

SWAMPSCOTT HIGH SCHOOL
ATHLETIC HANDBOOK
2017-2018



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The Athletic Handbook is subject to change and it is the student/parent/guardian's responsibility to keep current on the handbook.

Philosophy of Athletic Program

At Swampscott High School we consider athletics an integral part of the educational experience. We believe that athletics provides opportunities that will help students develop physically, mentally and emotionally. We view the competition of athletics as a healthy educational and psychological activity because it challenges each student to excel, helps each student discover their physical limits, and requires students to work cooperatively as members of a team. The principles of good sportsmanship and enjoyment of competition take precedence at all times and enhance the educational value of contests.

Being a member of a Swampscott High School athletic team carries with it certain traditions and responsibilities. As a member of an interscholastic team at Swampscott High School, you have inherited a great tradition - one that you are challenged to uphold. Our tradition is to compete with honor. We hope to win, but only with honor to our athletes, school, and community. Such a tradition is worthy of everyone's best efforts. Over many years our teams have achieved more than their share of league and tournament championships. Many individuals have set records and won All-State, All-Scholastic and All- League honors.

To compete for Swampscott High School you will need self-discipline. When you wear our colors, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go with them.

RESPONSIBILITIES TO SELF: The most important of these responsibilities is to challenge yourself and develop strength of character. You owe it to yourself to get the greatest possible benefit from your high school experiences. Your studies and participation in co-curricular activities, including sports, prepares you for life beyond high school.

RESPONSIBILITIES TO YOUR SCHOOL: Another responsibility you assume as a team member is to your school. Swampscott High School cannot maintain its position as an outstanding school unless you do your best in whatever activity you choose to engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school. As a member of an SHS athletic team, you are a very visible member of the community. Younger student-athletes in the Swampscott school system view you as a role model. This position should not be taken lightly. One of the ways the student body, the community and other communities judge our school is by your conduct, both on and off the field.

RESPONSIBILITIES TO TEAMMATES: As a member of an athletic team, you have a responsibility to your teammates. When you know that you have lived up to all the training rules, have practiced and competed to the best of your ability every day, and have played the game "all out", you will experience the satisfaction of having given your best, regardless of the final score.

CONDUCT OF AN ATHLETE: Participation in athletics is strictly voluntary. Being on an athletic team is a privilege, not a right. To enjoy this privilege, certain conditions should be met:

IN THE CLASSROOM: First and foremost, you are a **Student-Athlete**. As a student-athlete, you must plan your schedule so that you give sufficient time and energy to your studies. A student-athlete should give serious attention to classroom activities and show respect for fellow students and school staff at all times.

ON THE FIELD: In the area of athletic competition, a Swampscott High student-athlete does not use profanity or illegal tactics. He/she learns that losing is part of the game and strives to be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent on a well-played game after the contest is over, whether it is a defeat or a victory.

CONDUCT IN THE COMMUNITY: Swampscott High School student-athletes must be a credit to their team, their school and their community at all times. Failure to measure up to this expectation could result in appropriate disciplinary action.

- All student-athletes must realize they represent themselves, their families, their school and their community when they participate in co-curricular activities.
- Any student-athlete arrested for criminal activity could be subject to immediate removal from the athletic program, pending an investigation by school administration. If the student-athlete is considered disruptive or dangerous, he/she could be permanently removed from the program.
- *It is not the intent of the Athletic Department to serve as an investigative agency, and we continue to view our role concerning the above as primarily educational. Students observed violating these standards of behavior by members of the Swampscott staff (coaches, faculty, and administrators), students named on police reports, and/or on school disciplinary forms will be considered for preliminary action on the part of appropriate authorities.*
- It should also be clearly understood that any student-athlete accused of violating any of the training rules, standards of behavior or Athletic Department policies listed in this handbook maintains the right to a "due process hearing" as outlined in the Swampscott High School Student Handbook.

