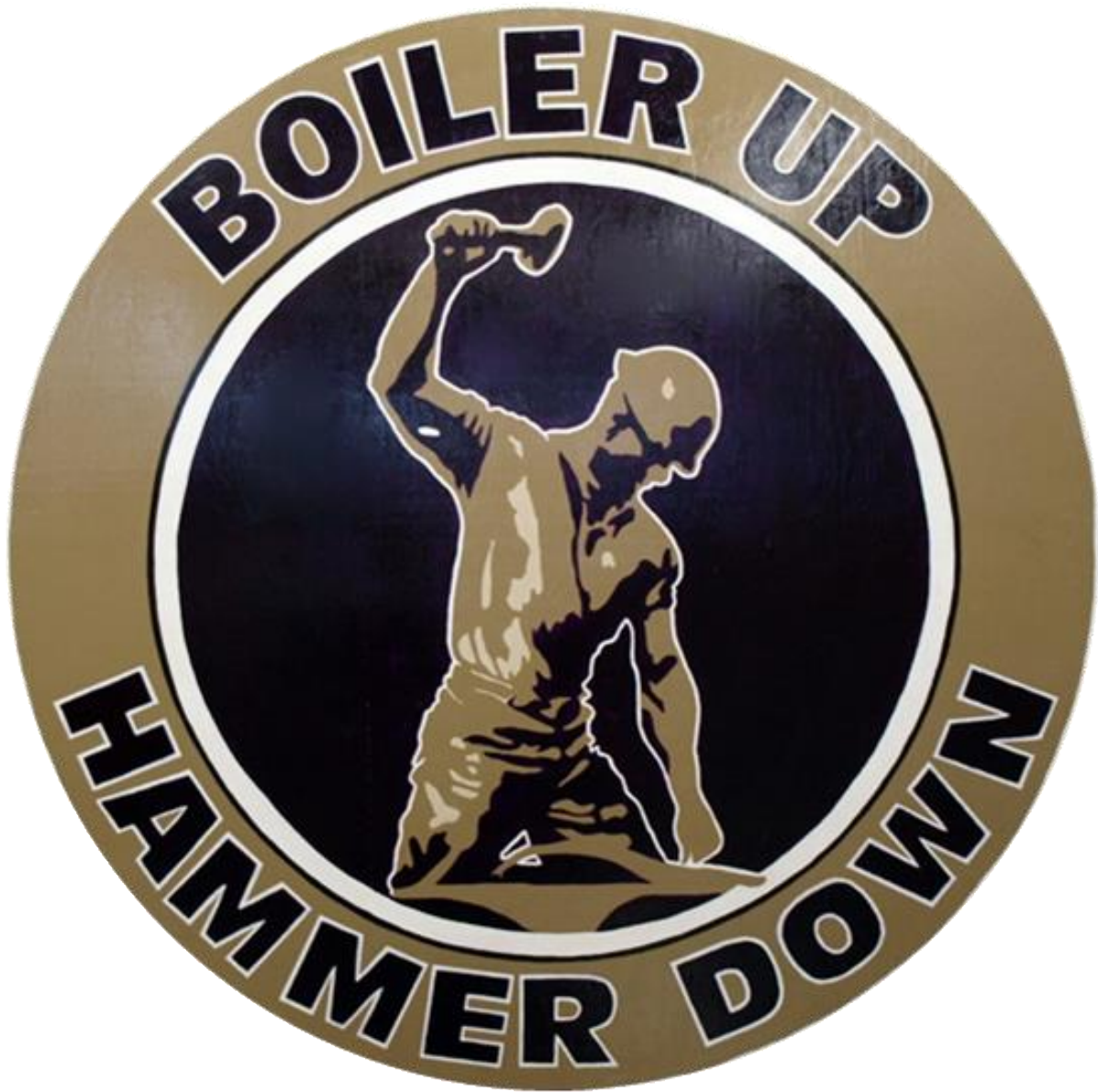


GARFIELD HIGH SCHOOL ATHLETIC DEPARTMENT



STUDENT-ATHLETE HANDBOOK

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What is a Boilermaker?

A Boilermaker is a committed, hard-working and respectful member of their team, school and community. A Boilermaker understands that actions speak louder than words and is conscious of the choices he or she makes and of the company he or she keeps. Boilermakers confidently take on the responsibility of leading by example and strive to exude strong moral character. A

Boilermaker is not arrogant but *is* confident. They take on challenges without fear, prepare with discipline, display the grit to overcome obstacles, embrace the help of others and commit to finishing the task. A Boilermaker values the team-first mentality, embraces the differences in their teachers, coaches, classmates and community, and understands their personal role in promoting unity and working towards achievement and success.

ONCE A BOILERMAKER, ALWAYS A BOILERMAKER!

