



**PARENT-STUDENT  
ATHLETIC HANDBOOK**

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BYRAM HILLS SCHOOL DISTRICT  
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Robert Castagna  
Director of Athletics, Health Education,  
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Dear Athletes and Parents,

Welcome to the Byram Hills School Athletic Program. The information contained in this handbook is provided to communicate the policies, procedures, and expectations of our interscholastic athletic program.

The goal of the athletic program is to help student-athletes develop the skills of leadership, teamwork, sportsmanship, loyalty, fairness and commitment.

When your daughter/son chooses to participate in one of our athletic programs, he/she must commit themselves to certain responsibilities and obligations. This handbook will acquaint you with specific policies and rules necessary for a well organized program of interscholastic athletics. Our athletic program is governed by the Commissioner of Education's basic code for extra-class activities, the New York State Public High School Athletic Association, New York State Department of Education, Section 1 and Byram Hills Board of Education.

If you have any questions regarding the Byram Hills Athletic Program or this handbook, please contact me at 273-9200 X4982.

Sincerely,

*Rob Castagna*

Robert Castagna  
Director of Athletics

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# EDUCATIONAL GOALS OF THE BYRAM HILLS INTERSCHOLASTIC ATHLETIC PROGRAM

## **Competence**

A student athlete in a quality program is competent in terms of:

- Skill development
- Knowledge of the Game/Strategies
- Fitness/Conditioning/Healthy Behavior

## **Character**

A student athlete in a quality program demonstrates:

- Responsibility
- Accountability
- Dedication
- Trustworthiness/Fair Play
- Self Control

## **Civility**

A student athlete in a quality program demonstrates civility toward others showing:

- Respect
- Fairness
- Caring

## **Citizenship**

A student athlete in a quality program demonstrates citizenship through actions showing evidence of:

- Loyalty/Commitment
- Teamwork
- Role Modeling

## **BYRAM HILLS PROGRAM PHILOSOPHY**

Interscholastic athletics in the Byram Hills School District are a component of the health and physical education program and therefore an integral part of the district's total educational program.

Everyone involved in the delivery of athletics possesses a unique opportunity to teach positive life skills and values. Desire, dedication, and self-discipline need to be developed in order to ensure the commitment and personal sacrifice required by athletes. Making such a commitment helps to nurture integrity, pride, loyalty, and overall character. The final outcome is a better citizen carrying these values throughout their life.

It is the nature of athletic competition to strive for victory. However, the number of victories is only one criterion when determining a season's success. Guiding the team and individuals to attain maximum potential is the ultimate goal. To this end, the coaching staff must teach student/athletes to prepare their minds and bodies in order to reach maximum potential, and then to be modest in victory and steadfast in defeat.

### **Varsity Program Philosophy**

Varsity competition is the culmination of each athletic program. The varsity team is the showcase for each athletic program. The varsity team will be composed of the most skilled, dedicated members of the program, regardless of grade level. Seniors are not guaranteed a position on the varsity team. Participation on a varsity program one year does not guarantee a spot the following year. It is possible, but rare for a middle school student to be included on a varsity roster.

Squad size at the varsity level is limited. The number of participants on any given team is a function of those needed to conduct an effective and meaningful practice and to play the contest. It is vital that each team member has a role and is informed of its importance. The number of roster positions is relative to the students' acceptance of their individual roles in pursuit of the team's goals. While contest participation over the course of a season is desirable, a specified amount of playing time at the varsity level is never guaranteed.

A sound attitude and advanced level of skill are prerequisites for a position on a varsity team, as is the realization that a varsity sport requires a six-day-a-week commitment. This commitment is extended into vacation periods for all sport seasons.

The varsity coach is the leader of that sport's program and determines the system of instruction and strategy for that program. The communication among the modified, junior varsity and varsity programs is the responsibility of the head varsity coach. Preparing to win, striving for victory in each contest and working to reach the group's and individual maximum potential are worthy goals of a varsity level team.

## **Junior Varsity Program Philosophy**

The junior varsity level is intended for those who display the potential for continued development into productive varsity level performers. In certain situations, juniors who are expected to make future contributions at the varsity level will be considered for junior varsity participation. The junior varsity team is composed of freshmen, sophomores, and juniors. Seniors cannot play on a junior varsity team.

At this level, athletes are expected to have visibly committed themselves to the program. To this end, increased emphasis is placed on physical conditioning, refinement of fundamental skills, elements, and strategies of team play in addition to social and emotional development. Junior varsity programs work towards achieving a balance between continued team and player development and striving for victory. The outcome of the contest becomes a consideration at this level.

The realization that practice sessions are important is a premise that is vital to a successful junior varsity team and player. For all team members, meaningful contest participation will exist over the course of a season, however, a specified amount of playing time is never guaranteed. Participants at this level are preparing themselves for the six-day-a-week commitment that is expected at the varsity level. Practice sessions are sometimes scheduled during school vacation periods. With the goal of becoming a varsity athlete clearly in sight, a high level of dedication and commitment is expected at the junior varsity level.

## **Freshmen Philosophy**

Freshman programs help students make the transition from modified to high school athletics. Only freshmen are eligible to participate on a pure freshman team. At this level, athletes are expected to make a five-day a week commitment. Although it is not common, games and practices can occur on a weekend or holiday.

## **Modified Program Philosophy**

All eighth grade students are eligible to participate in the modified interscholastic athletic program. If there are not enough eighth grade participants to field a team, then seventh grade students will be allowed to join that particular team. The Athletic Department has established a minimum number of participants necessary for each sport offered to determine at which time a seventh grade tryout will be conducted. At this level, the focus is on learning athletic skills and game rules, fundamentals of team play, socio-emotional growth, healthy competition, while placing appropriate physiological demands upon the adolescent body.

Emphasis is placed on the participation of athletes. The amount of contest participation is based on attendance, commitment, attitude, skill level, and effort. Participation is not necessarily equal at this

level. However, opportunities for meaningful contest participation for each team member will exist over the course of the season.

