

# *Chatham High School*



## **Extracurricular Guide**

*For Students and Parents*

**2010-2011**

*Home of the  
Chatham Panthers*

### **Mission of the Chatham Central School District**

*The Mission of Chatham Central School Community is to nurture and challenge students to become self-directed learners who contribute positively to a culturally diverse world.*

**Chatham High School**  
50 Woodbridge Avenue  
Chatham, NY 12037  
392-4142

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Dear Parents/Guardians and Students:

This brochure is presented to you in hopes that your son or daughter will express an interest in participating in extracurricular activities. We believe participation in extracurricular activities provides a wealth of opportunities and experiences which assist students in their secondary education. It is our hope to maintain a program that is sound in purpose and will further each student's maturity.

When your son or daughter signs up for extracurricular activities, we feel that signifies a commitment from your family to uphold certain responsibilities and obligations. This brochure will acquaint you with some specific policies that are necessary for a well-organized extracurricular program.

If there is anything we can do to make your participation a better learning experience, please feel free to contact the school at 392-4142. We hope you enjoy your experiences in extracurricular activities and benefit from your participation.

All students will be asked to sign this contract and return it to the high school main office. *It should be noted that ski club is included as an extracurricular activity.*

Mr. John Thorsen

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### **Principles of the Extracurricular Program**

We believe extracurricular activities provide students with opportunities to learn important life lessons such as commitment, responsibility, cooperation, respect, citizenship, tolerance and leadership. The goals of the program should reflect the educational goals of our district, and should be viewed as a vital part of the total school curriculum.

To maximize the potential for student maturation and growth, the extracurricular program:

- Reflects the interests of the students.
- Is regarded as an integral part of the total educational program and conducted so that it is worthy of such regard.
- Serves as a focal point for the morale, spirit and loyalty of students by providing them a common meeting ground and enthusiasm that is shared by all.
- Is conducted so that the physical and emotional welfare and safety of participants is protected and fostered.
- Is conducted by persons with the appropriate training.
- Provides students an opportunity to develop a sense of self confidence and connectedness to the school community.

## **Code of Conduct**

This code of conduct has been designed to help keep our students safe inside the school and in the community. It is important for all students to make sound decisions and to behave appropriately. The code of conduct outlines expectations that are fair, consistent and supportive of these ideals. All students involved in extracurricular activities are expected to follow this code of conduct as well as the school code of conduct outlined in the Chatham High School student handbook.

\*Home schooled students need to sign the code of conduct for extra curricular activities, and will be held to the same standards at Chatham High School students.

\*\*Middle School students will need to sign the code of conduct for extra curricular activities, and will be held to the same standards as Chatham High School students if they are participating at the high school level.

### **Eligibility for Extracurricular Activities:**

Board of Education policy strives to maintain academic excellence by requiring students in grades seven through twelve to uphold their academic standing in order to be eligible to participate in extracurricular activities. Extracurricular activities are those that require more than five hours of participation per week.

Students are subject to academic review every two weeks, beginning the second Friday in September of each school year. Student's who have a passing grade of 65 or better, and/or show consistent effort, are eligible to participate in extracurricular activities. Those students who do not meet these criteria, and are failing two or more subjects, will immediately be ineligible for two weeks beginning on the subsequent Sunday at midnight. At the end of the two-week period, students who do not have a passing grade of 65 or better, or have not shown consistent effort, continue to be ineligible to participate until the next two-week review period. \*

Students may appeal their case to a member of the building administration who will make a decision regarding eligibility. For example, students may appeal to a member of the building administration after one week of ineligibility if effort criteria have been met. (The attached document must be completed and submitted to a member of the building administration by the student after being signed by the faculty member.)

\*The teacher is responsible to notify students.

\*The athletic director's secretary will contact parents and/or guardians.

## **ATTENDANCE POLICY**

All students are subject to the district attendance policy outlined in the student handbook. Students must be in school by 9:30 am and be in attendance for at least three hours on the day of the event in order to participate. All students not specifically excused by administration or not having a legal excuse, i.e. doctor or dentist appointment, college visitation, etc. will be ineligible for activities that day. Whenever possible, extenuating circumstances should be addressed to the building administration prior to the event.

