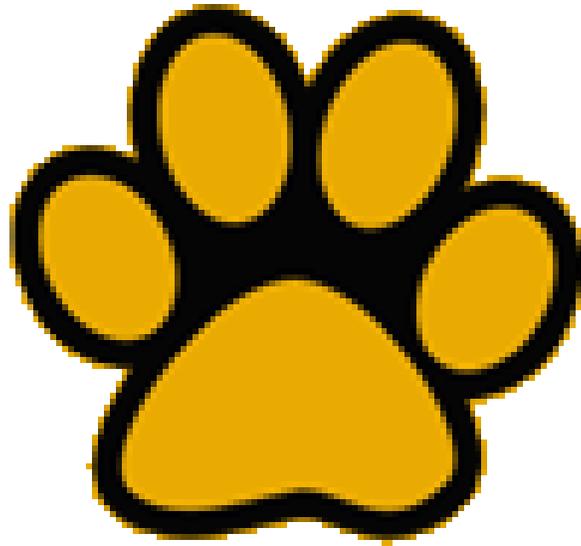


MADISON PUBLIC SCHOOLS

Department of Athletics



**Handbook for
Student-Athletes,
Parents and Coaches**

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**GENERAL INFORMATION FOR
STUDENT-ATHLETES,
PARENTS & COACHES**

WELCOME TO MADISON PUBLIC SCHOOLS' DEPARTMENT OF ATHLETICS

Dear Parent / Guardian and Prospective Athlete:

As Director of Athletics, I would like to welcome you to the Madison Public Schools Department of Athletics. I look forward to getting to know you as you progress through our athletics programs.

This handbook is designed to provide information about the Madison Public Schools athletic programs available to you. It also serves as a guide for all athletes, parents and coaches.

Successful athletic programs have specific goals. They include: a positive experience for every athlete and a great sense of camaraderie and unity within their team; an environment that ensures high ethical standards and expectations for fairness, equity, and sportsmanship for all of our student-athletes and coaches.

As a coach, it has always been my belief that there is a big difference between athletic teams and athletic programs. A successful program includes dedicated coaches, active support from the student body, outstanding leadership from school administrators, and most importantly, a great sense of pride fostered by the entire community. It will be our mission to facilitate all those facets together to create the best athletic programs possible.

A *true* athlete is someone of high moral character with a genuine work ethic. They contribute to a team in many different roles and always strive for improvement and efficient execution of skills, in practice as well as in competition. Play hard, play fair, and dedicate yourself to be the best you can possibly be, but most importantly, have fun! The rewards will stay with you for the rest of your life.

With Tiger Pride,

Craig W. Semple
Director of Athletics
Madison Public Schools

DEPARTMENT OF ATHLETICS' MISSION STATEMENT

The Madison Public Schools, through policy and action, supports the belief that a strong program of extracurricular activities provides a balance in educational programming for its students. Athletic competition, by its nature, contributes to greater student awareness of self-discipline, a growth in emotional maturity, and an increasing realization of the worth of the individual. Students should learn that participation in athletics is not only a privilege but is also an honor that requires responsibility for maintaining one's academic standing in the classroom and for maintaining a high standard of conduct outside of school hours as outlined in the student handbook and the *Code of Conduct* for Madison Public School students, K-12.

All of our coaches are expected to, first and foremost, fulfill the role of being a dedicated leader of young men and women by constantly setting a fine personal example of what it means to be a student-athlete during and after school hours. There should be a complete understanding that all persons involved with the athletic program fall under all guidelines and district policies. It is expected that our coaches will be consistent and fair in all rules and regulations applied to the student-athletes they coach.

The athletic program strives to achieve success in all endeavors. It is recognized that a positive athletic program can contribute significantly to school morale and community pride for all persons involved with the athletic program.

Coaches, the Director of Athletics, and administrators bear the responsibility for the periodic evaluation of the total program. New programs should be suggested when appropriate and existing programs scrutinized to be sure that they are meeting student needs and interests.

Finally, we realize that a student's participation in interscholastic athletics could very well influence the overall quality of his / her life. For this reason, we are committed to excellence in all phases of the program.

❖ PURPOSE of HANDBOOK

The purpose of this handbook is to provide comprehensive and relevant information for all personnel associated with the athletic program, including student-athletes, coaches, parents, and administrators.

❖ OBJECTIVES of HANDBOOK

The objectives of the handbook are to:

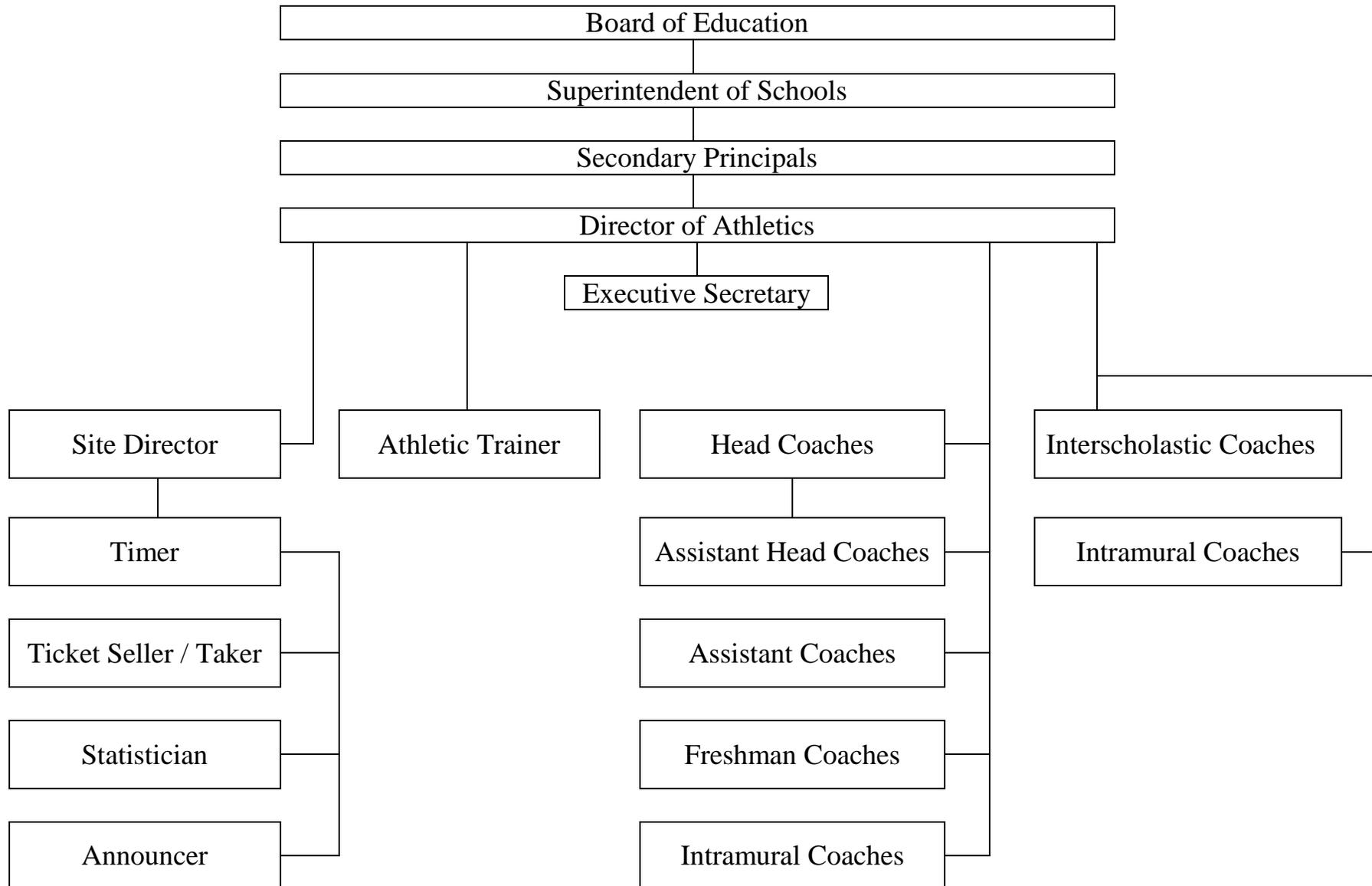
- Promote desirable, ethical practices, sportsmanship and productive relationships among schools, coaches, participants, officials, and spectators.
- Provide information on the various regulations and policies of the C.I.A.C.
- Provide information on the major procedures, regulations, and policies approved by the school board and school administration.
- Provide information, guidelines, and relationships of the duties and responsibilities of coaches, participants, and administrators.

❖ OBJECTIVES OF ATHLETIC PROGRAM

The objectives of the comprehensive athletic program in the Madison Public Schools include the following:

- To promote an understanding of the value of athletics in our society ...
 - through recognition of outstanding athletic performance; and
 - by emphasizing the educational value of athletic participation.
- To develop good citizenship and respect for rules and authority ...
 - by instilling principles of justice, fair play, and good sportsmanship in students; and
 - by learning to be part of a team.
- To promote and contribute to the goals of the total educational program ...
 - through the development of physical fitness and realization that a healthy body increases the probability of effective learning;
 - by providing a strong program that attracts student body interests and motivates a positive learning atmosphere.

ATHLETIC PROGRAM ORGANIZATIONAL CHART



ROLES AND RESPONSIBILITIES OF PERSONNEL DELINEATED IN ATHLETIC DEPARTMENT ORGANIZATIONAL CHART

❖ Role and Responsibilities of the Madison Public Schools' Board of Education

- The Board of Education is the final authority for establishing policy for the school district, including the Department of Athletics.
- The Board of Education will periodically review existing policies affecting the athletics program in the Madison Public Schools and will revise, expand, update, and improve policies, as appropriate.
- The Board of Education will serve as a link to the extended school community and communicate a full realization of the value of athletics as an educational tool important to the development of young people.
- The Board of Education will serve as the final governance appeal board on issues of Board approved policy in matters regarding conflict resolution in the athletic program.
- The Board of Education will present an annual budget to the community that includes and supports ongoing implementation and development of an equitable and comprehensive athletic program.

❖ Role and Responsibilities of the Superintendent of Schools

- The Superintendent of Schools is responsible for implementing Board of Education policy for the school district and shall, per Board directive, establish regulations and procedures for administering the schools, including management of the Department of Athletics, as appropriate.
- The Superintendent of Schools will periodically review existing regulations and procedures affecting the athletics program in the Madison Public Schools and will work with the school administrators and Director of Athletics to revise, expand, update, and improve regulations and procedures, as appropriate.
- The Superintendent of Schools will serve as a communication link to the extended school community, along with the Board of Education, and will communicate a full realization of the value of athletics as an educational tool important to the development of young people.
- The Superintendent of Schools will present an annual budget to the Board of Education that includes and supports ongoing implementation and development of a comprehensive athletic program.
- The Superintendent of Schools will participate in the overall ongoing assessment of the athletic program and will serve as the *final* administrative appeal for conflict resolution and / or problem solving in the Department of Athletics.

