

**ASHLAND
HIGH SCHOOL
ATHLETICS**



**2014-2015
STUDENT-ATHLETE / PARENT
HANDBOOK**

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THE ASHLAND "CLOCKERS"

Ashland is where inventor Henry E. Warren invented the Warren Synchronizing Timer in 1916. This machine made electric clocks possible by keeping alternating current flowing from power plants at a consistent sixty cycles per second. In partnership with General Electric, Warren founded Telechron, which manufactured electric clocks in Ashland into the 1980s. Since the town is famous as the birthplace of the electric clock, the Ashland High School sports teams have been affectionately coined "The Clockers".



WELCOME TO ASHLAND HIGH SCHOOL ATHLETICS

This handbook 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 interest in this phase of our school program is very gratifying. Parents of student-athletes have the opportunity to bond with their children in a way that is extremely special. We believe that participation in sports provides a wealth of opportunities and experiences to assist students in personal growth.

Students who elect to participate in athletics are voluntarily making a choice which involves self-discipline and commitment. Only students who comply with the rules and expectations of their team are assured membership on the team. This concept of self-discipline is tempered by the responsibility to recognize the rights of the individual within the framework of a team.

We believe that you, the parent, have committed yourself to certain responsibilities and obligations. Please understand that skill improvement and healthy learning experiences are a focus of the athletic program. Parents can be helpful by supporting the team and the coach. Any issues should be addressed directly with the coach. Avoid setting up a conflict in your child's mind between parents and coaches. Develop a proper perspective: remember what you could do at your child's age; try not to judge them by what you can do now. Develop and an understanding of what your child wants from sports, as not all children want the same things.

We would like to take this opportunity to acquaint you with our athletic philosophy and some of the specific policies that are necessary for a well-organized athletic program. This handbook includes information regarding policies, practices and regulations that govern our athletic program and should help to answer many of your questions about interscholastic athletics at Ashland High School. It is intended to help you understand what you can expect for your student athlete and what is expected of you as a Clocker student-athlete and parent.

If your questions and concerns are not answered within this handbook, please speak with a member of our coaching staff or feel free to contact me directly. Please visit our Athletic website at <http://athletics.ashland.k12.ma.us> for schedules, athletic forms, staff contact information and valuable links.

Being a part of a sports team at the high school is a major commitment, but can also be one of the most rewarding experiences of your life. Best of luck on your journey and please let me know if I can ever be of assistance. Go Clockers!

Ryan E. Quigley
Director of Athletics

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PHILOSOPHY

The Interscholastic Athletic Program at Ashland is committed to the total physical, emotional, social and mental development of its participants. Athletics are an extension of the academic day where our coaching staff is charged with the responsibility of reinforcing the core values of our school: **Achievement, Involvement, Integrity, Responsibility, and Respect**. We acknowledge that building self-esteem and self-confidence is an ongoing process, used in both games and practices. Through this process Ashland coaches challenge and develop players, both technically and emotionally, in a positive manner, using both praise and constructive criticism. Coaches are encouraged to make praise personal, and criticism impersonal.

Ashland believes that athletics are valuable components of education and, therefore, attempts to provide avenues for all students who want to take part in them. The entire program is based upon these precepts:

Winning isn't everything, nor is it the only thing. Young athletes cannot possibly learn from winning and losing if they think the only objective is to beat their opponents. However, to play sports without striving to win is to be a dishonest competitor. Every student can experience the true success that comes from trying his or her best to win. The opportunity to strive for success is the right of every young athlete.

Failure is not the same thing as losing. Athletes should not view losing as a sign of failure or as a threat to their personal values. Students can learn to persist in the face of obstacles and support each other even when they do not achieve victory.

That the highest standards of sportsmanship and fair play will be observed by players, coaches, parents and spectators; That both winning and losing in competition will be placed in their proper perspectives.

Representing one's school may also be a way to learn responsibility and to build a favorable self-image. For many student athletes, participating on a team provides a feeling of belonging to a special group.

In accordance with this philosophy of athletics and our desire to see as many students as possible participate in the athletic program at Ashland, we will encourage coaches to keep as many students as they can without compromising the integrity of their sport. Time, space, facilities, equipment, personal preference and other factors will place limitations on the most effective squad size for any particular sport.

It is vital that Ashland pay close attention to its athletic programs. When a school's athletic policy mirrors its academic policy, each enhances the other. A student taught that effort in class brings rewards will learn that effort on the field brings rewards. A student taught that booting a ground ball isn't the end of the world will relax and make the play the next time; he or she will also take exams in their proper perspective.

Athletics have an enormous impact upon every student who takes part. Ashland High School has an absolute responsibility to try to make sure that effect is a positive one.

Tryouts are open to all students, providing they are in good academic standing and are good school citizens.

ATHLETIC DEPARTMENT MISSION STATEMENT

The Interscholastic Athletic Program in the Ashland Public Schools is committed to the Vision Statement of the

Ashland Public Schools. Such values set the stage for the major objectives of the athletic program at Ashland High School. The Ashland athletic department dynamically supports the academic mission of the school. Athletics attempts to develop student-athletes by:

- **Encouraging participation in a wide variety of offerings.**
- **Physically, by learning sport skills, improving physical conditioning, developing good health habits and avoiding injuries**
- **Psychologically, by learning to control their emotions and developing feelings of self-worth**
- **Socially, by learning cooperation and respect in a competitive context, and by practicing appropriate standards of behavior.** These standards are defined by the state association, league, and school requirements/guidelines.
- **Emphasizing difference, by teaching respect for human differences and for the diversity of peoples must be at the center of the athletic experience.** Students and coaches are expected to demonstrate proper respect for teammates, opponents, officials, spectators and property.
- **Practicing Sportsmanship, by demanding student-athletes and coaches to exhibit the highest level of conduct,** both on and off the playing field, as they are, at all times, representatives of their team, school and community. We will always strive to win within the rules of the game.
- **Evaluating, by ensuring that our athletic, professional, and personal efforts progress regularly.** Success is measured by more than wins and losses as winning and losing become by-products of the quality of our efforts. A dynamic athletic program is vital to the positive social, physical, and educational development of students.
- **Foster moral awareness and civic participation** by the example of our daily behavior. We offer opportunities to serve the school and develop fellowship and goodwill. We encourage the qualities of good citizenship and the ideals of good sportsmanship, ethical behavior, and integrity throughout our school and community.

