

FAIR HAVEN UNION MIDDLE & HIGH SCHOOL



Student-Athlete and Co-Curricular Handbook (updated 7/23)

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Fair Haven Union Middle High School, in partnership with the community, will promote in all students the knowledge and skills necessary to become independent thinkers, lifelong learners, and responsible productive citizens.

Introduction

Athletics and co-curricular activities play an important part of life at Fair Haven Union Middle and High School. A tradition of excellence going back many years and the continuing support of the student body, faculty, and community offer much support to FHUMHS students.

This handbook is designed to give students and parents a grasp of the Fair Haven Union Middle and High School philosophy. It should also serve as a reference manual for rules and regulations and as an outline of student and parent expectations and procedures.

District Shared Understanding

We Believe In:

- Providing for the social, emotional, and academic needs of every child so that they feel connected, safe, and respected in order to ensure student achievement.
- Providing a challenging and engaging atmosphere in which all members of the school community can learn and grow.
- Providing opportunities for inquiry, research, global collaboration, and communication.
- Providing varied, rich, and personalized opportunities for learning.
- Providing experiences to develop critical thinking skills that allow students to become engaged participants in their school communities and beyond.

Objectives & Philosophy

Athletics and co-curriculars are an integral part of life at FHUMHS. We are first and foremost a teaching institution. Within that framework, the goals will include but are not limited to, teaching and modeling the value of integrity, the teaching and learning of sportsmanship and fair play, teaching and learning rules, play, and the importance of accountability. **Participation in any of these programs is a privilege that must be earned and carries with it responsibilities to the school, to the team or group, and to the students themselves.**

Sportsmanship

Sportsmanship suggestions for the coaches and advisors:

1. Make it fun. Build self-esteem in your students.
2. Always exemplify professional, positive behavior.
3. Be aware of your responsibility to the school, community, and the coaching profession you represent.
4. Unsportsmanlike tactics employed to influence the odds of winning are never worth the loss of self-respect.
5. Respect officials'/leaders' integrity and judgment.
6. Anger is a poor substitute for reason.
7. Remember that your students will mirror you.
8. Your students will rise to your expectations.
9. Treat your students the way you want them to treat you.
10. Be a good host/hostess to your guests. Treat them the way you want to be treated.
11. Provide social opportunities for ALL whenever possible.
12. Be careful of remarks made to the media. Be professional.
13. Be modest and gracious.
14. Always keep in mind, would you be proud of your actions if you were being videotaped?
15. MAKE IT MORE FUN.

Harassment, Hazing, & Bullying

The Slate Valley Unified Union School District 1 (hereinafter "District") is committed to providing all of its students with a safe and supportive school environment in which all members of the school community are treated with respect.

It is the policy of the District to prohibit the unlawful harassment of students based on race, color, religion, creed, national origin, marital status, sex, sexual orientation, gender identity, or disability. Harassment may also constitute a violation of Vermont's Public Accommodations Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and/or Title IX of the federal Education Amendments Act of 1972 (Policy C12).

It is also the policy of the District to prohibit the unlawful hazing and bullying of students. Conduct which constitutes hazing may be subject to civil penalties.

The District shall address all complaints of harassment, hazing, and bullying according to the procedures accompanying this policy, and shall take appropriate action against any person - subject to the jurisdiction of the board - who violates this policy. Nothing herein shall be construed to prohibit punishment of a student for conduct which, although it does not rise to the level of harassment, bullying, or hazing as defined herein, otherwise violates one or more of the board's disciplinary policies or the school's code of conduct.

For additional information on how to prevent and report hazing, harassment, and bullying, please visit the School Board policies which are located on the SVUSD website (policy C10).

Discipline

Team and individual student discipline is the responsibility of the coach/advisor. A meeting on the first day with the students should cover team/group rules and school rules as they apply to co-curricular activities. Clear and well-understood expectations should be detailed by the coach or advisor. It is the responsibility of the student to notify the coach or advisor prior to any absences, including detention and academic ineligibility.