The Byram Hills School District employs a “no cut” policy at the modified level. We expect our modified athletes to be committed to their team and teammates. In order to remain on a modified athletic team, all athletes must fulfill certain basic commitments:

- The athlete must have met or exceeded the state mandate of required practices to be eligible to compete by the second scheduled contest.
- If an athlete misses a combination of three practices and/or games during the season, he/she may be removed from the team.

### **TEAM CAPTAINS \*\*\* VARSITY SPORTS ONLY**

Captains are elected by team members and/or appointed by coaches. Some coaches may not have season long captains but select 1 or 2 prior to a contest (game captains). Team captains or officers are considered to display high levels of honor, leadership, responsibility, positive attitude, respect, dependability, and have strong communication skills. Therefore, elected student athletes who are representing the team and school should conduct themselves in an exemplary manner both in and outside of the school. Captaincy is not a rite of passage and is not limited to seniors. Any student who is involved in a violation of the Byram Hills School District rules and regulations may lose the ability to serve as captain or to be appointed or elected to the position of captain of any school sponsored team for the remainder of that school year.

## **Sports Offered at Byram Hills School District**

Athletic opportunities exist for students in grades 7, 8, 9, 10, 11, and 12 on Modified, Junior Varsity, and Varsity teams. Interscholastic Athletics are governed by the rules of the New York State Public High School Athletic Association and Section One.



Fall Sports

<u><i>Varsity</i></u>	<u><i>Junior Varsity</i></u>	<u><i>Freshmen</i></u>	<u><i>Modified</i></u>
Cheerleading	Cheerleading		
Boys & Girls Cross Country	Boys & Girls Cross Country		Boys & Girls Cross Country
Field Hockey	Field Hockey		Field Hockey
Football	Football		Football
Boys Soccer	Boys Soccer		Boys Soccer
Girls Soccer	Girls Soccer		Girls Soccer
Girls Swimming & Diving			
Girls Tennis	Girls Tennis		
Girls Volleyball	Girls Volleyball		Girls Volleyball

Winter Sports

<u><i>Varsity</i></u>	<u><i>Junior Varsity</i></u>	<u><i>Freshmen</i></u>	<u><i>Modified</i></u>
Boys Basketball	Boys Basketball	Boys Basketball	Boys Basketball
Girls Basketball	Girls Basketball		Girls Basketball
Cheerleading	Cheerleading		
Ice Hockey			Ice Hockey
Boys & Girls Skiing			
Boys Swimming & Diving			
Boys & Girls Track &			Boys & Girls Track &

Field			Field
Wrestling			Wrestling

Spring Sports

<i><u>Varsity</u></i>	<i><u>Junior Varsity</u></i>	<i><u>Freshmen</u></i>	<i><u>Modified</u></i>
Baseball	Baseball		Baseball
Softball	Softball		Softball
Boys Lacrosse	Boys Lacrosse		Boys Lacrosse
Girls Lacrosse	Girls Lacrosse		Girls Lacrosse
Boys Tennis	Boys Tennis		
*Boys & Girls Track & Field	Boys & Girls Track & Field		Boys & Girls Track & Field
Boys Golf	Boys Golf		
Girls Golf	Girls Golf		

\* Merged Team

**2021-2023 Start Dates**

	<b>2021-2022</b>	<b>2022-2023</b>
<b>FALL</b>	8/23/2021	8/22/2022
<b>WINTER</b>	11/15/2021	11/14/2022
<b>SPRING</b>	3/14/2022	3/13/2023

**GETTING READY TO PLAY**

1. Requirements for Participation

### A. Physical Examination

- A yearly physical examination is required.
- The “**Pre-Sports Medical Screening and Health History**” form is on the athletic website under “forms.”
- This form must be completed by the family physician and submitted to the School Nurse prior to participation.
- The physical covers all sports.
- The physical exam is good for 365 days from the date the exam was completed.

### B. Electronic Athletic Participation Form

- A new form must be submitted for each season of participation.
- All questions on this form must be answered in order for the form to submit electronically.
- When the form is successfully submitted, you will receive a screen notice that the form has been successfully submitted.
- [Byram Hills HS Athletic Participation Form](#)
- [HCC Athletic Participation Form](#)

**An athlete cannot start practice with the team until they have been medically cleared by the school nurse. Clearance includes approval of the physical exam and athletic participation form.**

## 2. Attend Pre-Season Meeting

One of the most important ingredients for a successful sport season is effective, open and appropriate communication between the coach, parents, and student/athlete. In order to ensure that this communication takes place, **pre-season meetings** are scheduled by the athletic department at the beginning of each season. When pre-season meetings are scheduled, student/athletes and parents are expected to attend.

### Topics of Discussion at Pre-Season Meetings

- |  |                        |
|--|------------------------|
| ● Athletic Program policies & procedures       | ● Goals for the season |
| ● Game Schedules (subject to change)           | ● Role of Parent       |
| ● Practice schedules                           | ● Transportation       |
| ● Expectation of players, coaches, and parents | ● Eligibility rules    |
|  | ● Code of conduct      |

## **TRYOUT PERIOD**

Selecting or not selecting athletes is the single most stressful and difficult aspect for a coach/ coaches to do. Tryouts may last 3-5 days; all students will have the right to “try out” for the various teams that are available in the Fall (August-November), Winter (November-February), and Spring (March-June). As the number of children interested in participating on a team increases, it becomes impossible to keep everyone and still ensure safety, provide quality instruction, and provide adequate playing time in contests. Therefore, when the numbers reach that threshold, student participation numbers are capped. Coaches will inform any player who is not selected for the team in a caring and positive manner. **Athletes** are encouraged to ask for feedback from the coach regarding their progress and skill level during off season workouts and tryouts. With input and guidance from the coaches students should conduct a personal assessment of their skills comparing their ability and skills to other players trying out to determine if they have the ability to make the specific team. Tryouts are not based on summer participation, coaching camps, or outside team affiliation in which the student-athletes participate prior to team selections. This self-evaluation process along with the coach’s evaluation could prevent some of the disappointment of not making the team. While athletes are encouraged to explore other opportunities if they are not selected to a team, they must do so 48 hours following the end of a tryout period. Athletes are not allowed to join another team after the third official practice without the approval of the Athletic Director and Coach. Switching sports is also not permitted after the first contest.