❖ **Role and Responsibilities of the Secondary School Principals**

- The Principal is the instructional leader of the school and, therefore, is an important component of the overall supervision of the athletic program, which is an extension of the school day.
- The Principal will supervise the Director of Athletics, who is considered to be an administrator in the school's staffing profile, to support his efforts to allow all eligible students the opportunity to have a positive educational experience through participation in athletics.
- The Principal will support and work with the Director of Athletics in his role as supervisor and primary evaluator of school athletics personnel.
- The Principal of the school, in all matters pertaining to the interscholastic athletic relations of his / her school, is responsible to the CIAC. He / she may delegate some of these powers to the Director of Athletics, but such delegation shall not relieve him / her of responsibility for any infraction, by his / her school as delineated in the rules established by the CIAC.
- The Principal, in his / her leadership position, must have as his / her first concern the welfare of students and staff, including those participating in the athletics program.
- The Principal, working with the Director of Athletics, has control over all interscholastic athletic relations in which his / her school participates, including interscholastic athletics for both boys and girls.
- The Principal must sanction all athletic contests in which his / her school participates, and must notify the Executive Director of the CIAC, within ten days, if his / her school has entered a contest which he / she has not sanctioned.
- The Principal may exclude any contestant who, because of improper conduct, would not represent his / her school in a becoming manner, and may also exclude any contestant who has suffered serious illness or injury until that contestant is pronounced physically fit by the school physician or, if none is employed, by another licensed physician.
- The Principal, through the Director of Athletics or his / her designee, will be responsible for certifying in writing the eligibility of all contestants in accordance with the regulations of the CIAC.
- The Principal, and other members of the school's administrative team, will attend athletic events and demonstrate support for the students, coaches, and parents involved in the programs.

- The Principal shall have such other powers concerning interscholastic athletics with his / her school as are in keeping with the growth and needs of the school and which are consistent with the provisions of the regulations of the CIAC.
- The Principal(s) shall prepare an evaluation of the Director of Athletics on an annual basis and shall review and discuss the evaluation with the Director of Athletics and the Superintendent of Schools who shall serve as the secondary evaluator. Annual performance goals will be established in keeping with the approved performance evaluation process for school administrators.

❖ **Role and Responsibilities of the Athletic Director**

- The Director of Athletics provides leadership, coordination, and innovation in athletics so the coaching staff, the students and the community derive maximum benefit from the extra-curricular athletic activities available to students in the Madison Public Schools.
- The Director of Athletics directly supervises the staff assigned to the Athletic Office and all personnel who are involved in the district's athletic program.
- The Director of Athletics will keep the Principal(s) fully informed of all information concerning the Department of Athletics in his / her school.
- The Director of Athletics will assume full responsibility for the implementation and operation of the district's interscholastic athletic program which includes scheduling and rescheduling of games, security, transportation, game personnel, and officials.
- The Director of Athletics will oversee and direct the hiring and supervision of interscholastic coaches per the district approved guidelines for hiring of staff and evaluation of staff performance and will serve as a mentor to all new Head Coaches for the duration of his / her first sports season as coach.
- The Director of Athletics will be responsible for the budgeting, ordering, repair, maintenance, inventory, and distribution of all athletic supplies and equipment. Budget planning must reflect appropriate distribution of funding across all sports areas and sports seasons, resulting in equity in spending for all students.
- The Director of Athletics will administer the athletic program in accordance with school district policies, school regulations, and regulations of the CIAC.
- The Director of Athletics will prepare an evaluation of each Head Coach at the end of each sports season and will conduct a performance evaluation conference with the Head Coach, and make a recommendation for continuation in the program, as appropriate.
- The Director of Athletics will direct the Head Coach (1) to prepare an evaluation of each Assistant Head Coach, Assistant Coach, Freshmen Coach affiliated with the same sports program as he / she at the end of each sports season and (2) to conduct a performance

evaluation conference with each coach prior to submitting the evaluation documents / forms to the Director of Athletics. The Director of Athletics reserves the right to assist with or observe any and all such performance evaluation conferences.

- The Director of Athletics will be responsible for instructing all coaches annually on the updated and revised Athletic Handbook, MPS *Code of Conduct*, and all other policies and administrative regulations that govern the overall operation of the athletic program. A signed document showing that the coaches have received these instructions from the Athletic Director must be on file in the Director's office for each season that the individual is hired to be a coach.
- The Director of Athletics will oversee the operation and scheduling of the use of fields and athletic facilities, including the fitness center, and will work with the appropriate community representatives, such as the Director of the Beach and Recreation Department, to coordinate the use of Town fields and facilities.
- The Director of Athletics will disseminate a current copy of the Athletic Handbook to the Superintendent of Schools, the Principal, the Assistant Principals, the school library, the school counselors, and to student-athletes, coaches, and parents on an annual basis. In addition, the handbook is to be posted on the district website, the school website, and the Department of Athletics website.
- The Director of Athletics is expected to attend practices and games for all sports programs for both boys and girls and promote each program for the overall good of students and the district.
- The Director of Athletics is expected to represent the district in appropriate professional organizations, through community outreach efforts / contacts, and to serve as a liaison between the Madison Public Schools and the leadership / membership of Madison youth sports programs.
- The Director of Athletics is expected to serve as a consultant to the Board of Education and the Superintendent of Schools in their efforts to assess the status of athletic facilities and fields and to make recommendations for improvement. The Director of Athletics must recognize that all such improvements must be processed according to Board of Education approved policy.
- The Director of Athletics is expected to serve as a liaison to all sports booster groups and to monitor the ongoing activities of said groups to determine adherence to Board of Education policy and administrative regulations.
- The Director of Athletics, or his designee, is responsible for the reporting of all game scores and highlights to the news media and shall serve as the designated spokesperson to media in regard to activities, events, issues occurring in the Department of Athletics. The athletic department will provide a list of appropriate news media and phone numbers, as appropriate.

❖ Role and Responsibilities of Coaches

Head Coaches

- The Head Coach will, first and foremost, be a leader of young men and women, constantly setting a fine personal example of what it means to be an athlete. It is expected that the Head Coach will be consistent and fair in all rules and regulations applied to the athletes they coach.
- The Head Coach will be a person with high moral character, integrity and whose first concern is always the welfare of the athletes he / she coaches.
- The Head Coach will teach the district approved most current and recognized playing techniques for the particular sport to his / her student-athletes. It is the responsibility of the Head Coach to instruct his / her athletes in the proper and current rules of the game.
- The Head Coach will make sure he / she and his / her assistants and other coaches in the sports program are using proper training and conditioning techniques at both practices and at games.
- The Head Coach must attend the mandatory Department of Athletics meeting prior to his / her sports season.
- The Head Coach is responsible for safe use of athletic equipment used in his / her sports program, including ensuring that medical kits for away contests are fully equipped, and the end-of-season inventory of said equipment.
- The Head Coach, along with the Director of Athletics, is in charge of monitoring the team's discipline under the accepted rules and standards of the school district. This includes any violation of the Athletic Handbook and MPS *Code of Conduct* for athletes during and after school hours, on or off school properties, as appropriate.
- The Head Coach will make recommendations on hiring of Assistant Head Coaches, Assistant Coaches, and Freshmen Coaches. No coach, at any level, may work with students until they have been properly processed through the Director of Athletics' Office and the Human Resources Department.
- The Head Coach will assign all duties to his / her Assistant Head Coach and / or Assistant Coach within his / her specific sports program and will work in concert with the Director of Athletics to assign duties and set expectations for any other Assistant Coach(es) or Freshmen Coach assigned to a team within the same sports area.
- The Head Coach will conduct a thorough check of locker rooms, showers and equipment room after each practice session and game. He / she or his / her designee should be the last to leave practice or the game or locker area. They will also be responsible for the security of any buildings per the district's existing procedures which will be reviewed annually by the Director of Athletics.

- The Head Coach will work cooperatively with the Director of Athletics to make decisions / plans concerning schedules, times of games, officials, transportation, dressing facilities and eligibility lists; however, the Director of Athletics reserves the right and has the responsibility to make all decisions to benefit the entire sports program and not to show favoritism to or special treatment of any particular sports team, boys or girls, during any of the three sports seasons.
- The Head Coach, or the Director of Athletics, must attend any mandatory CIAC rules interpretation meeting prior to his / her season. It is the responsibility of the Head Coach to instruct his / her athletes in the proper and current rules of the game.
- The Head Coach is in charge of the team's discipline under the accepted rules and standards (*MPS Code of Conduct*) of the school district. This includes reporting to the Director of Athletics and / or the school Principal any violation committed by a student-athlete during and after school hours, on or off school properties. Failure to report could result in disciplinary action against the Head Coach per Board of Education policy and/or administrative regulations.
- The Head Coach may not ask or direct any athletes to participate in any activity for the sports team, including practices, until their clearances are received by the Director of Athletics. The Head Coach of the respective sport must notify the Athletic Office and Principal's office before noon of the following day for any disqualifications.
- The Head Coach will be the coordinator of all activities in his / her program. All levels of the interscholastic teams in his / her sports shall be considered an extension of the high school program. The varsity head coach should coordinate and supervise the coaches at all levels. It is the responsibility of the varsity head coach to supply a specific program to the lower level coaches to follow. Additionally, it is suggested that the varsity head coach have as much involvement as possible with any age group programs involving his / her specific sport. He / she shall hold regular staff meetings to coordinate his / her program at all levels.
- The Head Coach must submit an end-of-the-season summary to the Director of Athletics and, if applicable, to the Principal at the end of each season.
- The Head Coach of the respective sport must notify the Director of Athletics immediately of any and all issues regarding student injury as a result of participation in a sports practice or game.

Assistant Coaches:

- The Assistant Coaches, which include the Assistant Head Coach, Junior Varsity Coaches, and Freshmen Coaches report to the Head Coach and the Director of Athletics
- The Assistant Coaches will carry out the purpose and objectives of the program as outlined by the Head Coach and school administration.

- The Assistant Coaches will instruct athletes in individual and team fundamentals, game strategies and physical training as necessary to realize a degree of individual and team success.
- The Assistant Coach will have a thorough knowledge of athletic policies approved by the Board of Education, as well as administrative regulations, and will be responsible for the implementation of said policies.
- The Assistant Coach will understand the proper administrative line of command and will communicate to the Head Coach and Director of Athletics any and all conflict resolution issues.
- The Assistant Coach will maintain discipline and will work to increase morale and cooperation within the school sports program and the school's community.
- The Assistant Coach will provide proper safeguards for maintenance and protection of assigned equipment and facilities sites.
- The Assistant Coach will provide and abide by the same training rules as the Head Coach.
- The Assistant Coach will supervise and direct practices, games, and team trips, as appropriate and within the approved guidelines per the Head Coach and the Director of Athletics.
- The Assistant Coach will be accountable to the Head Coach for all equipment and inventory of equipment and supplies.
- The Assistant Coach will recommend to the Head Coach needed budgetary items in his / her area of the program in keeping with the normal budget cycle.
- The Assistant Coach will examine and supervise locker rooms before and after practices and games, including checking on the general cleanliness of facility.
- The Assistant Coach will attend all required athletic staff meetings.
- The Assistant Coach will perform other duties that are consistent with the nature of the position and that may be required by the Head Coach or the Director of Athletics.

Intramural Coaches

- The Intramural Coach will, first and foremost, be responsible for the supervision and instruction of a quality intramural program.
- The Intramural Coach will insist that all potential student participants meet the registration process prior to participation.

- The Intramural Coach will promote growth and a positive environment for each and every intramural sport participant.
- The Intramural Coach will instruct participants in the skills, techniques, and rules of the activity to insure fairness, and safety.
- The Intramural Coach will be responsible for the safety and security of the facility.
- The Intramural Coach will be responsible for the modeling of good moral character, integrity, and his / her first concern will always be the welfare of the participants he / she supervises in the intramural sport.
- The Intramural Coach will promote good sportsmanship, fair play, unity, and make certain all participants adhere to the rules and regulations of the intramural sports program.

