

# Student/Parent Athletic Handbook

V-08-09-2021

ACADEMY OF OUR LADY OF MERCY

# Lauralton Hall

Lauralton Hall is a sponsored ministry of the Institute of the Sisters of Mercy of the Americas and is a member of Mercy Education.

## ACADEMY OF OUR LADY OF MERCY, LAURALTON HALL'S MISSION STATEMENT

Inspired by the Mercy Tradition, Lauralton Hall empowers young women to pursue their highest potential through lifelong learning, compassionate service, and responsible leadership in a global society.

Our Core Values are the hallmarks of a Mercy Education. These are the ideals we stand up for and strive to live up to. We hold ourselves to these standards as an institution, as a community and as individuals. Each value is interconnected and necessary as we take Mercy into the world.



### CORE VALUES

## The Hallmarks of a Mercy Education

THESE ARE THE IDEALS WE STAND UP FOR AND STRIVE TO LIVE UP TO.

WE HOLD OURSELVES TO THESE STANDARDS AS AN INSTITUTION, AS A COMMUNITY AND AS INDIVIDUALS.



Compelled  
By Mercy

Mercy students, in the spirit of our founder Catherine McAuley, are steadfastly determined to take Mercy into an interconnected world. Our shared sense of social consciousness is fortified by universal empathy and a conviction that all are worthy of God's mercy. This deep awareness and compassion move us to take principled action and serve the needs of others.



Educational  
Courage

Mercy students welcome the challenge of pursuing their full potential in a culture of excellence, critical thinking and curiosity. Their multifaceted journey builds character while it builds essential skills. Our holistic program expects engagement, a thirst for knowledge and personal responsibility, while preparing students to thrive for a lifetime.



Inspired  
By Faith

Mercy students become living models of faith and forceful advocates for Gospel values. Grounded in our Catholic identity in the Mercy tradition, we welcome all faiths and are strengthened and shaped by these relationships. As we pursue a personal relationship with God, we strenuously follow Jesus Christ's example of social justice, love and service.



Principled  
Leadership

Mercy students are poised to lead with their unique gifts. Prepared with an ethical and moral compass, we put Mercy values into action and work assertively for what is right. We're equipped to make difficult choices, learn from our mistakes and develop high emotional intelligence. As an international community, we're confident in our ability to make a positive difference and push for systemic change.



A Voice For  
Dignity and  
Respect

Mercy students honor the intrinsic value of the individual and recognize God's presence in each person. We embrace a global vision and value differences of opinion, and are unafraid to confront hostile or hurtful attitudes. By standing up for those who can't, we go beyond acceptance to help make sure everyone feels recognized and heard.

## **THE ATHLETIC PROGRAM**

We are pleased that you are interested in Lauralton Hall's Athletic program. Lauralton has a long and rich tradition in sports, and our success can be attributed to our dedicated coaching staff and our skilled and motivated athletes.

There are standards and expectations in the areas of academics, citizenship, training, rules, and sportsmanship with which the participants must comply. It is essential that student-athletes and parents be thoroughly familiar with the rules and regulations governing athletic participation at Lauralton Hall. Furthermore, as with all privileges, it is important to remember the school reserves the right to revoke the privilege of participation if the student-athlete or her parents do not conduct themselves in an acceptable manner.

All qualified students may try out for membership on sports teams. The school is committed to providing everyone a chance to participate. Unfortunately, not everyone who tries out can be accepted. The decision of the coach, in conjunction with the Athletic Director, is final. Ordinarily, the administration will not intervene in non-selection decisions. Parents are encouraged to help their daughter understand that not everyone is selected.

Our dedicated coaches are very much aware of the tremendous influence their position has and of their obligations and responsibility as visible representatives of Lauralton Hall. They continually strive to instill the highest desirable ideals and character traits in our student-athletes. Our goal is simple: to put forth teams that are competitive, to create a sense of school spirit and pride in the athletic program and to achieve success. Good luck to all!

