HEWLETT-WOODMERE PUBLIC SCHOOLS **Policy 5280**

( ) Required
(X) Local
( ) Notice

INTERSCHOLASTIC ATHLETICS

The Board of Education recognizes its responsibility to provide an interscholastic athletic program for students in grades seven through twelve. Students will have the opportunity to participate in activities which help to improve their mental, physical and social well-being. All guidelines for participation on interscholastic teams and within interscholastic competition are based upon established minimum eligibility standards of the New York State Public High School Athletic Association and the Regulations of the Commissioner of Education.

Student eligibility for participation on interscholastic teams shall include:

1. Authorization by the District medical director;
2. Written parent or guardian consent (the written consent will contain information for parents on mild traumatic brain injury (TBI) and will provide a link to the State Education Department's web page on TBI); and
3. Endorsement by the building principal based on established rules and various league and State Education Department regulations.
4. The student must be in good academic standing, per the Woodmere Middle School and the Hewlett High School athletic and co-curricular eligibility guidelines.
5. Athletic Participation Contract must be electronically signed by both the parent/guardian and student athlete (Exhibit 1).

Although the District will take reasonable care to protect student athletes, students still may sustain injuries. In order to most effectively ensure student safety, open communication between students, parents, and coaches about the child's medical condition is necessary. Coaches, and other appropriate staff, will receive guidance and training regarding recognition of injury and removal of the student athlete from play in the event of injury. Parents and/or students are expected to report injuries to the coaches so that student health can be protected.

In the case of a suspected or actual head injury, a student must be removed from play immediately. In order to resume participation following injury, including head injury, the student needs to receive medical clearance from a licensed physician. The Superintendent, in consultation with appropriate district staff, including the District medical director, will develop regulations and procedures to guide the process of return to play.

In recognition of the importance of appropriately managing head injuries, the Board authorizes the creation of a Concussion Management Team (CMT). The CMT may be comprised of the athletic director, a school nurse, the District medical director, a physical education teacher, a coach of an interscholastic team, an Athletic Trainer/Health Care Provider, and other appropriate personnel designated by the Superintendent. The CMT is charged with overseeing compliance with state training requirements, developing guidelines for use by coaches and physical education teachers and developing information for distribution to parents and students.

1. ATHLETIC PLACEMENT PROCESS

Students will participate on teams with students of like grades. Seventh and eighth grade students will participate with students from seventh and eighth grades while students in grades nine through twelve will compete with students at that level depending on their athletic skills. No guarantee is made for a position an athletic team.

The Board permits students in grades 7 and 8 who wish to play at the junior varsity or varsity level provided they can complete the entire Athletic Placement Process.

a. Requests for consideration of advanced athletic placement must be made in writing to the Director of Athletics in June for fall sports, in September for winter sports and in January for spring sports by the parent/guardian. New entrants to the District may still be considered. The Athletic Director will send the parent(s) of the middle school athlete the *Athletic Placement Process Form* to be signed electronically (Exhibit 2).

b. The New York State Athletic Placement Process criteria will be used as it applies to a student's readiness, fitness and maturation levels to move up. The Athletic Placement Process, to participate in high school athletics, is designed so that only talented, highly skilled and academically sound students will be considered for advancement. The Athletic Placement Process shall not be used to promote students to higher levels of competition on a routine basis for the sole purpose of filling positions on Varsity and Junior Varsity teams.

c. The student must successfully complete all medical, physical, and athletic testing set forth in the Athletic Placement Process and standards established by the New York State Education Department. The student must be in good academic standing, per the Hewlett High School athletic and co-curricular eligibility guidelines.

d. If all the terms and conditions are properly met by the middle school player, the student will become a viable member of that particular team, with no limitations or sanctions placed upon the student's practice time and confirmation that the student will play in at least 50% of the games/meets.

e. The decision of the Director of Athletics shall be final, except that a parent may request review by the Superintendent. Such request for review shall be made in writing by the parent(s) and shall set forth all pertinent facts and the reason(s) upon which the request for review is/are based.

