

# **BUTLER HIGH SCHOOL**

## **STUDENT-ATHLETE/ PARENT HANDBOOK**

2010-2011

## **INTRODUCTION**

**The purpose of the student-athlete/parents handbook is to enhance communication between parents, student athletes, coaches, and school administrators.**

**The handbook should be used as a guide to aid and orientate the student-athlete and to provide for a successful athletic experience.**

**The Butler High School Athletic Program is held in high regard. Athletes are expected to uphold the tradition by exhibiting the highest level of competition and sportsmanship. Butler and Bloomingdale athletes are traditionally known for their hard work ethic, intense competitiveness, and respect for opponents and officials.**

**Please refer to this handbook throughout the season.**

## **PHILOSOPHY**

The Athletic Program at Butler High School is an integral part of the total educational structure and should not be considered as an end in itself. The program should provide each participant with an educational experience in which he or she can develop emotionally, intellectually, physically and socially. Emphasis should be placed on positive learning experiences for each athlete. Development of self-discipline and emotional maturity should be gained through respect for rules and regulations and those in authority. Participation in the program should encourage the athlete to use his or her ability to think as an individual and to act as a member of a group. The program should help develop in the athlete such attributes as loyalty, determination, honesty and dedication, while at the same time develop physical coordination, muscular strength, and increased athletic skill.

While winning is an important goal in athletic competition, it too is not an end in itself. "Winning at any cost" is an attitude that should be discouraged, and will not be tolerated. Attempts to beat rules, to take unfair advantage of an opponent, or to show unsportsmanlike conduct have no place in athletics. Winning without boasting and losing without bitterness, along with a desire to succeed and excel as an individual and as a member of a team, should be considered more important.

As a student-athlete at Butler High School, you represent not only yourself, but your coach, your team, your school, your family, and your community. This is a responsibility that must be taken seriously. Participation in interscholastic sports is a privilege. As a student-athlete, you are required to adhere to the Student- Athlete Handbook in order to participate in the interscholastic athletic programs at Butler High School.

## **Northwest Jersey Athletic Conference (NJAC)**

Butler High School is a member of the Northwest Jersey Athletic Conference. The New Jersey State Interscholastic Athletic Association classifies Butler as a North I Section I Group I school. This is determined by student populations.

### **Northwest Jersey Conference Members**

Academy of St. Elizabeth, Boonton, Butler, Chatham, Delbarton, Dover, Hackettstown, Hanover Park, High Point, Hopatcong, Jefferson Twp., Kinnelon, Kittatinny, Lenape Valley, Madison, Mendham, Montville, Morris Catholic, Morris County School of Technology, Morris Hills, Morris Knolls, Morristown, Morristown Beard, Mountain Lakes, Mount Olive, Newton, Parsippany, Parsippany Hills, Pequannock, Pope John XXIII, Randolph, Roxbury, Sparta, Sussex Tech, Vernon, Villa Walsh Academy, Wallkill Valley, West Morris, Whippany Park

### GENERAL INFORMATION

- Fall sports begin in August and end in mid to late November.
- Winter sports may begin practice the day after Thanksgiving and concludes in February/March.
- Spring sports begin in early March and go through May/June.
- There are practices and games every day after school and Saturdays in most cases.
- Many sports will have practices and/or games during vacation periods. It is important to schedule vacations around practices and games. (See Team Guidelines and Expectations)
- All athletes are expected to be on time to school, in school all day, absolutely no cutting, behave at all times and obtain good grades for the entire school year.

### SPORTS MEDICINE POLICIES

1. **All injuries must be reported to the Head Coach and the Athletic Trainer immediately and to the school health office within 24 hours.** It is the job of the Athletic Trainer to determine the extent of the injury and proper treatment of the injury. Reporting the injury to the Head Coach and the Athletic Trainer will greatly improve communication between both and allow the Athletic Trainer to be more successful in the treatment process. **\*\*If an injury occurs outside of school, it must be reported to the coach and athletic trainer prior to the athlete's next practice or game.**
2. Following an evaluation by a physician, a note from the physician is required to document the injury. **A physicians release will be necessary to resume participation in an activity under these circumstances.**
3. Student-athletes must promptly return physicians' notes to the Athletic Trainer. The Athletic Trainer must complete an **Injury/Accident Evaluation Form** within 24 hours of the injury/accident for insurance purposes. Student-athletes must see the Athletic Trainer as soon as possible following an injury or accident to complete this paper work.
4. The Athletic Trainer will notify the coaches on a daily basis of those athletes who are injured and their injury status.