❖ **Roles and Responsibilities of Athletic Trainer**

- The Athletic Trainer, working under the direction of the Director of Athletics, will organize and administer an athletic training program for student-athletes involved in interscholastic athletics.
- The Athletic Trainer will provide appropriate athletic training coverage for all interscholastic athletic contests and practices as directed by the Director of Athletics.
- The Athletic Trainer will administer first-aid treatment based upon certification, maintain scheduled times of availability for the treatment and rehabilitation of injuries, and maintain scheduled times of availability for preventative maintenance such as taping and strapping.
- The Athletic Trainer, working under the direction of the Director of Athletics, will inventory, catalog and dispense all medical and training supplies to the interscholastic teams according to district guidelines.
- The Athletic Trainer, under the direction of the Director of Athletics, will coordinate the training needs of the Head Coaches, as appropriate.
- The Athletic Trainer will assist the Director of Athletics and the coaches in their efforts to educate the athletes of the proper treatment of athletic injuries as well as proper preventative measures to avoid athletic injuries.
- The Athletic Trainer will maintain files and records concerning athletic injuries and treatment, or recommendations made, concerning specific injuries.
- The Athletic Trainer will equip and maintain the training room facilities and the team medical kits.

- The Athletic Trainer will consult with the strength and conditioning coaches to assist in the development of a sound strength and conditioning base for athletic competition.
- The Athletic Trainer will perform other duties related to the position of Athletic Trainer as requested by the Principal(s) or the Director of Athletics.

❖ **Role and Responsibilities of Game Personnel**

Site Director

- The Site Director will assist the Director of Athletics in the overall operation of an athletic contest.
- The Site Director will be responsible for the securing and selling of tickets for football, basketball games and any other activities as directed by the Director of Athletics.
- The Site Director will be responsible for returning all collected ticket sales monies and tickets to the Bookkeeper in the Main Office at Daniel Hand High School.
- The Site Director will be responsible for welcoming officials and opposing teams, and directing them to appropriate locker rooms, before and after athletic contest.
- The Site Director will be responsible for spectator behavior at the athletic contest and will communicate any and all inappropriate behavior and incidents to the Director of Athletics.
- The Site Director will be responsible for all signatures for the officials' vouchers at the athletic contest.
- The Site Director will arrive one hour prior to the athletic contest, and will not leave until thirty minutes following the event, making certain that the facility is evacuated.

*Under the direction of the Site Director, the **Timer** performs the following duties:*

- Times each athletic contest impartially.
- Reports thirty minutes prior to the contest and ascertains that the timing mechanism is in proper working order.
- Ensures that the contest begins on time and that each team is properly informed of any variation from the established time schedule.
- Informs each team at least three minutes prior to the start of the second half of the contest.

*Under the direction of the Site Director, the **Ticket Seller** performs the following duties:*

- Is responsible for keeping the proper accounting of the monies and ticket receipts utilized for that athletic contest.
- Is responsible for securing the ticket monies and cash box for the Site Director.
- Is responsible for displaying the ticket prices.
- Is responsible for documenting the complimentary ticket list, supplied by the Director of Athletics.
- Reports forty-five minutes prior to the contest.

Under the direction of the Site Director, the **Statistician** performs the following duties:

- ❑ Is responsible for keeping accurate and impartial statistics for Head Coaches.
- ❑ Maintains contact throughout the contest with the game officials to verify the official score and specifics in order to maintain an accurate account of contest.
- ❑ Reports thirty minutes prior to the start of contest to gather team rosters and any other additional information required to perform role of statistician with accuracy.

Under the direction of the Site Director, the **Announcer** performs the following duties:

- ❑ Is responsible for announcing starting line-ups and play-by-play.
- ❑ Is responsible for securing copies of rosters and the national anthem.
- ❑ Is responsible for ascertaining that the sound system and microphone are in proper working order.
- ❑ Is responsible for announcing the Spectators' Code of Conduct and any additional information as directed by the Director of Athletics.
- ❑ Reports thirty minutes prior to the start of the contest.

❖ GUIDELINES FOR SPECTATOR BEHAVIOR

Spectators at athletic events are always welcome and are considered to be an important, supportive component of the athletic program. Student-athletes from both teams should expect and receive respect and support from spectators, regardless of the spectators' affiliation with the student-athlete or the school. Proper behavior on the part of spectators is always appreciated and provides a good behavior model for all in attendance at an athletic event.

To assure that student-athletes are not distracted by or discouraged by spectator behavior at home and / or away games, any spectator using or shouting inappropriate or abusive language will be removed from the sports activity venue and may be charged with disorderly conduct. Additionally, if groups of student or adult spectators shout profanities or use abusive language, the Director of Athletics or his designee will announce to the spectators, or direct the Site Director to announce that continued inappropriate behavior or verbal and / or gestural abuse will cause the game to be halted and possibly ended.

Any spectator committing a physical or verbal action that in any way could affect the safety of players or other spectators will be removed from the sports facility / venue and will be charged with disorderly conduct. This restriction applies to rental facilities such as ice rinks and contests played away from Madison Public Schools.

Acceptable and Expected Behavior at Events Include the Following:

- Spectators should be aware that only Madison Public School employees and their designees are allowed on the fields of play. ALL OTHERS MUST REMAIN IN THE SPECTATOR DESIGNATED AREAS.
- Spectators are expected to applaud during introduction of players, coaches and officials.
- Spectators are expected to accept all decisions of officials.
- Spectators are expected to acknowledge the importance of handshakes between participants and coaches at end of contest, regardless of outcome of the game.
- Spectators are expected to treat competition as a game, not a war.
- Spectators, along with coaches and players, are expected to honor and applaud opposing participants to recognize them for outstanding performance or coaching.
- Spectators are expected to applaud at the end of contest for performances of all participants.

- Spectators are expected to show concern and respect for an injured player, regardless of team.
- Spectators are expected to encourage fellow members of the audience to display only sportsmanlike conduct.
- Spectators are expected to avoid use of profanity.
- Spectators are expected to refrain from any use of drugs, alcohol or tobacco products.
- Spectators are expected to respect the rule that pets are not permitted on any Town of Madison or school athletic fields or facilities, and should, therefore, leave all pets at home.

❖ COMMON (VS.) PERSONAL GOALS

The Madison Public Schools' athletics program offers many opportunities for student-athletes to grow and develop in ways that are beneficial to the students as a whole team as well as individuals. However, it is important for all involved in the program to understand that for real success to be achieved and growth to take place, everyone needs to be on the same page - which means everyone on the team needs to have *common goals*.

Teams that work together to reach common goals are the most successful. Teams that are unsuccessful - *even though they may be winning teams* - are those that have *personal goals* prioritized ahead of the team goals.

Every athlete should have personal goals and aspirations. However, those personal goals must be secondary to the *common goals* set for the team as a whole. If a student-athlete is more worried about his / her points, statistics, place, or playing time instead of the overall performance of the team – there is no longer a team competing, but a group of individuals. When a team performs as a group of individuals, no team ever wins for long under those circumstances, regardless of how talented its members are as individuals.

Common goals lead to team success - *personal goals* that are within the framework of the team goals will lead to personal success.

STUDENT-ATHLETE SECTION

Special Message to Student-Athletes

The Madison Public Schools' Athletic Department is proud to have you as a student-athlete participating in our outstanding programs at Daniel Hand High School. Interscholastic and club sports activities provide many opportunities for you to grow and develop as a young person. As a student-athlete, your performance on the field and your behavior and actions off the field reflect on the entire athletic program and the reputation of your school and fellow classmates. Your behavior contributes to the overall perceptions of those who know you as well as to those who don't know you personally but consider you to be a representative of your school. The Board of Education, the Superintendent of Schools, your Principal and Assistant Principal(s), teachers, staff, parents, and fellow classmates ALL expect you, as a student-athlete, to conduct yourself in a manner consistent with the school's *Code of Conduct* and in keeping with the philosophy of the Department of Athletics. You are encouraged by all who support you to set high goals for your own performance, but to remember at all times that you are a member of an athletic team who, with your fellow student-athletes, can perform admirably to make your school proud of you and your sports program.

PRE-SEASON REQUIREMENTS / PROCEDURES

❖ Registration for Participants in Athletics

Step 1: HEALTH ASSESSMENT RECORD

A hardcopy of this form must be completed by a physician and filed with the Health Office BEFORE the first day of practice. Physical examinations expire 13 months from the date of the examination.

Step 2: CONSENT / REGISTRATION / PAYMENT

Registration must be done online through the link to Family ID which is located in the registration section of the Athletic Department's page on the district website at www.danielhand.org. Registration must be completed online for each season. (A confidential payment waiver form is also available.)

The following consent forms are also included during the online registration process. Please be sure to read and acknowledge receipt of the following:

- Concussion Education Plan and Consent Form
- Sudden Cardiac Arrest Plan and Consent Form
- Code of Conduct
- Handbook for Student-Athletes, Parents and Coaches

Step 2: CODE OF CONDUCT CONTRACT FOR STUDENT-ATHLETES

This form will be discussed and signed in PAW Group at the start of the school year.

Step 5: The student-athlete must make full payment of registration fees or submission and approval of registration fee waiver in advance of any participation in the sports program.

Fees: Interscholastic sports at DHHS require a \$103.00 per student per sport, with a family cap of \$515.00.

Note: The Boys' and Girls' Ice Hockey Programs will each make a contribution of \$25,000 to help off-set the costs of the programs. These contributions will be made in two installments: the first installment of \$12,500 each will be due on or around October 15 of the school year, and the balance of \$12,500 each will be due on the last day of school before the Thanksgiving holiday. This contribution cannot be applied to the family cap.

In addition, all student-athletes must complete an ImPACT baseline test prior to the first contest.

Please see the Athletics website (www.danielhand.org) for registration information.

❖ Student-Athlete Pledge

As a member of the Madison Public Schools' Athletic Department, student-athletes are expected to know, understand, and commit to their responsibilities as a student-athlete participating in the athletic program. Specifically, student-athletes are expected to take responsibility for the following:

- Communicate your sports schedule well in advance to your parents and teachers.
- Schedule your personal life so that it does not conflict with team expectations to the best of your ability to do so.
- Give your coach notice well in advance of any commitments you have that do conflict with the team schedule, such as special family events.
- Discuss issues of concern with your coach, team captains and parents before they become problematic.
- Abide by all the training rules set forth by your coach and the Athletic Department.
- Make a commitment to your team mates and coaches to continually strive to contribute to the program.

❖ Academic Eligibility

The academic success of our students is our primary purpose. Extra-curricular activities, although secondary, are a very important part of our overall educational program. It is expected that all students will maintain passing grades and they and their parents will be kept current on academic progress.

At the Interim point in a trimester, if a student is receiving grades in the D and F range, his/her guidance counselor will contact the student and his/her parents in regards to a process for academic remediation/support.

At the Interim point in a trimester the Athletic Director will be notified of student-athletes whose grades, being in the D and F range, may lead to athletic ineligibility. The athletic director and coach will contact the student in an effort to support and encourage the student in making strides to improve their academic standing.

Prior to report card distribution student-athletes grades will be reviewed by guidance and the athletic director. Those students who are deemed academically ineligible will be notified in a meeting with their parents, the guidance counselor and the athletic director. A proposal will be developed to put in place supports for academic improvement, and the athletic director will work with the student in developing a plan whereby they can still feel connected to the athletic community.

❖ Guidelines for CIAC Eligibility *(Follow the link for the [CIAC Handbook.](#))*

- A student-athlete cannot at any time represent a school unless he/she is enrolled in at least four Carnegie units/courses or its equivalent. During the school year, a student must pass at least four Carnegie units/courses in the trimester immediately preceding the athletic season. For example, to be eligible for winter sports a student must have received credit toward graduation for four Carnegie units/courses of study for which he/she has not previously received credit during the preceding fall semester. Eligibility for a new school year is determined by the final cumulative grade achieved the prior year.
- Students must not have turned nineteen years of age before July 1st.
- Students cannot change schools without change of legal residence that meets the Board of Education policies of residency.
- Students cannot play the same sport for more than three seasons in grades 10, 11, and 12.
- Students may not play or practice with an outside team in the same sport while a member of the school team after the first scheduled game in any season, except for parent / child tournaments and caddy tournaments, for example. For swimming, tennis, and gymnastics a student may practice but cannot compete with a non-CIAC team during the

season.