INTERSCHOLASTIC SPORT OFFERINGS AND LEVELS

Fall sports

| | Varsity | Junior Varsity | Freshman | Middle School |
|-----------------------------|----------------|-----------------------|-----------------|----------------------|
| Football Cheerleading | X | | | |
| Cross Country, Boys & Girls | X | | | X |
| Field Hockey | X | X | | X |
| Football | X | X | X | |
| Soccer, Boys & Girls | X | X | | X |
| Golf (Co-ed) | X | X | | |
| Volleyball Girls | X | X | X | X |

Winter sports

| | Varsity | Junior Varsity | Freshman | Middle School |
|--|----------------|-----------------------|-----------------|----------------------|
| Basketball, Boys & Girls | X | X | X (boys) | X |
| Ice Hockey Boys & Girls (Varsity Only) | X | X (boys) | | |
| Indoor Track, Boys & Girls | X | | | |
| Basketball Cheer | X | | | |
| Gymnastics (Co-op w/DS & Medfield) | X | | | |
| Wrestling (Co-op with Keefe Tech) | X | X | | |
| Swimming/Diving (Coed) | X | | | |

Spring sports

| | | | | |
|------------------------|---|---|----------|---|
| Baseball | X | X | X | X |
| Lacrosse, Boys & Girls | X | X | X (boys) | |
| Softball | X | X | | X |
| Tennis, Boys & Girls | X | | | |
| Track, Boys & Girls | X | | | |

Intramurals

In addition to the interscholastic athletic program, Ashland will run an intramural program at the middle school level based upon interest of the student body. These are after school programs and are non-competitive and focus on involvement and participation for recreation and self-improvement. Programs are offered based upon interest, instructor availability, and the budget.

GOVERNING BODIES**Massachusetts Interscholastic Athletic Association (MIAA):**

Ashland High School is a member in good standing of the MIAA. With membership, the Principal agrees to abide by all rules and regulations of the MIAA. All schools are voluntary members of the MIAA and compete only with member schools. As a member, Ashland agrees to abide by and enforce all rules and regulations of the association.

The primary role of the state association is to maintain rules and regulations that ensure equity in competition for the student/athletes and a balance with other educational programs. The association solicits input and is responsive to requests for rule modification from member schools, appointed committees, and coaches' associations. The state association attempts to enforce such rules that assure the greatest good for the greatest number and to ensure that competition is conducted in an appropriate manner.

One of the primary functions of the MIAA is to sponsor and conduct post-season tournaments leading to the determination of geographical district and state champions. When our varsity teams qualify for and enter such tournaments, we are completely subject to the specific rules and regulations that govern each tournament as set by the MIAA. Tournament qualification, divisional placement and geographical district criteria are sport specific. Some of our teams may qualify for regional tournaments beyond the MIAA tournaments that are sponsored and conducted by the combined state associations that make up the region of competition.

Some of our varsity teams may host and/or play in seasonal tournaments that are sponsored by local school districts or other qualified agencies. MIAA regulations specify that such tournaments be sanctioned by the Association and be conducted totally under their policies, rules and regulations. The MIAA does not sanction or sponsor any sub-varsity tournament competition. The MIAA is a member of the National Federation of State High School Associations and is bound by their set of rules, policies and regulations.

The Tri-Valley League:

Ashland is a member of the Tri-Valley League (TVL). The TVL is governed by the MIAA and its own constitution. The Principal of each member school agrees that his/her school will abide by all league rules and regulations. Several sports compete within the South Sectional dependent upon the sport and number of participating schools. Ashland is a voluntary member of the TVL. This league was established for the primary purpose of promoting selected interscholastic activities among member schools and the assurance of such advantages that may be gained by a unified effort.

The conference membership facilitates the arranging of schedules, equalizing competition, conducting league meets, and determining league championships. The TVL provides the opportunity for competition without excess travel and with schools of similar athletic philosophy. League membership implies abiding by conference schedules, rules, and regulations. Member schools are Bellingham, Dover-Sherborn, Holliston, Hopkinton, Medway, Medfield, Millis, Norton, and Westwood.

Ashland High School:

Additional policies, regulations, and rules are set by the Ashland School Committee and the Principal. Under MIAA guidelines, local communities are allowed to set additional policies, rules and regulations so long as they are more restrictive than those stipulated by the MIAA.

SPORTSMANSHIP

The Ashland community values good sportsmanship not only from our athletes and coaches, but also from our spectators. The level of sportsmanship is not determined solely by behavior on the day of the game. It starts long before competition commences at any level. Traits learned in our youth programs, with reinforcement through family attitudes and values, all influence the ongoing development of sportsmanship as our student-athletes progress through the various levels of competition

Some general guidelines for all to follow are:

1. Appreciate good play-no matter who makes it
2. Show compassion for injured players
3. Avoid jeering and taunting opponents
4. Avoid use of profane language
5. Avoid obnoxious cheers
6. Respects the judgment of calls by officials
7. Keep in mind that Ashland High School is judged not only by its teams' performance and behavior, but also by that of its student and adult fans.
8. Inappropriate cheering or taunting will not be tolerated at AHS activities.