The coach/advisor should also discuss the responsibilities of the student as a representative of FHUMHS before, during, and after a game or activity and on their way to and from a game, activity, or practice. The student's conduct should reflect in a positive manner on the team/group and the school. Team/Group members must understand that they may be penalized for conduct unbecoming of a student such as the use of inappropriate language, inappropriately arguing with or otherwise disagreeing with others, infraction of team/group rules, inability to control one's temper, or behaving in an unsportsmanlike/inappropriate manner. For athletes, the removal of a player from the game by an official will result in an automatic suspension based on the rules set by the Vermont Principals Association.

Disciplinary action will be determined by the administration and/or the coaching/advisor staff when deemed necessary.

At athletic events, a parent or fan ejected by an official or asked to leave a game by the administration due to profanity, inappropriate behavior, taunting, or other unsportsmanlike behavior, will be banned from attending any future home FHUMHS sporting events. In order to regain the ability to attend home events, you must set up a

meeting with the Superintendent and Principal to come up with a restorative justice and behavioral plan.

Chain of Command

When disciplinary action is taken against a coach/advisor or student, there is a chain of command for an appeal process.

A coach/advisor will follow the following chain of command if they choose to appeal a decision made by the Athletic Director:

- Meeting with Principal
- Meeting with Superintendent
- Meeting with School Board

A student will follow the following chain of command if they choose to appeal a decision made by the coach, advisor, or Athletic Director:

- Meeting with the Athletic Director (for student-athletes)
- Meeting with Principal
- Meeting with Superintendent
- Meeting with School Board

Student-Athlete/Coach Ejection Policy

Any student-athlete ejected from a game for unsportsmanlike conduct or flagrant foul shall be suspended in the sport from which the student was ejected based on the rules set forth by the Vermont Principals Association. If the ejection occurs in the last contest of the season, the student shall be ineligible for the same period of time in the next sports event in which the student participates. The suspended student may not be in uniform. A student who is ejected a second time will be suspended for the remainder of the season in that sport.

A coach ejection for unsportsmanlike conduct shall receive the same suspensions given to student-athletes. If suspended, a coach may attend the contests but must be seated in the spectator area and may not give instructions to the players or to the individual(s) who have been assigned to coach the team at any time prior to or during the contest. A coach who has been ejected for unsportsmanlike conduct for a second time in a season shall be suspended for the remainder of that sport season.

The student or coach shall have the right to appeal under Article VIII. Enforcement and Appeals, Section 3. Appeals To The Board of Appeals.

It is the responsibility of the local school to ensure this regulation is enforced. When a suspended coach is allowed to participate, forfeiture of the contest is mandatory. This regulation shall apply to all regular season and tournament contests.

Southern Vermont League (SVL) Sportsmanship Policy

The SVL has adopted a sportsmanship policy to be followed by all member schools. This policy requires schools to report any unsportsmanlike incidents to the Executive Secretary within 24 hours.

Incidents would include, but not be limited to the following:

- Technical Foul
- Yellow or Red Cards
- Unsportsmanlike Behavior Resulting in Ejection
- Fighting (Players or Fans) Pre or Post Game
- Any Disqualifications
- Verbal Taunting of Opponent Prior, During, or After Contest
- Any Fan Who is Removed by Game Administration

THIS POLICY APPLIES TO PLAYERS, COACHES, AND FANS!

When an incident does occur, the coach must inform the Athletic Director within 24 hours with written documentation describing the situation.

Vermont Principals' Association Rules

Fair Haven Union Middle High School will adhere to all rules set forth by The VPA. For more information regarding VPA rules, please visit: <https://www.vpaonline.org/>

Player Participation

One of the eternal problems facing coaches is deciding who should be on a team and how much time should be allotted to each player. It is the policy of FHUMHS to provide the maximum practical number of activities so that each student will have an opportunity to participate on an athletic team. Accordingly, every effort is made to follow a "no cut" policy at the Freshman or JV level. This policy is followed in all Freshman and JV teams with the exception of basketball and cheerleading. When more

students try out than can practically be carried as team members the coach must endeavor to:

- Give each candidate ample opportunity to demonstrate their skills and potential before making cuts.
- Explain to all candidates the necessity for cuts and offer suggestions on how they may increase their chances of making the team if they wish to try again.
- Make the candidates aware of other options that might be available such as a manager or scorekeeper or going out for another sport if offered in that season.

