

# Academy of Saint Elizabeth

## *Parent/Student Athlete Handbook*



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## **ATHLETIC AFFILIATIONS**

Our Athletic programs are members of many conferences and associations which overlap and sponsor separate tournaments (County, Prep, State, etc.). In addition to these tournaments, as members of the NJAC/NJIGLL we are obligated to compete in our conference regular season schedule, which is made by the conference and given to us.

**NJAC:** Northwest Jersey Athletic Conference (Field Hockey, Soccer, Tennis, Volleyball, Basketball, Swimming, Softball, Track & Field)

**NJISAA:** New Jersey Independent School Athletic Association (All teams are eligible to participate in the “Preps” as long as scheduling permits with our NJAC/NJIGLL obligations)

**NJSIAA:** New Jersey State Interscholastic Athletic Association (This is the governing body of NJ High School Athletics for public/non-public schools)

**NJIGLL:** North Jersey Interscholastic Girls’ Lacrosse League (our Lacrosse Conference)

**MCSSADA:** Morris County Secondary Schools Athletic Directors’ Association (the County Tournaments)

## AOSE COACHES

### FALL

Varsity Field Hockey	Jessica Cullari
JV Field Hockey	TBA
Varsity Soccer	Christen McNair, Jill DePaolera
Varsity Tennis	Lauren Corvo
Varsity Volleyball	TBA
JV Volleyball	TBA

### WINTER

Varsity Basketball	Bruce McCloud
JV Basketball	Anna Russo
Varsity Swimming	Greg Yarnall

### SPRING

Varsity Lacrosse	Jill DePaolera
JV Lacrosse	Aliyha Elk
Varsity Softball	David Roman, Will Harrigan
Varsity Track & Field	Jeremy Mayer

## INTRODUCTION

The Academy of Saint Elizabeth's Athletic Department extends an invitation to all students to participate in the many interscholastic athletic programs offered in the school.

The information provided in this handbook is relevant to policies, regulations, and rules of AOSE, the New Jersey State Interscholastic Athletic Association (NJSIAA), the Northwest Jersey Athletic Conference (NJAC), the Morris County Secondary Schools' Athletic Directors' Association (MCSSADA), the North Jersey Interscholastic Girls' Lacrosse League (NJIGLL), and the New Jersey Independent Schools' Athletic Association (NJISAA).

AOSE's Athletic Department is committed to the educational development of students and feels that a properly controlled, well organized sports program will meet the students' needs for self expression, mental alertness, and physical growth.

The student athlete will learn the value of setting goals, sportsmanship, citizenship, and self reliance. Ultimately, the athlete develops an understanding of the necessity of self discipline and hard work to attain success.

Athletes are selected for Varsity or Junior Varsity teams based on their demonstrated abilities. Our programs are designed to accommodate as many students as possible. Unfortunately, "cutting" athletes from certain programs may become necessary due to various constraints.

AOSE takes great pride in its athletic program. I invite you to become an integral part of our athletic family. Remember, student athletes are role models for others and consequently are expected

to set a good example for others. Student athletes should be aware that involvement in AOSE athletics is a privilege, not a right.

### **MISSION STATEMENT OF THE ACADEMY OF SAINT ELIZABETH**

The mission of The Academy of Saint Elizabeth – a Catholic, independent, college preparatory school for young women, founded and sponsored by the Sisters of Charity of Saint Elizabeth – is to promote the disciplines of academic excellence and moral responsibility within a nurturing faith community.

### **PHILOSOPHY OF AOSE ATHLETICS**

The Academy of Saint Elizabeth’s Athletic Department’s mission is to provide a comprehensive, diverse, wholesome, and dynamic program consistent with the school’s basic philosophy. As an integral part of a student’s total education, the AOSE Athletic Program makes a significant contribution to the personal growth and development of those involved.

Although AOSE is looking forward to the success of its athletic programs, it does not condone a “win at all costs” attitude. The purpose of the program is to ensure a positive experience for those students who choose to participate. Our primary goal is to increase knowledge, contribute to the maturity of each student athlete, teach moral and ethical values, and to motivate each athlete to pursue excellence in themselves and their teammates not only in athletic competition, but also in life after sports.