## **LEAGUE AFFILIATION**

Lauralton Hall athletic teams are governed by the rules and regulations of the Connecticut Inter-scholastic Athletic Conference (CIAC). Lauralton Hall is a member of the Southern Connecticut Conference, which is comprised of 25 outstanding schools in Connecticut and provides very competitive schedules in all sports

## **CIAC MISSION STATEMENT**

The CIAC believes that interscholastic athletic programs and competition are an integral part of a student's academic, social, emotional and physical development. The CIAC promotes the academic mission of schools and honorable competition. As such, the CIAC serves as the regulatory agency for high school interscholastic athletic programs and exists to assure quality experiences that reflect high ethical standards and expectations for fairness, equity and sportsmanship for all student-athletes and coaches. The CIAC provides leadership and support for member schools through voluntary services of dedicated school administrators, athletic directors, coaches and consultants.

*—approved by the CIAC 2/19/99*

## ***PHILOSOPHY OF THE ATHLETIC DEPARTMENT***

The Lauralton Hall Athletic Department’s mission is to provide a comprehensive, diverse, wholesome and dynamic athletic program, consistent with the basic philosophy and mission of Lauralton Hall. As an integral part of a student’s total education, Lauralton Hall athletics makes a significant contribution to the personal growth and development of those involved.

Lauralton Hall is extremely proud of the success of its many programs, but does not condone a “win at all costs” attitude. The purpose of the athletic program, which includes highly competitive varsity teams, is to ensure a positive experience for those students who choose to participate and to provide student-athletes with an opportunity to learn the importance of ethical behavior, good sportsmanship, positive values and a realization of their self-worth.

The Lauralton Hall Athletic Department staff is made up of professionals who take great pride in their strong concern for the welfare of each athlete. They are cognizant of the tremendous influence of their position and strive to instill the highest ideals and character traits in our students.

## ***OBJECTIVES OF THE ATHLETIC DEPARTMENT***

- To develop good citizenship and respect for rules and authority;
- To provide an opportunity to exemplify and observe good sportsmanship;
- To encourage student-athletes to achieve academic success and to keep athletics in proper perspective;
- To teach and emphasize the fundamental skills of the various sports as a necessary ingredient in achieving individual and team success;
- To stress the importance of physical fitness, conditioning, health habits and safety in athletics;
- To provide opportunities to develop lasting friendships with teammates and opponents.

## ***PREREQUISITES FOR ALL TEAM CANDIDATES***

- A yearly physical examination is required of all athletes. The Health Assessment Record Form must be completed by the physician and submitted to the school nurse prior to participation of any kind (including tryouts). The form is kept on file in the office of the school nurse. Blank forms can be obtained in the office of the school nurse, with the athletic office manager, and on the school’s website, [www.lauraltonhall.org](http://www.lauraltonhall.org).
- The Interscholastic Sports Permission Form, which includes an important warning statement, the Student & Parent Concussion Informed Consent Form, the Student & Parent – Sudden Cardiac Arrest Informed Consent Form and the Parent/Student Athlete Handbook Form, must be completed and electronically signed by the candidate’s parent/guardian and by the athlete then submitted online before participation in tryouts in order to be able to participate. The acknowledgment of both parent and student on the permission slip signify the warning statement is understood and the parent and student have both read and agree to abide by all the rules and regulations contained in this Athletic Handbook. In addition, all CIAC rules and all other team and school rules must be followed. Registration may be found on the school’s website, [www.lauraltonhall.org](http://www.lauraltonhall.org) under Athletics.

## **TEAM SELECTION**

The coach will inform all candidates for the team of the selection process before the try-out period including:

- Extent of try-out period
- Criteria used in the selection process
- Approximate number to be selected
- Practice commitment of team members
- Game commitment of team members

The coach will personally notify a student cut from a team, including the reason for the action. All players must participate in tryouts in order to be on a team. If an athlete is not able to make tryouts due to extenuating circumstances an athlete may participate in a make-up tryout if there were no cuts made during the original team selection process.

## **TEAM CAPTAIN SELECTION PROCESS**

At the conclusion of each season captains will be selected for athletic teams for the upcoming school year. The selection process of captain(s) for each team is as follows:

1. Junior and seniors may apply to be a captain.
2. Applicants must provide the Athletic Department with a form signed by a teacher, a coach, and the Dean of Student Development
3. The Athletic Department creates a ballot.
4. Athletes read the leadership criteria and do a short speech on why they would be positive leaders for their program.
5. Vote: All current athletes, including seniors vote. All voting **must be** conducted in an **anonymous** manner.
6. The Athletic Department/Administration tally the vote and coach announces the new captains at a meeting or an email after school, not a banquet.
7. Captains agree to meet with the Athletic Director for professional development.