## **ATHLETIC PLACEMENT PROCESS**

The APP is used only when an individual athlete’s athletic skills warrant moving to the commencement or intermediate sport competition level, and therefore, will be initiated by the district’s physical education director and/or athletic director and physical education staff, who recognize the student’s skill. The APP will be used either prior to the beginning of the season, so that the student athlete can participate in the try-out period, or within the timelines specified by the NYSPHSAA Promotion Rule.

Transition from Selection Classification to Athletic Placement Process for 2015-2016

- Beginning in the fall season of 2015, the APP will be used to advance students to the high school athletic program.
- Students in 8<sup>th</sup> grade who have not been Selectively Classified for a sport in the previous year will be processed through the APP.
- Students in 8<sup>th</sup> grade who had been advanced to a higher level through the Selection Classification process in the previous year will not need to be re-evaluated if they remain at the same level of athletic competition in the same sport. If a student changes levels of the sport, the APP will be followed.

## Implementation Steps

1. Parent/Guardian Permission and Coach Recommendation
2. Administrative Approval
3. Medical Clearance; If the medical director does not clear the student to participate in the desired sport and level, he or she may not proceed any further in the evaluation process. The medical director will determine:
  - a. The physical maturity level of the student in relation to the sport and level in and at which they wish to participate using the Tanner Scale.
  - b. The size, in height and weight, of the student in relation to the size of the average age and sex of the students against whom they wish to compete.
4. Physical Fitness Testing; Exception to the physical fitness test requirement: Students who desire to try out for the golf team are not required to complete the physical fitness testing.
5. Qualification Determination
6. Try outs
7. Sport Skill Evaluation by the varsity coach
8. Notifications; A Notification list of the scores of all athletes who have successfully completed the process and have been approved through the APP after the try-out period has been completed must be sent to:
  - a. The athletic director of competitor schools
  - b. Athletic Governing Board or Section 1 Athletic Office

APP is a protocol used by the Byram Hills School District that allows 7th and 8th graders to move up and allow them to participate safely at an appropriate level of competition based upon physical and emotional readiness and athletic ability rather than age and grade alone. Byram Hills School District acknowledges that not all student athletes mature at the same rate, and there can be vast developmental differences between student athletes of the same age. This protocol is not used to fill positions on a team, provide additional experience, or to reward a student. APP is for those few, select student athletes who can benefit from this placement because of their level of readiness of exceptional ability.

### Physical Fitness testing qualification chart:

				Choose one			Choose one	
Sex	Age	Curl-Ups # in one minute	Shuttle Run in seconds	V-sit Reach in inches	Sit & Reach in centimeters	1 Mile Walk/Run min/sec*	Pull-Ups # completed	Right Angle Push-ups # every 3 sec.
Males	11	47	10	4	31	7:32	6	26
	12	50	9.8	4	31	7:11	7	30

	13	53	9.5	3.5	31	6:50	7	35
	14	56	9.1	4.5	33	6:26	10	37
	15	57	9	5	36	6:20	11	40
Females	11	42	10.5	6.5	34	9:02	3	19
	12	45	10.4	7	36	8:23	2	20
	13	46	10.2	7	38	8:13	2	21
	14	47	10.1	8	40	7:59	2	20
	15	48	10	8	43	8:08	2	20

## GOLF

Any 7th or 8th grade student may be given the opportunity to try out for a junior varsity or varsity golf team. At the completion of the try-out sessions, which must include 18 holes golfed over a three-day period (the first three days of the individual's tryout when the course is accessible), if the individual's golf average puts him/her in the top 8 of your golfers, he/she is eligible for the team.

## SWIMMING

The swimming endurance component of the physical fitness test allows the athlete to choose which endurance test he/she prefers. It will be necessary to choose one: either the one-mile run or the 500-yard swim.

### SWIMMING TIMES REQUIRED FOR 500 YARD SWIM:

Swimming	Level	500 Yard Swim Time (min:sec)
Males	Modified	9:15
	Freshman	9:00
	Junior Varsity	8:45
	Varsity	8:30

<b>Females</b>	<b>Modified</b>	<b>10:00</b>
	<b>Freshman</b>	<b>9:45</b>
	<b>Junior Varsity</b>	<b>9:30</b>
	<b>Varsity</b>	<b>9:00</b>

APP is a protocol used by the Byram Hills School District that allows 8th graders to move up and allow them to participate safely at an appropriate level of competition based upon physical and emotional readiness and athletic ability rather than age and grade alone. Byram Hills School District acknowledges that not all student athletes mature at the same rate, and there can be vast developmental differences between student athletes of the same age. This protocol is not used to fill positions on a team, provide additional experience, or to reward a student. APP is for those few, select student athletes who can benefit from this placement because of their level of readiness of exceptional ability.

## **RESPONSIBILITIES OF A BYRAM HILLS ATHLETE**

Being a member of a Byram Hills athletic team is a privilege and an honor. As a member of an athletic team at Byram Hills, you have inherited a great tradition. Your actions will reflect not only on those who you are associated with now, but those who have contributed so much to our school in the past.

Many of our athletes have gone on to successful collegiate careers. Many others have established league, section and state records.

In today's society you will be asked to make sacrifices that will benefit yourself, your team and your school. In the long run you and your family will be proud of the sacrifices and dedication that you will have put forth to be a member of our athletic teams. If you take this opportunity to make yourself a better individual, it will be truly a gratifying educational experience. The highs and lows of athletic competition are the result of hard work, dedication and discipline, and are rewarded with the accumulation of fond memories and personal achievements.

## **RESPONSIBILITIES TO YOURSELF**

The most important of these responsibilities is to broaden yourself and to develop strength of character. You owe it to yourself to get the most from your high school experiences. Your studies, your participation in other school activities, as well as in athletics, prepare you for your life as an adult.

