

Lyme-Old Lyme Public Schools



Athletic Handbook

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LYME-OLD LYME PUBLIC SCHOOLS

INTERSCHOLASTIC ATHLETIC PROGRAM

ATHLETIC DEPARTMENT

69 Lyme Street,
Old Lyme, CT 06371
(860) 434-1651 X1014

Athletic Director: Hildie Heck
Athletic Secretary: Jo Bolton
Athletic Trainer: Sammee Ward

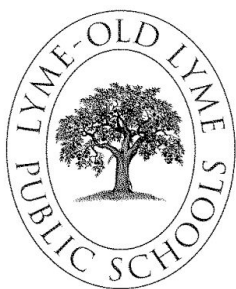
<http://www.region18.org>
Athletic Blog: <http://lolhsnews.region18.org/athletics>

CIAC
www.casciac.org

Shoreline Athletic Conference

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LYME - OLD LYME HIGH SCHOOL

Impassioned with Pride and Purpose

Dear Lyme-Old Lyme Student Athletes and Parents/Guardians,

On behalf of the Lyme-Old Lyme Athletic Department, I welcome all students to participate in our interscholastic sports programs. With a wide variety of traditional sports and our many non-traditional sports, I feel confident that there is a sport for everyone. Sports are an excellent way to grow emotionally as an individual. As an athlete myself, I know that athletics played a major role in helping prepare me for college and the adult world.

This handbook has been compiled to provide you with important information about our athletic program and your athletic experience. It is very important that student athletes and their parents and/or guardians carefully read and understand the information provided in this handbook to ensure that you have a successful experience.

As a member of the Wildcat family, our expectations for you are to follow the Lyme-Old Lyme High School's Honor Code and the CIAC Class Act Standards. We believe in a culture focused on learning in order to succeed. We believe in taking ownership and pride in our actions and choices by demonstrating our core values of Accountability, Integrity, Respect, and Perseverance. Act with a sense of ethical responsibility and good sportsmanship at all times, and represent yourself, families, coaches, school and community with pride and ...Have Fun!

If you have any additional questions, please contact your Head Coach, Athletic Director, or any member of the Athletic Department.

Thank you for choosing to represent Lyme-Old Lyme and good luck in your academic and athletic endeavors.

Go Wildcats!

Hildie Heck
Athletic Department

Preface

This athletic handbook has been revised and updated to provide all stakeholders, including coaches, student athletes and parents, with the basic policies and administrative conditions under which the Regional School District 18 Board of Education, through the administrators, conducts the interscholastic athletic programs at Lyme-Old Lyme Middle School and Lyme-Old Lyme High School. This document is not meant to serve as a contract. The Board of Education reserves the right to adjust and change policies over the years as conditions warrant. The policies contained within this document adhere to the standards set by the Connecticut Interscholastic Athletic Conference (CIAC) which is the ultimate governing body for interscholastic sports in the State of Connecticut. Any rules and regulations not covered under the Lyme-Old Lyme Athletic Handbook fall directly under the Regional School District 18 Board of Education Policies or the CIAC.

Vision Statement

“Impassioned with pride and purpose”

Mission Statement

Lyme-Old Lyme High School is a community of learners committed, with pride and purpose, to developing skilled problem solvers, effective communicators and contributing citizens.

Core Values

As a collective learning community, we VALUE opportunities to strengthen and develop:

Accountability: by taking ownership, demonstrating responsibility, and fulfilling the expectations of one's role and actions.

Respect: by expressing worth or honor towards a person, property, or circumstance that is guaranteed for all, by all.

Integrity: by adhering to strict moral principles governed by honesty, pride, and responsibility.

Perseverance: by demonstrating continued effort and determination to achieve success.

Athletics Philosophy

Lyme-Old Lyme Public Schools believes that a comprehensive interscholastic athletic program is vital to the attainment of our educational goals as a whole. It is an important piece of a comprehensive educational program. Athletic programs are viewed as an extension of the classroom where student athletes put into practice the many skills and concepts that serve as the foundation of our educational program. A comprehensive athletic program allows for both community (team) and individual growth. A student's sense of self expression, physical and emotional well being, moral and social responsibility and the need to work cooperatively with others are all enhanced by a well organized and effectively administered athletic program. Lyme-Old Lyme Public Schools will make every reasonable effort to meet the needs of all of our students both on an individual and team basis.

Program Offerings (High School)

Fall

Team

Boys and Girls Cross Country
Boys and Girls Soccer
Girls Volleyball
Girls Swimming

Coop/Individual

Football (Valley)
Girls Swimming (Valley)

Winter:

Team

Boys and Girls Basketball
Boys and Girls Indoor Track

Coop/Individual

Gymnastics (Marine Science)
Boys and Girls Fencing (Valley & Old Saybrook)
Boys Ice Hockey (East Haven/Old Saybrook/E. Hampton)
Girls Ice Hockey (Hand/Coginchaug)

Spring:

Team

Boys Baseball
Boys and Girls Crew
Boys and Girls Golf
Boys and Girls Lacrosse
Girls Softball
Boys and Girls Tennis
Boys and Girls Outdoor Track

Program Offerings (Middle School)

Fall:

Boys and Girls Soccer
Boys and Girls Cross Country

Winter:

Boys and Girls Basketball

Spring:

Baseball
Softball
Outdoor Track (Intramural)

CIAC

The governing body for interscholastic sports in Connecticut is the Connecticut Interscholastic Athletic Conference (CIAC) located in Cheshire, Connecticut (www.casciac.org). The CIAC regulates the athletic programs of local school districts and publishes a handbook for all member schools to follow. If you question why a local district has a particular rule or guideline, most likely it can be traced back to the CIAC. The CIAC sets the dates for sports seasons and regulates the number of games individual teams can play. They set minimal academic standards and are the administrators of the state tournaments that teams can qualify for at the end of the regular season.