REQUIREMENTS FOR PARTICIPATION

Before a student-athlete can participate in any practice or event they must have completed and submitted to the athletic office the following:

1. Registration at www.FamilyID.com including completion of the Concussion Course.
2. Physical/Immunizations (Valid within 13 months). Please pass into athletic office.
3. User Fee (please pay online at www.swampscott.k12.ma.us)
4. Impact Test (to be determined through the Athletic Department)
5. * IF APPLICABLE: Captain's Contract

Please register at www.familyid.com/swampscott-high-school for completion of all forms for participation.

USER FEES

It is the policy of the Swampscott Public Schools to charge a user fee for student participation on athletic teams. This fee must be paid prior to the start of each season. If payment is not received, the student will be ineligible for participation. No student will be denied access to any program because of an inability to pay these fees. A payment plan may be facilitated if necessary to allow for student participating. If the payment plan is not met, the student will become ineligible for participation until the obligation is paid. The user fee for all sports for the 2017-2018 school year is \$325.00/per athlete / per sport / per season. There is a family cap of \$1,250.00. The user fee can be paid on-line with a credit card or electronic check at the Swampscott Schools District Website (www.swampscott.k12.ma.us) or in the form of cash, money order or bank check made out to the Town of Swampscott with the athlete's name/ sport on the memo line. Please make sure that the parent's name, address and telephone number are on the bank check/money order. User fees will be waived for all students who qualify for free/reduced lunch (forms available from the main office). After the first contest, user fees are non-refundable and will not be prorated. Families with extenuating financial hardship should apply for a waiver through the Athletic Office. Please contact the Athletic Office for questions on the Waiver Process.

PHYSICALS/IMMUNIZATIONS/MEDICAL CLEARANCE

Student athletes will not be allowed to practice without a current (within thirteen months from the start of the sports season) physical/immunization record/exam form signed by a physician on file in the athletic office.

Please be aware that, if a student athlete's physical expires during the season, they will become immediately ineligible and will not be permitted to participate until an updated physical is on file in the Athletic Office! It is the responsibility of the student athlete and parent/guardian to provide this information to the Athletic Department prior to the expiration date.

Student Athletes who are not allowed to play due to documented injury, illness or an existing medical condition must have written clearance from their doctor before resuming practice or competition.

EQUIPMENT/UNIFORMS

All uniforms and equipment assigned to players become the physical and financial responsibility of that student-athlete. Any lost equipment/uniforms or misuse of any school property by the student-athlete or their designee will be considered the financial or disciplinary obligation of that student-athlete. Return of equipment and uniforms or reimbursement for lost articles must be completed before the end of the season banquet.

PRACTICE TIMES/ SCHOOL AND NON SCHOOL DAYS

Coach's practices should be in the 1 ½ to 2-hour range during the regular season with weekend practices being at reasonable times. Practices that are held when school is not in session (school vacations, snow days, holidays, etc.) must be held with the approval of the Athletic Director. Athletes should not be penalized for family, religious, or school obligations that prevent their attendance. Issues or concerns about the length of practices or any safety concern should be brought to the attention of the Athletic Director. It is important to note that in some practices, games and competitive events are scheduled during weekends, holidays and school vacations. A student-athlete makes a commitment to the coach and their teammates when joining a team and the expectation is that the student-athlete will participate throughout the season including school vacations. Conflicts should be discussed with the coach before and throughout the season.

CAPTAIN'S PRACTICE

The Swampscott Athletic Department supports the **MIAA** policy of no captain's practices. We, as well as the **MIAA**, do not sanction, encourage, or condone "Captain's Practice". Please read below the language from the MIAA handbook on the term "Captain's Practice".

"The term "Captain's Practice" usually means the team's captain(s) organizing and conducting, *without adult supervision*, out-of-season practice for that sport. The MIAA does not in any way sanction, encourage, or condone "Captain's Practice" in any sport. "Captain's Practice", depending on the member school's involvement, may be a clear violation of the rule defining season limitations. There is also a serious practical consideration. If it can be demonstrated that a school is allowing "Captain's Practice", the liability responsibility for an injured student-athlete may be quite serious".