Intent to Injure Rule

The MIAA rule number 49.7 states "any student in any sport" (in the opinion of the game official) who willfully, flagrantly or maliciously attempts to injure an opponent shall be removed from the contest immediately, and shall not participate in **any sport season** for one year from the date of the incident. "Fighting" does not apply to this section unless warranted in the judgment of the game official.

Hazing

Any Ashland High School student involved in any form of hazing will be subject to administrative disciplinary action and possible police intervention. Any athlete involved in hazing will be expelled from the team.

MGL, Chapter 269: Section 17. Hazing; organizing or participating; hazing defined

Section 17. Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment. The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

MGL Chapter 269: Section 18. Failure to report hazing

Section 18. Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

MGL Chapter 269: Section 19. Copy of Secs. 17 to 19; issuance to students and student groups, teams and organizations; report

Section 19. Each institution of secondary education and each public and private institution of post secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams or organizations. Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for

membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgement stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The board of higher education and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.

ASHLAND ATHLETIC DEPARTMENT POLICIES

Tryouts / Team Selection

Students should understand that participation in athletics is a privilege. Students try out voluntarily and for some programs, there is a risk of not making the team. It is the judgment of the coaching staff that determines the selection and number of participants for teams. That number is based on several factors. Cutting students is a difficult process, and all coaches realize that sensitivity and communication are essential. All students are given fair opportunity to demonstrate their abilities prior to the selection of teams. During the tryout period the coach will provide an explanation of his or her expectations. It is the student's responsibility to demonstrate that he/she can meet those expectations. Students who do not make a team will be informed as to the reason for the action by the coach and offered alternative possibilities for participation in the sport or in other areas of the athletic department. Students are encouraged to try out for another team if there is space and if final cuts have not yet been made. After tryouts begin, no athlete may voluntarily leave a team and try out for another without the consent of both coaches and the Athletic Director. It is important to note that before holding tryouts, the coach shall provide the following information to all candidates trying out for the team:

1. Extent of the try-out period
2. Criteria used to select the team
3. Practice commitment if they make the team
4. Game commitments

The emphasis at each level of competition is:

VARSIITY - VERY COMPETITIVE / INSTRUCTIONAL
JUNIOR VARSITY – COMPETITIVE / INSTRUCTIONAL
FRESHMAN – INSTRUCTIONAL

Seniors are not permitted to play on a Junior Varsity team.

Specific Goals of 9th Grade Teams

- *Introduce and develop the skills and rules of the sport
- *Present an opportunity for an athlete to experience a specific sport
- *Introduce young athletes to interscholastic competition
- *Allow an athlete to explore further study in a specific sport
- *Give all participants playing time in all games, assuming that athletes have attended practice, worked to their potential, have the proper attitude, and have committed to the team.

Specific Goals of Junior Varsity Teams

- *Further develop the skills and knowledge of the sport
- *Increase the intensity of the competition

- *Prepare for the varsity level in that sport
- *Give all participants playing time based upon practice attendance, work ethic, attitude, commitment to the team and athletic skill

There is a possibility that some students may be cut during tryouts. These students will be encouraged to tryout for another sport team whenever possible.

Please note: When 9th graders have demonstrated an advanced level of ability, they may be placed on a junior varsity or varsity team after agreement among the athlete, his/her parents, and the coach.

Specific Goals of Varsity Teams

- *Develop skills and knowledge to their highest level
- *Allow talented athletes the chance to excel and prepare them for future competitions
- *Compete for League, Sectional and State Championships
- *Expect all members to be role models and mentors for younger students

There is a possibility that some students may be cut during tryouts. There are many decisions made on a regular basis by members of our coaching staffs. These include: which athletes should start a contest, which should play what position and the amount of playing time. These decisions are made by members of the coaching staff only. The most competitive, skilled team members will play the major portion of contests. However, teams cannot be successful without committed substitutes or "role players." These athletes push the starters, and can help make the team more competitive. They must also strive to do their best.

Commitment To The Team

When trying out for and after being selected to be a member of a team, Ashland students are expected to attend all practices and games of that team. Weekend practice sessions vary by sport and should be expected. Interscholastic athletics demands much more commitment than a club or recreational activity.

School / Family Vacations, Extended Absences

Every team member is expected to be present for all team practices and games. Because of scheduling parameters, many of our teams practice and play during scheduled school vacations. Students who plan to be absent for an extended period of time due to vacation or a planned extended absence should discuss their situation with the coach as soon as possible.

Playing Time

Perhaps the most emotional part of a student athlete's involvement in high school athletics centers around playing time. Factors such as practice attendance, attitude, commitment and athletic skill enter into the playing time decisions of the coach. It is the coach's responsibility to decide which athletes should start a contest, who should play what position, and how long each athlete should play. These coaching decisions, often difficult to make, are made only by the coaching staff and are approached very seriously after having observed the athletes in practice sessions, game like situations, scrimmages and actual game competitions.

Team Captains

It is a coaching decision as to how team captains are selected. They may be elected by the team or appointed by the coach prior to the first regularly scheduled contest. Captains may also be elected or appointed on a game by game basis. It is expected that Team Captains be leaders of their team and should be ready to assume duties as outlined by their coach. Captains are expected to communicate with the coach, team and Athletic Director in the event of any problems that may affect the team or its members. Captains may be asked to meet with the Athletic Director during the school year to discuss the athletic program. Captains of teams may be relieved of their position for violation of team, athletic department or school rules. Any captains found in violation of Rule 62: Student Eligibility: Chemical Health / Alcohol / Drugs / Tobacco will have their captaincy revoked in addition to the loss of eligibility as described on page 14-15.