2. PROPER RETURN TO PLAY PROTOCOL AND CLEARANCE

Students returning from injuries, surgeries, illness, etc., should be as close to their precondition status as possible. Although a student is medically cleared by a licensed physician it is important for the parents and/or guardian, students, and coaches to recognize that the student may not be ready to play. No student will be allowed to practice or compete if there is a question whether the student is in adequate physical condition regardless of a medically signed release from a licensed physician.

a. Written medical clearance from a licensed physician with final authorization issued by the District medical director is needed. In any instances when there is a dispute between an outside physician and the school medical officer, the District medical director renders the final decision.

b. Students who have not participated in a practice for a length of time including but limited to more than a week need to be evaluated for readiness for full participation.

c. Students returning from injuries, surgeries, illness, etc., who have been cleared for full participation must report to the Athletic Trainer/Health Care Provider for athletic readiness screening.

d. The following components must be evaluated by the Athletic Trainer/Health Care Provider to determine the athletes' readiness to return to full sports participation:

1. Full endurance to precondition status

2. Flexibility-full pain free range of motion of injured body part

3. Functional training to include drills that challenge the player in different phases of the activity

4. Sports Specific skills

5. Strength to at least 90 percent strength as compared to contra lateral side

e. Students will be encouraged to participate in practice sessions prior to a full return to play.

f. Students will not continue with the return to play protocol if they demonstrate signs or symptoms during the athletic readiness screening; the student will not continue with activities until symptom free.

3. SUPERVISION

a. All interscholastic activities shall be supervised by adequately prepared personnel.

b. Use of the school swimming pools shall at all times be under the personal supervision of a lifeguard possessing as a minimum qualification, a current senior lifesaving certificate from the American Red Cross or an equivalent certifying agency approved by the State Commissioner of Health.

4. MEDICAL REQUIREMENTS FOR INTERSCHOLASTIC ACTIVITIES

a. All students must be cleared by a physician prior to participating in interscholastic activities.
b. A student must be cleared by a physician prior to returning to competition following an injury or an absence from school, due to illness, of 5 or more consecutive days. In all instances the District medical director has the absolute authority to determine the physical capability of a student to participate in interscholastic activities or to return to participation following an absence due to illness or injury.

c. All participants for interscholastic activities shall be certified as eligible for participation in physical education.

d. The Athletic Director or his/her designee in charge will see to it that no Middle School, JV or Varsity football game at home begins or continues in progress without the presence of appropriate medical personnel.

5. ACCIDENT PROCEDURE

In case of an accident or injury, the coach or person in charge of the activity should follow this procedure:

a. In case of extreme emergency call 911.

In less severe instances:

b. Send for the appropriate medical personnel and contact the student's family. If the family is not available, the emergency contact will be notified.

c. In the event that no family member or emergency contact is reachable, a staff member will remain with the student.

d. Fill out an incident report. Regardless of the type or magnitude of an injury, a complete and accurate report of the incident or injury must be completed on a form available from the school nurse. This form should be completed as soon as possible and sent to the school nurse who will transmit it to the principal of the child involved. If the incident is of a serious nature, the athletic director and the principal of the child involved should be notified as soon as possible.

In the event of a concussion or suspected concussion, please refer to policy 5421.

6. INTERSCHOLASTIC ATHLETICS INSURANCE

The school district shall arrange for, at district expense, group athletic accident insurance (secondary coverage) for students participation in district interscholastic athletic events and other related activities as defined under eligibility.

a. **Eligibility**

Any student, including managers, participating in a competitive interscholastic athletic event shall be covered by interscholastic athletic insurance.

Protection shall be provided for a student practicing for, participating in or traveling as a team member to or from athletic events in a school bus or other previously approved vehicle.

b. **Roster Verification Procedures**

All participants shall be examined and certified as eligible for participation in a specific sport or related activity by a school or private physician.

The head coach of each sport will submit to the Director of Athletics within ten days of the start of the sport season on alphabetical list of all eligible students.

The Director of Athletics shall prepare for each building sufficient copies of the alphabetical list to be distributed as follows:

1. One copy to each building principal concerned with the sport.

2. One copy to each coach of the sport.

The coach will verify the list to the Director of Athletics in writing before the actual start of any competition.

c. **Reporting Accidents**

The coaches shall advise all students that they are responsible for having a staff member verify that the accident occurred during the student's participation as a member of an interscholastic athletic event.