The number of captains should be no greater than two, with the exception of swimming who has 2 for swimming and 1 for diving.

To be eligible for selection as a captain, an athlete must meet the criteria specified in "Expectations for Captains" section below. Students must have an exceptional conduct record prior to being selected as captain.

Captains should be outstanding representatives of their team. The conduct of the captain(s) must be of the highest caliber and they must not be involved in negative behavior of any sort.

To be selected captain is a privilege, not a right: this honor is not absolute and may be revoked if the individual's conduct is not acceptable and/or tends to discredit the team. The term of the captain(s) begins the moment the announcement is made to the team. Student-athletes must understand that the **honor** of being selected captain of the team is one that requires a great deal of responsibility. Selected captains need to be aware that they represent Lauralton Hall, the entire athletic program, including **coaches** and **alumnae**, and are important **role models** for their teammates. Failure to comply with any rules and regulations of the Athletic Department and Lauralton Hall may lead to the removal of the position of captain.

## **EXPECTATIONS FOR CAPTAINS**

The true measure of leadership is influence. It is not the position of captain that makes the leader; it is the leader who makes an outstanding captain. If you have a title it doesn't mean you're a leader and you can be a leader without having a title. Captains influence team members.

### **BECOMING A PERSON OF INFLUENCE:**

Two supreme qualities for a leader to possess:

#### *INTEGRITY*

- the quality of being honest and having strong moral principles
- integrity is a personal choice, an uncompromising and predictably consistent commitment to honor moral, ethical, spiritual and artistic values and principles
- doing the right thing when no one is looking

#### *CHARACTER*

- Character embodies all of who you really are
- It is the inner fiber of your being
- It is your inner self in action
- It reveals what you are truly made of
- It is your substance
- Combination of qualities or features that distinguishes one person from another
- The action you take to carry out the values, ethics and morals that you believe in
- Consistency between what you say you will do and what you actually do
- Who you are when no one is looking

*Being selected team captain carries with it tremendous responsibility. Before accepting this key leadership position, the student-athlete should reflect on the responsibilities that come with it.*

If you accept the role of captain you are expected to:

- Follow school, athletic department, and team rules year-round (punctual, good academic standing, abide by school rules)
- Participate fully in the Captains' Council\*
- Participate fully in the SCC captain's program
- Be a positive role model (good sportsmanship, hard worker, committed, dedicated, humble, lead by example, integrity, dependable, positive attitude)
- Be a good citizen of the Lauralton Hall community and the larger community (respectful, loyal cooperative, trustworthy, unselfish, honest, caring, pride in the community)
- Be willing to act as the liaison among teammates, coaches, administrators and others involved in the team and school community.
- Be willing to stand above the crowd (not always be the popular one) for what is right (i.e. to speak to teammates making poor or inappropriate choices)
- Be a motivator
- Be well respected by teammates and school community

*\*The Lauralton Hall Captain's Council is an organization for those athletes who meet high standards of leadership, academics, and service and have been chosen to lead their athletic teams, as captains, through the upcoming academic year. The focus of the Captain's Council is to promote and enhance leadership skills.*

The council gives the captains of each team an opportunity to come together and share or create ideas that will help further develop their leadership and character skills within their own team settings; and it gives some of Lauralton Hall's best young leaders an opportunity to join together and do good works in the community as a group.

Lauralton Hall Athletics Department firmly believes that high school sports teach our young women about many of life's most important lessons and what is learned on the field can be applied throughout life. The Captain's Council is an opportunity for our young women to learn how to become better and more effective leaders, and to push them to use their talents outside of their team settings. Skills like conflict resolution, communication, motivation, leading meetings and discussions, and approaching authority figures, among many others, are valuable assets to a leader and the Captain's Council will provide a time and space for growth in these areas. Bringing these leaders together will not only benefit the teams, but it will help our captains grow as leaders, and our community can benefit as well.

