

LITTLETON HIGH SCHOOL



2017-2018 ATHLETIC HANDBOOK FOR STUDENT-ATHLETES AND PARENTS

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INTRODUCTION

Welcome to the athletic program at Littleton High School. The information contained in this handbook will help to answer many of your questions about interscholastic athletics at Littleton High School. This handbook contains information regarding the rules and regulations that govern the athletic program at Littleton High School.

For student-athletes, this guide will help you understand what you can expect as well as what is expected of you while participating in interscholastic athletics at Littleton High School. For parents, this guide will help you understand the school's athletic policies. If your questions and concerns are not answered within this handbook, please feel free to contact the Athletic Director for a more specific answer.

PHILOSOPHY

Littleton High School considers participation in athletics to be an integral part of the overall educational experience. Athletics provides opportunities for physical, mental, emotional, and social development. The competition of athletics is viewed as a valuable experience because it challenges each student-athlete to strive for excellence, helps each student-athlete discover their physical limits, and requires each student-athlete to work cooperatively as a member of a team. While winning is a natural goal in the pursuit of excellence, the principles of good sportsmanship and enjoyment of competition take precedence at all times and enhance the educational value of all contests.

MISSION

The athletic program at Littleton High School dynamically supports the academic mission of the school. Littleton High School sets high expectations for its coaches and student-athletes. The athletic program at Littleton High School will promote interscholastic athletics that provide lifelong learning experiences to student-athletes while enhancing their achievement of educational goals.

OBJECTIVES

- To provide the opportunity for student-athletes to develop wholeness through learning experiences that contributes to their physical, mental, emotional, and social growth.
- To provide each student-athlete with the opportunity to develop their individual skill and potential.
- To provide the opportunity for each student-athlete to learn how to function as a member of a team.
- To develop the qualities of good sportsmanship, respect, responsibility, and moral integrity within each student-athlete.
- To develop an appreciation of the value of physical fitness and conditioning within each student-athlete.
- To teach the student-athlete to accept victory or defeat in a gracious manner.
- To teach the student-athlete the value of hard work and commitment.
- To provide opportunities for growth and development through athletic competition that will contribute to a successful adult life for each student-athlete.
- To develop school spirit within each student-athlete.

GOVERNING BODIES

Massachusetts Interscholastic Athletic Association (MIAA)

Littleton High School is a member in good standing of the MIAA. With membership the Principal agrees that his/her school will abide by all rules and regulations of the MIAA.

Midland-Wachusett Interscholastic League (Mid-Wach League)

Littleton High School is also a member of the Mid-Wach League. The Mid-Wach League is governed by the MIAA as well as its own constitution. The Principal of each member school agrees that his/her school will abide by all league rules and regulations.

Littleton High School

Additional rules and regulations are set by the Littleton School Committee and the Principal. Under MIAA guidelines, local communities are allowed to set additional rules and regulations provided they are more restrictive than those stipulated by the MIAA.

MIAA RULES AND REGULATIONS

All Littleton High School athletic teams must follow the rules and regulations as printed in the current MIAA handbook. The complete handbook is available on the MIAA website. The following is a condensed version of some of the more common rules and regulations affecting student-athletes and parents.

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

A bona fide member of the school team is a student who is consistently present for, and actively participates in, all high school team sessions (e.g. practices, tryouts, 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. First Offense: Student-athlete is suspended for 25% of the season. Second Offense: Student-athlete is suspended for an additional 25% of the season, and is ineligible for tournament play immediately upon confirmation of the violation. See Rule 96 for additional tournament restriction and Rule 86 for waiver guidelines. Note: A coach cannot excuse a team member from practice or a contest so that he/she may compete with a non-school team.

Rule 48: Sportsmanship: Taunting

- 48.1 Taunting includes any actions or comments by coaches, players, or spectators which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds are vulgar or racist. Included is conduct that berates, needles, intimidates, or threatens based on race, gender, ethnic origin, or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal characteristics.
- 48.2 Athletic participants may wear sun glare black only under the eyes.
- 48.3 In all sports, officials are to consider taunting a flagrant unsportsmanlike offense that disqualifies the offending bench personnel or contestant from that contest/day of competition. In addition, the offender shall be subject to all existing MIAA Disqualification Rules. A review of the MIAA taunting policy and a warning shall be given to both teams by game officials prior to each contest.
- 48.4 At all MIAA contest sites and tournament venues, contest managers may give spectators one warning for taunting. Thereafter, spectators who taunt players, coaches, game officials, or other spectators should be ejected.