The nurse shall prepare and distribute within five days two copies of the incident report verified by the coach as follows:

d. **Filing Claims**

The Building Nurse shall provide parents of the injured student with the necessary claim forms for their physician.

The Building Nurse shall maintain an **Injury Record Sheet** indicating the status of injury claims.

e. **Reinstatement of Injured Student**

An injured student may not participate in interscholastic athletic events until released by the student's physician. In any instances where there is a dispute between an outside physician and the District medical director, the District medical director renders final decision.

Exhibit 1

ATHLETIC CONTRACT FOR INTERSCHOLASTIC ATHLETIC PARTICIPATION

Hewlett-Woodmere's parents and professional staff believe that active student participation in athletics is vital to the development of a well-rounded individual. In keeping with this belief, we will continue to encourage student involvement, emphasizing the honor and privilege of representing Hewlett-Woodmere Schools as a student athlete. We hold high expectations for academic achievement of all student athletes and expect them to maintain those standards. The honor of participation carries with it the responsibility of Hewlett-Woodmere's adolescents and young adults to present themselves as role models. Athletes represent not only themselves, but also their coach, their team, the Hewlett-Woodmere student body, and the Hewlett-Woodmere community. They are therefore expected to act in a responsible manner at all times. As part of the commitment to a team, regular attendance at practices and games throughout the sports season and conformity to the rules established by the District is expected. The Hewlett-Woodmere School District Athletic Guidelines are as follows:

ATTENDANCE

An athlete's first commitment must be to the school program. Athletes are expected to attend **EVERY** practice and contest commencing on the first day of the start of a particular season, unless excused by their coach. There are no unexcused absences from practices or games. Athletes are to provide coaches with *prior notification of all anticipated absences*. The Director of Athletics or designee will handle absences due to uncontrollable events on an individual basis. **The athlete must be in school by 10:15am to participate in an athletic practice or contest on that day. Exceptions will be made only if the athlete provides evidence of an acceptable excused absence.** Additionally**,** a student may not leave school after 5 periods and return for practice/contest unless it is an excused absence approved by the building administration or Director of Athletics. Students who arrive at school late without an approved excuse, as defined by the student disciplinary code, or are absent for any part of the day due to illness, will not be considered to be in "regular attendance at school all day" as prescribed by the Interscholastic Athletic Eligibility Policy, and will not be permitted to practice or play on that day. If an athlete is present during his/her physical education class and is not prepared or does not participate, he/she will not be permitted to participate in the practice/contest that day. However, the athlete is required to attend practice and it is treated as an unexcused absence. Legal excused absences to be accepted by the district are:

1. Illness, Illness or death in family
2. Required attendance at doctor/dental appointment
3. Impassable roads or weather
4. Religious observance
5. Required court appearance
6. Three approved college visit/season (proof of attendance required)
7. Military obligations
8. Approved school program
9. One approved college showcase/season (proof of attendance required)

Athletes are expected to be in attendance for the full time of the practice and/or contest including school recess periods. If an athlete has an unexcused absence from a practice/contest, the coach will notify the parent and/or athlete and initiate the following:

First unexcused absence	will result in	warning
Second unexcused absence	will result in	suspension from 1 contest/performance
Third unexcused absence	will result in	suspension from 2 contests/performances
Fourth unexcused absence	will result in	the athlete's being dropped from the team

Being late 3 times or being released early 3 times, without evidence of an acceptable approved excuse, will constitute one unexcused absence. Athletes missing practices or contests due to extended illnesses or injuries will not be permitted to participate in contests until appropriate conditioning is attained as determined by the coach. Circumstances such as a serious family emergency may be considered for an appeal and will be dealt with on an individual basis. A decision will be made after discussion involving the coach, the player, and the Athletic Director. Athletes missing practice time are not guaranteed identical playing time/status until they prove themselves ready through practice. An external suspension is considered an unexcused absence and is treated as indicated as above. A second offense during the same sport season resulting in an external suspension will result in the athlete being dropped from the team. An internal suspension is considered an unexcused absence and is treated as an Unexcused Absence. Any other attendance or behavior related incident may result in consequences for the athlete.