## **TRANSPORTATION**

### **To and from athletic events and extracurricular activities**

- ❖ Students are required to take the school bus in order to participate in the extracurricular event.
- ❖ In extenuating circumstances a student may be driven to an event and participate. Pre-arranged approval must be obtained from a building administrator via a written note from home and phone contact.
- ❖ The student must return on the school bus unless the parent approaches the coach/advisor and takes custody of their child.
- ❖ In order for a student to return with a parent other than his or her own, he or she must have notes cleared by the building administrator denoting which parent will be bringing the child home. Both sets of parents should provide a written note to the building administrator prior to the event.

## EXTRA CURRICULAR INFORMATION

Chatham High School offers a variety of extra curricular activities each year. These offerings often change and are based on student interest. Students who may be interested in starting a new activity should review the guidelines outlined in the student handbook.

### Definition of Extracurricular Activity:

1. Meets regularly
2. Has an advisor or coach
3. Meets at least partially outside of the school day
4. Has long-term goals
5. Members make an ongoing commitment to the activity

### Categories of Extracurricular Activities:

- A. Athletics - competitive freshmen, junior varsity and varsity teams
- B. Activities outside of competitive athletics - Clubs, competitive teams, drama production, open gym, etc.

### Definition of a Social Event:

1. Stand alone activity or event
2. Does not assume commitment or future participation
3. Examples: a dance; spectator at a game, performance or event; class activity, prom, etc. (Whenever possible pre-paid events will be refunded)

## ATHLETIC INFORMATION

Prior to an athlete trying out for a team all paperwork must be submitted to the appropriate personnel. The nurse will require proof of a physical along with a current health history report. The coach will require a contract signed by the parent and student stating they understand the regulations outlined in this handbook as well as a medical services permission slip signed by student and parent. Coaches and the Athletic Director will make the forms available to the students.

NCAA (National Collegiate Athletic Association): Information is available in the Guidance Office on how student-athletes can comply with NCAA bylaws in order to compete in intercollegiate athletics. Additional information on what high-school students need to do to be eligible to compete their first year in college can be found at [www.NCAA.org](http://www.NCAA.org).<sup>19</sup>

**CURRENT ATHLETIC OFFERINGS FOR THE CHATHAM CENTRAL SCHOOL DISTRICT**

**Male**

<b>Season</b>	<b>Sport</b>	<b>Mod.</b>	<b>Fresh.</b>	<b>JV</b>	<b>Varsity</b>
Fall	Cross Country	X			X
Fall	Football	X		X	X
Fall	Golf				X*
Fall	Soccer	X		X	X
Winter	Basketball	X	X	X	X
Winter	Bowling				X*
Winter	Volleyball				X
Winter	Indoor Track				X
Spring	Baseball	X		X	X
Spring	Tennis				X
Spring	Track & Field	X			X

\*Mixed teams of male and females

**Female**

<b>Season</b>	<b>Sport</b>	<b>Mod.</b>	<b>Fresh</b>	<b>JV</b>	<b>Varsity</b>
Fall	Cross Country	X			X
Fall	Cheerleading	X			X
Fall	Soccer	X		X	X
Fall	Tennis				X
Fall	Volleyball			X	X
Winter	Basketball	X		X	X
Winter	Cheerleading			X	X*
Winter	Indoor Track				X
Spring	Softball	X		X	X
Spring	Track & Field	X			X

Chatham High School is a member of the New York State Public High School Athletic Association. League affiliation is with the Patroon Conference with the exception of football which competes in the Class C Division. Chatham is a member school of Section II.

## **Section II Code of Conduct for Spectators (Parents and Students)**

Spectators are an important part of the game and are expected to conform to accepted standards of good sportsmanship and behavior. Spectators, therefore, should comply with the following rules and expectations.