Coaches should expect that captains will:

- Live up to the expectation of the position
- Lead by example on and off the field
- Not be afraid to step out of the crowd; that is; to speak to teammates making poor or inappropriate choices
- Be a motivator (encouraging, modeling)
- Be a role model for good sportsmanship

## **CAPTAINS AND OTHER LEADERSHIP OPPORTUNITIES AT LAURALTON HALL**

Captains may only hold one additional leadership opportunity outside the athletic department. These student leadership positions are clarified below with an excerpt from the Lauralton Hall Student/Parent Handbook

### **Student Leadership Positions**

As Lauralton Hall seeks to encourage positive and effective leadership in its students, the School strives to present many opportunities for successful leadership to its student body. There is a process for the application and elections for the Student Leadership Positions. Peer Mentor applications and interviews will take place by mid-March. Student Council elections, followed by sophomore, junior and senior class elections, are held in later spring. The Student Ambassador application process will take place once all class elections are complete. Elections of officers for Lauralton Hall's extracurricular organizations are scheduled in May or September. Many positions may require a written and signed contract of responsibilities. The following offices are mutually exclusive and no two may be held by the same student at the same time:

- Peer Mentor;
- any Student Council office;
- an officer of any class;
- the editor of The Lauralton (yearbook) or Highlights (student newspaper);
- the office of president or vice president of Debate, Environmental, Key, NHS and Spanish Clubs;
- office of president for Youth and Government;
- Student Ambassador;
- Athletic Team Captains may only hold one other school leadership position;

Candidates must be in good academic standing as determined by the Academic Dean in order to run for office and have their conduct record approved by the Dean of Student Development.

## ***VARSITY AND JUNIOR VARSITY ATHLETICS***

- **Varsity Athletics:** Varsity athletes are the athletes who are the most skilled of those who tried out for the team. The purpose of varsity athletics is to refine the skills of the team in an attempt to provide Lauralton Hall with the best win-loss record. The athletes on a team have the opportunity to compete against equally talented athletes from opposing schools.
- **Junior Varsity Athletics:** Junior varsity athletic programs offer students who do not yet possess the skills required of varsity athletes an opportunity to participate in the athletic program. JV athletes are in the process of gaining the valuable knowledge, skill and experience required to participate on the varsity level. Occasionally, JV athletes participate in varsity contests based on the decision of a coach. This should not be misinterpreted as an absolute move to the varsity level.

## ***ATHLETIC DEPARTMENT POLICIES***

### **A. Athletic Code of Conduct**

Lauralton Hall, its administration, Athletic Director and coaching staff believe that high standards of conduct are essential to a sound athletic program. To this end athletes will conduct themselves as Mercy women at all times, remembering that each athlete is a representative of Lauralton Hall, the team, the coach and the family. Any violation of this code of conduct, or any acts of unacceptable conduct or violations of the Student/Parent Handbook (including any violation of the law) may lead to indefinite suspension or dismissal from the team for the duration of the season.

### **B. School and Class Attendance**

- Athletes must attend classes regularly and on time. Tardiness and missing classes will not be tolerated.
- Sports cannot be used as an excuse to miss class or portions of a class unless the team is departing early from school. All students must report to their last period class to hand in homework and receive appropriate assignments before leaving school for any athletic contest.
- A student must be in school by 8:45 a.m. (a senior must arrive at school in time for her first scheduled class) and must attend all classes on her schedule in order to participate in any extracurricular, athletic, or academic activity after school on that day. On Wednesdays, Teacher Collaboration days, students arrive to school by 8:30 a.m. Late students must be in by 9:10 a.m. to participate in any extracurricular, athletic, or academic activity after school.
- One time per athletic season, student athletes will be allowed to be in by the beginning of second period unless there is a class meeting or assembly. Students will be marked with a late arrival but will be allowed to participate in their practice or athletic event. Athletes must make coaches aware when they use their one-time absence from their first period class.

### **C. Practice and Game Attendance**

Learning experiences that occur during practices and contests are considered to be meaningful and essential components of the learning process relative to the co-curricular activity. Time lost from practice is irretrievable in terms of opportunity for team interaction and team building. The Lauralton Hall community appreciates the dedication that student-athletes demonstrate to the Lauralton Hall athletic program.

Attendance at all practice sessions and contests (including tournament and vacation periods) for all members is mandatory. If for some reason a student-athlete must be tardy or absent, that student must personally speak to the coach of the sport or explain the reason for the absence in writing to the coach. The coach's mailbox in the athletic center can be used for this purpose.

Student-athletes are not permitted to leave practice or a contest early without prior approval of the coach. Student-athletes should be aware that high school contests might be scheduled or rescheduled for a Saturday.

If a student-athlete misses a practice or contest the coach has the right to sit the student for the next contest.