ACADEMIC ELIGIBILITY

Student athletes must recognize their commitment when participating in athletics. For a student to participate in an extracurricular activity, he/she must be in regular attendance at school all day when the said activity is scheduled. Attendance on Friday will suffice for Saturday activities. The principal or his/her designee may grant permission for the student to be absent under special circumstances. To be eligible to participate in athletics and co-curricular activities at the high school level, students must maintain acceptable academic standards. If a student fails two courses in a quarter, the student will be deemed "on probation." A student on probation may continue to participate in athletics and/or co-curricular activities by filing a probationary contract co-signed by the student and his/her parent. "On probation" means that the student can only participate after a probationary contract has been processed through the building Principal or designee. If a student fails three or more courses in a quarter, the student will be deemed "ineligible" during the subsequent quarter. If the student is declared ineligible she/ he will not be permitted to participate in any co-curricular activities. To be reinstated, the student must follow the probationary contract procedure initiated with the Assistant Principal and petition the Eligibility Committee. The Principal may, restrict participation in co-curricular activities for reasons that include and/or transcend the above stated eligibility policy. Fourth quarter grades
will determine eligibility status for fall activities. Consideration may be given for successful completion of summer school courses. Ineligible students who are passing the required number of subjects during the subsequent marking period, or who believe that they have a valid reason to be reinstated, may at the mid-point (5 weeks) of the marking period appeal to the building Principal for permission to participate in athletics or co-curricular activities for the remainder of the marking period.

TRANSPORTATION

Transportation to off-site contests, is usually, provided by the school district. If an athlete misses a bus he/she cannot practice or compete. Students may not drive themselves to a practice (without prior approval from the Director of Athletics) or a contest when transportation is provided. They are ineligible to participate if they do so.

ATHLETIC ATTIRE

Athletes are to wear only school-issued uniforms for contests. In addition, the school dress code is in effect for athletic practices and contests. Athletes are not permitted to wear clothing considered inappropriate. This includes clothing that is vulgar; obscene; libelous; or that denigrates others on account of race, color, religion, national origin, gender, sexual orientation or disability; or that promotes and/or endorses the use of alcohol, tobacco, or illegal drugs and/or encourages illegal or violent activity. Hewlett-Woodmere athletes are expected to be role models for all students. They are expected to demonstrate positive behavior through their actions and attire.

STUDENT RESPONSIBILITY

All student expectations and responsibilities fall under the Hewlett-Woodmere School District Code of Conduct. Those students who exhibit a failure to abide by the Code of Conduct may be excluded from extracurricular activities. Athletes are responsible to review the Code of Conduct in their student handbooks and be aware of its contents. Hewlett-Woodmere athletes are expected to behave at all times as responsible members of their teams, in addition to meeting Hewlett-Woodmere's high standards for academic achievement and exhibiting respectable behavior in keeping with the Code of Conduct. At no time may an athlete gossip with malicious intent, disparage, belittle, ridicule, negatively criticize, or bully any other person for any reason whatsoever. Causing social or emotional distress to another individual will jeopardize the athlete's continuance on the team. Unauthorized, inappropriate use of photo(s) or video(s) of Hewlett-Woodmere athletes or teams is prohibited and will result in discipline, suspension, or removal from team.

AWARDS

School District awards are issued only to those athletes who complete their season in good standing. Athletes who are dropped from a team or quit prior to the last contest are not eligible for awards. Athletes who fail to return or reimburse the cost of equipment or uniforms are ineligible for awards. These athletes will not be eligible to participate in a subsequent sport season until the return or reimbursement is satisfied.

ALCOHOL, TOBACCO AND SUBSTANCE ABUSE

An athlete may not be in possession of, use, or sell alcohol, tobacco, or illegal substances at any time. Any athlete found to possess, use or sell alcohol, tobacco, or any illegal drug on or off school property at any time, including weekends, preceding or during a season, will be disciplined or suspended from participating in that sport. If a student self informs a coach and/or other school official about his/her substance abuse, suspension may be waived if the athlete is willing to take active steps to remedy the problem.