1. Spectators should at all times respect officials, visiting coaches, players, and cheerleaders as guests in the community and extend all courtesies to them.
2. Enthusiastic cheering for one's own team is encouraged.
3. Booing, whistling, stamping of the feet, and disrespectful remarks shall be avoided.
4. There will be no ringing of bells, sounding of horns, or other noise makers at indoor contests during play. Anyone who does not abide by this rule will be asked to leave the premises.
5. Pep bands or school bands, under the supervision of school personnel, may play during time outs, between periods, or at half-time. Bands must coordinate their play so as not to interfere with a cheerleading squad on the floor or field.
6. The throwing of debris, confetti, or other objects from the stands is prohibited. Offending individuals will be asked to leave the premises.
7. During a free throw in basketball, all courtesies should be extended.
8. Spectators should encourage each other to observe courteous behavior. Improper behavior should be reported to the school authorities.
9. Spectators will observe the rules of the local school concerning smoking, food, and drink consumption, littering, and parking procedure.
10. Spectators will respect and obey all school officials and supervisors at athletic contests.

## **Player Ejection Policy**

Players on varsity, junior varsity, freshman or modified teams in Section II shall be suspended for the next scheduled contest if ejected by an official from a contest for unsportsmanlike behavior. The next contest is defined as the next contest in which the disqualified athlete is eligible to play, whether it be that sport season, the next sport season, or the next year. A player who might be injured (for example, during a fight for which he/she is ejected) would be ineligible for the first contest for which he/she is medically cleared. Sectional, regional, or state games are NOT exempt from this rule. If a disqualified player plays illegally in a contest, the contest is subject to forfeiture pending decision of the sportsmanship committee. Any player ejected from a contest for unsportsmanlike conduct may be further disciplined by increased supervision.

## **Student Eligibility**

According to the Commissioner's Regulations, a pupil shall be eligible for inter-school competition in a sport during a semester, provided that he/she is a bona fide pupil, enrolled during the first 15 days of such semester, is registered in the equivalent of three regular courses, is meeting the physical education requirement, and has been in regular attendance 80 per cent of the school time, bona fide absence caused by personal illness excepted.

Each individual team has its own regulations concerning daily attendance at practices and the minimum number of practices before being eligible for competition. The coach will inform athletes of these rules.

## **Duration of Competition**

A pupil shall be eligible for senior high school athletic competition in a sport during each of four consecutive seasons of such sport commencing with the pupil's entry into the ninth grade and prior to graduation. A pupil reaching the age of 19, before September 1, may not participate during that school year.

## **Transfer Rule**

A student transferring into the Chatham Central School District or from Chatham to another District should notify the Director of Athletics in both districts to insure that the state transfer rule in regard to athletic eligibility is observed. Violation of the transfer rule may result in the forfeiture of athletic contests. Transfer students may need to sit out 20% of an athletic season.

## **Sports Physicals**

Sports physicals are given by our school physician before a student is allowed to begin practice. It is acceptable for the physical to be given by another physician. This report, however, must be approved by the school doctor before the athlete begins practice. The sports physical is valid for one calendar year, or until the end of the season.

Any athlete who is seen by a doctor must be released (signed statement) by that doctor in order to resume participation with his/her team. This release must be filed with our school nurse.

## **Injuries**

It is extremely important to report any injury to your coach immediately and to the school nurse the next day. Medical expenses resulting from any injury must first be submitted to your own insurance carrier and then any remaining balance can be submitted to the school accident insurance carrier. The coach and or advisor should also report the accident to the nurse as soon as possible.

## **Risk Factor in Sports**

Participation in sports involves the risk of injury. Before beginning the season we want you to be aware of the risks reducing your chance of injury. This can be done through pre-season conditioning, learning the skills and techniques, and knowledge of skills, techniques, rules and safety factors.

## **Physical Education Requirement**

Athletics is an outgrowth of the Physical Education Program. The wide range of activities in physical education gives the students an excellent background in physical fitness, lifetime sports and team sports. Because of the importance of physical education, all athletes will be required to participate in physical education classes throughout the year. Athletes who are illegally absent or do not participate in physical education classes will not be permitted to attend practices or games on the day of the absence/offense.

## **Issuing of School Clothing and Equipment**

It is the responsibility of the athlete to return to the coach all clothing and equipment issued. Failure to do this will result in the athlete being charged for missing articles. Athletes not paying for the missing articles will forfeit their right to receive any school equipment or clothing in the next sport season or be ineligible for any awards.

## **Multiple Sports in the same season**

Any student athlete who wishes to participate in more than one sport in the same season must get permission from their parents, the AD, and both coaches involved. The athlete must designate which sport is his/her primary sport.