***Winning is not the final result of a game. Winning is an attitude, it’s a choice you make every day by your actions. Some talk of winning, others live it. There are no shortcuts.***

***Winners make the choice to:***

- Get something out of all situations, rather than complain about them
- Hustle, rather than dog it
- Be prepared, rather than just show up
- Be consistent, rather than occasional
- Be early, rather than just on time or late
- Want to learn from mistakes, rather than make excuses or complain
- Do more, rather than just enough or less
- Be mentally tough, rather than mentally lazy or intimidated
- Concentrate on what to do, rather than what may result
- Be aggressive, rather than passive
- Think about solutions, rather than worry about problems
- Accept adversity as part of the game and of life, rather than magnify the adverse conditions and seek sympathy
- Persevere in the face of difficulty, rather than just give up
- Share with and help others, rather than just be selfish
- Ask what can I do, rather than wait to be told
- Think and act positively, rather than negatively

## **DESCRIPTION OF THE PROGRAM**

**Varsity Athletics:** Varsity athletic programs afford opportunities to those athletes who exhibit the greatest skill in their chosen sport. These athletes will compete against equally talented athletes from opposing schools. The skills of varsity athletes will be refined to provide AOSE with the best possible win-loss record.

**Junior Varsity Athletics:** Junior Varsity athletic programs afford those students who do not yet possess the skills required of varsity athletes an opportunity to participate in a competitive setting. Junior Varsity athletes are in the process of gaining the valuable knowledge, skill and experience required for varsity competition. Junior Varsity athletes may, on occasion, participate in varsity contests. Decisions of this nature are based on the evaluation of the athletes' abilities by the coaching staff and are not absolute.

Freshmen athletes may participate in Varsity or Junior Varsity Athletics. Decisions of this nature are based on the evaluation of the athlete's abilities by the coaching staff. Decisions about playing time are made by the coaching staff.

## **AOSE SPORT OFFERINGS BY LEVEL**

The following athletic programs are offered at AOSE:

<b><u>SPORT</u></b>	<b><u>LEVELS OFFERED</u></b>
<b>FALL SPORTS</b>	
Field Hockey	Varsity, JV
Soccer	Varsity
Tennis	Varsity
Volleyball	Varsity, JV
<b>WINTER SPORTS</b>	
Basketball	Varsity, JV
Swimming	Varsity
<b>SPRING SPORTS</b>	
Lacrosse	Varsity, JV
Softball	Varsity
Track & Field	Varsity, JV

## ATHLETIC DEPARTMENT POLICIES

**Tryouts:** Tryouts for teams are held prior to the season

*Start Of Tryouts/Practices:*

\*\*\*The NJSIAA, the governing body of NJ High School Athletics, dictates the dates that we are allowed to conduct tryouts and begin the seasons. As the entire state is operating on the same schedule, we must adhere to these dates.\*\*\*

Fall Sports - Field Hockey, Soccer, Tennis, Volleyball: Roughly August 15th

Winter Sports - Swimming:

Roughly November 15th

Basketball:

The Monday before Thanksgiving

Spring Sports - Lacrosse, Softball, Track & Field:

The first Friday in March

All students must tryout for the team annually. Past participation on a team does not guarantee a spot - teams will be selected on current performance. Seniority is also not a factor in earning a spot on a team.

**Participation:** Athletes may participate in only one AOSE sport program per season. If an athlete quits a team or is asked to leave a team after the first contest date, she cannot join another sport already in season. An athlete may also not try out for a team once a coach has given the official roster to the athletic department for

grade and eligibility verification. Transfer students are an exception to this rule.

**Attendance – School and Class:** Participation on an athletic team is a privilege granted after a student’s academic responsibilities are met. Attendance in the classroom is an important requirement for a good education, as is attendance at team activities. Attendance requirements for participation in a sport are as follows:

- Athletes will attend all classes regularly and be on time.
- Any student who is not signed into school by 10:30am will not be permitted to participate in any athletic activity that day. Exceptions due to extenuating circumstances may be granted by the Athletic Director.
- Athletes will not use a sport as an excuse to miss class or portions of a class unless the team is departing early from school. In the case of an early dismissal, the student athlete is responsible for any material she has missed.