League Information

Lyme-Old Lyme High School is a member of the Shoreline Conference (SLC) and the C.I.A.C. The SLC is the oldest standing league in the State of Connecticut dating back to the 1930's. The league is sanctioned by the Principals' Association of the Shoreline Conference and has bylaws under which it operates. The league sponsors end of season tournaments, all-league teams, scholar-athletes and student leadership events. The member schools include: Coginchaug Regional (Durham-Middlefield), Cromwell, East Hampton, Haddam-Killingworth Regional, Hale Ray (Moodus), Creed of New Haven, The Morgan School (Clinton), North Branford, Lyme-Old Lyme, Old Saybrook, Portland, Valley Regional, and Westbrook. Member schools can opt out of league schedules at the middle school level.

Sports Season

A sports team will not be offered or supported by the school district in more than one season per year (e.g., soccer only offered in fall). The CIAC and school district want student athletes to have as many healthy experiences as possible in their high school career and do not encourage specialization in one sport. All teams will adhere to the season limitations and practices dates set by the CIAC, including non-controlled sports. See the CIAC handbook for specific dates for each sport.

Non-CIAC Controlled Sports

Sports that are not directly controlled by the CIAC will adhere to same rules and regulations of those that are controlled and will follow the CIAC Rules of Eligibility, as well as, the normal weekly and seasonal limitations. The season for a non-CIAC controlled sport will be that season which is generally accepted as the time of year when that sport is traditionally played.

Requirements for Participation

All student athletes must meet the following minimal requirements for participation in interscholastic sports.

1. Register online with FamilyID for every season a student participates. When completing the online registration, you will be fulfilling the requirement for the following forms and agreements; parent permission slip, completion of existing medical conditions form, parent and student concussion and cardiac arrest informed consent form, and Board of Education Policy 3600.

* FamilyID is available online on the District 18 web page (www.region18.org - "Athletics").

2. A physical exam by a doctor every 13 months of participation onfile with the school nurse.
3. No outstanding school obligations.
4. Middle school students may not participate for a period of two weeks if they receive an F or two D's on their report card or progress report. If, at the end of two weeks, the student has brought the F grade to a passing level, they may resume play. If they continue to have two D's at that time, they will become ineligible until the next report card.
5. Each high school athlete must meet the minimum academic requirements established by the CIAC to maintain eligibility.
 - a. To be eligible for participation in interscholastic sports, a student-athlete must be passing a minimum of 4 Carnegie* units during each marking period that his/her sport is in session. For fall sports, any upperclassman (grades 10-12) must have received, in the previous year, at least 4 Carnegie units of credit towards graduation requirements. Any student receiving less than 4 Carnegie units of credit from the previous year would be ineligible until the end of the first marking period. At the end of the first marking period, a student athlete would only become eligible if he/she passes 4 Carnegie units of credit during the first marking period. Fourth quarter failures cannot be made up during summer school in order to regain Fall athletic eligibility. Incoming freshmen in the fall season are eligible regardless of their grades from the previous year up until the end of the first marking period. At that point they must receive passing grades in a minimum of 4 Carnegie Units.
 - b. To be eligible to begin a Winter sport, a student-athlete must have passed a minimum of 4 Carnegie Units during the 1st marking period. To be eligible to begin a Spring sport, a student athlete must have passed a minimum of 4 Carnegie Units during the 3rd marking period.
 - c. An incomplete (I) cannot be counted towards the 4 credits. All incomplete grades must be made up 10 days from the issuance of the report card to be considered for eligibility. A student will not be eligible until the passing grade has been reported to the principal for recording.
 - d. Grades become official on the release dates for each marking period, as determined prior to the beginning of the academic year. Release dates may be adjusted to compensate for missed school days due to weather and other phenomena.

6. A student must be in good standing in both the school and community. A student will not be eligible to participate if the work habits or conduct both in and out of school are such as to make the student undeserving to represent the Core Values and Beliefs of Lyme-Old Lyme High School.
7. The school administration may declare a student ineligible if it is felt that the student is not taking care of his/her responsibilities both as a student and citizen of Lyme-Old Lyme High School and the community.
8. Student athletes must meet the age requirement. A student may not participate if they turn 19 years of age before September 1 of a school year.

Joining a Team

Students are encouraged to gain as many valuable experiences as possible as their education unfolds. If a student joins an interscholastic team, they, along with their parents, should be aware of the following:

Preseason Meetings

All sports seasons at the high school level will begin with a preseason meeting hosted by the Athletic Director and the coaches of that season. General information will be discussed by the Athletic Director and then parents and student athletes will meet with individual coaches. Parents are strongly encouraged to attend. At this meeting, all of the pertinent information about a sports team will be discussed, and all questions will be answered. Notice of these meeting dates will be given well in advance.

At the middle school level, coaches will send home written information about each program and information will be available on the middle school website and in the principal's newsletter. Pre-season meetings with the coaches and Athletic Director will also be done as needed.

Team Rules

Each coach will discuss and distribute in writing any team rules that exist for a particular sport that go beyond the information contained in this document. Parents and players should be aware that team rules can vary from team to team. Team rules will not contradict a school or district policy. Team rules shall be presented to and reviewed by the Athletic Director prior to each season. Copies of team rules will also be kept on file in the Office of the Athletic Director.