Rule 51: Student Eligibility: Baseline Eligibility

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 56: Student Eligibility: Physical Examinations/Medical Coverage/Concussions

56.1 All students must pass a physical examination prior to participation in High School Athletics. A physical exam covers the student for 13 months from the exam date. A student's eligibility will terminate once a physical has reached the 13 month limit. Physical examinations must be performed by a duly registered Physician, Physician's Assistant, or Nurse Practitioner. A student in violation shall be suspended for the number of contests in which he/she participated without a proper physical.

Rule 58: Student Eligibility: Academic Requirements

58.4 Academic eligibility of all students shall be considered as official and determined on the published date when the report cards for that ranking period are to be issued to the parents of all students within a particular class.

58.5 Incomplete grades may not be counted toward eligibility until they are made up following school policy.

58.6 A student who repeats work upon which he/she has once received credit cannot count that subject a second time for eligibility.

58.7 A student cannot count for eligibility any subject taken during the summer, unless that subject has been previously pursued and failed.

Rule 59: Student Eligibility: Time Allowed for Participation after First Entering Grade Nine

59.1 A student shall be eligible for interscholastic competition for no more than four consecutive years after initially entering grade nine. This limitation shall apply without regard to actual participation or attempt to practice or participate.

Rule 60: Student Eligibility: Age

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.

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

62.1 From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), 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 MIAA statewide minimum is not intended to render "guilt by association", e.g. many student-athletes might be present at a party where only a few violate this standard.

If a student in violation of this rule is unable to participate in interscholastic sports due to injury or academics, the penalty will not take effect until that student is able to participate again.

Penalty for First Violation: When the Principal confirms, following an opportunity for the student to be heard, that a violation has occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 25% of all interscholastic contests in

that sport. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation.

Penalty for Second and Subsequent Violations: When the Principal confirms, following an opportunity for the student to be heard, that a violation has occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 60% of all interscholastic contests in that sport. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation.

Penalties shall be cumulative each academic year. 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.

| 1st Offense | |
|-------------------------------|------------------------------|
| # of Events - Season | # of Events - Penalty |
| 1-7 | 1 |
| 8-11 | 2 |
| 12-15 | 3 |
| 16-19 | 4 |
| 20 or over | 5 |
| 2nd Offense | |
| # of Events - Season | # of Events - Penalty |
| 1-3 | 1 |
| 4 | 2 |
| 5-6 | 3 |
| 7-8 | 4 |
| 9 | 5 |
| 10-11 | 6 |
| 12-13 | 7 |
| 14 | 8 |
| 15-16 | 9 |
| 17-18 | 10 |
| 19 | 11 |
| 20 or over | 12 |

Rule 63: Good Citizen

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

COMMONWEALTH OF MASSACHUSETTS GENERAL LAWS

Chapter 71, Section 370: Bullying Prevention and Intervention

“Bullying”, the repeated use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any combination thereof, directed at a victim that: (i) causes physical or emotional harm to the victim or damage to the victim’s property; (ii) places the victim in reasonable fear of harm to himself or of damage to his property; (iii) creates a hostile environment at school for the victim; (iv) infringes on the rights of the victim at school; or (v) materially and substantially disrupts the education process or the orderly operation of a school. For the purposes of this section, bullying shall include cyber-bullying...

“Cyber-bullying”, bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds,

data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications. Cyber-bullying shall also include (i) the creation of a web page or blog in which the creator assumes the identity of another person or (ii) the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in clauses (i) to (v), inclusive, of the definition of bullying. Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in clauses (i) to (v), inclusive, of the definition of bullying...

Bullying shall be prohibited: (i) on school grounds, property immediately adjacent to school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a school district or school, or through the use of technology or an electronic device owned, leased or used by a school district or school and (ii) at a location, activity, function or program that is not school-related, or through the use of technology or an electronic device that is not owned, leased or used by a school district or school, if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school or materially and substantially disrupts the education process or the orderly operation of a school. Nothing contained herein shall require schools to staff any non-school related activities, functions, or programs.

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying shall be prohibited.

Chapter 269, Sections 17-19: Hazing Prevention and Intervention

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.

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.

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.

LITTLETON HIGH SCHOOL RULES AND REGULATIONS

Academic Achievement

At Littleton High School, student-athletes are expected and encouraged to maintain the highest level of academic achievement possible. Academic extra help sessions and make-up work are expected to be completed as soon as possible. Student-athletes arriving late for practice due to extra help sessions or make-up work will not suffer any athletic team penalty. Coaches should be informed by student-athletes, in advance, when practice time will be missed due to academic obligations. Coaches may place student-athletes on an academic progress report plan when it becomes known that a student-athlete is performing poorly in the classroom.