Dear Student-Athlete & Parent/Guardian,

The Garfield Public School Athletic Program has a long and proud tradition. It is our goal to provide young men and women with the opportunity to develop athletic skills, personal dedication and a sense of team above self.

The "Athletic Policy" outlines those rules and regulation that governs your child while he/she is a member of any athletic team, all school policies are still in effect and as a result of an athlete's actions, further penalties may occur based on school policy. Please refer to the School Handbook. Participation in the Athletic Program is a privilege extended to all students. Athletes in violation of any school or Athletic Department policies may lose privileges to participate. Loss of privileges will be determined on a case by case basis after a meeting with school and Athletic Department administration.

Please review the following policy with your son or daughter. A signed copy of this form must be returned in order for your son or daughter to participate in any athletic activity.

In an effort to give directions to all athletes regarding proper attitudes and values, and to encourage a positive image within the school and community, the following policy is to be strictly adhered to by administrators, coaches and athletes.

Good Luck!

Mr. Alfonso & Mr. Giuffre

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ATHLETIC POLICY-GRADES 6-12***

Attendance Policy

Absences from School

An athlete shall not practice or participate in any athletic event on a day in which he/she was absent from school.

- If an athlete is absent on a day preceding a non-school day (Saturday) that student must receive special permission from the Principal or an Athletic Department Administrator in order to participate in any athletic activity.
- Any athlete, not signed in by 10:00 AM will be considered absent for the day, unless written pre-notification of tardiness has been submitted to the coach and Athletic Department Administration.
- An athlete violating school policy in regard to tardiness and absenteeism may result in loss of privileges in athletic programs after a meeting is held with school and Athletic Director(s).
- An absence or tardiness must be supported by a written memo from a Physician, Dentist, or Motor Vehicle Agency. (Not Parent).
- A student who signs out of school "Sick" can only return to participate in athletic practices or contests with both written and verbal permission from a parent or guardian to the head coach.

Suspension from School

An athlete shall not participate in any athletic activity for the duration of the suspension from school.

- An Athlete suspended from school may be re-instated to the team after a conference with the Athletic Director, coach, parent and athlete.
- Repeated suspensions shall result in permanent removal from the team.

Athletic Department Attendance Policy

The consistent attendance of each student-athlete shows commitment and develops a sense of responsibility. Student-athlete attendance is expected at school as well as at all athletics practices and contests. All athletic programs will refer to the Athletic Department attendance policy when handling issues of attendance.

Athletic "Excused" Absences

- All absences that were pre-approved by the Head Coach are considered excused.
 - Family situations, health related emergencies, special occasions, religions holidays, etc. may be deemed excusable by head coach, with prior notice.

Athletic "Unexcused" Absences: Three Strike Policy

- An **unexcused** absence is defined as a student-athlete's absence without prior notice provided to the head coach.
- After a third unexcused absence, the head coach will notify the Athletic Director. At that time, a determination will be made if the student-athlete will be removed from the team.
- The final decision on the dismissal of a student-athlete, due to policy violations, will be made by the Athletic Director, in conjunction with the head coach, and School Administration. The head coach will be responsible for notifying the student-athlete and Parent/Guardian of the removal of the participant.

Athletic Discipline Policy

The Administration and Athletic Department understand the important role athletics plays in the social-emotional development of our student-athletes. Characteristics of responsibility, commitment, teamwork and leadership, are positive traits that can be developed through participation in athletics. Athletic Department policies and team rules are implemented with the intention to foster positive character development. The handling of any infraction will be in the spirit of teaching based on the experience and to ultimately restore the student-athlete to good standing.

The Athletic Department sees restorative justice as an effective alternative to punitive responses to transgressions. Our policy brings together all parties in a safe and respectful space, promoting dialogue, accountability, and a stronger sense of community. The goal of restorative justice is not to punish the student-athlete, but to rehabilitate them.

Coaches and/or the athletic directors will meet with student-athletes after any transgression. The restorative justice approach focuses on nurturing the student-athlete. The Athletic Department encourages head coaches to remain stringent in enforcing the athletic policy and team rules while approaching those who commit a transgression with the goal of supporting their rehabilitation.

The Garfield High School Student-Athlete is held to a higher standard and is expected to exude strong moral character 24 hours a day, 7 days a week, 365 days of the year. In school, at home or within the community, you are expected to live up to the standards of a Boilermaker!

Social Media Policy

The Administration and Athletic Department have embraced positive use of social media applications. Every effort is made to promote good online citizenship. Student-athletes must be aware of the dangers that arise from the misuse of social media. Participation in social media is both public and permanent. Student-athletes should always use discretion before posting while being aware of their surroundings. Accidental or inadvertent material captured and posted may have an adverse effect on all parties. Coaches are expected to remind student-athletes of the potential problems that may occur by misusing social media.