SCHOOL ATTENDANCE

Any student who has been absent from school or is dismissed before 11:00 AM the day of a practice or competition may not participate in or attend that activity. Exceptions may be made with prior approval from the Athletic Director or School Administration. Weekend competitions are to be considered an extension of Friday's attendance and students must be in school the day before a non-school day event.

Any student who arrives to school after 8:25AM (unexcused) will be ineligible to practice or play that day.

EARLY DISMISSAL

On occasion, when unavoidable, certain away games will require that student-athletes be dismissed early from school and miss one or more academic classes. Final permission to

leave a class early rests with the classroom teacher. It is the responsibility of the Athletic Director and/or the Principal to notify teachers the names of those who will be dismissed. Students should let their teacher know as soon as possible that they will be getting dismissed and should talk to the teacher at the beginning of the class period to make accommodations for missed assignments. Students are responsible for all missed work.

LOYALTY TO HIGH SCHOOL TEAM: BONA FIDE TEAM MEMBERS

A bona fide member of the school team is a student who is regularly present for and actively participates in all team practices and competitions. Bona fide members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity/event in any sport recognized by the **MIAA**. Any student who violates this standard is ineligible for 25% of the season immediately upon confirmation of the violation. **See MIAA Rules 45 and 96 for further details.**

PRACTICE ATTENDANCE

Athletes are required to arrive promptly and attend all practices, meetings, and games. Students that stay for after school academic assistance or to make up work will not be penalized for late arrival. Students staying for after school help should notify the coach ahead of time and/or bring a note from the teacher. After school academic help and school disciplinary actions take precedence over athletic activities. Parents or guardians are encouraged to schedule health appointments between seasons and private lessons after regularly scheduled practice times. If a conflict cannot be avoided, student-athletes and parents should let the coach know before the practice session is missed. Athletes that have unexcused absences from practice or competitive events may be suspended from the next event. Subsequent unexcused absences, from competition or practice, may result in suspension from one or more competitions and if continued, possible dismissal from the team.

ANNOUNCEMENTS

Any announcement regarding practices or competition will be made only at the beginning or end of the school day. Coaches and student-athletes should check with the athletic office to post up-to-date practice times. The website **www.mascores.com** will have updated changes in schedules and directions to events. Parents/Guardians can register online for email notification of cancellations and changes in schedules. Parents and student-athletes can also obtain information by calling the athletic office (781) 596-8875 before 4:00pm.

COACH/ATHLETE CONTRACTS AND RULES

Athletic coaches may institute additional rules for student-athletes in regards to their specific sport's training and practice rules through an "athletic contract" signed by parents and student-athletes. These rules may be in addition to **MIAA** regulations and are not intended to conflict with any school or league rules. The Coaches Contracts are to be approved by the Athletic Director and discussed with student-athletes and parents/guardians at the beginning of the season. Any issues or concerns pertaining to these contracts should be brought to the attention of the coach and/or Athletic Director in a timely matter at the beginning of the season.

ELIGIBILITY-ACADEMIC/AGE

The Swampscott Athletic program is an extension of the educational program of Swampscott High School and emphasizes the importance of a strong work ethic and diligence both in the classroom and on the playing field. **In order to be eligible, a student-athlete must** secure during the last marking period preceding the contest a passing grade, and full credit, in the equivalent of four traditional year-long major English courses.

Fall sports eligibility is based on the final year end grades of the previous school year. Freshmen are considered academically eligible for the beginning of the fall season after completing eighth grade.

The Athletic Director or his designee is responsible for verifying the academic eligibility of each student-athlete prior to the start of the season, as well as at the time of grade reports.