**Attendance at Practices and Games:** Attendance at all practice sessions and games, including time while school is not in session is mandatory. Student Athletes must keep in mind that they are making a commitment to their team, and loyalty to their teammates and coaches is an expectation.

Captains are held to higher standards for attendance because of the critical role they play in the success of the team. Team captains should review the “Role of the Team Captain” section.

The physical conditioning and the game readiness for those athletes who miss games and practices for any length of time while in season is a major concern. However, the bigger concern is the health and safety of those athletes who miss games and are no

longer at peak physical condition and are not prepared to compete at the highest possible level.

Athletes who will be absent or tardy for a practice or game for reasons that are not school related must speak to the head coach prior to the practice or game missed. It is the responsibility of the student athlete to inform the head coach of any missed practice or game. Failure to abide by this rule may result in suspension or dismissal from the team.

Any team member of any level who misses a game or practice may be subject to loss of playing time or a starting position. This rewards those athletes who have been at practice.

**Please be aware that tryouts, practices and games take place when school is not in session, including in August, over Thanksgiving, Christmas, Easter, Spring Break and Memorial Day weekend. Family vacations should be scheduled during the off season whenever possible.**

**Please be cognizant of the intensity of a high school athletic schedule when considering trying out for a team, as it is important to honor the commitment you are making to your team.**

**Games Schedule and Changes:** Schedules for all team contests can be viewed on the following website: <http://www.nwjerseyac.com>. You are encouraged to sign up for notifications for your team in case of any changes to the schedule. Every attempt will be made to announce schedule changes due to inclement weather by 1:00 pm on the date of the change. In the event for an official school closing, all scheduled events, contests, and practices are automatically canceled.

## **STANDARDS AND EXPECTATIONS**

AOSE students who wish to participate in the athletic program must set priorities and make wise choices. Academic performance takes precedence over participation in athletics. Students who must receive extra help after school or make up academic work should bring a note from the faculty member to their coach upon arriving at practice. Any disciplinary actions, including detentions, take precedence over athletic practice. Suspensions take precedence over both athletic practices and contests. Consequences for athletes in violation of these rules include suspension or dismissal from the team, loss of captaincy, and loss of awards.

In summary, as a student athlete you are expected to behave in ways that will bring honor to your school, coaches, family, community, or teammates through the following:

- Exemplary school citizenship
- Consistent attendance in class and school
- Consistent attendance at team practices and games
- Positively influencing team morale
- Obedience to your coach
- Meeting or exceeding standards for academic eligibility
- Respect for school property and property of others
- Display of exemplary sportsmanship conduct toward teammates, opponents, opposing fans, officials, and coaches

Any violation of the aforementioned rules may lead to dismissal from the team for the duration of the season or result in an indefinite suspension.

## TEAM CAPTAINS

**The Role of an AOSE Team Captain:** The role of team captain brings with it a great deal of responsibility. A team captain is more than being a member of a team. The team captain is expected to be a leader on and off the playing field, a role model inside the school building, a source of school pride in the AOSE community, and a conduit between the team and the coaching staff. The leadership necessary to be a successful team captain is not always easy. And there will be times as a leader that you may have to make some difficult decisions to support, as well as improve your team. The role of a team captain at AOSE should not be taken lightly.

Team members of all grade levels will be considered to be captains - not just Seniors.

A team captain who misses a practice or game without a valid reason, or who does not inform the coach according to the guidelines established (see Athletics Attendance at Practice and Games), will be subject to the loss of her role as captain, as well as possible suspension or dismissal from the team.

An Academy of Saint Elizabeth student athlete will be expected to exhibit the following leadership qualities while holding the title of "Captain" of her team:

- Honest, strong focus on academics, dedicated, leads by example
- Inspiring, good communicator, strives to be her best
- Good listener, recognizes and values team needs
- Enthusiastic, is not afraid to speak her mind
- Hard working, selfless

- Respectful, appropriate behavior and conduct in and out of school
- Dependable, helps the team set goals
- Positive, will motivate others

These are the criteria around which team captains will be chosen. An AOSE student athlete who is a team captain will immediately lose the title of “Captain” if she fails to meet the above listed leadership expectations.

