

# **Player, Parent and Coach ATHLETICS HANDBOOK**



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## **CTECS ATHLETICS PROGRAM**

### **Standard Policy Statement**

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, mental retardation, past or present history of mental disability, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws.

The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding Connecticut Technical High School system's nondiscrimination policies and practices should be directed to Dr. Justin Lowe, Interim Superintendent of Schools, Connecticut Technical Education and Career System, 39 Woodland Street, Hartford, CT 06105, and/or, regarding race, color, national origin, age, sex and/or disability to the Office for Civil Rights U.S. Department of Education, Boston, MA 02110-1491, telephone 617.289.0111, fax 617.289.0150, TTY/TDD 877.521.2172. The Connecticut Technical High Schools System is an equal opportunity/affirmative action employer.

### **CIAC Mission Statement**

The CIAC believes that interscholastic athletic programs and competition are an integral part of a student's academic, social, emotional, and physical development. The CIAC promotes the academic mission of schools and honorable competition. As such, the CIAC serves as the regulatory agency for high school interscholastic athletic programs and exists to assure quality experiences that reflect high ethical standards and expectations for fairness, equity, and sportsmanship for all student-athletes and coaches. The CIAC provides leadership and support for member schools through the voluntary services of dedicated school administrators, athletic directors, coaches, and consultants.

For the entire CIAC Athletics Handbook please visit:

[http://www.casciac.org/pdfs/ciachandbook\\_1415.pdf](http://www.casciac.org/pdfs/ciachandbook_1415.pdf)

#### **Introduction**

The J.M. Wright Technical High School Athletic Department would like to extend an invitation to all students to participate in the many interscholastic athletic programs offered.

The material presented in this handbook contains information pertinent to policies, rules, and regulations of the State Board of Education, the CIAC and the J.M. Wright Athletic Department.

The J.M. Wright Athletic Department and the CTECS is concerned with the educational development of students and feels that a properly controlled, well organized sports program will meet the student's need for self-expression, mental alertness and physical growth.

Athletes are selected for varsity, junior varsity and freshman teams based on their demonstrated abilities. The numerous programs are designed to accommodate as many students as possible. Unfortunately, deleting or “cutting” athletes from certain programs may be necessary due to various constraints. Students who choose to participate in athletics are making a choice that requires self-discipline and full commitment. For this reason, we place a strong emphasis on good training habits. Failure to comply with the rules of training could affect an athlete’s performance and contribution to the team. Students who do not adhere to these rules will be jeopardizing their participation in the program. They should be aware that involvement in athletics is a privilege, not a right.

Student athletes are role models for others and leaders within our schools, and should constantly remember to set good examples for others.

### **PHILOSOPHY**

The CTECS Interscholastic program provides a variety of experiences to aid in the development of positive attitudes and habits in student-athletes that will assist them in their adult lives. The interscholastic program shall be conducted in accordance with existing Board of Education, CIAC policies, rules and regulation. While school districts take great pride in winning, CTECS does not condone a “win at all costs” attitude. Good sportsmanship and positive mental health are encouraged. A comprehensive and balanced athletic program is an integral part of the total educational experience of students.

### **MISSION STATEMENT**

The Athletic Department at J. M. Wright Technical High School believes in developing student athletes to become young leaders on and off the field. The staff values sportsmanship, academic integrity and good moral character. Providing athletics to our students, allows for the opportunity for our students to compete athletically and have the chance to succeed. Our staff is able to provide social, emotional and physical needs that our student athletes require as well as the ability to connect our students to their chosen trade and the surrounding community.

## **DESCRIPTION OF PROGRAMS**

**Varsity Athletics** are for the athletes that indicate the most skill of those that have tried out for the team. They will have the opportunity to compete against equally talented athletes from opposing schools. The purpose of varsity athletics is to refine the skills of the team in an attempt to provide the school with the best win-loss record possible.

**Junior Varsity & Freshman** Athletics programs offer students, who do not yet possess the skills required of varsity athletes, an opportunity to participate in a competitive setting. Junior varsity and freshman athletes are in the process of gaining valuable knowledge, skills and experience required for competition at the varsity level.

## ***SPORT PROGRAMS OFFERED***

<b><u>Fall</u></b>	<b><u>Winter</u></b>	<b><u>Spring</u></b>
<b>Cross-Country (B&amp;G)</b>	<b>Girls Varsity Basketball</b>	<b>Varsity Softball</b>
<b>Girls JV &amp; Varsity Volleyball</b>	<b>Boys Freshman, JV, Varsity Basketball</b>	<b>Varsity Baseball</b>
<b>Boys Varsity Soccer</b>		<b>Varsity Golf</b>

## **CTECS ATHLETIC POLICIES**

Requirements for Participation in a Sport BEFORE YOU BEGIN A SPORT...