Ashland High School Student-Athlete Participation Requirements

A. REQUIREMENTS NECESSARY FOR PARTICIPATION IN ATHLETICS AT ASHLAND

Pre-Tryout Requirements:

A student must be declared eligible by the Athletic Director according to the standards listed in this section before he/she will be allowed to try out for a team. All forms and information may be found on the athletic website at, <http://athletics.ashland.k12.ma.us>.

1. REGISTRATION (ONLINE-Family ID)

A parent/guardian must complete the registration prior to the first tryout/practice session. This must be completed for each athletic season of involvement.

2. PHYSICAL EXAMINATION (Photocopy: "Up-to-date")

The MIAA Board of Directors voted on Thursday June 7, 2012 to adhere to the Department of Public Health's policy regarding the physical exam required for participation in athletics. In order to be in compliance with the state regulation, physical exams will be required every thirteen months to the day of the exam. For example if a student-athlete has a physical exam dated September 14, 2012 that exam will expire on October 14, 2013. Meaning as of October 15, 2013 the student-athlete becomes ineligible to practice or compete until they present proof of a current physical exam to the school nurse. This is a change from the current requirement that enabled a student-athlete to remain eligible for the entire season if their physical was current on the first day of practice.

Please make certain that your child has a current physical exam that will last the **duration of the season**, or schedule a doctor's appointment as soon as possible to have an updated physical exam. There will be no exceptions to this rule. There will be no extensions granted based upon a doctor's note. Physicals from walk in clinics are accepted if you cannot make an appointment to see your physician.

3. CONCUSSION CONSENT AND RELEASE FORM

As part of the ONLINE registration, the parent/guardian of each student athlete must "agree/sign" that they have read the Ashland Public Schools-School Committee policy on concussions and protocol for return to play. Families are encouraged to familiarize themselves with signs and symptoms of any type of head trauma. Among the many online resources, families should pay particular attention to the information provided on the National Federation of High Schools (NFHS) and Center for Disease Control (CDC) websites.

4. Academic Eligibility: The first priority for students, their parents, and the school must be on the achievement of appropriate academic goals for each student. While those goals will differ for each student, there shall be a minimum standard that all students must achieve in order to be eligible to participate in interscholastic athletics at Ashland High School. Participation in interscholastic athletics at Ashland High School is a privilege earned by students in academic and behavioral good standing. This policy shall define academic good standing for the purpose of interscholastic athletics.

(EFFECTIVE JULY, 2014; SCHOOL COMMITTEE POLICY, SF 1.3)

AHS Standard: Students shall be considered in good standing if, in the marking period prior to participation, *they have passed five subject areas which factor into a student's GPA. Classes which are deemed Pass/Fail such as Physical Education/Study Skills, and similar courses will not qualify as a course eligible for participation in athletics or other co-curricular activities.* Any student receiving services under an IEP may be declared academically eligible by the Principal provided that all other eligibility requirements are met.

MIAA Standards: In no case shall a student who does not meet MIAA standards be allowed to participate in **co-curricular** activity at Ashland High School. The MIAA standards are promulgated for the purposes of participation in interscholastic sports. However, in order to treat all students at Ashland High School equitably, regardless of what form of **co-curricular** activity they choose to pursue, the MIAA standard shall be applied to all students and activities.

Student-athletes must be enrolled in a minimum of 6 subjects. A student-athlete must also have secured a passing grade in at least 5 of the subjects, or equivalent during the marking period preceding the first day of tryouts. If a report card is issued during a season, the grades on that report card determine eligibility for the remainder of the season. Any student-athlete ineligible to start a season may tryout and practice on a team, but can not compete interscholastically until he or she is deemed academically eligible (on the next marking period). Likewise any student deemed ineligible during a season, may continue to practice on the team, but can not complete interscholastically until he or she receives the next report card and is deemed eligible. All freshmen are given a clean slate and are eligible for the fall season regardless of 8th grade final year grades.

5. Annual attendance of "Chemical Health Night". This program is sponsored and hosted every year at

Ashland High School. Attendance for all AHS student-athletes is required. Parents, staff, and the community are also encouraged to attend.

B. FINANCIAL OBLIGATIONS NECESSARY FOR PARTICIPATION IN ATHLETICS AT ASHLAND

1. Athletic User Fee

The Ashland School Committee has authorized the Department of Athletics to collect an Athletic User Fee from each student-athlete. Checks or money orders should be made payable to: Ashland Public Schools. This should be submitted prior to the first practice.

The 2013-2014 Athletic User Fee has been set on a variable scale for high school athletes and \$259 for Middle School athletes with no family cap.

| HIGH SCHOOL SPORTS FEE 2012-2013 | | | | | |
|----------------------------------|-------|--------------------------|-------|--------------------------|-------|
| Fall 2013 Rates | | Winter 2013-14 Rates | | Spring 2014 Rates | |
| Field Hockey | \$275 | Boys Basketball | \$275 | Spring Track (Co-Ed) | \$259 |
| Volleyball | \$275 | Girls Basketball | \$275 | Boys Tennis | \$275 |
| Girls Soccer | \$275 | Ice Hockey | \$335 | Girls Tennis | \$275 |
| Football | \$275 | Swimming/Diving (Co-Ed) | \$275 | Softball | \$275 |
| Boys Soccer | \$275 | Wrestling | \$275 | Baseball | \$275 |
| Fall Cheerleading | \$275 | Gymnastics | \$335 | Boys Lacrosse | \$275 |
| Golf | \$275 | Winter Cheerleading | \$275 | Girls Lacrosse | \$275 |
| Cross Country | \$259 | Indoor Track (Co-ed) | \$259 | | |
| All Middle School Sports | \$259 | All Middle School Sports | \$259 | All Middle School Sports | \$259 |

The **Athletic Fee Waiver Form** must be filled out if you need to be considered for a financial waiver. To request a waiver you must provide proof of income (last year's tax return or a pay stub with YTD earnings) from **ALL** family members living in the child's/children's home. **Students will not be allowed to practice or tryout until the fee is paid or financial assistance has been approved.** Anyone "not selected" for a team during tryouts will have his/her fee returned. Checks or money orders **ONLY** will be accepted.