Any reported misuse of social media to any coach should be reported to the athletic director with a brief description of any related evidence. A meeting will be scheduled with the student-athlete and/or administration if necessary.

Garfield Athletics Social Media Policy

- All social media accounts should be used with discretion
- Coaches should continually reinforce the basic parameters time and place for social media use
- Sportsmanship rules apply on the field, in the locker room and on social media
- Any taunting, berating, baiting, bullying, or negative comments made about gender, race, religion, ethnicity, sexual orientation, disability, or other distinguishing characteristic, whether physical or perceived, are unacceptable, and may result in:
- The mandatory completion of an online class on sportsmanship, tolerance and/ or proper social media use and discretion
- One block participating in Student Youth Development
- A meeting with head coach, athletic director and a parent or guardian
- A possible suspension from participation in athletic contests
- The Administration and Athletic Department may see repeated instances of misuse as grounds for dismissal.
- The Athletic Department will refer to the school anti-bullying specialist in instances of possible perceived **cyber-bullying** cases.

Substance Abuse Policy

The Administration and Athletic Department recognize that drugs, alcohol, tobacco, and steroids are harmful to the health of our students. These substances have a negative effect on behavior, learning, physical and skill development. The misuse of these substances can adversely affect family, classmates, and teammates. These substances do not have a place in the school community or the athletic programs. The administration and Athletic Department also recognize that student-athletes possess leadership potential and that their good example will help deter the use of illegal substances.

- The Garfield High School Student Handbook provides information about the New Jersey Law and the Garfield Board of Education Policy on Substance Abuse. Student-Athletes are held responsible for knowing and following those rules and regulations.
- The following policy pertains to all athletic team candidates, members, and cheerleaders. In this policy, the term "substance" refers to all illegal drugs, the illicit use of prescription medication, alcohol, tobacco, electronic cigarettes, "vapes" and steroids.
 - The use or possession of a substance in any form is **UNACCEPTABLE** for any member of any athletic team either on or off the school premises.
 - If it is reported and an investigation determines that a student-athlete has violated the **"non-use"** rules, the following consequences will be imposed and will be cumulative throughout a student's high school career.
 - In the event a student-athlete is found guilty of using or possessing an illegal substance, the following action plan will be enacted:
 - **First Offense**
 - Parent conference
 - Immediate suspension for two calendar weeks of athletic contests.

- During the time of suspension, the student-athlete will not be permitted to attend or participate in any of these contests, regardless of the sport.
 - The student-athlete may attend all practice sessions to maintain good physical condition and continue skill development.
 - Meeting with the student assistance counselor.
 - The athlete will not receive a Varsity Letter even if all other Varsity Letter Criteria are met.
- **Second Offense**
 - Parent conference
 - Immediate suspension for the remainder of the current season.
 - During the time of suspension, the student-athlete will not be permitted to attend or participate in any athletic practices or contests.
 - Meeting with the student assistance counselor.
 - The athlete will not receive a Varsity Letter even if all other Varsity Letter Criteria are met.
 - **Third Offense**
 - Parent conference
 - Suspension from all athletic programs for the remainder of high school career.

Electronic Cigarettes & "Vaping"

The Administration and Athletic Department recognize the serious dangers and health risks that accompany the use of e-cigarettes and "vapes". The Garfield School District and Athletic Department consider these products "illegal substances". If a student-athlete is found in the act of vaping, or in possession of related paraphernalia, the following action plan will be enacted:

- Student-Athlete will meet with Head Coach, Athletic Director and/or Administration.
- Student-Athlete will be suspended from athletics for a minimum of 3 days.
- The e-cigarette/vape, including the "canister", will be tested for illegal substances
- The Student-Athlete will submit to a drug test:
 - **Negative Test** will refer back to the District Smoking Policy. (Policy No. 5533)
 - **Positive Test** will refer back to the Substance Abuse Policy, requiring medical clearance and clean drug test before returning to athletics.
 - In the event that the student-athlete does not submit to the drug test or attempts to falsify results, the result will be considered positive.

Physical Violence/Fighting & Vandalism

The Administration and the Garfield Athletic Department seek to promote a positive and healthy environment and feel that proper behavior supports academic and athletic success for all student-athletes. Any reported or perceived act of vandalism or physical violence, occurring on or off campus, will initiate an investigation. Once the investigation produces findings, the following action plan will be taken:

- Any act of vandalism or physical violence will refer to the Athletic Discipline Policy.
- If found guilty, the student-athlete will be suspended for 10 school days.
- Student-athlete will not be permitted to attend or participate in any practices or contests for the duration of the suspension.

Bullying & Hazing

No student attempting to participate in high school athletics should be subject to bullying/hazing. Rites of passage/team initiations that may be considered bullying/hazing or other initiations that include coercive interactions among students that make others feel degraded, humiliated, abused, or endangered will not be tolerated. This does not include

activities such as rookies carrying equipment. Bullying/Hazing of any kind will not be tolerated on or off campus and will be dealt with severely.