- Students may not play under an assumed name on an outside team.
- Student must be enrolled at a secondary school for at least twelve school weeks before the time of participation in an athletic season.
- Freshmen may compete in the first trimester regardless of marks received in 8th grade.

IN-SEASON REQUIREMENTS / PROCEDURES
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❖ **General Expectations for Student-Athletes**

Athletic activities are an extension of the educational experience that a school may choose to offer. Therefore, participation is voluntary and is a privilege. Those who choose or are chosen, as a matter of due process, must be aware of the *Code of Conduct* for the Madison Public Schools District athletic programs and each participant is expected to operate within the framework of these rules and regulations

In general, the student-athlete is expected to ...

- Be courteous to visiting teams and officials at all times.
- Play hard and to the limit of his / her ability and keep a positive attitude. The *true* athlete does not give up, nor does he / she quarrel, cheat, bet, or grandstand.
- Be modest when successful and be gracious in defeat. A true sportsman does not offer excuses for failure.
- Maintain a high degree of physical fitness by observing team and training rules conscientiously.
- Demonstrate loyalty to the school by maintaining a satisfactory scholastic standing and by participating in or supporting other school activities.
- Play for the love of the sport.
- Recognize that he / she is representing the school and should exemplify and follow the guidelines set forth by the coaching staff as well as the school's *Code of Conduct* during and after school.
- Maintain satisfactory academic standards and regular school attendance.

❖ **Violations of the Madison Public Schools' *Code of Conduct***

In case of alleged infraction of the approved *Madison Public Schools' Code of Conduct*, the student-athlete may be suspended, and subsequently expelled, from practices and participation in practices and games at all levels of competition, as determined in the regulations documented in the *Code of Conduct*. In these cases, due process procedures will be followed per the following:

- If an alleged infraction / violation occurs, the coach will notify the Director of Athletics and / or school administrators (in absence of the Director of Athletics) and conduct a prompt and thorough investigation of the alleged misconduct or violation and determine if a disciplinary action is warranted per the *Madison Public Schools Code of Conduct*.
- If, after the above investigation, a determination is made by the school administrators to suspend the student-athlete, the suspension shall take place immediately. The school administrator will give written notice to the student-athlete, stating the reasons for the suspension to the student-athlete and the student-athlete's parents / guardians and the Director of Athletics. The Director of Athletics will notify the coach(es) of the suspension.

❖ **Mandatory School Attendance**

In order to be eligible to participate in any interscholastic contest, a student-athlete must be enrolled in a district secondary school. A student-athlete must attend school for **four (4) hours** in order to be eligible to participate in a sporting event or practice that afternoon or evening. Permission from the Director of Athletic Programs is required for any exceptions.

- Student-athletes who are absent from school are not permitted to participate in or attend interscholastic contests, athletic practices or team meetings on the same day of the absence.
- If a student-athlete is absent the last day of the school week, the student-athlete is not permitted to participate until the return to classes.
- In the case of an absence prior to an extended school vacation period the student-athlete must provide the Director of Athletics with a note outlining the reason for the absence and obtain his / her permission to return to competition.
- Student-athletes are expected to attend all classes regularly and on time.
- Student-athletes will not use athletics as an excuse to miss class or portions of class unless the team is departing early from school. In this case the proper notification will be submitted to the Principal's office.

❖ **Vacation Periods**

Student-athletes are expected to attend all practice sessions and contests, including those scheduled during vacation periods. Parents and student-athletes are advised to review the athletic program descriptions for specific details on the length of season and practice requirements that may be scheduled for upcoming vacations.

❖ **College Visitations**

College visitations should be scheduled during the summer break or at times when the athletics season, including practices and games, is not underway. One excused absence is permitted for the purpose of a college visitation as long as the coach has been given two weeks advance notice. Permission from the Director of Athletic Programs is required for further absences due to college visitations. *NOTE: An excused absence does not guarantee playing time or previous playing status.*

❖ **School Suspensions**

Student-athletes serving a school suspension **whether in-school or out-of-school** are not permitted in any contest or athletic team practice, nor may the student-athlete appear on school grounds, off-site practices or home and away contests.

❖ **Protection of Personal Valuables**

Student-athletes should leave all valuables at home; not in the locker room.

Student-athletes are responsible for providing their own locks. All lockers must be locked properly.

❖ **Inclement Weather Situations**

When school is dismissed early due to inclement weather, no practice or open gym will be conducted. All students will go home.

❖ **Cancellation of Events**

In the event any scheduled athletic event has to be canceled or postponed the Athletic Office will post the information on the Department of Athletics website, www.danielhand.org, where schedule changes will be posted. An announcement will be made over the school's PA system. Student-athletes and their parents are encouraged to visit the Daniel Hand High School website and sign up for email changes from the CIAC.

❖ Student-Athlete Bus Transportation Guidelines

- Student-athletes are expected to use the transportation services the Department of Athletics arranges both to and from the athletic contests, scrimmages or events. This practice protects student-athletes from potential harm and contributes to the building of proper team camaraderie.
- School bus rules are in effect when student-athletes are being transported for an athletic contest, scrimmage or event. Infractions of bus rules will be dealt with in the same manner as the administration deals with school time bus violations.
- A coach will always be present on the bus when a team is traveling by bus. If the coach cannot be present due to an emergency, the Director of Athletics or Principal will assign a supervisor to ride the bus with the student-athletes.
- It is recognized that there will be times when extenuating circumstances may make it necessary for a student-athlete to travel to or from an athletic event separately from the team. In the event that a student-athlete needs to travel separately from the team, a permission note from the student-athlete's parent / guardian must be presented to the Director of Athletics in advance for approval. Students will be released only to their **own** parent / guardian. The completed form must be submitted to the Athletics Office 48 hours prior to the event. For example, if the student needs to be transported to / from an event on a Saturday the permission form should be submitted to the Director of Athletic Programs on the Thursday prior to the event.

Coaches are only permitted to allow student-athletes to travel separately from the team if they have in their possession a permission note, which has been signed by a member of the high school administration and the student's parents / guardians. Parents / guardians may give their permission for their child to ride with another authorized parent / guardian, only under exceptional circumstances, and with prior approval from the Director of Athletics.

❖ Leadership Qualities of a Team Captain

A team captain should have the following leadership qualities:

- Be a role model for the other student-athletes on the team.
- Be a hardworking, committed, dedicated team player.
- Demonstrate a positive attitude and show respect for coaches, teachers, adults and peers.
- Exhibit good citizenship and be dependable, loyal, trustworthy, and unselfish.
- Show a great deal of pride in the team, the school, and the community.
- Be committed to be alcohol and drug free and show social confidence as a drug free student athlete.
- Have a strong self-image, be mature, be motivated, and have good communication skills.

- Demonstrate good school behavior and maintain acceptable academic progress.
- Demonstrate a willingness to follow the regulations documented in the Madison Public Schools' Code of Conduct and the specific team rules for his / her sport.
- Act as a liaison between teammates, coaches and Director of Athletics, as appropriate, and assist in the process of resolving conflicts, issues and problems.

❖ **Team Captain Selections**

- Candidates must be current members of the team in good academic standing, as determined by the Guidance Office school counselors and school administration. If the specific sports team does not have any seniors on the squad then juniors may be considered after consultation with the Director of Athletic Programs. The juniors must have participated in the sport the prior year.
- The head coach will nominate potential candidates for team captain(s). Prior to the team's voting for the candidates, the head coach is to address the team about the importance of leadership and the honor that goes with being a captain at Daniel Hand High School. At that time the coach is expected to outline to all team members the qualities of an effective leader and the responsibilities of a captain of that program. Only current varsity players, excluding graduating seniors, who participated in the most recent season are eligible to vote on the final slate of nominees.
- The school administration, athletic director and the head coach will review the candidates to determine their eligibility as measured by the leadership qualities listed above.
- The school administration, working with the athletic director, reserves the right to withdraw a candidate from the slate of nominees on the basis of academic or disciplinary record. The student-athletes will vote for a captain(s) on the ballot paper provided by the Athletics Office, following the administrative review of nominees.
- ALL captain(s)-elect must sign, and return to the Head Coach, the Captains' Pledge, before the commencement of the season.

❖ **Nomination Process**

- The coach nominates student-athletes based on character and leadership traits.
- The student-athlete fills out the Nomination Form and has it signed by two (2) teachers and an Assistant Principal. The signed form should be returned to the Athletics Office.
- The Athletics Office will compile a Ballot Form from the nomination forms.
- Current varsity players, excluding graduating seniors, will vote – student-athletes cannot vote for themselves.
- Administration tallies ballots and notifies coaches
- Coach announces captain(s) for upcoming season

END OF SEASON ACTIVITIES / EXPECTATIONS

➤ Athletic Awards

A very important aspect of the Department of Athletics' mission statement is to honor student-athletes who have met and exceeded expectations and standards for performance. The following is a list of athletic awards and scholarships that are available to student-athletes in the DHHS athletic program.

- **THE JOHN M. MURPHY LATIN AWARD GIVEN BY THE DANIEL HAND HIGH SCHOOL FOOTBALL BOOSTERS:**
Awarded to a senior student-athlete who studied Latin.
- **DANIEL HAND HIGH SCHOOL STUDENT-ATHLETE ATHLETIC DIRECTOR AWARD:**
Awarded to one male and one female student-athlete. These students have participated in a varsity sport at Daniel Hand High School, have demonstrated good sportsmanship on and off the field, and have been shining examples of all the qualities we honor in our school and community.
- **THE ROBERT M. DUNCANSON SPORTSMANSHIP AWARD:**
Awarded to a senior boy and a senior girl who have exemplified qualities of good sportsmanship in all of their activities.
- **THE CIAC AWARD OF EXCELLENCE:**
Awarded by the Connecticut Interscholastic Athletic Conference to a senior student-athlete who exemplifies the characteristics of sportsmanship, ethics and integrity.
- **THE MADISON LITTLE LEAGUE AWARD:**
Awarded to a senior boy and a senior girl who have taken part in Madison Little League and have played baseball and softball at the high school.
- **THE V.F.W. JOE CASULA BASEBALL AWARD:**
Presented by the Madison V.F.W. Post # 2096 and the Ladies Auxiliary to a senior boy on the Daniel Hand High School Baseball team who has demonstrated outstanding qualities of good sportsmanship, character, leadership and scholarship.
- **ARMY RESERVE NATIONAL SCHOLAR-ATHLETE AWARD:**
Awarded to a senior boy and a senior girl who have demonstrated outstanding achievements in both academics and athletics.
- **U.S. MARINES DISTINGUISHED ATHLETE AWARD:**
Awarded by the United States Marine Corps to a male and a female athlete who have distinguished themselves on a varsity team, are role models for younger students, and have exhibited courage, poise, self-confidence and leadership.

➤ **THE IRON TIGER AWARD**

Awarded to one senior male and one senior female student athlete who has competed in three varsity sports in their senior year, and who exemplify outstanding citizenship and academic performance.

➤ **Athletic Scholarships**

➤ ***DICK ARCAND MEMORIAL SCHOLARSHIP:***

Awarded by the Madison Youth Football League to a senior member of the football team who has shown sportsmanship, team loyalty and determination, and who plans to further his education.

➤ ***PAUL DOYON MEMORIAL SCHOLARSHIP:***

Awarded annually by the Madison Lions Club in memory of Paul Doyon to a senior member of the Daniel Hand football team who has exemplified the spirit of scholarship, sportsmanship, leadership, and motivation, and who plans to pursue a degree program in higher education.

