by the end of the next business day. This information will also be sent to the school nurse and guidance department.

The coach and/or athletic trainer will complete the DPH Head Injury During Sports Season Form (Report of Head Injury Form), in the event of a head injury or suspected concussion that takes place during the extracurricular activity season. Parents will complete the Head Injury During Sports Season Form (Report of Head Injury Form) in the event of a head injury that is sustained in an extracurricular activity during an athletic season.

Each student who is removed from practice or competition and subsequently diagnosed with a concussion shall have a written graduated reentry plan for return to full academic and extracurricular athletic activities. The plan, developed by Student Assistance Team, will address, but not be limited to:

- (a) Physical and cognitive rest as appropriate;
- (b) Graduated return to extracurricular athletic activities and classroom studies as appropriate, including accommodations or modifications as needed;
- (c) Estimated time intervals for resumption of activities;
- (d) Frequency of assessments, as appropriate, by the school nurse, school physician, team physician, certified athletic trainer if on staff, or neuropsychologist if available until full return to classroom activities and extracurricular athletic activities are authorized; and
- (e) A plan for communication and coordination between and among school personnel and between the school, the parent, and the student's primary care provider or the physician who made the diagnosis or who is managing the student's recovery.

Student-Athletes must be completely symptom free and medically cleared in order to begin graduated reentry to extracurricular athletic activities.

#### Medical Clearance and Re-Entry Plan

The ultimate return to play decision is a medical decision that may involve a multidisciplinary approach, including consultation with parents, the school nurse and teachers as appropriate. Each student who is removed from practice or competition for a head injury or suspected concussion, or loses consciousness, even briefly, or exhibits signs and symptoms of a concussion, shall obtain and present to the Athletic Director, unless another person is specified in school policy or procedure, a Department Post Sports-Related Head Injury Medical Clearance and Authorization Form (Medical Clearance and Authorization Form) prior to resuming the extracurricular athletic activity. This form must be completed by a physician or one of the individuals listed below:

- (1) A duly licensed physician;
- (2) A duly licensed certified athletic trainer in consultation with a licensed physician;
- (3) A duly licensed nurse practitioner in consultation with a licensed physician; or
- (4) A duly licensed neuropsychologist in coordination with the physician managing the student's recovery.

### Return to Play Stages:

Return to play procedure for an athlete after a concussion is diagnosed is as follows:

Once it has been determined by any of the above medical professionals that an athlete is symptom-free, a gradual progression for return to play may begin. During this time, the athlete will need to return to his or her diagnosing physician for a Post Sports-Related Head Injury Medical Clearance and Authorization Form to be filled out and returned to the Chelmsford High School certified Athletic Trainer. Only after this form is returned and the athlete has successfully completed their gradual progression shall he or she be allowed to participate in athletic competition. The stages of gradual progression are as follows with 24-48 hours between stages determined on a case by case basis considering past concussion history and severity of current concussion.

- (1) Stage 1: Light aerobic, nonimpact, exercise – e.g., walking, stationary bike, supervised by athletic trainer.
- (2) Stage 2: Light Aerobic exercise – e.g., jogging on field, track, supervised by athletic trainer.
- (3) Stage 3: Sport-specific training – progress aerobic activities depending on the athlete's sport and position (to include, sprinting, stop/start, cutting as indicated), incorporate progressive balance training, increasing difficulty of balance task and adding toss and catch over the next several stages, SUPERVISED BY ATHLETIC TRAINER.
- (4) Stage 4: Non-Contact (no hitting, no scrimmaging and no heading) training drill with team.
- (5) Stage 5: Full contact practice (no game play) with team.
- (6) Stage 6: Released for game play.
- (7) Note: If the athlete experiences post-concussion symptoms during any stage, activity, should cease for that day and until symptoms have again resolved. Once the athlete has a new 24-hour asymptomatic period, the athlete may resume the progression beginning at the previous asymptomatic level.

Stages 1-3 are supervised by the athletic trainer. Stages 4-6 can be supervised by the team coach after she or he has received specific instructions from the athletic trainer. The progression through the stages is to be approved by the athletic trainer ONLY, and not left up to the coach. The athlete should see the athletic