Refunds: Requests for refunds must be made directly to the Athletic Director. Guidelines for refunds will be:

- If an athlete is cut from the squad following the tryout period
- If an athlete suffers a season ending injury prior to or during the first regular season contest.
- If an athlete quits, at any time, there will be **no** refund.
- If an athlete is removed from the team for any school or MIAA rule violation, there will be **no** refund.

Playing Time: The payment of the user fee will not influence the amount of playing time an individual athlete receives. It will be up to each coach to determine the amount of playing time an athlete receives.

ASHLAND HIGH SCHOOL STUDENT-ATHLETE CODE OF CONDUCT

At Ashland, student-athletes are expected and encouraged to maintain the highest level of scholastic achievement possible. They are also expected to maintain the highest level of citizenship. To promote these goals the following are in effect:

Academic achievement

Scholastic "extra help" sessions and make-up work are expected to be completed as soon as possible. On a practice day students should stay after school to complete work whenever necessary. Coaches should be informed by students, in advance, when practice time will be missed due to academic obligations. Once the obligations are completed, students are expected to report to practice on that day, as soon as possible. If students did not give

advance notification to the coach, students should ask their teacher for a note explaining the tardiness. Students arriving late to practices due to make-up work or extra help will not suffer any athletic team penalty. The athletic department reserves the right to remove a student from a team for poor academic performance and may reinstate the student upon sufficient evidence of improvement. Coaches may place athletes on written "Academic Progress Reports" when it becomes known that a student is performing poorly in the classroom.

School Discipline Obligations

A student-athlete with a school disciplinary obligation (either office or teacher detention) is expected to fulfill the disciplinary obligation before reporting to an athletic practice and / or game. Students cannot expect, and should not request, disciplinary action to be postponed or cancelled for any athletic reason. The athletic department reserves the right to remove or suspend a student-athlete from a team for disciplinary problems. It is expected that our athletes be model citizens both in and out of school; they will be held to high standards and should set a positive example for all students.

Athletic Trainer/Training Room

Ashland is fortunate to have a fulltime, licensed Athletic Trainer (LATC) to evaluate and treat injuries as they occur. The trainer provides medical coverage for athletic contests and practices on school days. The trainer is available from 2:00 PM until duties and responsibilities are completed. On weekends and school vacations, the trainer will be available by appointment only, and/or with prior approval/consent of ATC and Athletic Director. In the event of injury, the trainer will evaluate and recommend the direction of care.

Athletic Injuries

All injuries must be reported to the Athletic Trainer or the coach immediately, and an injury report placed on file. Subsequent to any serious injury and prior to further participation in a sport, students must provide a signed medical release from a physician if a game or day of practice has been missed due to injury.

Transportation

All participants will travel to and return from all events in school provided transportation. Any exceptions must be approved by the Athletic Director before the contest / practice; email notification from parent/guardian will suffice. Students may return from a contest only with parents, upon prior approval of the Athletic Director

Attendance/Tardiness – School

Any student absent from school may not participate in or attend practice or competition that day, unless prior approval of the principal has been given. Students must be in attendance at school **before 9:45 AM** to participate in any meeting, practice or game unless prior approval for absence is granted by the Principal or designee. In addition, student-athletes may not be dismissed **prior to 11:15 AM** unless prior approval of the Principal has been given.

On early release days, students must be in attendance for the entire school day in order to participate in any meeting, practice or game unless prior approval for absence is granted by the principal or designee.

Students dismissed from school due to illness, may not return to school for participation in practices or athletic contests.

Any athletes competing in an MIAA Tournament game must be present for the entire school day to participate in that tournament game, unless prior approval of the principal and athletic director.

Attendance/Team

It is extremely important that a coach be **notified in advance** if a student is **not** going to be present at a practice or a game. Student-athletes are expected to be present at all team related activities. Suspension or dismissal from the team may take place because of such absences. Students are excused from team activities for illness, injury, academic help sessions, family emergencies or religious reasons. Prior notification is strongly recommended and expected of the student athlete.

Out of Season Activity

A coach may not directly or indirectly require an athlete to participate in a sport or a training program outside of the MIAA defined sport season. Voluntary conditioning sessions open equally to all students in a school and which are entirely devoid of sports-specific activity may be conducted between seasons provided no candidate is either required to participate or penalized for not doing so. "Captains Practices" are not in any way sanctioned, encouraged, recognized or condoned in any sport by the MIAA or Ashland High School.

Physical Education/Wellness

All athletes are required to participate in regularly scheduled Physical Education/Wellness classes. Students being medically excused from Physical Education will not be allowed to participate in team practices or games on that day. All class attendance rules apply to Physical Education classes.

Sportsmanship

Ashland High School expects **all** parties at a contest to display the highest possible level of sportsmanship before, during and after the competition. Players, coaches and spectators are to treat opponents, game officials, and visiting spectators with the respect and "class" we speak about in our philosophy.

The MIAA reserves the right to "warn, censure, place on probation, or suspend up to one calendar year any player, coach, game or school official, or school determined to be acting in a manner contrary to the standards of good sportsmanship". Ashland High School in turn, reserves the right to impose the same penalties on spectators displaying poor sportsmanship at any of our contests, home or away.