### EARLY DISMISSAL FOR ATHLETIC EVENTS

Every effort will be made to avoid early dismissal for athletic events so that student-athletes miss as little classroom time as possible. There are certain times however, because of tournaments, and all day events and conference championships, when it will be necessary to dismiss student-athletes early. When an early dismissal does become necessary, **it is the student-athlete's responsibility to make up any and all work or assignments missed.**

### PRACTICE

All student-athletes are expected to attend all team practices.

#### **Length of practice:**

How long an athletic practice lasts depends on many variables, with the most important factor being the well being of the athletes. Athletic practice sessions generally last **2 – 2 ½ hours**.

#### **Weekend practice:**

Athletic teams may practice on Saturday (particularly during the preseason) and occasionally on Sundays when necessary.

#### **Inclement Weather:**

If there is an **early dismissal from school** because of weather conditions, practice and athletic events scheduled for that day will be cancelled. When **school is closed** because of weather conditions, practice and games are cancelled.

### **NCAA CLEARINGHOUSE**

The NCAA Clearinghouse is an agency established in 1993 to certify a student-athlete's eligibility for college athletic participation. The Clearinghouse must certify a student-athlete planning to participate in a Division I or Division II college athletic program. Forms and information are available in the Guidance Office. It is best for potential college athletes to register through the Clearinghouse during the junior year after grades have been posted on transcripts by the Guidance Department.

Additional information regarding the NCAA Clearinghouse can be obtained at the following Web sites:

[www.ncaa.org](http://www.ncaa.org)

[www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net)

### **SPORTS OUTSIDE THE REALM OF THE HIGH SCHOOL ATHLETIC SEASON**

If a student-athlete chooses to participate in a sport outside of the high school in-season sport (this can even mean AAU Basketball during High School Basketball Season, etc) and if there is a scheduling conflict, the student-athlete **must** attend the high school event. Not doing so may result in dismissal from the team and will result in the withholding of a Varsity, JV, or Frosh letter.

### **VARSITY ATHLETIC REQUIREMENTS**

**Upon recommendation of the Head Coach**, student-athletes who have fulfilled the playing requirements issued by the coach at the beginning of the season and display sportsmanship, citizenship, and proper attendance conducive to promoting the Butler High School Athletic Program will be awarded a varsity letter.

### **ATHLETIC AWARDS**

The following awards will be given to a student-athlete for participation in the athletic department:

#### **Freshman Award:**

Bulldog head and certificate

#### **Junior Varsity Award:**

Certificate

#### **Varsity Award:**

First year –8" letter and certificate

Second year – sport pin and certificate

Third/Fourth year –Gold bar and certificate

**One varsity letter per individual should be issued. Those athletes receiving varsity honors in more than one sport should receive their sport pin to display on their varsity "B".**

## **ATHLETIC SCHEDULES**

Athletic Schedules are available at the high school. You can also log onto [www.highschoolsports.net](http://www.highschoolsports.net) to see schedules and sign up for the notification service. If an event is cancelled in the sport you choose, you will instantly receive an email with the cancellation/postponement. Additional information regarding scheduled athletic events, cancellations and general athletic information can be obtained by calling the Director of Athletics office – 973-492-2000 ext. 612.

## **ATHLETIC POLICIES AND PROCEDURES**

### **A. ELIGIBILITY**

To be eligible for an athletic team, a student must have an acceptable academic record under the guidelines of the NJSIAA and the Board of Education. All students should be familiar with the eligibility rules and regulations of the NJSIAA. These rules and regulations are available in the office of the Athletic Director.

### **B. ACADEMIC ELIGIBILITY**

1. To be eligible for athletic competition during the first semester (Sept. 1 to Jan.31) of the 10th grade or higher, or the second year of attendance in the secondary school or beyond, a pupil must have passed 25% of the credits (27.5) required by the State of New Jersey for graduation (110), during the immediately preceding academic year.
2. To be eligible for athletic competition which begins during the second semester (Feb. 1 to June 30) of the 9th grade or higher, a pupil must have passed the equivalent of 12 1/2% of the credits (13.75) required by the State of New Jersey for graduation (110) at the close of the preceding semester (January 31). Full year courses shall be equated as one-half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.
3. **Beginning with the Class of 2014:**
  - a. **To be eligible for athletic competition during the first semester (Sept. 1 to Jan.31) of the 10th grade or higher, or the second year of attendance in the secondary school or beyond, a pupil must have passed 25% of the credits (30) required by the State of New Jersey for graduation (120), during the immediately preceding academic year.**
  - b. **To be eligible for athletic competition which begins during the second semester (Feb. 1 to June 30) of the 9th grade or higher, a pupil must have passed the equivalent of 12 1/2% of the credits (15) required by the State of New Jersey for graduation (120) at the close of the preceding semester (January 31). Full year courses shall be equated as one-half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.**

