

# NEW HAVEN



# BULLDOGS

Athletic Handbook  
2015/2016

## TABLE OF CONTENTS

Introduction	
Parent	Page 4
Student	Page 6
IHSAA	Page 6
Home Schooled Athletes	Page 9
College Bound Athletes	Page 11
Academic Standards for Athletes	Page 11
Extra-Curricular/Co-Curricular Code of Conduct	Page 12
Athletic Awards and Policies	Page 14
Requirements for Athletic Participation	Page 16
Participation	Page 17
Squad Selection	Page 17
Cutting Policies	Page 17
Behavior/Attendance	Page 17
Equipment	Page 18
Attendance and Practices and Team Meetings	Page 18
Vacation Policy	Page 18
Squad Travel	Page 19
Conflicts in Extra-Curricular /Co-Curricular Activities	Page 19
Reporting an Injury	Page 19
Locker Room Regulations	Page 19
Grooming and Dress Policy	Page 20
Postponing Contests	Page 20
Dropping or Transferring Activities	Page 20
Undue Influence for Participation	Page 21
Hall of Fame	Page 21
Athletic Event Pass Prices	Page 22

# New Haven High School



## Extra-Curricular Handbook for Students and Parents

### ***Mission Statement***

***New Haven High Schools mission is to promote respect, foster pride and to inspire excellence***

### A Message from the Athletic Department

New Haven High School Athletics and our community are very proud of the extra-curricular history and tradition of the New Haven Bulldogs. Our extra-curricular program reflects the school's overall commitment to excellence. We are proud to provide a number of extra-curricular activities for our students. We believe that providing these opportunities for competition enhances the overall development of our students and extends the educational mission of our school.

If you believe that organized activities can contribute to living a healthy life, that the positive values and virtues developed on the playing field can last a lifetime, and that good character influences enjoyment, satisfaction and performance, then our extra-curricular programs are for you.

This handbook was designed to explain the expectations, regulations, and policies relative to participation in extra-curricular programs at New Haven High School. It is a privilege to participate in these activities.

It is the responsibility of the extra-curricular students and parents to read this handbook and to become familiar with the various policies contained within.

The activities/athletic department and administration need and depend on parent/guardian help and cooperation to aid coaches and the activities/athletic director in promoting successful extra-curricular programs. Please feel free to call the school whenever you have a question concerning our programs. We are here to serve you.

The faculty and staff of New Haven High School thank you for your continued support of New Haven High School extra-curricular programs. We invite you to share in our enthusiasm for the coming season!

# ACTIVITIES/ATHLETIC DEPARTMENT POLICIES

## INTRODUCTION

### TO THE PARENT:

Your child has indicated a desire to participate in extra-curricular programs at New Haven High School, and you have expressed your willingness to permit him and/or her to do so. Your family's interest in this phase of our school program is gratifying. We believe that participation in activities outside the classroom provides a wealth of opportunities and experiences which assist students in personal adjustments.

We, who are concerned with the educational development of boys and girls through activities, feel that a properly controlled, well-organized extra-curricular program meets the students' needs of self-expression, mental alertness and physical growth. It is our hope to maintain a program that is sound in purpose and will further each student's educational maturity inside and outside the classroom.

Participation in extra-curricular activities is a privilege not a right. Likewise, there is an inherent risk involved in these activities. Parents and students need to understand that such risk could be catastrophic in nature. Students who participate assume greater responsibility and make certain sacrifices. All participating students must conduct themselves in a manner that appropriately represents the students, the families, the activities, the teams, the schools and the surrounding communities.

At the beginning of each sport season (fall, winter, spring) there will be a mandatory meeting for all athletes and their parents/guardians. General school policies and the extra-curricular discipline policy will be discussed along with specific rules and expectations of all coaches.

We are pleased that your child has chosen to participate in a New Haven extra-curricular program. We will do all we can to provide a positive experience for your extra-curricular participant. To achieve this outcome, it is important that lines of communication are developed between the coach, sponsor, parent, and extra-curricular participant to allow for two-way communication and resolution of issues before they become conflicts. As a parent, you have the right to know what expectations are placed on your child. This is intended to clearly delineate all levels of communication so that parents, coaches, sponsors, and extra-curricular participants are aware of the steps they have available to aid in resolving issues.

### **Communication you should expect from your student athlete/activities coach/sponsor**

- Philosophy of the coach/sponsor
- Expectations of the coach/sponsor for your student athlete/activities
- Locations and times of practices and contests
- Team requirements, i.e. fees, special equipment, off-season conditioning, etc.
- Procedures should your extra-curricular participant be injured during competition
- Participant code of conduct and discipline that results in the denial of your student's participation
- Letter requirements
- Insurance information

- Disposition of lost/outstanding/damaged equipment

### **Communication coaches/sponsors expect from parents**

- Concerns expressed directly to the coach FIRST
- Notification of any schedule conflicts in advance
- Specific concern in regard to a coach's/sponsor's philosophy and/or expectations

As extra-curricular participants become involved in the various New Haven programs, he/she will experience some of the most rewarding moments of his/her life. It is important to understand that there also may be times when things do not go the way you or your extra-curricular participant wishes. At these times, discussion with the coach/sponsor may be desirable to clear up the issue and avoid any misunderstanding.

