

Windham High School

Student-Athlete Handbook



Department of Athletics

355 High Street

Willimantic, CT 06226

Telephone (860) 465-2460 Main Office

Fax (860) 465-2463

ATHLETIC DIRECTOR

Patrick Risley

Phone: 860-465-2485

Email: prisley@windham.k12.ct.us

ADMINISTRATION

Ms. Vanessa Sosa, Principal

Ms. Pamela Cavanagh, Assistant Principal

Mr. Aneury Morales, Assistant Principal

Updated WHS Athletic Schedules can be found on the web at
www.ciacsports.com

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Insert: Student-Athlete Permission Form / Emergency Information

I. Welcome To Windham High School Athletics

Dear Students and Parents/Guardians,

Thank you for your interest in becoming a member of our athletic program. Windham High School's Board of Education, administration, and faculty are very proud of our tradition of interscholastic athletic achievement. It is a privilege for our students to take part in the athletic program.

As a member of one of our teams, the student is expected to represent the school to the very best of his/her ability. Team members will treat coaches and peers with the utmost respect and dignity. We should all strive for a positive attitude and demonstrate good sportsmanship. If we are going to be successful, we must all want to achieve together.

Individual goals are great, but nothing can compare with the feeling of a team pulling together for one common goal of victory.

II. Introduction

The following handbook has been developed to provide each student-athlete and his/her parent/guardian with the appropriate information for participation in athletics at Windham High School.

All student-athletes are governed by regulations formulated by the Connecticut Interscholastic Athletic Conference (CIAC) in which all Connecticut high schools hold membership. The CIAC organization ensures standardized and fair regulations by which all schools must abide. Athletic activities are further governed by the districts membership in other athletic conferences, as well as, Windham Board of Education's policies and regulations.

III. Participation Requirements

To participate in athletics you must:

- A.** Be medically cleared by the Student Health Center. Every student who participates in the school's athletic program is monitored annually and determined to be in good physical condition. Health history form and/or physical evaluation form (obtained from Student Health Center) needs to be on file.

- B.** Complete and return the Student-Athlete/Parent Guardian Permission form with emergency information card on back.
- C.** Be academically eligible to play. **PLEASE NOTE WINDHAM PUBLIC SCHOOL'S NEW ATHLETIC ACADEMIC ELIGIBILITY POLICY (Windham Board of Education Policy 5114.2):**
- Beginning with the graduating class of 2016, any student who finished the previous year with a grade point average lower than 2.0 shall begin the year on probation. Going forward, each marking period's GPA must be 2.0 or higher for participation. If the marking period GPA is higher than 2.0 but the cumulative GPA is less than 2.0, the student may participate but will remain on probation. If the student is on probation and the marking period GPA drops below 2.0, that student will be suspended from participating in team activities until the marking period GPA is 2.0.
 - Beginning with the graduating class of 2019, a cumulative GPA of 2.0 must be maintained for the student to participate. If the cumulative GPA falls below 2.0, the student will be afforded probation of one marking period to improve it and may continue to participate. If the cumulative GPA remains below 2.0 after the one marking period probation, the student will be suspended from participating in team activities.
 - Extensions to the probation period are strongly discouraged but are possible only through a conference between the parent/guardian and Principal.
 - Students on probation are required to attend the instructional tutoring program described above. Attendance will be monitored by the Athletic Director.

IV. CIAC Eligibility Rules

Student-athlete is not eligible:

- A.** If he/she is not taking and passing at least four (4) units of work or the equivalent (Rule I.A.). (Note: This does not include any course which has already been granted credit and is being repeated in order to raise a student's grade in that course.)
- B.** If he/she has not passed at least four (4) units or the equivalent at the end of the last regular marking period (Rule I.B). Marking period grades (not semester grades) are to be used in determining scholastic eligibility to

participate in interscholastic athletics during any given marking period with the exception of Fall eligibility (Rule I.A). For Fall sports eligibility, if he/she did not receive credit for four (4) units or its equivalent towards graduation at the conclusion of the previous school year. All continuing students from eighth to ninth grade are eligible for Fall sports

- C. If he/she has reached their twentieth (20th) birthday, a student Athlete will not be allowed to start a season or compete during a season in which his/her twentieth birthday falls.
- D. If he/she has changed schools and does not meet the current criteria under the CIAC Transfer Rule. (Rule II.C)
- E. A student has four consecutive years of eligibility from the date of entry into ninth grade to be eligible for interscholastic competition.
- F. If he/she plays or practices with an outside team in the same sport while a member of the school team after the first scheduled game in any season. (Rule II.E)
- G. If he/she plays under an assumed name. (Rule II.F)

Note: The complete CIAC Handbook can be found on the web at www.casciac.org.