Team Rosters

Some coaches will be forced to make some difficult decisions in shaping their team roster. Cuts are possible in any given sport. Cuts will be the final decision of the coach and based upon a coach's judgment as to the abilities of the individuals trying out for a team. A coach will give athletes specific reasons for an individual not making a team through an individual meeting or an invitation to such a meeting.

School Attendance

A student athlete must be in attendance at school for a minimum of four hours in order to participate in a game or practice. This rule also applies to weekend events, except that the student must be in attendance at school for at least 4 hours on the preceding school day. Excused absences must be cleared by the administration in order to participate.

Playing Time

At the varsity level, the amount of playing time a player receives is at the discretion of the head coach exclusively. The coach should be able to objectively justify playing time allotments. The coach should make each player on the team aware of their role on a team. If a player is upset with their playing time, they should schedule a meeting with the coach to discuss their role with the team.

At the middle school and junior varsity level of competition, it is understood that these are developmental programs and that all athletes who are in good standing should be given an opportunity to compete in competitions.

Practice and Game Schedules

Coaches will provide accurate practice and game schedules for players and parents at the start of the sports season. To access team game schedules and schedule changes, please go to the district web site www.region18.org and click on "High School" and the icon for "Athletics" at the bottom of the page.

Sunday Practices and Games

Some teams will hold practices on Sundays. Regional School District 18 policy states that Sunday practices must start after 12 noon. As circumstances warrant, there may be Sunday games played.

Religious Holidays

The school district will make every effort to avoid scheduling games on religious holidays. As members of the Shoreline Conference some scheduling conflicts may be unavoidable. Parents should contact the Athletic Director if they see a conflict in the schedule with a particular religious holiday.

Post Season Play (HS only)

Teams may qualify for postseason play at the league or state level. This will extend a sports season. Players and parents are expected to take this into consideration when committing to a team.

Vacations ****

At the high school, student athletes and parents should be aware that many sports seasons will overlap with school vacations. Competitions and practices will, in many cases, be held during these breaks. Student athletes should take this into consideration before trying out for a team. If a student goes on vacation during a season, team rules may dictate that a reduction in playing time may occur. It is advised that as much notice as possible be given to a coach if a student athlete will be absent during a school vacation. School sponsored trips may result in the same loss of playing time for an athlete. Any disciplinary action taken by a coach on this issue should first be reviewed by the coach with the Athletic Director.

At the middle school level, games are not scheduled during vacations and any practice that is scheduled is strictly voluntary. Most coaches do not schedule practices during school vacations.

Captains' Practices

There is no such thing as a captains' practice. The district does not condone or recognize these practices. Parents should not allow their children to participate in these gatherings. The practice will be unsupervised and inherently dangerous in nature. All practices must be planned and supervised by a coach and fall within the established dates of a sports season.

Inclement Weather/Cancellations

Information regarding the cancellation of games or practices will be communicated via email by the respective coaches of each program. Updated schedules will be posted on the district web site (www.region18.org) via the CIAC web site (www.casciac.org) as they occur. At times, last minute decisions must be made that can lead to confusion. Please use the www.casciac.org website when possible if you have weather concerns. If you cannot access a computer, please call the school or email the Athletic Director any time. You can also use the following media sources:

Web sites: cancellations.com / ctweather.com

TV: Channel 8 WTNH; Channel 3 WFSB; Channel 30 WVIT
The school district will be listed as "Lyme-Old Lyme."

Radio: WTIC AM 1080; WRCH FM 100.5; WTIC FM 96.5; WZMX FM 93.7
WLIS 1420 AM; WICH AM 1310; WCTY FM 97.7; WNLC FM 98.7
WKNL FM 100.9

Directions to Games

Directions to contests are found on the district web site (www.region18.org) under the individual sports' schedule.

Bus Transportation/Travel To and From Games

Athletes are required to travel on school contracted vehicles to away competitions. All athletes are to remain under the supervision of the coach(es), or other school official(s), or designated chaperones(s) at all times, until they return to school. When school transportation is provided, participating students MUST ride both ways; parents, chaperones, and others may not drive students to or from the site of the event by private transportation. Exceptions to this rule may be allowed only with advance written permission from the athletic director, or other administrator who will grant permission.

If a parent needs to transport a student to or from an away athletic event, the parent must provide a written email explanation to the Athletic Director before the event occurs. The Athletic Director will review and notify the coach. A parent may also request that another parent/adult pick up an athlete. The same procedure will be used, with the parent picking up

also needing to email taking responsibility for transportation. At no time will a student be allowed to transport themselves to or from an away game.

Proper bus conduct is expected at all times by the team members. Athletes should leave the bus in a clean and appropriate condition upon departure from the bus.

Injury and Emergency Procedures

If an athlete is injured, the severity of the injury will first be assessed by the athletic trainer when available. If the injury is deemed serious and/or threatening, 911 will be called and medical assistance requested. It is strongly recommended that a parent, if in attendance when the injury occurs, not assume the responsibility to transport their child. The athlete's condition can deteriorate quickly putting the athlete and parent in considerable danger. Injured athletes will be monitored by the coach at all times, including the locker room. Coaches will file written reports on injured athletes and notify the parent(s), Athletic Trainer and the Athletic Director of the injury as soon as possible. The written report will be placed on file with the school nurse and athletic trainer. Injured athletes will be referred to the Athletic Trainer for assistance in rehabilitation.