HAZING/SEXUAL HARRASSMENT

Hazing, a form of harassment whether it is physical or verbal, cannot be tolerated or condoned by a victim, a coach, staff, family, school administration, fellow students and especially team members. Any student found to have committed an act of harassment against any student in the Hewlett-Woodmere District, including team members, will face disciplinary action, which may include suspension from an athletic team and suspension from school. Team members are expected and required to notify a coach or other school official if any such behavior is rumored or observed. Sexual harassment will not be tolerated. Sexual harassment consists of unwelcome verbal, electronic, or physical interaction between two or more people. Sexual harassment can happen between people of the same gender or people of different genders. Any athlete, male or female, proven to sexually harass any other student will be subject to suspension or removal from the team, a program, or the school.

BEHAVIORS

Foul language and insulting remarks are not permissible. Students will not be permitted to fight or strike teammates or opponents unless in the context of a contact sport where such physical conduct is required and controlled in accordance with contest rules. Athletes are expected to obey a coach's directions. Disobedience, unwarranted comments, and other subversive behaviors may interfere with the coach's ability to conduct a practice/contest and may distract from the time a coach should be devoting to the team. Athletes are expected to communicate with coaches before or after practice to avoid detracting from team practices/contests and team goals. Athletes are also expected to follow the rules and protocol of their sport and not intentionally violate the rules of the sport that they are playing during practice or competitions. The coach, building administrator, or Athletic Director will impose all penalties for violations. Penalties will be consistent throughout the athletic program and dependent upon the severity of the violation and behavioral history of the violator.

SPORTSMANSHIP EXPECTATIONS FOR A HEWLETT-WOODMERE ATHLETE

It is important for all athletes to remember that participation is a privilege that is not to be abused by unsportsmanlike conduct. The Hewlett-Woodmere athlete is to demonstrate self-control and respect for teammates, opponents, other athletes, coaches, officials, and spectators at all times. Hewlett-Woodmere athletes are expected to treat opponents with respect before, during and after competitions. Saying "Congratulations," shaking hands, and showing other acts of good sportsmanship are expected from the athlete. Hewlett-Woodmere athletes are expected to follow the following SPORTSMANSHIP code:

1. Follow the proper ideals of sportsmanship, ethical conduct and fair play.
2. Make no remarks or gestures at any time toward any other person, which would be considered belittling, disparaging, bullying, or in any way judgmental or critical of that person.
3. Show respect and courtesy to visiting teams, spectators and officials.
4. Establish positive relations with visiting teams, hosts and respect the integrity and judgment of game officials.
5. Follow the Section 8, NYSPHSAA and the school rules of eligibility.
6. Encourage leadership, initiative and good judgment in teammates.
7. Recognize that the purpose of athletics is to promote the physical, moral, social and emotional well-being of the players.
8. Remember that an athletic contest is ONLY A GAME for the athlete, coach, school, spectator or community.

APPEALS

An appeals process is available to students. Students and/or parents may initiate appeals. Such appeals will be heard by a committee, convened as necessary, consisting of the Director of Athletics, building administrator, and an advocate selected by the student. Appeals will be heard in as timely a manner as possible

I have read the above guidelines for a Hewlett-Woodmere athlete, and I am willing to adhere to all rules and expected behaviors. I am also aware that disciplinary actions will be initiated if I fail to adhere to the rules and expected behaviors. I understand that all athletic policies are governed specifically by the Board of Education and it is my responsibility to know, understand, and follow those expectations.

Student-Athlete Signature **Parent/Guardian Signature** **Date**

Print Name **Team** **Revised 3/25/26**

Legal Reference:
Education Law 1709, Subdivision 8a
Hagney's 1966 Handbook on Education Law, Chapter 10, Section 18 Regulations of the Commissioner of Education 135.4
~~Cross ref:~~ 5420, Student Health Services

~~Ref:~~ Education Law §§ 305(42), 1709 (8-a); 3001-b 8
NYCRR §§135.4, 136.5
Santa Fe Indep. Sch. Dist. V. Doe, 530 U.S. 290 (2000) (constitutionality of student-led prayers at interscholastic athletic activities)
Concussion Management Support Materials, www.nysphsaa.org
Athletic Placement Process for Interschool Athletic Programs. http://www.p12.nysed.gov/sss/documents/AthleticPlacementProcess2-11-15Revised.pdf

Amended: August 23, 2023, October 7, 2026

Exhibit 2

Dear Parent/Guardian:

There is a New York State Education Department (NYSED) program that permits students to try out for an athletic team that is outside of their grade placement. It is called the Athletic Placement Process (APP).

