

## Lauralton Hall Athletics Handbook

### Lauralton Hall Mission Statement

The Academy of Our Lady of Mercy, Lauralton Hall, is a Catholic preparatory school founded in 1905 by the Sisters of Mercy. Lauralton Hall's unique mission is to foster a community atmosphere enriched by the Mercy tradition to educate young women to pursue knowledge, to recognize truth and to respond to the needs of others.

### The Athletic Program

We are pleased you are interested in the Lauralton Hall's Athletic program. Lauralton has a long and rich tradition in sports, and our success can be attributed to our dedicated coaching staff and our skilled and motivated athletes.

There are standards and expectations in the areas of academics, citizenship, training, rules, and sportsmanship with which the participants must comply. It is essential that student athletes and parents be thoroughly familiar with all rules and regulations governing athletic participation at Lauralton Hall. Furthermore, as with all privileges, it is important to remember the school reserves the right to revoke the privilege if the participant or her parents do not conduct themselves in an acceptable manner.

All qualified students may try out for membership on sports teams. The school is committed to providing everyone a chance to participate. Unfortunately, not everyone who tries out can be accepted. The decision of the coach, in conjunction with the athletic director, is final. Ordinarily, the administration will not intervene in non-selection decisions. Parents are encouraged to help their daughter understand that not everyone is selected.

Our dedicated coaches are very much aware of the tremendous influence their position has and of their obligations and responsibility as visible representatives of Lauralton Hall. Along with all of Lauralton Hall, they continually strive to instill the highest desirable ideals and character traits in our student athletes. Our goal is simple: to put forth teams that are competitive, to create a sense of school spirit and pride in the athletic program and to achieve success. Good luck to all!

### League Affiliation

Lauralton Hall athletic teams are governed by the rules and regulations of the Connecticut Inter-scholastic Athletic Conference (CIAC). Also, Lauralton Hall is a member of the South West Conference, which is comprised of 16 outstanding schools in Connecticut. The SWC provides very competitive schedules in all sports.

### CIAC Mission Statement

The CIAC believes that interscholastic athletic programs and competition are an integral part of a student's academic, social, emotional and physical development. The CIAC promotes the academic mission of schools and honorable competition. As such, the CIAC serves as the regulatory agency for high school interscholastic athletic programs and exists to assure quality experiences that reflect high ethical standards and expectations for fairness, equity and sportsmanship for all student athletes and coaches.

*-approved by the CIAC 2/19/99*

### Philosophy of the Athletic Department

*"We've got the spirit!"* summarizes what our student athletes experience—the joy of competition, pride in their school and their personal accomplishments, and, pride in the spirit to win or lose with heads held high. In conjunction with the school's mission statement, the athletic department at Lauralton Hall strives to provide what is best for all student athletes. We wish to create an athletic atmosphere based on the ideas of fair play, honest competition and respect for all those associated with any and all athletic contests. All students have the responsibility to demonstrate sportsmanship, dedication and compassion for one another, opponents, officials and spectators.

### **Objectives of the Athletic Department**

- To develop good citizenship and respect for rules and authority;
- To provide an opportunity to exemplify and observe good sportsmanship;
- To encourage student athletes to achieve academic success and to keep athletics in proper perspective;
- To teach and emphasize the fundamental skills of the various sports as a necessary ingredient in achieving individual and team success;
- To stress the importance of physical fitness, conditioning, health habits and safety in athletics;
- To provide opportunities to develop lasting friendships with teammates and opponents.

### **Prerequisites for All Team Candidates**

- Annual current physical examinations are required of students who participate in varsity, junior varsity or club sports. A Health Assessment Record Form must be completed and returned to school marked for the Athletic Director prior to the first day of team tryouts. A current (within thirteen months of the physical exam) Health Assessment Record Form must be on file at school in order for a student to try out for, practice or play a sport at Lauralton Hall. According to CIAC regulations, if the form expires during the playing season, a new form is required without lapse or the student will not be able to continue participation. The form can be downloaded from the school's website, [www.lauraltonhall.org](http://www.lauraltonhall.org), and blank hard copy forms can be obtained in the office of the school nurse and the office of the Athletic Director.
- The Interscholastic Sports Permission Form, which includes an important warning statement, must be completed and signed by the candidate's parent/guardian and by the athlete and submitted to the coach prior to participation. These forms are kept on file with the Athletic Director. Please be advised that the signatures of both parent and student on the permission slip also signify that the warning statement is understood and that the parent and student have read and agree to abide by all the rules and regulations contained in this athletic handbook. In addition, all CIAC rules and all other team and school rules must be followed. Blank forms can be obtained in the office of the Athletic Director and the form has been posted to the school's website, [www.lauraltonhall.org](http://www.lauraltonhall.org).
- Attendance by the parent of a freshman, new student, or other student who is new to athletics at Lauralton Hall at a pre-season meeting held in August.