Language or gestures

Profane, derogatory and abusive language or gestures during any team related or school activity is strictly prohibited.

Team Rules and Regulations:

At the start of each season a coach, with the approval of the athletic director, may issue a set of team expectations. These expectations, which are not to be in conflict with any regulations of the high school or MIAA, may vary to reflect the program philosophy, the nature of the sport and the practice/competition schedule. Violations of these rules may result in temporary or permanent suspension from the team.

Disciplinary Action

The Athletic Department (Head Coach, Athletic Director or designee) may impose appropriate disciplinary action for violations established in this Student-Athlete/Parent Handbook. Sanctions may vary depending on the type and circumstances of a violation, but may include suspension, loss of student-athlete eligibility and the privilege to be nominated for post season accolades (i.e. all-star team, media awards).

A coach and/or Athletic Director shall determine if a violation of the athletic rules and regulations has occurred. In all cases, infractions of any type must be reported to the Athletic Director, whether action is taken or not. If disciplinary action is taken, (including temporary or permanent suspension, censure, or reprimand) an athlete may have his or her case reviewed upon request.

Review procedure:

1. The student / parents may meet with the Coach / Athletic Director. This request must occur within 2 school days of the disciplinary decision by the Coach.
2. If not satisfied, the student / parents may ask to meet with the Principal, Athletic Director and Coach.
3. Final decision on these matters rests with the Principal.

Athletic Facilities/Building Access

No student will be allowed access to any of the athletic facilities without supervision by a school staff member. The fitness / weight room is run by the Wellness and Athletic Department. When open and supervised, it is available for all students unless it has been reserved as an in-season site for a practice session. Students/athletes are not allowed in the weight room unless supervised by a staff member. Student-athletes are expected to respect the locker room facilities, showers, and general areas of the athletic wing. We expect the student athletes to take pride in their facilities by using trash barrels and keeping their athletic facilities in good condition. Glass containers of any kind are not allowed in the locker rooms or gymnasiums at any time. At no time should shoes with cleated soles or spikes be worn inside the building. Serious injury can occur from slipping on the concrete or tiled surface, as well as causing damage to the flooring.

Locker Rooms/Security

Students have an obligation and responsibility for all athletic equipment issued to them as well as personal belongings. The athlete is responsible for the proper care of this equipment from the date of issue, to the date of return. Equipment and uniforms should be stored in a locked locker at all times (locks are provided for each athlete) when not in use. Experience has shown that most losses are due to carelessness in securing or locking lockers. Ashland High School cannot be responsible for the personal belongings of student-athletes. If a student

loses school equipment or fails to return the assigned equipment in satisfactory condition, they are responsible to meet the current replacement cost of the equipment.

Equipment

Payment of lost equipment is required at the time of the loss, and prior to the next season of athletic involvement or graduation, whichever comes first. No student will be allowed to tryout for another sport until all outstanding equipment has been returned or payment to replace lost equipment has been made to the athletic department. Athletes are not permitted to wear school issued uniforms at any time other than for practices or game competitions. If a student-athlete leaves the team during the season due to injury, academics, discipline or quitting, it is his/her responsibility to return all school equipment immediately.

Release from Class

It is the responsibility of the athlete to see his/her teacher before the classes that will be missed because of an away athletic contest. All work shall be made up at the convenience of the teacher. Distance and transportation limitations are the primary reasons for early dismissals. The Athletic Department will make every effort possible to schedule contests so that classes will not be missed.

Conflicts in Extracurricular Activities

An individual student who attempts to participate in several extracurricular 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 extracurricular activities. 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 faculty, advisors and coaches involved immediately when a conflict does arise. When a conflict arises, the advisors/coaches will work out a solution so the student is not caught in the middle. If a solution cannot be found, the Athletic Director and or principal will make a decision.

MIAA SPECIFIC CODES OF CONDUCT

The community, school administrators and the coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. The welfare of the student/athlete is our main consideration and transcends any other consideration. All athletes are expected to abide by all school rules as well as the rules of the Tri-Valley League and the MIAA. The following lists several pertinent rules.

The following are requirements for participation after being selected for a team at AHS.

MIAA RULES AND REGULATIONS

All Ashland High School athletic teams will follow the rules set down in the current MIAA handbook, which is available on the MIAA website at: www.miaa.net. The entire handbook is also available in the athletic office. Student-athletes are responsible for adhering to all MIAA rules and regulations. Below are some key rules:

• Rule 45 Loyalty to the High School Team: Bona Fide Team Members

A bona fide team member is a student who is consistently present for, and actively participates in, all High School team practices and competitions. Bona fide members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity / event in any sport recognized by the MIAA. Any student who violates this standard is ineligible for the next two contests or two weeks (whichever is greater) immediately upon confirmation of the violation. (see rule 95.1 for additional tournament restriction.) Rule 95.1 states: Any student who violates this standard becomes ineligible for the MIAA tournament(s) in that sport for that season.

A coach does not have the right or authority to excuse a team member from practice or a contest so that he/she may practice or compete with a non-school team. The principal may request a waiver of this rule in special circumstances and that waiver must be completed at least 60 days prior to non-school participation.

• Rule 51 Student Eligibility: Baseline Eligibility Requirement

For a student to practice with, or to represent a MIAA member school in athletic competition, the student must

be duly enrolled in that school. Additionally, the student must be a candidate for that school's diploma, subject to the jurisdiction of that school's Principal (i.e. the Principal must have the authority to suspend the student from classes), and under the supervision of that school Principal (i.e. the Principal must have control and knowledge of the student's daily attendance and achievement).

• **Rule 59 Student Eligibility: Time Allowed for Participation After Completing Grade Eight**

59.1 A student shall be eligible for interscholastic competition for no more than 12 consecutive athletic seasons beyond the first completion of grade 8.