For more information on policies and procedures of injuries and illnesses, see the district website, under "athletic trainer".

Medical Excuse From Physical Education/Sports

If an athlete has a medical note excusing them from physical education class, he/she will not be eligible to participate in interscholastic competitions for the term that the medical note is in effect. If an athlete receives an injury that results in the athlete missing practice/competitions, the athlete must present a note from their doctor indicating that they are ready to return to competition.

Player, Coach and Fan Conduct

It is expected that all stakeholders in a sports team practice good sportsmanship at all times. Respect for the opposing team, their coaches, fans and game officials are demanded at all times. Misconduct will be dealt with firmly by the administration. Misconduct includes, but is not limited to, the following: taunting, insulting comments or actions, vulgar language, swearing, aggressively challenging the officials/referees and any form of intimidation. Proper conduct expectations (class act standards) will be reviewed at the preseason meetings before each season. Student conduct expectations at sporting events will be listed in the student handbook and reviewed at class meetings. Coaching conduct is addressed annually with all district coaches by the Athletic Director, and fan conduct is discussed at the parent meetings. The CIAC provides penalties for athletes and coaches that can result in suspension from competitions if unsportsmanlike violations occur.

We understand that athletic competitions can be very emotional and competitive, but we demand restraint at all times. We also ask that parents understand that what they say to their child about a program or a coach has a considerable impact on the student athlete in terms of their enjoyment of a program. When you criticize the coach or the program to your child, you are taking some of the fun out of the sport for the child. If you have a concern about a

coach, please keep it in perspective and follow the established procedures for resolution of conflicts.

CIAC Sportsmanship Guidelines

ALL Spectators (including parents):

- Will adhere to the host school's acceptable dress code at all home and away contests commensurate with classroom behavior. For CIAC tournament contests all spectators will be appropriately attired with their torso completely covered and with no visible degrading or demeaning writings/logos.
- Any signs displayed must be positive in nature, reference only the school supported by the sign maker, and must be pre-approved by the athletic director of the school referenced in the sign.
- During outdoor sports, no air horns or horns of any kind or whistles will be used, and any other noisemakers will be allowed with the host athletic director's approval and only be used during "dead ball" situations to celebrate good play. During indoor sports, no noise makers will be used. Pep bands are allowable at a home contest if the school provides adult supervision and the band only plays during "dead ball" situations.
- Spectators will cheer positively to support their team, will not cheer negatively against the opponent.
- Spectators will show respect for the game officials and their decisions.
- Spectators will show respect for the playing of the National Anthem.

Game Personnel/Announcers:

- Will explain and consistently enforce host school expectations for spectators.
- Will be enthusiastic but not show favoritism while making announcements, and never publicly question or criticize the players, coaches, or officials.
- Will encourage respect for the National Anthem and remind spectators to remove caps and stand.

Coaches:

- Will exemplify high moral character, behavior and leadership, lead by example, and set a standard for players and spectators to follow both on and off the athletic arena.
- Will teach players the rules of the game and to respect the game, and will take action when athletes exhibit poor sportsmanship.
- Will respect the integrity and judgement of officials and will not publicly criticize or question the decisions of officials.
- Will be aware of the competitive balance of contests and will manage the score in a manner that is sportsmanlike and respectful of opponents.

Players:

- Will accept the responsibility and privilege the student-athlete has in representing their school and community by learning and showing teamwork, sportsmanship and discipline in all aspects of the game.
- Will demonstrate respect for self, coach, teammates, opponents, officials and spectators by exhibiting good character and conducting themselves as a positive role model.
- Will win and lose graciously.
- Will cheer for your team, not against your opponent.
- Will congratulate opponents in a sincere manner following either victory or defeat.

Smoke Free Environment

State law requires that all school activities be smoke free events, inside and out. No smoking is permitted at any athletic event.

Drug and Alcohol Free Commitment

Board of Education Policy 3600 (attached) should be read and understood by all stakeholders in our athletic programs. There is no place for substance use or abuse on our teams. A player needs to lead a healthy lifestyle in order to perform at their best. Alcohol, tobacco and other illegal drugs are prohibited. The penalties for the violation are spelled out in Policy 3600. Students and parents will be required to sign off on this policy at preseason meetings.

Hazing

Hazing is defined as mental or physical harassment of players on a team. Most typically, this results in older players intentionally mistreating younger players for the purpose of initiation. These practices can be demeaning and dangerous. These incidences often happen when the coach is not present (weekends, putting up sheets, etc.) These actions are considered bullying and will not be tolerated by the school district. If hazing is occurring, please contact the Athletic Director or school administration as soon as possible. (Refer to Board of Education policy on bullying, Policy #2305)

Due Process

A coach has the authority to suspend a student-athlete from a team for violations of team, school or CIAC rules that the coach has previously established or reviewed. The Athletic Director will be notified of any suspensions. Any violations that may result in the permanent dismissal of a student-athlete from a team will be discussed with the Athletic Director, the Principal and the Coach before any final action is taken.

Permission for Parent(s) to Attend Practices

Athletic practices are not open to spectators. Parents wishing to attend a practice should make prior arrangements with the coach. The coach will determine whether practice is open or closed to parents and/or other guests.

End of Season Dinner/Awards

At the end of each high school season, there will be an evening reception at which student athletes from all the seasonal sports will receive their letters, certificates, and special awards and recognitions. Invitations will be sent to each athlete, with parents also invited. A minimal cost is involved for the cost of the food and beverage. An afternoon reception will be held for all middle school teams at the end of each season, with parents welcome to attend. Food will be served and certificates will be handed out.