1. Physical Examination Must be up to date (not expired) and on file with the school nurse. Physicals are valid for 13 months from the start date.
2. Permission Slip One permission slip needed per sport played and signed by parent/legal guardian. Kept on file with coaches at all practices and games.
3. Concussion & Sudden Cardiac Arrest Acknowledgement These forms acknowledge that you are aware of the concussion signs & symptoms. These forms also acknowledge that an athlete needs proper medical clearance before returning to play—and then will need to go through a proper return to play protocol.
4. Parent/Guardian Attendance at Mandatory Pre-Season Meeting; Student-Athletes and parents must attend the mandatory parent-player meeting before each sport season Parents and student-athletes who do not attend the mandatory meeting will need to complete a free online course on concussions (provided by the NFHS) and submit a certification of completion before the first contest in order to play. Link to the free online course:

<http://nfhslearn.com/courses/38000>

5. Athletic Handbook Acknowledgement By signing this form you recognize all of the rules & policies of the athletic department and agree to abide by them.

6. Transportation Form

7. Online Concussion Training

<https://sites.google.com/a/CTHSS.org/concussion/>

### **ELIGIBILITY (CIAC and CTECS)**

J. M. Wright Technical High School is a member school of the Connecticut Association of Elementary and Secondary Schools. As a member school, we are governed by a minimum of uniform eligibility requirements by the CIAC. Athletes and parents should be familiar with the **Rules of Eligibility and Control for Boys and Girls High School Athletics in Connecticut** as well as the Athletes' Rights of Due Process. In accordance with the CIAC students are **NOT ELIGIBLE if:**

- They are not taking at least four (4) units of work or its equivalent; (Rule I.B.)
- They have not passed at least four (4) units at the end of the last regular marking period as of the official day that grades are issued, with the exception of fall eligibility. \* (Rule I. A.)
- They have acquired at the prior marking term an "F" or more than two "D's" (Academic probation/ Appendix )
- They are nineteen (19) years of age before July 1; Student-athletes will be allowed to compete up through their 19th birthday, however, if their 20th birthday falls during a season, the student-athlete will not be allowed to start or compete during that season and all eligibility will cease. (Rule II.B.)
- They have changed schools without a change of legal residence; (Rule II.C.)
- They have been in attendance for more than eight (8) semesters (A student has eight (8) consecutive semesters or four (4) consecutive years of eligibility from the date of entry into the ninth grade to be eligible for interscholastic competition); (Rule II. B.)
- They play or practice 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.)

The exception to Rule II.E. shall be:

- a) Participation in parent/child tournaments and caddy tournaments.
- b) Swimming, tennis, and gymnastics – a pupil may practice but not compete with a non-CIAC team or as an individual during the season as long as such practices do not interfere with or replace member school practices.

- They play under an assumed name on an outside team; (Rule II.F.)
- They receive personal economic gain for participation in any CIAC sport. (Rule II.F.)
- Their work habits or conduct both in and out of school are such as to make you unworthy to represent the ideals, principles, and standards of your school. Local rules may be more restrictive than those of the CIAC.

### **ADDITIONAL CTECS ELIGIBILITY RULES**

- Athletes may not fail more than 2.0 credits of academic or lab coursework
- Athletes may not fail Physical Education
- Athletes may not fail their Trade/Technology
- For fall sports eligibility – students must have received credit for four (4) units or its equivalent towards graduation at the close of the school year preceding the contest.

NOTE: Marking period grades (quarterly, not semester grades) are to be used in determining scholastic eligibility, except for fall eligibility.

**\*\*The date of eligibility determination is the day report cards are issued\*\***

### **PARTICIPATION POLICIES**

1. Athletes may only participate in one sport per season.
2. Athletes may change sports up to the date of the first scheduled varsity contest in the sport he/she wishes to leave. (CIAC p. 162)
3. Per CTECS Student-Handbook: Students must be present in school for the time equivalent to a legal school day to receive credit for attendance on that day and, therefore, be eligible for participation in an athletic event/practice that day.
4. You will attend all classes regularly and on time. Tardiness and cutting classes will not be tolerated.
5. You will not use your sport as an excuse to miss class or portions of class unless the team is departing early from the school. In the event of an early dismissal for the team, all teachers will be notified by the athletic director or coach.
6. It is the responsibility of the student to obtain and complete all missed work while participating in athletics.
7. Attendance at all practice sessions and games (including tournament and vacation periods) for all team members is mandatory. If, for some reason you will be absent or tardy for a practice or game, you must personally speak to a member of your team's coaching staff prior to that practice or game. Athletes should be aware that contests may be scheduled or rescheduled for Saturdays and possibly Sundays.
8. Athletes that are suspended (in school or out of school) may return to participation the following calendar day after their suspension has been completed. Any violation of the aforementioned rules may lead to dismissal from the team and/or athletics program for the entirety of the season or academic year.

### **DISCIPLINE & BEHAVIOR POLICIES**

At the beginning of each season, students will be informed by the coach of the types of behavior which may warrant suspension or removal from the team. Each case will be considered individually. Parents, the director of athletics and the principal will be notified by phone as soon as possible after a student has been suspended or permanently removed from the team. Coach/team rules may be more strict than the rules and policies of the CIAC, CTECS, and school level athletic department.

