PHILOSOPHY

All student athletes are expected to conduct themselves on and off school grounds in a responsible manner that will reflect credit on Kittatinny Regional High School and their team. Athletes should feel obligated to reach and maintain the best possible condition for their sports and to demonstrate loyalty to teammates and coaches. On the other hand, Kittatinny is responsible for providing student athletes with the opportunity to make normal academic progress toward graduation and to provide them a competent coaching staff to enable them to realize their optimum potential, both academically and athletically.

It is the goal of Kittatinny to have student athletes and the Athletic Department carry out these responsibilities well enough to result in a highly successful athletic program with equally successful academic achievement by our students. We hope you will help us reach and maintain this goal.

LOCKER ROOMS

Locker rooms are to be used by the designated gender ONLY. Entry to the opposite sex locker room AT ANY TIME is PROHIBITED. For further information, refer to the Uniform Discipline Code.

RULES & REGULATIONS

ELIGIBILITY REGULATIONS
To be eligible to represent Kittatinny in interscholastic athletics, a student athlete must satisfy the following requirements:

A. Academic - to be academically eligible, a student must satisfy the requirements listed below:

1. To be eligible for athletic/extracurricular participation, a student must have passed **seven (7)** classes in the previous semester (summer school included). All courses that a student takes are included in this determination.

2. If a pupil does not meet this academic requirement, the pupil will immediately be denied participation in athletic teams and extracurricular activities for the semester. However, students who are eligible through the state guidelines but ineligible through the KRHS guidelines may appeal their eligibility through the Office of the Principal. Extraordinary circumstances as determined through discussions with support staff will be cause for reconsideration.

3. Students deemed eligible through the Office of the Principal will be required to sign a contract with the coach/activity advisor for the upcoming marking period(s) with the following stipulations:

   a. All grades will be *passing* during the ensuing marking periods(s).
      - Grades will be determined by the Progress Reports and Report Cards

   b. Failure to be passing all courses as noted by Progress Report or failure of a course as indicated by Report Card shall result in the student's ineligibility and immediate removal from the team/activity.

4. A student who is eligible at the beginning of a sports season shall be allowed to finish that season.

B. Disciplinary Probation - must not be on disciplinary probation.

C. Period of Participation
1. An athlete becomes ineligible for high school athletics if he/she attains the age of 19 prior to September 1 of the current school year.
2. An athlete can only participate for four years from his/her first enrollment in 9th grade.

D. Amateur Status

1. An amateur athlete is one who participates in athletics solely for the physical, mental, social, and educational benefits derived from such participation. The amateur athlete treats all athletic activities in which he/she participates as an avocational endeavor. One who takes pay, or has accepted promise of pay, in any form, for participation in athletics, or has used, directly or indirectly, his/her athletic skill for pay in any form shall not be considered an amateur and will not be eligible for high school interscholastic athletics in the state of New Jersey. Those who participate in tennis, golf, or running must be particularly careful not to accept cash or merchandise awards for participation in their sports nor to accept cash or merchandise for giving lessons to other people.

COUNSELING AND GUIDANCE

A. There are many persons within Kittatinny who will be watching your athletic and academic progress. Two of these, your Guidance Counselor and your Coach, have a genuine interest in you as a student athlete. They recognize that you will experience high school in a different way from most other students, since a part of every afternoon will be spent in practice. There are also problems and situations that arise in the normal course of participation in athletics with which these people can help.

B. Guidance Counselor
1. Each freshman is assigned to a Guidance Counselor who is a regular full-time faculty member. The Counselor assists the student in selecting courses, registration, and planning a complete educational program. The Counselor is also available as a resource person who can help find answers to the problems confronting the freshman student-athlete.

2. The Counselor maintains regular office hours and also can be seen by appointment. They will contact you if aware of a problem, but for the most part, you must contact them.

C. Coach
The Coaches will help you in matters relating to academics. In addition, they can be of help with any personal-social problems, or career planning information.

D. Academic Procedures
1. Class attendance - you are required to follow all the rules, regulations, and procedures required of all members of the student body.

2. Students are to be in school by 11:00 a.m. if they wish to participate in a scheduled practice or game on that day. The Athletic Director or a Main Office Administrator must approve any exception.

SPORTS MEDICINE

A. Coordination of Treatment
1. Student athletes during their respective seasons should be instructed to report all injuries and illness to their coach immediately.
2. When a physician is present on the playing field, all injuries should be seen by him before player is allowed to continue to practice or play.
3. After reporting any injury or illness to a coach, the student athlete should see the Athletic Trainer and follow directions prescribed by the Trainer.
4. Coaches shall not permit a sick or injured player to participate in a game or practice. Any athlete who has had to seek a doctor's care for any injury must have a doctor's written release before they can resume athletic participation.

B. Physical Examination
Physicals will be given to all athletes before they are allowed to participate in a sport. Athletes will not be allowed to practice or play in a contest without a parent's signature on a permission slip and a pre-sports medical exam.