## **Anabolic Steroids**

The use of anabolic steroids poses serious health risks to users and is prohibited. The use of steroids not prescribed by a physician is a federal crime.

## **Weight Room**

The high school has a weight room available for all students. No one is allowed to use the weight room without proper supervision at all times.

## **Athletic Awards**

1. General Requirements for all Awards:
  - a. A player must complete the season; the coach, with approval of the athletic director may make exceptions in unusual cases. The coach reserves the right to recommend the granting of a letter to any team member who in his/her judgment has demonstrated extraordinary effort or improvement.
  - b. All athletes must display good sportsmanship at all times and remember they are representing the school and community.
  - c. An athlete must return all issued equipment prior to receiving any athletic award.
  - d. Only one letter will be awarded a varsity athlete; the athlete will be awarded a pin for each sport in which s/he has lettered, a bar will be given for each succeeding season of varsity competition.

- e. All sub-varsity members of a team shall receive the appropriate award upon completion of that sport season: modified letter, junior varsity letter, pin or bar.

## 2. Requirements for Varsity Letter

Criteria are determined by each coach. Criteria should include amount of participation, attendance at practice, attitude, individual progress and any other factors each coach may wish to include.

## 3. Special Awards

The following awards are presented annually at the Spring Awards Night for accomplishments achieved by Scholar/Athletes:

- US Army Reserve National Scholar/Athlete Award – Male and Female.
- US Marine Corps Distinguished Athlete Award.

A Scholar/Athlete Award is presented to a student-athlete of each varsity sport at the appropriate awards night.

The following Athletic Awards are given to seniors annually at the Senior Honors Assembly held on Expo night:

- Edward Donohue Memorial Scholarship
- Sean P. French “Love of Running” Scholarship
- Coaches Award – Male and Female
- The Hodge Award
- Richard A. Kraham Booster Award – Male and Female
- Archie Mallon Scholar/Athlete Award – Male and Female
- Melissa Mesick Memorial Award
- Larry A. Shatney Memorial Award
- Donald and Henry Wood Memorial Athletic Award

## **Rules Governing Participation in Extracurricular Activities**

### ***Preface***

Participating in extracurricular activities is a privilege that gives the student many positive outcomes. Students involved in extracurricular activities represent their teams, clubs, groups and the Chatham High School community. Thus, the students have a responsibility to uphold school rules and conduct codes.

All rules and conduct codes are in effect during the entire school year, beginning with the first day of school or the first day of fall practices, and ending with the final day of June regents examinations. This contract applies to those students who participate in high school activities, including middle school students and home school students.

Reporting of violations must be submitted in writing to the Athletic Director (in athletic cases) or High School administration. Reporting is the responsibility of **all** community members. Upon written notification investigations will begin. A student may request his or her parent/coach and/or advisor to be present for questioning during the investigation.

If it is determined that a violation has occurred the Director of Athletics/administration will record the violation in writing, including an explanation of the consequences that will occur as a result of the infraction, and contact the parents/ guardians. The Director of Athletics or administration will communicate names of violators to the appropriate coaches/advisors. All instances requiring an investigation will be recorded in writing.

### **Self-Reporting**

A student who requests assistance with a substance or tobacco use/abuse problem prior to any reported violation will be directed to the appropriate pupil services staff. He/she will not be suspended from activities for seeking assistance. Any violations, however, will subject the student to the normal penalty. In all substance or tobacco abuse situations, students will be recommended to meet with pupil services.

## **Leaving a team/group or activity**

Athletic teams and certain types of extra-curricular activities (performance groups, academic competitions, etc.) involve a competitive tryout process and/or include activities in which the team as a whole depends on each individual member to be successful. If you elect to leave an athletic team after the participants have been selected you must meet with the Athletic Director and new coach before you try out for another team. In non-athletic activities of this type, you must meet with the building administrator and new advisor. Based on the individual circumstances, the coach or advisor of the activity you left may also be included in this meeting.