### **Varsity and Junior Varsity Athletics**

- Varsity Athletics: Varsity athletes are the athletes who possess the most skill of those who have tried out for the team. The purpose of Varsity athletics is to refine the skills of the team in an attempt to provide Lauralton Hall with the best win-loss record. The athletes on a team have the opportunity to compete against equally talented athletes from opposing schools.
- Junior Varsity Athletics: Junior Varsity athletic programs offer students who do not yet possess the skills required of Varsity athletes an opportunity to participate in the athletic program. JV athletes are in the process of gaining the valuable knowledge, skill and experience required to participate on the Varsity level. Occasionally, JV athletes participate in Varsity contests based on the decision of a coach. This should not be misinterpreted as an absolute move to the Varsity level.

### **Athletic Department Policies**

#### **A. Athletic Code of Conduct**

Lauralton Hall, its Administration, Athletic Director and coaching staff feel that high standards of conduct are essential to a sound athletic program. To this end:

- Athletes will conduct themselves as Christian women at all times, remembering that each athlete is a representative of Lauralton Hall, the team, the coach and the family.
- Athletes will conduct themselves in an exemplary manner in school, the community and on any campus which their team is visiting.

Any violation of the aforementioned rules, act of unacceptable conduct or violation of the Student Handbook (including any violation of the law) may lead to dismissal from the team for the duration of the season or indefinite suspension.

#### B. School and Class Attendance

- Athletes must attend classes regularly and on time. Tardiness and missing classes will not be tolerated.
- Sports cannot be used as an excuse to miss class or portions of a class unless the team is departing early from school. All students must report to their last period class to hand in homework and receive appropriate assignments before leaving school for any athletic contest.
- Athletes must be in school no later than 8:45 a.m. to be eligible to participate on a specific day.

#### C. Practice and Game Attendance

- Attendance at all practice sessions/games (including tournament and vacation periods) for all team members is mandatory. If for some reason an athlete must be tardy or absent, that athlete must personally speak to the Athletic Director or explain the reason for the absence in writing to the coach. The coach's mailbox in the gym can be used for this purpose. Athletes are not permitted to leave practice or a game early without prior approval of the coach. Athletes should be aware that high school contests may be scheduled or rescheduled for a Saturday.
- Coaches may have additional regulations pertaining to their specific sport. Information and practice/game policies are provided to students and their parents at the beginning of each season.

#### D. Alcohol, Drug, Tobacco, Chemical Health Policy

Lauralton Hall believes in maintaining a safe drug- and tobacco-free school and student body. Therefore, Lauralton Hall athletes will not use or possess any quantity of tobacco, alcohol or illegal/non-prescription drugs (including steroids). Any individual who violates the school policy regarding alcohol/drug/tobacco use will be subject to disciplinary action in accordance with school policy.

Based on CIAC regulations, a student-athlete who has been determined to have used, in or out-of-season, androgenic /anabolic steroids or other performance enhancing substances shall be declared ineligible for all CIAC-controlled activities for one hundred eighty (180) school days on each occurrence. The one hundred eighty (180) school day period of ineligibility commences on the day the CIAC Board of Control makes such determination. Performance enhancing substances and practices subject to this policy include, but are not limited to, the following:

- Anabolic Agents, Diuretics, Peptide Hormones and Analogues;
- Blood doping (the intravenous injection of whole blood, packed red blood cells, or blood substitutes);
- Substances and practices identified as banned by the NCAA and the USOC.

The CIAC allows member schools to make exceptions for those student-athletes with a documented medical history demonstrating the need for regular use of substances that are banned in this policy. These identified substances shall be medically prescribed by the student-athlete's doctor for therapeutic purposes. The documentation should contain information as to the diagnosis, medical history and dosage prescribed.

In addition, disciplinary action and follow-up procedures will be administered by the school administration according to the *Student/Parent Handbook of Standards and Expectations*.

#### E. Hazing

- Hazing is any form or type of physical, verbal, or emotional mistreatment, abuse or harassment of a student-athlete in connection with participation on an interscholastic athletic team.
- Hazing activities of any type are inconsistent with the goals of Lauralton Hall and are prohibited at all times, on or off school grounds and whether occurring during, prior to or after the season or school day. Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if the student-athlete willingly participates. Lauralton Hall prohibits any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student-athlete for the purpose of initiation.
- If a student-athlete believes that she has been subject to hazing, the student-athlete must promptly report this incident to a coach, counselor or administrator. This information must immediately be brought to the attention of the Assistant Principal.