C. Insurance
Unfortunately, accidents occur in athletics. In order to provide adequate insurance coverage, Kittatinny participates in a "partial excess" insurance plan with Bollinger, Inc. The procedure that we want our families to follow is outlined below:

1. The athlete tells his/her coach of an injury.
2. The coach applies first aid or sends athlete to the trainer.
3. The coach/trainer submits an accident report to the nurse.
4. If parents, coach, trainer, or nurse feel that athlete should see a doctor, this should be done as soon as possible.
5. Medical bill must first be submitted to the family's basic and major medical carriers.
6. Any charges uncovered must be submitted to the school's carrier. Forms can be picked up in the Nurse's Office.
7. As with most insurance policies, there are limits to the amount of coverage that the school's carrier will pay. Charges beyond these limits are the responsibility of parents.

D. Training Room
1. The training room is off limits to all student athletes unless supervised by a coach or Athletic Trainer.
2. Athletes are never to tape themselves or each other.

ATHLETIC AWARDS

A. All students who have successfully completed the season on any team (Varsity, Junior Varsity, Freshman) shall receive a certificate for that sport and season. This certificate shall be awarded at the end of each sport season.

B. Upon recommendation of the coach of the sport involved, the student athlete will receive awards at the end of each sport season.

- Freshman Team - numerals of your year of graduation
- Junior Varsity Team - a pennant of the high school
- Varsity - a letter with appropriate sport pin
- Felt awards will not be duplicated

ATHLETIC EQUIPMENT AND FACILITIES

A. You will be provided with uniforms and individual/team equipment of the highest quality. You are requested to observe all department regulations posted regarding the use and care of this equipment. We take pride in facilities provided for all sports and request that you help in maintaining these facilities so that they are kept in the best possible condition. Student athletes are always responsible for showing respect for all facilities and equipment.

B. Care of equipment - all athletes are responsible for all equipment and uniforms that are issued to them. If an athlete doesn't return all equipment and uniforms, he/she must pay for them. If they are not paid for, that athlete will not be given a uniform for the next season.

TRAINING VIOLATIONS AT ANY SCHOOL FUNCTION OR ON SCHOOL PROPERTY

A. Use of **alcohol or drugs** while participating at any function or while on school property.

PENALTY
1. Subject to school uniform discipline code
2. Removal from team for remaining part of the season

B. Use of **tobacco** in any form.

PENALTY

1. First Offense
   - Subject to school uniform discipline code.
   - Two-week suspension from game participation. Athlete must attend all practices and games during this time.

2. Second Offense
   - Subject to school uniform discipline code.
   - Dismissal from team for remaining part of the season. (Offenses are cumulative for student's career at KRHS)

   EXAMPLE: If your first offense is in the fall season and second offense is in the winter or spring season, you will be removed from the team for the balance of that season.

3. Third Offense
   - Subject to school uniform discipline code.
   - Constitutes athletic ineligibility for participation in any sport for the balance of the school year.

C. Observe all department approved regulations established in each sport. Penalty will be that as established by the coach for that particular sport.

D. Practice Attendance
- One unexcused absence--one game suspension.
- Two unexcused absences--two game suspensions.
- Three unexcused absences--dismissal from the team.

E. Team Appearance
Proper dress is to be worn by teams on all away trips. T-shirts and Jeans are not proper attire.

INTERSCHOLASTIC ATHLETE TEAMS AT KITTATINNY

Fall Sports	Winter Sports	Spring Sports
Cross Country (Boys)	Basketball (Boys)	Baseball
Cross Country (Girls)	Basketball (Girls)	Golf (co-ed)
Field Hockey	Swimming (Boys)	Lacrosse
Football	Swimming (Girls)	Softball
Soccer (Boys)	Wrestling	Tennis (Boys)
Soccer (Girls)		Track (Boys)
Tennis (Girls)		Track (Girls)

RULES PERTAINING TO HOME BASKETBALL AND WRESTLING MATCHES

A. All refreshments will be sold in the Cafeteria or D-Wing Food Court Area.
B. All food and liquids are absolutely FORBIDDEN in the gymnasium. Smoking is prohibited in any area of the school.
C. All liquids and foods should be consumed in the area immediately outside the cafeteria.
D. No horns or other types of noisemakers will be allowed inside the gymnasium.

ATHLETE'S USE AND/OR POSSESSION OF TOBACCO, ALCOHOL, AND/OR DRUGS OFF SCHOOL PROPERTY, INDEPENDENT OF ANY SCHOOL FUNCTION OR ACTIVITY IS PROHIBITED

The Board of Education recognizes that drugs, alcohol, and tobacco have adverse effects on the health, safety, and welfare of all students, especially those who participate in athletics. If a coach believes that an athlete is using alcohol, drugs, or tobacco during a season and independent of a school function or activity, the following procedure shall take place:

Discipline will be administered according to school policies and code of conduct in conjunction with the following procedures and protocols as defined in the Student Athlete Contract.