## **Social Networking**

Photos posted to social media such as Facebook, Instagram, Twitter, YouTube, etc. become the property of the social media websites. Even if you decide to delete a photo, multiple photos, or videos from your profile, the images or videos remain on the social media's server. Search engines such as Google or Yahoo can still find the image or video long after you have deleted it from your profile. All information on social media sites is considered public information and may be viewed by a third party and used against you. In addition, a third party can take a screenshot or save the image once it is posted and use it against you in the future. When posting to a social media site, students should assume that any information uploaded can potentially be seen by the public.

In order to ensure an appropriate social media profiles avoid posting:

- Illegal activities
- Drinking, drugs, criminal acts, or acts of vandalism
- Bullying/ Threats of violence
- Hazing, violence, sexual harassment
- Lying/ Cheating and Plagiarizing
- Taunting opponents or other teams

Ways to protect yourself:

- Avoid posting confidential or personal information
- Use privacy setting
  - \*\*\*Understand the privacy settings are not foolproof\*\*\*
- Know and manage your social media account friends
- Close old accounts that you do not use anymore

## **ACADEMIC PERFORMANCE**

All student/athletes are expected to stay in good academic standing. The Athletic Department has in place procedures to enhance communication among the faculty and coaches to provide academic support for student athletes so that they may participate fully in the athletic program while progressing in the classroom. The athletic program endorses an “academic intervention” approach to academic performance. The coach and athletic director will work with the teaching staff, parent and student-athlete to address academic performance.



## **ATHLETIC DEPARTMENT CODE OF CONDUCT**

### **A. Conduct of Student /Athlete**

All athletes shall abide by our school district's Code of Conduct. Acts of unacceptable conduct, such as, but not limited to, theft, vandalism, disrespect, immorality, or violations of the law will not be tolerated. Also, training rules must be followed by all student/athletes to ensure a well-organized, disciplined, educationally sound, safe sports program. Due to the serious nature of this rule, the coach involved, the Athletic Director, the parent, and the student/athlete will meet and determine a just penalty according to the degree of the infraction. Penalties can range from a warning, probation, to suspension from subsequent contests, and to a permanent denial of participation. Penalties can carry-over into the next sport season. All athletes placed in a position of leadership, for example, captain, will be removed from the position if they violate the athletic code related to the use of chemicals or for major misconduct violations.

### **Procedure for Suspension Due To Code Violations**

1. All head coaches wishing to suspend an athlete will immediately notify the Director of Athletics, and the case will be reviewed to determine what action will be taken.
2. All athletes concerned will be notified by the Director of Athletics, and will receive a hearing and an opportunity to respond to the violation presented.
3. The student/athlete may continue to participate until the investigation process is completed.
4. The Director of Athletics will ensure that the student/athlete's rights are preserved, and that a proper due process procedure is provided in all cases.
5. Upon review of the case, and sometimes in conjunction with the principal or assistant principal, the penalty, if any will be determined.

## **SPECTATOR CODE OF CONDUCT**

The Athletic Department recognizes the role of interscholastic athletics in defining ethical behavior and developing personal character of our students.

Therefore, we ask that all spectators become active participants by:

- Demonstrating a high degree of sportsmanship by modeling appropriate behavior and also by monitoring the behavior of the crowd.

- Showing team support by making only positive comments and by using appropriate language.
- Showing positive respect for the judgment of coaches, officials and referees.
- Acknowledging that fields, courts, bench area and equipment are the player's domain during a contest. Spectators should remain within the designated spectator areas. No one is allowed on the playing surfaces, bench areas, track, dugouts, or sidelines.
- Parents and adults must monitor the safety of their children at all times.

## **SPORTSMANSHIP AND FAIR PLAY**

- Officials are the proper authorities to make decisions regarding rules and their interpretation; these decisions should be accepted.
- Spectators, student athletes and coaches must recognize that their conduct plays an important role in establishing the reputation of their school and that their positive actions can relate directly to the success of their teams.

## **PARENT/COACH COMMUNICATION**

### Parent/Coach Relationship

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

### **Communication You Should Expect From Your Child's Coach**

1. Philosophy and goals of the program.
2. Expectations the coach has for your child.
3. Location and time of all the practices, contests, transportation and team functions.
4. Any special required equipment.
5. Procedure should your child be injured during participation.
6. Discipline that results in denial of your child's participation.
7. What staff members will be working directly with your child.

### **Communication Between Parent and Coach**

1. Notification of any schedule conflicts should be addressed well in advance.
2. Specific health issues.
3. Family concerns that could affect athletic participation.
4. Camps, clinics, off-season participation.
5. Proper training and nutrition guidelines.

6. College recruitment process.

### **Issues Not Appropriate To Discuss With Coaches**

1. Other parents
2. Playing time
3. Line-ups
4. Team strategy
5. Play calling
6. Other student athletes
7. Past teams and players
8. Captain selection
9. Position and role selection

**When an athlete has a concern about their role on the team they should discuss that concern directly with the coach as the first step in the chain of communication.**

Learning to advocate for one's self is a life skill that adolescents must develop in becoming an adult. However, after this first step there may be situations that require a conference between the coach and the parent. These conferences are encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the procedure discussed below should be followed to help reach a resolution to the issue of concern.

- REMEMBER, **NEVER** APPROACH A COACH IMMEDIATELY BEFORE OR AFTER A GAME OR PRACTICE.
- Parents, coaches, and players should adhere to the **24 hour rule**.
- Meetings with coaches should be by appointment. Please follow the chain of communication as outlined in this manual.
- Please contact the athletic office to set up an appointment.
- **Under no circumstances should parents enter the practice or game field to discuss an issue about their child with a coach.**

The coach of each team will be completely in charge with regard to playing time of all athletes on that team as well as determining membership on a team.

