

Killingly High School Student-Athlete Handbook

2023-2024

Responsibility – **E**xcellence – **D**edication

TABLE OF CONTENTS

Director of Athletics' Letter	2
Athletic Department Staff	3
The Killingly High School Athlete	4
Non-Discrimination Policy	5
Statement of Purpose of Killingly Athletics	6
Introduction to the Parent	6
Introduction to the Athlete	7
Purpose of Athletic Policy	8
Violations of the Code of Conduct	8
Discipline Procedures	9
Athletic Department Handbook and Team Rules Review	9
Code of Conduct	9
Training Rules and Regulations	10
Importance of Nutrition, Diet, Sleep, and Exercise	10
Zero Tolerance Policy with Substance Use	10
School Suspension and Athletic Participation	11-13
Policy on Fighting in Interscholastic Sports	13
Unsportsmanlike Conduct	13
Other Serious Violations	14
Hazing, Bullying, and Initiations	14
Eligibility Rules	14
Procedure for Contacting Athletic Department Personnel	16
Trying Out	16
Bus Travel and Trips	16
Care of Equipment and Locker Room	17
Leaving the Locker Room	17
Athletic Offices	18
Insurance	18
Awards	18
Physicals	20
School Attendance and Athletic Participation	20
Extended Day Violation	21
Athletic Participation and Physical Education	21
Reporting Injuries	21
Dress Code	22
Athlete's Rights of Due Process (in CIAC matters)	22
Gambling	23
Athletic Council	23
College Recruitment Policy	23
College Sport Participation	24
Recruiting	24
Conflicts in Co-Curricular Activities	25
Vacation Policy	25
Athletic Assessment Fee Policy	26
Academic Social Probation	26
Summary	26
Regulations Concerning Co-Curricular Activities Participation	27
NCAA Academic Requirements for Incoming Freshmen – Division I	28
NCAA Sliding Scale	29
NCAA Division II and Division III – Freshmen Eligibility Standards	30
Initial Eligibility Clearinghouse	31
Information for the College-Bound Student-Athlete	31
Game Plan for the College-Bound Student-Athlete	32-34
Athlete and Parent Verification Form	36

KILLINGLY HIGH SCHOOL

Athletic Department

James Lackner
Interim Athletic Director

Dear Athletes:

I am thrilled to extend a warm welcome to each one of you to the 2023-24 academic year here in Killingly. As the newly appointed District-wide Interim Athletic Director, I am excited to lead our athletic program into another year of excellence, growth, and sportsmanship with in the ECC (KHS) and QVJC (KIS).

Our commitment to providing a well-rounded education extends beyond the classroom and into the world of athletics. We firmly believe that participation in sports enhances not only physical health but also builds character, teamwork, discipline, and leadership skills. This year, we have an array of sports teams and programs that cater to various interests and skills levels, ensuring every student who chooses to participate has an opportunity to thrive.

Our coaching staff consists of dedicated professionals who are passionate about helping our student-athletes reach their full potential and have an enjoyable experience. They prioritize skill development and personal growth, fostering an environment where athletes can excel on and off the field.

In addition to our commitment to individual growth, we hold ourselves to high standards of sportsmanship and fair play. We expect our athletes, coaches, and spectators to uphold the values of respect, integrity, and teamwork in all competitions and interactions. Together, we can create an atmosphere that makes us proud to be representatives of Killingly.

As we embark on the new school year, I look forward to working closely with all of you to make it a memorable and successful one. Let's make the 2023-24 athletic season on to remember!

Go Killingly!!!

James Lackner
Interim Athletic Director

“KILLINGLY PUBLIC SCHOOLS...GREAT THINGS HAPPEN HERE”
226 Putnam Pike • Killingly, CT 06241 • (860) 779-6649

ATHLETIC DEPARTMENT STAFF

Athletic Director: James Lackner

Physical Therapist: Carl Mailhot

Athletic Trainer: TBD

Head Coaches

Football	Chad Neal
Boys Soccer	Derek Ponciano
Girls Soccer	Megyn Asselin
Field Hockey	Erika Ponciano
Girls Volleyball	Fred Huhn
Boys & Girls Cross Country	Erik Rosati
Boys Basketball	James Crabtree
Girls Basketball	Gina Derosier
Wrestling	Richard Bowen
Boys & Girls Indoor Track	Mark Neuman
Gymnastics	Kasey Tocchio
Baseball	Ben Desaulnier
Softball	Lance Leduc
Boys Track	Mark Neuman
Girls Lacrosse	Derek Ponciano
Girls Track	Christina Bulmer
Boys Tennis	Ed Loomis
Girls Tennis	Roger Desir
Boys Golf	TBD
Girls Golf	TBD
Unified Sports	Marcia Griffiths-Farquhar
Cheerleading	Tanya Webster

THE KILLINGLY HIGH SCHOOL ATHLETE

The Killingly High School athlete is an individual who has the following traits: **CHARACTER, POSITIVE ATTITUDE, APPROPRIATE BEHAVIOR, AND IS AN ACHIEVER.**

CHARACTER: The Athlete has those qualities that reflect the high standards of what is right and good about people. Outstanding character traits that are synonymous with a Killingly Athlete are: Honesty, Integrity, Truthfulness, Loyalty, Dedication, Cooperation, and Sportsmanship.

POSITIVE ATTITUDE: The Killingly Athlete wants to be a positive influence on everyone he/she has contact with. The athlete wants to be someone that is admired for whom he/she is and what he/she does.

APPROPRIATE BEHAVIOR: The Killingly Athlete practices appropriate behavior always (in and out of season). The athlete follows the rules and encourages everyone to do the same. The athlete never puts himself/herself in a situation that would bring embarrassment to him/her, to his/her family, and to the program that he/she represents.

ACHIEVER: The Killingly Athlete always strives to raise his/her level of performance to another higher level both in the academic and athletic arena. The athlete understands that complacency is a sign of weakness. The athlete knows that improvement comes only from consistency of performance. The athlete will never leave the field of play with any regrets or disappointments about his/her level of play. The athlete sets his/her goals high and accepts all challenges that come with greatness. The athlete believes in the axiom: **Dare to be Great.**

NON-DISCRIMINATION POLICY

It is the policy of the Killingly Board of Education to ensure equal educational opportunity for all students and to prohibit discrimination because of race, color, religious creed, age, marital status, national origin, sex, or physical disability in the education programs and activities including but not limited to course offerings, athletic programs, guidance and counseling and tests and procedures through an intensive affirmative action program which shall be an integral part of every aspect of educational policies and programs to the maximum extent possible.

The Killingly Public Schools pledge to avoid discriminatory actions and, instead, to seek to foster equal human and educational relations which will help to attain:

- Equal rights and opportunities for students and employees in the school community.
- Equal opportunity for all students to participate in the total program of the schools.
- Continual study and development of curricula toward improving human relations and understanding and appreciating cultural differences.
- Training opportunities for improving staff ability and responsiveness to educational and social needs.
- Opportunities in educational programs which are broadly available to students with access not solely based upon race, color, religious creed, age, marital status, national origin, sex or physical ability.

Any complaint regarding the implementation of this policy shall be addressed in writing to the respective coordinators: Affirmative Action, Section 504 (Handicapped Access and Accommodation) and Title VI (Age Discrimination)—Assistant Superintendent, (860) 779-6602; OCR (Civil Rights)--Director of Pupil Personnel, 779-6740; Title IX (Gender Discrimination)—. Kim Burnham

Upon investigation of the complaint, the coordinator shall effectuate any changes deemed necessary to eliminate any discriminatory practices and shall inform the complainant in writing of his or her actions within thirty days of the receipt of such complaint.

If the complainant is not satisfied with the action of the individuals above, within twenty days, the complainant may appeal the action to the Superintendent of Schools. The Superintendent shall hold a hearing within 20 days of receipt of such written request and shall decide what, if any, deemed discriminatory. The Superintendent shall notify the complainant in writing of this decision within seven days after such hearing.