**CARE:**

- Compliment your teammates every day
- Act in your teammates’ best interests
- Respect the differences in others
- Extend a helping hand

**HAZING AND INITIATIONS**

Hazing or initiations of student athletes by other team members are not acceptable and any practice of this type of behavior will not be tolerated. Actions of this type may be illegal, and those involved may be subject to police action, as well as additional school consequences up to and including: dismissal and/or suspension from participation in any athletic program, and/or suspension from participation in any athletic program, and/or suspension from school.

Hazing occurs when an act is committed against a student or a student is coerced into committing an act that creates a substantial risk of harm to the student or to any third party in order for the student to be initiated into or affiliated with any school group, club, athletics team, grade level, activity, or organization.

The following are some examples of hazing, divided into three categories: subtle, harassment, and violent. It's impossible to list all possible hazing behaviors because many are specific to the context in which they occur.

- **Subtle Hazing**
  - Deception
  - Deprivation of privileges granted to other members
  - Name calling
  - Requiring new members to perform duties not assigned to other members
  - Socially isolating new members
- **Harassment Hazing**
  - Asking new members to wear embarrassing/humiliating attire
  - Expecting new members to perform personal services to other members such as carrying bags, equipment
  - Threats or implied threats
  - Verbal abuse
- **Violent Hazing**
  - Abductions/kidnaps
  - Beating, paddling, other assaults
  - Exposure to extreme temperatures without appropriate protection
  - Forced or coerced alcohol or drug consumption
  - Forced or coerced ingestion of vile substances/concoctions
  - Public nudity

## NJSIAA / AOSE ELIGIBILITY RULES

**TO BE ELIGIBLE: ALL INCOMING FIRST YEAR FRESHMEN ARE AUTOMATICALLY CONSIDERED ELIGIBLE UPON ENTRY INTO THE ACADEMY OF SAINT ELIZABETH.**

**Enrollment:** In order to be eligible for participation in interscholastic athletics, a student athlete must be enrolled at AOSE and must meet all the eligibility requirements of the Constitution, Bylaws, and Rules and Regulations of the NJSIAA.

**Amateur Status:** A student athlete must maintain amateur status. An amateur athlete is one who participates in athletics solely for the physical, mental, social, and educational benefits derived from such participation. The amateur athlete treats all athletic activities in which she participates as an avocational endeavor. One who takes or has taken pay, or has accepted the promise of pay in any form for participation in athletics or has directly or indirectly used her athletic skill for pay in any form shall not be considered an amateur and will not be eligible for high school interscholastic activities in the State of New Jersey.

**Age:** An athlete becomes ineligible for high school athletics if she attains the age of nineteen prior to September 1st. However, any athlete attaining age nineteen on or after September 1 shall be eligible for the ensuing school year. A birth certificate issued at the time of birth is the normal proof of age. In the absence of this, other proofs such as baptismal records or earliest school records may be used.

**Academic Eligibility:** To be eligible for athletic competition during the first semester (September 1-January 31) a pupil must have passed 25% of the credits (30) required by the State of New Jersey

for graduation (120), during the immediately preceding academic year.

To be eligible for athletic competition during the second semester (February 1-June 30) a pupil must have passed the equivalent of 12.5% of the credits (15) required by the State of New Jersey for graduation (120) at the close of the preceding semester (January 31). Full year courses shall be equated as one half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.

**Transfers:** A student athlete transferring from one secondary school to another, without a bona fide change of residence by that student's parent or guardian shall be ineligible to participate for a period of 30 calendar days or one half of the maximum number of games allowed in the sport by NJSIAA rules from the beginning of the regular schedule, whichever is less in any sport in which the student as previously participated at the varsity level.

To prevent possible recruitment or transfer for athletic advantage, a Transfer Form must be executed by the two involved schools and filed with the NJSIAA before any interscholastic participation.

A student who transfers during the second half of a sports season, regardless of whether the transfer was the result of a bona fide change of residence, shall be ineligible to participate in any postseason championship competition at the new school. The Executive Director of the NJISAA will annually publish the dates that will define the halfway point of each sports season.

Any student who is subject to the 30 day period of ineligibility may participate in interscholastic scrimmages. It is the option of the

school to allow an ineligible student to participate in practice or compete in interscholastic scrimmages before eligible.