### **Procedures For Discussing Concern With A Coach**

- Call to set up a meeting with the coach.
  - Byram Hills High School: 273-9200, ext. 4982
  - H.C. Crittenden : 273-4250, ext. 3645 or 3617

## **What Can The Parent Do If The Meeting With The Coach Was Not Satisfactory**

- Call to set up an appointment with the Athletic Director. The parent/guardian, coach, and Athletic Director and possibly the athlete will meet to discuss the problem.
- After this meeting, the appropriate next step can be determined.
- If a parent has a specific complaint regarding a coach, the coach must be informed of this complaint by the Director of Athletics, or Assistant to the Director of Athletics.
- The coach must have the opportunity to be present to meet with the parent.

## **PRACTICES AND CONTESTS**

1. All student athletes must make a commitment to attend all practices and contests on time. In the fall, JV and Varsity sports begin prior to the start of school. Students must attend tryouts in order to be considered for membership on a team. Not all teams hold tryouts. Parents should check with the coach of their child's team for specifics.
2. Athletes must attend school in order to participate in that day's practice or athletic contest. An athlete must be in attendance for a minimum of half of the school day (3 consecutive periods and Physical Education.) If an athlete is sent home from school by the nurse, they cannot return that day to practice or play in a scrimmage or contest. If a student receives in-school or out of school suspension they cannot participate during the suspension period.
3. The Coach will notify athletes and their families of the team's games, practices and time schedules.
4. If an athlete is going to be late or absent from practice it is his / her responsibility to notify the coach.
5. An excused absence is for family emergencies or sickness. Please notify the coach directly prior to the absence.
6. Each sport has a required number of practices in order to scrimmage or play in a contest; These requirements are directed by NYSPHSAA, Inc.
7. Schedules - Keep in mind that schedules are only a guideline. There are many reasons (inclement weather, unplayable facility, transportation problem, etc.) that can cause game cancellations. During Sectional play; game opponent, date, and time is not determined until shortly before the contest. Game schedules are subject to changes and the end of a season may be extended.

## **VACATION/HOLIDAY PRACTICE EXPECTATIONS**

When athletes commit to a varsity or a junior varsity sport, they should assume that practices and/or contests will take place over school vacations and holidays. Section One schedules contests during some vacations (especially in the winter, spring, ) and on weekends. Byram Hills' teams would be at

an extreme disadvantage if they took time off while others are playing and practicing. In addition, it would be unfair to ask other schools to reschedule Byram Hills' contests to another time, thus forcing them to play 3, 4 or even 5 games during a week in order to accommodate our athletes. Due to safety and health concerns, and a recommendation from the New York State Public High School Athletic Association, if we were to suspend athletic practices for approximately one week, we would need to spend approximately 3-4 days training and recertifying our athletes before participation in interscholastic contests.

Athletes who decide to go away and miss practice and/or contests during vacations and holidays can expect that there could be some effect on their standing on the team, their playing time and their ability to earn a letter for the sport. When a varsity athlete, or junior varsity athlete misses a practice or a contest during a vacation or holiday period, they will forfeit one game for every day missed during the vacation period when the team was in session. Although junior varsity teams will practice and play over the holiday and vacation periods, the practice requirement will be slightly less than that of the varsity teams in accordance with the philosophy statement at each level of play. Athletes must understand that upon completion of the penalty for days missed, they are not guaranteed immediate return to playing time. That decision, like all decisions related to play time, will be at the discretion of the coaching staff.

Athletes that choose not to attend spring trips with teams that go to Disney will not be penalized for missing practices and games while the team is away. Students and parents should inquire about such expectations before deciding to commit to a high school sport team. On the District calendar are the days during vacation periods identified as "blackout" when no teams will practice or play contests. Team trips during spring break are not mandatory. Athletes will not be penalized if they do not go.

## **SECTION ONE EJECTION AND CARD ACCUMULATION POLICY**

When an athlete is ejected from a contest, the following action will be enforced:

1. First ejection – that player cannot attend or participate in the next scheduled contest.
2. Second ejection – that player cannot attend or participate in the next two scheduled games.
3. Third ejection – that player cannot attend or participate in any remaining contests including sectionals or any postseason games.

Note: If an athlete is ejected in the final game of the season and participates in a sport during another season, he/she is ineligible to participate in the first scheduled contest. Example: A football player is ejected in his final game and also participates in baseball in the spring. He is ineligible for the first game of the baseball season.

## **JEWELRY & VALUABLES**

No jewelry shall be worn in practice or contests in any sport according to the NYSPHSAA \*Jewelry Regulation. Students wishing to pierce their ears or body parts should be aware that jewelry must be removed in order to be an eligible participant. Coaches are not permitted to allow “taping over” of earrings or other jewelry. Necklaces, earrings, bracelets, rings, must be removed for all practices and contests. Any visible body jewelry must be removed as well. Coaches have been informed to not hold jewelry or valuables for their athletes. Students should not bring valuable items (laptops, cameras, cell phones ,iPods, etc.) to school. If you must, you should keep these items secure in your school issued hall locker and keep that locker locked and secure.

\*New York State Public High School Athletic Association, Inc.

## **LOCKERS**

When using a locker in our locker room a combination lock is to be provided by the individual athlete. It is the responsibility of the athlete to keep personal property locked. Most thefts of personal items occur when lockers are left unlocked.

## **EQUIPMENT/UNIFORMS**

**All school issued uniforms and supplies must be returned at season’s end.**

It is the responsibility of the student/athlete to return to the coach all clothing washed/ cleaned by the athlete and equipment issued. Any lost or stolen equipment must be paid for by the student/athlete. The student/athlete may not start the next season or receive athletic awards until all equipment and clothing are returned or paid for. Seniors cannot receive their diploma until all athletic supplies and uniforms are returned; underclassmen will not receive their report card.

## **RISK**

By the very nature of athletic activity, participants are at risk of physical injury. No matter how careful the athlete and the coach are, no matter how many precautions are taken, the risk cannot be eliminated. The risk of injury includes minor injuries such as ligament sprains and muscle strains. The risk also includes catastrophic injuries such as permanent paralysis or even death. It is important everyone understands these risks and that athletes follow all safety directions from their coaches because they are established to reduce, yet not eliminate the risk of injury.