STATEMENT OF PURPOSE OF KILLINGLY ATHLETICS

A comprehensive and balanced interscholastic athletic program is an integral part of the total educational process. While the high school athletic program serves as an arena for the student-athlete to display his/her talents, student-athletes must, in turn, be willing to accept the responsibility to self, to team, and to school. The value of athletics as an educational tool provides opportunities for mastery of educational learning outcomes and exiting skills. The student-athlete will demonstrate self-discipline, emotional control, and the ideals for good sportsmanship. The student-athlete will be given opportunities and experiences to develop a healthy self-esteem, a strong competitive attitude, and a desire to reach his/her fullest potential. Through group participation, the student-athlete will develop the skills of cooperation and commitment. The student-athlete will demonstrate ethical qualities and be capable of taking his/her place in modern society.

Participation in interscholastic athletics is a privilege, not a right.

The driving forces behind Killingly athletes are:

1. To show a commitment, responsibility, and dedication to his/her sport of participation.
2. To show a willingness to improve his/her level of performance.
3. To conduct himself/herself in a positive role model manner.
4. To understand and show the true meaning of Killingly Pride.

INTRODUCTIONS

A. To the Parent

This material is presented to you because your son or daughter has indicated a desire to participate in interscholastic athletics, and you have expressed your willingness to permit him/her to compete. Your family interest in this phase of our school program is gratifying. We believe that participation in sports provides a wealth of opportunities and experiences which assists students in personal adjustments.

We, who are concerned with the educational development of boys and girls through athletics, feel that a properly controlled, well-organized sports program meets with the students' needs for self-expression, mental alertness and physical growth. It is our hope to maintain a program that is sound in purpose and will further each student's educational maturity.

A student who elects to participate in athletics is voluntarily making a choice of self-discipline and self-denial. These are the reasons we place such stress on good training habits. Failure to comply with the rules of training and conduct means exclusion from the squad. This concept of self-discipline and self-denial is tempered by our responsibility to recognize the rights of the individual within the objectives of the team. There is no place in high school athletics for students who will not discipline their minds and bodies for rigorous competition. We are striving for excellence and do not want our athletes to compromise with mediocrity.

When your son/daughter enlisted in one of our sports programs, he/she committed our staff to certain responsibilities and obligations which are:

- (1) to provide adequate equipment and facilities
- (2) to help our athletes
- (3) to be teachers of the game and positive role models on and off the field.

Likewise, we feel that you have committed yourselves to certain responsibilities and obligations. We would like to take this opportunity to acquaint you with specific policies that are necessary for a well-organized program of athletics.

It is the role of the department of athletics to make rules that govern the spirit of competition for the school. These rules need a broad basis of community support, which is achieved only through communication to the parent. It is our hope to accomplish this objective through this athletic publication for students and parents.

B. To the Athlete

Being a member of a Killingly athletic team is the fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight; it takes the hard work of many people over many years. As a member of an interscholastic squad of Killingly High School, you have inherited a wonderful tradition, a tradition you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our schools, and our community. Such a tradition is worthy of the best efforts of all concerned. Over many years, our squads have achieved more than their share of league and tournament championships. Many individuals have set records and won All-State and All-Conference honors.

It will not be easy to contribute to such a great athletic tradition. When you wear the colors of your school, we assume that you not only understand our traditions, but are willing to assume the responsibilities that go with them. However, the contributions you make should be a satisfying accomplishment to you and your family.

1. **RESPONSIBILITIES TO YOURSELF:** The most important of these responsibilities is to broaden yourself and develop strength of character. You owe it to yourself to get the greatest possible good from your high school experiences. Your academic studies, your participation in other extracurricular activities as well as in sports, prepare you for your life as an adult.

2. **RESPONSIBILITIES TO YOUR SCHOOL:** Another responsibility you assume as a squad member is to your school. Killingly cannot maintain its position as having an outstanding school unless you do your best in whatever activity you wish to engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school.

You assume a leadership role when you are on the athletic squad. The student body and citizens of the community know you. You are on stage with the spotlight on you. The student body, the community and other communities judge our school by your

conduct and attitudes, both on and off the field. Because of this leadership role, you can contribute greatly to school spirit and community pride. Make Killingly proud of you and your community proud of your school, by your faithful exemplification of these ideals.

3. RESPONSIBILITIES TO OTHERS: As a squad member, you also bear a heavy responsibility to your home. If you never give your parents anything to be ashamed of, you will have measured up to the ideal. When you know in your heart that you have lived up to all the training rules, that you have practiced to the best of your ability every day, and that you have played the game "all out," you can keep your self-respect and your family can be justly proud of you.

The younger students in the Killingly school system is watching you. They will copy you in many ways. Do not do anything to let them down. Set good examples for them.

PURPOSE OF ATHLETIC POLICY

Participation in interscholastic athletics is a privilege and not a right; therefore, reasonable rules and regulations related to athletics at Killingly High School can be established for all students who choose to participate.

The purpose of these athletic policies is to establish a code of discipline which will promote high ideals of sportsmanship and individual conduct in all areas of an athlete's scholastic life.

These rules and regulations reflect the positive athletic policy established by the administration and coaching staff of Killingly High School, and we invite all students who can play within these guidelines to be a part of our proud athletic program.

VIOLATIONS OF THE CODE OF CONDUCT

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. The school administration and coaching staff feels strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. It is our intent to preserve rules that reasonably pertain to the health and safety of the individual and to the orderly conduct of sports. The welfare of the student is our major consideration. The student-athlete is expected to comply with existing school, athletic and team regulations. Failure to do so could lead to suspension.

The precise period of suspension will depend on the violation. School-related suspensions result in a team suspension as well. Repeated school violations may result in total suspension from participation in any interscholastic athletic program.

General athletic policies and consequences are covered in this handbook. Each individual sport team will also have its own code of conduct. These rules and regulations may be more severe than the general school policies. The student-athlete is expected to abide by all team rules and understand the consequences for any violation of these identified team rules.

It should be noted that team discipline is not cumulative and will not affect the athlete's participation in other programs unless the athlete has also violated the athletic department's code of conduct.

DISCIPLINE PROCEDURES

A coach may immediately discipline and/or suspend a player for violation of athletic department and/or team rules. All suspensions will be documented by the coach and put on file with the athletic director on the next school day. Any suspensions from a team shall be determined by a meeting with the athlete's coach. If necessary, a follow-up meeting with the athletic director shall be called. The coach must have a written statement of the violation, contact the parents, and set up counseling, if necessary, to help the student-athlete overcome the problem.

Athletes may appeal the decision made by the above ruling to the Appeals Committee which shall be made up of the principal or representative, a neutral coach, and the athletic director or representative. The appeal procedure is as follows:

The athlete:

1. must submit a written appeal to the athletic director within two school days of the suspension.
2. can request representation (i.e. a teacher, parent, etc.).
3. must schedule a hearing with the Appeals Committee.
4. request a written decision from the Appeals Committee in three days to the athlete and his/her parents or guardian.
5. must abide by the decision.

ATHLETIC DEPARTMENT HANDBOOK AND TEAM RULES REVIEW

All head coaches will go over the athletic department handbook along with their team rules with their players at the start of each season. The student-athlete and the athlete's parents must sign a statement of acknowledgment of these rules and the willingness to follow the rules and regulations of the athletic department and athletic team. This statement of acknowledgment and acceptance is a requirement for participation in our athletic programs.

1. CODE OF CONDUCT

The conduct of an athlete is closely observed in many areas of your school, community, and athletic and personal lives. Therefore, it is important that your behavior be above reproach in all of the following areas.

On the Field

In the area of athletic competition, a real athlete does not use profanity or illegal tactics and learns fast that losing is part of the game. You should be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent on a well-played game after the contest, whether in defeat or victory.

In the Classroom

In the academic areas, a good athlete becomes a good student. You cannot be a classroom laggard or a lazy student and expect to reach your potential as an athlete. As an athlete you must plan your schedule so that you give sufficient time and energy to your studies to insure acceptable grades. In addition to maintaining good scholarship, an athlete should give respectful attention to classroom activities and always show respect for other students and faculty. Horseplay and unnecessary boisterousness are not approved habits of behavior.