Coaches may have additional regulations pertaining to their specific sport. Information and practice and contest policies are provided to student-athletes and their parents at the beginning of each season.

A student should not try out for a team if she plans to be on vacation at any time during the season.

Should a student miss multiple practices due to a Lauralton Hall event (i.e. AVE goes to Rome) they may not return and play directly in any competition. For safety reasons they must attend approximately three practices to prevent injury or harm to their own person or another student athlete.

College visits: Students should reserve college visits for when they are not in season. Should an athlete be requested for an Official College visit they must let their coaches know at least a week prior to the visit. Student athletes will not be penalized for playing time for these exceptional opportunities.

#### **D. Athletic Award Policies**

- Varsity Letter Requirements: the varsity award shall be presented to an athlete who satisfies the participation requirements as listed below, completes the season as a team member in good standing, and receives the recommendation of the coach. (The coach may recommend a waiver of these requirements under an unusual circumstance.) The Varsity award consists of the Varsity Letter and pin for the sport the athlete is lettering in. Once the athlete receives a Varsity letter should they earn Varsity status for another sport they will be given the pin representing their sport only. After earning Varsity letters and sport pins the following season athletes will be given a bar for their continuation of their Varsity career.
  - a. Varsity Basketball: participate in 50% of the quarters of the contests played.
  - b. Varsity Cheerleading: meet 90% of the contest and practice requirements.
  - c. Cross Country: score a point in a Varsity meet by placing in the top 5 runners or placing 6th or 7th and ahead of the #5 runner of an opponent.
  - d. Varsity Field Hockey: participate in 50% of games played.
  - e. Golf: participate in the varsity team in at least 50% of the games played.
  - f. Ice Hockey: participate in 50% of the games played.
  - g. Varsity Indoor Track & Field: qualify for and participate in the SCC sectional meet.
  - h. Varsity Lacrosse: participate in 50% of periods played.
  - i. Ski Racing: participate in two-thirds of all races as one of the official ten competitors.
  - j. Varsity Soccer: participate in 50% of periods played.
  - k. Varsity Softball:
    - 1. Play in one-fourth of all innings played;
    - 2. Pinch hit or pinch run in three-fourths of the games played;
    - 3. Pitch in four starts or six game appearances.
  - l. Swimming:
    - 1. Earn as many points as there are matches;
    - 2. One point for each event entered plus actual place points.
  - m. Varsity Tennis:
    - 1. Earn as many points as there are matches;
    - 2. One point for playing and one additional point for winning.

- n. Outdoor Track & Field: qualify for and participate in the SCC sectional meet.
- o. Varsity Volleyball: participate in 50% of games played.
- The season is defined as the period between the date officially designated by the C.I.A.C. as the beginning of the season for that sport and the close of the post season C.I.A.C. tournaments.
- A coach has the prerogative to award varsity status to a senior who has not met the seasonal requirements.
- Injury Rule: any athlete who is a varsity starter or plays in varsity contests on a regular basis and becomes injured may be awarded a letter if, in the coach's judgment, she would have met the criteria.
- Junior varsity certificates are given on the recommendation of the coach to those athletes who complete the sport season in good standing.

### **E. Alcohol, Drug, Tobacco, Chemical Health Policy**

Lauralton Hall believes in maintaining a safe drug- and tobacco-free school and student body. Therefore, Lauralton Hall athletes will not use or possess any quantity of tobacco, alcohol or illegal/non-prescription drugs (including steroids). Any individual who violates the school policy regarding the use of these substances will be subject to disciplinary action in accordance with school policy.

Based on CIAC regulations, a student-athlete who has been determined to have used, in- or out-of-season, androgenic/anabolic steroids or other performance enhancing substances shall be declared ineligible for all CIAC-controlled activities for one hundred eighty (180) school days on each occurrence. The one hundred eighty (180) school day period of ineligibility commences on the day the CIAC Board of Control makes such determination. Performance enhancing substances and practices subject to this policy include, but are not limited to, the following:

- Anabolic Agents, Diuretics, Peptide Hormones and Analogues;
- Blood doping (the intravenous injection of whole blood, packed red blood cells, or blood substitutes);
- Substances and practices identified as banned by the NCAA and the USOC.

The CIAC allows member schools to make exceptions for those student-athletes with a documented medical history demonstrating the need for regular use of substances that are banned in this policy. The student-athlete's doctor shall medically prescribe these identified substances for therapeutic purposes. The documentation should contain information as to the diagnosis, medical history and dosage prescribed.