## **MEDICAL INSURANCE**

The Byram Hills School District carries insurance coverage for student injuries that occur within its supervised activities. Please be aware that a family’s personal insurance coverage is the primary

coverage, and must first be used to its allowable limits. The school's coverage makes payment toward any unpaid balance incurred due to an injury. The "Pupil Benefit Plan" is a "scheduled excess" plan that may not cover the entire balance left after your insurance is used. If parents want to file a Pupil Benefits claim they should contact the building school nurse for the appropriate forms.

## **ATHLETIC AWARDS**

The coach shall recommend members of his or her squad who have met the sport requirements for a letter; these recommendations are to be approved by the Director of Athletics.

Each individual coach will establish the criteria for earning a varsity letter in his/her sport. This award is not given for participation and attendance alone. Athletes unable to complete a season due to injury, illness or other such circumstances may earn a letter if the coach feels it is justified. Athletes must finish the season to be eligible for an award.

## **NOISE MAKERS**

All noisemakers (cow bells, whistles, air horns, etc.) are prohibited from all Section I contests, both home and away for all sports per Section 1 regulation.

## **TRANSPORTATION**

Student athletes will be transported to away contests by school authorized vehicles only. Athletes are not allowed to drive to away contests. If an athlete misses the bus they may be ineligible to play in that contest unless a parent notifies the coach and drives them.

The Athletic Department recommends that students return to school with their team. Parents may transport their child home from an away contest when a "Transportation Release Form" has been submitted to the Director of Athletics. This form is now part of the athletic participation form.

### **Transportation Form A:**

- [A Form](#)
- Allows you to transport your own child
- Submitted once for the entire season - transmitted on the electronic athletic participation form

### **Transportation Form B:**

- [B Form](#)
- Allows parents to take home another child with that parent's permission.

- Submitted per contest. Must be submitted by noon on the day of the request. The Athletic Department will not honor phone requests, or hand written notes.

### **In District Transportation Form:**

- [In District Transportation Form](#)
- For senior athletes that drive to in-district sites for practices, scrimmages, games (i.e. HCC middle school, in district golf courses)
- Submitted once per season for the entire season
- **The senior athlete is permitted to drive himself/herself only.**

Forms can be faxed to: 914-273-0227 for high school students  
914-273-7276 for middle school students

## **COLLEGE RECRUITMENT PROCESS**

The Guidance and Athletic Departments will sponsor an evening meeting for parents and student/athletes on the college recruitment process. NCAA regulations and eligibility standards, contacting coaches, the sports resume, and other topics will be covered, it is never too early to start the process. If you have specific questions that need to be addressed you can make an appointment to see the Director of Athletics, guidance counselor, and/or coach. You can access college athletic information on the athletic website.

## **ATHLETIC TRAINER**

The athletic trainer provides emergency service for student-athletes and develops prevention strategies through appropriate training methods and physical conditioning programs. To ensure proper follow-up after an injury the trainer consults with parents, the school nurse, the coach, and the school physician. The return to play protocol is also overseen by the athletic trainer.

## **RETURN TO PLAY AFTER AN INJURY**

Following any injury, that required treatment by medical personnel (emergency room or private physician), or for any student-athlete under treatment by a private physician, a written “permission for return to participation in the athletic program” must be submitted to the school nurse by the attending medical personnel. This permission must include: nature of the injury, date of return, restrictions and modifications if any, and must state “return to athletics.” The chief school physician may be consulted in situations that warrant further review. The chief school physician has the final word on all return to play decisions.



The school should be notified of injuries that occur outside of the school program, on weekends or while playing for outside teams or clubs. We require this information for the safety of the athlete.

## **ImPACT CONCUSSION PROGRAM**

ImPACT is a research-based neurocognitive computer assessment that measures baseline neuro capacity of athletes. This program will give physicians an objective assessment tool and athlete sustains a concussion. By comparing the baseline assessment with a post –concussion assessment the physician will be able to recommend return-to-play decisions based, in part, on results of this neuropsychological testing. Among experts in the field of sports related concussion this practice is recommended. ImPACT is endorsed by NYSPHSAA, Inc., our school physician, and the District health services team, and athletic trainer.

The testing is not mandatory, but highly recommended. The consent for testing approval is on the electronic athletic participation form. These tests are conducted by members of the District health services team.

You can find more information about the ImPACT program on the athletic website under “Concussion Management”.

## **ELIGIBILITY**

The following eligibility standards are taken from the New York State Public High School Athletic Association, Inc. Handbook:

- **College:** A student is no longer eligible to represent the school in that sport in that season if the student participates in practice or competition with or against any college athletic squad or individual during that season. (I.e. Alumni game)
- **National Team/Olympic Development Programs:** A student may participate as an individual as a member of a National Team or in an Olympic Development Program during the school year.
- **Professional Tryouts:** No tryouts for, or practice with, professional teams are approved except during the summer vacation. A student who participates in such a tryout is ineligible to represent the school in that sport. A school may apply on behalf of the student to their section for reinstatement one year from the date of the latest violation. Penalties for violations of these standards can result in loss of eligibility from that sport.

## **OUT OF SEASON/OUTSIDE COMPETITION**

As sport in our society and at the high school level has become more competitive, coaches have looked for ways to make their programs more competitive. Over the past few years, there has been a marked increase in the number of coaches conducting off-season or out-of-season programs. These programs include: open gyms, cage leagues, weekend leagues conditioning and strength programs. Due to the nature of the high school experience and the developing adolescent, demands placed on athletes, both physically and mentally, from out of season programs may be too stressful for a healthy lifestyle. There is a need for rest and recovery as part of the training process. Due to academic, family and social demands of adolescence, as well as the developmental stage of the 14-18 year old athletes find themselves in; there need to be limits placed upon coaches and the out-of-season programs they conduct. These limitations apply to freshman, junior varsity and varsity athletes.