Lettering

All high school student athletes will receive one of two recognitions at the end of a sports season: a varsity letter or a certificate of participation. The level of recognition will be based on several indicators. The varsity letter represents the highest general recognition that an athlete can receive in a sport. A varsity letter indicates that an athlete has achieved a certain skill level in a sport and competes at the highest level of competition in this sport. An 11th or 12th grade athlete can be given a varsity letter based on their dedication to a team. Letters will be awarded to student athletes in Grades 9-12 in a consistent manner from sport to sport with the following indicators taken into consideration:

1. Playing time at a particular level
2. Skill level achieved
3. Attitude and sportsmanship demonstrated
4. Roster depth
5. Adherence to team rules

In a small school district such as Lyme-Old Lyme, athletes can be asked to serve many roles. A junior varsity player may practice with the varsity team and dress for varsity games but see little playing time at the varsity level; this athlete would likely not receive

a varsity letter. A junior varsity player who is added to the varsity roster for the State playoffs will not necessarily receive a varsity letter.

A coach will turn in a list of letter awards to the Athletic Director at the end of the season for review and approval. It will be the responsibility of the Athletic Director to assure equity and fairness in how letters are distributed within the Athletic Department.

At the middle school level each participant will receive a certificate of participation at the end of the sports season.

Financial Support

The school district will financially support individual and team athletes through the finals of the CIAC state sponsored competitions and New England level competitions sanctioned by the CIAC. The school district will pay entry fees, transportation costs and other related costs for these competitions. Teams or individuals will need to provide their own funding for competitions beyond the above mentioned competitions. If a sports team does not have CIAC endorsement, the same rules will apply to regionally sanctioned competitions. Individual team sports such as wrestling and some of the cooperative sports (football, hockey) may involve considerable cost to the individual families. Athletes on cooperative teams and teams of one may need to provide their own transportation to off campus sites for practice and competitions.

Fundraisers

Many teams use fundraisers to augment their programs financially. We understand that these, in total over a year, can be taxing and overwhelming. All fundraisers must be pre-approved by the school administration. If a parent or student athlete has any concerns about these funding programs, please contact the Athletic Director.

Parent Groups

There are two booster organizations that support our student athletes in Regional School District 18. The Athletic Booster Club is a general organization that provides financial support to our teams at one time or another. They use methods such as membership fees and food sales to raise funds. Their bylaws are available on the school website. The other booster group is the Old Lyme Rowing Association. Their charge is to support the crew program through the purchase of boats for the high school rowing program. They raise money through fees for adult and student rowing programs and the sale of fruit.

Both of these organizations are always looking for additional members. Please access the website (www.region18.org) or contact the Athletic Director for more information on these booster groups.

About the Coach

Coaches are under the direct supervision of the Athletic Director who reports directly to the principal who is ultimately responsible for the overall administration of the interscholastic athletic program. Coaches in the State of Connecticut must be certified and are given five year coaching permits which are renewable at the end of the fifth year. In order to renew their certificates, a coach must complete 15 hours of continuing educational units (CEU's)

developed by the State Department of Education. These units are referred to as modules and are developed around the coaching competencies established by the State Department of Education. All coaches are required to hold current CPR and first aid certification throughout their tenure.

Coaches for Regional School District 18 are hired by committees that may consist of an administrator, the Athletic Director, and other coaches. The coaches sign a contract that is also signed by the Superintendent. The administration will make all decisions concerning coaching placements and dismissals.

Grievance Procedure

Good communication is essential for the success of any athletic experience. If a parent attends the preseason meeting, the coach communicates his or her expectations clearly to the parents and athletes, and these communications continue throughout the season, few problems should develop. If a problem does develop the following procedures should be followed:

1. The student athlete brings his/her concern to the attention of the coach for a private discussion.
2. If the athlete's concerns are not satisfactorily resolved, the parent or guardian of the athlete will be involved.
3. If the parent/coach meeting is unsuccessful, the Athletic Director should be involved.
4. If the problem is still unresolved, the principal should be contacted.

If a parent does not follow the chain of command, they will be asked to contact the coach and request a meeting. The Athletic Director will attend this meeting if either party requests this. A parent who becomes upset at a competition should not confront the coach during or directly after the game. A cooling off period overnight (24 hour rule) is recommended before the coach is contacted. All parties should remain calm and voice their concerns in a professional manner. The administration will limit all meetings about coaches to one parent or couple at a time. Parents will be asked to address their coaching concerns relative to their child only in meetings with a coach.

Supervision of Student Athletes

The supervision of athletes is a major responsibility that coaches assume. From the time an athlete reports to the coach to the time the player leaves to go home, they are the responsibility of the coach. Also, a major responsibility of a coach is the mental and physical health of a player. A coach must make every effort to ensure that an athlete's experience with a team is a healthy and positive one. If a parent has any concern in this area, they should contact the coach immediately.

The head coach of a sport is the immediate supervisor of all assistant coaches in the program. They should manage and advise assistant coaches in all aspects of their responsibilities. They should mentor assistant coaches and be available to them during game situations when possible.

Any paid or volunteer coach must meet all State Department of Education certification requirements in order to serve in this capacity.