In addition, disciplinary action and follow-up procedures will be administered by the school administration according to the Student/Parent Handbook of Standards and Expectations.

### **F. Hazing**

- Hazing is any form or type of physical, verbal, or emotional mistreatment, abuse or harassment of a student-athlete in connection with participation on an interscholastic athletic team.
- Hazing activities of any type are inconsistent with the mission and goals of Lauralton Hall and are prohibited at all times, on or off school grounds and whether occurring during, prior to or after the school day or the season. Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if the student-athlete willingly participates. Lauralton Hall prohibits any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student-athlete for the purpose of initiation.
- If a student-athlete believes that she has been subject to hazing, she must promptly report this incident to the coach or Athletic Director.
- Consequences for hazing activities may include but are not limited to team suspension or removal, school suspension or expulsion, legal prosecution.

### **G. Athletic Transportation Policy – Away Contests, Rideshare, and Emergency Stops**

An athlete in violation of any section of the following rules may be subject to dismissal from the team for the duration of the season or to indefinite suspension.

- Lauralton Hall provides transportation to and from away contests. All student-athletes are expected **to travel to and from the competition on the team bus**. Parents who opt not to utilize this transportation are assuming all risk and cannot hold the school liable for any issues that may result. Student-athletes are not allowed to drive to and from away contests. Exception is made to this policy only when:
  - The parents submit a completed a Transportation Waiver Form to the Athletic Director 24 hours prior to the contest, allowing the student to travel home with her parents. The student-athlete must be picked up at the contest by her parent; the parent must speak with the coach prior to leaving with his/her child.
  - The parents submit a completed Transportation Waiver Form to the Athletic Director 24 hours prior to the contest, allowing the student to travel home with the parents of another athlete. The parents of both athletes must complete the form. The parents of the other athlete (the driver) must speak with the coach prior to leaving with the student-athlete.
  - The parents submit a completed Transportation Waiver Form to the Athletic Director 24 hours prior to the contest, allowing the student-athlete to drive to and from a contest and/or offsite practice.
  - The parents submit a completed Transportation Waiver Form to the Athletic Director 24 hours prior to the contest, allowing the student-athlete to drive to and from a contest and/or offsite practice and to transport another student-athlete. The parents of the student-athlete passenger must also complete a Transportation Waiver Form giving permission for their daughter to be driven by another student-athlete.
- Lauralton Hall provides transportation to practices, which are held in the afternoon of school days and conducted off campus. Students must arrange their own transportation home from practice.

*The Transportation Waiver Form may be picked up from the Athletic Office Manager or downloaded from the school website.*

- **Rideshare Policy:** As noted in the Student-Parent Handbook of Standards and Expectations, students are not permitted to use rideshare services (such as taxi, Uber, Lyft) for transportation to/from campus or to/from any LH related activity or athletic event without advanced written parent permission on file. Parents, if you approve your daughter using a service you must complete and submit the rideshare permission form found on the parent portal under "Handbooks and Forms." The rideshare form is also available in the Main Office. Please provide a copy of this form to the Athletic Office Manager. In addition to submitting the form, students using a service on campus must 1) notify the Main Office during the school day so that security is informed and 2) instruct the driver to pick up only at the front of Mercy Hall during the school day and in front of the Athletic Center in the evening. Note: Please be sure to check service provider's legal policy -- some such as Uber prohibit riders in the U.S. younger than age 18 without an accompanying rider 18 or older.
- **Emergency Stops:** **Our buses are chartered to transport our students from Lauralton Hall to away competitions and most often times back to Lauralton hall. Our buses may not randomly stop for bathroom breaks or places for food. In an emergency the coach may request the driver make an emergency stop, but must notify the Athletic Director when they make the stop and when all passengers have returned to the bus. There are day long competitions on weekends far from campus, which traditionally teams have stopped at a restaurant for dinner. At these times our coaches may plan in advance to stop at a restaurant and seek a signed permission slip from parents.**

## H. Procedure for Contacting Athletic Department Personnel

Should a concern arise regarding Athletic Department procedures or policies or team concerns, these steps should be followed to resolve the issue:

- Student-athlete should contact the coach directly to discuss the situation.
- If the initial contact with the coach does not resolve the issue, the parent should call to schedule an appointment to meet with the coach and student-athlete
- If the coach cannot be reached, call the Athletic Director, and a meeting will be scheduled for you.
- If the meeting with the coach does not provide a satisfactory resolution, call and schedule an appointment with the student-athlete and Athletic Director to discuss the situation.
- If the meeting with the Athletic Director does not provide a satisfactory resolution call and schedule an appointment to meet with the Principal to discuss the situation.