A healthy athlete should have a good attendance record. Never cut classes or school, come to school on time and when absent, bring to school a properly signed reason for being absent.

Out of School or Out of Sports

In case you thought differently: the way you act and look in and around the town is of great importance. Athletes should be leaders, and fellow students should respect and follow their ideas of good moral judgment, of discipline and of personal appearance and grooming. Don't be afraid to lead by example.

Training Rules and Regulations

1. Importance of nutrition, diet, sleep and exercise.

The student-athlete is faced with demanding expectations both from the academic arena as well as the athletic arena. To meet these expectations and to maintain a physically sound and mentally strong body, the student-athlete must understand the importance of proper nutrition and diet, sound sleeping habits and healthy exercise. With a physically sound and mentally strong body, along with a positive self-image of oneself, each student-athlete's chances for success increase significantly in today's competitive environment.

2. **Zero Tolerance Policy with Substance Use.**

It is the overwhelming opinion of coaches that athletes perform best when they follow intelligent training rules which include total restrictions on tobacco, smokeless tobacco, alcohol, and drugs (**including performance enhancing substances**). Medical research clearly substantiates the fact that the use of tobacco, smokeless tobacco, vape and any type of mood or body altering substances produce harmful effects on the human organism.

The coaches of the Killingly Athletic Department are concerned with the health habits of the student-athletes of their community and are convinced that athletics and

the use of these substances is not compatible. It is also a fact that when students have a strong interest to participate in athletics, their desire to use substances is greatly reduced. Students must decide if they want to be an athlete. If you do wish to be an athlete, "you have to pay the price" to be a competitor. A big part of this price is following a simple set of training rules which the Athletic Department believes to be fair. You cannot compromise athletics with substance abuses. The student who wishes to experiment with such abuses should remove himself / herself from team play before he/she jeopardizes team morale, team reputation, team success, and does irreparable physical harm to himself/herself. Therefore, the Athletic Department policy is that **the possession and/or use of tobacco, smokeless tobacco, vape, alcoholic beverages, and drugs of any kind (including performance enhancing substances), unless prescribed by a physician, are prohibited.**

Also, the Athletic Department takes a very strong position regarding the athletes' attendance at peer-centered activities where alcoholic beverages and/or drugs of any kind are available. These activities are off-limits to all KHS student-athletes. The athlete understands that there is no time the above-mentioned activities will be tolerated.

In addition to our Zero Tolerance Policy regarding substance use, the CIAC has adopted the following policy regarding the use of performance enhancing drugs by student-athletes:

Athletes found using performance enhancing drugs by their school district will be immediately disqualified from any further participation in CIAC-sponsored sports for a period of 180 school days on each occurrence. This consequence is final.

In Season Violation and Consequence

First Violation Consequence: After due process and confirmation of the first violation, the student-athlete will be suspended immediately for the remainder of the sport season. If there is less than 50% of the sport season remaining when the penalty began, the penalty will be applied to the rest of the present sport season and the next sport season in which the athlete participates.

Example: A) If the athlete violates the substance policy in week 6 of a 10-week season, the athlete will be suspended for the remaining 4 weeks of the present sport season plus one week on the next sport season the athlete participates in. (The athlete will be allowed to try out for the next sport season while under suspension. If the athlete doesn't make the team, the penalty will carry over to the next sport team he/she becomes a member.)

An alternative to the above-mentioned consequence is the Community Service Option. The athlete will be suspended for the remainder of the sport season in which the violation occurred, but may choose to do 15 hours of community service to be reinstated for the next sport season in which the athlete participates in. A Community Services Verification Form must be completed and returned to the Director of Athletics prior to the athlete's participation.

- B) The athlete will be required to see a substance abuse professional at a community-based agency for further problem assessment. Referral and arrangements can be made through the school social worker. The athletic director or his designee will make further decisions based on the recommendations of the counselor. If the assessment and/or any recommended program is refused by the athlete, he/she will be denied further athletic participation.

All contacts with community agencies and with the school social worker will be confidential (except for compliance and recommendations) and no part of the process will become a part of the student's permanent record.

- C) The athlete forfeits all opportunities for awards and post-season honors for that sport season.

- D) The athlete agrees to have revoked any leadership positions, such as, but not limited to team captain, and will not hold any leadership position on athletic teams for the remainder of the school year.

Second Violation Consequence: After due process and confirmation of the second violation, the student-athlete will be suspended immediately from participation in sport programs for the remainder of the school year.

B

C

Rules B, C, D apply as described in 1st violation

D

Third Violation Consequence: After due process and confirmation of the third violation, the student-athlete will be suspended from participation in athletics for the remainder of his/her high school career. After one calendar year from determination of guilt, an appeal can be made to the Appeals Board for reinstatement contingent upon substantiated rehabilitation.

Out of Season Violation and Consequence—Out of Season is defined as any time when an athlete is not directly involved in a school-sponsored athletic program. This also includes the summer vacation.

After due process and confirmation of violation, the student-athlete will be required to do 15 hours of community service. Upon completion of the community service, the student-athlete will be allowed to participate in sport programs.

Attending Peer- Centered activities where alcohol and/or drugs are available

Peer centered activities where alcoholic beverages and/or drugs of any kind are available are off-limits to all KHS student athletes.

If a student athlete attends such an activity and does not use any substances:

First Violation: Athlete will be given a warning.

Second Violation: Athlete will be given a one-game suspension

Third Violation: After due process and confirmation of the third violation, the athlete will be suspended for the remainder of the season.

B) The athlete agrees to turn back all awards received during the school year.

C) The athlete forfeits the opportunity for any leadership position for the calendar year.

NOTE: If a student-athlete is not truthful regarding his/her violation of the zero-tolerance policy with substance abuse, the student-athlete forfeits his/her opportunity to participate in sports for one calendar year.

Self-Referral by Student Athletes: Student athletes may take advantage of a self-referral procedure to seek information, guidance, counseling, and assessment in regard to student-athlete use of tobacco, smokeless tobacco, alcohol and other drugs. **Voluntary referrals do not carry punitive consequences.**

Guidelines:

- A) Referral is allowed one (1) time in a student's four-year high school career.
- B) Referral must be only by the athlete or a member of the immediate family.
- C) Referral must be before the first in-season violation or the second out-of-season violation.
- D) Referral cannot be used by athletes as a method to avoid consequences once a code of conduct rule is violated and a student has been identified as having violated one of the codes of conduct rules.
- E) Referral must be made to a coach, athletic director, teacher, administrator, guidance counselor, or social worker.

3. School suspension and athletic participation.

The Athletic Department supports all school rules and will not allow any athlete to participate in practice or in games until the school suspension is completed. An athlete whose suspension ends on any school day is ineligible to practice or play until the next school day.

4. Policy on fighting in interscholastic sports.

Violation of the rule shall bring an automatic suspension for the remainder of that game plus suspension from the next scheduled game. The student-athlete's case will be reviewed by the athletic director and further disciplinary action may be taken. The same suspension applies to any member of the playing squad who leaves the bench during a fight.

5. Verbal and/or physical abuse of officials or coaches by student-athletes will result in immediate dismissal from the team for the remainder of the season.

6. Unsportsmanlike conduct.

Any student-athlete ejected from a contest for unsportsmanlike conduct will not be permitted to participate in the next scheduled contest (CIAC ejection rule).

7. Other serious violations.

The following behaviors will be considered serious violations of the athletic code and school policies and will result in suspension from the team. The length of the suspension will be determined by a meeting of the athlete's coach, athletic director, principal and/or representative.

- A) Civil law infractions.
- B) Theft or malicious destruction of individual private or school property.
- C) Infraction of school rules requiring administrative action.
- D) Misconduct by an athlete that is potentially detrimental to the athletic program, school or school district.

HAZING, BULLYING, AND INITIATIONS

Hazing or initiations of student-athletes by other team members **are not acceptable** and any practice of this type of behavior **will not be tolerated**. Actions (such as but not limited to taunting, teasing, bullying, and harassment) of this type may be illegal, and those involved may be subject to police action as well as dismissal and/or suspension from participation in any athletic program.