Conclusion

As a final note to parents, we ask that you keep your child's athletic experience in perspective at all times. We are a Class S school (designated as a small school "S" as per the C.I.A.C. participation guidelines) that offers a wide variety of sporting opportunities to our student athletes. We do strive for excellence but do not put winning at the top of our priority list. Sportsmanship is our most important consideration. We want our student athletes to have positive experiences on their respective teams and want them to come away from their experience with a positive feeling of self esteem.

Policy 3600 Extracurricular Activities

Definition

For the purposes of the Lyme/Old Lyme Public Schools and its policies and regulations, extracurricular activities are defined as those school-related events and/or activities which complement stated course curricula and which do not result in credit towards graduation. Student participation in such activities shall be voluntary.

Extracurricular activities include, but are not limited to, athletic events, school-sponsored clubs or interest groups, honor societies, and trips, tours, competitions, performances, and other similar activities. (A current list of extracurricular activities is delineated in the student handbooks for high school and middle school.)

Criteria for Participation in Extracurricular Activities

In order to participate in any extracurricular activity, all students enrolled in the Lyme/Old Lyme Public Schools must:

1. maintain required levels of academic performance as per the Connecticut Interscholastic Athletic Conference (CIAC) Guidelines. Academic performance standards for all activities will be those of the CIAC.
2. attend school on the day(s) of any event/activity that they wish to participate in;
3. fulfill any and all requirements for participation in the specific activity, including but not limited to, obtaining parental permission, having a health examination, meeting any financial obligations, preparing materials; and,
4. abide by any rules or conditions which are specific to the activity itself.

Additionally, the Lyme/Old Lyme Public Schools and administration believe that participants in extracurricular activities are representing our schools and our communities. Participants are expected to conduct themselves respectfully and responsibly at all times.

Violation of established school district policies and regulations may lead to suspension or prohibition from participation in such activities in addition to other disciplinary action, including suspension or expulsion from school.

Examples of policy violations that may result in suspension of extracurricular activity privileges and/or suspension or expulsion from school include, but are not limited to, the following: drugs and alcohol, harassment, bullying, hazing, violence, weapons/dangerous instruments, insubordination, terrorist threats, or illegal activity.

Notification to Students and Parents

With the commencement of each extracurricular activity, the advisor, coach or facilitator shall inform students and parents/guardians of any requirements or standards of behavior to be met. Students and their parents/guardians shall sign and return a statement that they have read and understand the extracurricular requirements and behavior standards. This statement must be returned signed by the student and his/her parent or guardian prior to participation.

Sanctions for Inappropriate Conduct

Students enrolled in the Lyme/Old Lyme Public Schools who are found to have violated any policies or regulations for student conduct established by the Lyme/Old Lyme Public Schools and its administration shall be suspended from participation in all extracurricular activities for a period of time and may be subject to more severe discipline, including suspension or expulsion from school. Additionally, students suspended or expelled from school for violations of other rules of conduct or policies may not participate in any extracurricular functions including tryouts, practices and meetings.

Violations occurring during Middle School (Grades 6-8) will be cumulative during the student's middle school career and will not be carried forward as he/she enters the High School. Similarly, violations occurring during High School (Grades 9-12) will be cumulative throughout the student's High School career culminating in graduation from Lyme-Old Lyme High School.

Sanctions shall be imposed only after careful consideration. The decision of the school administration in these matters school is final and not subject to appeal.

First Violation: Students shall be suspended from participation in all events, performances, activities, contests and competitions for fourteen (14) calendar days. When Lyme/Old Lyme Board of Education policy permits, coaches and advisors will allow students to participate in tryouts, and attend practices or meetings during the period of suspension from such activities. However, students suspended from extracurricular activities will not actively participate in any of the practices and meetings during the period of such suspension.

Second Violation: Students shall be suspended from participation in all events, performances, activities, contests and competitions, including tryouts, practices and meetings, for forty-five (45) calendar days.

Third Violation: Students shall be suspended from participation in all events, performances, activities, contests and competitions, including tryouts, practices and meetings, for one hundred eighty (180) calendar days.

Fourth Violation: Students shall be suspended from participation in all events, performances, activities, contests and competitions, including tryouts, practices and meetings, for one calendar year.

NOTE: Sanctions will begin on the day the violation is substantiated by the administration.

Coaches, advisors and facilitators of any Lyme/Old Lyme Public Schools-related extracurricular activity are encouraged to work closely with those students whose suspected inappropriate behaviors are of concern, particularly if such conduct may not be known to the students' parents/guardians or the school administration. Behaviors which involve harassment, bullying, hazing or violence are of particular concern, as well as those related to involvement in illegal activity and substance abuse by students. Coaches, advisors and facilitators are required to report alleged violations to the administration in a timely manner. Coaches, advisors and facilitators are further encouraged to enlist the aid of parents/guardians, school administrators, and counselors to ensure the future well-being of the student(s) concerned and of all students enrolled in the Lyme/Old Lyme Public Schools.

cf. 2200 Suspension/Expulsion/Exclusion/Removal
 2230 Out of School Misconduct
 2350 Drug Free Schools
 2645 Interscholastic Athletics

 Lyme-Old Lyme High School Handbook for Students & Parents (as revised annually).
 Lyme-Old Lyme Middle School Handbook for Students & Parents (as revised annually).
 Connecticut Interscholastic Athletic Conference (CIAC) Regulations.

Policy Adopted: August 2002.

Lyme/Old Lyme Board of Education.