Express concerns and questions in a courteous and civil manner and at an appropriate time. Please do not attempt to confront a coach before or after a contest. These can be emotional times for student, parent, and coach and such meetings usually do not resolve issues.

It is sometimes very difficult to accept that a student-athlete is not participating or playing as much as a parent may hope. Coaches are professionals who make decisions based on what they believe to be the best for all student-athletes involved. Many concerns can and should be discussed with your daughter's coach. Other issues such as positions, level of participation and playing time must be left to the discretion of the coach and coaching staff.

Texting between coaches and players/parents is not allowed. Coaches will setup a Group Me application for team texting through the app. Coaches will also create a Haiku page for their team they can manage with their team captains to post and share information. All Head Coaches will have a Lauralton email as well.

## I. Injury Policy and Insurance

All injuries suffered by an athlete must be reported immediately to the coach and the athletic trainer. This is the responsibility of the athlete. The athletic trainer will fill out the electronic injury report and share with the school nurse. The athletic trainer will reach out to the parent to discuss care.

When there is an injury, the athletic trainer makes the initial evaluation. If the trainer is not available, a coach assesses the injury and takes these actions:

1. Provide on-premises first aid care (all coaches are CPR/First Aid/Concussion Management certified and always have access to telephone—cell phone, facility phone, walkie-talkie—for immediate communication with athletic trainer or EMS);
2. Call 911 if necessary;
3. Call the athlete's parents for transport to a family physician or the Emergency Room (ER) if necessary;
4. Complete accident report.

After an injury, in order to return to participation, the athlete must be cleared to play by the Athletic Trainer who will need written clearance from the attending physician. Lauralton Hall adheres to the medical protocol issued by Dr. Jeffrey Klausner, M.D. of Connecticut Orthopaedics. The limitations and time requirements stated in the medical protocol document will be followed and, if in conflict, will override a waiver from the student-athlete's physician. Questions regarding the medical protocol or requests to review the document should be directed to the Athletic Director or Athletic Trainer.

Lauralton Hall athletes are covered by a secondary insurance plan provided by the school. The personal medical insurance plan of an athlete is the primary insurance plan used in case of injury. Any questions about the insurance plan should be addressed to the Athletic Director.

### **J. Fundraising**

**No athletic team is permitted to conduct fundraising activities of any kind. Fundraising is a violation of established school policy and would be counter-productive with respect to the comprehensive development efforts of the school.**

### **K. Team bonding**

There are often many opportunities for Team bonding outside of practice and competitions. One of our most popular is our Secret Psych tradition. We ask athletes to limit the cost of their Secret Psych gift to a \$20 maximum to make this more inclusive for all players. Also, some group activities, like team service projects, will take place off-site and a Lauralton Hall permission form must be signed and returned to coaches for students to participate.

### **L. Athletic Recognition**

In collaboration with Student Council the Athletic Department celebrates all athletes at our schoolwide seasonal pep rallies during an afternoon assembly period. It is during our Spring pep rally our D3 athletes are recognized. Additionally, any D1 or D2 athletes participate in a ceremonial signing at a morning assembly during common time on the designated National Signing Day in November.

## ***ATHLETIC BRANDING***

Lauralton's athletic brand helps build positive school spirit while presenting a consistent and clear image. Online ordering of sports apparel is available directly through ASF Sports and Outdoors ([www.shopasf.com](http://www.shopasf.com)) during the first two weeks of each sports season. ASF only produces Lauralton items with a logo that has been approved by the school. Parents or students cannot request items that do not follow school standards. The Lauralton Line school store also stocks selected athletic items, including samples for fitting purposes. Let's wear our brand proudly and show our support for Lauralton Hall. Your partnership in this effort is appreciated.