### **C. AGE ELIGIBILITY**

Athletes are ineligible if they have reached the age of 19 prior to the date of September 1<sup>st</sup>.

#### **D. ATTENDANCE ELIGIBILITY**

Student-athletes are expected to attend school and be on time. Excessive absenteeism, tardiness, and cutting class will not be tolerated. These offenses justify removal from a team with the consent of the Athletic Director.

- a. Any athlete signing in after 10:40 A.M. of the school day will not be allowed to practice or compete on that day.
- b. If a student- athlete is absent from school for illness or unexcused absence on the day of a game, a scrimmage, or a practice, he or she is not permitted to participate that day (The athlete should not be on school grounds if they are not in school for illness or an unexcused absence).
- c. If a student- athlete receives an excused absence from school on the day of a game, a scrimmage or a practice, he or she is permitted to participate that day.
- d. If a student- athlete receives permission for an early dismissal for reasons other than illness, he or she is permitted to participate that day.
- e. If a student- athlete is absent from school the day before an athletic contest, either for illness or an excused absence, he or she is permitted to participate the next day provided that the administration has not placed restrictions on that participation (suspension over the weekend).
- f. In order for an athlete to participate in a scheduled athletic event, the student- athlete must be in school on the day of the event, or last day of school of a Saturday event.
- g. If a student-athlete is placed on home instruction, they are not eligible to participate in interscholastic athletics.

#### **PARTICIPATING IN A SPORT**

Any person who wishes may try out for any Butler athletic team. Prior to the beginning of each athletic season all athletic teams will hold preseason meetings. All athletes are responsible to secure the following forms from the Head Coach at the preseason meeting:

##### **A. Athletic Participation Form**

All athletes must have a signed Eligibility Certification for Interscholastic Sports Form on file with the Athletic Office prior to participation in a sport during the school year.

##### **B. Emergency Medical Card**

All athletes must have a signed Emergency Medical Form on file with the Head Coach prior to participation in a sport. Each coach will carry the Emergency Medical Forms with them to all away events.

##### **C. Health History Questionnaire**

All athletes must have a completed and signed Health History Questionnaire Form on file with the school nurse prior to participation in a sport during the school year.

##### **D. NJSIAA Random Steroid Testing Consent Form**

All athletes must have a signed copy of the NJSIAA Random Steroid Testing Consent Form on file with the Athletic Office prior to participation in a sport during the school year.

**ALL PRE-SEASON FORMS SHOULD BE RETURNED TO THE HEAD COACH OF THE SPORT THAT THE ATHLETE WILL BE PARTICIPATING IN.**

#### **E. Physical Examination**

A medical examination is required of all candidates. A candidate may be examined by his/her physician or avail themselves of the regularly scheduled examination by the team physician. The Athletic Director, Athletic Trainer, and School Nurse will make all arrangements for the medical examination. **Annually in the spring, the school district will provide one opportunity to have the physical examination done by the school physician. Students must submit a signed physical and permission form to the Health Office before arranging an appointment for their physical. If a student elects to miss their physical with the school physician, they will be responsible for having a physical done at their own expense. It is highly recommended that an athlete receive a physical from our school physician. If they elect to have a physical from their own doctor, the State of New Jersey requires that our school physician sign off on the athlete's doctor's form.**

**An athlete may not practice, scrimmage or participate in an athletic contest until he/she has received a physical examination and a copy of the examination is on file with the school.**

#### **CODE OF CONDUCT**

1. Student-athletes will conduct themselves at all times in such a manner as to reflect credit upon their families, school team, and coaches. This includes the student-athlete's conduct in school and in the community.
2. At no time shall profane or obscene language or conduct be allowed.
3. Student-athletes are representatives of Butler High School and at all times will present themselves in a proper manner.
4. All student-athletes will show proper respect for other athletes, coaches, and officials at all times.
5. **Code of conduct violations will result in suspension and/or dismissal from the athletic team by the head coach with approval of the athletic director.**