Academic Eligibility

A student-athlete must pass twenty-five credits and have no grade of F in any course during the last marking period preceding the season. For the fall season, a student-athlete must pass twenty-five credits and have no grade of F in any course for the previous academic year.

Academic Probation

The academic probation program is intended for student-athletes who meet the MIAA academic eligibility standard, but fail to meet the LHS academic eligibility standard. Student-athletes who are enrolled in the academic probation program are granted provisional eligibility to participate in co-curricular activities.

In order to be considered for the program, a student-athlete must apply directly to the Principal. The program must then be approved by the Principal and the Athletic Director. The Athletic Director will monitor the student-athlete's progress while participating in the program.

Once enrolled in the program, the student-athlete must successfully complete weekly progress reports in order to maintain their provisional eligibility.

Attendance Part A: School

Student-athletes must be in attendance for the entire school day in order to participate in co-curricular activities, except in special circumstances and with the approval of the Principal or his/her designee.

Practices such as "team breakfast" have a negative impact on the overall culture of the school and do not promote the image that we want to convey for our student-athletes. Such practices will not be tolerated and disciplinary consequences may be imposed.

Attendance Part B: Team

Student-athletes are expected to be present at all team related activities. The coach should be notified in advance if a student-athlete is going to be absent or tardy for a practice or game. Student-athletes are excused from team activities for illness, injury, academic help sessions, family emergencies, or religious reasons.

Captains

It is expected that team captains will be leaders on their team and they must be ready to assume duties as outlined by their coach. They are expected to be fully aware of team rules and student-athlete responsibilities. 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 elected by their team or appointed by the coach. Captains may be relieved of their position for violation of team, school, or MIAA rules.

Captain's Practices

Captain's practices are not in any way sanctioned, encouraged, recognized, or condoned in any sport by the MIAA or Littleton High School.

Cleats

At no time should cleats be worn in the building. Injury can occur from slipping on the tiled surface, as well as causing damage to the flooring.

Communication

Communication between coaches, student-athletes, and parents is critical to the overall success of the athletic program at Littleton High School. The following outline should help to facilitate effective communication between everyone involved with the athletic program.

Communication Student-Athletes and Parents Should Expect from the Coach

1. Philosophy of the coach
2. Expectations the coach has for his/her student-athletes
3. Locations and times of all practices and contests
4. Team requirements, i.e., practices, equipment, conditioning, etc.
5. Injury procedures
6. Disciplinary decisions

Communication Coaches Should Expect from Student-Athletes and Parents

1. Concerns expressed directly to the coach
2. Warning of any schedule conflicts in advance
3. Notification of any injury or illness

Issues that are Appropriate to Discuss with Coaches

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

Issues that are NOT Appropriate to Discuss with Coaches

1. Playing time
2. Team strategy and play calling
3. Other student-athletes

There are situations that may require a conference between the coach, student-athlete, and parent(s). When a conference is necessary, the following procedure should be followed to help promote a resolution to the situation.

Conference Procedure

1. E-mail the coach to schedule an appointment
2. If the coach cannot be reached, e-mail or call the Athletic Director for assistance
3. Do not call a coach at home
4. Do not confront a coach before, during, or after a practice or game

If the conference does not yield a satisfactory resolution, e-mail or call the Athletic Director to schedule an appointment. The Athletic Director will listen to the concerns of both parties and then attempt to mediate a resolution. Student-athletes and parents must be confident that the voicing of a concern, using the proper forum and procedure, is not only free from penalty or retribution, but is strongly encouraged.

Concussion and Sports Injury Part A: School Committee Policy JJIF

Sports-related head injuries and concussions can have serious consequences for students, including long term health and educational issues if they are not properly managed. Early recognition of a concussion is essential to maximize safe management. The Littleton Public Schools are committed to promote the safety and well-being of our students. As part of this commitment, we fully support the Massachusetts General Law and the Department of Public Health (DPH) regulations regarding procedures pertaining to sports-related head injuries occurring in extracurricular athletic activities.

All persons as specified in DPH 105 CMR 201.008 shall be required to annually participate in a mandatory prevention and recognition of sports-related head injury training program approved by DPH. Participation requirements for athletes and parent/guardians are as stated in DPH 105 CMR 201.009 and must be met.

The Superintendent shall designate the Athletic Director and Nurse Leader as the persons responsible for the implementation of these policies and protocols. Graduated reentry plans for return to full academic and extracurricular activities should be considered.