This procedure will be cumulative for student's career at Kittatinny Regional High School (Grades 7-12). The procedure described above addresses substance abuse violations while in season and independent of school functions or activities.

STUDENT ATHLETE CONTRACT

The following agreement will be given to all student athletes and will require parent and student signatures.

PROCEDURES:
All participants must have a **signed Physical, Emergency Medical Card and Student-Athlete Contract** on file in the Athletic Office in order to participate in interscholastic sports programs.

Athletes must meet Kittatinny and NJSIAA eligibility requirements (as found in Kittatinny Regional High School's Student Handbook and NJSIAA Handbook) and must have good citizen status at KRHS.

Athletes must abide by all school policies; these policies are located in your Student Handbook.

All injuries are to be reported immediately to your coach and to our Athletic Trainer for proper examination and, if needed, a referral to the appropriate medical personnel or services.

Students are to be in school by 11:00 a.m. if they wish to participate in a scheduled practice or game on that day. The Athletic Director or a Main Office Administrator must approve any exception.

CONDUCT

Athletes are representatives of KRHS and at all times must present themselves in a positive and sportsmanlike manner.

All athletes, spectators and coaches must show proper respect for opposing teams, their coaches and officials alike. Bus behavior will be beyond reproach. Appropriate demeanor and reasonable volume must be maintained at all times. No abusive, distasteful, or obscene language or actions will be permitted.

All athletes are expected to arrive and return to the school as part of the team. The coach may allow a student athlete to return home from an away event only after a parental release form is signed in front of the coach. At this point, the parents of that child will assume all responsibility.

At no time are students allowed to drive themselves to or from athletic contests. Any other arrangement must be made prior to the beginning of the day through the Athletic Director's office or building Principal. That will include parental written permission, a detailed rationale for exemption, and name(s) of assigned driver(s) who will be responsible for your child's safety.

We encourage all team members whenever possible to use assigned school transportation. This promotes team unity, ensures proper supervision, and allows for greater safety of your child.

HAZING

Kittatinny Regional High School will not tolerate hazing of any kind to our student athletes. Students who disregard this rule are subject to suspension and/or expulsion from the team, as well as appropriate school discipline set forth by the Assistant Principal.

RESPONSIBILITIES

It is the Head Coach's responsibility to decide which student athlete will participate and at which level of play, as well as the amount of playing time that the student will have.

Questions regarding this area will be addressed directly to the Head Coach in a mutually acceptable timeframe and in an appropriate and professional manner. If these concerns are not addressed in a satisfactory manner, the next course of action is to meet with the Athletic Director. Then, if needed, the Assistant Principal (Middle or High School depending on the student's grade level), then, if needed, the Principal. Lastly, if needed, you should request, in writing, a meeting with the School Superintendent.

Athletes will be on time for practice and will be prepared for practice every day. Athletes should also prioritize their affiliations with community teams, placing the needs of the KRHS team first.

Athletes are responsible for all equipment issued and for the care of said equipment. Equipment and uniforms are to be worn and used at KRHS events only. Athletes will be held **accountable** for any equipment or uniforms that are mistreated, or uniforms not retuned.

On game dates, when contests run later than the late bus departure time, participants are required to have prearranged transportation home from school. Every effort should be made to have that transportation waiting at the school for student athlete pick-up.

Failure to comply with the requirements stipulated in the Kittatinny Student Handbook or any of the rules stated above or attached to this contract that have been stipulated by your coach regarding curfews, detentions, etc., will result in disciplinary action including suspension or dismissal for a designated time as determined by the Head Coach and/or the policy set forth in the Student Handbook.

Attached to this contract will be information regarding practice/game schedules and policies specific to your son/daughter's team.

In addition to the above-mentioned criteria, all athletes are required to be alcohol, tobacco and drug free twenty-four hours a day, seven days a week (**24/7**), throughout their season. Student-athletes who use and/or are in possession of these items are subject to disciplinary action as outlined by Board of Education Policy in the Kittatinny Student Handbook.

Attendance at parties or gatherings where alcohol, tobacco or drugs are present is strictly prohibited. Athletes must depart from such affairs or situations immediately once these substances are discovered.

This rule does not restrict athletes from attending family functions where alcoholic beverages are present. The purpose of this rule is to deter underage drinking and/or substance abuse.

NOTIFICATION OF RIGHTS FOR ELEMENTARY AND SECONDARY SCHOOLS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the school's Director of Student Personnel Services a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the school to amend a record they believe is inaccurate or misleading. They should write the appropriate official, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or the eligible student of the decision and advise them or their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.)

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA - The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

NOTICE FOR DIRECTORY INFORMATION

The family Educational Rights and Privacy Act, a Federal law, requires that Kittatinny Regional High School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Kittatinny may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Kittatinny Regional High School to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your child's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Educational Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Kittatinny Regional to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing during the first week of the school year. Kittatinny has designated the following information as directory information:

- Student's name
- Grade