Any evidence of a transfer for athletic advantage shall subject the athlete to a prompt determination of eligibility by the Eligibility Appeals Committee and may subject the school and the athlete to appropriate disciplinary proceedings. A transfer for athletic advantage is defined as, but not limited to:

- Seeking a superior athletic team
- Seeking relief due to a conflict with the philosophy or action of an administrator, teacher, or coach relating to sports
- Seeking a team consistent with the student's athletic abilities
- Seeking a means to nullify punitive action by the previous school
- Seeking to be coached by the coach at a new school

**Graduated Athletes:** If a student has received a diploma, she is ineligible. However, she may continue to represent her school until the official end of that semester - either January 31st or June 30th.

**Re-Enrolled Students:** If a student has left school but re-enrolls, she will be eligible 30 days from the date of re-enrollment.

**The Eight Semester Rule:** No student shall be eligible for high school athletics after the expiration of eight consecutive semesters following her entrance into the ninth grade.

**Athletic Recruitment:** The granting of "Athletic Scholarships" or other assistance of monetary value in exchange for athletic participation at any level is forbidden.

## OUT OF SEASON NJSIAA GUIDELINES

**End of Season:** Unless the member school is participating in an NJSIAA tournament or sanctioned event, the season ends with the conclusion of the last regularly scheduled game. Equipment should be stored and practice sessions terminated for the out of season period until summer recess.

**Out of Season Period:** The out of season period shall be from the end of the season until the next official starting practice date for that sport, excluding summer recess. Summer recess is defined as the day following the last day of Spring Tournaments of Champions, and ends with the NJSIAA's first day of Fall tryouts.

**Camps or Clinics:** Schools or school related groups may not assist the student athlete's attendance at any camp or clinic during the out of season period. This includes providing uniforms, equipment, and funds related to the camp or clinic, including transportation. Coaches may not instruct their athletes during the out of season period. Coaches may attend a participating clinic as spectators. However, they may not be involved in any way with their school's athletes, including being a clinician, when their school's student athletes attend that camp or clinic regardless of the format or separation of stations at a clinic.

Please note that many of our teams will attend a camp together in the summer, or participate in a league either in the summer or the offseason. Participation in any of these leagues/camps is voluntary, and is not endorsed by The Academy of Saint Elizabeth. Involvement in these leagues/camps will have no bearing on one's status on an AOSE team once tryouts begin. While it is encouraged for student athletes to work on their skills throughout the offseason, future team participation is not dependent on offseason

attendance. This also includes summer workouts with the coaching staff. While attendance is encouraged, participation in such workouts does not affect one's tryout status.

**Number of Practices:** A student shall not be permitted to participate in a scrimmage or a game until she has completed six days of practice

### NJSIAA AND AOSE FORMS

The State of New Jersey requires several forms, and yearly physical in addition to a few other that AOSE requires in order to participate in interscholastic athletics. All of the forms will be available in hard copy from the AOSE Athletic Office, in addition to being on the school website.

- NJ State Physical to be filled out by physician (students will not be permitted to try out for any team with a physical more than 365 days old)
  - Families are encouraged to get on a summer schedule concerning athletic physicals, if possible. This would allow student athletes to compete in all three seasons during the school year with a valid, current physical.
- NJ Health Update form
  - This Health Update is filled out by the parent when the State Physical is older than 60 days, but is still valid and current.
- Head Injury info sheet/acknowledgement form
- Cardiac info sheet/acknowledgement form
- Drug testing info sheet/acknowledgement form
- AOSE contract
- AOSE permission slip

- Please also remit a \$250 Athletic Fee payable to AOSE
- ImPACT Concussion Testing
  - We offer and strongly recommend an ImPACT Concussion Baseline test to be taken every 2 years - typically before a student's Freshman and Junior academic years. This can be taken at home. Instructions are available in the Athletics Section of the AOSE website.

## **INJURIES**

Any injury sustained by an athlete during an AOSE sanctioned practice, or an interscholastic contest is to be reported immediately to the coach. This is the responsibility of the student athlete. The coach will then complete an accident report and submit it to the Athletic Department.

Athletes with an illness or injury sustained in an athletic event or any other activity which requires a visit to the doctor, hospital, or primary care facility must receive written clearance by that physician in order to return to participation in AOSE athletics. Please see the Concussion Policy on page 30.