#### **ATHLETIC DEPARTMENT GUIDELINES AND EXPECTATIONS**

While team expectations may vary, the following Athletic Department Expectations and Guidelines will exist for all athletic teams:

1. Student-athletes are expected to be at all practice sessions throughout the season.
2. Student-athletes are expected to be on time to all practices, team meetings and athletic events.
3. Injured student-athletes are expected to attend all practices, team meetings and athletic events unless physically unable.
4. **Student-athletes will not be excused for family vacations during the season. It is the student-athlete's responsibility and commitment to the team to be at all practice sessions and games.**
5. The use of alcohol, tobacco (smoke, smokeless) and drugs are not permitted.
6. Student-athletes are expected to maintain high ideals of citizenship and sportsmanship. Improper conduct and any violation of federal state, local or school laws may result in suspension and/or dismissal from the team.
7. **Any student athlete who receives an administrative detention must serve the detention at the next scheduled detention session. Failure to serve the detention at the next scheduled detention session will render the student athlete ineligible to participate in practices or games until the detention obligation has been satisfied. Coaches will be notified on a daily basis on which student athletes have received a detention and whether the detentions have been served.**

All athletes should adhere to Athletic Department Guidelines and Expectations.

## **TEAM GUIDELINES AND EXPECTATIONS**

The following are considered **excused** absences from practice or games. Any other type of absence is considered unexcused:

**Medical Emergencies, Family Emergencies, Religious Observances, Academic Reasons (after all other avenues of extra-help, etc. have been exhausted)**

All athletic teams, to improve consistency in dealing with student-athletes, shall utilize the following Team Guidelines and Expectation;

1. All student-athletes are expected to attend every scheduled practice, scrimmage, team meeting and athletic event unless excused by the coach.
2. Absences will be determined excused or unexcused by the Head Coach.
3. **The following guidelines can be used when dealing with unexcused absences:**

- 1 unexcused absence - will result in a 1 game suspension.**
- 2 unexcused absences - will result in a 2 game suspension.**
- 3 unexcused absences - will result in the student-athlete being dismissed from the team after a meeting with the Head Coach and Athletic Director.**

**\*\*Because of the limited number of games played during certain sports, suspensions will be cut in half\*\***

4. If a student- athlete is absent from a practice, team meeting or athletic event, the student- athlete should notify the Head Coach **prior** to the absence.
5. All student-athletes are expected to be on time to all practices, team meetings and athletic events. All student-athletes are encouraged to attend academic extra help if needed. If a student-athlete attends academic help and will be late to practice, the student-athlete should bring a note from the teacher.
6. The Head Coach will determine excused and unexcused lateness to practice. Athletes should note that unexcused lateness would result in decreased playing time. Continued unexcused lateness may result in being dismissed from the team.
7. If a student- athlete is aware that he/she will be late to a practice, team meeting or athletic event, it is the student- athlete's responsibility to inform the coach prior to the practice, team meeting or athletic event.
8. **Student-athletes will not be excused for family vacations during the season.** It is the student-athletes' responsibility and commitment to the team to be at all practice sessions, team meetings and games. Unless there are extenuating circumstances that fall under the excused absence list, the following guidelines can be used when dealing with unexcused absences for a family vacation:

**For every game missed – Forfeit the right to play 1 game for every game missed.**

**For every practice missed – Student-athletes may forfeit the right to play in subsequent athletic events as per individual team rules.**

**Athletes should note that absence from practice, team meetings or athletic events will result in decreased playing time.**

## **SELECTION OF TEAM MEMBERS**

The Head Coach has final authority for determining the members of their team. It is assumed that a suitable tryout period be held so that each candidate has had an honest and thorough appraisal. When necessary, cutting shall be done at the discretion of the head coach. The coach should make an effort to counsel those

athletes cut from the squad to try again next season, try another sport in the same season, or perhaps assist the team in a managerial or statistical capacity.

### **BENCHING, SUSPENSION, OR DISMISSAL FROM AN ATHLETIC TEAM**

Benching is a determination made by the Head Coach that a player in uniform and present at the game will not play for all or part of the contest. Benching may be based on student conduct, athletic performance, or no adherence to coach's directive.

Suspension or dismissal from an athletic team is at the discretion of the Head Coach. Violations for suspension or dismissal from an athletic team shall include, but not be limited to, insubordination, profanity, fighting, unsportsmanlike conduct, unexcused absence from practice, unsatisfactory attitude or failure to follow any additional rules and regulations that the Head Coach deems necessary to maintain discipline and to facilitate the efficient execution of daily procedures.