• **Rule 60 Student Eligibility: Age Limitations**

60.1 A student shall be under 19 years of age, but may compete during the remainder of the school year, provided that his / her 19th birthday occurs on or after September 1 of that year.

For Freshman competition, a student shall be under 16 years of age but may compete during the remainder of the school year, provided that his/her 16th birthday occurs on or after September 1 of that year.

• **Rule 62 Student Eligibility: Chemical Health / Alcohol / Drugs / Tobacco**

62.1 During the academic year, a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol; any tobacco product, marijuana, steroids or any controlled substance. This policy includes products such as "NA or Near Beer". **At Ashland High School, this rule is in effect from the first scheduled practice date for any sport in the fall until the completion of the final sport team in the spring or the end of the academic year, whichever comes last.**

Minimum PENALTIES:

First violation: When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 25% of all interscholastic contests in that sport. No exception is permitted for a student who becomes a participant in a treatment program. It is recommended that the student continue to participate in practice. For the student, these penalties will be determined by the season in which the student will participate.

Minimum penalty / 25% loss of eligibility: (examples)

1-7 Game season = 1 Game suspension

8-11 Game season = 2 Game suspension

12-15 Game season = 3 Game suspension

16-19 Game Season = 4 Game Suspension

20+ Game Season = 5 Game Suspension

After serving the suspension in the next season of participation, the athlete must also complete the season as a member of that team.

Second and subsequent violations: When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 60% of all interscholastic contests in that sport.

If after the second or subsequent violations the student of his/her own volition becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events **provided the student was fully engaged in the program throughout that penalty period. The high school principal in collaboration with a Chemical Dependency Program or Treatment Program** must certify that the student is attending or issue a certificate of completion. If the student does not complete program, penalty reverts back to 60% of the season.

Penalties shall be cumulative each academic year, **but serving the penalty could carry over for one year. Or,** if the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. **(e.g. A student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).**

• **Rule 63**

Student-athletes may not represent their school if they are on in-house or out-of-house disciplinary suspension.

What to Expect from Ashland High School Coaches

Student athletes should expect to be treated with respect and to be treated fairly by their coaches. The coaches are professionals who are aware of and committed to upholding the responsibilities they have to follow the policies and regulations of the MIAA, the Tri-Valley League, and AHS. Each student must be treated as an individual, yet as part of the team. Rules and regulations must be uniformly and fairly enforced at all times. In most instances, during the season of play a student athlete spends more time daily under the direct supervision and guidance of his/her coach than any other adult. This time spent should be enjoyable, educational, positive and worthwhile; the influence that a coach may have with each individual team member is quite powerful. As recommended by the MIAA, we encourage participation in varied activities under different teacher/coach role models. The percentage of student athletes who complete their formal athletic experiences at the conclusion of his/her senior year is overwhelming (well in excess of 90%).

Athletes and their families can expect the following from members of the Ashland coaching staff:

Time Commitment - Practice and game schedules and other time commitments, consistent with the guidelines mentioned previously in this booklet, will be made known to all team members.

Team Standards - Coaches have the option of establishing expectations for their team members with the Athletic Director's prior approval. The coach will present these expectations to all team members in writing as soon as possible prior to the first contest of the season.

Individual Success - The coach will provide an opportunity for each athlete to grow socially and emotionally.

Team Spirit - The coach will attempt to instill and promote team spirit and cohesiveness.

Athletic Performance - Individual performance by an athlete will be critiqued by a coach at the appropriate time. Each athlete will be encouraged to work towards his/her potential and to develop a positive self-image.

Skill Development - each athlete will be taught the rules and skills of the game with the goal of developing maximum proficiency in the specific sport area.

Approachability - The coach will be available to all of his/her athletes. Team members are encouraged to approach the coach about any topic that they wish. If a matter is of a personal nature, students should make every effort to approach the coach privately and when there is sufficient time for worthwhile discussion.

Competitiveness - According to the MIAA philosophy, winning contests is a laudable goal, but it should not supersede the primary priorities of high school sports. Ashland coaches do and should play to win, as all involved enjoy winning, but they also know that preparing students to succeed rather than merely to win games is more important. Win or lose, students should learn lessons of a lasting and positive nature.

Evaluation of Coaches

Each coach employed by Ashland is formally evaluated at the end of each season. The evaluations are performed by the head coach for each of his/her sub varsity and assistant coaches and by the Athletic Director for each head coach.

PARENT/GUARDIAN COMMUNICATION GUIDE Conflict Resolution Process

The following section is designed for parents of athletes participating in the Ashland High School athletic program. Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to students. As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

Communication You Should Expect From Your Child's Coach

1. Philosophy of the coach
2. Expectations the coach has for your child as well as all the players on the squad
3. Locations and times of all practices and contests
4. Team requirements, i.e., practices, special equipment, out-of-season conditioning
5. Procedure followed should your child be injured during participation
6. Discipline that may result in the denial of your child's participation

Communication Coaches Expect From Parents

1. Concerns expressed directly to the coach
2. Notification of any schedule conflicts, well in advance
3. Specific concerns with regard to a coach's philosophy and/or expectations.

As your child becomes involved in the programs at Ashland, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times discussion with the coach is encouraged.

Appropriate Concerns To Discuss With Coaches

1. The treatment of your child, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

Coaches make judgment decisions based on what they believe to be the best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things, such as those that follow, must be left to the discretion of the coach.