Concussion and Sports Injury Part B: Athletic Department Protocol

To ensure full compliance with Massachusetts General Law Chapter 111 – Section 222, Massachusetts Department of Public Health Regulation 105 CMR 201.000, and Littleton School Committee Policy JJIF, the following protocol must be followed by all individuals as stated.

1. On an annual basis, all coaches and athletic personnel are required to complete the NFHS online course entitled *Concussion in Sports – What You Need To Know*. Certificates are to be submitted to the Athletic Director upon completion.
2. Prior to each season, all student-athletes and their parents/guardians are required to read/review the *Heads-Up – Concussion in High School Sports* document. This document is available in pdf format on the main page of the athletics website and in hard copy format in the Athletic Director's office.
3. Prior to each season, all student-athletes and their parents/guardians are required to complete the *Head Injury / Concussion Disclosure* form. This document is available in pdf format on the main page of the athletics website and in hard copy format in the Athletic Director's office. This form is one of four required pre-participation forms.
4. In the event of a head injury or concussion, the coach is required to submit an *Injury Report* form to the Athletic Director within 24 hours of the incident. This document is made available to all coaches by the Athletic Director in both pdf and hard copy formats.
5. Prior to returning to any participation following a head injury or concussion, the student-athlete must receive medical clearance from a licensed physician. It is recommended that the DPH's *Post Sports-Related Head Injury Medical Clearance and Authorization* form be utilized by the physician. This form is available in hard copy format in the Athletic Director's office. This form or physician's office equivalent must be submitted to the Athletic Director for preliminary clearance.
6. Prior to returning to full participation following a head injury or concussion, the coach and student-athlete must complete the *Post-Concussion Return-To-Play Protocol* form over a period of at least five days. This form is available in hard copy format in the Athletic Director's office. This form must be submitted to the Athletic Director for final clearance.

Equipment/Uniform Responsibility

Student-athletes have an obligation and responsibility for all athletic equipment issued to them. The student-athlete is responsible for the proper care of equipment from the date of issue to the date of return. Equipment and uniforms should be stored in a locked locker at all times when not in use. If a student-athlete loses school equipment or fails to return the assigned equipment in satisfactory condition, then he/she is responsible to meet the current replacement cost of the equipment. Payment for lost equipment is required at time of the loss, and prior to the next season of athletic participation or graduation, whichever comes first. If a student-athlete leaves a team during the season, for any reason, it is his/her responsibility to return all school equipment immediately. No student-athlete 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.

Facilities

Student-athletes are expected to respect the locker rooms, gymnasiums, fitness center, and other general areas of the athletic wing. We expect all student-athletes to take pride in the athletic facilities by using trash receptacles and keeping the facilities in good condition.

Student-athletes will not be granted access to any athletic facilities without supervision by a school staff member. Student-athletes may not use the gymnasiums, fitness center, or locker rooms at any time unless there is a staff member present.

At the conclusion of the school day, student-athletes should bring all items that they will need the next day into the athletic wing of the school. Student-athletes will not have access to the main school building after practices, games, or on non-school days.

Forms

Prior to participation in athletics for each new season, student-athletes must complete and submit all forms required by Littleton High School. All forms are available on the athletic website.

Injuries

All injuries must be reported to the student-athlete's coach. After an injury, an injury report form must be completed by the coach and placed on file with school personnel. The student-athlete may resume practice/play after being evaluated and cleared to return by a qualified health care professional.

Levels

At the junior varsity level, the coach will make a strong effort to provide all team members a fair amount of playing time. At this level, the coach is teaching the offensive and defensive philosophy of the program along with the skills necessary to progress to the varsity level.

At the varsity level, our teams are competing against opponents at the highest possible level of competition. In order to be successful, there are many instances when the major burden of the contest will be carried by the most highly skilled players.

Letter/Pin Requirements

In order to be eligible for a letter and/or pin, a student-athlete must complete a full season of participation on a varsity or junior varsity team as a member in good standing. The coach's recommendation is required for the awarding of all letters and pins. All letter and/or pin recipients will receive recognition at end-of-season awards events.

Playing Time

Perhaps the most emotional part of a student-athlete's involvement in high school athletics centers around playing time. It is the responsibility of the coach to decide starting line-ups, position assignments, and playing time distribution. These coaching decisions are made only by the coach and are approached very seriously after having observed the student-athletes in practice sessions, scrimmages, and games.

Practice Time

On school days, practice sessions may not start before 2:45pm. Total practice time will average two hours in length. Weekend and vacation practice sessions vary by sport and should be expected at the varsity level. Interscholastic athletics demands much more commitment than a club or recreational activity. Student-athletes should be fully aware of the time commitment prior to trying out for a team.