If an athlete is suspended or dismissed from a team, the Head Coach will notify the Athletic Director. The Head Coach and the Athletic Director will counsel the athlete and the athlete's parents will be informed of the suspension or dismissal.

### **HAZING**

Under no circumstances will any form of hazing be tolerated at any level of athletics at Butler High School.

An act that causes any team member to be harassed by exacting unnecessary or disagreeable work, brings ridicule, or plays abusive or humiliating tricks for the purpose of initiation onto a team is not part of a healthy athletic program.

Coaches will make it very clear to all team members that such acts of hazing will be dealt with immediately and severely.

### **SPORTSMANSHIP**

Sportsmanship, the quality of fair play, is the utmost importance and needs to be given the highest priority in the Butler Athletic Program.

**Players** are expected to:

- Not swear or fight
- Use self-control
- Do nothing that will discredit your school
- Win graciously; lose without an alibi
- Accept official's judgment without question
- All cheering should be positive with no intimidating or demeaning chants or gestures

**Spectators** are expected to:

- Encourage good sportsmanship, courteous treatment of visitors, and absolute fairness under all conditions.
- Allow athletes to play the game, the coaches to coach, and the officials to officiate.
- Abide by the rule and regulations set by the NJSIAA, NHC, and Butler High School.

**\*\*Parents and fans are reminded that good sportsmanship, respect for rules, respect for others, and fair play are the heart of an interscholastic athletic program. Unsportsmanlike conduct on the part**

**of parents and fans will result in removal from a contest. Repeated displays of unsportsmanlike conduct will result in the parent or fan being banned from attendance at contests.**

### **DISQUALIFICATIONS**

The State Athletic Association (NJSIAA) has taken a hard line regarding unsportsmanlike conduct by both players and coaches. All student-athletes representing the Butler School District must display good sportsmanship. The following NJSIAA rules and regulations regarding disqualifications will be strictly enforced for all athletes and coaches:

- 1 Any student-athlete or coach disqualified before, during or after an interscholastic event for unsportsmanlike or flagrant verbal or physical misconduct will be disqualified from the next two (2) regularly scheduled games/meets, with the exception of football which will carry a one (1) game disqualification, at that level of competition and all other game(s)/meet(s) in the interim at any level in addition to any other penalties which the NJSIAA or a league/conference may assess. \*\*The administration reserves the right to recommend additional consequences. \*\*
- 2 **Any athlete disqualified from 2 games prior to the state tournament will not be allowed to participate in the state tournament. Furthermore, any team with 3 total player disqualifications prior to the state tournament will not be allowed to compete in the tournament.**
- 3 A disqualified player or coach may not be present at any contest in that sport during the period of disqualification. Definition of not being present at the site means that the disqualified player or coach is not to be present in the locker room, on the bus, on the sidelines, in the stands or site area before, during or after the game/meet.

**Any player or coach in violation of this provision will be cause for forfeiture of those games/meets during the period of disqualification.**

- 4 Should the player or coach be disqualified from the final game/meet of the season, said disqualification will carry over to the next year in that sport. In the case of the student-athlete, the same degree of penalty shall apply if said athlete retains eligibility in that sport.
- 5 Any player or coach disqualified for the second time will have the penalty doubled (i.e., in football disqualified for two (2) games; all other sports – four (4) games. Disqualifications will count for 365 days from the date of the first disqualification.
- 6 Single/multiple sports – on the third offense: players disqualified will be suspended indefinitely, and must apply, in writing, to the NJSIAA through the office of their Principal for reinstatement. Disqualifications will count for 365 days from the date of the first disqualification.

**Note:** Players who do not fulfill their penalty in a sport at the present school and transfer to another school, will be disqualified for the same length of time in their subsequent sport participation at another school.

**Seniors** who are disqualified from their last game or next to last game will serve the penalty in a subsequent sports season according to the penalty provision of that subsequent sport. When seniors are disqualified from their last game of their high school careers, and are unable to fulfill the penalty, member school are **required by the NJSIAA** to take proper administrative action to discipline the offending student-athlete.