Bullying means committing an act against a student, or coercing a student into committing an act, with the intent to ridicule, humiliate, or intimidate the other student. This type of behavior will not be tolerated. The Killingly School District has adopted a policy on bullying. Student-athletes will be held to this policy as well as dismissal and/or suspension from participation in any athletic program if they violate this policy.

2. ELIGIBILITY RULES

The Connecticut Interscholastic Athletic Conference (CIAC) in accordance with Article IX-CIAC By-Laws effective July 1, 2013 establishes minimum rules of eligibility and does not prohibit Killingly High School from establishing more rigid eligibility standards.

ACADEMIC ELIGIBILITY REQUIREMENTS

1. **To participate in KHS athletics, a student-athlete must be taking a minimum of 3 credits per semester.**
2. To be eligible for fall sports, a pupil must have received credit toward graduation at the close of the school year in at least four (4) Carnegie Units or its equivalent of work for which he/she has not previously received credit. The final academic grade average determines fall eligibility. Year-end and semester failures may be made up through successful completion of CEA approved summer schoolwork in courses failed.

3. To be eligible for continuous participation in our fall, winter, and spring sport programs, marking period grades not semester grades are used to determine scholastic eligibility. **An athlete cannot have more than one failing grade in a marking period to be academically eligible.**
4. Scholastic failures cannot be made up for eligibility purposes in any manner until the next marking period, except those credits earned during the summer by an approved Board of Education procedure. **Scholastic Incompletes must be made up within ten (10) school days following the date that student eligibility was determined for the respective marking period. Incomplete grades are not to be considered as passing grades.**

GENERAL ELIGIBILITY REQUIREMENTS

5. **A student has eight (8) consecutive semesters or four (4) consecutive years of eligibility from the date of entry into the ninth grade to be eligible for interscholastic competition. Date of entry is defined as the first date of enrollment as a grade 9 student.**
6. **A nineteen (19) year old student-athlete may participate in CIAC interscholastic sponsored sports. A student-athlete will not be allowed to start a season or compete during a season in which his/her twentieth (20th) birthday falls.**
7. No student presently enrolled in grade 10, 11, or 12, shall participate in the same branch of athletics for more than three (3) seasons.
8. You cannot 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.
9. You cannot play under an assumed name on an outside team.
10. You cannot receive personal economic gain for participation in any CIAC sport.
11. The student-athlete must have been in membership at a secondary school for at least twelve (12) school weeks immediately preceding the time of participation, or regularly admitted from an elementary, middle, or junior high school within ten (10) school days from the opening of the succeeding school term.

Consult your Principal or Athletic Director for other rules effecting athletic eligibility. Also read Appendix -- Eligibility Policy -- for additional information.

PROCEDURE FOR CONTACTING ATHLETIC DEPARTMENT PERSONNEL

Players and/or parents having a concern about a sport-specific issue should follow the procedure outlined below. If a player and/or parent is looking for information about the KHS athletic program, the Athletic Director should be contacted.

- 1. Afford your son or daughter the opportunity to discuss the issue with their coach. Many times, these types of meetings may resolve an issue or concern.**
- 2. If your son or daughter's meeting with the coach did not resolve the issue, then call to set up an appointment to meet with the coach. The Killingly Athletic Department Office telephone number is 860-779-6649.**
- 3. If the coach cannot be reached, call the Director of Athletics, and a meeting will be set up for you.**
- 4. *Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both parent and the coach. Meetings of this nature do not promote resolution.***
- 5. If the meeting with the coach did not provide a satisfactory resolution, call and set up an appointment to meet with the Director of Athletics to discuss the situation.**
- 6. If the meeting with the Director of Athletics did not provide a satisfactory resolution, call, and set up an appointment to meet with the building Principal to discuss the situation.**
- 7. If the meeting with the building Principal did not provide a satisfactory resolution, contact the office of the Superintendent of Schools to discuss the issue.**

TRYING OUT

Students may try out for any sport while at Killingly if they remain in good standing with the current Athletic Department policies.

The student should select his/her sport carefully as he/she will not be allowed to drop one sport for another in the same season except with permission of the coach prior to the first game. If a student is cut from one sport, he/she may try for another in the same season.

A student will not be allowed to drop a sport in season to try out for an upcoming sport if he/she was a member of that sport squad at the time of the first game. In the event he/she drops out after the first game, he/she will be declared ineligible to participate in another sport until the completion of the season in progress.

4. BUS TRAVEL AND TRIPS

The coach must take the responsibility to coordinate his/her team's rules and regulations with the scheduled bus driver. All athletes must ride the team bus to and from all contests when a bus is scheduled. **In special cases, like school functions and family emergencies, a player may be allowed to ride home with his/her parents provided the parents make the request personally to the coach and give a written note to the coach. Players are members of a team and are expected to be part of the total team activity. Riding home on the bus after a game is part of that total team activity. In cases where the athlete requests to ride home with someone other than the parents, the request will be denied unless written approval is given by the school administration and the athletic director.**

Students are to exhibit proper behavior when riding the school bus. A coach has a right to assign seats to maximize control, and the bus driver oversees the bus. All posted rules and regulations governing how students must behave on the school bus will be followed. Damage to the school bus by any player or team will not be tolerated. Problems of this nature will result in team disciplinary action or player disciplinary action. At the conclusion of a trip, team members will police the bus to ensure the bus is clean. Food is allowed on the bus, but glass and plastic screw top bottles are not allowed. Seal-top and pop-open cans will be allowed. Spikes cannot be worn at any time on the bus. The use of cell phones, I-Pods, or any audio-type equipment can be used while traveling to and from games; but the use of the above is at the discretion of the coach. Improper behavior of any kind will not be tolerated, and disciplinary action will be taken.

5. CARE OF EQUIPMENT AND LOCKER ROOM

Any equipment issued is the property of the school. Proper use and care of this equipment is the athlete's responsibility, and students will be required to pay for misused, lost or stolen articles.

Players are only to use the assigned equipment for practices and games and not for their personal use during physical education classes, going to and from home, or outside of school. Uniform jerseys can be worn in school on days of pep rallies or sports recognition days. At the conclusion of a sport season, equipment and uniforms must be returned to the coach. A player will not be able to participate in another sport until all equipment and uniforms have been returned or paid for.

Lockers should be kept always locked to protect your personal and sports equipment. Athletes are not to share lockers with anyone or give their combinations to

anyone else. The athletes are to use their lockers properly. The locker room should be kept clean by disposing trash in the proper receptacles. No storage of food or glass containers in the lockers will be allowed. Broken glass can cause serious injuries to other students as well as athletes.

6. ENTERING & LEAVING THE LOCKER ROOM

For all practices and games, student-athletes are to take all their books and personal belongings to the locker room. Student-athletes will not be allowed to return to their school lockers or any other part of the building. When being dismissed for an afternoon contest the student-athletes are to report directly to the locker room and are not to roam the halls while waiting for transportation. **They are not to go to their cars without permission of the coach.**

After practices and games all athletes will leave from the training room exit door and nowhere else unless parents are waiting for the athletes in the gym. Athletes who leave with their parents are to use the main gym exit. At no time are athletes allowed to return to their school lockers or leave from any other part of the building unless permission was given by the coach.

On days of practice or games when school is not in session, athletes will enter the building from the training room entrance door. On days when girls' volleyball, boys & girls' basketball and wrestling play, athletes will enter from the main gym entrance.

7. ATHLETIC OFFICES

The athletic offices are, as the name implies, offices for coaches. Students should enter only when asked to do so by a coach and should never be in the office when the coach is not present. The phones in the athletic offices may be used with the permission of coaches.

8. INSURANCE

A plan of *Excess Insurance* covering interscholastic sports has been purchased by the Killingly Board of Education. The form of this coverage provides that valid claims for injuries received because of participating in interscholastic athletics will be paid on an *excess basis*. This *Excess Insurance Policy* will cover bills after a parent/guardian's health insurance has been first applied. Remember, the Killingly School District will cover only those debts up to the limits set forth in the *Excess Policy*. This insurance plan is for accidents only and does not cover sickness.