## **PROCEDURE FOR CONTACTING ATHLETIC DEPARTMENT PERSONNEL**

To encourage independence and responsibility, we encourage student athletes to first seek resolutions to problems on their own. If a student athlete has a concern, she should first speak with the coach to resolve the issue.

If your daughter's meeting with the coach did not resolve the issue, please call the AOSE Athletic Director to set up a meeting with the coach and athletic director.

Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both you and the coach. Meetings of this nature do not promote resolution.

**Topics that are appropriate concerns to discuss with coaches:**

- Concern about treatment of athletes, mentally or physically
- How to help your child improve
- Concerns about your child's behavior

**Topics that are not appropriate to discuss with coaches:**

- Playing time
- Team strategy
- Play calling
- Other student athletes

### **AOSE ATHLETIC AWARDS POLICIES**

**Certificate of Participation:** A certificate of participation will be awarded to each Junior Varsity athlete who finishes an athletic sport season and is on the final JV roster

**Varsity Letter:** A varsity letter and subsequent pins are awarded when a student athlete who participates in regular season competitions at the varsity level:

- Attends practices and games on a consistent basis
- Displays a cooperative spirit with the coach, teammates, and opponents
- Displays respect for others on and off the field

- Observes all rules and regulations as outlined in this handbook
- An athlete who is a varsity player on a regular basis, but becomes injured may be awarded a letter if, in the coach's judgment she would have met the criteria

The first time a student athlete receives a letter with a specific team, she will receive a blue letter E. The second and third time she receives a letter for that team, she will receive a gold pin to put on the letter. If a student is a varsity member for all four years, she will receive a white letter E.

**Athletic Awards Banquet:** At the conclusion of the athletic year in late May, we will have a banquet at the Madison Hotel to honor the student athletes from the Fall, Winter, and Spring Seasons. Each coach will briefly summarize their season and give out their team awards.

Team Awards Include:

- Sportsmanship Award
- Most Improved Player
- Most Valuable Player

**Senior Nights:** At one of the last home games of each team's season, the team will celebrate "Senior Night". At this time, we will honor our AOSE seniors with flowers and a pizza party sponsored by the AOSE Parents' Association. The AOSEPA also provides flowers for the visiting team's seniors. It is the responsibility of the underclasswomen of the team, usually juniors, and their parents to plan this party. The Athletic Director will handle the purchase of the flowers and pizza.

At the post game team pizza party, which is attended by the coaches, team members, parents, and families, the Juniors will

have an opportunity to speak about the importance the Seniors had on their season. The Seniors may take the opportunity to publicly thank the Coaches. And the Coach(es) may say a few brief words about the season. It is important for all parties given this platform to speak maintain a level of appropriateness and positivity.

### **AOSE SPORTSMANSHIP EXPECTATIONS OF THE STUDENT ATHLETE AND SPECTATOR**

The Academy of Saint Elizabeth expects a high standard of conduct from all players, parents, and spectators at athletic contests. Inappropriate spectator behavior reflects poorly on AOSE and may result in the loss of spectator privileges and disciplinary action. We will be in control at all times, be good sports whether we win or lose, accept decisions as they are made by the officials and coaches, and treat officials and opponents with respect.

**The Student Athlete:** As members of their team, a student athlete serves as a role model. They are admired and respected by many, including younger athletes and their behavior and actions often have significant impact on others. The student athlete plays an essential role in the promotion of sportsmanship and she must accept the responsibility to always display high standards of sportsmanship.

An AOSE Student Athlete:

- 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 actions of the game

- Will demonstrate respect for self, coach, teammates, opponents, officials, and spectators by exhibiting good character and conducting herself as a positive role model
- Will win and lose graciously
- Will have a thorough knowledge of and abide by all rules of the game and NJSIAA
- Will work for the good of the team at all times
- Will cheer for your team, not against your opponent
- Will congratulate opponents in a sincere manner following either victory or defeat
- Will refrain from the use of illegal or unhealthy substances to gain an unfair advantage

According to the NJSIAA Constitution, any student athlete or coach disqualified before, during, or after an interscholastic event for unsportsmanlike and flagrant verbal or physical misconduct will be disqualified from the next 2 regularly scheduled games/meets. Once a coach or player has been disqualified, no appeals to the NJSIAA will be honored from the player, coach, official, or any other party.