**GOOD SPORTSMANSHIP will continue to be a major point of emphasis in the Butler School District throughout the school year for all student-athletes.**

**EXTRA-CURRICULAR ACTIVITIES**

Athletes are encouraged to participate in school extra curricular activities and functions throughout the school year. Because of the size of our school district, a collaborative effort should be made by the Head Coach, the student-athlete and the advisor of the activity to allow for such participation **when and where possible**. Student-athletes should note however, that absence from practice, team meetings and athletic contests would result in decreased playing time. Absence from practice, team meetings and athletic events will be determined excused or unexcused by the Head Coach if a collaborative decision cannot be reached. Absence from practice, team meetings and athletic events to participate in other school clubs during the season are unexcused unless there are extenuating circumstances that are accepted by the Head Coach as excused.

**TEAM PARTICIPATION- GENERAL GUIDELINES**

1. Any student-athlete dropping out of a sport should:
  - a. Notify the Head Coach.
  - b. Immediately hand in all issued athletic equipment to the Head Coach.
2. When an athletic season overlaps with another athletic season, a student- athlete will be allowed to complete the first season before beginning the next without penalty.
3. A student-athlete will not be permitted to drop from one athletic team and begin participation on another athletic team when athletic seasons overlap. All student-athletes must wait until the conclusion of their current season before beginning participation in the next season.
4. A student- athlete may not participate on a high school athletic team if that athlete has been suspended or dismissed from another athletic team during the same season.
5. A student- athlete may not transfer from one athletic team to another during the same season unless permission is granted by the Head Coaches of each sport and the Director of Athletics.

**Athletes are considered members of a team when they have completed one team practice.**

**LOCKER ROOM RULES AND REGULATIONS**

The following rules and regulations shall be in effect for all student-athletes when utilizing the locker room:

1. Athletes should not be in the locker room without the supervision of a coach or school official.
2. Athletes are not permitted in the coach's office, physical education office, weight room or training room without the supervision of a coach or school official.
3. Food shall not be consumed in the locker room.
4. Glass containers or bottles are not permitted in the locker room.

All athletic teams and student-athletes have a responsibility to help maintain a clean locker room.

### CARE AND COLLECTION OF EQUIPMENT

All student-athletes are responsible for the care and maintenance of their equipment from the time it is issued until the time that it is collected. Check with your coach regarding the proper care and maintenance of your uniforms and equipment when they are issued. The following guidelines should be used when caring for your equipment:

1. When equipment is issued, check the equipment for any damage and notify the coach immediately if any damage exists.
2. Athletic equipment and uniforms should be worn during practices, scrimmages and games only.
3. Athletes are not to wear uniforms to the school from home. Athletes should dress in locker rooms provided by the school.
4. **Student-athletes are not to leave the school after a game or meet in their uniform.** Athletes are encouraged to shower after participating in practice or a game and should have a change of clothing.
5. Student-athletes should not leave equipment, personal belongings or uniforms unattended in the locker room. Check to see that all equipment, uniforms and personal belongings are put away **before leaving** the locker room and check to make sure that **your locker is locked!** This will greatly reduce the possibility of theft.
6. When a student-athlete leaves a team, he or she should inform the Head Coach and turn in all equipment immediately.
7. At the conclusion of the season, student-athletes should turn in all equipment and uniforms to the Head Coach immediately after the last athletic contest or on an announced date by the Head Coach.
8. Student-Athletes will be prohibited from participating in another sport, until their obligations to previous athletic teams are fulfilled, including the return/payment of used BHS equipment, uniforms, etc.

**Note:** **Student-athletes are responsible for all equipment and uniforms that have been issued to them.**

### ATHLETIC FINES

If equipment is lost or not returned to the Head Coach at the conclusion of the season, fine slips will be issued. **It is the student-athlete's responsibility to hand in all equipment and fine obligations to the Head Coach.**

In the event that a student- athlete does not meet his/her fine obligation, the following will be enforced:

- A) **THE STUDENT-ATHLETE WILL NOT BE ALLOWED TO PARTICIPATE ON ANOTHER ATHLETIC TEAM UNTIL THE OBLIGATION HAS BEEN MET.**
- B) Failure to return equipment or replace or pay for lost or misused equipment will result in student-athletes being ineligible to receive awards or letters.

### LOST OR STOLEN EQUIPMENT

If equipment is lost or stolen during the season, the athlete **must** report the incident to the Head Coach immediately. This equipment is still the responsibility of the student athlete.