Athletes are eligible for four consecutive years from the start of their freshman year within the age restrictions that are set forth by MIAA regulations. Student-athletes cannot have reached the age of 19 prior to September 1st of the school year. **For more information on eligibility and the appropriate waiver process, please visit the MIAA website at <http://www.MIAA.net> and view Rule 58 of the Rules Affecting an Individual Student Athlete.**

CHEMICAL HEALTH POLICY

It is the policy of the Swampscott Public School System to enforce the MIAA policy regarding the use of substances that are deemed harmful to the student-athlete. It is also the policy of the Swampscott Public School System to reserve the right to impose more stringent penalties in an effort to ensure the welfare of the student-athlete.

At the beginning of the school year and/or orientation of new students, and/or the beginning of the sport season, all student-athletes will review with their coaches and/or Athletic Director and/or Principal, Swampscott High School's Chemical Health Policy.

A student and parent/guardian who have not attended a Pre-Season Athletic Meeting and signed attesting to their knowledge of this policy will not be permitted to participate in any athletic contest until it is signed and in possession of the Athletic Director.

See APPENDIX A for further details regarding the Chemical Health Policy.

SELECTION OF CAPTAINS

Coaches will establish individual policies for selection of captains. Student input must be considered. Policies shall be submitted in writing to the Athletic Director for approval.

If a captain is found in violation of the Swampscott High School Chemical Health/Alcohol/Drugs Tobacco Policy **regardless whether it is in or out of season**, they

will immediately lose their captaincy. If the Coach and/or Athletic Director feel a replacement is necessary a vote for a replacement captain shall be held as soon as possible. A captain's/parent or guardian contract will be signed by both the captain elect and their parents, detailing the consequences.

Any captain found in violation of the Chemical Health Policy shall lose their captaincy for three consecutive seasons. If he/she is caught in season, he/she will lose their captaincy for that season and the next two consecutive seasons they participate in. Other discipline issues could also lead to the loss of captaincy.

CONFLICT RESOLUTION PROCESS

In order to resolve differences between athletes, coaches, and parents or guardians it is important that communication is facilitated in a timely and sequential process. When a conflict arises between a coach and a student-athlete or a parent/guardian the following conflict resolution process is to be followed in an attempt to resolve the issue before it escalates and to allow everyone the opportunity to address the issue in a respectful and non-confrontational manner. The first step in the process is to choose an appropriate time to meet and discuss the matter when emotions are not highly charged. Meeting immediately after a sports contest might not allow time for all parties to give the emotional focus to the resolution of conflicting issue. It is advised that the issues are addressed as soon as possible and as directly as possible with the closest sources of contact.

Step One: Meeting between Athlete and Coach

When an issue arises between a student-athlete and a coach, the most effective approach, is for the student-athlete to meet with the coach at a convenient and appropriate time to talk about their concerns and listen to the coaches explanation of the events in question. If the student-athlete is not able to approach the coach, then the student-athlete may ask a team captain to talk with the coach. If these recommended options are not successful, then the student-athlete's parent or guardian should contact the coach and ask to meet with coach at an appropriate time. Times to avoid would be during a practice or competition, immediately after a competition, when other students or parents/guardians are present or at a time when time or privacy issues may not support a confidential and complete conversation.

It is strongly recommended that the student-athlete join their parent at this meeting to insure that all side of the issue can be presented and heard.

Step Two: Meeting between Athlete, Parent/Guardian, Coach, and Athletic Director

If after a meeting has taken place between the student-athlete and coach, there has not been a satisfactory resolution to the issue, the student-athlete and parent/guardian should contact the Athletic Director to discuss the issue. The coach will be notified of the contact and of the nature of the discussion. If the issue does not get resolved through this contact, then the next step is a meeting with the student-athlete, parent or guardian, and Athletic Director. **It is important to note that any comments, concerns, or issues that are brought before the athletic director must be addressed with the coach.**

After the meeting, the Athletic Director will communicate with the parent or guardian and student as to the disposition of their concerns. Although all issues may not be resolved in a way that guarantees that all parties agree with the resolutions or findings, the process has allowed for a respectful and comprehensive expression of different perceptions and expectations and hopefully will support a more positive experience and productive relationship for all those involved in the future.