- Consequences for hazing activities may include but are not limited to: team suspension or removal, school suspension or expulsion, legal prosecution.

#### F. Athletic Transportation Policy ó Away Contests

An athlete in violation of any section of the following rules may be subject to dismissal from the team for the duration of the season or to indefinite suspension.

- Lauralton Hall provides transportation to and from away contests. Parents who opt not to utilize this transportation are assuming all risk and cannot hold the school liable for any issues that may result. Students will not be able to travel to or from the competition site with another athlete.
- When Lauralton Hall provides a round trip bus for away contests, all athletes are expected to travel to and from the competition on the bus. Exception is made to this policy only when:
  - a student-athlete is picked up by her parent OR
  - The appropriate form allowing the student to travel home with the parents of another athlete has been completed by the parents of both athletes. This form may be picked up in the office of the Director of Athletics or from the coach, and must be submitted to the coach prior to the competition.
- When Lauralton Hall provides a one way bus for away contests, only seniors are permitted to drive to and from the competition site if the appropriate form has been completed by the parents of both athletes and submitted to the Director of Athletics prior to the competition date. The form for this purpose may be picked up in the office of the Director of Athletics or from the coach.

#### **Procedure for Contacting Athletic Department Personnel**

Should a concern arise regarding Athletic Department procedures or policies, please be advised of the following steps to resolve any issue:

- Student-athlete should contact the coach to discuss the situation directly.
- Student-athlete should contact the Director of Athletics if the initial contact with the coach does not settle the issue satisfactorily.

#### **Injury Policy and Insurance**

All injuries suffered by an athlete must be reported immediately to the coach and the Athletic Trainer. This is the responsibility of the athlete. An Injury Report Form must be filled out and signed by a parent. This is obtained from, and returned to, the coach.

After an injury, in order to return to participation, the athlete must be cleared to play by the Athletic Trainer who will need written clearance from the attending physician. Lauralton Hall adheres to the medical protocol issued by Dr. Patrick Ruwe, M.D. of Connecticut Orthopedic Specialists. The limitations and time requirements stated in the medical protocol document will be followed and, if in conflict, will override a waiver from the student-athlete's physician. Questions regarding the medical protocol or requests to review the document should be directed to the Director of Athletics or the Athletic Trainer.

All Lauralton Hall athletes are covered by a secondary insurance plan provided by the school. The personal medical insurance plan of an athlete is the primary insurance plan used in case of injury. Any questions about the insurance plan can be answered by the Athletic Director or the school nurse.

#### **Fund Raising**

No athletic team is permitted to conduct fund raising activities of any kind. Fund raising is a violation of established school policy and would be counter-productive with respect to the comprehensive development efforts of the school.

#### **CIAC & Lauralton Hall Eligibility Rules**

##### **A student is NOT ELIGIBLE:**

1. If less than (4) subject areas of work or the equivalent is being taken;

2. If the student FAILS (1) COURSE IN A MARKING PERIOD or has two D grades at the end of the last regular marking period. (Lauralton Hall policy)
3. If the student is (19) years of age before July 1;
4. If, in grades 10, 11, or 12, the student has changed schools without a change of legal residence to another school district;
5. If the student has played the same sport for more than (3) seasons in grades 10, 11 and 12;
6. If the student receives personal economic gain for participation in any CIAC sport;
7. If the student plays or practices with an outside team in the same sport while a member of the school team after the first scheduled game of any season.

**The exceptions to the Eligibility Rules:**

1. Participation in parent-child tournaments and caddy tournaments;
2. Swimming, tennis, gymnastics: a student may practice but not compete with a non CIAC team during the season, not to exceed three hours per week. This can be done only with the permission of the high school coach.

Note: Marking period grades (not semester grades) are to be used in determining scholastic eligibility to participate in interscholastic athletics during any given marking period.

For fall sports eligibility, the athlete must be a continuing student or have received four (4) units or its equivalent towards graduation at the conclusion of the school year preceding the contest. The final academic grade average determines full eligibility.

Important: Scholastic failures cannot be made up for eligibility purposes in any manner until the next report, except that credits earned during the summer by any regularly approved Board of Education procedure will be accepted for the purpose of determining the eligibility of pupils desiring to participate in the Athletic Program of the school in September. Scholastic incompletes must be made up within ten (10) school days after grades have been distributed. Incomplete grades are not to be considered as passing grades.