### PHYSICAL EDUCATION EXCUSES

All student-athletes are required to participate in physical education classes. An injured in season athlete may be excused from participation in physical education for the purpose of rehabilitation of an injury. An

in-season student-athlete with a medical excuse from physical education **will not be allowed to participate on his/her athletic team until released in writing by a medical physician.**

- a) Student-athletes with an excuse from the Athletic Trainer from physical education are responsible to make up all work missed.

### **TRANSPORTATION**

Transportation is provided for all athletic teams and **all student-athletes are required to travel to and from athletic competitions on school provided transportation. Student-athletes are not permitted to drive to or from athletic contests.**

When using school provided transportation, all student-athletes must observe the following guidelines:

- A) All student- athletes should **remain seated** when the bus is moving and should not yell or reach out the windows. Noise should be kept to a minimum.
- B) Student-athletes should enter and exit the bus from the front of the bus only.
- C) Spiked shoes should not be worn on the bus.
- D) All trash should be properly discarded and the bus should be clean when departing at the conclusion of a trip.
- E) All student-athletes should be courteous and polite to the bus driver at all times

### **PARENT TRANSPORTATION**

Permission for parents to provide **transportation to an athletic competition** for their son or daughter should be requested in writing and submitted to the Head Coach prior to the event. Permission for parents to provide **transportation from an athletic competition** for their son or daughter should also be done in writing prior to the event, but may be done in person at the conclusion of the athletic event. Permission from parents of a student-athlete to have their son or daughter **receive transportation to or from an athletic competition** from another adult or parent **must** be made in writing and submitted to the Head Coach prior to the athletic event. **Under no circumstances will a student-athlete be allowed to be transported to or from an athletic competition by another student. As previously stated, student-athletes are not permitted to drive themselves to or from athletic competitions.**

**Note: It is strongly encouraged that all student-athletes travel to and from all athletic events with their team.**

## **ATHLETIC SUBSTANCE ABUSE POLICY**

The athletic department totally supports the theory that athletes can only perform to their optimum level of ability if they are in the best possible physical and mental condition. The use of health deterring substances such as tobacco, alcohol and drugs will prevent an athlete from reaching the level of physical and mental conditioning commensurate with optimum performance. The following Athletic Substance Abuse Policy will be in effect for all athletes:

### **A. Tobacco**

The Butler Board of Education recognizes that the use of tobacco presents a health hazard that can have serious implications and damaging effects. Since the use of tobacco products is detrimental to physical conditioning and athletic performance, any use of tobacco products is prohibited for Butler High School athletes while in season, both in and out of school.

- A first violation of this rule will result in a three week/two game minimum suspension. However, if the student self-admits to a violation, the suspension is subject to being reduced to a period of one week/minimum one game. A suspended player may not participate in interscholastic contests, but is required to participate in all practices during the time of suspension.
- A second violation during the school year will result in dismissal from the team in the season in which the infraction occurred and the forfeiture of rights to a varsity letter or other recognition.
- A third violation will result in forfeiture of eligibility to participate in athletics for the remainder of the school year.

### **B. Alcohol and Drugs**

The use of all alcoholic beverages and/or illegal drugs (controlled dangerous substances as defined in N.J.S.A.2C:35-2 without a physician's prescription, referred to as "CDS") is strictly prohibited. Students must depart from such affairs or situations immediately upon discovering that CDS or alcoholic beverages are present. This rule does not restrict students from attending family functions where alcoholic beverages are present, nor does the rule restrict the rights of parents or adults to consume alcoholic beverages at such functions or in a family setting.

- A first violation of this rule will result in a three week/minimum two game suspension. However, if the student self-admits to a violation, the suspension is subject to being reduced to a period of one-week/minimum one game. A suspended player may not participate in all contests, but is required to participate in all practices during the time of the suspension.
- A second violation during the school year will result in dismissal from the team in the season in which the infraction occurred and the forfeiture of rights to a varsity letter or other recognition.
- A third violation will result in forfeiture of eligibility to participate in athletics for the remainder of the school year.

For each violation of the drug and alcohol policy, the athlete will submit to a drug and alcohol evaluation according to established school policy and follow the recommended program of treatment. The individual(s) providing the evaluation shall be certified by the New Jersey State Board of Examiners as a Student Assistance Counselor (SAC) or a Certified alcohol and Drug Abuse Counselor (CADAC).

The athlete in violation remains ineligible for future participation in athletics until the athlete successfully completes the recommended program of treatment. It is our desire to promote a comprehensive support system if a problem exists.