## **Expectations for Behavior:**

Students who participate in athletics and extracurricular activities are representatives of the school in the larger community and role models to the rest of the student body. By signing this contract, students agree to refrain from behaviors, both in and out of school, that are illegal, dangerous to others, or conduct unbecoming a school representative and role model. Examples include, but are not limited to:

- **Possession and/or Use of Drugs** – The possession and/or use of illegal drugs and/or paraphernalia or the possession and/or use of drugs or medications without a prescription is strictly prohibited.
- **Possession and/or Use of Alcohol and Tobacco Products** – The possession and/or use of alcohol and tobacco products is strictly prohibited.
- **Drinking/Drug parties** – Students who are involved in extracurricular activities are prohibited from hosting parties which promote the use of drugs and alcohol. Any student who is aware of drinking/drug parties has a responsibility to report it to the coach, advisor, Athletic Director, or building administration.
- **Hazing / Initiation Ceremony** – The Chatham Central School District takes a very strong stand in regard to hazing/initiation. We demand an atmosphere that is free from all forms of harassment and/or violence including hazing. No student shall conspire to engage in hazing or commit any act that causes or is likely to cause personal embarrassment, disgrace or place anyone in danger of being harmed physically or mentally at any time. Any student involved in hazing, as a participant or a spectator, will be subject to discipline and /or suspension from a team, group or activity. In addition, criminal charges may apply. Any student who is aware of hazing has the responsibility to report it to the coach, advisor, Athletic Director, or building administration.

- **Training Rules Violations** – Possession, use of, or being under the influence of steroids, alcoholic beverages, drugs or tobacco products in or out of school is a violation of the extracurricular code of conduct.
- **Violating School Code** – Violations of the school code of conduct that result in a Superintendent’s suspension may result in further penalties under the extracurricular code of conduct. In such cases, the student’s previous disciplinary record may be considered.

## **PENALTIES**

**“Event” is defined as one (1) practice, rehearsal, meeting, etc.**

**Game, performance, formal competition with other schools or groups = 3 events**

Every effort will be made to impose penalties within the school year in which the offense occurs, except that a probation period may extend over more than one school year. The District recognizes that there may be occasions when carrying penalties to a new school year is unavoidable. In addition to the penalties listed below, if a student is in possession of drugs or alcohol the police will be called, and the student may be arrested.

### **First Offense**

#### In season

- Suspension from extracurricular activities for 10 events or 10 school days whichever is greater.
- If the student is a captain of a team, he/she will lose this privilege for the remainder of the season.
- The student will not be eligible for any school or booster club awards related to extracurricular participation during the season in which the offense occurs. Coaches and advisors will not nominate the student for any all star teams or community recognitions that are connected to that sports season or school activity. This penalty does not automatically make a student ineligible to apply for monetary graduation awards and/or scholarships.

- One year probation period from the date of violation.
- Recommendation to the student and family to meet with the school social worker or other appropriate support personnel.

#### Off season

- 4-week suspension from all social events. Weeks in which school is not in session for at least 3 days will not count toward this time.
- One year probation period from the date of violation
- Recommendation to the student and family to meet with the school social worker or other appropriate support personnel.

### **Second Offense**

(Within probationary period)

#### In season

- Suspension from extracurricular activity for 15 events or 15 school days whichever is greater.
- 4 week suspension from all social events
- If the student is a captain of a team, he/she will lose this privilege for the remainder of the season.
- The student will not be eligible for any school or booster club awards related to extracurricular participation during the season in which the offense occurs. Coaches and advisors will not nominate the student for any all star teams or community recognitions that are connected to that sports season or school activity. This penalty does not automatically make a student ineligible to apply for monetary graduation awards and/or scholarships.
- Recommendation to the student and family to meet with the school social worker or other appropriate support personnel.

### Off season

- Eight weeks suspension from all social events.
- Recommendation to the student and family to meet with the school social worker or other appropriate support personnel.

**A second offense that takes place after the probationary period will be treated as a first offense. A third offense at any time will result in a 1 year suspension from all athletic/extracurricular activities. As in all prior offenses we recommend that the student and family meet with the school social worker or other appropriate support personnel.**

*\*Each violation of school policy is unique in its own right. Consistent with the school Code of Conduct, administration has the discretion to make decisions regarding penalty enforcement in all cases*

### **Appeals Process**

1. A student who wishes to appeal disciplinary consequences under the Extracurricular Guide should notify the Superintendent, in writing, within five (5) school days of the disciplinary action. The letter should include the reason(s) why s/he should not be disciplined as outlined and signatures of both the student and his/her parents/guardians.
2. Upon receipt of the written appeal, the following will occur:
  - a. The Superintendent will convene a meeting with the student. The student may be represented by witnesses, parents/guardians, etc.
  - b. The student and/or his designee will have an opportunity to present information to support the appeal.
  - c. School administration will have an opportunity to present information to support the disciplinary action.
  - d. Once an appeal has been filed all consequences will be suspended pending the outcome of the meeting.