Step Three: Meeting between Athlete, Parent/Guardian, Athletic Director and Principal/Assistant Principal

If after meeting with the coach and athletic director, there has not been a satisfactory resolution to the issue, the student-athlete and parent should contact the high school principal/assistant principal. The high school principal/assistant principal will communicate to the Athletic Director that contact has been made and be kept informed of any resolution that is made concerning the issue. It is the goal of Swampscott Athletic department that the policy be followed in a manner that respects the integrity of the communication process and that the best interest of student-athletes, coaches, and athletic program is given attention from all perspectives.

ONE SPORT PER SEASON RULE

A student-athlete shall participate in only one **MIAA** interscholastic sport in any defined **MIAA** sport season, including tournaments and/or championships in that season. A student-athlete officially becomes a member of his/her team for the sport season on the date of that school's first regular season contest. (**MIAA Rule 46**)

TRANSFERRING TO DIFFERENT SPORTS

Students who start the season with one team will not be eligible to switch to another sport in that season after the first official game/competition of that sport.

TRANSFER STUDENTS

Any student who transfers from one school to another is ineligible to compete on any level for a period of one year in any sport in which the student participated at the varsity level in the previous year unless it is a situation where legal residency has changed. All waivers (Form 100 and Form 200) and special situations should be brought to the attention of the coach and athletic director. More extensive information regarding the eligibility of students transferring from other schools can be referenced the **MIAA** website at <http://www.MIAA.net>. (**MIAA Rule 57**)

SAFETY AND INJURY LIABILITY

Parents/Guardians and student-athletes should recognize that there are inherent risks to participation in athletic activities and accept responsibility for providing appropriate standards of safe footwear, eye protection, mouth guards, and other personal safety equipment. The Swampscott Athletic Department makes every attempt to purchase equipment that meets all safety standards for competition but is not responsible for injury as a result of normal play. Coaches will review specific precautions for each sport during the initial practice and any concerns regarding safety should be reported directly to the coach and athletic director.

It is the student-athlete's responsibility to report all injuries to their coach and the trainer (when available). Athletes are required to keep the school trainer updated on their condition and work with the school trainer before being cleared to resume practice/competition. In the case of severe injury, the trainer will require documentation from the student-athlete's physician for them to return to practice/competition. The student-athlete and family is responsible for working with the trainer, coach, and athletic department to insure that appropriate accident report forms for injuries related to the interscholastic program have been submitted in a timely fashion in accordance with school and family insurance policy requirements

SPORTSMANSHIP/CONDUCT

All Swampscott High School student-athletes are representing their school and community at all times and is expected to exhibit the highest level of sportsmanship and respect for their teammates, their competitors, the officials, and the school community. Inappropriate language, taunting, hazing or any other behavior that reflects poor sportsmanship will not be tolerated. Violations for unsportsmanlike conduct will range from a verbal warning to suspension or dismissal from the team depending on the level and recurrence of such behavior.

TAUNTING POLICY

Taunting includes any actions or comments by coaches, players, or spectators, which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds or words are vulgar or racist. Included is conduct that berates, needles, intimidates, or threatens based on race, gender, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal characteristics. Examples such as "trash talk", "in the face" confrontation, or standing over/straddling a fallen player, etc and specific violations as a result of player or bench behavior can be found on <http://www.MIAA.net> (MIAA Rule 48)

HARASSMENT POLICY

The Swampscott Public School's Harassment Policy ensures that all student-athletes are protected from any form of harassment based on gender, race, color, national origin, religion, age, handicap, and/or disability, gender identity, and sexual orientation. Any conduct or behavior that has been perceived as harassment is to be reported immediately to the coach or athletic director who will conduct a timely and thorough investigation in accordance with the policy and procedures of the Swampscott Public Schools Harassment Policy. If a student-athlete has any questions about the harassment policy, they should talk to a guidance counselor, school administrator, or the District Civil Rights Officer, Ms. Martha Raymond in the Student Services office.