- “Hazing” means the performance of any act or the coercion of another to perform an act of initiation onto a team that causes or creates a substantial risk of mental or physical harm.
- The Garfield Board of Education strives to create an atmosphere in which students feel safe attending school and pursuing athletics.
- Any student that is involved in any type of hazing will be automatically removed from the team and all incidents will be reported to school administration. Further consequences resulting from the athlete's behavior may result as per school policy.

****If an incident of any kind occurs during the summer, the student-athlete may serve their suspension days during pre-season or summer league competitions.****

Athletic Eligibility

Academic Eligibility

- NJSIAA academic eligibility rules and guidelines shall apply to all high school students.
 - A Student-Athlete must earn (by passing classes) 30 credits each school year.
 - Eligibility of middle school athletes shall be determined by middle school administration.

Team Membership

- Any athlete, who willingly leaves a team after the first scheduled contest, cannot try out for another sport during that season unless mutually agreed upon by both head coaches. Any athlete removed from a team for disciplinary reasons will not be allowed to participate in any sports during that season.

Tryout Philosophy

The high school Athletic Department is sensitive to the needs of the athletes during the tryout period. It is the school district's desire to see that as many students as possible are involved in the program during the athletic season. Unfortunately, due to facility space, time constraints, availability of equipment, and additional factors, limitations are placed on sizes of teams for each individual sport. The Athletic Department recognizes these concerns and strives to maximize the options available to students in the athletic arena as participants or supporters of the program.

Tryout Procedures

- Choosing members of the various athletic teams is the responsibility of the coach.
- Before tryouts begin, coaches will provide team information to all candidates of the team at a pre-season meeting. Such information shall include:
 - Length of tryout period – minimum of 3 days as per NJSIAA.
 - Objectives used to select the members of the team.
 - Number of team members that will be selected and criteria involved in selection – positions needed, etc.
 - Distribution of practice and competition schedule.
 - Coaches will explain the commitment necessary to join the team.
 - Clear notification that tryouts are based on performance during the selection period. Tryouts are not based on summer participation or coaching camps the athletes participated in prior to selection.
- Sub-varsity coaches will follow the criteria for selection that has been established for the particular sport. Head coaches will be involved in these selections to aid coaches on the sub-varsity levels.

SOCIAL MEDIA USAGE TIPS FOR STUDENT-ATHLETES

PAUSE BEFORE YOU POST!

We believe in and embrace the right to express yourself freely! However, we encourage you to think about the deep and lasting impact your post may have on yourself and others; you must be willing to stand behind your words and be proud of the pictures and videos you post.

BE MINDFUL OF THE IMAGE YOU ARE CREATING FOR YOURSELF

Social media accounts are far-reaching and live forever. Be mindful of how you represent yourself on social media; put your best foot forward! Your words, images and videos will be seen by many eyes, so do your best to represent yourself, your family and Garfield High School with pride and respect.

AVOID ONLINE CONFRONTATIONS, AGGRESSIVE LANGUAGE AND CYBER-BULLYING

The administration and athletic department will hold student-athletes to the highest standards of personal conduct, and this extends to the use of social media. It is expected that student-athletes display leadership, respect, and good character.

NO NEGATIVITY!

Negative language towards teammates, classmates, coaches, opponents, officials or any Garfield High School, or opposing schools, staff members is unacceptable. Any taunting, berating, baiting, bullying, or negative comments made about gender, race, religion, ethnicity, sexual orientation, disability or other distinguishing characteristic, whether physical or perceived, is considered unsuitable social media etiquette.

PROTECT YOURSELF

Always be mindful of letting others use your phone or have access to your passwords. You are responsible for anything posted on your social media account, so be aware of what you are *tagged* in, and do not let others post on your account for you. Also, check and adjust your privacy settings for maximum security.

COLLEGIATE ATHLETICS

Student-athletes looking to earn a chance to play at the collegiate level should be mindful that college scouts and coaches will look at your social media account first. Be sure the image you present on social media is the first impression you want to present to not only your friends but also potential coaches, professors and employers.

STUDENT-ATHLETE ACKNOWLEDGMENT STATEMENT

I hereby acknowledge that I have read and understood the outlined policies and procedures of the Garfield High School Athletic Department. With my signature, I commit to exuding the characteristics of a Boilermaker. I understand that a student-athlete is held to a higher standard and is expected to exude strong moral character 24 hours a day, 7 days a week, 365 days of the year. I pledge to conduct myself appropriately in school, throughout the community and on the athletic field.

Athlete's Name (PLEASE PRINT)

Athlete's Signature

Date

Parent/Guardian Signature

Date

PLEASE RETURN TO HEAD COACH