V. General Athletic Policies

- A. **Academics** are a top priority. See your teachers for EXTRA HELP. Don't wait until the last week of the marking period. Please let the coach know that you are receiving extra help.
A note from the teacher will excuse your lateness to practice.
*Student work comes first!! Don't just work to be eligible.
Be an honor roll student.*
- B. **Parent / Athlete / Coach Night:** A parent/guardian and athlete must attend the Parent/Athlete/Coach Night each season. Failure to do so will make the athlete ineligible to compete until a meeting with the coach and parent/guardian takes place.
- C. **Suspension:** Athletes who receive ISS or OSS will not participate in activities for that day. Violation of this rule will result in suspension from activity for one week.
- D. **School Attendance:**
 - **Missing Class:**
If an athlete cuts a class, he/she will not compete in the next contest. (A student/athlete should not put himself / herself in this predicament.)

- **Arrival:**
A student must be in school no later than 9:30 a.m. to be able to practice or participate in a game. An exception may be made if the student has a medical appointment in which case a signed statement from the Doctor must be presented to the school main office.

- **Excused Absences:**
If you are absent from school on the day of a contest due to a college visit or a funeral, you must notify the office the day before your absence. Only the administration can approve you for competition.

E. Athletic Attendance Guidelines: It is expected that all athletes will attend all practice sessions preseason and during the season. You should make dental and medical appointments at a time that will not conflict with practices or games. If you are going to be late please let the coach know ahead of time. If you are late or absent it is expected that you will present a note to the coach from either your parent or teacher you were with after school indicating where you were. Students that work should try their best to have their employer schedule work after practice ends.

F. Locker Rooms:

- **No one other than athletes and coaches are allowed in Athletic Locker Rooms.**
- It is the student-athlete's responsibility to leave all his/her valuables at home and keep his/her locker locked at all times. (Note: The school will not be responsible for personal property, i.e, jewelry, cell phones, electronic devices, etc.)
- No cleats or spikes are to be worn in the locker rooms, corridors, or gymnasiums.
- Horse play at any time in any place is dangerous and is prohibited.
- Each student-athlete will vacate his/her locker at the conclusion of the season.

G. Equipment:

- Maintenance of your equipment (equipment, uniforms, sweats, team bags) is your responsibility. Payment from you will be collected for any damaged, lost or stolen equipment. Always lock your equipment in your TEAM LOCKER. Uniforms/sweats are to be used on competition days only. You will not take any equipment from other schools or teams. Stealing will not be tolerated. Dismissal from the team will occur along with the category discipline policy.

- It is your obligation to assist in maintaining a clean locker room, practice area and weight room. Please take pride in yourself and in Windham High School.
- All equipment must be returned. Failure to return equipment will result in your paying the cost of replacing the items. You will not participate in the next season's sport until your present coach has cleared you.

H. Awards: As a team member you are entitled to awards providing you complete the season.

- A **Participation Certificate** is given to first year members and others not receiving a letter or star.
- **Numerals** are given after participation in your second season.
- A **Letter** is awarded to varsity members that have met the criteria set forth by your coach.
- A **Letter Certificate** is given the first time you letter in a varsity sport.
- A **Star** is awarded each time you receive a varsity award and have already received a letter.
- A **Captain's Letter and Certificate** is given to the captains of the varsity team, and a captain's star is given to those who have already obtained a captain's letter.
- The WHS Booster Club awards a WHS Athletic sweatshirt if they have completed 4 years of participation in their sport.
- Athletes **MUST** attend the awards assembly to receive these awards.

I. Injuries and Insurance: All athletes who participate in athletics at Windham High School are covered by a cost-excess insurance policy. This means that the family's health and accident policy will be utilized first. The school insurance will then be activated within the limits of the regular school insurance program. After the coach/trainer reports the accident, parents will receive an insurance form to be completed by the parents and mailed to the insurance company with the unpaid bills. Questions concerning payment should be addressed to the insurance carrier and not school officials.

ALL INJURIES MUST BE REPORTED TO THE ATHLETIC TRAINER AND THE COACH. PARENTS CAN FEEL FREE TO CONTACT OUR TRAINER FOR SPECIFIC INFORMATION ABOUT THEIR CHILD'S INJURY.

J. Hazing: Hazing, initiations, or bullying of student-athletes by other team members **are not acceptable**, and the practice of this type of behavior **will not be tolerated**. Actions (such as but not limited to taunting, teasing, bullying, and harassment) of this type may be illegal, and those involved may

be subject to police action as well as dismissal and/or suspension from participation in any athletic program.