Issues that are Not Appropriate To Discuss With Coaches

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

There are situations that may require a conference between the coach, athlete, and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

If you have a concern to discuss with a coach, the following procedures should be used:

- Student-athlete should first discuss concerns directly with the coach
- If parents/guardians still have concerns, they should contact the coach to make an appointment.
DO NOT confront a coach before, during or after a practice or game. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.
- If the conversation / meeting did not provide a satisfactory resolution call and set up an appointment with the Athletic Director to discuss the situation with the coach.

Never hesitate to follow the above procedures to make your concerns known.

Retribution

On occasion, there is a perception by members of the Ashland community that voicing an opinion or concern about a coach, or about the athletic department, carries with it the risk of "retribution" towards the athlete either by the coach or by other staff members within the department. Of course, students who violate team, department or school rules will continue to face consequences. However, students and parents must be confident that the voicing of an opinion or a concern, using the proper forum and method, is not only free from penalty or retribution, but also

is strongly encouraged. The Athletic Director and coaches are committed to insuring that after a student or parent raises an issue or concern, there shall be no "retribution" in any form within the athletic department at Ashland High School. If at any time, a student or his/her parent suspects that some form of retribution is surfacing as a result of the voicing of a concern, opinion, or issue, using the proper forum and method, he or she should contact the Athletic Director immediately.

Remember as your student-athlete and you as a parent begin the journey of interscholastic athletics the common goals of the athletic program at **ALL LEVELS** of play at Ashland High School are for athletes to:

- *Have FUN
- *Develop their physical, emotional, social and mental skills
- *Develop respect for authority, teammates, opponents and themselves
- *Develop pride in themselves, their team, school and community
- *Develop leadership qualities
- *Learn to work as a team member towards the attainment of common goals
- *Develop team responsibility and dedication
- *Learn rules of particular sport
- *Develop skills necessary to play a particular sport
- *Attempt to place athletes on a team level that will allow them to succeed to the best of their ability

GENERAL/MISCELLANEOUS INFORMATION

Athletic Awards

Prior to the beginning of the season, coaches will clearly define and communicate criteria for earning a Varsity Athletic Letter. Letters will be awarded in varsity athletics based on the following general and specific sport criteria. Varsity letter awards will be presented at end-of season celebrations. Other individual awards may be given at the discretion of the head coach.

A. General Criteria

1. All athletes are expected to be at all practices and games unless excused by the coach.
2. Athletes must realize that they are representing Ashland and should conduct themselves accordingly. The highest standards of sportsmanship and fair play will be enforced at all times.
3. All athletes must successfully complete the season:
 - a. Athletes dismissed from a team for disciplinary reasons will not be eligible to receive a varsity letter.
 - b. An athlete must be a member of the squad at the end of the regular season, including post season tournament play.
 - c. Injured athletes will be considered on an individual basis by the coach and Athletic Director.
 - d. All post season obligations must be satisfactorily completed, i.e. equipment and uniform turned into the equipment manager.
4. An athlete must be academically eligible.
5. Criteria established by the coach must be achieved.
6. The Tri-Valley League will not award first team all-star selections to any student-athlete found in violation of the MIAA Chemical Health Policy during that specific season of play.

College / Career Guidance

One of the most important decisions facing the high school athlete is what to do with their lives after high school. The members of the Ashland High School athletic staff are willing to assist all of their students with this extremely difficult decision. Staff members fully understand the importance of this assistance. They may be able to answer questions, contact schools or coaches, send video tapes, if available and write letters of recommendation. If a student's goal is to compete athletically at the collegiate level it is very important to be aware of the ever-changing NCAA regulations. The Athletic Director and High School Guidance Department has a wealth of information on the NCAA regulations. They also have copies of the NCAA Clearinghouse registration forms which must be completed by all students planning to participate at the college level.

Directions to Away Contests on the Ashland Athletic Website

Directions to all Tri-Valley league schools will be posted on the Ashland High School web site. Whenever possible, directions will be posted to non-league venues and tournament sites on the website.

Schedule Updates

For the most up to date schedules please check www.schedulestar.com

Sports Medicine

CONCUSSION INFORMATION: The Concussion Policy can be found on the Ashland Public School's website www.ashland.k12.ma.us under School Committee Policy Manual.

Information given to student to share with parents:

- Concussion fact sheet from CDC
- Post Concussion Academic Accommodations
- Return to Play Protocol

Student Responsibilities:

- MD evaluation and diagnosis of concussion.
- Student to give the school nurse copy of MD diagnosis
- Communicate with teachers on academic assistance needed for class
- Once student is symptom free for 7 consecutive days, return to the MD for evaluation and clearance to return to activities.
- Student to give the school nurse copy of MD clearance
- Schedule Return to Play with athletic trainer
- Complete post injury IMPACT testing with athletic trainer
- Student to take written permission from athletic trainer to coach for return to team practice and/or play

Parent Responsibilities:

- Take student to MD for evaluation/diagnosis following injury
- Continue to observe student for concussion symptoms
- Enforce "no participation" in physical activities
- Take student to MD for evaluation/clearance once the student is symptom free for 7 consecutive days
- See that the student does not return to physical activity/sports participation until student has received written permission from school athletic trainer.

Coach Responsibilities:

- Notify athletic trainer of student's injury and complete the Injury Report Form
- Do not allow the student to participate in practice or games without written clearance from athletic trainer
- Once coach receives written permission from athletic trainer that student may resume participation, the coach will sign and return the form to athletic trainer within 24 hours.

Contact information:

Athletic Director Ryan Quigley

rquigley@ashland.k12.ma.us

508-881-0192 or 508-881-0177 ext 5022

Athletic Trainer Ali Batchelder

abatchelder@ashland.k12.ma.us

508-561-9916 or 508-881-0177 ext 2153

School Nurse Mary Beth Curry RN, BSN

mcurry@ashland.k12.ma.us

508-881-8635 or 508-881-0177 ext 5133