Your child (name): _____ has been identified and invited to tryout and may be eligible to participate in the sport of_____outside of his or her normal grade level.
In order to establish the appropriate eligibility, we must have your permission to begin the APP.

This evaluation is a comprehensive evaluation of your child's academic, social, emotional and physical maturity as well as athletic abilities, physical fitness, and sport-specific athletic skill in relationship to other student athletes at that level.

If your child successfully meets the requirements of the APP, he/she will be allowed to try out for competitive high school athletics during 7th and/or 8th grade(s).

Under normal circumstances, a student is eligible for senior high school athletic competition in a sport for only four consecutive seasons, beginning with the student's entry into the ninth grade. However, by meeting the Athletic Placement Process requirements established by NYSED, your child's eligibility can be extended to permit:

a) participation during five consecutive seasons in the approved sport after entry into the eighth grade; or
b) participation during six consecutive seasons in the approved sport after entry into the seventh grade.
c) It is important for you and your child to understand that, once the requirements are met and if he/she is accepted as a member of the team, he/she cannot return to a lower-level team (modified) in that sport in that season.

At the higher level of play your child may be exposed to the social atmosphere that is common among older students in a high school environment. Therefore, it is important to take into account your child's ability to handle the additional social and emotional demands of high school athletics.

Please feel free to contact me regarding this program or to discuss any aspect of your child's athletic placement. If you agree to allow your child's participation in this program, please sign and return the parental permission form to my office. Once the academic review takes place more information will follow.

I have read and understand the above:

_____(parent name)
_____(parent signature)

Sincerely,

David Viegas
David Viegas
Director of Health, Physical Education & Athletics

APPLICATION FOR ATHLETIC PLACEMENT PROCESS
(to be submitted to Building and District Administration)

Exhibit 2

Due to the time demands of participation of athletics at the high school level, the student's academic performance should be in alignment with the academic eligibility requirements of GW Hewlett High School. Furthermore, administration should assess a student's emotional readiness to socialize with high school aged students.

Student's Name _____ Grade ____ Age ____ Sport: _____Level: ___

Middle School Principal (or designee):

The student must demonstrate academic, social and emotional readiness for advancement. This is to verify that the applicant is in good academic standing and meets the **GW Hewlett High School Athletic and Co- Curricular Eligibility** requirements, conducts himself/herself as a good citizen and if approved should be allowed to participate on the high school team indicated above. An academic profile of the student has been reviewed (This should be the last available report card, progress report, or documentation from faculty and staff).

- If a student is **failing or has failed two courses** in a quarter, the student will be deemed **"on probation."** ("On probation" means that the student can only participate after a probationary contract has been processed through the building Principal or designee.)
- If a student **fails three or more courses** in a quarter, the student will be deemed **"ineligible**".
- Fourth quarter grades will determine eligibility status for fall activities.
- Consideration may be given for successful completion of summer school courses.
- Ineligible students who are passing the required number of subjects during the subsequent marking period, or who believe that they have a valid reason to be reinstated, may appeal to the building Principal for permission to participate in athletics for the remainder of the marking period.
- Students are not permitted to leave early from their last period of the day and must be in school by 10:15am to participate on any given day.

Parent signature: _____Date _____
Principal (or designee) signature: _____Date _____ Approved _____ Not Approved ____

Additional Comments:

High School Principal:

High School Principal has been notified and approves of the applicant's movement to a higher level of participation.

Principal's signature: _____Date _____

Director of Health, Physical Education & Athletics:

Director of Health, Physical Education & Athletics has been provided with all materials to make a determination regarding applicant's movement to a higher level of participation.

Director's signature: _____Date _____ Approved _____ Not Approved _____