These limitations are as follows:

1. Coaches will not permit in-season athletes to participate in out-of-season games, practices or workouts (including strength and condition). This includes the days of the week when in-season athletes do not have practices (e.g. Sundays).
2. It is permissible for an athlete to attend a session to observe. However, they should be in civilian clothes and not participate in any activity.

The out-of-season coach is responsible for enforcing this practice.

Although we would like to extend this practice beyond the bounds of the school athletic program, this practice is in force only for programs run by Byram Hills coaches. We would hope that in the spirit of the rule, youth and club program coaches would honor this request.

## **SCHOOL CLOSINGS/EARLY DISMISSAL**

On any day that school is closed due to inclement weather or other unplanned circumstances, teams might not be able to practice or compete in games or scrimmages. The same procedure will be followed on days when there is an early dismissal due to weather, or other unplanned circumstances.

## **ATHLETIC ADVISORY COUNCIL**

The Athletic Advisory Council meets approximately five times per school year from 9:30 A.M. to 10:30 A.M. between October and June of each year. The focus of the council is to gather input from both internal and external sources to enhance the athletic program as a whole. Material is presented to the council, discussed, and then implemented if appropriate and deemed beneficial for the student-athletes in our program. The membership of this council is comprised of parents representing a multitude of sports, student-athletes, teachers, coaches, administrators, and board members.

## **“BOBCAT BOOSTERS”**

The “Bobcat Boosters” is a parent group, whose purpose is to encourage and channel parental involvement into constructive, supportive activities of the Athletic program. The group works to enhance the bond between the students, parents, school and community to create a sense of pride in our program. Some of the projects the “Bobcat Boosters” will become involved with are: developing publicity for athletic events; promoting positive spectator sportsmanship; organizing the end of year sports’ banquets; tournaments and event, such as Homecoming; creating merchandising; running concessions, etc. The Boosters meet monthly during the school year at the high school.

The “Bobcat Boosters” is a great way to get involved in the Byram Hills Athletic Program.  
**ATHLETIC DEPARTMENT PERSONNEL**

## **CHEMICAL HEALTH CODE OF CONDUCT: EXTRACURRICULARACTIVITIES**

### **I. Philosophy and Purpose**

The Board of Education establishes this policy in further support of Policy 5300, Code of Conduct, and in recognition of the School District’s responsibility to send a clear message of concern about the abuse of chemical substances and tobacco in our larger society, coupled with practical steps toward education, prevention, and -- where necessary -- discipline, in our own schools. While these issues are addressed in the comprehensive Policy 5300, Code of Conduct, extra curricular activities constitute a distinct area where the privilege of participation offers an important opportunity for another level of education.

The Byram Hills School District recognizes the use of chemical substances or tobacco as a significant health risk, resulting in negative effects on behavior, learning, and the total development of the individual. The abuse of chemical substances or tobacco negatively affects extracurricular participation. Non-abusing student/athletes are affected by the abuse of chemicals or tobacco by team members, and other significant persons in the student/athlete’s life, and all use presents significant safety concerns for both user and nonuser alike. The chemical code of conduct is but one component of any school district’s drug and alcohol prevention program.

The Board’s goals in establishing this policy are, therefore:

- To help students make prudent and responsible choices, including avoidance of chemical substance or tobacco use and abuse;
- To help structure a school community with a heightened awareness that substance abuse will not be condoned, and where the community expectation of non use is communicated.

- To create a safe school environment that is free from substance abuse, primarily through education, and, where necessary, through disciplinary measures.

## **A. Essential Partners**

The Board also recognizes that no policy such as a Chemical Health Code of Conduct for Extracurricular Activities can succeed in philosophy or practice without the essential partnership of the various groups in the school and community. Parents have the primary role, working both within their own families and with the schools for education, role modeling, prevention, and discipline. School officials, from coaches and activity advisors to principals and other administrators, have daily responsibilities in the same areas as explicitly stated below, and in Policy 5300. Most important of all, by their conduct and example, students who wish to exercise the privilege of participation in extracurricular activities, and in particular those who wish to hold positions of leadership in those activities, are essential partners in the effort to prevent substance abuse.

## **II. Education and Prevention**

Since the best discipline is self-imposed, the goal of all education and prevention steps is to help students reach levels of conduct where disciplinary consequences imposed by the school are rarely needed. When the school must invoke disciplinary consequences, the goal is to help all students make better choices, and reach better levels of conduct, in the future.

## **II. Prohibited Student Conduct: Chemical Substances**

Regardless of the quantity, a student shall not use or consume, have in his or her possession, buy, sell, or give away any beverage containing alcohol, any steroid product, any recreational drug or substance, or any substance defined by law as a controlled substance (i.e., prohibited substances.) It is not a violation for a student to be in possession of a legally-defined drug which is specifically prescribed for the student/athlete's own use by a personal physician.

Incidents such as those described above are prohibited on school property or school buses and at school functions, whether at home or away, and constitute direct violation of the District's Policy 5300, Code of Conduct for students. The school administration recognizes that it has the highest level of responsibility for monitoring student behavior and for enforcing this policy when students are on school property or at school functions, and will exercise that responsibility accordingly.

As stated above under "Essential Partners," parents and students have primary responsibility for behavior that occurs off campus, at home, or in the community. However, the District relies on a partnership to support policy enforcement and in cases of clearly evident off campus violations, may invoke disciplinary measures, particularly with respect to the responsibilities of students in leadership positions.

## **IV. Disciplinary Procedures, Penalties and Referrals**

The school officials charged by the Board with responsibility for disciplinary matters in extracurricular activities are the administrators of the various buildings, aided by the directors of the various programs. These administrators are authorized to impose appropriate disciplinary action when necessary, emphasizing the student's ability to grow in self-discipline in the future.

Coaches and advisers are required, and students and other members of the school community are encouraged, to report instances of prohibited conduct to the administrator in charge. Administrators weighing disciplinary action will consider the same factors outlined in Policy 5300, Code of Conduct, and will select appropriate steps from the outline of Penalties below. As a general rule, discipline will be progressive; repeated violations will result in more serious penalties.