REGIONAL SCHOOL DISTRICT #18
EXTRACURRICULAR ACTIVITIES NOTIFICATION ACKNOWLEDGEMENT

A number of extracurricular activities are available to Regional District #18 students, ranging from sports to clubs. These activities are not part of the established school curriculum and student participation is completely voluntary. At Regional School District #18, participation in extracurricular activities by students is a privilege, not a right. District Policy #3600 sets forth a number of requirements which must be complied with in order to become and remain eligible for participation, and each coach, advisor or facilitator may establish and enforce standards of behavior applicable to the particular activity. Eligibility to participate in extracurricular activities may be suspended for violation of these requirements. **A COPY OF POLICY #3600 AND THE STANDARDS OF BEHAVIOR APPLICABLE TO THE PARTICULAR ACTIVITY ARE ATTACHED AND MUST BE READ AND UNDERSTOOD BEFORE THIS FORM IS SIGNED. IF THERE ARE ANY QUESTIONS, THEY SHOULD BE ASKED AND ANSWERED BEFORE SIGNING.**

Both students and their parents/guardians are required to receive notification of Board Policy #3600 and also of the additional requirements for the particular activity. In accordance with the provisions of Policy #3600, students may be suspended from the privilege of participation in extracurricular activities. Such suspensions will be imposed only after careful consideration by the school administration, and appeals of any suspension may be made to the level of the Superintendent of Schools. Students will be advised of the reasons for a proposed suspension and shall be given a fair opportunity to respond. Appeals of suspensions may be taken to the office of the Superintendent of Schools. After a fair review of any appeal and an opportunity to the affected student to respond, the Superintendent shall reach a decision and that decision shall be final and not subject to further appeal.

The undersigned parent and/or guardian and the student involved in the activity agree that they have read the above information and have been provided and have read the provisions of Board Policy #3600 and the additional requirements for the activity. By signing this form, they indicate that they have read and understand the provisions of Policy 3600.

SIGNATURES:

Parent and/or guardian

Date

Student

Date

Activity Facilitator / Coach

Date

Activity _____

LYME-OLD LYME PUBLIC SCHOOLS

Student and Parent Concussion Informed Consent Form 2017-18

This consent form was developed to provide students and parents with current and relevant information regarding concussions and to comply with Connecticut General Statutes (C.G.S.) Chapter 163, Section 149b: *Concussions: Training courses for coaches. Education plan. Informed consent form. Development or approval by the State Board of Education and Section 10-149c: Student athletes and concussions. Removal from athletic activities. Notification of parent or legal guardian. Revocation of coaching permit.*

What is a Concussion?

National Athletic Trainers Association (NATA) - *A concussion is a "trauma induced alteration in mental status that may or may not involve loss of consciousness."*

Centers for Disease Control and Prevention (CDC) - *"A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth."* -CDC, Heads Up: Concussion
http://www.cdc.gov/headsup/basics/concussion_what.html

Even a "ding," "getting your bell rung," or what seems to be mild bump or blow to the head can be serious" -CDC, Heads Up: Concussion Fact Sheet for Coaches http://www.cdc.gov/concussion/HeadsUp/pdf/Fact_Sheet_Coaches-a.pdf

Section 1. Concussion Education Plan Summary

The [Concussion Education Plan and Guidelines for Connecticut Schools](#) was approved by the Connecticut State Board of Education in January 2015. Below is an outline of the requirements of the Plan. The complete document is accessible on the CSDE Web site: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2663&q=335572>

State law requires that each local and regional board of education must approve and then implement a concussion education plan by using written materials, online training or videos, or in-person training that addresses, at a minimum the following:

1. The recognition of signs or symptoms of concussion.
2. The means of obtaining proper medical treatment for a person suspected of sustaining a concussion.
3. The nature and risks of concussions, including the danger of continuing to engage in athletic activity after sustaining a concussion.
4. The proper procedures for allowing a student athlete who has sustained a concussion to return to athletic activity.
5. Current best practices in the prevention and treatment of a concussion.

Section 2. Signs and Symptoms of a Concussion: Overview

A concussion should be suspected if any one or more of the following signs or symptoms are present, or if the coach/evaluator is unsure, following an impact or suspected impact as described in the CDC definition above.

Signs of a concussion may include (i.e. what the athlete displays/looks like to an observer):

- Confusion/disorientation/irritability
- Trouble resting/getting comfortable
- Lack of concentration
- Slow response/drowsiness
- Incoherent/ slurred speech
- Slow/clumsy movements
- Loses consciousness
- Amnesia/memory problems
- Acts silly/combatative/aggressive
- Repeatedly ask same questions
- Dazed appearance
- Restless/irritable
- Constant attempts to return to play
- Constant motion
- Disproportionate/inappropriate reactions
- Balance problems

Symptoms of a concussion may include (i.e. what the athlete reports):

- Headache or dizziness
- Nausea or vomiting
- Blurred or double vision
- Oversensitivity to sound/light/touch
- Ringing in ears
- Feeling foggy or groggy

State law requires that a coach MUST immediately remove a student-athlete from participating in any intramural or interscholastic athletic activity who: a) is observed to exhibit signs, symptoms or behaviors consistent with a concussion following a suspected blow to the head or body, or b) is diagnosed with a concussion, regardless of when such concussion or head injury may have occurred. **Upon removal of the athlete, a qualified school employee must notify the parent or legal guardian within 24 hours that the student athlete has exhibited signs and symptoms of a concussion.**

Section 3. Return to Play (RTP) Protocol Overview

Currently, it is impossible to accurately predict how long an individual's concussion will last. There must be full recovery before a student-athlete is allowed to resume participating in athletic activity. Connecticut law now requires that no athlete may resume participation until they have received written medical clearance from a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.