➤ ***THE MILT GOODWIN “LITTLE LEAGUER” SCHOLARSHIP:***

Awarded by the Madison Little League to a senior who has participated in Madison Little League and who is currently graduating from high school and seeking to further his / her education at a college or university or technical school. The recipient will have been involved in the league’s program of umpiring and has worked to enrich the lives of children through example.

➤ ***MADISON GIRLS’ SOCCER BOOSTERS SCHOLARSHIP:***

Awarded to a graduating senior girl who has been a member of the Varsity Girls’ Soccer team, who has shown leadership both on and off the field, and who will be attending a two-or four-year college, or technical school.

➤ ***THE MADISON YOUTH SOCCER CLUB HANNAH LEE MEMORIAL SCHOLARSHIP:***

Awarded to a member of the graduating class who has played soccer as a member of the Madison Youth Soccer Club or was a referee with the Madison Youth Soccer Club.

➤ ***THE MADISON YOUTH SOCCER CLUB JOHN SZEKLICKI MEMORIAL SCHOLARSHIP:***

Awarded to a senior boy who has been a member of the boys’ soccer team.

➤ ***MADISON HOOP DREAMS SCHOLARSHIP***

Awarded to a member of the graduating class who has attended Madison Hoop Dreams (fka Slamma Jamma) Summer Basketball Camp, and who has demonstrated sportsmanship, a continuing interest in athletics and a commitment to academics.

CRITERIA FOR CONSIDERATION FOR AWARD OF VARSITY LETTERS

The following criteria are based on NIAA guidelines.

- **Alpine Skiing:** Participate in 50% of all varsity races.
- **Baseball:** Participate in 50% of the games played or 25% of games for pitchers.
- **Basketball (Boys):** Play in 50% of total quarters played.
- **Basketball (Girls):** Play in 50% of total quarters played.
- **Cheerleading (Fall):** Cheer in 80% of scheduled contests. Meet practice requirements. Meet school spirit obligations.
- **Cheerleading (Winter):** Must compete in scheduled competitions.
- **Cross country (Boys):** Earn one (1) of top seven (7) times in the team in seven or more meets. Must also attend league and state meets.
- **Cross Country (Girls):** Earn one (1) of top seven (7) times on the team in seven or more meets. Must also attend league and state meets.
- **Fencing:** Must compete in 50% of varsity competition.
- **Field Hockey:** Play in 50% of varsity games.
- **Football:** Play in 50% of quarters played.
- **Golf (Boys and Girls):** Play in 50% of completed matches.
- **Gymnastics:** Compete in four (4) varsity meets and/or compete in the state and regional championships.
- **Ice Hockey (Boys):** Participate in 50% of games played.
- **Ice Hockey (Girls):** Participate in 50% of games played.
- **Indoor Track (Boys):** Score in the Eastern Sectional and / or qualify for States. Must fulfill practice requirements.
- **Indoor Track (Girls):** Score in the Eastern Sectional and / or qualify for States. Must fulfill practice requirements.
- **Lacrosse (Boys):** Play at least 50% of total minutes played by the team.
- **Lacrosse (Girls):** Play at least 50% of total minutes played by the team,
- **Soccer (Boys):** Participate in 50% of games played.
- **Soccer (Girls):** Participate in 50% of games played.
- **Softball:** Appear in 50% of varsity games.
- **Swimming (Boys):** Must score thirty (30) points during the dual meet season.
- **Swimming (Girls):** Must score thirty (30) points during the dual meet season.
- **Tennis (Boys):** Play in at least 50% of team matches.
- **Tennis (Girls):** Play in at least 50% of team matches.
- **Track (Boys):** Earn fifteen (15) points and qualify for state meet and fulfill practice requirements up to state meet.
- **Track (Girls):** Earn twenty-five (25) points and qualify for and compete in the division championships.
- **Volleyball (Boys):** Play 50% of varsity competition vs. junior varsity competition.
- **Volleyball (Girls):** Play 50% of varsity competition vs. junior varsity competition.
- **Wrestling:** Must wrestle in ten (10) varsity matches during the season.

Coaches will also consider the following criteria when determining awarding varsity letters for Student-Athletes:

Team and Individual:

- Conduct
- Dedication and effort
- Citizenship: On and off the field

PARENTS' SECTION

SPECIAL MESSAGE TO PARENTS OF STUDENT-ATHLETES

The Madison Public Schools' Department of Athletics values highly the role of the parent in the athletic program. Our student-athletes are from families whom, we know, love and support them and wish no harm or hurt come to them. As educators and teacher-coaches, we share that goal with parents. We depend on parental support in our efforts to develop the young men and young women who participate in the DHHS sports program. We cannot, nor do we desire, to be at philosophical odds with parents regarding the rules / regulations within the athletic programs. **We will not enter into any discussions regarding playing time for individual athletes, and, in accordance with Board of Education policy, we cannot discuss other student-athletes on any team, or in the program.** Therefore, we ask that you make every effort to understand our educational goals and that you follow appropriate steps to resolve issues and problems. We have faith in you as our partners in the process of developing your son or daughter as a successful student-athlete.

❖ Role and Responsibilities of Parents of Student-Athletes

- Parents of student-athletes are encouraged to reinforce their unconditional support for their son or daughter by letting them know that, win or lose, scared or heroic, you appreciate their efforts and are not disappointed with them. By doing so, your son or daughter can perform at his / her very best as a student-athlete without fear of failure. Parents, as well as coaches, should be the persons in a student-athlete's life he or she can look to for constant positive, constructive reinforcement, because athletics should provide opportunities for growing and learning as a person.
- Parents are highly encouraged to communicate to their student-athlete the importance of following the rules established by the coach and the school. Whether they are a first stringer or seventh stringer, all student-athletes are required to follow rules pertaining to acceptable and appropriate student behavior at all times.
- Parents should focus on being helpful to their student-athlete by helping him / her prepare for a game or practice and should avoid instruction that may be in conflict with directions coming for the coaching staff.
- Parents must insist that their student-athlete respect team rules, school rules, game officials, and sportsmanship. Self-respect begins with self-control.
- Parents are highly encouraged to teach their son or daughter to enjoy the thrill of competition, to be "out there trying," and to constantly strive for improvement in their skills while maintaining a positive attitude. Parents can help their son or daughter to develop an appreciation for competing, for trying hard, and having fun without loss of self-esteem.

- Parents are highly encouraged not to “relive” their own athletic experiences through their student-athlete in a way that creates pressure on their son or daughter to perform.
- Parents are asked to recognize that the coach is involved as a coach because he / she is sincerely fond of children and is experienced as a coach and many times as a teacher of young people. Coaches have different ways of dealing with student-athletes and situations and a student-athlete’s life can be enriched by interaction with different types of coaches, in the same way that students benefit from different teacher styles or personalities.

❖ **Communication Tree**

This is the protocol to follow to resolve conflicts within the athletic program.

1. The athlete should discuss the issue within the team.
2. An athlete and coach should make every attempt to resolve any issues within the team.
3. If the conflict cannot be resolved between the athlete and the coach, the athlete should make an appointment to meet with the Director of Athletic Programs.
4. If the problem is still unresolved, then the parent should contact the Director of Athletics, who will schedule a meeting with all necessary parties.

Topics which will not be discussed include the following: playing time, discussions about other student-athletes, game strategies, and employee personnel issues.

Please do not attempt to confront a coach before or after an athletic contest or practice. These can be emotional times for student-athletes, parents and coaches. Meetings of this nature do not promote resolution.

Appropriate concerns to discuss with the coach:

- The treatment of your child, both mentally and physically.
- Ways to help your child improve.
- Concerns about your child’s behavior.

The following topics / decisions are the responsibility of the coaching staff:

- Playing time for individual student-athletes is a decision made by the coaching staff and based on the needs of the entire team.
- Coaching strategies are decided by the coaching staff in keeping with best practices and standards, applicable to the specific sport.
- **Please understand that coaching staff may not discuss other student-athletes on the team or in the program, in accordance with Board of Education policy.**

❖ **Booster Clubs**

Purpose

Booster Clubs are an integral aspect of our school athletic programs. Booster clubs provide a service of financial and team support and enhance and supplement athletics in many positive ways. The goal of the Daniel Hand Booster Club is to encourage student, parent, and community participation in activities that support and foster lifelong appreciation for the privilege to participate in athletics. The Madison Public Schools is very supportive of the booster clubs that serve our sports teams and student-athletes.

1. The Booster Club shall support, encourage and advance the athletic program and related activities of the Madison Public School District and thereby cultivate wholesome spirit, promote good sportsmanship, and develop character and high ideals
2. The Booster Club shall promote projects to improve facilities and equipment necessary to provide an adequate athletic program for the Madison Public School District.
3. The Booster Club shall not seek to influence or direct the technical activities or policies of the school administration or of the Board of Education who are charged with the responsibility of conducting the athletic program of the school and district.
4. The Booster Club shall do nothing which violates the rules of the Connecticut Interscholastic Athletic Committee or in any way jeopardizes the membership of the school district in said CIAC.

Booster Club General Policies of Operation

1. The Madison Public Schools must approve all Booster Club fundraising activities for athletic teams BEFORE the booster club begins the activity regardless of whether students and or parents are raising the funds. *BOE Policy (3280)* Forms are available in the Athletic office or on our web site: www.danielhand.org
2. Each Booster Club will have four representatives, one from each class (9th, 10th, 11th, and 12th grades). At the beginning of each season, each booster club must submit a registration form to the Athletics Office. The form will include the listing of names of the club representatives or officers for the coming season, including addresses, phone numbers and e-mails. It is strongly encouraged that all booster club representatives should be a parent of a current student athlete.

Booster Club Guidelines

1. The Booster club shall operate as a Not-for-Profit Charitable Organization and follow State of Connecticut tax codes.
2. The Booster club or the names of the members in their official capacities shall not be used in connection with a commercial concern or with any partisan interest or any purpose not appropriately related to the purpose of the organization
3. Persons representing the organization shall not make commitments that bind the organization, unless the proper authorization is granted through the Superintendent of Schools and Director of Athletics

Finances/Fiscal Year

1. Monies raised by the individual sports booster club shall be used to further the purpose of supplementing a sports program other than the funding that is provided through the Madison Public Schools athletic budget.
2. All projects that require financial obligation of the booster club as proposed by coaches will be presented to the Director of Athletics and forwarded to the School Principal and Superintendent of Schools for final approval.
3. Projects for raising funds should in general contribute to the educational experience of students and should not conflict with, but add to the instructional program and comply with district guidelines (*BOE Policy 5100.6*)
4. Students in Grades K-12 are not permitted to participate in any program involving solicitation of funds to support any school-sponsored project **during** regular school hours (*BOE Policy 5100.6*)
5. It is recommended that each booster group organize as a non-profit organization per section 501 (c) (3) of the Internal Revenue Code and no member shall have any legal or equitable ownership in any of its funds or property. It is further recommended that each group purchase insurance.

Relationship with Coaches/Athletic Director

Coaches are encouraged to work with the booster clubs in their many fundraising projects during the course of the school year. A coach's support for the booster projects can help to promote good will between the club members and the Department of Athletics and benefit our student-athletes. In the event a booster club wishes to discuss specific fundraising goals for the program with the coaching staff, the staff should take the time to meet with the booster club members or representatives to discuss the program's need and the types

of booster club gifts/donations allowed. However, all fundraising projects must have prior approval from the Director of Athletics.

Booster Club Concession Stands

Booster club organizations are granted the opportunity by the Board of Education through Board policy, to operate concessions at athletic events. Through administrative regulations, the following procedure must be followed when a booster club is operating a concession stand.

- Booster club members operating concession stands are responsible for cleaning the concession area after the event. Trash cans, and litter must be properly sealed and placed in assigned areas for custodians to collect.
- Booster club members must abide by current BOE policy and administrative regulations delineating which food items may or may not be sold in concessions stands
- Booster club members are responsible for the collection and safekeeping of all funds collected in concession stands.

Please see the Athletics website (www.danielhand.org) for the forms.

Proposing Purchasing of Special Items/Equipment

From time to time booster clubs members may wish to help with the purchase of large items or pieces of equipment to benefit the sports program. Before purchasing such items, the Director of Athletics must be consulted, and he will, in turn, discuss the matter with the Superintendent of Schools who will present the proposed fundraising/donation request to the Board of Education for their consideration for approval.

All student-athlete uniforms must be purchased by the school district. The booster clubs may purchase other supplementary clothing/equipment items for the teams, per the suggested list that is maintained by the Director of Athletics.

All other gifts from the Boosters to Student-Athletes must be discussed and approved by the Director of Athletics, Superintendent and Board of Education.

❖ Interscholastic Sports Accident Plan

The Board of Education has purchased, at no cost to parents, an Accident Medical Insurance Plan to help cover medical expenses resulting from interscholastic sport injuries.

All players, coaches and managers of every interscholastic sport (including cheerleading) are covered throughout the entire school year. The program covers accidental bodily injuries occurring to a covered person while participating in or traveling, while under the supervision of proper school authority, to or from any regularly scheduled game or practice of an interscholastic sport.

COACHES' SECTION

SPECIAL MESSAGE TO COACHES

The Madison Public Schools' Department of Athletics is proud to have you as a coach participating in our outstanding athletic programs at Daniel Hand High School. Interscholastic and intramural sports activities provide many opportunities for our student-athletes to grow and prosper under your leadership and supervision as their coaches. As a coach, your performance on the field and your behavior and actions off the field reflect on the entire athletic program and the reputation of the Madison Public Schools. In the role of coach, your attitude toward the student-athlete and your personal behavior contribute to the development of the student-athlete's character and overall growth as a human being. The Board of Education, the Superintendent of Schools, the school administrators, teachers, staff, parents, and fellow coaches ALL support your efforts to teach student-athletes and to help them develop into young men and women who will contribute to society in meaningful ways. You are encouraged by all who support you to set high goals for your own performance as a coach and to work as a team member with your fellow coaches to make Madison Public Schools proud of our sports program.

❖ Coaching Prerequisites / Requirements

Coaching Permits

- A coach (regardless of coaching assignment) of intramural or interscholastic athletics in elementary, middle or high schools shall meet the Connecticut requirements for coaches.
- An individual hired by the Madison Public Schools for the position of "coach," must hold a valid coaching permit. In some cases, a temporary emergency coaching permit may be approved for one year only, during which time the coach must complete the 45-hour training requirement and be awarded a permanent 5-year coaching certificate by the Connecticut State Department of Education to be eligible to coach a second or subsequent season.

Validity of Coaching Permit (*CIAC Implementation date: July 1, 1999*)

- A coaching permit shall be valid from the effective date of issuance and must be renewed every five years upon completion of not less than 15 clock hours of seminars, course work and workshops providing information on safe and healthful coaching practices and understanding child and adolescent development, as approved by the Department of Education.

Requirements of Coaching Permit

- To receive a coaching permit, an applicant must meet the requirements presented below:

- ❑ Attain the age of 18 years;
- ❑ Hold a high school diploma or its equivalent;
- ❑ Successfully complete a standard first aid/CPR/AED course no earlier than three years prior to the date of application and every two years from the date of the course thereafter;
- ❑ Complete a minimum of three semester hours of credit from a regionally accredited institution or 45 clock hours of instruction in a program offered by the Board of Education or the Connecticut Interscholastic Athletic Conference and approved by the Department of Education, which must include each of the following topics:
 1. Legal and safety aspects of coaching children and adolescents;
 2. Medical aspects of coaching children and adolescents; and
 3. Principles and practices of coaching children and adolescents and child and adolescent sports psychology.
- ❑ Or hold a valid Connecticut educator certificate, Standard or Permanent Certificate.
- ❑ Additionally, beginning July 1, 2010, P.A. 10-62 requires that all coaches issued a coaching permit take an initial training course regarding concussion and head injuries. Effective July 1, 2011, each coach will be required to annually review current and relevant information regarding concussions and head injuries. The legislation further provides that commencing July 1, 2015, and each school year thereafter, the coach shall complete a refresher course as a condition of reissuance of the permit. The Connecticut Coaching Education Program (CCEP) has developed a course, Module 15, to meet this requirement and will issue a certificate of completion to participants who complete the module training. **Please note that the CCEP course is the only course currently approved by the State Board of Education to meet the concussion and head injuries education requirement.** A schedule of classes can be found on the CCEP website, www.ctcoachinged.org

➤ **Validity of Temporary Coaching Permit**

A temporary coaching permit shall be valid for *one year* from the date of issuance and will not be renewed for a second year. To be eligible to continue in a coaching position for the Madison Public Schools, the individual must complete the required 45-hour training program, apply for certification, and receive a coaching certificate from the Connecticut State Department of Education.

➤ **Requirements for Temporary Coaching Permit**

To receive a temporary coaching permit, the Board of Education shall submit an application on forms provided by the Department of Education giving evidence that the applicant for a temporary emergency coaching permit has met the following requirements.

1. Attain the age of 18 years;
2. Holds a high school diploma or its equivalent; and

3. Has completed successfully, no earlier than one year prior to the date of application, a standard first aid/CPR/AED certification course.
4. Additionally, beginning July 1, 2010, P.A. 10-62 requires that all coaches issued a coaching permit take an initial training course regarding concussion and head injuries. Effective July 1, 2011, each coach will be required to annually review current and relevant information regarding concussions and head injuries. The legislation further provides that commencing July 1, 2015, and each school year thereafter, the coach shall complete a refresher course as a condition of reissuance of the permit. The Connecticut Coaching Education Program (CCEP) has developed a course, Module 15, to meet this requirement and will issue a certificate of completion to participants who complete the module training. **Please note that the CCEP course is the only course currently approved by the State Board of Education to meet the concussion and head injuries education requirement.** A schedule of classes can be found on the CCEP website, www.ctcoachinged.org

➤ Approved Volunteers Assisting Coaches

A coaching permit, current CPR/AED and First Aid certification is required for all volunteer coaches. Volunteers must also complete the application process, which includes fingerprinting. There can be no exceptions to these requirements.

❖ **Performance Expectations for Coaches**

- The function of a coach is to teach attitudes, proper habits, knowledge and skills. The athletic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as an individual whose welfare shall be primary at all times. The coach must be aware that he or she serves as a model in the education of the student-athlete and, therefore, shall never place the value of winning above the value of character building.
- The coach must constantly uphold the honor and dignity of the teaching profession. In all personal contact with the student-athlete, officials, athletic directors, administrators, the state high school athletic association, the media and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- The coach will support and enforce school rules for the prevention of drug, alcohol and tobacco use and abuse, and under no circumstances shall authorize the use of these substances. The coach will promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
- The coach will be thoroughly acquainted with contest, state, league and local rules, and will be responsible for their interpretation to team members. The coach will abide by the letter and spirit of these rules at all times.
- Coaches will actively use their influence to enhance sportsmanship by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs and administrators.

- Contest officials will have the respect and support of the coach. The coach will not ever indulge in conduct which will incite players or spectators against the officials or against each other. Public criticism of officials or players is unethical.
- Before and after contests, rival coaches will meet and exchange friendly greetings to set the correct tone for the event.
- A coach will not exert pressure on teachers to give student-athletes special consideration.
- It is unethical for coaches to scout opponents by any other means than those adopted by the state athletic association and the league.

❖ **Conflict of Interest**

Coaches are employees of the Madison Public Schools and must agree to abide by and follow all Board of Education policies, administrative regulations, applicable state statutes, and Department of Athletics procedures.

- A coach may not use his/her coaching position or any Madison Public Schools Department of Athletics connections / network for any direct or indirect personal gain from the Madison Public Schools, its programs, or its students or parent booster groups and / or individual parents.
- Coaches shall not, directly or indirectly, attempt to engage in any sales transactions between the Madison Public Schools, student athletes or their parents and any business / corporation by which they are employed as long as they remain an employee of the Madison Public Schools.
- Violation of this conflict of interest provision will result in termination of a coach's employment with the Madison Public Schools.

❖ **Non-School Day Practices**

- Interscholastic athletics will not begin practice until 3:30 p.m. on in-service days for teachers. Athletes should not be permitted in the locker room areas prior to 3:10 p.m. unless permission is granted from the administration.
- If a coach desires to practice on a Sunday or school holiday, he / she must have approval of the Director of Athletics. Advance notice must be given to the Director of Athletics for practices or workouts planned when school is not in session.
- Team members must enter and leave the building through the designated outside doors on non-school days.

- Team members are not permitted to go beyond the interior building athletic facilities on non-school days.

❖ Team Selection Guidelines

- The coach in charge of each individual team is responsible for the selection of the members of that team.
- The following criteria should be used in selecting teams:
 - ❑ The student-athlete's athletic and skill ability.
 - ❑ The student-athlete's potential.
 - ❑ The number of available positions on the team, based on the ratio of student-athletes to coaches.
 - ❑ The amount of practice time available for each team member.
 - ❑ The amount of playing time available for each team member.
 - ❑ The grade level of the candidates.
(It is more difficult to apply some of the above criteria to younger student-athletes than older ones.)
- Head coaches should convey to their assistants what criteria they believe to be important in the selection of a team for the particular sport.
- Prior to final selection of any particular team the coach, who is immediately responsible for the selection of the team, should confer with any assistant coaches that he / she has and with the Head Coach of the program.
- It is recognized that "cutting" student-athletes is a difficult thing for all parties involved. It is also recognized that at times "cutting" will be necessary. Thus, it is suggested that the reasons for "cutting" student-athletes from a team be considered very carefully before being carried out.
- Anytime that "cuts" must be carried out, the Director of Athletics should be informed in advance. The Director of Athletics should inform the Principal that there are "cuts" pending.
- If a coach thinks that he / she may have to have "cuts," he / she should inform the student-athletes and their parents of this possibility at the start of the tryout period. Additionally, the coach should give the student-athletes a firm date as to when "cuts" will be carried out.
- The coach should be cautious and very thorough in deciding on "cuts" because of the emotional impact a "cut" may have on a student-athlete.

- If “cuts” take place, the student-athletes being cut will be informed personally and privately of the decision by the coach or designee. (*Athletes should never be informed via lists, other students, or similar impersonal manners*).

❖ **Mandatory Meetings for Coaches**

- Annual Coaches’ Meeting in August.
- Conference Rules Interpretation Meetings.
- Sports Night.
- Parent Pre-Season Meeting.
- **Sports Nights** are scheduled at the beginning of each school year. This is an opportunity for coaches, student-athletes and parents to meet the Director of Athletics. The Department of Athletics will also schedule guest speakers, who will discuss topics such as sportsmanship, substance abuse, nutrition, athletic recruiting, leadership, etc. All coaches and student-athletes are expected to attend this event.

❖ **Safeguarding the Student-Athlete**

- Participation in athletics is a privilege involving both responsibilities and rights. The student-athlete’s responsibilities are to play fair, to give his / her best, to keep fit through training and conditioning, and to conduct himself / herself with credit to the sport and school.
- In turn the student has the right to optimal protection against injury as this may be assured through good conditioning and technical instruction, proper regulation and conditions of play, and adequate health supervision. Periodic evaluation of each of these factors will help to assure a safe and healthful experience for players. The list below provides parameters for safeguarding the safety of the student athlete.
- **Proper conditioning of student-athletes helps to prevent injuries by hardening the body and increasing resistance to fatigue.**
 - ❑ Prospective players will be given suggestions by the coaching staff for participation in activities for pre-season conditioning.
 - ❑ A minimum of two weeks of practice before the first game or contest will promote a level of skill / readiness to play the sport.
 - ❑ Each student athlete will be required to warm-up thoroughly prior to participation in practices or games.
 - ❑ Substitutions will be made without hesitation when players evidence exhaustion or injury to safeguard the physical wellbeing of the student athlete.
- Careful coaching leads to skillful performance, which lowers the incidence of injuries.

- ❑ Proper emphasis will be given to safety in teaching techniques and elements of play.
- ❑ Injuries will be carefully analyzed to determine causes and to suggest preventive programs and strategies.
- ❑ Tactics or shortcuts will be discouraged that may increase the hazards of athletic play and thus the incidence of injuries.
- ❑ Practice periods will be carefully planned and be of reasonable duration.
- Good officiating promotes enjoyment of the game as well as the protection of players.
 - ❑ Players, as well as coaches, will be thoroughly schooled in the rules of the game prior to play.
 - ❑ All rules and regulations will be strictly enforced in practice periods as well as in games.
 - ❑ All officials employed will be qualified both emotionally and technically for their responsibilities in the sports program.
- Proper equipment and facilities serve a unique purpose in protection of players.
 - ❑ Proper and appropriate protection equipment will be provided and required for contact sports.
 - ❑ Careful attention will be given to proper fitting and adjustment of equipment.
 - ❑ Equipment will be properly maintained, and worn, and outmoded equipment will be discarded.
 - ❑ Proper areas for play will be provided and carefully maintained.

Adequate medical care is a necessity in the prevention and control of athletic injuries.

- ❑ A thorough pre-season medical exam will be required as appropriate to the nature of the sport.
- ❑ Authority or clearance from a physician will be required before an athlete can return to practice after being out of play due to injury.
- ❑ Proper care will be given to student-athletes by the coach or trainer limited to first aid and medically prescribed services.

❖ **Procedures to Activate Emergency Medical Services (EMS)**

1. Call 911

- Report the nature of the injury to operator
- Speak slowly and clearly while providing details to the 911 dispatcher
- Describe the exact location of the incident
- Be specific about the name of the field or building
- Do not hang up until instructed by the 911 dispatcher
- Notify athletic trainer via walkie talkie, if necessary
- Designate someone to meet the ambulance and direct the EMT's to the athlete
- Call the parent or guardian

2. Secure the scene

- Certified medical personnel only should provide treatment
- Only parents/guardians are allowed on the scene
- Individuals not involved in the direct care of the athlete should be removed

3. Notify the athletic director immediately of the incident

- Include the following information:
 - Name of athlete
 - Sport
 - Type of injury
 - Cause of injury
 - Name of hospital to which the athlete is transported
 - Name of the adult that accompanied the athlete

4. Fill out an accident report form and return it to the Health Office within 24 hours.

APPENDICES

**Madison Public Schools
Handbook for Student-Athletes, Parents, and Coaches**

Students

#5100.5 Student Fundraising Activities

The Board recognizes that students may wish to support a particular school project or activity by conducting fundraising drives. The Board respects such expressions of support.

Because the Board's first responsibility is to the educational development of each student, no fundraising contests or activities will be held which interfere with the instructional program.

Fundraising activities such as games of chance or raffles may not be conducted or sponsored in school buildings or on school grounds. Any school club or organization must request and receive permission from the principal to engage in a fundraising activity. The request must be in writing by the club or organization's sponsor. All fundraising activities must comply with federal, state, and local laws including but not limited to any permit that may be required. Plans for such activities should be made well in advance of the event and the total fundraising efforts in a school must not be a burden or nuisance to students, faculty, parents, or the community.

Fundraising in grades K-5 will be limited to the operation of a school store. Only school supplies (pencils, pens, ink, paper, notebooks, school embossed shirts/souvenirs, etc.) and refreshments may be sold in the school store. Items of food and drink may not be sold at times which conflict with the operational rules of the school lunch program.

For grades 6-12, the above-stated project, along with the sale of advertisements in school yearbooks and newspapers are approved fundraising projects. Any other fundraising projects are subject to approval by the principal. The school principal will document the special fundraising project, the type of sale to be held, and the projected sales with anticipated profits and expenses annually in the internal accounts report.

Students in grades K-8 are strongly discouraged from participating in fundraising activities involving door-to-door solicitations without parental supervision. This prohibition includes school-sponsored activities and activities of school-related organizations in which students sell items, solicit contributions or pledges, or take orders. Students in grades K-12 are not permitted to participate in any program involving solicitation of funds to support any school-sponsored project during regular school hours.

Money Raising Projects. In general, student body money raising projects will be limited to school activities, or will be in connection with regularly scheduled school events. No individual or group will instigate any project or activity involving the handling of money without first obtaining the permission of the principal or his/her designee. No class, club, or organization may raise money through community sales, or off-campus events, without approval of the principal and compliance with requirements established by the principals in accordance with Board of Education policy.

Reserves. Student organizations will not accumulate money reserves beyond reasonable requirements. In general, student monies will be expended for the benefit of those students currently enrolled in the schools who have contributed in some manner to the accumulation thereof. Upon specific authorization of the Superintendent, a reserve may be established to make a major expenditure that may be financed for more than one school year.

Fixed Assets. Student organizations will not acquire in their own names ownership of fixed assets. Upon approval of the Board of Education, acting upon recommendation of the Superintendent, fixed assets may be acquired and donated to the school district. Such approval may set forth such conditions, control and use as the board may desire.

Audit. The financial records of student organizations will be audited as a part of the annual school district audit that is performed in accordance with Town procedures. The cost of the audit will be paid from the district general fund.

Date of Adoption: January 23, 1996

STAFF DIRECTORY

ATHLETIC ADMINISTRATION

286 Green Hill Road, Madison, CT 06443
Office #: 245-6366 Fax: 245-6356

Director of Athletic Programs: Craig Semple
Executive Secretary: Robin Halloran

DANIEL HAND HIGH SCHOOL

286 Green Hill Road, Madison CT 06443
Main Office: 245-6350

Principal: Mr. Anthony R. Salutari
Assistant Principal: Mrs. Cynthia Schneider
Assistant Principal: Mr. Brian Bodner

ATHLETIC MEDICINE

Office #: 245-6370

School Medical Advisor: Shoreline Pediatrics
School Nurse: Donna Konarski R.N.
Health Office Paraprofessional: Cathy McGrady
Athletic Trainer: Terri Ajaski A.T.C.

COACHING ROSTER

FALL

Cheerleading	Varsity:	Licia Ciotti
Cross Country - Boys	Varsity:	Tim Geary
Cross Country – Girls	Varsity:	Steve Swift
Field Hockey	Varsity:	Susan Leckey
Football	Varsity:	David Mastroianni
Soccer, Boys'	Varsity:	Stan Latkowski
Soccer, Girls'	Varsity:	David Dikranian
Swimming, Girls'	Varsity:	Jen Lyman
Volleyball, Girls	Varsity:	Ally Johnson
Unified Soccer		Matt Link

WINTER

Basketball, Boys'	Varsity:	Jimmy Economopoulos
Basketball, Girls'	Varsity:	Tim Tredwell
Cheerleading	Varsity:	Licia Ciotti
Gymnastics	Varsity:	Kelly Smith
Ice Hockey – Boys	Varsity:	Luke Galvin
Ice Hockey – Girls	Varsity:	Ray Lilley

WINTER (cont'd)

Indoor Track – Boys	Varsity:	Tim Geary
Indoor Track – Girls	Varsity:	Steve Swift
Swimming – Boys	Varsity:	Christina Forristall
Wrestling	Varsity:	Mike Docker
Fencing – Co-ed	Varsity:	Mike Ginsburg
Unified Basketball		Matt Link

SPRING

Baseball	Varsity:	Travis LaPointe
Golf - Boys	Varsity:	Jim Holleran
Golf - Girls	Varsity:	Jon Wilson
Lacrosse - Boys	Varsity:	Paul Deon
Lacrosse – Girls	Varsity:	Kevin Siedlecki
Outdoor Track - Boys	Varsity:	Tim Geary
Outdoor Track - Girls	Varsity:	Steve Swift
Softball	Varsity:	Mike Niekrash
Tennis - Boys	Varsity:	Dawn Fagerquist
Tennis - Girls	Varsity:	Kitty Palmer
Volleyball - Boys	Varsity:	Marc Figlar
Unified Track		Matt Link

WALTER C. POLSON MIDDLE SCHOOL

302 Green Hill Road, Madison CT 06443

Main Office #: 245-6480

Principal: Frank Henderson
Assistant Principal: Rebecca Frost

ATHLETIC MEDICINE

Office #: 245 - 6463

School Medical Advisor: Shoreline Pediatrics
School Nurse: Karen Owen, R.N.
Health Office Paraprofessional: Maria Keogh

COACHING ROSTER**INTERSCHOLASTIC****FALL**

Cross Country-B / G	Interscholastic:	Cynthia Morgan
Field Hockey	Interscholastic:	Lindsey Wasserman
Soccer, Boys'	Interscholastic:	Doug Dry
Soccer, Girls'	Interscholastic:	Corey Zdunczyk

WINTER

Basketball, Boys'	Interscholastic:	George Petrakopoulos
Basketball, Girls'	Interscholastic:	Leo Kent
Cheerleading	Interscholastic:	TBA
Wrestling	Interscholastic:	Don Cramer

SPRING

Baseball	Interscholastic:	Leo Kent
Softball	Interscholastic:	Kathleen Hobson

CONFERENCE AFFILIATIONS (HIGH SCHOOL ONLY)

Daniel Hand High School is a member of the Connecticut Interscholastic Athletic Conference (C.I.A.C.). The C.I.A.C. provides regulations for all of its member schools to provide equity and fair standards to interscholastic athletics. Daniel Hand High School and its athletics program adhere to all of the C.I.A.C. regulations and apply them to all of its athletics programs (both C.I.A.C. sanctioned and non-sanctioned sports).

Daniel Hand High School is a member of the Southern Connecticut Conference (S.C.C.). The S.C.C. is comprised of four divisions and member schools are assigned as noted below:

HAMMONASSET	QUINNIPIAC	HOUSATONIC	ORONOQUE
Foran	Hamden	Amity	Branford
Daniel Hand	Xavier	Cheshire	Career
Guilford	Mercy	Lyman Hall	East Haven
Hillhouse	Notre Dame	Shelton	North Haven
Jonathan Law	Sacred Heart	Sheehan	Wilbur Cross
	Fairfield Prep		
	West Haven		

ADMISSION TO CONTESTS**DHHS Athletic Events with Admission Fees**

- Football (Surf Club)
- Soccer – Boys and Girls (Surf Club)
- Basketball – Boys and Girls (DHHS and Polson)
- Volleyball – Boys and Girls
- Wrestling (Polson)
- Gymnastics (Polson)
- Ice Hockey – Boys (Northford Ice Pavilion)
- Lacrosse – Boys and Girls (Surf Club)

ALL SPORTS PASS (over 50 sporting events)

- Passes are available for Families; Adults; and Students. Passes may be purchased online through the Family ID website or in the Athletic Office.