Below the varsity level, the focus of instruction should be on basic techniques, rules, and the principles of sportsmanship and teamwork. For some students, this will be the end of their athletic careers and they should feel the satisfaction of playing on an interscholastic team.

The win-loss record on the Middle School, Freshman, and Junior Varsity levels are secondary to the goals mentioned above. The expectation is that each player will receive playing time under game conditions, although it may not be equal. If a student-athlete has missed practice or been disciplined for any reason, a consequence of zero playing time for the infraction may occur. Sub varsity coaches must remember that the broad participation of players is an important part of the job.

Varsity sports represent the culmination of mastery of the fundamentals, rules, and skills of the game. Participation at this level will normally be determined by the ability of the personnel, given allowances for game conditions.

Athletic Eligibility for Co-Curricular Activities (VPA)

In order to participate in a district athletic program/team, the Vermont Principals' Association standards apply:

1. For high school sports, the student must be fully enrolled, but not beyond the eighth semester of high school. The consequences of non-compliance will be immediate suspension from the team.
2. The student must meet the prescribed competitive eligibility standards of the Vermont Principals' Association (amateur standing and age limitation). The consequence for non-compliance could mean immediate removal from the

team and loss of eligibility for any other team.

Eligibility for Co-Curricular Activities (FHUMHS)

Attendance

In order for students to be eligible to participate daily in co-curricular events, they must be present the entire day. Therefore, students are not eligible to participate if they cut classes, arrive at school late, or leave school early. Students will be eligible to participate if they miss part of the school day due to a medical appointment (with appropriate documentation).

Code of Conduct

If a student chooses to participate in athletics or co-curricular activities, they agree to meet the following Standards of the Code of Conduct. This will begin with the team or club's first meeting and end with its last meeting, practice, contest, or event. Failing to engage in good school conduct will result in co-curricular consequences, which may include, but not be limited to, immediate suspension or expulsion from the team or club.

Academic Standard

The Athletic Director and Administration will address significant academic concerns with the support of the student's teachers, parents/guardians, coaches, and advisors. Learning is the priority for all of our students and is the focal point in all school-related activities, including athletics and clubs. When a student does not meet the academic standard, they may be suspended from participating in co-curricular events, particularly any potential missed class time due to early dismissal. Led by the Athletic Director and Administrators, the student-athlete's, or club's, support team will determine when a student may be reinstated based on improved academic progress, taking into account the reasonable time needed for a teacher to assess the student's progress. More specifically:

- With Proficiency-Based Learning, we have moved away from quarters to reflect better the continual learning that occurs in our classrooms. We will, however, take "snapshots" of students' grades to process eligibility. The grade "snapshots" will occur on **September 29th, November 3rd, December 8th, January 29th, February 16th, March 29th, May 10th, and June 13th**. The final "snapshot" of the year will count for eligibility during the Fall of 2024.
- A student must be fully enrolled (6 credits) and not failing (below 2.5) more

than one class at the time of the “snapshot.” Ineligible students may remain eligible for athletic and club practice only if they attend the Academic Success Program. It is required that a student attend the Academic Success Program for 45 minutes per day for a minimum of 10 school days to remain eligible for practice or club. Ineligible students will be able to fully participate in co-curricular activities once they meet the eligibility requirement stated above. **Ineligible students may not travel, dress (wear any part of a uniform), sit with, or assist the team/club during any game or performance.**

- If an ineligible student elects not to participate in the Academic Success Program they will not be allowed to practice and/or attend games or events, but may request a review of their eligibility status at the next designated “snapshot” date.
- Fall sports eligibility is determined by the final grades from the previous school year. Due to a change in the school year, Fall ineligibility will follow different requirements. **Ineligible students will be allowed to fully participate but will need to complete weekly check-ins with their counselor to review current grades for a period of 4 weeks from the first day of school.** The student may be deemed ineligible during this time period using the requirements above.