### **Appropriate concerns to discuss with coaches/sponsors**

- The mental or physical treatment of your extra-curricular participant
- Ways to help your extra-curricular participant improve
- Concerns about your extra-curricular participants behavior

It is very difficult to accept that your extra-curricular participant is not participating as much as you would like. We expect our coaches/sponsors to conduct themselves in a professional manner and make judgments based upon what they believe is in the best interest of all students involved.

### **Inappropriate issues to discuss with coaches/sponsors**

- Playing time
- Team strategy
- Play calling
- Matters concerning other extra-curricular participants

There are situations that may require a conference between the coach/sponsor and the parent. These meetings are encouraged. It is important that both parties involved have a clear understanding of the other person's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

To discuss an issue with a coach/sponsor

- Request a meeting with the coach/sponsor.  
**\*\*NOTE:** This meeting should not be conducted immediately before or after a practice or contest, as these can be emotional times for both the parent and the coach/sponsor. Meetings of this nature do not promote resolutions and can even exacerbate the issue. A good rule of thumb is the "24 hour waiting period" after a contest or practice.
- If the request is not honored within a reasonable amount of time, call the New Haven athletic director and he/she will set the appointment.

What can a parent do if the meeting with the activities coach/sponsor did not provide a satisfactory resolution?

- Call and set up a meeting with the athletic director to discuss the situation.
- Utilize the meeting to determine an appropriate next step.
- If your problem is still unresolved, an appeal can be made to the high school principal.

### **TO THE EXTRA-CURRICULAR STUDENT:**

As a member of a New Haven High School extra-curricular program, you are fulfilling the ambitions of many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. Great extra-curricular programs are not built overnight, but are developed over many years with the help of several individuals. As a member of an extra-curricular program at New Haven High School, you have inherited a wonderful tradition, a tradition you are challenged to uphold. When you wear the colors of our school, we assume that you not only understand our traditions, but are willing to assume the responsibilities that go with them.

Each student is urged to participate in one or more extra-curricular activities to be both a doer as well as a watcher. Join activities that interest you. There are athletic, music, drama, and subject-oriented clubs; student council, and interest groups. When you commit yourself to an activity, you owe it your best efforts, not only to benefit the club, but yourself. If you fall behind in your schoolwork, extra help and teacher conferences take precedence over any extra-curricular/co-curricular activity, and you may be requested to drop extra activities. All extra-curricular/co-curricular participants will adhere to the athletic department academic standards, including the grade check policy, school behavior/attendance requirements as well as possible random drug testing.

### **RESPONSIBILITIES TO YOURSELF:**

The most important of these responsibilities is to broaden you and develop strength of character. You owe it to yourself to get the greatest possible experience from your high school years. Your academic studies along with your participation in extra-curricular activities will help prepare you for the future.

### **RESPONSIBILITIES TO YOUR SCHOOL:**

As a member of an extra-curricular activity, you assume a responsibility not only to yourself but also to your school. The student body, our community and other communities judge our school by your conduct and attitude, both on and off the field of play. As a participant, you assume a leadership role in your school and it is your charge to make New Haven High School proud of you, and your community proud of your school.

### **RESPONSIBILITIES TO OTHERS:**

As a leader in your school, younger students in the school are watching you. It is your responsibility to set a good example that they will want to follow. When you know in your heart that you have lived up to all the team expectations, that you have practiced to the best of your ability everyday, and that you have played the game "all out", you can keep your self-respect and your family can be justly proud of you.

### **FROM THE IHSAA:**

The Indiana High School Athletic Association has been the governing body of the high school athletics in our state since 1903.

Your school is a voluntary member of the IHSAA and has agreed to follow its rules. Both your school and the IHSAA believe in equal competition among schools and the close relationship between academics and athletics.

The IHSAA rules listed in the brochure are only a summary of some of the regulations affecting student eligibility. All rules are found in the IHSAA By-Laws and Articles of Incorporation publication. Your principal and athletic director has copies. An on-line version also is located on our website: [www.ihsaa.org](http://www.ihsaa.org)

**You are ineligible if:**

1. **Age**
  - You are 20 years of age prior to or on the scheduled date of the IHSAA State Finals tournament in a sport.
2. **Amateurism**
  - You play under an assumed name.
  - You accept money or merchandise directly or indirectly for athletic participation.
  - You sign a professional contract in that sport.
3. **Awards and Gifts**
  - You receive in recognition for your athletic ability any award not approved by your high school principal or the IHSAA.
  - You use or accept merchandise as an award, prize, gift or loan or purchase such for a token sum.
  - You accept awards, medals, recognitions, gifts and honors from colleges/universities or their alumni.
4. **Enrollment**
  - You did not enroll in school during the first 15 days of a semester.
  - You have been enrolled more than four consecutive years, or the equivalent (e.g. 8 semesters or 12 trimesters, etc.), beginning with grade 9.
  - You have represented a high school in a sport for more than four years.
5. **Illness and Injury**
  - You are absent five or more consecutive school days due to illness or injury and do not present to your principal written verification from a physician licensed to practice medicine stating that you may resume participation.
6. **Participation**
  - A. ***During Contest Season***
    - You participate in try-outs or demonstrations of athletic ability in that sport as a prospective post-secondary school student-athlete.
    - You participate in a practice with or against players not belonging to your school.
    - You participate in a non-school-sponsored contest without an approved waiver.
    - You attend a non-school camp.
    - You attend and participate in a student-clinic.
  - B. ***During School Year Out-of-Season***
    - You participate in a team sport contest as a member of a non-school team where there are more than the following number of students listed below in each sport, including incoming freshmen, who have participated the previous year in a contest as a member of their school team in that sport.
      - Basketball - 3 Baseball - 5 Football - 6
      - Volleyball - 3 Softball - 5 Soccer - 6
    - You receive instruction in team sports from individuals who are members of your high school coaching staff (Exception: open facility).