When an interscholastic sports injury occurs, the athlete should obtain an accident form from the nurse, complete it, and then, return it to the nurse.

9. AWARDS

The requirements for certificates, numerals, varsity awards, and other awards differ in each sport and will be decided by the coach and the staff of each respective sport. However, it is recommended that the athletes be informed about team or individual sport award requirements before the season starts.

All award winners will be evaluated on the same basis of participation, contribution to the team, leadership, sportsmanship and their overall personal conduct.

The order of awards is as follows:

1. For any first-year participant, non-varsity.
"Certificate"
2. For any second-year participant, non-varsity.
"Numerals"
3. For any second-year participant, non-varsity who has already received numerals.
"Medallion"
4. For any third-year participant, non-varsity.
"Varsity Letter and Pin"
5. For any fourth-year participant, non-varsity.
"Varsity Jacket and Service Bar"
6. For any first-year participant, varsity.
"Varsity Letter, Pin and Certificate"
7. For any second-year participant, varsity.
"Varsity Jacket, Service Bar and Numerals"
8. For a third-year participant, varsity.
"Varsity Plaque, Service Bar"
9. For any fourth-year participant, varsity.
"4th Year Award, Service Bar"
10. In addition - Stars are awarded for Captains.
- Manager pins are awarded for managers.
11. Scorers and Statisticians can earn varsity status in a program if they elect to work with a program as an athlete.

Award Breakdown:

Two years as scorer and/or statistician--Letter/Pin.

Four years as scorer and/or statistician--Varsity Jacket.

Scorers and Statisticians cannot earn pay for their contribution if they elect to earn a varsity award. Coaches may present special awards to managers, scorers, and statisticians.

To encourage program development, the varsity award normally given to varsity athletes can now be awarded to athletes who successfully compete at the junior varsity level for 3 to 4 years respectively. The varsity award schedule will recognize the junior varsity athlete who has competed 3 years in a sport but at the junior varsity level with a varsity letter. If the athlete continues to compete for a 4th year, he/she becomes eligible for a varsity jacket award. Transfer students eligible for awards with proof of junior varsity or varsity status earned at the school transferred from will receive the

appropriate year award. This award program will recognize all athletes more equitably and promote the opportunity for each athlete to make a 4-year commitment to a sport.

All award winners will be announced by their coach at the conclusion of their respective seasons. Each coach will present team members their awards at an appropriate time and place at the end of the season. It is recommended that the posting of athletic awards on bulletin boards and the publishing of the award winners in the school newspaper would greatly enhance the status of each athlete.

Any student athlete who is removed from a sport for disciplinary reasons forfeits all honors and awards earned during that sport season.

10. PHYSICALS

All participants in the KHS athletic program must have a yearly physical examination before he/she can participate in any sport activity, including cheerleading. Only one physical is needed **each school year** no matter how many sports the student plays.

We prefer all physicals to be done during the summer months (July and August) prior to the start of the new school year.

Students entering their sophomore year may use the admission physical required by the State of Connecticut for their athletic physical if the physical is current. All physicals must state that the individual can participate in interscholastic sports.

Each athlete also must submit a risk of injury form, a parent permission form, and in some cases, an additional medical history form to complete the athlete's athletic examination requirement.

Physicals should be given by the athlete's family physician. The payment for the physical is the athlete's responsibility.

11. SCHOOL ATTENDANCE AND ATHLETIC PARTICIPATION

Student athletes cannot play or practice on days that they are absent from class or school. If an athlete is too ill to attend class or school, he/she is too ill to practice or play. There are certain exceptions, such as, college visitations, funerals, family-related matters that the coach and athletic director had prior knowledge of, which will allow the athlete to practice.

Student-athletes are expected to attend school during his/her season of play as well as the rest of the school year. Repeated absenteeism will not be tolerated. Repeated absenteeism will require a meeting with the student-athlete and the athletic director to discuss the proper course of action.

Anyone who is late to school (comes in after **9:15** a.m.) cannot practice or play on that day. Exceptions to this rule are only allowed with the head coach's prior approval or with a valid excuse signed by the athlete's parent or guardian and approved by the school administration.

Repeated tardiness will not be tolerated. If a student-athlete has a history of being late to school, his/her case will be forwarded to the athletic director for review and appropriate disciplinary action.

A student being dismissed from school is expected to be present for three class periods to be eligible for participation in practices or games. A student is not eligible for a game if he/she is not in attendance on the day of a game, but he/she may play in a Saturday contest if he/she was absent on Friday providing he/she obtains permission from both the athletic director and the principal or his/her representative.

A member of a team is expected to be at all practices. Anyone desiring to be excused must see his/her coach and not send word by a teammate. Coaches will

always excuse athletes for extra help with studies, however, students should try to seek help when it least interferes with after-school activities.

If a student-athlete receives an office detention, the athlete will not be allowed to practice or participate in a game on the day the detention is served.

12. EXTENDED DAY VIOLATION

Any student-athlete receiving an Extended Day consequence will be suspended for one game. The suspension will be in effect regardless of how the student-athlete serves the Extended Day violation. The game suspension will take place closest to when the Extended Day consequence was assigned.

12. ATHLETIC PARTICIPATION AND PHYSICAL EDUCATION

The student-athlete must actively participate in physical education class to practice or play in a game on that day. A doctor's note or school nurse's excuse excusing the athlete from gym also denies the athlete participation in practice or game on that day. Student-athletes are expected to be a positive influence in physical education class as well as a helper to the physical education instructor.

14. REPORTING INJURIES

All injuries should be reported to the athletic trainer or coach immediately. When an injury occurs requiring a doctor's evaluation, a player must get an accident report from the school nurse and fill it out and return it to the nurse within three days from the time the athlete was seen by the doctor. The school nurse will then give further instructions to the athlete on what the next step is. The school nurse handles all medical insurance claims.

Any visit to a doctor for treatment of a sport-related injury must be reported to the coach. The coach and athlete will follow the procedures in the previous paragraph. This procedure will guarantee prompt attention to all bills and fees assigned to the injury. Parents who follow this procedure must mail to the insurance carrier the bills received by doctors and hospitals.

Any student who sustains a disabling-type injury that requires surgery or immobilization for a period cannot return to any sport activity without written permission from the attending physician.

Any player who is injured by concussion cannot return to play until school approved medical personnel have determined that the athlete is able to return.

The Athletic Department is serviced by an athletic trainer and physical therapist. Athletes are seen by the athletic trainer on a regular basis, and if an athlete sustains an injury that requires therapy, the athlete will be scheduled with the physical therapist for treatment at the therapy center.

Proper care and treatment are our primary concern for all our athletes.

15. DRESS CODE

The Athletic Department expects all student-athletes will maintain a clean, neat, and modest appearance. Appropriate shirts, tops, and shoes must be worn at all times.

All student athletes will dress properly at all home and away games. The dress code will be established by the coach for each respective sport. Team members not in compliance with the team dress code are subject to team discipline.

The dress code suggested is as followed: For male athletes--clean slacks, dress jeans, shirt, sweater, or jacket and/or tie. For female athletes--dresses, skirts, slacks, dress jeans, blouse, sweater, and jacket are acceptable.

16. ATHLETE'S RIGHTS OF DUE PROCESS (in CIAC matters)

There may come a time when, because of special personal circumstances, an athlete either commits an act, or fails to perform a duty, which results in his/her being declared ineligible to compete in a high school sport. In some cases, exceptions to the eligibility rules can be granted. All athletes have the right to the due process procedures listed below in seeking to have their eligibility restored.

Step 1. The athlete should first discuss the matter with the appropriate coach or athletic director. If it is felt that the circumstances of the case warrant a request for an exception to the rule, the high school principal should be so informed.

Step 2. The high school principal then requests in writing to the CIAC Eligibility Committee that the matter be examined, and an exception granted. Address of the Committee: 30 Realty Drive, Cheshire, CT 06410.

