

Putnam High School



Athletic Handbook

Putnam High School Fact Sheet

Mailing Address: 152 Woodstock Avenue
Putnam, CT 06260

Main Office Phone: (860) 963-6905

Fax: (860) 963-6911

Enrollment: 255

Nickname: Clippers

School Colors: Royal Blue, Black and White

Affiliation: CIAC- Class "S"

Conference: Eastern Connecticut Conference
(Small Division)

Facilities:

- *St. Marie Greenhalgh Sports Complex
(football, soccer, track)
- *Putnam High School Gymnasium
(basketball, volleyball)
- *Murphy Recreation Park (baseball & softball)
- *Owen Tarr Park (night games)
- *Putnam Nature Trail (cross country)

Superintendent: Daniel Sullivan III

Principal: Heather Taylor

Assistant Principal: Suzanne Sansoucy

Athletic Director: Joe Pishka

Athletic Secretary: Laurie Bernier

Athletic Office Phone: (860) 963-6905 ex. 3703

Statement of Nondiscrimination

The Putnam School District follows Sec. 45a-60 of the General Statutes of Connecticut and it does not illegally discriminate on the basis of race, color, marital status, national origin, present or past history of mental disorder, sex, ancestry, sexual orientation, mental retardation, age, religion, or learning or physical disability including blindness in its educational programs or in admission to, access to, treatment in its programs or activities as required by Title VI, Civil Rights Act of 1964; Title IX, Educational Amendments of 1972; IDEA and Section 504 of the Rehabilitation Act of 1973; and ADA or in any other manner contrary to state or federal law. All inquiries concerning application of the aforementioned should be directed to the Director of Student Services, Superintendent of Schools, or building administrator.

A Parent and Student Guide to Athletics at Putnam High School

The purpose of the athletic program is to stimulate students to develop mutual interests, promote motivations, improve physical skills, and collaborate with others for a common goal. In addition, our sport program offers many other benefits and learning opportunities such as competition, physical well-being, recognition, understanding of others, discipline, perseverance, thinking under pressure and loyalty. It is one of the many Clippers programs which offer the individual the opportunity to develop interests and grow through her/his participation and competition in a group activity. Athletic contests involve considerable time for practices and games, strenuous physical effort, and students travel. Each sport is a specialized form of learning experience, and as such, entails numerous responsibilities. Students who try out for any sport should be aware of these responsibilities and be willing to assume them.

PUTNAM HIGH SCHOOL ATHLETIC OFFERINGS

<u>Fall Sports</u>	<u>Winter Sports</u>	<u>Spring Sports</u>
Soccer	Boys Basketball	Baseball
Cross Country	Girls Basketball	Softball
Cheerleading	Winter Cheerleading	Track and Field
Football	Wrestling	Boys Volleyball
Girls Volleyball		

Board of Education Policies

Many of the procedures and protocols described in this handbook are derived from Putnam Board of Education policies. All Board of Education policies can be found on the district's website, www.putnam.k12.ct.us.

Putnam High School Code of Conduct

Introduction

It is a privilege and honor to represent one's school and community while participating on a Putnam High School athletic team. It is the athlete's responsibility to conform to those rules and regulations necessary to participate successfully and to follow the "Code of Conduct."

A firm and fair policy of enforcement is needed to uphold the regulations and standards of the athletic department. The community, school administrators and the coaching staff feel strongly that the high standards of conduct and citizenship are essential in maintaining a sound program of athletics.

CODE Of Conduct

1. Athletes shall conform to the school, ECC and CIAC eligibility rules, including all medical and academic requirements.
2. Athletes shall conform to the behavioral norms of the school and act in a responsible manner with regards to the rules and regulations established in the Putnam High School Student Handbook. Consequences will be exercised when needed.
3. Athletes shall conform to the behavioral norms of society in general and to the specific laws established by local, state, and federal governments.
4. Athletes shall attend and not be tardy for all practices and competitions held both during regular school sessions and during vacations. Exceptions shall be subject to the approval of the head coach.
5. Athletes shall, at all times, conduct themselves in a manner exhibiting sound moral character and exemplify good sportsmanship.
6. Athletes shall be held responsible and accountable for all equipment associated with the functioning of the team, i.e. uniforms, equipment, etc.
7. Athletes shall always conduct themselves with an attitude that is positively stated, exhibits pride and is representative of the Putnam community in general.
8. Athletes shall abstain from using drugs (including anabolic steroids, performance enhancing substances), alcohol, and tobacco, which are deemed harmful to one's health, athletic performance, and general well being. A "zero tolerance" policy is upheld. **Please note that the CIAC has enacted a policy concerning use of performance enhancing drugs. Any student athlete who has been determined to have used, in or out of season, androgenic/anabolic steroids or other performance enhancing substances shall be declared ineligible for 180 school days on each occurrence. The 180 school day period of ineligibility commences on the day the CIAC board of Control makes such determination.**