Concussion Management Requirements:

1. No athlete SHALL return to participation in the athletic activity on the same day of concussion.
2. If there is any loss of consciousness, vomiting or seizures, the athlete MUST be immediately transported to the hospital.
3. Close observation of an athlete MUST continue following a concussion. The athlete should be monitored for an appropriate amount of time following the injury to ensure that there is no worsening/escalation of symptoms.
4. Any athlete with signs or symptoms related to a concussion MUST be evaluated by a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.
5. The athlete MUST obtain an initial written clearance from one of the licensed health care professionals identified above directing her/him into a well-defined RTP stepped protocol similar to the one outlined below. If at any time signs or symptoms return during the RTP progression, the athlete should cease activity*.
6. After the RTP protocol has been successfully administered (no longer exhibits any signs or symptoms or behaviors consistent with concussions), final written medical clearance is required by one of the licensed health care professionals identified above for the athlete to fully return to unrestricted participation in practices and competitions.

Medical Clearance RTP protocol (Recommended one full day between steps)

Rehabilitation stage	Functional exercise at each stage of rehabilitation	Objective of each stage
1. No activity	Complete physical and cognitive rest until asymptomatic. School may need to be modified.	Recovery
2. Light aerobic exercise	Walking, swimming or stationary cycling maintaining intensity <70% of maximal exertion; no resistance training	Increase Heart Rate
3. Sport specific exercise No contact	Skating drills in ice hockey, running drills in soccer; no head impact activities	Add Movement
4. Non-contact sport drills	Progression to more complex training drills, ie. passing drills in football and ice hockey; may start progressive resistance training	Exercise, coordination and cognitive load
5. Full contact sport drills	Following final medical clearance, participate in normal training activities	Restore confidence and assess functional skills by coaching staff
6. Full activity	No restrictions	Return to full athletic participation

* If at any time signs or symptoms should worsen during the RTP progression the athlete should stop activity that day. If the athlete's symptoms are gone the next day, she/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms return and don't resolve, the athlete should be referred back to her/his medical provider.

Section 4. Local/Regional Board of Education Policies Regarding Concussions

You are advised to look at this website for the Concussion Policy

<http://www.region18.org/uploaded/Policy Book PDF Format/2646.pdf>

I have read and understand this document the "Student and Parent Concussion Informed Consent Form" and understand the severities associated with concussions and the need for immediate treatment of such injuries.

PLEASE SIGN THESE ON FamilyID!

References:

1. NFHS. Concussions. 2008 NFHS Sports Medicine Handbook (Third Edition). 2008: 77-82.
<http://www.nfhs.org>.
http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus_Statement_on_Concussion_in_Sport_3rd.1.aspx.
2. Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports*. http://www.cdc.gov/NCIPC/tbi/Coaches_Tool_Kit.htm.
3. CIAC Concussion Central - <http://concussioncentral.ciacsports.com/>

Resources:

- Centers for Disease Control and Prevention. *Injury Prevention & Control: Traumatic Brain Injury*. Retrieved on June 16, 2010.
<http://www.cdc.gov/TraumaticBrainInjury/index.html>
- Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports Guide for Coaches*. Retrieved on June 16, 2014.

LYME-OLD LYME PUBLIC SCHOOLS

Student and Parent Concussion Informed Consent Form 2017-18

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Section 3. Return to Play (RTP) Protocol Overview

RETURN TO PLAY

Before returning to play, the athlete must be evaluated. Clearance to return to play must be in writing. The evaluation must be performed and written clearance be provided by a licensed medical provider.

To summarize:

- SCA is, by definition, sudden and unexpected.
- SCA can happen in individuals who appear healthy and have no known heart disease.
- Most people who have SCA die from it, usually within minutes.
- Rapid treatment of SCA with a defibrillator can be lifesaving.
- Training in recognition of signs of cardiac arrest and SCA, and the availability of AEDs and personnel who possess the skills to use one, may save the life of someone who has had an SCA.

(National Heart, Lung, and Blood Institute)

I have read and understand this document the “Student & Parent Informed Consent Form” and understand the severities associated with sudden cardiac arrest and the need for immediate treatment of any suspected condition.

PLEASE SIGN THESE ON FamilyID!

Sources:

Simons Fund - <http://www.simonsfund.org/>

Pennsylvania Department of Health - <http://www.simonsfund.org/wp-content/uploads/2012/06/Parent-Handout-SCA.pdf>

LYME-OLD LYME PUBLIC SCHOOLS
RETURN TO ATHLETIC PARTICIPATION

Student Name: _____

Sport/Activity in Which Injury Occurred: _____

Date of the injury: _____

MEDICAL PROVIDER RELEASE FORM

Date of Medical Evaluation: _____

Diagnosis: _____

Return-To-Play Release:

I authorize and clear the above-named student to return to play and participate in athletic practice and competition with pending return to play with Lyme-Old Lyme Certified Athletic Trainer on _____, 20____.

Additional notes: _____

Signature of Medical Provider*: _____

Printed Name of Medical Provider: _____

Office Address: _____

Telephone Number: (____)_____

*Clearance may only be given by a Medical Doctor (MD), Doctor of Osteopathy (DO), Advanced Registered Nurse Practitioner (ARNP), Physician's Assistant (PA) or Naturopathic Physician (ND). If the athlete was evaluated for a head injury and possible concussion, you certify that you are trained in the evaluation and management of concussion.

Please return this form to Lyme-Old Lyme High School, 69 Lyme St, Old Lyme, CT 06371