APPEARANCE/BEHAVIOR

Student-athletes are representing their team and school during the school day and at all competitions. Students should dress in a neat and clean appearance within the guidelines set forth by the coach and the school dress code. Clothes worn to practices, home and away games should not have inappropriate sayings or symbols and should be within safety regulations for participation. Appropriate footwear and headgear should also be worn. Face paint and items of clothing worn to ridicule opponents are prohibited. Athletes

should not wear school uniforms to school or outside of school without the sanction of the coach and school administration.

SCHOOL DISCIPLINARY ACTIONS

In accordance with the **MIAA GOOD CITIZEN RULE, (Rule 63)** no student-athlete may represent their school if they are serving any type of disciplinary suspension. A suspended student is ineligible for practice or competition for at least the number of days equal to the number of days of the suspension. Participation on athletic teams is a privilege and with that privilege is a higher level of expectation of student behavior. The coaches, athletic director, and school administration retain the right to suspend or remove student-athletes from participation on a school team as a result of school disciplinary action or violations of the Coach's Contract of Behavior.

TROPHIES AND RECOGNITION

At the end of the season there will be an opportunity to recognize the student-athletes and their team for their accomplishments during their season. The Swampscott Athletic Department provides the coach with three trophies (typically Most Valuable Player, Coach's Award, and Most Improved) at each level: Varsity, J.V. and Freshman (where applicable). Booster Clubs may also provide additional awards or non-monetary items of recognition.

BUS/ALTERNATE TRANSPORTATION ISSUES

All students are **required** to travel to and from games with their team on the bus. Exceptions may be granted only with prior approval of the athletic director and/or coach and should only be requested in extenuating circumstance. Written permission from the parents must be brought to the Athletic Office and signed. The note is then given to the coach by the student athlete. Only personnel affiliated with the team are allowed to ride on the bus. Student athletes represent their school and team and are responsible for their behavior on the bus. Any student-athlete displaying inappropriate behavior or refusal to obey the requests of the bus driver will be suspended from competition and/or held accountable to school disciplinary action

FUNDRAISING

Fundraising is a voluntary activity. All athletes are encouraged to participate in any and all team fundraising activities. However, any student choosing not to participate in any fundraising activity will not be penalized in any way.

APPENDIX A

SWAMPSCOTT HIGH SCHOOL

Chemical Health Policy for Student Athletes

Student (and Coach) Eligibility: Chemical Health/Alcohol/Drugs/Tobacco

The Chemical Health Policies for Student Athletes recognizes that participation in extracurricular, and non-curricular school sponsored events and student athletics, is not a right, and students must adhere to these policies as a condition of their eligibility to participate. These policies are independent of and supplemental to drug/alcohol policies applying to the educational program.

It is the policy of the Swampscott Public School System to enforce the MIAA policy regarding the use of substances that are deemed harmful to the student-athlete. It is also the policy of the Swampscott Public School System to reserve the right to impose more stringent penalties in an effort to ensure the health and welfare of the student-athlete.

REQUIRED CHEMICAL HEALTH CONTRACT AND MANDATORY MEETING PROVISION

At the beginning of the school year, and/or orientation of new students, and/or the beginning of the sport season, all student-athletes will review with their coaches, and/or Athletic Director, and/or Principal, Swampscott High School's Chemical Health Policy.

A student who has not attended an orientation or preseason meeting and signed a contract attesting to their knowledge of this policy will not be permitted to participate in any athletic contest until it is signed and in possession of the Athletic Director. A parent or guardian must also attend the meeting and sign the contract before it is considered complete. All contracts will be kept in the Athletic Office and must be renewed each season.

NOTE: Administration reserves the right to require parents to attend a mandatory meeting before the student is allowed to participate in athletics.

From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol; any tobacco product(including e-cigarettes, VAPE pens and all similar devices); marijuana; steroids; or any controlled substance. This policy includes products such as "NA or near beer". It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor.