**\* Since athletics is a year round endeavor, any student-athlete in violation of training rules during an out-of-season period is subject to the same penalties above during his/her first season following the infraction.\***

**\*\* In order to avoid circumventing the suspension requirement, students joining another team for a first time after a substance abuse violation must still carry out their suspension in the next season that they have already played during their high school career. They will not sit out in the sport that they join for the first time. Exceptions include Freshman (if they haven't had a chance to play a sport because the season has not occurred yet) and Seniors who may have one season left to serve the suspension (in these cases, they serve the suspension in the sport that they are playing for the first time)\*\***

**C. NJSIAA's Steroid Testing Policy**

In accordance with Executive Order 72, issued by the Governor of the State of New Jersey, Richard J. Codey, on December 20, 2005, the NJSIAA will test a random selection of student athletes, who have qualified, as individuals or as members of a team, for state championship competition.

**1. General prohibition against performance enhancing drugs:**

- A. It shall be considered a violation of the NJSIAA's sportsmanship rule for any student-athlete to possess, ingest, or otherwise use any substance on the list of banned substances, without written prescription by a fully licensed physician, as recognized by the American Medical Association, to treat a medical condition.
- B. Violations found as a result of NJSIAA's testing shall be penalized in accordance with this policy.
- C. Violations found as a result of member school testing shall be penalized in accordance with the school's policy.

**2. List of banned substances:**

A list of banned substances shall be prepared annually by the Medical Advisory Committee, and approved by the Executive Committee. (See list)

**3. Consent form:**

Before participating in interscholastic sports, the student-athlete and the student-athlete's parent or guardian shall consent, in writing, to random testing in accordance with this policy. Failure to sign the consent form renders the student-athlete ineligible.

**4. Selection of athletes to be tested:**

- A. Tested athletes will be selected randomly from all of those athletes participating in championship competition.
- B. Sixty percent of all tests shall be from football, wrestling, track & field, swimming, lacrosse and baseball. The remaining forty percent of all tests shall be from all other NJSIAA sports.

**5. Administration of tests:**

Tests shall be administered by a certified laboratory, selected by the Executive Director and approved by the Executive Committee.

**6. Testing methodology:**

The methodology for taking and handling samples shall be in accordance with current legal standards

**7. Sufficiency of results:**

No test shall be considered a positive result unless the approved laboratory reports a positive result, and the NJSIAA's medical review officer confirms that there was no medical reason for the positive result. A "B" sample shall be available in the event of an appeal.

**8. Appeal process:**

If the certified laboratory reports that a student-athlete's sample has tested positive, and the medical review officer confirms that there is no medical reason for a positive result, a penalty shall be imposed unless the student-athlete proves, by a preponderance of the evidence, that he or she bears no fault or negligence for the violation. Appeals shall be heard by a NJSIAA committee consisting of two members of the Executive Committee, the Executive Director/designee, a trainer and a physician. Appeal of a decision of the Committee shall be to the Commissioner of Education, for public school athletes, and to the superior court, for non-public athletes. Hearings shall be held in accordance with NJSIAA By-Laws, Article XIII, "Hearing Procedure."

**9. Penalties**

Any person who tests positively in an NJSIAA administered test, or any person who refuses to provide a testing sample, or any person who reports his or her own violation, shall immediately forfeit his or her eligibility to participate in NJSIAA competition for a period of one year from the date of the test. Any such person shall also forfeit any individual honor earned while in violation. No person who tests positive, refuses to provide a test sample, or who reports his or her own violation shall resume eligibility until he or she has undergone counseling and produced a negative test result.

**10. Confidentiality:**

Results of all tests shall be considered confidential and shall only be disclosed to the individual, his or her parents and his or her school.

**11. Compilation of results:**

The Executive Committee shall annually compile and report the results of the testing program.

**12. Yearly renewal of the steroid policy:**

The Executive Committee shall annually determine whether this policy shall be renewed or discontinued.

## **BHS ATHLETIC DEPARTMENT AGREEMENT**

**We have received the 2010-2011 Student-Athlete / Parent Handbook. We have read and understand the rules and guidelines stated in this book. By signing this form, we agree to participate under these guidelines.**

**PRINT ATHLETE'S NAME:** \_\_\_\_\_

\_\_\_\_\_  
**PARENT SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**STUDENT SIGNATURE**

\_\_\_\_\_  
**DATE**

**\*\* PLEASE RETURN TO YOUR COACH ON THE FIRST DAY OF PRACTICE\*\***