- K. Transportation:** All athletes must travel to and from contests in transportation provided by the school. The only exception is if an athlete is traveling with his/her parent or guardian. This must be cleared with the coach and/or athletic administrator. No student is allowed to drive themselves or others to and from away contests.

VI. Problem Resolution

In the event that a student-athlete or parent/guardian has a concern about policies or procedures outlined in this handbook, the concern should be brought to the attention of the following staff members in the order in which they are listed. Proper communication is important to achieve our goals. Proper protocol for addressing any issues is listed below.

1. Afford the athlete the opportunity to discuss the issue with their coach. Many times these types of meetings may resolve an issue or concern.
2. If the athlete's meeting with the coach did not resolve the issue then call to set up an appointment to meet with the coach. The Windham Athletic Department office telephone number is 860-465-2485.
Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.
3. If the coach cannot be reached, call the Athletic Director and the meeting will be set up for you.
4. If the meeting with the coach did not provide a satisfactory resolution, call and set up an appointment to meet with the Athletic Director to discuss the situation.
5. If the Athletic Director did not provide a satisfactory resolution, call and set up an appointment to meet with the appropriate Headmaster to discuss the situation.

Areas that will not be discussed include the following: Playing time, discussions about other student athletes, and game strategies.

VII. Policy on Substance Abuse for Students Involved in Co-Curricular Activities

The use of alcohol, tobacco, and drugs **is strictly prohibited**. Remember that we are a team, and we must help one another to resist these health hazards. Feel free to talk with us. We will try to help anyone who wants it.

When a violation of this policy occurs during the year and is reported and verified by the coach or administration, a meeting will be held with the student/athlete, parent/guardian, coach and high school administration to explain the reinstatement process. Subsequent to the student completing the conditions of his/her reinstatement, a meeting will be held with the administration before the athlete is eligible for competition. Furthermore, if the suspension period should exceed the sport season in which the infraction occurred, the remaining period of time shall carry over to the next season and be served from the date of the first contest or activity in that subsequent season. The regular school disciplinary policies and procedures supersede this contract. When those disciplinary procedures have been completed, the provision of this contract will commence. This policy will be enforced for violations on and off school grounds.

First Offense:

- A.** If the student/athlete admits to the violation in the initial meeting with the coach or school representative, the student/athlete shall be suspended from the activity for ten percent (rounded up) of the competitions from the initial meeting.
- B.** During this suspension period, the student/athlete and parent/guardian will meet with the Student Assistance Counselor for an assessment. The procedure in the student handbook will then be implemented.
- C.** The student/athlete must attend and participate in all practices and meetings.
- D.** The student must attend all contests/activities but may not participate and may not be in uniform.
- E.** If the student/athlete does not admit to the violation in the initial meeting, and it is subsequently shown or admitted that a violation did occur, the athlete shall be suspended from the team/activity for twenty percent (rounded up) of the competitions from the time that a violation was determined.
- F.** During this period, the student and parent/guardian will meet with the Student Assistance Counselor for an assessment. The procedure in the student handbook will be implemented.
- G.** The student must attend and participate in all practices and meetings.
- H.** The student must attend all contests/activities but may not participate and may not be in uniform.
- I.** The student must perform ten hours of school/community service.

Second Offense:

Should a second violation occur, the following procedure shall apply:

- A. If the student admits to the violation in the initial meeting with the coach or school representative, the student shall be suspended from the team/activity for twenty percent (rounded up) of the competitions from the time that a violation was determined.
- B. During this period, the student and parent/guardian will meet with the Student Assistance Counselor for an assessment. The procedure in the student handbook will be implemented.
- C. The student must attend and participate in all practices and meetings.
- D. The student must attend all contests/activities but may not participate and may not be in uniform.
- E. The student must perform ten hours of school/community service.
- F. If the student/athlete does not admit to the violation in the initial meeting, and it is subsequently shown or admitted that a violation did occur, the athlete shall be suspended from the team/activity for forty percent (rounded up) of the competitions from the time that a violation was determined.
- G. During this period, the student and parent/guardian will meet with the Student Assistance Counselor for an assessment. The procedure in the student handbook will be implemented.
- H. The student must attend and participate in all practices and meetings.
- I. The student must attend all contests/activities but may not participate and may not be in uniform.
- J. The student must perform ten hours of school/ community service.

Third Offense: The student/athlete shall be banned from activity for one calendar year.