This MIAA statewide minimum standard is not intended to render "guilt by association", e.g. many student-athletes might be present at a party where only a few violate this standard. This rule represents only a minimum standard upon which schools may develop more stringent requirements.

NOTE: It is imperative to note that a violation constitutes any one of the substances in this policy. For example, the first violation may be a tobacco (i.e. e-cigarettes, VAPE pens, e-hookah, nicotine water, etc.) product and the second may be alcohol. All of the substances carry the same penalty.

If a student in violation of this rule is unable to participate in interscholastic sports due to injury or academics, the penalty will not take effect until that student is able to participate again. Any current captain found in violation of the Chemical Health Policy shall immediately lose their captaincy. Further, any student found to be in violation of the Chemical Health Policy will be ineligible to be a captain for the next three consecutive sports seasons; seasons will be counted towards fulfilling this requirement regardless of whether the student actually participates in a sport. If a student is caught in season, he/she will be ineligible to be a captain during the current and next two consecutive sport seasons. If found in violation of the chemical health policy, students will not receive a refund of the athletic user fee.

The **CHEMICAL HEALTH POLICY FOR STUDENTS** can be found on the district school website <http://www.swampscott.k12.ma.us-under> the School Committee Policy Manual.

First Violation

When administration determines, using reasonable judgment and following an opportunity for the student to be heard, that a violation has occurred, the student will be ineligible to participate in all MIAA athletic extra-curricular activities for a minimum of 25 % of the interscholastic contests in that sport. All decimal parts of an event will be truncated: all fractional parts of an event will be dropped when calculating the 25% of the season. Additionally, it will be mandatory for the student athlete to fulfill the requirements of the Swampscott Public Schools Chemical Health Policy (these requirements can be found in the student handbook).

Second Violation and Subsequent Violations

When administration determines, using reasonable judgment and following an opportunity for the student to be heard, that a second violation has occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling a minimum of 60% of all interscholastic contests in that sport. All decimal parts of an event will be truncated: all fractional parts of an event will be dropped when calculating the 60% of the season. Additionally, it will be mandatory for the student athlete fulfill the requirements of the Swampscott Public Schools Chemical Health Policy (these requirements can be found in the student handbook).

During their period of ineligibility, students may be allowed to remain at practices when an administrator deems appropriate for the purpose of rehabilitation. In order for the student to be eligible to participate in contests again, they must have completed the minimum exclusion period and have completed the Swampscott Public School Chemical Health requirements. The requirements will be considered complete when the student athlete has given the athletic director a completed sign off sheet.

*If after the second or subsequent violations the student, of his/her own volition, becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in **MIAA** activities after a minimum of 40% of events provided the director or a counselor of the chemical dependency treatment center has issued a certification of participation and, the student athlete has completed the requirements set forth by the school district and handed a completed sign off sheet to the Athletic Director. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 40% of the season. Penalties shall be cumulative. If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year.*

Any captain found in violation of the Chemical Health Policy shall lose their captaincy for three consecutive seasons. If he/she is caught in season, he/she will lose their captaincy for that season and the next two consecutive seasons.

Chemical Health Violation Penalties

1st Offense

# Of Events / Season	#Of Events / Penalty
1-7	1
8-11	2
12-15	3
16-19	4
20 +	5

2nd Offense

# Of Events / Season	# Of Events / Penalty
1-3	1
4	2
5-6	3
7-8	4
9	5
10-11	6
12-13	7
14	8
15-16	9
17-18	10
19	11
20 +	12

2nd Offense w/Dependency Program

# Of Events / Season	# Of Events / Penalty
1-4	1
5-7	2
8-9	3

10-12	4
13-14	5
15-17	6
18-19	7
20 +	8

The expectation of our coaching staff is that they will adhere to the chemical health policy during practice and competition. Any coach, including assistants and volunteers, that violate this policy will be subject to disciplinary action as determined by the principal and/or athletic director.