**C. During Summer**

- You attend a non-school fall sports camp and/or clinic after Monday of Week 4 (See your athletic director for specific dates).
- You attend any other non-school camp and/or clinic after Monday of Week 5 (See your athletic director for specific dates).

7. **Practice**

- You have not completed the required number of separate days of organized practice in your sport under the direct supervision of the high school coaching staff in your sport preceding participation in a contest.

8. **Scholarship**

- You did not pass 70% of the full credit subjects or the equivalent that a student **can** take in your previous grading period. Semester grades take precedence.

9. **Consent and Release Certificate**

- You do not have the completed certificate on file with your principal each school year, between April 1 and your first practice.

10. **Transfer**

- You transfer from one school to another primarily for athletic reasons.
- You were not enrolled in your present high school your last semester or at a junior high school from which your high school receives its students.
- You are entering the 9th grade for the first time.
- You are transferring from a school district or territory with a bona fide move by your parents.
- You are a ward of the court.
- You are an orphan.
- You transfer to reside with a parent.
- Your former school closed.
- Your former school is not an IHSAA member school and is not accredited by the state accrediting agency in the state where the school is located.
- Your transfer was pursuant to school board mandate for redistricting.
- You enrolled and/or attended, in error, a wrong school.
- You transferred from a correctional school.
- You are emancipated.
- You did not participate in any contests as a representative of another school during the preceding 365 days.
- You return to an IHSAA member school from a non-member school and reside with the same parent/s or guardian/s.
- You transfer to a member boarding school with a corresponding move from the residence of your parent/s or you transfer from a member boarding school with a corresponding move to the residence of your parent/s.
- You are a qualified foreign exchange student attending under an approved CSIET program, who has attended a member school for less than one year.

11. **Undue Influence**

- You have been influenced by any person to retain or secure you as a student or one or both parents or guardians as residents.

**HOME SCHOOLED ATHLETES**  
**Home Schooled Athletes**  
**Participation in IHSAA Recognized Athletics**

**Section 1. General.**

It is the policy of the East Allen County Schools that home schooled athletes be permitted the opportunity to participate in IHSAA recognized athletics provided certain criteria, including but not limited to the criteria set out in these guidelines, are met.

**This Administrative Guideline will be governed by IHSAA Rule 12, Section 5 - Enrollment in a Non-Public, Non-Accredited School Team Practices:**

1. A student is eligible to participate in an athletic program involving IHSAA recognized sports only at the member school in which the student is enrolled and attends.
2. The foregoing notwithstanding, if a student is enrolled in and attends, full-time, a nonpublic, non-accredited school the student may have eligibility to participate in the athletic program at the Indiana public school serving the student's residence provided that:
  - A. The student in conjunction with the non-public, non-accredited school and the public school serving the student's residence, provides proof to the IHSAA that the spirit of the eligibility rules will not be compromised,
  - B. The student has been enrolled in the non-public, non-accredited school for the previous three years in succession,
  - C. The student completes any state-wide examinations authorized by the Indiana Department of Education,
  - D. The non-public, non-accredited school agent provides proof of meeting the provisions of Rule 18-1 of the IHSAA by-laws during the time period between the end of the member school's designated grading period and the corresponding certification date,
  - E. The student must be enrolled in and attending a minimum of one (1) full credit subject offered within the member school building.

**Additional information 5119 Adopted 08/06/13 Page 2 of 3 5119 relating to this requirement is set out in Section 7 below.**

The Superintendent is authorized to establish the appropriate procedures and policies governing the practice within the Corporation.

**Section 2. Effective Date.**

The effective beginning date for this policy is the 2015-16 school year.

**Section 3. Enrollment.**

A home schooled student desiring to participate in IHSAA recognized athletics at the East Allen County high school serving the student's residence will be required to be actively enrolled in East Allen County Schools throughout the entire school year and not just during an athletic season. Failure to comply with this

requirement will cause the student athlete to forfeit his or her right to participate in athletics for the duration of the eligibility period.

**Section 4. Eligibility.**

A home schooled student desiring to participate in IHSAA recognized athletics at the East Allen County high school serving the student's residence must enroll in East Allen County Schools for the entire school year and may not withdraw at any point during the school year or said athlete will be declared ineligible to participate in IHSAA recognized athletics through East Allen County Schools for 365 days following the student's withdrawal from East Allen County Schools.

**Section 5. Student Athlete Code of Conduct and Other Rules and Eligibility Criteria.**

Home schooled student athletes will be subject to meeting and following all policies of the East Allen County Schools, including the Student Handbook, the Student Athlete Code of Conduct, and any rules or other eligibility criteria established by the individual coach(es).

**Section 6. Student Athlete Academic Requirements.**

The home schooled student athlete must comply with the following requirements prior to participation in athletics for East Allen County Schools and maintain them throughout their participation.

1. Provide home school curriculum being studied,
2. Provide name and ISBN number of textbook being used,
3. Provide athletic director with grade updates as per school's grading rotation including midterm.