ATHLETIC REQUIRMENTS FOR PARTICIPATION

In order to participate in any sport at Putnam High School, it is necessary for each student to have:

1. A current (within 15 Months) Medical Examination form on file with the school nurse. The medical forms must be on file and completed **before** an athlete can participate in any sport.
2. Before an athlete can participate in any practice or game, the parent and athlete will sign off on the athletic handbook, the state mandated Concussion Awareness and Acknowledgement Form and Sudden Cardiac Arrest Consent Form, and the Westview Healthcare Center Form. Parents and students must also fill out the emergency information form at the end of this handbook.

Students must be in school for at least 4 hours or they may not participate/perform in any activity that is considered extracurricular. Extracurricular activities are any activity that takes place outside of the classroom for the purpose of enrichment, entertainment, or sports.

Grades

Grades are reported four times per year. There is one progress report issued each quarter, and there is an official report card issued at the end of each semester.

Academic and Eligibility Requirements

It is necessary for the student to meet the academic and eligibility requirements as set forth by the Putnam Board of Education and the C.I.A.C. Participation in athletics is considered a privilege. Students wishing to participate in athletics must meet the following criteria:

- Must maintain a minimum overall average of 65 with no more than one failing grade.
- Have less than 5 unexcused tardies to school per reporting period
- Have less than 3 events leading to office discipline referrals per reporting period
- Serve all assigned office discipline obligations

Athletic Chain of Command

Putnam High School strives to make all activities and teams enjoyable for students. If any parent or athlete has any questions or concerns regarding athletics at Putnam High School, we asked that any issue be handled at the lowest possible level.

1. Coach (this may include head coach or an assistant coach)
2. Athletic Director
3. School Administrators
4. Superintendent
5. Board of Education

Risk of Athletic Participation

We work hard to make our teams a safe environment for all athletes. However, in spite of all safe guards, there are some risks associated with athletic participation. Injuries some serious can occur in during athletic activities. All athletes and parents need to be aware of and understand this very real possibility. Please remember, all injuries need to be reported to a coach immediately. Additional insurance is available to be purchased by an outside provider at the start of every school year.

PROCEDURES FOR ATHLETIC INJURIES AND INSURANCE

1. All injuries which occur while participating on an athletic team are to be reported immediately to the coach and then the athletic trainer.
2. If it is a traumatic injury requiring immediate medical care the coach will follow emergency medical procedures (i.e. call an ambulance, contact the parents, contact the athletic trainer if at home event, send athlete with the emergency medical form to the hospital).
3. If it is a routine injury such as a sprain, strain, or pull, the athlete should seek an evaluation from the certified athletic trainer. The athletic trainer will refer the injury if necessary and limit participation when needed.
4. The athletic trainer will then process an injury report and if necessary the proper insurance form.

5. Any visit to a doctor for treatment of a sport-related injury must be reported to the coach and athletic trainer, if it was not previously reported. It is then your obligation to return with a written release form from the doctor in order to return to participation in a sport.
6. If the athlete does not report the injury in a timely manner to the appropriate staff, then you will be unable to utilize the secondary insurance plan purchased by the school system.

Team Travel

Each team travels by school bus, when provided, to and from athletic contests. Team members who wish to accompany **parents** to or from a game must make prior arrangements with the coach, athletic director, or the principal. Only an athlete's parent or guardian may provide this transportation. **Under no circumstance can an individual other than a parent or guardian provide transportation to or from an athletic contest outside of school.**

Team Equipment

It is the responsibility of each team member to care for the equipment issued to them and to return this equipment to the coach at the end of the season. Part of the training for any team or squad includes cleanliness of clothing, equipment, and locker. No athlete may participate in a future season until all obligations regarding team equipment are met. Graduating seniors will not receive their cap and gown until they have met the above responsibilities.