Importance of Daily Attendance

When a student is absent:

Parents/Guardians are expected to contact the school by 8:15 am with a verbal reason for the absence. If the school does not receive a call or receives a call but no reason for the absence it is considered unexcused or truant until we receive an acceptable excuse for that absence. The building principal determines whether an absence is excused or unexcused.

Based upon State law (§ 1121), a parent/guardian is responsible for their child attending school, unless the child: (1) is mentally or physically unable to attend; or (2) has completed the tenth grade; or (3) is excused by the superintendent or a majority of the school directors. (The superintendent of a public school may excuse, in writing, any student from attending the school for a definite time, but for not more than ten consecutive school days and only for emergencies or for absence from town).

Parents/Guardians must obtain prior approval from the Superintendent for any extended leave due to emergencies or absence from town.

If a child has not arrived at school, and we have not received a phone call, a designated school employee will call the home every day a student is out. If there is no

answer we will contact the emergency number you have provided. This procedure is designed to ensure that a child is safe if they do not arrive at school.

If a student has an unexcused absence from school, they will not be allowed to participate in any school-sponsored after-school functions, such as a game, concert, club, etc.

Written excuses: Parents/guardians must send a signed and dated note for every absence, with the child's full name and reason for the child's absence when the child returns to school or a doctor's written excuse. The note from a parent must arrive two weeks (14 days) from the date of absence.

A doctor's written excuse is required after three consecutive days of absences due to illness in order for those absences to be considered excused absences.

After a total of 10 days of absences due to illness, a doctor's written excuse is required for each additional absence due to illness. If a doctor's written excuse is not provided the absences will be deemed unexcused.

Tardiness: Punctuality at school is extremely important. All students arriving after (the building start time) will be considered tardy. Any student arriving late to school must check into the office, to obtain a pass to class.

***Students arriving after the start of the school day without a valid excuse approved by the Principal, will not be able to participate in after-school or evening activities.**

Chronic tardiness may impact academic proficiency. Students with chronic tardiness will be referred to the truancy coordinator and administration to initiate a meeting with the intervention team as needed.

Skipping:

Skip: A significant portion of a class is missed without a pass or legitimate excuse

1st Offense: Student meets with Mrs. Hagenbarth and is assigned one after-school detention to make up for missing work.

2nd Offense: The student is sent to ISR for the remainder of the day and must work with a school counselor and other appropriate team members to develop a success plan to address student needs.

The student is assigned two days of after-school detention.

3rd Offense: Student is sent to ISR and may not return to class until a re-entry meeting can occur with parent or guardian. The team must review and/or revise any success plans currently in place to address student needs.

Parents will be notified when five (5), seven (7), ten (10) unexcused absences have occurred. Notification may occur by email, phone or letter. However, after the tenth absence a letter will also be sent. At ten (10) unexcused absences the parent will be requested to attend an attendance meeting in order to proactively develop an attendance plan.

Following the twentieth (20) day of an unexcused absence, the Department of Children and Families will be notified and a truancy affidavit will be filed with the State's Attorney's Office.

Early Dismissal/ Signing out of school: If students need to leave school, parents/guardians must come into the building to sign their child out. If the parent is sending a designated adult to pick up their child the person must be identified on the emergency contact card or the parent/ guardian must call the school with the name and relationship of the person picking up their child. This person will be required to provide valid identification.

At the high school level seniors who are academically eligible and meet the guidelines for senior privileges can sign out in the main office.

Excessive absenteeism: Students with 7 or more unexcused absences will be referred to the truancy coordinator and school administration to set up an attendance intervention team meeting.

Homebound and hospitalized students: Any student who is expected to be out of school because of a serious illness (homebound/hospitalized instruction) for more than 10 days may be entitled to a tutor in order to maintain their skill level. Please obtain a doctor's written order and contact the school if this situation occurs.