EVENT ADMISSION FEES

- Gate fee for home games: \$5 for adults and \$3 for students
- Children 10 and under are admitted free of charge **WHEN ACCOMPANIED BY AN ADULT.**
- Passes and fees are not valid for Thanksgiving Day Football, S.C.C and C.I.A.C. tournaments and playoffs. An admission fee applies to all spectators of S.C.C. and C.I.A.C. tournament and playoff contests.
- All ticket revenues go into a general fund for the athletics department. These revenues offset the cost of event staff and game personnel, and assist with special purchases each year.
- Senior citizens are admitted free of charge courtesy of the Director of Athletics.
- Passes will be sold in the athletic office, 9:00 am – 12:00 pm, Monday to Friday.

TRACK AND FIELD RULES

- No wheeled vehicles are permitted including, but not limited to, bicycles, strollers, rollerblades, skateboard, scooters, etc.
- Use gate only to access the track **DO NOT** jump the fence.
- Spectators **must** remain outside the fence.
- No pets allowed.
- Alcoholic beverages, drugs and tobacco products are prohibited.
- Track is for use by joggers / walkers dawn to dusk, except during Madison Public Schools or Madison town activities.
- Joggers and walkers use the outside lanes: 4, 5, 6, 7 and 8 only.

PROGRAMS

DESCRIPTION OF PROGRAMS

Varsity Athletics

The varsity athletics programs at Daniel Hand High School are highly competitive. Team selection is based upon those student-athletes who try out for the team and are judged to have the talent and potential to help those teams achieve its goals. The varsity teams compete in the Southern Connecticut Conference and against non-conference opponents that support programs of equally talented student-athletes. The goal of varsity athletics is to refine the skills and performance of the team and student-athlete in an attempt to achieve peak performance and to provide Daniel Hand with the best possible chance for success in the competitive arena.

Junior Varsity Athletics

The purpose of junior varsity athletics at Daniel Hand High School is to provide a developmental and competitive environment for those student-athletes who were not selected for the varsity squad. Junior varsity athletics provides the student-athlete the opportunity to gain valuable experience, knowledge and skill required for varsity competition. At times junior varsity student-athletes may be asked to participate in a varsity contest by the head coach. An invitation to play in a varsity contest should not be construed as a permanent move to the varsity squad. Seniors are not eligible to compete on teams at this level.

Freshmen Athletics

Freshmen athletics programs at Daniel Hand High School allow 9th grade student-athletes the valuable opportunity of playing time and exposure to the expectations of the high school program. The goal of the freshman athletics program is to allow as many opportunities as reasonably possible for 9th graders to be introduced to the commitment of high school athletics.

Middle School Athletics

Athletics programs at Walter C. Polson Middle School and R.H. Brown Middle School are designed to provide opportunity and participation for middle school students as facilities and supervision will reasonably and safely allow. Through the combination of intramural programs and interscholastic programs it is the goal of the middle school athletic program to provide broad ranged lifetime activities that increase skill level, enhance self-esteem, and develop and prepare students for future athletic endeavors.

K – 4

The Town of Madison through its Beach and Recreation Department and various youth sports programming provides diversified opportunities for Madison Youth to enjoy the positive aspects of participating on a team and learning a sport. It is the goal of the Madison Public Schools Department of Athletics through its Athletics Community Outreach initiatives to teach as many students as possible about the positive aspects of athletics. The K-4 environment is the school district's first

opportunity to reinforce the aspects of character that athletic participation provides. Student-athletes from the middle school and high school level will work with the students in the K-4 grade levels to reinforce the importance of family, academics, athletics and community.

MADISON PUBLIC SCHOOLS ATHLETICS PROGRAMS

DANIEL HAND HIGH SCHOOL

FALL TEAMS

Boys

Cross Country
Football (V, JV, F)
Soccer (V, JV, F)

Girls

Cross Country
Field Hockey (V, JV, F)
Soccer (V, JV, F)
Swimming (V)
Volleyball (V, JV)

Coed

Cheerleading (V)
Unified Soccer

WINTER TEAMS

Boys

Basketball (V, JV, F)
Wrestling (V, JV)
Ice Hockey (V)
Indoor Track (V)

Girls

Basketball (V, JV, F)
Gymnastics (V)
Ice Hockey (V)
Indoor Track (V)

Coed

Cheerleading (V)
Unified Basketball

SPRING TEAMS

Boys

Baseball (V, JV, F)
Golf (V)
Lacrosse (V, JV, F)
Tennis (V)
Track (V, JV, F)
Volleyball (V, JV)

Girls

Golf (V)
Lacrosse (V, JV, F)
Softball (V, JV)
Tennis (V)
Track (V, JV, F)

Coed

Unified Track

CLUBS (Coed)

Fencing
Dance Team

Sailing

Alpine Skiing

HIGH SCHOOL SPORTS TEAM DESCRIPTIONS

- **Alpine Skiing (Co-ed)**: Season runs late November through late February. Competitive program, previous experience is recommended. Tryouts are required. Practices are twice a week at Mount Southington.
- **Baseball**: Season runs late March through June. Competitive program, previous experience is recommended. Tryouts are required. Practices and games are scheduled during April vacation.
- **Basketball (Boys)**: Season runs after Thanksgiving break through March. Competitive program. Tryouts are required. Games and practices are scheduled over Christmas and February vacations.
- **Basketball (Girls)**: Season runs week before Thanksgiving through February. Competitive program. Tryouts are required. Practices and games are scheduled over Thanksgiving, Christmas and February vacations.
- **Cheerleading**: Fall season runs from the end of August through November. Cuts are made. Tryouts are the previous spring. Winter season runs December through March. Tryouts are in October and games are scheduled during vacation periods.
- **Cross Country (Boys)**: Season runs from August through November. No previous experience is necessary.
- **Cross Country (Girls)**: Season runs from August through November. No previous experience is necessary.
- **Dance Team (Co-ed)**: Season runs from December through March. Tryouts are required.
- **Fencing (Co-ed)**: Season runs from December through March. Tryouts are required.
- **Field Hockey**: Season runs from late August through November. Very competitive and cuts are made if high numbers tryout.
- **Football**: Conditioning begins third week of August. Regular season concludes on Thanksgiving Day. No previous experience is necessary. *Note: Incoming freshman program begins the first week of school.*
- **Golf (Boys and Girls)**: The season runs from late March through June. Competitive program and experience is strongly recommended. Tryouts required. Practices and games are scheduled during April vacation.
- **Gymnastics**: Season runs from late November through March. Very competitive program. Experience is strongly recommended. Practice and contests are scheduled during Christmas and February vacations.
- **Ice Hockey (Boys)**: Season runs from late November through March. Members are responsible for all expenses associated with participation. Experience is necessary. Practice and contests are scheduled during Christmas and February vacations. Varsity team only.
- **Ice Hockey (Girls)**: Season runs from late November through March. Members are responsible for all expenses associated with participation. Experience is necessary. Practice and contests are scheduled during Christmas and February vacations. Varsity team only.
- **Indoor Track (Boys)**: Season runs December through February. No experience necessary.

- **Indoor Track (Girls)**: Season runs December through February. No experience necessary.
- **Lacrosse (Boys)**: Season runs from late March through June. Previous experience is recommended. Tryouts are required. Practices and games are scheduled during April vacation.
- **Lacrosse (Girls)**: Season runs from late March through June. No experience necessary.
- **Sailing (Co-ed)**: Season runs from late March through June. Previous experience recommended.
- **Soccer (Boys)**: Season runs late August through November. Competitive program. Tryouts are required. Previous experience is highly recommended.
- **Soccer (Girls)**: Season runs late August through November. Competitive program. Tryouts are required. Previous experience is highly recommended..
- **Softball**: Season runs late March through June. Competitive program. Tryouts are required. Practices and games are scheduled during April vacation.
- **Swimming (Girls)**: Season runs from late August through November. Experience necessary. Practice is held at YMCA pool in Westbrook. Transportation is provided and must be used. Tryouts are required.
- **Swimming (Boys)**: Season runs from late November through March. Experience is recommended. Practice is held at the Madison Swim and Racquet Club. Transportation is provided. Tryouts are required.
- **Tennis (Boys)**: Season runs late March through June. Competitive program. Previous experience is strongly recommended. Tryouts are required. Practice and games are scheduled during April vacation.
- **Tennis (Girls)**: Season runs late March through June. Competitive program. Previous experience is strongly recommended. Tryouts are required. Practice and games are scheduled during April vacation.
- **Track (Boys)**: Season runs late March through June. No previous experience is necessary. . Practice and meets are scheduled during April vacation.
- **Track (Girls)**: Season runs late March through June. No previous experience is necessary. Practice and meets are scheduled during April vacation.
- **Volleyball (Boys)**: Season runs late March through June. No previous experience is necessary. Tryouts are required. Practice and games are scheduled during April vacation.
- **Volleyball (Girls)**: Season runs late August through November. No previous experience is necessary. Tryouts are required.
- **Wrestling**: Season runs late November through March. Previous experience is recommended. Competitive program. Tryouts are required varying by weight class. Practices and matches are scheduled during Christmas and February vacations.

WALTER C. POLSON MIDDLE SCHOOL ATHLETICS PROGRAMS

INTERSCHOLSTIC TEAMS

Boys

Soccer
Basketball
Wrestling
Baseball

Girls

Field Hockey
Soccer
Basketball
Softball

Coed

Cross-Country
Cheerleading

INTRAMURAL TEAMS (Co-ed unless otherwise stated):

Basketball (boys)	Basketball (girls)	Track and Field
Flag Football	Golf I	Tennis
Mountain Biking	Volleyball I and II	Ultimate Frisbee
Yoga	Floor Hockey	

MIDDLE SCHOOL SPORTS TEAM DESCRIPTIONS

- **Baseball**: Season runs late March through June. Competitive program. Tryouts are required. Previous experience is recommended.
- **Basketball (Boys)**: Season runs after Thanksgiving break through February. Competitive program. Tryouts are required..
- **Basketball (Girls)**: Season runs week before Thanksgiving through February. Competitive program Tryouts are required..
- **Basketball (Intramurals)**: Sessions are run for both boys' and girls'. The program begins at the conclusion of the fall sports season (November) and runs through early December. The last sessions are used as the tryout sessions for the boys' and girls' interscholastic teams.
- **Cheerleading**: The season runs from December through February. Competitive program Tryouts are required. The team cheers at home boys' and girls' basketball contests.
- **Cross Country**: Season runs from September through November. No previous experience is necessary. Meets are scheduled on weekdays.
- **Field Hockey**: The season runs from September through November. Competitive program. Tryouts are required. Games are played at Polson.
- **Golf (Intramurals)**: Session begins in May. One session of twenty students is scheduled for Klein's Golf Range. Meet twice per week.
- **Soccer (Boys)**: Season runs September through November. Competitive program. Tryouts are required. Previous experience is highly recommended.
- **Soccer (Girls)**: Season runs September through November. Competitive program. Tryouts are required. Previous experience is highly recommended.
- **Softball**: Season runs April through June. Competitive program. Tryouts are required. Practices and games are at Academy Street School.
- **Tennis (Intramurals)**: Season runs late September through November. Sign-up for required lottery selection. Meet twice per week.
- **Volleyball (Intramurals)**: Season I runs Late September through November.

Season II runs late February through March. No previous experience is necessary. Open to boys' and girls'.

- **Wrestling:** Season runs late November through February. No experience necessary. Physically demanding program.
- **Yoga:** Meets once a week from early December to late February. The program is designed to introduce the fundamentals of the mind-body-spirit connection.

R. H. BROWN MIDDLE SCHOOL SPORTS OFFERINGS

5-6 Intramurals Program Offerings

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Co-ed Cross Country	Boys' Basketball	Volleyball 2
Co-ed Soccer	Girls' Basketball	Flag Football
Co-ed Field Hockey	Cheerleading	Co-ed Cross Country
	Volleyball 1	Lacrosse

[DHHS Code of Conduct](#)