Step 3. The CIAC Eligibility Committee will examine the facts of the case at its next regular meeting. If the situation is such that the matter must be resolved before the next regular meeting, an emergency meeting will be called. The Committee has the right to require that medical reports and/or other relevant documentation be provided.

Step 4. If the Eligibility Committee decides that the circumstances of the case merit an exception, it will be granted, and the athlete's eligibility will be restored immediately. If in the judgment of the Committee no exception is warranted, it will be denied, and the student's ineligibility will continue in force for the period required in the regulations. In no case of denial of an exception is the decision of the Committee communicated to the CIAC Board of Control, so that should the athlete decide to take his/her case further in the procedure of due process, no information concerning the case will have been made available to the next higher authority in the due process procedure. This protects the athlete's right to a full, unprejudiced hearing.

Step 5. In the case where requests for an exception is denied by the Committee, the athlete has the right, through the high school principal, to request that an appeal of the Committee's decision be made to the CIAC Board of Control. The principal then initiates such request, addressed to the Executive Director, CIAC, 30 Realty Drive, Cheshire, CT 06410. This request must be made within fourteen (14) days of the ruling of the Eligibility Committee.

Step 6. The CIAC Board of Control will hold a full hearing on the matter in timely fashion. At that time, the athlete, his/her parents, representatives of the school and any other persons the athlete feels may help to present his/her case may appear and present evidence before the CIAC Board. The Board has the right to require presentation of medical reports or other relevant documentation.

Step 7. The CIAC Board of Control will, after a full hearing and proper consideration of the facts of the case, render its decision, either to grant the requested exception or to deny the appeal and uphold the ruling of the Eligibility Committee. If the exception is granted, the athlete's eligibility is restored immediately and retroactively. If it is denied, the student's ineligibility remains in force for the period required in the regulations.

In all matters of athletic eligibility, the decision of the CIAC Board of Control is final and binding on all parties.

17. GAMBLING

Gambling is not an acceptable behavior for any athlete and will not be tolerated. Any athlete who plays cards for money, bets on games, places bets at casinos or race tracks or engages in any other form of gambling jeopardizes his/her amateur and eligibility status.

18. ATHLETIC COUNCIL

The Killingly High School coaches recognize the rights of student athletes to have a voice in the administration, organization, and implementation of a sports program at Killingly High School. Therefore, a council has been formed to allow student involvement in all aspects of athletics. This council will be composed of varsity athletes and coaches. Its primary purpose will be to assist the athletic department and administration in the following areas:

1. To promote and encourage a solidarity within the ranks to improve the athletic environment of KHS.
2. To develop and reinforce a code of conduct for all those involved in the KHS athletic programs.
3. To foster the development of the positive role model within the athletic and academic arenas.
4. To provide and promote an understanding of what athletic programs (what athletics) should mean to each participant (direct/indirect involvement).

19. COLLEGE RECRUITMENT POLICY

In the event an athlete should be contacted personally by a college recruiter, he/she has an obligation to work through his/her coach and the athletic department. Inform your coach of such a contact as soon as possible. College recruitment information, NCAA Academic requirements and NCAA Clearinghouse information is found in the Appendix in this handbook. All questions about this matter may be directed to the athletic director or to the guidance department.

College Sport Participation and Recruiting

All athletes interested in playing sports at the college level should meet with their head coach to discuss their plans. The athletic director is also available to you and your parents in providing information about your college plans.

Each athlete should take the time to find out all the answers to questions about playing collegiate sports, about recruiting, and about your college choices.

Some information about recruiting that should be helpful to you is described in this handbook.

Recruiting

A. How to handle recruiters

1. If the recruiter calls and/or visits the house and the student and parents believe they can handle the situation, do so.
2. If the calls and/or visits are inconvenient or too numerous, refer them to the coach for screening and/or appointments.
3. Parents must be careful that the calls and/or visits are not distracting to the student-athlete regarding academic and athletic performance.
4. If possible, students should narrow the choices to a workable number so as not to waste their time or the recruiter's time.
5. Parents, the student, and the coach should decide as to what level of competition would be realistic for the student-athlete to participate in and enjoy.
6. The coach will be willing to help in any of these situations and may offer valuable suggestions for parents and the student-athlete.

What High School Student-Athletes can do on their own in the Recruiting Process

Initiate an unlimited number of telephone calls to college coaches (at any time during their high school career).

If the answering machine picks up, please leave the following information: student's name, phone number, address, and year in high school. The NCAA limits direct phone contacts of coaches to student-athletes. The number of phone contacts varies for individual sports. Check the NCAA website site: www.ncaa.org for specific information. The student can place an unlimited number of calls to the coach.

Write letters to college coaches indicating interest in their school and athletic program.

If a letter is received prior to September 1st of the student's junior year, the college coach may only respond by sending a questionnaire and a letter explaining the current NCAA legislation regarding permissible contact dates. After September 1st of the junior year (for basketball, June 15 after your sophomore year) a coach is permitted to send only those recruiting materials which are listed in the NCAA manual (i.e., general correspondence, a recruiting brochure or a media guide, questionnaires, summer camp brochures, admissions brochures, NCAA educational materials).

Make an unlimited number of unofficial visits to an unlimited number of colleges.

An unofficial visit is when a student visits a college entirely at their own expense. The college does not pay for or provide any type of food, lodging, and transportation or entertainment expenses. While on an unofficial visit, the student may meet with any or all of the following: coaching staff, players, academic personnel, admissions personnel.

20. CONFLICTS IN CO-CURRICULAR ACTIVITIES

An individual student who attempts to participate in several co-curricular activities will undoubtedly be in a position of a conflict of obligations.

The athletic department recognizes that each student should have the opportunity for a broad range of experiences in co-curricular activities, and to this end, will attempt to schedule events in a manner to minimize conflicts.

Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen. It also means notifying the coaches/faculty advisors involved immediately when a conflict does arise. The student-athlete's failure to do so may result in disciplinary action by the athlete's coach.

When a conflict arises, the coaches/advisors will work out a solution, so the student does not feel caught in the middle. If a solution cannot be found, the principal will make the decision based on the following:

- 1.) The relative importance of each event.
- 2.) The importance of each event to the student.
- 3.) The relative contribution the student can make.
- 4.) How long each event has been scheduled.
- 5.) Talk with parents

Once the decision has been made and the student has followed that decision, he/she will not be penalized in any way by either coach/advisor. If it becomes obvious that a student cannot fulfill the obligation of a school activity, he/she should withdraw from the activity.

21. VACATION POLICY

Vacations by athletic team members during a sport season are very strongly discouraged. Parents/athletes wishing to do so may wish to reassess their commitment to being an athlete. In the event of an absence due to a vacation that is unavoidable, an athlete must:

- 1.) Be accompanied by his/her parents while on vacation.
- 2.) Contact the head coach by the start of the season.
- 3.) Practice one day for each practice or contest day missed to resume competition. (Contest day will count as a practice day.)
- 4.) Be willing to assume the consequences related to their status on that squad as a starter or non-starter.

22. ATHLETIC ASSESSMENT FEE

The Killingly Board of Education has adopted an **Athletic Assessment Fee** policy to offset the cost of officials, transportation, and other related services in athletics. Due to budget cuts in the education budget, such a policy was necessary to maintain our present athletic programs.

Currently the Assessment Fee or User's Fee is a maximum **\$100** fee per athletic family per school year. Athletes are expected to make payment by the first game of their sport season. If this is not possible, athletes can work out different payment arrangements with their coaches. The responsibility of payment rests with the athlete and his/her parents.

23. SOCIAL PROBATION

Success in the classroom means success on the athletic field or in the athletic arena. Student-athletes are expected to do their best in all their academic subjects and maintain an accepted level of proficiency in each academic area. Student-athletes are always encouraged to seek extra help whenever they are having difficulties in understanding their work or in completing their work.

When a student-athlete fails to take advantage of these opportunities to do better, the student-athlete may be placed on academic social probation. If a student-athlete is placed on probation, the student-athlete will not be able to be involved or participate in any athletic program until the student-athlete is taken off the academic social probation list.