Missed assignments/ Making up work: Planned student absence(s): Prior to any approved planned absences, students or parents/guardians are required to make arrangements for completing any missed class work or assignments. Unexpected student absence(s): Students or parents/guardians are required to make arrangements for completing any missed class work or assignments. Students will have an equal number of days they were absent to complete the work.

Coaches and advisors are responsible for taking daily attendance.

Practice, Game, & Event Schedules

Practice time and place are set by the Coach, Advisor, and Athletic Director. We will make every effort to have the practices for younger-aged teams or clubs early, so that those students can utilize the late bus when possible. Coaches and advisors are asked to make every effort to keep practice within a timeframe so transportation does not become an issue with students and families.

The School Board has adopted the following policy regarding Sunday practices:

1. All co-curricular teams and activities are to meet informally or formally no more than 6 days a week.
2. Sub-Varsity sports and activities are not to meet on Sundays.
3. Sunday Varsity practices can only occur in the event of a game or contest on the following Monday. Note: Item #1 must still be followed, but Sunday practice can be scheduled during the postseason.
4. Sunday practices can not begin until 1:00 pm.
5. Students are excused from days in which religious commitments conflict without penalty.
6. No practice will be called on major holidays as indicated on the FHUMHS calendar.
7. Deviation from the above-noted procedure must be approved by the Athletic Director and building administration.

Illegal Use Including Alcohol

Use of alcohol or unauthorized use of controlled substances is inconsistent with participation in athletics. When the student is found to be using, possessing, selling, or furnishing drugs or alcohol or drug paraphernalia (as referred to in policy C 2) outside of school or its function the following will apply:

Student violations: Students who violate this policy will be disciplined under the school's disciplinary procedure, and parent(s)/guardian(s) will be notified

Students suspected* of being under the influence of alcohol or drugs will be searched by adhering to **Policy C21** Search and Seizure of Students by School Personnel and referred to the school nurse for screening.

Students found to be under the influence of alcohol and/or drugs will be treated primarily as ill students. As part of the clinical evaluation, a search of a person,

bags/purses, locker, and/or vehicle may be performed to determine what substance may have been ingested, and the student's parent(s)/guardian(s) will be notified and the student sent home. In crisis situations, the matter will be handled as a medical emergency and accordingly, the school officials will involve ambulance and police assistance as appropriate.

1) **1st Violation:** Five (5) day school suspension. This **may be reduced if** a drug and alcohol assessment is performed by a physician or their designees within 24 hours of being sent home and an appropriate release of medical information is signed authoring the physician to communicate with the school nurse **for the purpose of verifying the visit occurred** and any schedule of follow up.

The School Resource Officer/Police will be notified.

The student shall be referred to the school nurse, SAP (Student Assistant Program) counselor, and additional qualified counselors and educators to address the violation's causes & effects in a restorative and personal way. A behavioral support plan complete with follow-up and restorative consequences will be required.[JR3]

2) **2nd Violation:** Ten (10) day school suspension.

The School Resource Officer/Police will be notified.

The student shall be referred to the school nurse, SAP (Student Assistant Program) counselor, and additional qualified counselors and educators to review and/or revise the previous behavioral support plan.

Referral to the School Board for an expulsion hearing.

Those students involved in co-curricular activities will also have the following consequences (End-of-year violations carry over to the next year):

1) **1st Violation:** Forty-five (45) days – excluding summer break – of ineligible participation in all co-curricular activities, competitions, and games, but will be expected to attend any practice competitions, games, and rehearsals during the suspension period. End-of-year violations will carry over to the next year.

The student will be required to address current teammates/group members with the coach and Athletic Director present.

2) **2nd Violation:** Ineligible participation in all co-curricular privileges for the next calendar year (excluding summer break). End-of-year violations carry over to the next year.

Those students involved in co-curricular activities found to be using, possessing, selling, or furnishing drugs or alcohol or drug paraphernalia outside of school or school functions will have the following consequences (End-of-year violations carry over to the next year)

Cigarettes/Tobacco/Vaping

As referred to in **Policy B7:** The Slate Valley Unified Union School District is committed to zero tolerance of tobacco products on school grounds or in school buildings or possession or use thereof by students at school-sponsored activities. The use of tobacco is a significant public health risk. Tobacco products are extremely addictive and can cause health effects that interfere with school performance.

It is the policy of the Slate Valley Unified Union School District that no student at any time shall possess, use, sell, give, or otherwise transmit any tobacco product on school-owned or leased property or at any school-sponsored activities off school grounds.

Any tobacco product in the possession of a student in violation of this policy shall be confiscated immediately by an employee and reported to the principal or their designee who shall, if appropriate, make a referral to law enforcement.

Upon confirmation of tobacco or nicotine product possession, the administrator or their designee shall impose the following consequences:

First Offense:

One (1) day of in-school suspension and a meeting with the nurse and/or SAP counselor to review the health impacts of tobacco and/or nicotine use.

Students will be ineligible for participation in sports, co-curricular, and school events such as dances, etc. for ten (10) calendar days to begin on the day of tobacco/nicotine possession. Students may also be referred to the School Resource Officer who may impose a civil fine for possession of nicotine or tobacco products on school property.

Second Offense:

One (1) day of out-of-school suspension AND two (2) days of in-school suspension and a meeting with the nurse and/or SAP counselor to review the health impacts of tobacco and/or nicotine use. Students may also be referred for more regular substance counseling with the SAP at the SAP's discretion.

Students will be ineligible for participation in sports, co-curricular, and school events such as dances, etc. for thirty (30) calendar days to begin on the day of tobacco/nicotine possession. In the event that the second offense occurs within ten (10) calendar days of the first offense, the thirty (30) day suspension will commence following the end of the initial ten (10) day suspension. Students may also be referred to the School Resource Officer who may impose a civil fine for possession of nicotine or tobacco products on school property.

Third Offense and Beyond:

Students will be externally suspended for two (2) days, or until a re-entry meeting with a parent/guardian can be scheduled. Following the re-entry meeting, the student will be internally suspended for three (3) school days. The student may be referred to the nurse and/or SAP to develop a plan for smoking/tobacco/nicotine cessation. **Students will be ineligible for participation in sports, co-curricular, and school events such as dances, etc. for thirty (30) calendar days to begin on the day of tobacco/nicotine possession.** In the event that the third offense occurs within thirty (30) calendar days of the first offense, the thirty (30) day suspension will commence following the end of the initial thirty (30) day suspension. Students may also be referred to the School Resource Officer who may impose a civil fine for possession of nicotine or tobacco products on school property.

Busses and Transportation

Coaches and advisors are expected to have their students behave in a manner that will not be distracting to the driver. Regular bus rules apply to the trips which include having all bus passengers seated. Bus etiquette includes having the passengers clean and pick up trash, bottles, etc. before leaving the bus. This is the responsibility of the team/club - not the bus driver.

The Slate Valley Modified Unified Union School District believes (referred to in policy C40) that students should travel to and from co-curricular and athletic events using school transportation. The primary concern for the student's transportation is ensuring

the safety of the students and minimizing the school's exposure for a possible negligence claim. No student will be permitted to ride with any other adult, or student, or to drive themselves to and from away activities. All bus regulations will be followed. Exceptions to this policy are as follows:

Students may be allowed to leave an event with their Parent/Guardian/Designated Adults. (The parent/guardian needs to spell out, prior to the athletic season or co-curricular event, what designated adult would be allowed to pick up their child/children). There will be two options as to how this process will occur. The School District will choose the option method at the start of each school year.

Option #1:

Any parent wishing to take their child/children home from an away event must submit written permission with verbal (phone) confirmation to the Athletic Director on the day of the event. This written permission must indicate who will be taking the child/children home (the parent/guardian or a previously designated adult).

Option #2:

Each coach or advisor will have a list of players/participants and each player's/participant's parent/legal guardian/designated adult. (See Attachment A) The coach/advisor is responsible for witnessing the parent signing the player/participant list. The parents/guardians/designated adult will meet with the coach/advisor after the event is completed.

A parent/guardian/designated adult will sign for their child ONLY and then be able to take the student home. No student will be permitted to ride with any other adult, or student, or to drive themselves home from an away event. The only other alternative to this policy would be for parents to waive their rights to utilize the transportation offered by the school district to and from events for the season. In other words, their child would not be allowed to ride on the bus to get to or from any away events for the entire season of that activity.

Certain events may be exempt from this policy with prior approval from the Superintendent.

Coaches/Advisors may allow students to be dropped off in Benson/Orwell on return trips from the north with prior notification from parents to coaches and bus drivers.

Special Athletic Transportation

Championship Game Buses, other than school buses, may be used in situations where the team makes it to the Barre Auditorium or a championship game. The Booster Club can help with paying for special transportation. The school will continue to pay a reasonable difference from the actual cost.

Special Buses, other than school buses, must be approved by the Athletic Director. The past practice of asking student-athletes or their parents to contribute towards the cost of a special bus ended in July 2002.

Equipment/Inventory

Each coach/advisor is responsible for the care, condition, and cataloging of the equipment and uniforms at the beginning of each season and must develop a sign-out sheet for all uniforms and/or equipment assigned to them and will be held accountable for their return.

All student-athletes must hand in their complete uniforms and equipment to FHUMHS prior to finishing their season. Failure to do so will result in an invoice being sent home in the amount of the missing inventory. Our goal is not to charge families for missing uniforms. All we really want is the uniforms back!

Athletic Physicals

Candidates for FHUMHS teams must have a physical completed every 24 months. FHUMHS recommends yearly physicals for all athletes. **Parents are responsible for knowing the due date and making the appointments in a timely manner so as to not disrupt the child's practice and playing time.** Some provider offices book up to 4-6 weeks out for physicals. Forms for physicals (Well Exam - Sports Participation Clearance Form) are available from the Athletic Director and should be taken home for completion by the parents or guardian before the student goes to the doctor for their physical. **Physicals must be completed and the forms returned to the nurse, or AD before the athlete will be permitted to participate in a practice or game. This form must be handed in annually regardless of completing a new physical.**

Co-Curricular Permission Forms

Co-curricular forms must be completed by the parent or guardian before a student commences practice and must be kept in a place easily accessible at all times during the season. The med kit has been a convenient place to keep these forms. These forms contain a waiver that permits immediate treatment of the student by a physician

or medical facility if warranted even if the parents or guardian is unavailable. These forms are available from the online registration platform, FormReleaf.

FormReleaf

All student-athletes must complete the registration process for each season through FormReleaf. Failure to do such prior to the cutoff date determined by the Athletic Director may forfeit the student's right to participate in sports that season. Information on how to register is located below.

Website:

<http://formreleaf.com/>

Instructions:

<https://docs.google.com/document/d/0B2Lvc4hDgl9uaVBqUkM5THhOY3FJSmVwWD E5YkxSVzJ4MjU4/edit>

Injuries

Despite the best precautions, the possibility of an injury occurring during a game or practice is very real.

FHUMHS employs a Certified Athletic Trainer (ATC) on a part-time basis. Although the ATC makes every effort to be at home sporting contests, most practices are not covered by the ATC.

In the event of an injury, the ATC will determine the proper course of action to manage the injury.

If a student is injured when the ATC is not present, the coach/advisor should proceed slowly and cautiously in the assessment. Common sense and caution are of paramount importance. Coaches/Advisors should limit their treatment to those injuries which they feel capable of treating: abrasions, mat burns, contusions, and minor sprains. If there is any suspicion of any type of neck or spinal injury, if a limb is broken or dislocated, or if the student is unconscious or complaining of severe pain, the EMS system should be activated. Activation of the EMS system is as simple as calling 911 from any working telephone.

The 911 operator will need to know: (1) The name of the caller and where the call is coming from, (2) The nature of the injury, and (3) The student's name, sex, and age. This procedure is designed for team practices at Fair Haven.

An ATC must be present during all collision sporting events per Vermont State Law. Collision sports include Football, Ice Hockey, Wrestling, and Lacrosse. Contact sports include Soccer, Basketball, Baseball, Softball, and Field Hockey. Non-contact sports include Cross Country, Track & Field, Bowling, Tennis, and Golf. Unfortunately, many Vermont High Schools do not have an ATC present during contact, or non-contact sports contests. While it is customary for the host school ATC to communicate with the visiting team coach prior to the start of a contest, this may not occur even though an ATC is present. When significant injuries occur at away games, the host coach or athletic director will assist the Fair Haven coach in activating EMS.

With non-life threatening injuries that occur at practices or at away contests, the coach should contact the ATC or school nurse at the end of an away contest or practice for further examination, and to initiate treatments to facilitate prompt return to participation. An accident report should be filed with the Athletic Director, or school nurse, within 24 hours. Per Vermont State Law; any athlete that is suspected of having a concussion must be promptly removed from the sporting contest, and may not return that same day. Students suffering a concussion must complete the return to play protocol and be cleared by the ATC or a physician prior to returning to play. In the absence of a physician, the ATC has the final say in regard to returning to play after any injury.

First aid kits will be provided to all teams. It is the responsibility of each team coach to contact the ATC to keep their kits equipped and stocked as the season progresses.

Mike Finnegan, ATC, PT (W) 468-5555 (C) 345-8793

Castleton Family Health Center 468-5641

Bloodborne Pathogens and Universal Precautions

Bloodborne Pathogens include Hepatitis B (HBV) and Human Immunodeficiency virus (HIV).

Universal Precautions guidelines: Body fluids of all persons should be considered potentially infectious. Body fluids include blood drainage from wounds, vomit, urine, feces, semen, and vaginal secretions.

When treating an injured player, the following steps must be taken:

1. Always use disposable gloves or other barriers when treating any bloody injury, i.e. cuts, abrasions, bloody noses. Cuts and abrasions must be covered with bandages before returning to play.
2. Disposable gloves should be in every first aid kit at games and practices.
3. If one comes into contact with blood, thorough hand washing is essential.
4. Athletes should not wear blood-stained uniforms during practices or games. Extra clothing should be available to change into.
5. Any blood-soaked dressings, gloves, and first aid materials must be bagged in plastic bags and disposed of in containers.
6. Sports equipment such as helmets, face masks, gloves, sticks, etc., which may have blood on them should be cleaned by using a solution of one part bleach to ten parts water.

Locker Rooms and Building Security

Locker Room use by MS and HS athletes will be staggered. It is the responsibility of the coaching staff to oversee the use of the locker room. A coach should be the first one in a locker room and the last one to leave. After practice or a game, the head coach must make sure that all equipment is put away. If mats were used in the gymnasium for a pregame meeting, they must be folded and returned to their storage area following the game.

All lights should be turned off. The shower room should be inspected to make sure the faucets are turned off.

UPON LEAVING THE BUILDING AFTER A GAME, EVENT, OR PRACTICE, MAKE SURE THAT ALL DOORS - LOCKER ROOM, TRAINING ROOM, GYMNASIUM, PE OFFICES, AND OUTSIDE DOORS ARE LOCKED AND SECURED.

IF A TEAM OR CLUB RETURNS TO SCHOOL AFTER A WEEKEND GAME/EVENT OR AFTER 10 PM ON A WEEKDAY OR IF THERE IS A WEEKEND PRACTICE THERE WILL BE NO CUSTODIANS TO SECURE OR CHECK ON SECURITY IN THE BUILDING. BUILDING SECURITY DEPENDS ON THE COACHING STAFF.

Students are prohibited from leaving the building through unauthorized exits. Emergency exits should only be used in cases of emergency. **Doors may never be propped open or left ajar for security reasons.**