**Section 7. Student Athlete Required Courses.**

As discussed above, home schooled students desiring to participate in IHSAA recognized athletics at the East Allen County High School serving the student's residence are required to enroll in and attend a minimum of one (1) full credit subject at the IHSAA member high school. In addition, the following guidelines will govern the course (or courses) in which the student enrolls.

**5119 Adopted 08/06/13 Page 3 of 3 5119.**

1. All course work will be from the Core Curriculum as outlined by each building principal,
2. All students will be required to take the End of Course Assessment (ECA).
3. A student who has not yet passed the required ECA must pass the course prior to moving on to the next course in the sequence.
4. The student may take another core class outside the requirements as set by East Allen County Schools once they have completed the course sequence set out below and the ECA successfully.
5. Course Sequence:  
Course 1: Algebra I and ECA  
Course 2: English 10 and ECA  
Course 3: Biology I and ECA  
Course 4: Core Elective

**Section 8. Student Attendance Requirements.**

The home school student athlete will be required to sign in everyday with the attendance office. The student will be expected to maintain exceptional attendance within the guidelines of the East Allen County Schools Handbook. Excess absences will result in the student's loss of athletic eligibility.

## **COLLEGE BOUND ATHLETES**

Bylaws of various athletic organizations affect all high school athletes' eligible for scholarships or those who plan to participate in activities. These bylaws vary from one level to another. Valuable information can be accessed through the following organizations and their web sites: National Collegiate Athletic Association [www.ncaa.org](http://www.ncaa.org), National Association of Intercollegiate Athletes [www.naia.org](http://www.naia.org), and National Christian College Athletic Association [www.thenccaa.org](http://www.thenccaa.org) National Junior College Athletic Association [www.njcaa.org](http://www.njcaa.org).

## **NCAA CLEARINGHOUSE...visit [www.ncaa.org](http://www.ncaa.org) for more information**

If you are a high school student athlete, or the parent, coach or guardian of one that has college aspirations at either the NCAA Division I or II level, you have no choice but to register with the NCAA Clearinghouse. If you don't, you can't play at either of those levels.

The Clearinghouse controls all information related to initial academic eligibility of student athletes for NCAA Division I and II programs. They act as the central "clearinghouse" of information for all colleges to verify if the student athlete meets the minimum set academic standards of participation.

The NCAA Clearinghouse keeps track of which classes at each high school qualify as one of the core GPA classes (classes that count towards your GPA related to college athletic participation). They also record your SAT and ACT scores. College coaches have access to this data to verify your eligibility as a student athlete and your eligibility to take an official campus visit.

## **ACADEMIC STANDARDS FOR ATHLETES**

To be eligible scholastically, student athletes must be passing 70% of classes or 5 out of 7 classes to satisfy IHSAA requirements.

Student athletes are determined to be academically ineligible:

- If they are not passing 5 classes at the end of the midterm (which is the nine weeks grading period).
- If they are not passing 5 classes at the end of the semester.
- Students determined to be academically ineligible may be on the team and practice, but will not be allowed to participate in contests. (Students that can only take five classes are exempt from the "six class" rule per the IHSAA as are freshman during the first grading period.)
- Semester grades will take precedence over nine-week grades

### **Junior High Athletics**

- Must be passing 5 out of 7 classes
- Athletes will have their grades checked every two weeks. On the Friday of that two week period a progress report will be taken around to teachers and it will be signed. If the student fails to bring the report due to their negligence they will not be allowed to practice or play in a game. If they are passing fewer than 5 classes, they will not be allowed to participate in games. Athletes will become eligible when the athlete provides documentation the grades have improved and they are passing five classes. Students determined academically ineligible may be on the team and practice, but will not be allowed to participate in contests.
- At the beginning of a new sports season, the athlete will be allowed to try out but will not be allowed to play until his/her grades meet the requirements.

## ATHLETIC CODE OF CONDUCT

The school reserves the right to modify these procedures or guidelines as situations vary. This handbook is meant to be a guideline; not a complete policy statement of the New Haven High School rules. These policies apply to all athletes.

### Section I. Policy Statement:

It should be recognized by both athlete and East Allen County Schools, that the enjoyment and participation in sporting events is a privilege. Furthermore, since the athlete and athletics are often the most visible aspect of any school, it is imperative that the athletic representatives assume exemplary moral and physical standards. This code is designed to apply an even-handed brand of justice with some degree of flexibility. Clearly, the major implementation of moral and physical standards must be relegated to the parents of the respective athlete; however, in an athletic and school atmosphere, East Allen County Schools feels justified in stating certain minimum requirements to govern the behavior of the New Haven High School Extra-Curricular Participant.

An extra-curricular participant is subject to this code from their first enrollment at New Haven High School to completion of his/her last sport season at New Haven High School. If he/she does not participate during a school year(s) or is under athletic suspension, he/she is considered to be an athlete and any violations during non-participation or athletic suspension may be brought before administration.

### Section II. Violations:

A violation shall include but are not limited to the committing one of the following acts:

- The unauthorized possession, use, or transportation of drugs (controlled substances as defined in the Indiana Controlled Substance Act) and/or paraphernalia **or misuse of any legal substance, including but not limited to prescription drugs, over-the-counter drugs, inhalants, or any other substance or item used to elicit an intoxicating effect.**
- The transportation, possession, or consumption of any alcoholic beverage.
- Being in attendance at a place where illegal consumption or possession of alcohol and/or transmission or use of controlled substances is occurring. You are expected to leave such place immediately.
- The possession or use of tobacco (including smoking, chewing, vapor pens or snuff).

### Publications on the Internet, in print, or through electronic devices:

The widespread use of the internet and other electronic media has made it increasingly clear that this category needs to be addressed. Students who participate in extra-curricular activities serve as ambassadors of the EACS Corporation. As a result, students (who participate in extra-curricular activities) who engage in behavior that is made public through written or photographic means, or social media such as Facebook, Twitter, Instagram, blogs, emails, web pages, etc. and is contrary to the accepted rules and values of the EACS Corporation may be subject to discipline. Behaviors that are contrary to the acceptable rules and values of EACS include, but are not limited to the following: defamatory or threatening language; nudity or partial nudity; material of a sexual nature or sexual innuendo; promotion of alcohol, drugs, tobacco or other such substances; promotion of gangs, weapons, or violence; and other lewd or socially unacceptable behavior. Each coach/sponsor of a particular sport/activity may have additional rules and regulations and expects students to meet these standards. These rules and regulations will be properly distributed and reviewed by all participants in the particular sport season or any extra-curricular season before the activity begins. The

sponsor or coach must give the athletic director and/or the principal a current list of additional rules and regulations, which are approved in advance by the athletic director and then distributed, to parents and students by the coach or sponsors.

### **Section III. Sanctions:**

The finding of a violation as defined in Section II by a majority vote of the Athletic Council shall result in the following penalty being applied:

**First Offense:** Suspension from participation for one-third (1/3) of the activity the student is participating in at the time the violation is adjudicated. If less than one-third (1/3) of the activity remains, or the violation is adjudicated between activities, the penalty will be extended into the next activity the student participates for the equivalent remaining percentage of that next activity until the total suspension equals the required one-third (1/3) activity suspension.

**Second Offense:** If the violation occurs during an activity in which the student participates, the student will be suspended for the remainder of that activity and the next activity in which the student participates. If the violation occurs outside the activity in which the student participates, the student will be suspended for the next activity which the student does participate.

**Third Offense:** The student will be suspended from participation for one (1) calendar year beginning with the date the violation is adjudicated.

**Fourth Offense:** If there are further violations of the Code of Conduct, the student will be suspended from participation in any activities either athletic or any extra-curricular for the remainder of his/her high school career. The seriousness of the offense, the level of involvement by the individual athlete and the recommendations of the athlete's respective coach(es) **may be** considered in the determination of the penalties.

### **Section IV. Evidence:**

The Athletic Council shall consider only competent and trustworthy evidence in the fair determination of the extra-curricular participant's rights. The Athletic Council will not be bound by any formal rules of evidence in their finding of fact. The Athletic Council will find that a violation has occurred only when the weight of the evidence indicates that a violation has occurred by a particular extra-curricular participant.

### **Section V. Appeal:**

A finding of a violation and the imposing of a penalty by the Athletic Council may be appealed to the Building Principal in writing within 72 hours. The Principal will convene a meeting with both the parent and student-athlete. The Principal will listen to the student and his/her parents, and in turn listen to a representative of the Athletic Council, and will make a decision based upon the information presented. The Principal will then notify the parents of his/her findings and inform them of the final decision.

## **Athletic Council**

- Athletic Director -Chairperson
- Assistant Principal
- Head Coaches of New Haven High School

## **FUNCTION OF Athletic Council**

- Formulation of Extra-Curricular Policies
- Disciplinary Board
- Awards Policy
- Establish Duties of Athletic/Extra-Curricular Personnel

## **SPORTS RECOGNIZED AT NEW HAVEN HIGH SCHOOL FOR ATHLETIC AWARDS**

- Baseball
- Basketball (Boys & Girls)
- Cheerleading
- Cross Country (Boys & Girls)
- Football
- Golf (Boys & Girls)
- Soccer (Boys & Girls)
- Softball
- Tennis (Boys & Girls)
- Track (Boys & Girls)
- Volleyball
- Wrestling

## **ATHLETIC AWARDS AND ATHLETIC AWARD POLICIES**

Heritage High School shall have six (6) awards for who have represented the high school in an honorable manner. The six (6) awards shall be known as:

### **1. NEW HAVEN LETTER**

- First Letter - An "N" is given to each athlete completing the letter requirements of a varsity sport. An athlete earning their second letter through their fourth letter receives a chevron plus a certificate. Requirements for the letter "N" is determined by pre-set requirements by each coach.

### **2. CERTIFICATES**

- A participation certification will be given to each athlete who does not receive a letter.

### **3. LETTER JACKET**

- An athlete may purchase a letter jacket after he/she has obtained their first letter in a varsity sport. Jackets are purchased at local sporting goods stores. A written letter from the Athletic Office stating the athlete has earned a letter is required.

#### **4. SCHOLAR ATHLETE AWARD**

- This award will be given to any athlete that achieves a 10.1 grade point for that grading period. During the sport season we will use 9 weeks grades to determine the Scholar/Athlete Award. Fall –1st nine weeks, Winter-2nd nine weeks, spring-4th nine weeks.

#### **5. CHEVRONS**

- Athletes will receive a sports chevron along with their first letter. They will also receive a chevron their second through fourth letter.

#### **6. LETTER BLANKET**

- Athletes must earn 9 or more Varsity Letters to earn a New Haven Letter Blanket.

### **SPECIAL AWARDS**

#### **1. Coach's Awards**

- Each coach will present awards to athletes for special achievements in each sport. Coaches will present seniors who are 4 year letter winners with a plaque.

#### **3. Mangers**

- Managers will receive letters and chevrons.

#### **NEW HAVEN HIGH SCHOOL REGULATIONS:**

- An athlete meeting the following criteria will qualify for an award:
  - Maintain and display a proper attitude toward the school, community, sport, coach, family, and friends.
  - Personal conduct should be above question.
  - Must complete the season, which includes the state tournament, if the athlete qualifies, and meets state and coaches requirements.
  - Account for all athletic equipment issued to him/her, or incur the cost if lost or stolen.
  - Be recommended by the coach.
  - Fulfill the award requirements established for each sport.
- If while participating in a sport a player received a disabling injury, which prevents further participation, and he/she is qualifying for an award at the time of the injury, the player may be recommended for the award by the coach and athletic director provided he/she shows proper interest in the sport for the rest of the season.
- Awards may be withheld until future date if one of the Basic Training rules has been violated.
- Athletes who received a letter "N" are to see that it is respected.
- The Coach may recommend to the Athletic Director that an athlete be lettered if he/she does not meet the sport requirements.
- Recognition patches will be awarded to athletes in individual sports who successfully complete the entire varsity season, excluding tournaments, undefeated. The Athletic Coach will make the final determination of this award under any questionable circumstances. Individuals qualifying for state tournaments above the sectional may purchase a patch. (may purchase)
- Conference/IHSAA Tourney Championship Team patches may be purchased Varsity Members on tournament teams participating in the Tourney, also Managers, and Coaches.
- The Athletic Council may act on any case not covered in the award system.

- After all due process rules have been followed, the school reserves the right to revoke any award for any violation of athletic, scholastic, or citizenship rules or regulations.
- If a student is placed on a team and quits of his/her own volition, the student may not participate in any sport until the first sport season is complete. The coach of the first sport may consent to early practice by the athlete for the second sport. If a student does quite, he/she must appear before the Athletic Council and explain his/his situation.
- The athlete understands, coaches may establish additional training rules as deemed necessary. These rules will be on file in the Athletic Director's office. At the discretion of the Extra-Curricular Council, an athlete will not be considered a member of an athletic team if the academic standards for participation are not being met at the completion of the season.

## **REQUIREMENTS FOR ATHLETIC PARTICIPATION**

### • **PHYSICAL EXAMINATION**

A yearly physical examination is required. The **IHSAA physical form** must be completed by the physician and submitted to the athletic department **PRIOR** to participation. The physical covers all sports for the entire school year provided the examination occurred **AFTER APRIL 1ST**. The form will be kept on file in the athletic office.

### • **ONLINE FORMS** – All necessary forms can be downloaded at [www.newhavenathletics.net](http://www.newhavenathletics.net)

- 1) At Risk Acknowledgement Form and Concussion & Sudden Cardiac Arrest form will be signed by the parent and athlete.
- 2.) Emergency Medical Information Form - Emergency medical information supplied by the parent will be available to the coach during the season. This information will be used when the parent(s) are not available. The form will be kept in the medical kit for availability at all practices and contests.
- 3) Consent Form for the Parkview Sports Medicine Trainer to treat your athlete if injured
- 4) Insurance Waiver Form
- 5) Code of Conduct

### • **INSURANCE**

New Haven High School does not provide or offer insurance for athletes. Please make sure your insurance is updated to provide the necessary coverage for athletics. This is also the reason it is necessary for you to provide us with the name of the insurance and policy number, on the Parent Consent and Release Form provided by the Indiana High School Athletic Association.

Third party insurance is available to students of New Haven High School. Forms for that insurance may be picked up in the Activities/Athletic Director's office.

### • **SCHOLASTIC ELIGIBILITY**

In order to participate on a New Haven High School extra-curricular team, each participant must have satisfied all of the scholastic eligibility requirements **PRIOR** to participation. (See the eligibility guidelines on page 6.)

### • **FINANCIAL OBLIGATIONS AND EQUIPMENT**

Uniforms - In several activities, participants may be required to purchase a portion of the practice uniform, which will become their property.

Equipment- All extra-curricular participants are responsible for the proper care and security of equipment issued to them. School furnished equipment is to be worn only for contest and practices. Students will be held financially responsible for items not returned in clean, good condition at the end of the season.

- **CONDUCT OF EXTRA-CURRICULAR PARTICIPANTS**

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the activities department. The community, school administrators and coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining sound extra-curricular programs. The welfare of the student is our major consideration and transcends any other consideration.

- **EXTRA-CURRICULAR CODE OF CONDUCT**

Students and parents are expected to read, sign, and abide by the New Haven High School Code of Conduct.

### **PARTICIPATION**

An athlete may participate in one sport per season as well as an academic club. Coaches, Activities/Athletic Director and the Principal will review individual exceptions. Student athletes must participate in at least 10 separate days of organized practice under the supervision of the coaching staff preceding the date of participation in interscholastic contests. Only one practice may be counted for any one day. Team practice sessions are open to team members and school staff only. Most teams practice each day of the week, Monday through Friday. Coaches may schedule weekend and some holiday practices during the season.

### **SQUAD SELECTION**

In accordance with our philosophy of extra-curricular programs and our desire to see as many students as possible participate in the extra-curricular programs while at New Haven High School, we encourage coaches/sponsors to keep as many students as they can without unbalancing the integrity of their activity. Time, space, facilities, equipment, personal preference and other factors will place limitations on the most effective squad size for any particular activity. Athletes must complete 10 organized practices before competing in contests as explained under the participation section. Exceptions to this may be subject to change when the athlete is completing one season and starting the next.

### **CUTTING POLICIES**

Choosing the members of extra-curricular squads is the sole responsibility of the coaches/sponsor of those squads. Prior to trying out, the coach shall provide the following information to all candidates for the team:

- Extent of try-out period
- Criteria used to select the team
- Practice commitment if they make the team
- Game commitments
- When a squad cut becomes a necessity, the process will include two important elements. Each candidate shall have:
  - Competed in a minimum of three (3) practices.
  - The Junior High Coaches will use a rubric that will be used to evaluate select team members

### **BEHAVIOR/ATTENDANCE**

A student has an obligation to be at school and in all classes. The student who has any unexcused absence the day of a contest will be ineligible for participation that day. Students who miss more

than 1/2 of a school day, must have a written doctor/dentist excuse in order to participate in any school-sponsored event, or participate in any co-curricular practice or contest. The length of absence must be consistent with the appointment time to be accepted. Eligibility may be granted by the athletic director or principal for prearranged absences including, but limited to, college visitations, funeral, and family emergency or important appointments.

- All students are expected to be in school the day following a contest unless injured excused for medical appointment, or granted an excused absence by the administration.
- Students must abide by all rules and regulations in the Student Handbook.
- If placed on detention, the student must fulfill the obligation as assigned.
- While under an all-day in-school or out-of-school suspension, the student will not be allowed to participate in practices or extra-curricular events.
- If a student is suspended all day in-school or out-of-school on Friday, they are not eligible to participate through the weekend.
- Completion of the extra-curricular season is required in order for the student to be eligible for letter or other team or individual awards.
- If a student is absent on the last day of the school week and the practice or contest is on a non-school day, the student will be eligible for participation.

#### **EQUIPMENT**

- School equipment checked out by the student/athlete is his/her responsibility. He/she is expected to keep it CLEAN and in GOOD CONDITION. Loss of equipment is the student/athlete financial obligation. Uniforms range in price from \$20 to \$60 per item. Warm up jackets and pants range in price from \$40 to \$80. You are responsible for their care.
- Uniforms should be washed after each competition. Since our school colors include New Haven colors, it is imperative that you take extra caution in washing uniforms. Always use cold water when washing any New Haven uniform with New Haven colors on it and be extremely careful with the heat of dryers. Hang to dry uniforms instead of tumble-drying in clothes dryers. Do not use liquid **fabric** softener or spray-wrinkle free products on uniforms. At the end of the season, make sure your uniforms are cleaned before returning them to your coach. Students returning uniforms that have not been cleaned will be assessed a laundry fee by the Activities/Athletic Department.
- Coaches hold the right to require uniforms to stay at New Haven High School to be laundered.

#### **ATTENDANCE AT PRACTICES AND TEAM MEETINGS**

- Team members are expected to be present at all practices, team meetings, contests, and special occasions unless excused by the coach.
- Upon completion of afternoon classes, athletes are to take all needed items (books, coats, boots, etc.) to their athletic lockers in order to avoid entering academic hall areas after 4:00 P.M.

#### **VACATION POLICY**

- Vacations by extra-curricular members during a sport season are discouraged. In the event of an absence due to an approved vacation, an extra-curricular participant must:
- Be accompanied by his/her parents while on vacation.
- Contact the coach PRIOR to the vacation.

- Be willing to assume the consequences related to their status on that squad as a starter, 2nd string, 3rd string, etc.

### **SQUAD TRAVEL**

1. Athletes must travel to and from contests, away from New Haven High School, in transportation provided by the school. The only exceptions are:
  - Injury to a participant which would require alternate transportation.
  - Prior arrangement between the participant's parent/guardian and the coach for the student to ride with the parent/guardian. A written note or signature from the athlete's parent must be given to the coach.
2. The noise level must remain low so that the driver may be able to hear traffic danger noises.
3. No food or drinks are allowed on the bus other than when allowed by the bus driver.

### **CONFLICTS IN EXTRA-CURRICULAR/CO-CURRICULAR ACTIVITIES**

When a student is involved in more than one (1) school related extra-curricular activity, and a conflict arises in the date and/or time of the scheduled activity so that a student can't participate in both, the following policy takes effect:

When a conflict between an extra-curricular and/or co-curricular contest/performance arises, the coaches, sponsors, athletic director and/or assistant principal will meet to reach a mutual agreement. If agreement cannot be reached, the principal, assistant principal, and/or activities/athletic director will consider all facts and make the final decision.

The following will be considered:

- An academic subject such as a field trip supersedes any extra-curricular/co-curricular activity.
- An extra-curricular contest/performance takes precedence over practices.
- Any school sponsored event takes precedence over AAU Basketball, Club Volleyball, Soccer or other club sport.
- State sponsored, scheduled activities take precedence over school scheduled extra-curricular activities.
- No coach or any extra-curricular/co-curricular sponsor shall be allowed to forbid a student from participating in any other extra-curricular activity.
- An extra-curricular coach or sponsor has their own individualized policies and rules for their programs on file with the administration prior to the start of the season.

### **REPORTING AN INJURY**

All injuries that occur while participating in extra-curricular activities should be reported to the coach/trainer. If the injury requires medical attention by a doctor or treatment center, it will be necessary to have an INJURY REPORT FORM COMPLETED. Once a physician treats the participant, they **MUST OBTAIN THE DOCTOR'S PERMISSION TO RETURN TO THE ACTIVITY. MUST MEET IHSAA REQUIRMENTS TO RETURN TO PARTICIPATING IN GAMES.**

### **LOCKER ROOM REGULATIONS**

Roughhousing and throwing towels or other objects is not allowed in the locker room. Hazing and/or bullying of other players will not be tolerated. Consequences may include, but not limited to,

suspension or removal from team. All showers must be turned off. The last person to leave the shower room is expected to check all showers.

No one except coaches and participants are allowed in the locker room. NO GLASS CONTAINERS ARE ALLOWED IN THE LOCKER ROOMS. All shoes with spikes or cleats must be put on and taken off outside of the building.

### **GROOMING AND DRESS POLICY**

All members of an extra-curricular activity are expected to be well groomed. Appearance, expression and actions always influence people's opinions of students involved in school activities, the team and the school. Once you have volunteered to be a member of a squad, you have made a choice to uphold certain standards expected of extra-curricular participants in this community.

Team members will adhere to the following grooming and dress rules:

- Hair styles and lengths are to be maintained in accordance with the team's rules.
- Students shall dress presentably at all times, on trips, or at assemblies.
- Only uniforms issued or sold by the department of activities will be permitted to be worn for contests.
- Students will not be permitted to participate until deviations of the above rules are satisfactorily corrected.

### **POSTPONING CONTESTS**

If a game must be postponed due to weather or any other factor not conducive to good game conditions, the following factors will be considered:

- Playing conditions of the field
- Travel safety for the team and/or opponents
- Travel safety for the official(s)
- Travel safety for students, fans and parents
- Damage to equipment
- Safety to the spectators in or on the school grounds, gym or field
- After considering the above factors, it will then be up to the Activities/Athletic Director and/or Principals to conduct the event or postpone the event. The Activities/Athletic Director will re-schedule the contest, if possible. In case of postponement, students will be notified immediately.

### **DROPPING OR TRANSFERRING ACTIVITIES**

Quitting is an intolerable habit to acquire. A student who quits may lose the privilege of participating in activities for that season. On occasion however, a participant may find it necessary to drop an activity for a good reason. If this is the case, the following procedure must be followed:

- Consult with your immediate coach.
- Report your situation to the Athletic Director and a meeting will be held with the Athletic Council.

## **UNDUE INFLUENCE FOR PARTICIPATION**

It shall be the philosophy of the New Haven High School activities/athletic department that participants shall enjoy as many extra-curricular programs as the student and their parents wish them to participate in without influence from any coach to specialize in one activity. All coaches should encourage participation in other activities.

- Although participants may choose the activity they wish to enjoy, once the season has started, **NO ONE SHALL CHANGE ACTIVITIES/SPORTS WITHOUT THE CONSENT OF EACH COACH INVOLVED.**
- At New Haven High School, we understand that activities are an important part of school life. Therefore, we encourage students/athletes to devote themselves to New Haven activities/athletics above any and all club sports while in season at New Haven High School.
- It shall be the philosophy of New Haven High School that no student/athlete be retained for the purpose of benefiting an extra-curricular program.
- Students cut from one activity, however, may try out for another activity providing they were not cut from the first activity for disciplinary reasons.
- No student who is dropped from one squad for disciplinary reasons or who "quits" shall be eligible to compete in another activity for that particular season.
- No student may start another activity until the previous one has been completed and all equipment, etc. is returned to the coaches.

## **HALL OF FAME CRITERIA**

It is our goal to provide the best representation of New Haven athletics to the New Haven Hall of Fame. All candidates must have been out of high school ten years to be considered eligible. The major difficulty in adding candidates to the decades of the 1930s, 1940s, and 1950s has been the lack of documented accomplishments. It is nearly impossible without any kind of recorded accomplishments or documentation to seriously consider New Haven athletes on the basis of hearsay. The New Haven Hall of Fame welcomes any additional information via old yearbooks, scorebooks or newspaper clippings that might aid in the selection process.

Criteria considered for Hall of Fame induction includes but may not be limited to:

1. Outstanding high school career and a citizen in good standing in a variety of sports that provide a memorable cumulative high school career
2. Exceptional career in an individual sport that garners conference, regional or state-wide recognition.
3. Significant collegiate or a professional career in a particular sport.
4. Longtime athletic association and contributions to athletics as a coach, athletic administrator or contributor to athletics.
5. "Pioneer" in a particular sport.

## **ATHLETIC EVENT PASS PRICES**

- **Athletic tickets may be purchased:**
  - **Student All Sports Pass   \$ 70.00**
  - **Adult All Sports Pass     \$ 85.00**
  - **Family All Sports Pass     \$165.00**
  - **Senior Citizen (65 – Over) Free with Super Star Senior Card**
- 
- **The All Sports Pass is good at all home varsity, reserve, and freshmen athletic contests.**  
**The price of individual tickets at home athletic contests is as follows:**
    - **All adults and K 12 students for all varsity & junior varsity games/contests \$5.00**
    - **NE8, IHSAA and other tournaments – NEW HAVEN All Sports pass not valid.**