Don't put your team at jeopardy by not staying focused in the classroom. Your focus here will only help you and your team reach the athletic success that you and your team want.

24. SUMMARY

These rules are general in nature and are inclusive of all sports. The coach of each sport will provide each athlete with a set of written rules for his/her sport in addition to this handbook. Athletes must adhere to the general and specific rules outlined or face disciplinary action.

It is the coach's responsibility to review all the information contained in this booklet with team members. Practice time must be set aside for an effective review and interpretation. Finally, the effectiveness of these rules lie with the integrity of each player and the coach.

REGULATIONS CONCERNING CO-CURRICULAR ACTIVITIES PARTICIPATION.

Grades 9-12 - Eligibility

Co-curricular activities shall be defined as student participation in all school-sponsored and formally organized activities which occur outside of the school day. School functions (e.g. dances, bonfires, pep rallies, graduation, etc.) are not included.

Participation shall apply as follows:

1. Interscholastic Athletes - All student participants, including athletes, trainers, managers, score keepers, etc.
2. Voluntary Organizations and Clubs - i.e., Future Farmers of America, Ski Club, Future Homemakers, Drama, etc.: All student participants.
3. *Band and Chorus - All participants, including instrumentalists, members of auxiliary groups, student secretaries, officers, equipment managers, etc. (ineligibility for participation in band and in chorus, as in athletics, includes the denial of the opportunity to engage in extra-school practice sessions, performances, trips and activities until such time as eligibility is restored.)

*Curricular symphonic band and chorale performers would be exempted from CIAC regulations but would still have to participate in tutorial sessions.

To participate in co-curricular activities, a student must meet the academic requirements set by the Connecticut Interscholastic Athletic Conference (CIAC).

Because of the importance that Killingly High School places upon both academics and participation in co-curricular activities, it offers after-school tutorial sessions to any student who needs academic help.

The administration is required to assure that those students whose performance is unsatisfactory (D or F) at the mid-marking period warning notice or at the time of report cards, receives a minimum of two after-school tutorial sessions per week until the grade improves to a satisfactory level.

Regulations Approved: June 1986

NCAA ACADEMIC REQUIREMENTS FOR INCOMING FRESHMEN

Student-athletes who are considering playing intercollegiate sports at a Division I or II institution must meet the following academic requirements as an incoming freshman. These requirements must be met to be eligible to practice, compete and receive athletically-related financial aid.

Divisions I and II Initial-Eligibility Requirements

Core Courses

- **NCAA Division I requires 16 core courses. NCAA Division II currently requires 14 core courses.** Division II will require 16 core courses for students enrolling on or after August 1, 2013. See the charts below.
- **NCAA Division I will require 10 core courses to be completed prior to the seventh semester (seven of the 10 must be a combination of English, math or natural or physical science that meet the distribution requirements below). These 10 courses become "locked in" at the seventh semester and cannot be retaken for grade improvement.**
 - *Beginning August 1, 2016, it will be possible for a Division I college-bound student-athlete to still receive athletics aid and the ability to practice with the team if he or she fails to meet the 10 course requirement, but would not be able to compete.*

Test Scores

- **Division I** uses a sliding scale to match test scores and core grade-point averages (GPA). The sliding scale for these requirements is shown on Page No. 2 of this sheet.
- **Division II** requires a minimum SAT score of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a **sum** of the following four sections: English, mathematics, reading and science.
- **When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.**

Grade-Point Average

- Be sure to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org). Only courses that appear on your school's List of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.
- **Division I** students enrolling full time **before August 1, 2016**, should use Sliding Scale A to determine eligibility to receive athletics aid, practice and competition during the first year.
- **Division I** GPA required to receive athletics aid and practice on or after August 1, 2016, is 2.000 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- **Division I** GPA required to be eligible for competition on or after August 1, 2016, is 2.300 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- The **Division II** core GPA requirement is a minimum of 2.000.
- Remember, the NCAA GPA is calculated using NCAA core courses only.

DIVISION I 16 Core Courses	DIVISION II 14 Core Courses	DIVISION II 16 Core Courses (2013 and After)
4 years of English.	3 years of English.	3 years of English.
3 years of mathematics (Algebra I or higher).	2 years of mathematics (Algebra I or higher).	2 years of mathematics (Algebra I or higher).
2 years of natural/physical science (1 year of lab if offered by high school).	2 years of natural/physical science (1 year of lab if offered by high school).	2 years of natural/physical science (1 year of lab if offered by high school).
1 year of additional English, mathematics or natural/physical science.	2 years of additional English, mathematics or natural/physical science.	3 years of additional English, mathematics or natural/physical science.
2 years of social science.	2 years of social science.	2 years of social science.
4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).	3 years of additional courses (from any area above, foreign language or comparative religion/philosophy).	4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).

Sliding Scale A		
Use for Division I prior to August 1, 2016		
Core GPA	SAT Verbal and Math ONLY	ACT
3.550 & above	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	55
2.825	690	56
2.800	700	57
2.775	710	58
2.750	720	59
2.725	730	59
2.700	740	60
2.675	740-750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840-850	70
2.425	860	70
2.400	870	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	80
2.125	970	81
2.100	970	82
2.075	980	83
2.050	990	84
2.025	1000	85
2.000	1010	86

For more information, visit the NCAA Eligibility Center website at www.eligibilitycenter.org.

Sliding Scale B			
Use for Division I beginning August 1, 2016			
Core GPA for Aid and Practice	Core GPA for Competition	SAT	ACT Sum
3.550	4.000	400	37
3.525	3.975	410	38
3.500	3.950	420	39
3.475	3.925	430	40
3.450	3.900	440	41
3.425	3.875	450	41
3.400	3.850	460	42
3.375	3.825	470	42
3.350	3.800	480	43
3.325	3.775	490	44
3.300	3.750	500	44
3.275	3.725	510	45
3.250	3.700	520	46
3.225	3.675	530	46
3.200	3.650	540	47
3.175	3.625	550	47
3.150	3.600	560	48
3.125	3.575	570	49
3.100	3.550	580	49
3.075	3.525	590	50
3.050	3.500	600	50
3.025	3.475	610	51
3.000	3.450	620	52
2.975	3.425	630	52
2.950	3.400	640	53
2.925	3.375	650	53
2.900	3.350	660	54
2.875	3.325	670	55
2.850	3.300	680	56
2.825	3.275	690	56
2.800	3.250	700	57
2.775	3.225	710	58
2.750	3.200	720	59
2.725	3.175	730	60
2.700	3.150	740	61
2.675	3.125	750	61
2.650	3.100	760	62
2.625	3.075	770	63
2.600	3.050	780	64
2.575	3.025	790	65
2.550	3.000	800	66
2.525	2.975	810	67
2.500	2.950	820	68
2.475	2.925	830	69
2.450	2.900	840	70
2.425	2.875	850	70
2.400	2.850	860	71
2.375	2.825	870	72
2.350	2.800	880	73
2.325	2.775	890	74
2.300	2.750	900	75
2.275	2.725	910	76
2.250	2.700	920	77
2.225	2.675	930	78
2.200	2.650	940	79
2.175	2.625	950	80
2.150	2.600	960	81
2.125	2.575	970	82
2.100	2.550	980	83
2.075	2.525	990	84
2.050	2.500	1000	85
2.025	2.475	1010	86
2.000	2.450	1020	86
	2.425	1030	87
	2.400	1040	88
	2.375	1050	89
	2.350	1060	90
	2.325	1070	91
	2.300	1080	92

DIVISION II ACADEMIC ELIGIBILITY REQUIREMENTS

If you're first entering a division II college, in order to be classified a "qualifier," you're required to **(as of Fall 2012)**:

Graduate from a high school.

Have a GPA of 2.000 (based on a maximum of 4.000) in a successfully completed core curriculum of at least 14 academic courses as follows:

English – 3 years

Mathematics – 2 years (algebra I or higher level)

Natural or physical science (including at least one laboratory course, if offered by the high school) – 2 years

Additional courses in English, mathematics, or natural or physical science – 2 years

Social Science – 2 years

Additional academic courses (in any of the above areas or foreign language, computer science, philosophy or non-doctrinal religion {e.g. comparative religion} courses) – 3 years

Note: Computer science courses cannot be used only if your high school grants graduation credit in mathematics or natural/physical science and the courses appear on your high school's core course list as a math or science course.