Team Lockers

Lockers remain property of the Putnam Public Schools. A locker is provided in the locker room for each team member. School officials always have the right to access them. The school has the right to search the locker at any time (CT. Statute Section 10-221). A lock may be secured from the coach, or the individual may provide his/her own lock, subject to the coach's approval. Lockers should be locked at all times. The school or district is not responsible for any lost or stolen property.

Team Practices

Coaches are to adhere to the practice schedule given to athletes within the first week or practice. Practices are conducted after school hours during the season under the supervision of an official coach. Please note, practices will not be held when school is dismissed early due to inclement weather or if school is cancelled altogether. Teacher detention, special help, and appointments with teachers take precedence over practice. Coaches will also adhere to all CIAC protocols for practice.

Athletic participation: Attendance and Tardy Policy

- Students must be present for four full class periods to participate in either practice or games on that day except by approval of the principal and/or athletic director. Lunch period does not count as a class period.
- Any student who accumulates three (3) unexcused absences and/or tardies, during their season of participation (practice and/or games), will be suspended from playing in one game. If a student continues to accumulate unexcused absences and/or tardies, they will be suspended an additional game for each additional occurrence (the slate does not get wiped clean after the first three occurrences).

Participation in Non-School Athletic Teams

During a season a student is not allowed by CIAC regulations to play on a non-school sport team of the same sport.

Game Cancellation Policy

Any game which is cancelled due to weather or any other circumstance out of the schools control, will be announced on WINY Radio 1350 AM. It is also the responsibility of the coach to inform their athletes.

HAZING POLICY

Hazing is defined as reckless or intentional acts by a team member that endangers the mental or physical health of another individual on a team whether the behavior is part of an initiation into a team, or not, shall be prohibited. Any hazing activity shall be presumed to be a forced activity, even if the student willingly participates in such activity.

“Endanger the mental health” shall include any activity except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

“Endanger the physical health” shall include, but is not limited to, any brutality of a physical nature, such as whipping, beating, exposure to the elements, forced consumption of food, alcoholic beverage, drug or controlled dangerous substance; or any other forced activity which would adversely affect the physical health or safety of the individual. Upon receipt of a complaint or a report of hazing, the school district shall undertake an investigation. If a hazing violation is deemed to have occurred, appropriate disciplinary proceedings will occur. These could include suspension, expulsion, and as well as criminal prosecution. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior. This policy applies to all situations whether on or off campus.

PARENT MEETING

Each team will conduct (1) all encompassing parent meeting for all parents whose children will be participating in the athletic program for that year before the first week of practice. It is the responsibility of the parent or guardian to attend that meeting and to receive information regarding student participation in the program. At the parent meeting all forms will be collected. These forms must be completed and signed prior to participating.

Putnam High School Athletics Social Media Position Statement

Social Media has become engrained in today’s society. The wide variety of social networking tools presently available provides students easy access to share important news and events with each other. Social Media technologies such as Instagram, Twitter, Facebook, internet forums, weblogs, social blogs,

micro-blogging, Wikis, podcasts, photographs, video dating, social bookmarking and others have many benefits in our world; however, they can also be disruptive when inappropriate social media postings occur. Using these communication tools in an inappropriate manner can have negative consequences, especially if unkind words or threats are used with intent to hurt others.

Putnam High School Athletics recognizes and supports its student-athletes, and coaches' rights to freedom of speech, expression and association including the use of social networks. In this context, each student-athlete and coach must remember that participating and competing for Putnam High School is a privilege, not a right. The student-athlete and coach represent his or her high school and the Putnam community, and therefore, they are expected to portray themselves, their team and their high school in a positive manner at all times. Any online postings must be consistent with federal and state laws, as well as team, school and Putnam Board of Education rules and regulations.

Specifically prohibited behaviors are not limited to:

- Sexually explicit, profane, lewd, indecent, illegal or defamatory language/actions
- Derogatory language regarding school personnel or other students
- Comments designed to harass or bully students and/or school personnel
- Nude, sexually-oriented, or indecent photos, images or altered pictures

Also prohibited are all on-campus connections to off-campus violations of this policy.

- Use of school computers to view off-campus postings
- Students accessing posts at school on their own devices
- Distribution of hard copies of posts on school property
- Re-communication on campus of the content of the posts

Any authorized or unauthorized use in school or out of school of computer software, computer network, telecommunication devices, information technology, and related technologies, which disrupts or interferes with the educational process in any manner is prohibited and may result in removal from the team or activity.