A disqualified player or coach may not be present at any contest in that sport during the period of disqualification. Definition of not being present at the site means the disqualified player or coach is not to be present in the locker room, on the bus, on the sidelines, in the stands or site before, during, or after the game/meet.

In addition, it is the discretion of the AOSE Administration to add on to this suspension or remit other punishment.

**The Parent/Spectator:** Parents need to keep the activity in perspective. High school athletics is an extension of the school's academic program and is designed to build a student athlete's

character, values, and ethics. Parents and spectators must keep the game in perspective and support the coaches, players, and officials in a positive manner.

**An AOSE Parent/Spectator:**

- Will respect the integrity and judgment of game officials
- Will be respectful of all players, coaches, officials, and other spectators
- Will never target anyone for abuse whether it be physical, verbal, or emotional
- Will never engage in name calling, taunting, harassment, obscenities, and any other disrespectful language or gestures
- Will always be a positive role model for other spectators and your daughter
- Will cheer for your team and not against the opponent
- Will make an effort to know and understand the rules of the game
- Will recognize that attending a high school athletic contest is a privilege, not a license to verbally assault officials, coaches, or opposing teams and their spectators
- Will recognize and show appreciation for an outstanding play by either team

**AOSE TEAM ISSUED EQUIPMENT AND UNIFORMS**

The Academy of Saint Elizabeth will provide team uniforms in accordance with National Federation of State High School Associations guidelines. These uniforms will be purchased on a rotating basis, usually approximately every 4-5 years. The exception is the Field Hockey/Lacrosse uniforms - since they are shared between the two sports, they may be repurchased every three years. Uniforms must be returned at the conclusion of the season.

AOSE will loan big equipment items such as field hockey and lacrosse goalkeeper equipment, softball catcher's gear to student athletes. If a student would like to use her own goalkeeper or catcher's equipment, it must be compliant with NFHS standards. This loaned equipment must be returned at the conclusion of the season.

Student athletes are responsible for all AOSE issued uniforms or equipment. If anything becomes lost or damaged, a replacement fee will be charged to the family.

### **SPIRIT WEAR**

AOSE student athletes are expected to wear Academy of Saint Elizabeth gear at all times when representing their team. This includes during traveling to away games, warming up for games, and during games when it is cold. It is not acceptable to wear sweatshirts, sweatpants, jackets, hats, etc. from other high schools, colleges, teams, or anything else at that time.

***It is important to look like a team when representing your school before, during, and after any contest.***

The Panther Shop has several items available which would be appropriate for these occasions. Additionally, every season there will be either an online shop available through BSN Sports, our official vendor. The seniors of each team will be invited to help design the items for their teammates to purchase. **All orders must go through the Athletic Department. Teams may not purchase anything intended to be Spirit Wear without authorization from AOSE.**

## **TRANSPORTATION TO AWAY CONTESTS**

The Academy of Saint Elizabeth will provide a chartered bus to all away contests when school is in session. The buses will leave at 3:00pm immediately after school. There are some occasions when an interscholastic contest needs to begin earlier, and a team may have to be dismissed early. It is the responsibility of the student athlete to make up any missed work.

When school is not in session but there is a game/meet, such as on a weekend or during a school break, transportation may not be provided. An exception to this would be if the game/meet is further than 45 minutes away from AOSE.

When a bus is offered in an afterschool departure situation, all student athletes must be on the bus with their team. Students may not drive themselves to away contests, unless it is a very special circumstance. In this event, the student's parent must email the Athletic Director.

**Students are not permitted to drive themselves to contests for many reasons, including but not limited to the fact that AOSE is responsible for the students during the period of time traveling to and from events in addition to during the event. Also, the time spent on the bus is important team bonding time, and the coach may also use that time to discuss game strategy and everyone must be there.**

## **CONCUSSION POLICY**

### **Academy of Saint Elizabeth's Concussion Protocol for the Prevention and Treatment of Sports Related Concussions and Head Injuries**

#### **Prevention**

1. It is recommended that all student athletes obtain a computer based pre-season baseline test such as ImPACT. The school has purchased a subscription to ImPACT.
2. Review of educational information for student athletes on prevention of concussions.
3. Reinforcement of the importance of early identification and treatment of concussions to improve recovery.