Ineligible athletes cannot practice or try out until the grades are submitted to the office and they cannot compete until the grades have been distributed, or the 14th calendar day following the end of the marking period, whichever comes first. No Carnegie Unit or equivalent for which the student has already received credit shall be included in those required by this rule. Please consult the Principal or the Athletic Director for other rules affecting athletic eligibility and/or for clarification.

**Ejection/Disqualification Rule Adopted by the CIAC**

The following policies for disqualification shall apply in all sports:

1. Any student athlete who physically assaults an official, coach, opposing player or spectator, will be immediately dismissed from the team for the remainder of the season.
2. When a student athlete is disqualified during a contest for flagrant misconduct and/or unsportsmanlike conduct, including taunting\*, that student is ineligible to participate in any contest until withheld from the next contest at that level of play.
3. Upon a second disqualification, if that violation is for initiating a fight or retaliating in a fight (as determined by the game official), that student athlete will be dismissed from the team for the remainder of the season. Otherwise #2 remains applicable.
4. When a coach is disqualified during a contest for unsportsmanlike conduct, including taunting\*, that coach shall be prohibited by the school from coaching in or attending a contest until the next contest at that level of play has occurred.
5. Any CIAC team that accumulates five (5) or more disqualifications for flagrant misconduct, unsportsmanlike conduct, including taunting\*, retaliating in a fight, or physically assaulting an official, coach, opposing player or spectator during the course of one season will be barred from CIAC post-season competition. The number of disqualifications must be completed on all tournament forms. Disqualification from the team under #1 constitutes one disqualification in team totals.
6. Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season of participation in any sports for seniors.

7. If the playing rules for a sport specify an additional penalty, the additional penalty will apply. The CIAC disqualification rule applies to all disqualifications with the exception of reaching the limit of personal fouls in basketball.

\*Definition of Taunting: Taunting includes, but is not limited to, any actions or comments by coaches or players which are intended to bait, anger, embarrass, ridicule or demean other players, coaches or game officials. Included in this is conduct that berates, needles, intimidates or threatens based on race, gender, ethnic origin or background and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters.

Penalty: In all sports, game officials are to consider taunting a flagrant unsportsmanlike foul that disqualifies the offending bench personnel or athletes from that contest/day of competition and the player or coach from the following contest/day of competition, i.e. the CIAC player/coach ejection rule will be invoked. A warning may be given, but is not required before ejection.

### **Important NCAA Rules**

NCAA initial-eligibility Clearinghouse: All high school students who plan to participate in college at a Division I or Division II school must be certified by the NCAA Clearinghouse. The forms needed are available in the Guidance office and should be mailed early in the fall of the student's senior year. Answers to questions pertaining to the NCAA Clearinghouse can be found on the following websites: [www.ncaa.org](http://www.ncaa.org) and [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).

### **Expectations of Student Athletes**

- Athletes must be in compliance with all CIAC and school eligibility rules.
- All Lauralton Hall athletes should conduct themselves in a manner consistent with the standards of behavior expected of all student-athletes and team members.
- All team members are expected to treat opponents, officials, coaches, and spectators with respect.
- All school equipment must be cared for by the athlete.
- Athletes are responsible for all equipment/uniforms issued to them and will be held financially responsible for any equipment/uniform damaged or not returned. Any student with an obligation to the Athletic Department may not participate in another sport until the obligation is resolved.
- Athletes must attend school on the day of a contest or they cannot compete. This also applies to practice. If a student arrives at school after 8:45 a.m., eligibility for athletics for that day is prohibited.

An athlete in violation of any section of these rules may be subject to dismissal from the team for the duration of the season or to indefinite suspension.

### **Expectations of Parents**

- Parents must pay a \$100 participation for each sport before the first game or match of the season. Student athletes will not be permitted to participate in competitions until this fee has been paid.
- Parents should be positive and let their daughter know that something good is being accomplished simply by being part of the team.
- Parents should help their daughter improve her self-esteem by encouraging her to believe in herself. Any added pressure will only make it more difficult to improve self-image.
- Parents should encourage their daughter to work hard and to do her best.
- Parents should not criticize coaches or the school or offer excuses if their daughter is not playing.
- As spectators, parents are entitled to cheer at sporting events, but should never become belligerent and arrogant towards players, coaches or officials.
- Parents should insist that their daughter exhibit true sportsmanship during athletic contests, and emphasize never embarrassing themselves, their family, team, school or community through an inappropriate act during competition.