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE

CIAC

Eligibility Rules

According to CIAC athletes are NOT ELIGIBLE:

1. If you are failing more than one class at any progress report or at the end of any marking period.
Note: An athlete may practice, but not play in any competitive match during this time.(Putnam H.S.)
2. If you have not passed at least four (4) units or the equivalent at the end of the last regular marking period, with the exception of fall eligibility. * (Rule I.A.)
3. If you are nineteen (19) years of age before July 1;(Rule II.B.)
4. If you have changed schools without a change of legal residence; (Rule II.C. See complete Rule of exceptions.)
5. If you have played the same sport for more than three (3) seasons in grades 10, 11, and 12;(Rule II.B.)
6. If you play or practice with an outside team in the same sport while a member of the school team after the first scheduled game in any season; (Rule II.E.) The exception to Rule II.E. shall be:
 - 1) Participation in parent-child tournaments.
 - 2) Swimming, tennis, gymnastics – a pupil may practice but not compete with a non-CIAC team during the season.
7. If you play under an assumed name on an outside team; (Rule II.F.)
8. If you receive personal economic gain for participation in any CIAC sport. (Rule II.F)
9. During the CIAC defined sports season, players are not permitted to participate with or for teams (professional or otherwise) in any capacity. This regulation includes “try-outs”, “work outs” and other activities which are designed for the purpose of showcasing or evaluating talent.
 - For fall sports – student must be a continuing student (eighth grade to ninth grade) or have received credit for four (4) units or its equivalent towards graduation at the conclusion of the school year preceding the contest (rule i.a.)

NOTE: Marking period grades (not semester grades) are to be used in determining scholastic eligibility, except for fall eligibility. You may consult your Principal or Athletic Director for other rules affecting athletic eligibility.

**Putnam High School
Athletic Awards System
Boys and Girls**

Putnam High School Athletics Alumni Association Annual Banquet

At our annual PHSAAA banquet, the following awards are presented.

- Baseball Outstanding Performer (Paul Fall Award)
- Baseball Unsung Award
- Basketball Cheerleading Outstanding Performer
- Basketball Cheerleading Unsung Hero Award
- Boys Basketball Outstanding Performer (William Simonzi Award)
- Boys Basketball Unsung Hero Award
- Girls Basketball Outstanding Performer
- Girls Basketball Unsung Hero Award
- *Football Cheerleading Outstanding Performer
- *Football Cheerleading Unsung Hero Award
- *Football Outstanding Back (Peter Caplette Award)
- *Football Outstanding Lineman Award (Frank Wallen Award)
- *Football Unsung Hero Award (Omer Valade Award)
- *Football MVP Award
- Soccer Outstanding Performer
- Soccer Unsung Hero
- Softball Outstanding Performer
- Softball Unsung Hero Award
- Girls Volleyball Outstanding Performer
- Girls Volleyball Unsung Hero Award
- Boys Volleyball Outstanding Performer
- Boys Volleyball Unsung Hero Award
- Cross Country Male MVP
- Cross Country Female MVP
- Track Male Outstanding Performer (Paul J. Bourgeois Award)
- Field Male Outstanding Performer (George St. Marie Award)
- Track and Field Male Unsung Hero Award
- Track Female Outstanding Performer
- Field Female Outstanding Outstanding Performer
- Track and Field Female Unsung Hero
- Male Putnam Pride Award (Willie Bousquet Award)
- Female Putnam Pride Award (Willie Bousquet Award)
- Male Outstanding Athlete of the Year
- Female Outstanding Athlete of the Year

The award winners are nominated by their coach and are honored at a banquet held in June.

PHSAAA Outstanding Athlete of the Year Award

Below are the criteria used by the PHSAAA (an outside organization) to determine their awards

Outstanding is defined as "standing out from a group: marked by eminence and distinction. Again, a term that is not only subjective but can have a myriad of qualifying criteria associated with it.

To some, the term "outstanding" is primarily about on-field performance; to others it is about the impact an individual has on his team and to others it is about the intangibles, (for example: leadership, determination, courage, class)

STATISTICS: Nothing compares two or more individuals better than head to head statistical breakdown. Stats are the most tangible method available to compare athletes. As well as All-Conference honors, All-State honors, awards in other sports.

YEAR-TO-YEAR: This award is a single season award, not the combination of two or three years of combined stats and awards.

IMPACT: The pure impact an individual athlete has on the teams he/she is involved in can play a major role in winning this award. The importance a player has on their team throughout the course of each season can also help them live up to the billing of "outstanding athlete".