**Student athletes who are exhibiting the signs and symptoms of a sports related concussion or other head injuries during practice or competition shall be immediately removed from play and may not return to play that day**

#### **Education**

All student athletes who participate in interscholastic sports receive the NJDOE Concussion and Head Injury fact sheet / NJSIAA Concussion Policy Acknowledgement Form.

#### **Possible Signs of Concussion:**

(Could be observed by Coaches, Licensed Athletic Trainer, School Nurse)

1. Appears dazed, stunned, or disoriented.
2. Forgets plays, or demonstrates short term memory difficulty.
3. Exhibits difficulties with balance or coordination.
4. Answers questions slowly or inaccurately.
5. Loses consciousness.

Possible Symptoms of Concussion:

(Reported by the student athlete to Coaches, Licensed Athletic Trainer, School Nurse, Parent/Guardian)

1. Headache
2. Nausea/Vomiting
3. Balance problems or dizziness
4. Double vision or changes in vision
5. Sensitivity to light or sound/noise
6. Feeling sluggish or foggy
7. Difficulty with concentration and short term memory
8. Sleep disturbance

## 9. Irritability

**Student athletes must be evaluated by a physician or licensed health care provider trained in the evaluation and management of concussion to determine the presence or absence of a sports related concussion or head injuries.**

**To return to practice and competition the student athlete must follow the protocol:**

1. Immediate removal from competition or practice. 911 should be called if there is a deterioration of symptoms, loss of consciousness, or direct neck pain associated with the injury.
2. When available the student athlete should be evaluated by the school's licensed healthcare provider who is trained in the evaluation and management of concussions.
3. School personnel (Athletic Director, Licensed Athletic Trainer, School Nurse, Coach, etc.) should make contact with the student athlete's parent/guardian and inform him/her of the suspected sports related concussion or head injury.
4. School personnel (Athletic Director, Licensed Athletic Trainer, School Nurse, Coach, etc.) shall provide the student athlete with AOSE's suggestions for management/medical checklist to provide their parent/guardian and physician or other licensed healthcare professional trained in the evaluation and management of sports related concussions and other head injuries.
5. **The student athlete must receive written clearance from a physician trained in the evaluation and management of**

**concussions** that states the student athlete is asymptomatic at rest and may begin the graduated return to play protocol.

### **Graduated Return to Competition and Practice Protocol**

Complete physical, cognitive, emotional, and social rest is advised while the student athlete is experiencing symptoms and signs of a sports related concussion or other head injury. (Minimize mental exertion, limiting overstimulation, multi-tasking, etc.)

**After written medical clearance is given by a physician trained in the evaluation and management of concussions stating that the student athlete is asymptomatic at rest, the student athlete may begin a graduated individualized return to play protocol supervised by Licensed Athletic Trainer, or in cases where the aforementioned is not available, a physician or licensed healthcare provider trained in the evaluation and management of sports related concussions.**

**The following steps should be followed:**

1. Completion of a full day of normal cognitive activities (school day, studying for tests, watching practice, interacting with peers) without re-emergence of any signs and symptoms. If no return of symptoms, next day advance to:

2. Light aerobic exercise, which includes walking, swimming, or stationary cycling, keeping the intensity <70% maximum percentage heart rate: no resistance training. The objective of this step is increased heart rate. If no return of symptoms, next day advance to:

3. Sport specific exercise including skating, and/or running; no head impact activities. The objective of this step is to add movement and continue to increase heart rate. If no return of symptoms, next day advance to:

4. Non-contact training drills (e.g. passing drills). The student athlete may initiate progressive resistance training. If no return of symptoms, next day advance to:

5. Following medical clearance (consultation between school health care personnel, i.e. Licensed Athletic Trainer, School Nurse, and student athlete's physician), participation in normal training/practice activities. The objective of this step is to restore confidence and to assess functional skills by the coaching staff. If no return of symptoms, next day advance to:

6. Return to play involving normal game exertion or game activity

- If the student athlete exhibits a re-emergence of any concussion signs or symptoms once they return to physical activity, she will be removed from further exertional activities and returned to her primary care physician.
- If concussion symptoms reoccur during the graduated return to play protocol, the student athlete will return to the previous level of activity that caused no symptoms.