Although under State education law athletic and other extracurricular participation is a privilege the school district may curtail or revoke without the same formal steps required for suspension from the regular school day, in Byram Hills the student and the student's parent will be provided with a reasonable opportunity for an informal conference to discuss the conduct and the penalty involved.

### **A. Penalties**

Students who are found to have violated the Chemical Code of Conduct may be subject to the following penalties, alone or in combination. These penalties are intended for application regarding extracurricular activities, and may be assigned in addition to those other sanctions imposed by the Byram Hills School District for drug or alcohol violations on school grounds:

- Loss of eligibility for a portion of the extracurricular activity's events, or the athletic season's games or contests. The student must attend and participate in all practices and meetings during the suspension period, without the privilege of event or game participation.
- Loss of eligibility for an entire athletic season or extracurricular cycle.
- Loss of eligibility for a longer period.
- Removal from leadership position, office, or captaincy for an entire athletic season or extracurricular cycle.
- Loss of eligibility for leadership position, office, or captaincy for a longer period.

### **Guidelines for Application of Penalties**

All infractions should be treated seriously.

- Penalties may be cumulative, beginning with the onset of the student's participation in extracurricular activities. (Such participation occurs most commonly at the middle or high school level.) Second or third infractions shall be subject to increasing consequences.
- Infractions at the end of a season or activity should be regarded as seriously as those at the outset of a season or activity, and penalties that overlap seasons may be imposed.

- In application of penalties to extracurricular activities with differing time commitments and event or game opportunities, an effort will be made to assign penalties of similar gravity for similar offenses.
- Student leaders are expected to maintain the highest standards and to serve as role models in the school community. As a result, loss of leadership position for an episode of substance abuse should be an expected consequence.

## **Severe Infractions**

The penalties outlined above are intended as responses to students who use the defined substances in violation of the policy. In the case of more severe violations, the penalties will be greater at the discretion of the responsible administrators. Such violations would include but are not limited to giving, selling, and/or distributing controlled substances, violent behavior under the influence of controlled substances, and endangering the safety and welfare of others.

Administrative regulations may be developed to further delineate the application of these penalties. This policy, and any accompanying regulations, shall be distributed to all secondary students and their parents at the start of the school year. The policy and regulations, once distributed to students and parents, shall be consistently and thoroughly applied to all extracurricular activities.

### **B. Referrals**

Students who are found to have violated the Chemical Health Code of Conduct may also be subject to referrals separate from disciplinary action, which are aimed to provide further education, counseling, or support. In each and every case of violation, the student will be required to meet, a minimum of one time, with the Student Assistance Counselor. For subsequent violations, the number of required meetings may be increased.

In some instances, the student may be referred for voluntary counseling or treatment outside of school.

Students may also request a referral for participation in some form of community service intended to ameliorate their particular violation of trust within the school community. Such service will supplement, rather than replace, any disciplinary consequence.

## **V. Prohibited Student Conduct: Tobacco**

Students involved in extracurricular activities shall not use any product containing tobacco, including but not limited to cigars and cigarettes, chewing tobacco and snuff.

## **A. Penalties**

Students who are found to have violated the Chemical Health Code of Conduct may be subject to the following penalties, alone or in combination. These penalties are intended for application regarding extracurricular activities, and may be assigned in addition to those other sanctions imposed by the Byram Hills School District for drug or alcohol violations on school grounds.

Administrative regulations may be developed to further delineate the application of these penalties:

- The student shall be required to meet with the administrator in charge of the program.
- The student shall lose eligibility for a portion of the extracurricular activities' events, or the athletic season's games or contests. The student must attend and participate in all practices and meetings during the suspension period, without the privilege of event or game participation.
- The student shall be required to meet with the administrator and Student Assistance Counselor for intervention recommendations.
- Additional penalties will be issued at the recommendation of the administrator.

## **B. Referrals**

See B., above.

## **VI. Supplements and Over-the-Counter Drugs**

Use of any over-the-counter drug, medication, or food supplement in a way not prescribed by the manufacturer is not encouraged, and is potentially dangerous to the individual. Even natural substances in unnatural amounts may have short-term or long-term negative health effects. All students and their parents/guardians should consult with their physician before taking any over-the-counter drug, medication or supplement product.

## **VI. Evaluation of the Chemical Health Code of Conduct**

In order to provide for a periodic evaluation of this Code of Conduct in practice, all violations, together with the penalties invoked, will be logged by the administrators in charge through the course of each school year and reported annually to the Board of Education. This data, when reviewed for evaluation purposes, shall withhold as confidential the names of any individual students.

<b>NAME</b>	<b>TITLE</b>	<b>SCHOOL</b>	<b>TELEPHONE</b>
Robert Castagna	Director of Athletics	Byram Hills School District	273-9200 ext. 4982
Brett Alcantara	Assistant Athletic Director	Byram Hills H.S.	273-9200 ext. 4987
Ted Repa (fall & Spring) Jared Christian (winter)	Assistant to Athletic Director - Modified	H.C. Crittenden M. S.	273-4250 ext. 3933 273-4250 ext. 3617
Deborah Negrin	Nurse	H.C. Crittenden M.S.	273-4250 ext. 3950
Julie Gallagher	Nurse	Byram Hills H.S.	273-9200 ext. 4950
Dan Santora	Athletic Trainer	Byram Hills H.S.	273-9200 ext. 4981
Anneliese Galgano	Athletic Secretary	Byram Hills H.S.	273-9200 ext. 4981
Louis Corsaro	School Physician	Byram Hills School District	

#### IMPORTANT ELECTRONIC ADDRESSES

Byram Hills School District	<a href="http://www.byramhills.org/">http://www.byramhills.org/</a>
Byram Hills Athletic Schedule	<a href="https://www.byramhills.org/athletics/sports-teams-schedule">https://www.byramhills.org/athletics/sports-teams-schedule</a>
Byram Hills Athletics	<a href="https://www.byramhills.org/athletics">https://www.byramhills.org/athletics</a>
Section 1 Athletics	<a href="https://athletics.swboces.org/">https://athletics.swboces.org/</a>