### **Use of Illegal Substances**

(Mood altering drugs such as tobacco, alcohol, non-prescription or illegal drugs)

There will be absolutely no use or possession of any tobacco (including smokeless) products, alcohol, or illegal/non-prescription drugs, including STEROIDS or other performance enhancing drugs by any CTECS athlete. Any individual who is observed violating this rule (either on or off campus) by an administrator, teacher or member of the coaching staff or staff member will be subject to disciplinary action.

### **Hazing/Bullying:**

The CTECS and J.M. Wright Technical High School has a zero-tolerance policy on hazing and bullying. Any kind of initiation acts, bullying, cyber bullying or hazing done on the part of an athlete is strictly forbidden.

Other behaviors that will be met with consequences include, but are not limited to:

- Theft or vandalism
- Use of physical force or violence
- Unsportsmanlike behavior
- Abusive and derogatory language
- Inappropriate use of electronic/internet technology/ social media
- Inappropriate conduct on Student-Transportation Vehicles
- Any offensive, disrespectful or abusive act, which in the opinion of coaches or administrators, reflects negatively on J.M. Wright Technical High School , the CTECS or athletics.

### **CIAC Ejection Policy:**

If a player is ejected from a varsity, junior varsity or freshman contest (league or non-league), he/she will be suspended for a period of one contest at that level of play and all contests at any level played in the interim.

### **TRANSPORTATION POLICIES:**

1. Athletes must be transported to away contests by the school. Exceptions can only be made in extenuating circumstances and only with approval from the principal and athletic director.
2. Athletes should ride the school provided transportation home from away contests, however athletes may be picked up by a parent/legal guardian at away contests only if they have completed a travel release form and the parent/legal guardian has signed them out with the coach upon departure.
3. Athletes must maintain proper conduct on buses and STV's at all times. They should remain seated while the bus is in motion, and exit the bus from the front of the bus only (unless an emergency warrants exiting through the rear).

### **UNIFORM and EQUIPMENT POLICIES:**

1. Uniforms and equipment are State of Connecticut property and are on loan to athletes during the sports season.
2. All uniforms and equipment are required to be returned to the coach within 7 days of the season ending, or 7 days of leaving the team.

3. Any missing/lost or damaged uniforms or equipment reported will be billed to the athlete and their parent/legal guardian. **FAILURE TO PAY FOR REPLACEMENT WILL RESULT IN INELIGIBILITY FOR FUTURE SPORTS.**

4. Uniforms are to be worn as intended and only by the athlete it was assigned to. Uniforms may only be worn during school hours when approved and it is subject to individual school uniform policies.

5. Uniform tops can only be worn in place of academic uniforms on game days. Hooded sweatshirts and team apparel are not to be worn in place of an athletic uniform on these days.

#### **CONTACTING ATHLETIC DEPARTMENT PERSONNEL:**

Parents with concerns, questions, complaints or appeals can often avoid a great deal of frustration by following the protocol below. Here is how we ask you to seek out assistance for an issue related to athletics.

Please utilize the following procedure when you have a need to contact athletic personnel (coaches, athletic directors, school administration)

1. Talk to your athlete first.
2. Call the Coach. Set up a meeting with them. Do not approach them before or after a game. Utilize the 24 hour rule to give all parties time to clear their heads.
3. Contact the Athletic Director if necessary.
4. If no resolution is reached at this point, then it would be fair to contact school administration (principal, vice principal).

#### **PARENT & SPECTATOR EXPECTATIONS**

The role of the parent in student and athlete development is crucial. Below are some guidelines for parents.

##### ***Important Parent Roles***

1. Communicate with your student-athlete on a daily basis.
2. Respect the decisions of the officials.
3. Respect other fans, coaches, and players.
4. Do not talk negatively either publicly or in electronic forum about the program, the coaches, administration, parents, and/or other players.
5. Understand that the coaches are responsible for doing what is best for the entire team, not just one player.
6. Be a fan of everyone on the team.
7. Contact the coach through agreed upon procedures. Respect the chain of command: **student—head coach—athletic director—Principal-** and give each an opportunity to examine the issue.

**\*\*Remember as a parent of an Wright TECH athlete, you represent our school and the CTECS\*\***

#### **FINDING OUT MORE INFORMATION**

Keep in mind the secretarial staff although well informed do not always have the answers to your questions. Please utilize the following resources when it comes to scheduling and cancellations.



<https://wright.cttech.org/parents-students/athletics/>

**Visit the CIAC Website for Schedules and Directions to Away Sites**

<http://ciacsports.com/site/>

Click on Sports and a drop down menu will appear. Select the season (Fall, Winter, Spring) and then the Sport.

Scroll down to click on Schedules/Results/Stats tab

Click on Regular Season Results/One School

Find J.M. Wright Tech and click on whether you want to view Varsity, JV, or all levels combined.

**Last page of Student, Parent Handbook  
Must read it and sign.**

**The Handbook is available online at the  
J.M. Wright Tech website.**

(Blue Form)

Name for Student \_\_\_\_\_

Student's Signature \_\_\_\_\_

Parent or guardian's Name \_\_\_\_\_

Parent or guardian's Signature \_\_\_\_\_