Profanity

Student-athletes will refrain from the use of profanity at all times while participating in athletics at Littleton High School.

School Discipline Obligations

A student-athlete with a school disciplinary obligation is expected to fulfill the disciplinary obligation before reporting to an athletic practice or game. Student-athletes cannot expect nor request, disciplinary action to be postponed or cancelled for any athletic related reason. Littleton High School reserves the right to remove a student-athlete from a team for excessive disciplinary issues and may reinstate the student-athlete upon sufficient evidence of improvement.

School Vacations

Due to scheduling parameters, many of our teams practice and play during school vacation periods. Any planned extended absences should be discussed with the coach prior to tryouts.

Security of Personal Belongings

All personal belongings should be locked in a locker during athletic participation. Littleton High School cannot be responsible for the personal belongings of student-athletes.

Sportsmanship

Littleton High School expects all parties at a contest to display an exemplary level of sportsmanship before, during, and after a competition. Coaches, student-athletes, and spectators are expected to treat opponents, game officials, and visiting spectators with total respect. Littleton High School reserves the right to warn, censure, place on probation, or suspend any coach, student-athlete, or spectator determined to be acting in a manner contrary to the standards of good sportsmanship.

Suspension from Team

Any student-athlete who violates athletic (MIAA/school/team) rules and regulations is subject to suspension from the team. The coach shall determine if a violation of the athletic rules and regulations has occurred. In all cases, infractions should be reported to the Athletic Director. The length of suspension, unless specified by the MIAA, will be left to the discretion of the coach, with the approval of the Athletic Director and the Principal.

If disciplinary action is taken, a student-athlete has the right to have his/her case reviewed upon request. The review committee will consist of the coach, the Athletic Director, and the Principal or his/her designee. The final decision on these matters rests with the Principal.

Team Rules and Regulations

At the start of each season, coaches may issue a set of team rules and regulations to their team. It is required that these rules and regulations be in written form and distributed to all team members prior to the start of the season.

Transportation

All student-athletes are required to travel to and from all events in school provided transportation. Any exceptions must be approved in writing by the Athletic Director and the coach before the event.

Tryouts

Student-athletes should understand that participation in athletics is a privilege. Student-athletes tryout voluntarily and for some of our teams risk being cut in order to maintain a high level of safety, coaching effectiveness, and playing time. It is the judgment of the coach that dictates the

selection process. During the tryout period, the coach will provide an explanation of his/her expectations. It is the student-athletes responsibility to demonstrate that he/she can meet those expectations. Cutting student-athletes from teams is a difficult process and all coaches realize that sensitivity and communication are essential. Student-athletes that are cut from a team will be informed as to the reasons by the coach.

User Fee

The Littleton School Committee has authorized the Athletic Department to collect a user fee from each student-athlete who chooses to participate in athletics during the fall, winter, or spring seasons. Payment of the user fee allows the student-athlete the opportunity to participate as a member of an athletic team. Payment of the user fee does not guarantee that the student-athlete will play in each contest.

User fees are **non-refundable** once a student-athlete has participated in a contest. The user fee for the 2017-2018 school year is \$200 per sport, per season with a \$550 family maximum inclusive of both middle school and high school students. In cases of financial hardship, waivers will be granted based on Federal Free and Reduced Meals Program income guidelines and will allow for 50% fee waiver if eligible for reduced meals, and 100% fee waiver if eligible for free meals. Please make all checks payable to: **Town of Littleton – Athletic Fee.**

NEW: User Fee Addendum – Ice Hockey Surcharge

At their meeting on TBA the Littleton School Committee voted to continue an ice rental surcharge for Ice Hockey. The surcharge is necessary to cover the extraneous costs associated with the sport of Ice Hockey.

The surcharge will be in addition to the standard athletic fee of \$200 per sport and will not count towards the \$550 family max. The surcharge for the 2017-2018 season is TBA. Thus, the fee for a student-athlete who has not met the family max will be TBA (\$200 standard user fee + TBA ice rental surcharge). This fee structure will be the same for Ice Hockey student-athletes from Littleton High School and the Bromfield School.

The formula for calculating the ice rental surcharge was decided upon as follows: total ice rental amount for regular season of TBA divided by anticipated roster of TBA players = TBA rounded down to TBA.

In cases of financial hardship, the same guidelines will be followed for the ice rental surcharge as the standard user fee. Thus, waivers will be granted based on Federal Free and Reduced Meals Program income guidelines and will allow for 50% fee waiver if eligible for reduced meals, and 100% fee waiver if eligible for free meals.