**** WHS Athletics complies with CIAC's Chemical Health Policy, addressing the use of performance enhancing substances by student athletes. Athletes found using performance enhancing drugs by their school district will be immediately disqualified from any further participation in CIAC sponsored sports for a period of 180 school days on each occurrence. ****

VIII. NCAA ELIGIBILITY CENTER

Recent changes have taken place, some of the below information may not apply, please go to the NCAA Eligibility Center webpage for accurate information. To be eligible to play college sports at the Division I and II level, prospective student athletes must:

- Register with the NCAA Eligibility Center at the beginning of your junior year.
- Complete the amateurism questionnaire.
- Take your Transcript Release Form to your High School guidance counselor

at the end of your junior year and request to have your transcript sent to the eligibility center.

- Take the ACT and use code “9999” to have your scores sent directly to the eligibility center.
- Check with your guidance counselor to make sure you are on track to graduate on time with your class and have the required amount of core courses.
- Sign the 10.1 statement during your senior year to request final amateurism certification (after April 1 for students enrolling in the fall semester and after October 1 for students enrolling in the winter/spring semester).
- Have your high school submit your final transcript with proof of graduation.

Note: For additional NCAA information please check the following website www.eligibilitycenter.org. (guide for the college bound athlete link)

IX. HANDICAP ACCESSIBILITY

During Fall and Spring Athletic contests, the gate on the south end of WHS should always be open to allow for handicap accessibility. If the gate is not open please contact Athletic Director Pat Risley 860-933-4077.

X. EXPECTATIONS OF PARENTS

1. Be positive with your athlete; let him/her know that he/she is accomplishing something simply by being part of the team.
2. Don't offer excuses to your athlete if he/she is not playing. There is usually a reason for it. Encourage your athlete to work hard and do his/her best.
3. Don't put down the coaches or other athletes. If you are constantly berating your athlete's coach, do not expect positive results from the season. Be supportive in a positive way.
4. Insist on good grades. Check the number of hours your athlete spends on homework.
5. Don't try to live your life vicariously through your athlete. High School athletics is for high school students only.
6. Being a fan (supporter!!) does not entitle you to be belligerent or abusive toward players, coaches or officials. Coaches work with athletes and know their talents. Respect that! Those who have actually played, officiated or coached ordinarily understand the nature of sport, and they are less likely to be a poor fan. Also, consider that sons and daughters are often embarrassed by parents who can be heard from the stands.
7. Insist that your athlete respect team rules, school rules, game officials and sportsmanship. Don't let him/her embarrass his/her family, school and team by a rude gesture or incident. Self-respect begins with self-control.

8. Encourage your athlete to maintain a positive self-image by believing in him or herself. Don't compare and contrast athletes with family members who have previously played. Don't put added pressure on your athlete to be much better than his/her siblings.
9. Encourage your athlete to play for the love of the game — not scholarship or college admission. This alleviates a lot of pressure for a youngster.
10. Remember that the coach is involved as a coach because he/she is sincerely fond of children and is an experienced professional. Coaches have different ways of dealing with people and situations. Athletes' lives are enriched by interactions with different types of leaders.
11. Remember, at a competition you, the parent, represent the school and your son/daughter and you should be a positive role model. Therefore, do not shout advice from the stands. A steady stream of technique suggestions has no value to the athlete. Shout words of encouragement.
12. Be involved with your son's or daughter's team in a positive way. Cheer for all kids on the team. Help with booster clubs. There are hundreds of ways to be involved with the team and be a good parent at the same time.

XI. ATHLETIC PROGRAMS

Men

Women

FALL

Football – V, JV, F
 Soccer – V, JV
 Cross Country – V

Volleyball – V, JV
 Soccer – V, JV
 Cross Country – V
 Swimming – V
 Field Hockey – V
 Cheerleading

WINTER

Basketball – V, JV, F
 Indoor Track – V
 Wrestling – V, JV
 Swimming - V

Basketball – V, JV
 Indoor Track – V
 Gymnastics – V
 Cheerleading

SPRING

Baseball – V, JV, F
 Track & Field – V
 Tennis – V
 Golf – V

Softball – V, JV
 Track & Field – V
 Tennis – V

Windham High School

Mission and Vision

Mission: Windham Public Schools provides all students equitable access to a high quality education and graduates students who are prepared to become productive members of society. The school district and community hold a commitment to support cultural and linguistic diversity, deep student engagement, and the pursuit of lifelong learning.

Vision: Every student, every day, in every classroom will be deeply engaged in their own learning, challenged by high expectations, supported by staff, family, and community, and will graduate with the competence and confidence needed for success.

Revised August 2015

Windham High School Sports

REMINDERS:

