Florence Twp. Memorial High School

Athletic Department

Student-Athlete & Parent Handbook 2023-2024



HOME OF THE FLASHES



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Florence Township School District Mission Statement

"The Florence Township School District, in partnership with students, families, and the community, will provide a diverse, challenging, and enriching academic experience with the goal of developing independent, creative, successful individuals who are ethical and responsible contributing members of society. The district commits itself to creating a high achieving educational environment in which all children will be able to reach their full potential and excel in a changing world."

Florence Township School District Board of Education		
Board President Mrs. Christine Skinner		
Board Vice-President	Mr. Anthony Nutter	
Board Member	Ms. Sheray Norfleet	
Board Member	Mrs. Michelle Boracci	
Board Member	Mrs. Jennifer Papp	
Board Member	Mr. Christopher R. Conti	
Board Member	Mrs. Toby Popso	
Board Member	Mr. Michael Sullivan	
Board Member	Mrs. Traci Wainwright	

Florence Township School District Central Administration		
Superintendent	Dr. Donna Ambrosius	
Business Administrator	Mr. Mark Leung	



Florence Township Memorial High School Administration		
Principal	Mr. John Cogan	
Assistant Principal	Mrs. Maria Sadar	
Assistant Principal/Athletic Director	Mr. Derrick Goduto	
Athletic Administrative Assistant	Ms. Carly Jones	
Athletic Trainer	Ms. Drew Andrews	

Athletic Office Contact & Social Media		
Phone (609) 499-4620 ext. 6		
Fax	(609) 499-4663	
Athletic Director Email dgoduto@florence.k12.nj.us		
Athletic Administrative Assistant Email cjones@florence.k12.nj.us		
Facebook Florence Athletics		
Twitter @FTSD_Athletics		



FTMHS Athletic Websites

Florence Flashes Athletic Homepage

Athletic Online Registration

Florence Township Memorial High School Athletic Schedule

Other Important Links
NJSIAA
NCAA Eligibility Center
National Federation of State HIgh School Associations
Burlington County Scholastic League Schedule
Burlington County Times - High School Sports
NJ.com High School Sports
<u>Trentonian - High School Sports</u>
Courier Post - Varsity



Florence Township School District Athletic Department Philosophy

The Florence Township School District Athletic Department considers interscholastic athletics an integral part of the total educational program and believes all students should have an equal opportunity to be involved. The Florence Athletic Department's philosophy is to utilize a joint effort between all district stakeholders in order to cultivate a positive athletic environment and winning mentality on the playing field as well as in the classroom. The coaching staff is responsible for developing the skills needed by student-athletes to achieve success at the interscholastic level while emphasizing lessons about teamwork, accountability, fair-play, and hard work. Through participation in Florence athletics, student-athletes will develop the self-discipline, self-confidence, and sense of belonging needed to become valuable and responsible citizens upon graduation.

Athletic Facilities Map





League Membership

Florence Township Memorial High School is a member of the Burlington County Scholastic League. In addition, FTMHS is a member of the New Jersey Interscholastic Athletic Association (NJSIAA) and competes in Group I playoff tournaments.

FTMHS Head Coach Contact List		
SPORT	HEAD COACH	EMAIL ADDRESS
Football	Joe Frappolli	jbfrappolli@yahoo.com
Boy's Soccer	Kyle Ballay	kballay@florence.k12.nj.us
Girl's Soccer	Mackenzie Pyne	mpyne@florence.k12.nj.us
Field Hockey	Valerie Budd	vbudd@florence.k12.nj.us
Volleyball	Alyssa Zuchero	azucherro@florence.k12.nj.us
Cheerleading	Georgia Rodan	grodan@florence.k12.nj.us
Boy's Basketball	Cesar Pereda	cpereda@florence.k12.nj.us
Girl's Basketball	TBD	
Softball	Alyssa Zucchero	azucherro@florence.k12.nj.us
Baseball	Kyle Ballay	kballay@florence.k12.nj.us
Girl's Track	TBD	TBD
Boy's Track	Ross O'Neil	roneill@florerence.k12.nj.us
Tennis	Chris Bratty	cbratty@florence.k12.nj.us



Florence Township School District Interscholastic Teams

	Gi	rls	Во	oys
	Varsity	JV	Varsity	JV
Football			1	1
Soccer	✓		✓	\ \
Field Hockey	✓	✓		
Volleyball	✓	✓		
Cheerleading	✓		1	
Basketball	√	✓	1	✓ ·
Baseball			1	✓
Softball	✓	✓		
Track	✓		1	
Tennis (Co-ed)	√		1	
Wrestling (Co-op w Bordentown HS)	✓		√	

Online Registration

Prospective student/athletes must register online on/or before the predetermined date for each season. The online registration includes:

- Student Bio Information
- Activity Selection
- Parent/Guardian Information
- Medical Information
- Emergency Contacts
- Health History Update Questionnaire
- FTSD Activity Contract
- Sports Related Concussion and Head Injury

- Fact Sheet
- NJSIAA Steroid Testing Policy Consent to Random Testing
- NJSIAA Banned Drugs
- Sudden Cardiac Death in Young Athletes
- Sports Related Eye Injuries
- Student-Athlete and Parent Consent
- Parent Consent



Student-Athlete Eligibility

Academic Attendance Eligibility

- Students may not participate in practices or athletic contests on any given day if they arrive at FTMHS or Riverfront after 10:15 AM(High School) or 11:15 AM (Riverfront) or are present for less than 4 instructional hours unless prior administrative approval was given for a student to arrive late to school. (BOE Policy #5113)
- If FTMHS/Riverfront has a single session day, a student shall be present <u>at least two hours</u> in the session in order to be recorded as present for the full day. (BOE Policy #5113)
- Students who have appointments during the school day are asked to sign-out and sign back into school in the attendance office. (BOE Policy #5113)

Age Eligibility

- An athlete becomes ineligible for high school athletics if he/she attains the age of nineteen prior to September 1. However, any athlete attaining age nineteen (19) on or after September 1 shall be eligible for the ensuing school year (NJSIAA Constitution, Art. 5, Sec. 3C)
- Junior High/9th Grade regulations provide that a student becomes ineligible for 9th grade athletics if they reach age sixteen (16) prior to September 1 of that school year. (NJSIAA Constitution, Art. 5, Sec. 3c)
- Students below the 9th grade are not permitted to practice with students of grade nine (9) through twelve (12). Students in grade eight (8) may begin to practice, participate and compete in summer workouts and leagues with students in grade nine (9) through (12) after the completion and graduation of 8th grade.

Academic Eligibility

- To be eligible for athletic competition during the first semester a pupil must have passed 25% of the credits (30) required by the State of New Jersey for graduation, during the immediately preceding academic year.
- To be eligible for athletic competition during the second semester, a pupil must have passed the equivalent of 12 1/2% of the credits (15) required by New Jersey for graduation at the close of the preceding semester.
- Notwithstanding the provisions of Paragraph 1 and 2 above, a pupil who is eligible at the beginning of a sports season shall be allowed to finish that season.
- No student shall be eligible for high school athletics after the expiration of eight consecutive semesters following his/her entrance into the 9th grade. A student becomes ineligible for high school athletics when the class in which he/she was originally enrolled has graduated.

Physical Eligibility

• All pupils in grades six (6) through twelve (12) participating in interscholastic athletics must be given a physical examination within 365 days prior to the first practice session. Physicals must be given by the individual's primary health physician. If you do not have a family physician or health insurance, please



- notify the athletic trainer so arrangements can be made.
- The physical must be completed on the District approved FTMHS <u>Preparticipation Physical Form</u>.
- All physical paperwork must be handed to the Athletic Trainer by the predetermined date for each season. Failure to turn in the paperwork on-time may result in student/athlete not being cleared by the start of the first practice session
- REMEMBER it may take a minimum of 4-5 business days to process medical paperwork once it is handed in by the athlete.
- No pupil, whether married or unmarried, who is otherwise eligible to attend the district's school(s) shall be denied an educational program solely because of pregnancy, childbirth, pregnancy-related disabilities, or actual or potential parenthood. All pregnant students shall be permitted to remain in the regular school program and activities. (BOE Policy #5134)
 - a. Any individual that finds out she is pregnant is required to notify the athletic trainer immediately.
 - b. The pregnant student-athlete must provide a valid doctor's note specifying any physical restrictions for the current sport.
 - c. There is no coverage for pregnancy related injuries.

Team Attendance Eligibility

- All students-athletes are required to attend all tryouts, practices, games and team functions throughout the duration of the season.
- Failure to attend tryouts when there is a selection process could result in failure to make the team.
- Failure to attend multiple practices could result in loss of playing time or dismissal from the team.
- Failure to attend multiple games can result in dismissal from the team
- Please communicate all issues with coaches, failure to communicate attendance issues with coaches can lead to loss of playing time or dismissal for the team.
- Athletic Administration has the ability to use discretion on various attendance issues.

Multiple Sport Eligibility

 No student is permitted to participate in another sport unless he/she has met all requirements in the previous sport.

After-School Supervision

- All student-athletes are required to report to the atrium immediately following the end of the school day unless they are supervised by a school faculty member.
- Student-athletes will remain in the atrium until a paid coach signs them out.
- Student-athletes are not permitted to go to their cars for any reason unless permission has been granted by the after-school supervisor.
- Student-athletes are not permitted to leave the school building/grounds and then return for the start of practice unless they have 10th period off in their schedule.



Issuing Equipment

- Coaches will be responsible for issuing and collecting athletic equipment.
- Any athlete who quits the team must bring his/her equipment immediately to the coach to be cleared. At the conclusion of the season, athletes will turn all equipment to their coach.
- All equipment in lockers will be collected by the head coach on designated collection days.
- No equipment is to be taken from the school grounds by students except for use in a contest or for laundering purposes.
- No athletic equipment issued to squad members may be worn in gym class or worn outside of practice or game situations. Coaches must instruct their squad members of this regulation.
- Coaches will alert the athletic department of missing equipment at the conclusion of their season.
- It is the student's responsibility to care for this equipment. Florence is not responsible for lost, stolen or damaged items.
- If the school issued equipment is not returned at the end of the season, the student will be issued an invoice by the Athletic Department that must be paid prior to the start of a second sport.
- No student will be permitted to participate with school issued equipment in a second sport until he/she has met all equipment requirements in the previous sport.

Transportation

- It is the responsibility of the coach to have members of his/her squad ready to board the bus at the designated time
- At least one coach will be present in all vehicles carrying team members. This includes to and from events.
- Bus discipline is important, not only for team control, but for safety. All should remain seated during the trip. Yelling and other forms of misbehavior are not permitted. General bus cleanliness is expected after a trip.
- Students are not permitted to leave or enter the rear emergency door except by permission of the bus driver.
- No athletic teams or cheerleaders will be transported in private cars for any reason unless it is an emergency. The athletic director and principal will give approval.
- Students who are members of an athletic team or squad to a contest, practice, or game should return on the bus. It is the responsibility of the coach or advisor to see that this regulation is carried out. Exceptions to this regulation, under the approval of the head coach, may only be made if the procedures listed below are followed prior to the contest:
 - Written requests should be made by parents for their child (children) and given to the coach prior to arrival at the contest. Athletes may only ride with their parents unless otherwise noted.
 - Coaches should make positive parental identification before releasing any student to his/her parents.
 - Coaches reserve the right to disallow requests for transportation if it goes against programmatic wishes.
- It is also important that parents are available to pick up their son/daughter within fifteen minutes after a



practice, home game or away game (upon the return of the team bus). It is unfair to the coach to have to wait more than fifteen minutes.

Athletic Awards

Awards shall be as follows:

- JV Team = Certificate
- Varsity Team
 - 1. First Year Letter Winner Chenille Letter w/ sports emblem
 - 2. Second, third & fourth year metal bar insert
 - 3. Captain metal star insert
 - 4. Non-letter winner Certificate
- A student shall receive only one material award in the form of a letter or emblem. Upon earning additional award, he/she shall receive the appropriate certificate and insert.
- A student may receive only one award per season.
- Teams may nominate an MVP, MIP and a Practice player award for their season. This award should be voted on by the team, but can be selected by the coaches.

Varsity Award Requirements

- Football = 1/2 of the total game quarters;
- Field Hockey = 1/2 of the total game quarters;
- Basketball = 1/2 of the total game quarters;
- Softball = 1/2 of the total innings or 1/3 the games for pitchers;
- Baseball = 1/2 of the total innings or 1/3 the games for pitchers;
- Track = 1.5 points per meet or score in a major meet;
- Cheerleaders be a member of the squad in good standing according to the rules of the coach and complete all requirements for the full year squad as determined by the coach an athletic director.
- Tennis = 1/2 of total matches
- Soccer = 1/2 of the total game minutes
- Volleyball = 1/2 of total matches

Special Consideration

- Seniors who have not met award requirements may receive a letter at the discretion of his/her coach.
- The head coach may recommend awards in special cases to athletes who have not met the requirements.
- Certificates of participation shall be awarded to all students who complete the sports season but have not met award requirements.
- Manager's awards will be given as recommended by the coach:
 - 1. Certificate = each year as a manager;
 - 2. Letter = three consecutive years as a manager in the same sport;
 - 3. Bar = four consecutive years in the same sport
- Injured athletes while participating in a sport may also be considered for a letter.

^{*}An athlete must finish the season in good standing to receive any award.*



Championships

 Plaques will be awarded to all athletes on a team which wins a Divisional, Sectional or State Championship.

Sportsmanship

Good Sportsmanship

(BOE Policy 6145.1/6145.2)

The board believes that instilling habits of good sportsmanship should be one of the primary goals of athletic endeavors and that all district employees should model good behavior in this area.

It is especially important that the athletic director and coaches accept the responsibility for encouraging young athletes to handle themselves in a sportsmanlike way and be models of self control and dignity for players and spectators. Coaches shall include discussions on courtesy and sportsmanlike behavior as part of pre-game activities. Student fans shall be reminded that their conduct reflects on the schools of this district and that poor sportsmanship will be disciplined.

Parents/guardians and other adult spectators shall also be encouraged to act as models for young people by demonstrating self-control and dignity at all athletic events.

Unsportsmanlike behavior as exhibited through verbal abuse, rude gestures, taunts, obscenities, thrown objects, etc., shall not be tolerated in students, staff or any persons in attendance at district athletic competitions. Discipline may include, but not be limited to, eviction from the competition and prevention from attending further competitions.

The Fundamentals of Sportsmanship

Gain an understanding and appreciation for the rules of the contest.

• To be well informed is essential. All involved must know the rules. Uniformed individuals should refrain from expressing opinions on officials, coaches, and administrative decisions. The spirit of GOOD SPORTSMANSHIP depends on conforming both to the letter and intent of the rule.

Exercise representative behavior at all times.

• A prerequisite to GOOD SPORTSMANSHIP requires one to understand his/her own prejudices that may become a factor in his/her behavior. The true value of interscholastic competition relies upon everyone exhibiting behavior that is representative of a sound value base. A proper perspective must be maintained if the educational values are to be realized. An individual's behavior influences others whether or not that person is aware of it.

Recognize and appreciate skilled performances regardless of affiliation.

• Applause for an opponent's good performance displays generosity. It is a courtesy that should be regularly practiced. This not only represents GOOD SPORTSMANSHIP but also reflects a true



awareness of the game by recognizing and acknowledging quality.

Exhibit respect for the officials.

• The officials of any contest are impartial arbitrators who are trained and who perform to the best of their ability. Players should not rationalize their own unsuccessful performances by placing responsibility on an official. The rule of GOOD SPORTSMANSHIP is accepting and abiding by the decision made.

Openly display a respect for the opponent at all times.

 Opponents are guests and should be treated cordially, provided with the best accommodations, and accorded tolerance at all times. Each person needs to be a positive representative for his/her team, school, and family. This is the Golden Rule in action.

Display pride in your actions at every opportunity.

• Each individual must never allow his/her ego to interfere with good judgment and his/her responsibility as a school representative. This value is paramount since it suggests that the person cares about him/herself and how others perceive him/her

NJSIAA Policies Regarding Sportsmanship

Article IX of the NJSIAA Constitution deals specifically with sportsmanship. The following are excerpts for the NJSIAA Constitution:

Section 1 – Statement of Administrative Responsibility:

 Member schools are expected to conduct their relations with each other at all levels of competition in a spirit of good sportsmanship in keeping with the objectives we have set for ourselves. Everyone involved has the obligation to clearly see his/her influence and act accordingly.

Section 3 - Association Responsibility

- It shall be the responsibility of every member school to insure that all individuals employed by or directly associated with the athletic program, including student-athletes and spectators comport themselves in a sportsmanlike manner when representing their school, especially at interscholastic events
- Unsportsmanlike conduct shall subject the individual to disciplinary action. The member school with which the individual is associated may also be subject to disciplinary action if it is found that the member school's policies, actions, or failure to act, substantially contributed to the individual's conduct.
- Unsportsmanlike conduct shall include but not be limited to the following:
 - A. Any person (athletic department, staff member, Student-Athlete or a fan or spectator associated with a member school) who strikes or physically abuses an official, opposing coach, player, or spectator.
 - B. Any person (athletic department, staff member, Student-Athlete or a fan or spectator associated with a member school) who intentionally incites participants or spectators to violent or abusive action.
 - C. Any person (athletic department, staff member, Student-Athlete or a fan or spectator associated



- with a member school) who uses obscene gestures or profane or unduly provocative language or action towards officials, opponents, or spectators.
- D. Any person (athletic department, staff member, Student Athlete, or a fan or spectator associated with a member school) who engages in harassing verbal or physical conduct related to race, gender, ethnicity, disability, sexual orientation or religion at an interscholastic event.
- E. Any school or athletic staff member who is publicly critical of a game official, opponents and/or opposing coaches/players.
- F. The administration of a member school will be responsible for the unsportsmanlike conduct of that school's fans or spectators.

Team Community Service Requirement

Commitment to Community Service

Objectives

- To challenge student-athletes to give back to his/her school, the surrounding community and to individuals who are in need with a clearly defined program of service
- To involve student-athletes in projects to practice and enhance their interpersonal skills, develop a stronger sense of belonging and increase their self-esteem
- Student-athletes will be given opportunities to develop the foundation for a long commitment of volunteerism

Examples of Team Building Community Service Projects

- Cleaning up the gymnasium after a basketball game. Give the custodian a day off. Embrace the need for many hands. Offer the custodian a snack as he supervises. The coach may need to contact the head custodian to make him or her aware.
- Provide a day where the team serves lunch to elementary kids. The coach will need to work out details with the elementary school.
- Load a bus and serve a meal at a shelter. The coach will need to pre-arrange this activity.
- Create cards for soldiers serving overseas and mail them as a team. Designate a game night to local firefighters, first responders and police officers. Treat them to refreshments afterwards and allow them to get in free. Players will serve the refreshments and sit with them to visit.
- Designate a night to bring awareness to a specific cause, such as cancer awareness. Invite the opposing team to join in.
- Create an atmosphere within your team to "play for something more." Designate a cause chosen by a team member every week. Honor the cause and explore why that cause is important.
- Teams are not limited to items on this list

It is recommended that each team complete a minimum of 1 Team Building Community Service Activity throughout their season.



Athletic Events Code of Conduct

- Florence spectators are expected and required to speak and act in a polite and courteous manner while supporting their team(s) at an athletic event.
- When Florence is the host school, the spectators, by their words and actions, are to make their visitors welcome and to help them feel comfortable and secure.
- When Florence students are the visitors, they are to speak and act in such a manner as to cause their hosts to be pleased to welcome them back.
- Spectators are advised that rude, crude, vulgar or immoral language or gestures will cause immediate expulsion from the athletic event.
- Taunting or name-calling to distract an opponent is prohibited.
- Mean heckling of a belittling or humiliating nature is forbidden. Also, fighting, disorderly arguing or taunting of the opposition is not acceptable.
- During the games, spectators are to stay off the playing area.
- Respect the judgment and integrity of contest officials.
- Food and beverages are not permitted in the gymnasium.
- No smoking is permitted within the building or on school property as per NJ State Law.
- Electronic devices or other noisy instruments are not permitted in the gymnasium.
- Signs, posters, etc. of any nature are not to be displayed in the gymnasium.
- Refrain from the use of controlled substances (alcohol etc.) before, during and after contests on or near the site of the contest or event.
- Athletes are expected to be positive role models through their own actions.
- Be modest in victory and gracious in defeat.

If unsportsmanlike/inappropriate behavior does occur the following guidelines exist:

- 1. Based upon the situation, possible consequences of inappropriate behavior include removal from the contest by the District employee and/or arrest by the Florence Township Police.
- 2. In addition, that individual may be suspended from attending future athletic events or banned from attending <u>all</u> athletic contests in the future.

^{*}The promotion of sportsmanship is expected of <u>all</u> in attendance*



Student-Athlete, Parent and Coach Communication Guidelines

Parent/Coach Relationship

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide a greater benefit to student-athletes. As parents, when your children become involved in our Flashes' Athletic Program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach and your child's program.

COMMUNICATIONS PARENTS CAN EXPECT FROM OUR COACHES

- Philosophy of the Coach.
- Expectations our coaches have for your child as well as the squad.
- Location and time of all practices and contests.
- Team Requirements, i.e., special equipment, summer/off-season workouts, fundraisers.
- Procedures should your child be injured during participation.
- Disciplinary procedures that result in the denial of your child's participation.

COMMUNICATION OUR COACHES CAN EXPECT FROM OUR PARENTS

- Concerns expressed directly to the coach.
- Notification of any schedule conflicts well in advance.
- Specific concern in regard to a coach's philosophy and/or expectations.

As your children become involved in the Flashes Athletic Program at Florence Township Memorial High School, they experience some of the most rewarding moments in their lives. It is important to understand that there also may be times when things do not go the way you or your child wish. At these times, discussion with the coach is encouraged.

APPROPRIATE MATTERS TO DISCUSS WITH COACHES

- The treatment of your child mentally and physically.
- Notification of any schedule conflicts well in advance.
- Specific concern in regard to a coach's philosophy and/or expectations.

As your children become involved in the programs at their high school, they will experience some of the most rewarding moments of their lives. It is important to understand that there may also be times when things do not go the way your child wishes. At these times an appointment should be arranged with the coach. The Athletic Director should be notified if the problem continues.

ISSUES NOT APPROPRIATE TO DISCUSS WITH OUR COACHES



- Playing Time
- Team Strategy
- Play Calling
- Another Student-Athlete

It is very difficult to accept that your child is not playing as much as you hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things must be left to the discretion of the coach.

STEPS TO REQUEST A MEETING

There are situations that deem a conference between the coach and parent. It is important that both parties have a clear understanding of the other's position. The following procedures should be followed to help promote a resolution to the issue of concern. The following order of communication allows for the best interest of the athlete in mind and affords all parties involved a fair voice in the lines of communication.

- 1. The athlete will voice his/her concerns to the coaching staff in a private meeting. The athlete will schedule the meeting via email or in person.
- 2. If needed: The parent(s) will contact the coach via email or phone to express their concern/question or to request a meeting.
- 3. If needed: The parent(s) and player will meet with the coaching staff in a scheduled meeting to resolve the question/concern.
- 4. If needed: The parent(s) will contact the Athletic Director, Derrick Goduto, via email (dgoduto@florence.k12.nj.us) or phone (609-499-4620 ext. 6) to schedule a meeting. The parent(s), player, coaching staff, and Athletic Director will meet to resolve the question/concern.
- * Please do not confront a coach before or after a contest or practice. Meetings of this nature usually do not promote resolution and can be very embarrassing for all parties. Generally, a 24-hour period before and/or after a contest is recommended.*

Burlington County Scholastic League Parents Code of Conduct

PARENTS play a vital role in the development of our Student Athletes; therefore...

- 1. Be a positive role model through actions at all contests.
- 2. Support the team as a whole.
- 3. Weigh what your children say and keep in mind that there are two sides to every story.
- 4. Show respect to everyone involved.
- 5. Be respectful to all officiating decisions.
- 6. Please do not instruct players during contests; it may conflict with the coach's plans and strategies.
- 7. Praise student-athletes in their attempts to improve themselves.
- 8. Recognize and show appreciation for outstanding play for both teams.
- 9. Gain an understanding and appreciation of the rules of the contest.
- 10. Talk to coaches in an appropriate manner including time and place.



- 11. Be sure to follow the designated chain of command.
- 12. Reinforce our training rules.
- 13. Help our student-athletes learn that success is measured by the development of skills, not necessarily wins and loses.
- 14. Remember, it is a privilege to attend high school athletic contests

Accidents/Injury

There is a certain amount of risk in all athletics. We will always have unavoidable injuries in sports. We should be careful to eliminate all unavoidable injuries, especially those due to lack of supervision.

- 1. Coaches may never leave athletes unsupervised during practices or games
- 2. No equipment should be on the field unless a paid coach is present.
- 3. No horseplay.

Return to Practice/Competition

- The determination if athletes can return to practice or an athlete's contest (at the time of injury) will be made in the following order: (school) physician, athletic trainer. The determination if an athlete can return to play will be made by the coach in the event the (school) physician and /or athletic trainer are unavailable.
- Once the athlete has been seen by a physician, the trainer will stop all treatment and evaluation unless written permission is given by the treating physician or administer rehabilitation.
 - 1. In order for the athlete to return to practice, he/she must be cleared by the treating physician (written notice must be produced).
- Once the athlete is cleared by the attending physician he/she must pass functional tests supervised by the athletic trainer. The athletic trainer at discretion can then limit activity and determine the best course of action for safe return to play, this includes but not limited to determining the length, types of activity, and intensity of practice or game time participation.
- Once cleared to play the athletes should be monitored by the athletic trainer and the coach for signs of regression. The coach must notify the athletic trainer in the event the existing injury becomes abnormally limiting, painful, and prevents athletic performance reasonable to expect given the nature and/or newness of the injury.

Insurance

- Parent Insurance covers all athletic injuries.
- The board may cover each participant in an extracurricular activity with insurance coverage in consultation with the current insurance carrier. (BOE Policy #6145.1/6145.2)
- Parent's/guardian's shall be strongly encouraged to participate in the supplemental pupil accident insurance program offered by the board. (BOE Policy #6145.1/6145/2)

Injury/Insurance Reports

• The trainer will fill out any necessary information and insurance forms at the time of the injury or when seeing the athlete after having been treated for the injury.



Hazing/HIB (Florence Township BOE Policy 5131/5131.1)

The Florence Township School District strictly adheres to all New Jersey Anti-Bullying Laws, including those related to hazing.

You may have heard hazing called other names – a harmless practical joke, a tradition for new team members or a simple test of loyalty. No matter what it's labeled, hazing is a dangerous practice that goes against all principles of sportsmanship. It destroys team spirit and creates resentment. It discourages trust and fosters intimidation. It weakens leadership and strengthens fear. Hazing is against the law in 42 states. Simply put, hazing has no place in the athletic experience.

What is it? Hazing is any activity expected of someone joining a group that humiliates, degrades, abuses, or endangers that person, regardless of his or her willingness to participate. While many student athletes report that hazing takes place in their high school program, it shouldn't be tolerated. This potentially deadly practice has sent athletes to the hospital and has resulted in the release or suspension of dozens more, as well as their coaches. Hazing is an act of power and control over others...it's a form of victimization. Coaches must dedicate time to discuss these issues with athletes. All hazing incidents must be reported to the Athletic Director immediately.

Examples of Mental Hazing:

- Ridicule
- Embarrassment of person
- Verbal abuse such as yelling, screaming and threats
- Intimidation or retaliation

Examples of Physical Hazing:

- Physical torment
- Forced physical activity
- Forced or coerced eating or drinking
- Forced or coerced shaving of body hair
- Forced or coerced theft or other unlawful activity
- Assault & battery
- Forced confinement
- Forced or coerced nudity
- Forced or coerced sexual activity

To eliminate hazing from your program you should try to:

- Focus on encouraging team unity and growth.
- Emphasize how each individual brings a special talent to the team.
- Include new team members in group activities.
- Take responsibility for the success of all your teammates.



- Refuse to take part in degrading actions meant to "test" new players.
- Make pride, understanding, self-respect, confidence and teamwork your primary goals.

Hazing:

- Breeds animosity and separates people
- Increases fear in individuals
- Damages self-respect, integrity and self esteem
- Is a violation of individual rights
- Risks costly legal action
- Damages team reputation
- Causes an atmosphere of negative peer pressure
- Sabotages team spirit

Sexual Harassment (Florence Township BOE Policy 5131)

Sexual harassment will not be tolerated. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- 1. Submission to such conduct is made either explicitly or implicitly as a term or condition of a student's participation.
- 2. Submission to or rejection of such conduct by an individual is used as the basis for the student's participation or decisions affecting the student.

Such conduct has the purpose or effect of unreasonably interfering with the student's school performance or creating an intimidating, hostile or offensive environment.

Student Athlete Discipline

Participating in athletic sports and all school activities in the Florence Twp. School District is a privilege which carries with it certain responsibilities. A student is a representative of the school and the entire community. There are certain basic standards expected of the participants in sports and activities programs at Florence Twp. Memorial High School.

- All students who represent Florence Twp. Memorial High School in an activity or team are expected to conduct themselves in such a manner as to reflect credit upon Florence Township.
- All students must remember they are students of the school first and participants second. Participation in athletics and activities is a privilege.
- Being a member of an activity or team does not entitle any student to any special privileges in the school.
- Our athletes and participants are expected to set examples of good citizenship and cooperation which will reflect upon them as individuals and upon all our athletes and participants in general.
- Students afforded these privileges must assume the responsibilities which accompany them at all times.



- A student may be dismissed or suspended from an interscholastic team because of misbehavior in and out of school. He/she may also be dismissed or suspended for violating general district conditioning rules which state, the student athletes should refrain from:
 - 1. Smoking
 - 2. Drinking/use of drugs such as but not limited to:
 - Stimulants
 - Anabolic agents
 - Diuretics
 - Street drugs
 - Peptide hormones and analogues
 - Illegal/Banned Nutritional supplements
 - 3. Theft destruction of property

Disqualification from Competition

- In the event that a student-athlete is disqualified by an official from an athletic contest, he/she will be suspended from play for two games (one game for football). He/She is not even permitted on the premises (home or away) if on suspension. The determination to disqualify by an official cannot be appealed. It is fruitless to call the coach, Principal, or Athletic Director to complain. All disqualifications are filed at the NJSIAA office in Robbinsville and will not be reviewed.
- The penalty for subsequent disqualification in the same sport in the same season becomes more severe. Three suspensions in a season by team member(s) or coach will automatically eliminate the team from postseason play.
- In soccer, the BCSL has initiated a policy stating that after a player receives 4 yellow cards during the season, he/she is ineligible to participate in the next game. All subsequent yellow cards result in a game suspension. State, league and district rules for sportsmanship and return-to-play must be followed.

Attendance at Practice

• Please see team attendance eligibility on page 11.

Discipline/Suspension Procedure

- Coaches are responsible for team discipline. Coaches must inform team members of <u>all</u> team rules prior to pre-season.
- Team Rules handouts are of value and should be posted.
- Standard disciplinary procedures available to a coach include:
 - 1. Benching a player for a contest
 - 2. Not dressing a player for a contest
 - 3. Demotion of player's status on team
 - 4. Suspension from the team
 - 5. Dismissal from the team
- Coaches will involve the entire coaching staff of a particular sport in disciplinary action. It is, however, the head coach's responsibility to make the final determination. Assistant coaches should confer with the head coach whenever possible before taking any disciplinary action. The Athletic Director needs to be informed of any discipline action.



- Students must be given due process and parents contacted by head coach.
- All meetings and phone calls should be copied to the Athletic Director.
- Any major violation such as smoking, drinking, drugs, theft or destruction of property will be dealt with by the Coach, A.D. and Principal.

School Suspension Regulations

- A student who receives an in-school or an out-of-school suspension is not eligible to attend or participate in any after school activity and/or event on the day of that suspension. The student is eligible to participate at the conclusion of the suspension after they have been properly reinstated to the school program by an administrator.
- If a student misses his/her in-school suspension for a reason that is not identified as "excused" within our Attendance Policy, then that student is not permitted to attend or participate in any after school activity and/or event until that in-school suspension is served.
- Students who accumulate too many suspensions are not eligible to attend or participate in any after school activity and/or event for a minimum of 45 school days. "Too many suspensions" is measured by a points system. When a student accumulates 3 points, he/she becomes ineligible. One day of in-school suspension equals 1/2 a point. One day of out-of-school suspension equals 1 point. A Reinstatement of Privileges Committee will review the record of any student who has become ineligible at his or her request. Requests for reinstatement of school activity privileges will only be considered after 45 school days of discipline free behavior have been exhibited by the student in question. Requests for reinstatement of privileges must be submitted in writing to the Principal. A meeting with the appealing student and his/her parents will be scheduled within one week of receipt of the request for appeal. If the Committee should grant a reinstatement of privileges, the High School reserves the right to withdraw those privileges for any future misbehavior on the student's part.

Expulsion from Team

• A coach has the right and responsibility to <u>suspend</u> team members for disciplinary reasons when the case merits strong action. Expulsion from a team is severe punishment. While expulsion may be appropriate in some cases, expulsion should not become final until the case involved has been discussed and finalized jointly by the coach involved, the head coach of the sport involved, and the Athletic Director.

Steroid and Performance Enhancers

• The Florence Township School District feels just as strongly about steroids and other performance enhancing drugs as it does with any other illegal substances. All head and assistant coaches are to be vigilant for any sign that any use of this type might be occurring among our athletes. It behooves all coaches to become educated in their use through reading, seminars, and discussions with knowledgeable sources. Any suspected drug usage should immediately be dealt with by bringing it to the attention of the director of athletics and appropriate school administration.



NJSIAA'S Steroid Testing Policy

In accordance with Executive Order 72, issued by the Governor of the State of New Jersey, Richard J. Codey, on December 20, 2005, the NJSIAA will test a random selection of student athletes, who have qualified, as individuals or as members of a team, for state championship competition.

1. General prohibition against performance enhancing drugs:

- a. It shall be considered a violation of the NJSIAA's Sportsmanship Rule for any student-athlete to possess, ingest, or otherwise use any substance on the list of banned substances, without written prescription by a fully licensed physician, as recognized by the American Medical Association, to treat a medical condition.
- b. Violations found as a result of NJSIAA's testing shall be penalized in accordance with this policy.
- c. Violations found as a result of member school testing shall be penalized in accordance with the school's policy.
- d. The NJSIAA policy shall consist of this general prohibition, the NJSIAA Steroid Testing Procedures, The NJSIAA Steroid Testing Protocol and the NJSIAA Banned Drug Classes.

2. <u>List of banned substances:</u>

a. A list of banned substances shall be prepared annually by the Medical Advisory Committee, and approved by the Executive Committee. (See list)

3. Consent form:

a. Before participating in interscholastic sports, the student-athlete and the student-athlete's parent or guardian shall consent, in writing, to random testing in accordance with this policy. Failure to sign the consent form renders the student-athlete ineligible.

4. Selection of athletes to be tested:

a. Tested athletes will be selected randomly from all of those athletes participating in championship competition. Testing may occur at any state championship site or at the school whose athletes have qualified for championship competition.

5. Administration of tests:

a. Tests shall be administered by a certified laboratory, selected by the Executive Director and approved by the Executive Committee.

6. Testing methodology:

a. The methodology for taking and handling samples shall be in accordance with current legal standards.

7. Sufficiency of results:

a. No test shall be considered a positive result unless the approved laboratory reports a positive result, and the NJSIAA's medical review officer confirms that there was no medical reason for the positive result. A "B" sample shall be available in the event of an appeal.

8. Appeal process:

a. If the certified laboratory reports that a student-athlete's sample has tested positive, and the medical review officer confirms that there is no medical reason for a positive result, a penalty shall be imposed unless the student-athlete proves, by a preponderance of the evidence, that he or she bears



no fault or negligence for the violation. Appeals shall be heard by a NJSIAA committee consisting of two members of the Executive Committee, the Executive Director/designee, a trainer and a physician. Appeal of a decision of the Committee shall be to the Commissioner of Education, for public school athletes, and to the superior court, for nonpublic athletes. Hearings shall be held in accordance with NJSIAA Bylaws, Article XIII, and "Hearing Procedure."

9. Penalties

a. Any person who tests positively in an NJSIAA administered test, or any person who refuses to provide a testing sample, or any person who reports his or her own violation, shall immediately forfeit his or her eligibility to participate in NJSIAA competition for a period of one year from the date of the test. Any such person shall also forfeit any individual honor earned while in violation. No person who tests positive, refuses to provide a test sample, or who reports his or her own violation shall resume eligibility until he or she has undergone counseling and produced a negative test result.

10. Confidentiality:

a. Results of all tests shall be considered confidential and shall only be disclosed to the individual, his or her parents and his or her school.

11. Compilation of results:

a. The Executive Committee shall annually compile and report the results of the testing program.

12. Yearly renewal of the steroid policy:

a. The Executive Committee shall annually determine whether this policy shall be renewed or discontinued.

NJSIAA Student Transfer (Note: See Athletic Director for specific details)

Policy

K. Transfers

1. Purpose:

NJSIAA's mission is to administer education-based interscholastic athletics, which support academic achievement, good citizenship, and fair and equitable opportunities. Transfers for athletic reasons undermine the stability of sports programs, elevate athletics over academics, lead to disparities in competitiveness, and erode the level playing field that the NJSIAA seeks to foster. Multiple transfers within a high school career disrupt a student's education. Transfers after a sports season has started not only disrupts the team, but also the competitive balance among schools.

This rule is designed to discourage transfers for athletic reasons, multiple transfers, and transfers after a sports season has begun, by imposing short but predictable periods of ineligibility for those transfers while providing one penalty-free transfer under certain conditions.

Because the periods of ineligibility set forth in this rule are among the shortest in the nation, and the purpose of the rule is designed to deter inappropriate transfers, there shall be no waivers of this rule.



2. Definitions:

Transfer: A "transfer" occurs when a student who has previously enrolled in a secondary school leaves that school and enrolls in a new one. The date of transfer shall be the earlier of the first day of class or the first day of sports participation at the new school

Senior Transfer: A "Senior Transfer" is a student-athlete whose first transfer occurs during or after their third season of eligibility in a particular sport in which they participated in during the 12 months preceding the transfer.

Start of Practice Date: "The Start of Practice Date" is the first day of practice for each sport as set forth annually in the Program Regulations, Section 6.

Competition Start Date: The "Competition Start Date" is the first day of competition for each sport as set forth annually in the Program Regulations, Section 8. For football, the Week 1

Competition Start Date will be used.

HIB Transfer: Under the Anti-Bullying Bill of Rights Act, a state law that public schools are required to follow and non-public schools are encouraged to follow, harassment, intimidation and bullying (HIB) are matters that are investigated and addressed by the school. The NJSIAA does not hold hearings to determine whether a student was bullied. A "HIB transfer" will exist when a school, after investigating a HIB complaint, determines that the proper action to remediate the complaint is an alternative placement or a school transfer.

Maximum Number of Contests: The "Maximum Number of Contests" for each sport are as set forth in the Program Regulations, Section 15. For football, the Maximum Number of Contests is nine. For wrestling and other sports without a maximum number of contests listed in the Program Regulations, the period of ineligibility shall be the number of days specified in each section below.

3. A student's first transfer:

Students are entitled to one penalty-free transfer during the first six semesters after their initial high school enrollment, provided that the transfer occurs on or before the Start of Practice Date of the sports season in which the transfer occurs.

4. Transfers occurring after the Start of Practice:

Students who transfer after the Start of Practice Date will be subject to a 30-day period of ineligibility (or 1/2 the Maximum Number of Contests in that sport, whichever is less).

5. Transfers occurring after the Competition Start Date:

In addition to the period of ineligibility set forth in Section 4 above, any student who transfers after the Competition Start Date will not be eligible for NJSIAA postseason competition in that sport.

6. A student's second or subsequent transfer:

Students who transfer a second or subsequent time will be subject to a 30-day period of ineligibility (or 1/2 the Maximum Number of Contests, whichever is less) for all NJSIAA



sanctioned sports in which the student participated during the 12 months preceding the transfer.

7. Senior transfers:

Senior transfers, as defined above, are subject to a 22-day period of ineligibility (or 1/3 the Maximum Number of Contests, whichever is less) in each sport in which they participated during or after their third season of eligibility, during the 12 months preceding the transfer.

- 8. General application:
- a. This Transfer Rule applies to all athletes at all levels of participation (not just varsity athletes) and is applicable to all NJSIAA-sanctioned sports in which the student participated during the 12 months preceding the transfer. Transferring students may participate in a new sport without penalty.
- b. The period of ineligibility will begin on the Competition Start Date of each sport. For students who transfer after the Competition Start Date, the period of ineligibility will begin on the date of enrollment.
- c. When calculating the period of ineligibility using the Maximum Number of Contests, NJSIAA will round down to the nearest whole number if the number of contests is not divided evenly. For example, if the Maximum Number of Contests were 14, then the calculation for a Senior Transfer (14 divided by 3) would be 5.67 and rounded down to a 5 contest sit.

9. Exceptions:

Immediate eligibility, without penalty, will be granted for transfers resulting from DCP&P placement, court placement, HIB transfers, and military transfers.

10. Enforcement:

The NJSIAA monitors transfers with the cooperation of the member schools. To that end, the NJSIAA maintains an online Transfer Portal. For each transferring student, the sending school and the receiving school must enter the required information into the Transfer Portal. All Bylaws, rules and regulations in conflict with this new section shall be declared void.



College Planning/Recruiting

Initial-eligibility standards help ensure you are prepared to succeed in the first year of college. The eligibility process also protects the fairness and integrity of college sports by ensuring student-athletes are amateurs. If you want to practice, compete and receive an athletics scholarship during your first year at a Division I or II school, the NCAA Eligibility Center must certify you as eligible. Throughout the process, NCAA Eligibility Center staff members partner with students and their families, as well as high school administrators and coaches.

As a college-bound student-athlete, you are responsible for your eligibility – that means planning ahead, taking high school classes seriously and protecting your amateur status. It can be a difficult first step, but the benefits of being a student-athlete are worth the effort.







- Start planning now! Take the right courses and earn the best grades possible.
- Find your high school's list of NCAA-approved core courses at eligibilitycenter.org/courselist.
- Sign up for a free Profile Page account at eligibilitycenter.org for information on NCAA requirements.





- If you fall behind academically, ask your counselor for help finding approved courses you can take.
- Register for a Profile Page account or Certification account with the NCAA Eligibility Center at eligibilitycenter.org
- Monitor your Eligibility Center account for next steps
- At the end of the year, ask your counselor at each high school or program you attended to upload your official transcript to your Eligibility Center account.





- Check with your counselor to make sure you are on track to complete the required number of NCAA-approved courses and graduate on time with your class.
- Take the SAT/ACT and submit your scores to the Eligibility Center using code 9999.

More information regarding the impact of COVID-19 and test scores can be found at on near com/COVID19 Fall E

- Ensure your sports participation information is correct in your Eligibility Center account.
- At the end of the year, ask your counselor at each high school or program you attended to upload your official transcript to your Eligibility Center account.





- Complete your final NCAA-approved core courses as you prepare for graduation.
- Take the SAT/ACT again, if necessary, and submit your scores to the Eligibility Center using code 9999. More information regarding the impact of COVID-19 and test scores can be found at on peac com/COVID-19. Fall, E
- Request your final amateurism certification beginning April 1 (fall enrollees) or Oct. 1 (winter/spring enrollees) in your Eligibility Center account at eligibilitycenter.org.
- After you graduate, ask your counselor to upload your final official transcript with proof of graduation to your Eligibility Center account.
- Reminder: Only students on an NCAA Division I or II school's institutional request list will receive a certification.



Recruiting Terms		
Celebratory Standardized Signing Form:	(A form used by Division III institutions.) The Celebratory Standardized Signing Form is a standard NCAA-provided, nonbinding athletics celebratory signing form after a college-bound student athlete has been accepted for enrollment at a Division III school	
Contact	A contact happens any time a college coach says more than hello during a face-to-face meeting with you or your parents off the college's campus.	
Contact Period	During a contact period, a college coach may have face-to-face contact with you or your parents, watch you compete, visit your high school and write or telephone you or your parents	
Dead Period	A college coach may not have any face-to face contact with you or your parents on or off the college campus at any time during a dead period. The coach may write and call you or your parents during this time	
Evaluation	An evaluation happens when a college coach observes you practicing or competing.	
Evaluation Period	During an evaluation period, a college coach may watch you compete, visit your high school and write or telephone you or your parents. However, a college coach may not have face-to-face contact with you or your parents off the college's campus during an evaluation period.	
Financial Aid	(scholarship) Any money you receive from a college or another source, such as outside loans or grants. Financial aid may be based on athletics ability, financial need or academic achievement.	
Five-year clock	If you play at a Division I school, you have five calendar years in which to play four seasons of competition. Your five-year clock starts when you enroll as a full-time student at any college. Thereafter, your clock continues, even if you spend an academic year in residence as a result of transferring, decide to redshirt, do not attend school or attend school part time during your college career	
Full-time student	Each school determines what full-time status means. Typically, you are a full-time student if you are enrolled for at least 12 credit hours in a term, but some schools define a full-time student as someone who takes fewer than 12 credit hours in a term.	
International student	An international student is any student who is enrolled in a secondary school outside the United States, U.S. territories or Canada (except Quebec).	
Institutional Request List	An Institutional Request List is a list of college-bound student-athletes who an NCAA Division I and/or II school is interested in recruiting. The action of activating a college-bound student-athlete to the IRL informs the NCAA Eligibility Center of the school's interest in having an academic certification decision for the student-athlete.	
National Letter of Intent	The National Letter of Intent (NLI) is a voluntary program administered by the Eligibility Center. By signing an NLI, your son or daughter agrees to attend the institution for one academic year. In exchange, that institution must provide	



	athletic financial aid for one academic year. Restrictions are contained in the NLI itself. Read them carefully. These restrictions may affect your eligibility. If you have questions about the National Letter of Intent, visit the Web site at www.national-letter.org or call 877-262-1492.
Official Commitment	When you officially commit to attend a Division I or II college, you sign a National Letter of Intent, agreeing to attend that school for one academic year.
Official Visit	During an official visit, the college can pay for transportation to and from the college for you, lodging and meals (Division I allows for up to three meals per day) for you and your parents or guardians, as well as reasonable entertainment expenses including three tickets to a Division I home sports event or five tickets to a Division II home sports event. Before a college may invite you on an official visit, you will have to provide the college with a copy of your high school transcript and ACT, SAT or PLAN score (test scores are required for Division I only) and register with the NCAA Eligibility Center
Prospective Student-Athlete	 You become a prospective student athlete when: You start 9th grade classes Before your ninth-grade year, a college gives you, your relatives or your friends any financial aid or other benefits that the college does not provide to students generally.
Quiet Period	During this time, a college coach may not have any in-person contact with you or your parents off the college's campus. The coach may not watch you play or visit your high school during this period. You and your parents may visit a college campus during this time. A coach may write or call you or your parents during this time.
Recruited	If a college coach calls you more than once, contacts you off campus, pays your expenses to visit the campus, or in Divisions I and II, issues you a National Letter of Intent or a written offer of financial aid, you are considered to be recruited.
Recruiting Calendar	Recruiting Calendars for each NCAA Sport
Season of Competition	Generally, NCAA rules say that any competition in a season — regardless of the amount of time — counts as having played a season in that sport. If you play any time during a season, regardless of how long you played, it counts as having played for an entire season in that sport. Your season of competition starts when you spend one second in competition on the field, court, gym or track.
Ten-semester/ 15-quarter clock	If you play at a Division II or III school, you have the first 10 semesters or 15 quarters in which you are enrolled as a full-time student to complete your four seasons of participation. You use a semester or quarter any time you attend class as a full-time student or are enrolled part time and compete for the school. You do not use a term if you only attend part time with no competition or are not enrolled for a term
Two-year college	A school where students can earn an Associate of Arts degree, an Associate of Science degree or an Associate of Applied Science degree within two years. Some people call these schools community colleges or junior colleges.



Unofficial Visit	Any visit by you and your parents to a college campus paid for by you or your parents. The only expense you may receive from the college is three complimentary admissions to a Division I home athletics contest or five complimentary admissions to a Division II home athletics contest. You may make as many unofficial visits as you like and may take those visits at any time. The only time you cannot talk with a coach during an unofficial visit is during a dead period.
Verbal Commitment	A verbal commitment happens when you verbally agree to play sports for a college before you sign or are eligible to sign a National Letter of Intent. The commitment is not binding on you or the school and can be made at any time.
Walk-on	Someone who is not typically recruited by a school to participate in sports and does not receive a scholarship from the school, but who becomes a member of one of the school's athletic teams.
Information supplied in this section was obtained from the NCAA. You may visit the website at www.ncca.org for updated information or contact of the counseling office or athletic department for further information.	

Recruiting Calendars (from the NCAA)

Click **HERE** for the most up to date information from the NCAA