



**Buffalo Seminary Athletic Handbook  
2022-2023**

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## **BUFFALO SEMINARY MISSION**

Buffalo Seminary educates college-bound young women from diverse backgrounds in a vigorous and participatory environment that emphasizes development of character, intellectual independence, creativity, service, and leadership for life. Buffalo Seminary strives to make each girl proud of her ability to shape society rather than to be controlled by it and to awaken each student to the opportunities available to women.

## **ATHLETIC PHILOSOPHY**

Buffalo Seminary's athletic philosophy is an outgrowth of our school's mission. The program emphasizes excellence, commitment, participation, and the cultivation of the whole person. A SEM athlete will grow as an individual while learning the values of teamwork, sportsmanship, competition, responsibility, and dedication. As a Red-Tailed Hawk she will have the chance to play, to improve, and to be excellent. She will try hard and she will be challenged. The athletic department provides each student with a sense of belonging, while encouraging every student to achieve her personal best as a team member or individually in the pursuit of health and fitness.

## **NONDISCRIMINATION POLICY**

Buffalo Seminary is a culturally and religiously diverse, college-preparatory day and boarding school for young women in grades 9-12. Acceptance is granted without regard to race, religion, ethnic or national origin.

## **ATHLETIC PROGRAM**

Buffalo Seminary offers the following sports:

### **Fall - Starts on Monday, August 22nd**

Varsity Field Hockey  
Varsity Soccer  
Varsity Cross Country  
Varsity Swimming  
Varsity Golf  
Crew  
Sailing

### **Winter - Starts on Monday, November 14th**

JV and Varsity Bowling  
Varsity Squash  
Varsity Fencing  
Varsity Basketball  
MML Ice Hockey

### **Spring - Starts on Monday, March 13th**

Varsity Lacrosse  
Varsity Tennis  
Crew  
Track and Field  
Sailing

### **Try-outs**

Try-outs for teams are held prior to the season. Information concerning try-outs for the fall season is mailed home over the summer and posted on the school's athletic website. Students interested in try-outs for winter and spring season sports should check with the athletic department; team meetings will also take place to provide this information. Student-athletes will be encouraged to try out for a variety of athletic teams.

### **Varsity Level**

The varsity level of competition is for those athletes who perform at the highest level. All grade levels may be included on the team if they show an advanced level of skill. Practices are held five or six days a week and all practices are mandatory. Playing time is awarded to athletes at the discretion of the coach. This level gives athletes the opportunity to enhance individual and team skills.

## **REQUIREMENTS FOR PARTICIPATION**

Prior to a student's participation in any try-out, practice, or contest with a team, the following criteria must be met:

- A completed Health Appraisal Form must be submitted to the school to participate in any sport, as required by New York State Law.
- A completed Student Permissions Form must be submitted to the school annually with updated emergency contact information and consent for treatment to be given to a student in the event of an emergency.
- A completed Athletic Contract must be submitted annually to the Athletic Director.
- The student must be in good standing per Academic Review Committee.

## **ATTENDANCE**

### **School Attendance**

It is the expectation of the school that a student attend all her classes when school is in session. Parents are expected to call the school office by 8:30am if the student will be absent for any reason. Parents should make every attempt to schedule appointments and family activities when they do not have an athletic contest.

Students may not play in a game or practice on a day she has been absent from school for a full day. To be eligible to play, a student must report to school by 10:30am and be in attendance for the remainder of the day. Exceptions may be approved by the Athletic Department.

### **Attendance at Practices and Games**

Attendance at all practice sessions and games (including tournament and vacation periods) for all team members is mandatory with the only exception being a school approved trip or exceptions approved by the Athletic Department. It is the athlete's responsibility to inform the head coach in advance of all approved absences.

**No unapproved absences from practices or games are permitted.**

### **Game Schedule and Changes**

Schedules for all team contests can be viewed on the following web-site:

<http://www.buffaloseminary.org/schoollife/athletics>. Every attempt will be made to announce schedule changes due to inclement weather by 1pm on the date of the change. In the event of an official school closing, all scheduled events, contests and practices are automatically cancelled.

## **ELIGIBILITY**

### **Academics**

Buffalo Seminary encourages participation in athletics, but it is a privilege and not a right. Academics come first over any athletic activity and we expect that student-athletes maintain good academic standing.

A student earning two or more D grades, or one F grade, will be put on Academic Probation. Any student-athlete including those on academic probation may be denied participation if the Academic Review Committee feels that participation is compromising academic achievement.

### **Age Restriction**

A student shall be eligible for interscholastic competition in grades 9, 10, 11, and 12 until her 19th birthday. If the age of 19 years is reached on or after July 1, the student may continue to participate during the school year in all sports. If the student reaches 19 years before July 1, she is ineligible for all sports.

### **NCAA Eligibility**

To be eligible to play college sports at the Division I and II level, prospective student athletes must:

- Complete and sign a NCAA clearinghouse student release form.
- Have an official transcript mailed from any other high school attended.
- Have SAT scores sent to the NCAA clearinghouse.
- Complete the NCAA Amateurism Certification Questionnaire.

### **DIVISION III**

These requirements do not currently apply to Division III colleges, where eligibility for financial aid, practice and competition is governed by institutional, conference, and other NCAA regulations.

Note: If a student is interested in participating in an NCAA Athletic Program, Director of College Counseling, Ann Leslie must be notified. NCAA eligibility is contingent on courses taken during high school.

## **TRANSFER STUDENTS**

### Monsignor Martin High School Athletic Association Transfer Rule

1. A Freshman or Sophomore transfer student is eligible for fall sports at an accepting school two weeks after the student's registration at the accepting school, provided the student has registered at the accepting school prior to September 1<sup>st</sup> of the current school year.
  - a. A Freshman or Sophomore transfer student who registers at an accepting school prior to September 1<sup>st</sup> of the current school year will not be eligible to participate in a sport at the accepting school where that transfer student was an eligible participant for an interscholastic competition in the same sport at a departing school during the current school year.
2. A Freshman or Sophomore transfer student is eligible for winter sports at an accepting school provided the student has registered and is attending the accepting school prior to September 16<sup>th</sup> of the current school year.
3. A Student who transfers as a Freshman or Sophomore from one high school to another on or after September 16<sup>th</sup> of the current school year and prior to February 1<sup>st</sup> is eligible for winter and spring sports beginning February 1<sup>st</sup> of the current school year provided that student has been attending the accepting school for at least two weeks prior to participating in such sport. A Freshman or Sophomore transfer student who registers in a timely manner will be eligible to participate at the accepting school two weeks following the first date of attendance.
4. A Junior transfer student is eligible provided the student transfers to an accepting school prior to September 1<sup>st</sup> of the current school year.
  - a. A Junior transfer student who registers at an accepting school on or before August 31<sup>st</sup> of the current school year will not be eligible to participate in a sport at the accepting school where the transfer student was an eligible participant for an interscholastic competition in the same sport at a departing school during the current school year. In the event of such, the Junior transfer student will be ineligible in that sport at the accepting school for a period of one year from the date of the student's registration at the accepting school.
5. A Junior transfer student who transfers to an accepting school on or after September 1<sup>st</sup> of the current school year is ineligible for a period of one calendar year from the date of registration at the accepting school with regard to any sport in which the student was an eligible participant for interscholastic competition during the previous school year.
  - a. For example: A Junior transfer student who was an eligible participant in soccer at a departing school in the prior school year can be eligible to participate in cross country at an accepting school during the current school year without regard to whether such transfer occurred on or before August 31<sup>st</sup> of the current school year.

6. A Senior transfer student is ineligible at an accepting school with regard to any sport in which the student was an eligible participant for interscholastic competition during the previous school year.
  - a. For example: A Senior transfer student who was an eligible participant in soccer at a departing school in the prior school year can be eligible to participate in cross country at an accepting school during the current school year.

### **Exemptions to the Rules**

- Transfer student - athletes whose previous school was a boarding school shall be eligible immediately two weeks after they begin school.
- A bona fide foreign exchange student may be granted one year of eligibility during the student's first year of residence provided that the student is a participant in an established foreign exchange program.
- Transfer student-athletes whose previous school has closed or ceased to operate may transfer to another school of her choice and shall be eligible immediately for interscholastic competition in her new school.
- In the event a transfer student is not otherwise eligible under these rules the transfer was necessitated by the relocation of the student's permanent residence, or a change of the student's custodial parent's residence, an accepting school may request in writing an exemption to the eligibility rules set forth above.



## TRANSPORTATION

Buffalo Seminary does its best to provide transportation to all athletic contests and off campus practices. Students who have permission to ride with another student as granted on their Permissions Form submitted at the beginning of the school year, may do so. If a student does not have permission but wishes to ride with another student, we need written or verbal communication between the coach and a parent/guardian prior to the event. Athletes are expected to conduct themselves in a proper manner on all trips.

## EQUIPMENT AND RESPONSIBILITY FOR PROPER CARE

All athletes are responsible for the equipment issued to them during the course of the season. **The athletic department does not issue additional uniforms if a student forgets their uniform on game day.** Equipment must be returned at the end of the season, and prior to the next season or graduation. Athletes failing to turn in all issued equipment, or returning equipment damaged through misuse, are responsible to pay the current replacement cost. You will not be allowed to try out for or play on a team the next season until you have returned or paid for the replacement of uniforms and equipment. Failure to return uniforms and/or equipment will affect an athlete's graduation status and the athlete will be ineligible for any athletic award.

## CONDUCT AND EXPECTATIONS

### **Code of Behavior**

As a member of the Monsignor Martin Athletic Association, Buffalo Seminary agrees to uphold bylaws and standards set forth by the New York State Department of Education, the Monsignor Martin Girl's Athletic League, and Buffalo Seminary. Student athletes at Buffalo Seminary must adhere to the following:

- No student-athlete will possess or consume alcoholic beverages at any time or place during the sport season.
- No student-athlete will possess, sell or use illegal drugs at any time or place during a sport season.
- No student-athlete will possess or use any tobacco products.
- No student-athlete will use prescription drugs without consent of a physician and or/parents at any time during the sports season.
- Student-athletes will follow all rules and regulations as stated in the Buffalo Seminary Handbook.
- Student-athletes will adhere to all rules and regulations as stated in the Athletic Handbook Contract located on the last page of the document. This Contract is to be signed by the player and at least one parent or guardian.

Failure to follow team, school, league, or state rules will result in disciplinary action up to, and including removal from a team.

### **Sportsmanship and Fair Play**

Visiting team members, students, and adult spectators are guests and deserve all the courtesy and consideration that a friendly, well-mannered and well-intentioned host would normally give. The visitors, in return, are to act as invited guests, using Buffalo Seminary's facilities with care and respecting rules and customs of the home school.

Officials are the proper authorities to make decisions regarding rules and their interpretation; these decisions should be accepted.

Spectators, student athletes, and coaches must recognize that their conduct plays an important role in establishing the reputation of their school and their positive actions can relate directly to the success of their teams. Sportsmanship is one of the fundamental reasons for having an athletic program. The following are a few guidelines on how to build good sportsmanship:

- Learn the rules of the game so you can become an intelligent player, spectator or critic.
- Support your team enthusiastically but with consideration and respect for the opponents.
- Accept the decision of the game officials as final and not to be questioned.
- Applaud fine play by the visiting team as well as your own.
- Be considerate of an injured visiting team member.
- Be courteous of the visiting team members and spectators before, during and after the game - in the school and in the community.
- Maturity: Throwing things, making loud and meaningless noises is inexcusable for high school students and adult spectators.
- Disparagement and distraction of athletes (i.e.: foul shooter, server, kicker, batter, etc.) with personal comments, obscene language, noisemakers, etc. is unsportsmanlike conduct.
- Cooperate and follow the directions of school officials.
- Make good sportsmanship a habit in your school.
- As a spectator you represent your school as much as any team member.
- Have consideration for your fellow spectators.
- Remain in the bleachers until the game has officially ended.

## INJURIES AND ACCIDENT FORMS

Any injury sustained by an athlete during practice or during a game is to be reported immediately to the coach. This is the responsibility of the student-athlete. The coach will then complete an accident form and submit it to the athletic director. Athletes with an illness or injury sustained in an athletic event or any other activity which require a visit to the doctor, hospital, or primary care facility must receive written clearance by a physician to return to participation in athletic activities. Written clearance by a physician to return to participation must be submitted to the athletic director and/or coach.

## COMMUNICATION

For non-emergency issues or concerns, we encourage our student-athletes to communicate with the coach or team captain(s). We advise waiting a day to calm down and think things through before contacting a coach via email. After that, the student-athlete should plan to meet with the coach and Athletic Director to discuss concerns. If the concern remains unresolved, parents should then meet with the coach. If the concern is still not resolved, the parent or student-athletes should contact the Athletic Director.

Communication parents should expect from the coach/moderator:

1. Philosophy of the program
2. Locations and times for practices and contests
3. Special team requirements (fees, special equipment, off season programs, etc.)
4. Injury procedure
5. Any disciplinary action

Communication coaches should expect from athletes:

1. If a problem arises, athletes will meet with their coach first to try to resolve the difference

Communication coaches should expect from parents:

1. Personal concerns
2. Notification of schedule conflicts

Concerns appropriate to discuss with coaches:

1. Ways for your daughter to improve
2. Behavioral/Disciplinary

Remember that coaches make decisions based on what is best for the team and all student-athletes involved.



## ATHLETIC CONTRACT

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Please submit this form to the Athletic Director or Assistant Athletic Director prior to team participation. Contact Kacie Mills with any questions:

Kacie Mills, [kmills@buffaloseminary.org](mailto:kmills@buffaloseminary.org)

I have read, understand and agree to the policies and procedures described in the Buffalo Seminary Athletic Handbook. I commit to following the SEM honor code and understand that participation in athletics is a privilege I keep through my continued academic success and honorable behavior.

Please note important items as defined in the Handbook:

- Athletes are required to attend all practice & competitions
- Participation may be denied by Academic Review Committee
- Uniform must be properly cared for and returned in good condition
- Good sportsmanship on behalf of students and spectators will be demonstrated at all times

Student Name:

Date:

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Signature:

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Parent/Guardian Name:

Date:

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Signature:

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