Have a combined score on the SAT verbal and math sections of 820 or a sum score of 68 on the ACT.

A "partial qualifier" is eligible to practice with a team at its home facility but may not compete during the freshmen year, receive an athletics scholarship during his or her first year at a Division II School, and then has four seasons of competition remaining.

To be classified as a "partial qualifier," you have not met the requirements for a qualifier, but you're required to graduate from high school and meet one of the following requirements:

Specified minimum SAT or ACT score; or

Successful completion of a required core curriculum consisting of 14 core courses and a 2.000 grade-point average in the core curriculum.

A non-qualifier is a student who has not graduated from high school or who has presented neither the core-curriculum grade-point average and SAT/ACT score required for a qualifier.

A non-qualifier is not eligible for regular-season competition and practice during the first academic year in residence and then has four seasons of competition. A non-qualifier may not receive athletics-related aid as a freshman but may receive regular need-based financial aid if the school certifies that aid was granted without regards to athletics ability.

DIVISION III

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

INITIAL ELIGIBILITY CLEARINGHOUSE

All high school students who wish to practice and compete for a Division I or II institution must register with the Initial Eligibility Clearinghouse.

Student-athletes should start the certification process early--usually by the end of the student-athlete's junior year.

Each student must file a Student Release Form with the Clearinghouse. These forms are available through the Guidance Office or on the NCAA website: www.ncaa.org. The fee for this certification process is \$70.00.

It is mandatory for all seniors wishing to make an official visit to a Division I or II institution to be cleared by the Clearinghouse prior to making a visit.

INFORMATION FOR THE COLLEGE-BOUND STUDENT-ATHLETE

All coaches and student-athletes should be aware of NCAA regulations regarding recruiting and academic requirements. All school personnel and student athletes should be aware of NCAA recruiting rules concerning tryouts and/or auditions. Athletes and their parents should refer to the Guide for the College-Bound Student-Athlete for specific information on recruiting and eligibility. This pamphlet can be found on the NCAA website: www.ncaa.org. The NCAA does not sanction or endorse any scouting service; therefore, you should determine whether the scouting service meets NCAA requirements.

According to NCAA regulations, a specified number of athletic scholarships are available by sport within Division I, II, or III. Athletic scholarships are offered to students who display academic promise and exemplary athletic ability. For most student-athletes at the high school level, athletic scholarships will not be offered; therefore, the following recommendations are for your use in pursuing financial aid and/or acceptance to the college or university which best matches your abilities and interests.

1. Discuss with your guidance counselor the range of colleges for which you are academically qualified.
2. Talk with your coach about the level of competition he/she feels you might be best suited to participate in (Division I, II, III, or Junior College).
3. Narrow your college selection list to a reasonable size, taking into consideration the quality of academic and athletic programs, determining whether they are right for you. Be realistic about your choices.

4. Find the name of the coach in your sport (s) at each college on your list. (Use the National Directory of College Athletics in the guidance office).
5. Request your high school coach to write a personal letter to the college coach highlighting your transcript, academic achievements, and interests as well as a thorough and detailed discussion of your athletic accomplishments (statistics, clippings, letters earned, records set, honors). A videotape should be made during the season for availability to college coaches.
6. Decide where you wish to apply. Few college coaches will take interest in you unless you formally apply. INITIATE, DON'T REACT!
7. After applying, remain in touch with the coaches. Inquire about the status of your application and financial aid. If possible, visit the college and the coach--sell yourself as a person and a student-athlete.
8. A letter from a college coach is an overture NOT an offer.
9. Be familiar with NCAA visitation rules (check with your coach)
10. Financial Aid is based on need. Applications for financial aid as well as other scholarships are available in your guidance office.
11. You may choose to continue your sports career even though you are not involved in intercollegiate competition. Most colleges and universities have extensive, competitive intramural programs for men and women.

GAME PLAN FOR THE COLLEGE-BOUND STUDENT-ATHLETE

1. Grades 9 and 10
 Develop a sports resume of athletic achievements
 (News clippings and athletic resume).
 Attend sports camps:
 increase exposure
 provide experience in independent living
 evaluate your current skills
 provides additional game experience
 provides individualized instruction
 Participate on scholastic teams year around if possible.
 This gives the student a wider overall perspective and a more impressive resume.
2. Grade 11
 The student academic assignments:
 Develop a list of prospective schools with the help of
 guidance counselors, coaches, and athletic director.
 Consideration should be given to academic achievement
 and athletic ability.

It's recommended that you take a strong academic course load.

Take the required standardized tests--P.S.A.T. (in October); S.A.T. and/or A.C.T. in the spring; and specific achievements as necessary.

Fill out NCAA Clearinghouse Application by the end of your junior year.

Send for and read literature distributed by colleges.

Keep records and lists of extracurricular activities.

College visitations, using your vacation and weekends during the school year. (Students can visit the summer before and after junior year but may not get a true picture of school year.)

Attend Financial Aid Seminars, send for financial aid information.

Begin to refine the list of schools that interest you.

Make your best effort to establish the highest possible grade point average.

Explore preparatory literature, computer and video programs relating to standardized testing (S.A.T., A.C.T.).

The student athletic assignments:

Update your athletic resume.

Your coach should thoroughly evaluate your athletic ability and hopefully recommend an appropriate level of competition (must be realistic).

Send letter of introduction along with athletic resume to the coaches of those schools that you are interested in attending.

Continue to attend sports camps.

Explore other possible means of increasing exposure (i.e., A.A.U., State Games, U.S.V.B.A., etc.).

Meet with your coaches regarding their involvement in your recruitment process.

Begin a file folder on each college/university that shows an interest in you.

3. Grade 12

The student academic assignments:

Request college applications as early as possible.

Continue to take and re-take the standardized tests.

Update your athletic resume.

Develop a personal statement to be sent with your applications. Spend time to make this a well-written statement. Schools usually want to know your goals and ambitions.

Narrow the list of colleges/universities that you will apply to (three to five schools).

Send completed applications and fees to the colleges/universities that you have chosen. (Pay attention to application deadlines.)

Complete and send Financial Aid Forms (FAF) and Family Financial Statements (FFS) as early as possible after January 1st. The application takes four to six weeks to process.

Visit the campuses of those schools you have chosen. It is recommended that you either call or write for an appointment to meet with a coach, admissions officer, financial aid advisor, and departmental chairperson.

Don't take a vacation academically! Many schools scrutinize this phase of your academic progress.

The student-athletic assignments:

Contact college coaches to express interest in their school and athletic program. Include an athletic resume and any other pertinent information.

Be prompt in your response regarding college questionnaires or other similar requests.

Request that letters of recommendation be written by your coaches.

Ask your athletic director for a copy of the booklet "NCAA Guide for the College-Bound Student Athlete."

Familiarize yourself with the rules and regulations governing recruiting, eligibility, and financial aid.

Students and parents must take the initiative and work on their own behalf. Don't sit back and wait for someone to do it for you.

Schedule a second visit to the potential schools of your choice. There are always unanswered questions the first time around.

**THE NEXT PAGE IS TO BE SIGNED,
TORN OUT FROM THIS BOOKLET,
AND RETURNED AS SOON AS POSSIBLE!**

ATHLETE AND PARENT VERIFICATION FORM

To The Parents:

To inform the parents or guardians, as well as the students, of the regulations governing participation in interscholastic athletics, we ask you to read this booklet and return this form with your signature.

My son/daughter and I have read the Athletic Department Handbook and are familiar with the rules governing his/her participation.

As a KHS athlete, I agree to follow the stated policies and rules of this athletic handbook.

As a parent/guardian, I agree to work with the Athletic Department to reinforce the stated policies and rules of this athletic handbook with my son/daughter.

Print Name (Athlete)

Athlete's Signature

Date

Print Name (Parent)

Date

Parent's Signature

SPORT: _____