APPENDIX B

HAZING

MGL Chapter 269, Section 17

Crime of Hazing, Definition, Penalty

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term hazing as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action. Added by St. 1985, c.536; amended by St. 1987, c.665.

MGL Chapter 269, Section 18

Duty to Report Hazing

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime, shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be

punished by a fine of not more than one thousand dollars. Added by St. 1985, c. 536; amended by St. 1987, c. 665.

MGL Chapter 269, Section 19
Statutes to be provided to Student Groups; Compliance Statement and
Discipline Policy
Required

Each institution of secondary education and each public and private institution of postsecondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and section seventeen and eighteen to unaffiliated student groups, team or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams, or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team, or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgment stating that such group, team, or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of postsecondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of postsecondary education shall file, at least annually, a report with the regents of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full-time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students.

The board of regents and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution that fails to make such report. Added by St. 1985, c.536; amended by St. 1987, c.665.

APPENDIX C

Canning Guidelines

- Canning will be permitted only once per season per team/club unless approved in writing by the Principal.
- The time allotted for this activity may be no greater than 6 hours.
- Arrangements for canning must be made so that only one team/club participates in this activity on a specific day. A calendar will be kept in the athletic office, and teams will have the opportunity to secure a date on a first come basis.
- Permission to can in front of a business, post office, park, etc. must be obtained prior to the day of canning. The request for permission to can will be the responsibility of the designated booster parents. **CANNING WILL NEVER BE PERMITTED IN A MANNER THAT IS DANGEROUS TO THE PARTICIPANTS (e.g., CANNING AT AN INTERSECTION.)**
- Booster parents must supervise this activity. Supervision means that parents will, at minimum, visit the sites periodically, and these parents will keep a list of where each member of the team/club is assigned. A method of communications such as a cell phone will also be assigned and a list kept by the supervising parents. Each member of the team/club participating in this activity will have a contact number of a parent in the event of an emergency and a method of communicating with the supervising parents.
- No less than 2 team/club members must can together.
- The team/club members must be identified in some manner as a member of said team or club. Wearing of team jackets or uniforms is an acceptable method of identification. In addition, the receptacles used for canning must identify the team/club on the receptacle.
- At the end of a “shift” of canning, two booster parents must collect the funds and count and record the amount collected. At the end of the canning period, all funds will be tallied and counted by two parents who will attest to the amount collected (see cash receipt procedures). All money will be deposited as soon as collected unless the bank is not open to receive deposits, and it will then be deposited immediately on the first business day after the canning.
- At the end of a “shift” of canning, a booster parent will ensure that the team members ending their shift have a means of returning home.

**SWAMPSCOTT HIGH SCHOOL
ATHLETIC DEPARTMENT
(781) 596-8875**

ATHLETE AND PARENT/GUARDIAN ACCEPTANCE FORM

I have read the Swampscott Athletic Department Guidelines, Rules, and Policies. I understand and agree to abide by these rules as a condition for participating in interscholastic competition for the Swampscott High School Athletic Program. If there are any questions regarding these policies, please contact the Athletic Office at (781) 596-8875.

Name of Student-Athlete (Please print)

Signature of Student:

Date: _____

Name of Parent/Guardian (Please Print)

Signature of Parent/Guardian

Date: _____

The Swampscott Public Schools does not discriminate or tolerate harassment against students, parents/guardians, employees or the general public. No person shall be excluded from or discriminated against in admission to the Swampscott Public Schools, or in obtaining the advantages, privileges and courses of study of the Swampscott Public Schools on grounds of race, color, religious creed, national origin, sex, gender identity, sexual orientation, age, genetic information, ancestry, children, marital or civil union status, veteran status or membership in the armed services, receiving of public assistance, homeless, or handicap.

Extracurricular activities sponsored by the district are nondiscriminatory in that:

1. The school provides equal opportunity for all students to participate in intramural and interscholastic sports;
2. Extracurricular activities or clubs sponsored by the school do not exclude students on the basis of race, sex, gender identity, color, religion, national origin, sexual orientation, disability, or homelessness.