INTANGIBLES: These can be wide in scope and variety and include traits like leadership, poise, confidence, sportsmanship, and versatility.

OTHER QUALITIES: He/she has excelled at every position they have been asked to play. During a time when some players who have been overcome with frustration and quit, this player shows the mental fortitude and determination to get it done. This player embodies class and represents what is great about high school sports.

Westview Healthcare Center

Dear Parents and Student-Athletes,

Putnam High School has partnered with Westview Healthcare Center to provide sports medicine/athletic training services on our school campus during the 2016-17 academic year.

Westview Healthcare Center will arrange for a Certified Athletic Trainer to provide Putnam High School with on-site coverage of athletic practices/contests, as well as athletic training services, including prevention, evaluation, immediate treatment, and rehabilitation of athletic injuries. The Athletic Trainer will also be responsible for implementing return to play protocols for concussions and orthopedic/sports injuries, as well as making appropriate final return to play decisions.

Injuries that cannot be managed on site will, in the best judgment of the ATC, be referred for further care to the most appropriate healthcare provider. This may include the student athlete's primary care physician, orthopedic physician, walk-in center, Prompt Care, Critical Care, and Emergency Room. If appropriate, referral may also be made to a direct access outpatient rehabilitation center.

CONSENT FOR TREATMENT/SPORTS MEDICINE SERVICES

I understand that any emergency medical care and/or any injury evaluation, ongoing treatment or rehabilitation by the Certified Athletic Trainer will be given only when considered medically necessary for the health and well-being of my child. If students are examined at school there will be no cost incurred by the student or their parents. If students travel off campus for medical services standard fees will apply.

**Putnam High School
Department of Athletics**

I hereby acknowledge I have read the Student/Athlete Handbook explaining the following:

- Putnam High School Fact Sheet
- Statement of Nondiscrimination
- Athletic Chain of Command
- A Parent and Student Guide to Athletics at Putnam High School*
- Putnam High School Code of Conduct
- HAZING POLICY
- ATHLETIC REQUIRMENTS FOR PARTICIPATION
- Putnam High School Athletics Social Media Position Statement
- CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE Eligibility Rules
- PROCEDURES FOR ATHLETIC INJURIES AND INSURANCE
- PUTNAM HIGH SCHOOL ATHLETIC OFFERINGS
- Putnam High School Athletic Awards System
- Criteria for PHSAAA Awards
- Westview Healthcare Center

I give permission to the appropriate certified school staff or medical personnel to render emergency treatment, if required, when associated with athletic injury or illness.

I also agree not to hold the school or anyone acting in its behalf responsible for any injury occurring to the above name student in the course of such athletic activities or travel.

_____ Has my permission to participate in the following sports
Athlete's Name

(Please circle all sports they have permission to participate in)

Fall Sports

Winter Sports

Spring Sports

Soccer

Boys Basketball

Baseball

Cross Country

Girls Basketball

Softball

Cheerleading

Winter Cheerleading

Track and Field

Football

Wrestling

Boys Volleyball

Girls Volleyball

I give consent for my child to participate in the Putnam High School Athletic Program, and have read the Student/Athlete Handbook.

Signed _____
Parent/Guardian

Date _____

Signed _____
Athlete Signature

Date _____

WESTVIEW HEALTHCARE CENTER- SELECT ONE OF THE FOLLOWING OPTIONS:

☐ I have read and understand the above statement regarding medical services for student athletes provided by Westview Healthcare Center at Putnam High School and hereby give my consent for medical treatment as necessary.

☐ I have read and understand the above statement regarding medical services for student athletes provided by Westview Healthcare Center at Putnam High School and do not give my consent for medical treatment as necessary, except in emergency situations.

Parent/Guardian Signature: _____ Date: _____

Student Athlete Signature: _____ Date: _____

Student Athlete Name _____



Sports Emergency Information 2021-2022

Student _____ DOB: _____ Grade _____

Parent/Guardian Name _____

Address _____

Phone number: Work _____ Home _____

Work _____ Home _____

Emergency Contact number if parent cannot be reached:

Name: _____ Ph # _____ Relationship _____

Name: _____ Ph # _____ Relationship _____

Family Doctor _____ Ph # _____

Known Allergies _____ Diabetic ___ Epileptic ___ Other _____

Medications _____

Restrictions: _____

We give our consent for coaches/trainers to use their own judgment in securing medical aid or ambulance service in the event parents/guardians cannot be reached?

Yes ☐ No ☐

Parent/Guardian Signature

Date