**Suspension from Athletic Participation, Extracurricular Activities, and Other Privileges**

The student and parent will be provided a reasonable opportunity for an informal conference with the District/school official imposing the suspension to discuss the behavior, the athletic code of conduct, and the penalty involved. (page 10, letter E Chatham Central School District Code of Conduct).

All complaints should be lodged in accordance with Board Policies 1400, 1410, 1420 and 1440.

**2010-11 CONTRACT**

**THIS FORM MUST BE RETURNED PRIOR TO PARTICIPATING IN  
EXTRACURRICULAR ACTIVITIES**

---

Name of Student

---

Name of Parent / Guardian

---

Address

---

Phone

Grade

Date of Birth

---

Date Entered 9<sup>th</sup> Grade

Date of Physical

I/we have carefully read, understand and do agree to abide by the rules and regulations of the extracurricular program. While I/we expect school authorities to exercise reasonable precaution to avoid injury. I/we realize that there is a risk of injury that is inherent in all sports/activities. I/we realize that this risk may be severe, including disability, paralysis, or even death. To the best of our knowledge, there is no physical condition that would prevent our son's / daughter's participation in any school activity.

---

Signature of Parent / Guardian

Date

---

Signature of Student

Date

*Please sign and return to your coach*

**2010-2011 Medical Services Permission**

**THIS FORM MUST BE RETURNED TO YOUR  
COACH PRIOR TO THE FIRST PRACTICE**

I authorize the Chatham Central School District coaches and/or other personnel to obtain any emergency medical care that may become necessary for the following listed student/athlete during the course of athletic activities at which I am not present:

---

Student / Athlete

---

Signature of parent/guardian

Date

---

Home Telephone Number

Emergency Telephone Number

*Alma Mater*

*Let our voices loudly ringing,  
Echo far and near!  
Songs of praise thy children singing  
To thy mem'ry dear.*

*Years may dim our recollection  
Time its change may bring,  
Still thy name in fond affection  
Evermore we sing.*

**Chorus:** *Chatham Central! Chatham Central!  
Staunch and ever true!  
Grateful ones, with love unfailing  
All their vows renew.*

## HIGH SCHOOL SPORTS STANDARDS CHART FOR INTERSCHOOL COMPETITION

SPORT	Number of Practices Prior to First Scrimmage		Number of Practices Prior to First Contest		Team and Individual Max. # of Contests*	Min. Time Between Contests or Scrimmages	Individual Contest Limitations Per Day	RULES	Scrimmage Limitations Per Day
	TEAM	IND.	TEAM	IND.					
Baseball	8	6	10	8	20	1 night	2 contests	NFHS	2
Basketball	8	6	10	8	18	1 night	1 contest	NF-Boys NCAA Girls	1
Bowling	training	training	training	training	20	1 night	6 games 5000 meters or 3.1 miles	USBC	1
Cross Country	10	8	10	10	16	2 nights	1 contest	NFHS	1
Football	11	11	15	15	9	4 nights	1 contest	NFHS	1
Golf	training	training	training	training	18	1 night	1 match	USGA & Local Course Rules	1
Soccer	8	6	10	8	16	1 night	1 contest	NFHS	1
Softball	6	4	8	6	20	1 night	2 contests	ASA	2
Tennis	6	4	8	6	18	1 night	2 matches ++	USTA	1
Outdoor Track	10	8	10	10	16+	1 night	4 events	NFHS	1
Winter Track	10	8	10	10	16+	1 night	3 events	NFHS	1
Volleyball	6	4	8	6	20	1 night	tournaments 15 games 2 matches/day	USVBA Jr. Boys NCAA - Girls	1

(1) 2 nights for scrimmage

\* indicates maximum plus section, state championships and games necessary to break divisional or league ties

+ indicates maximum number of contests in which an individual competitor may participate

+ + modified scoring system must be used