## ***CIAC & LAURALTON HALL RULES***

### **A student is NOT ELIGIBLE:**

1. If less than (6) subject areas of work or the equivalent are being taken;
2. If the student FAILS (1) COURSE IN A MARKING PERIOD or has two D grades at the end of the last regular marking period. (Lauralton Hall policy.)
3. If the student is (20) years of age before July 1;
4. If, in grades 10, 11, or 12, the student has changed schools without a change of legal residence to another school district;
5. If the student has played the same sport more than 4 seasons in grades 9-12 at any school;
6. If the student receives personal economic gain for participation in any CIAC sport;
7. If the student plays or practices with an outside team in the same sport while participating as a member of the school team after the first scheduled game of any season.

### **Exceptions to the Eligibility Rules:**

1. Participation in parent-child tournaments and caddy tournaments;
2. Swimming, golf, tennis, cross country and gymnastics: a student may practice but not compete with a non-CIAC team during the season. This can be done only with the permission of the high school coach. Such practices may not interfere with or replace member school practices.

Note: Marking period grades (not semester grades) are to be used in determining scholastic eligibility to participate in interscholastic athletics during any given marking period.

For eligibility for fall sports, the athlete must be a continuing student or have received six (6) units or its equivalent toward graduation at the conclusion of the school year preceding the contest. The final academic grade average determines full eligibility.

**Important:** Scholastic failures cannot be made up for eligibility purposes in any manner until the next report, except that credits earned during the summer by any regularly approved Board of Education procedure will be accepted for the purpose of determining the eligibility of pupils desiring to participate in the Athletic Program of the school in September.

Incompletes must be made up within ten (10) school days after grades have been distributed. Incomplete grades are not to be considered as passing grades.

Ineligible athletes cannot practice or try out until the grades are submitted to the office and they cannot compete until the grades have been distributed, or the 14th calendar day following the end of the marking period, whichever comes first. No Carnegie Unit or equivalent for which the student has already received credit shall be included in those required by this rule. Please consult the Head of School or the Athletic Director for other rules affecting athletic eligibility and/or for clarification.

### **Ejection/Disqualification Rule Adopted by the CIAC**

The following policies for disqualification shall apply in all sports:

1. Any student-athlete who physically assaults an official, coach, opposing player or spectator, will be immediately dismissed from the team for the remainder of the season.
2. When a student-athlete is disqualified during a contest for flagrant misconduct and/or unsportsmanlike conduct, including taunting\*, that student is ineligible to participate in any contest until withheld from the next contest at that level of play (even if the next contest does not occur until league or CIAC tournament play or next year). If one or more different level contests are scheduled prior to the next contest at the same level of play the athlete or coach shall be ineligible to participate in the next (but no more than one) contest at each level of play.\*\*
3. Upon a second disqualification, if that violation is for initiating a fight or retaliating in a fight (as determined by the game official), that student-athlete will be dismissed from the team for the remainder of the season. Otherwise #2 remains applicable.
4. When a coach is disqualified during a contest for unsportsmanlike conduct, including taunting\*, that coach shall be prohibited by the school from coaching in or attending a contest until the next contest at that level of play has occurred.
5. Any CIAC team that accumulates five (5) or more disqualifications for flagrant misconduct, unsportsmanlike conduct, including taunting\*, retaliating in a fight, or physically assaulting an official, coach, opposing player or spectator during the course of one season will be barred from CIAC post-season competition. The number of disqualifications must be completed on all tournament forms. Disqualification from the team under #1 constitutes one disqualification in team totals.
6. Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season of participation in any sports for seniors.
7. If the playing rules for a sport specify an additional penalty, the additional penalty will apply. The CIAC disqualification rule applies to all disqualifications with the exception of reaching the limit of personal fouls in basketball.

*\*\*The ejected coach or player cannot be in attendance at the game(s) for which they are serving their suspension and may not participate in any pre-game warm-up activities at the site of the game.*

*\*Definition of Taunting: Taunting includes, but is not limited to, any actions or comments by coaches or players which are intended to bait, anger, embarrass, ridicule or demean other players, coaches or game officials. Included in this is conduct that berates, "needles," intimidates or threatens based on race, gender, ethnic origin or background and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters.*

*Penalty: In all sports, game officials are to consider taunting a flagrant unsportsmanlike foul that disqualifies the offending bench personnel or athletes from that contest/day of competition and the player or coach from the following contest/day of competition, i.e. the CIAC player/coach ejection rule will be invoked. A warning may be given, but is not required before ejection.*

### **CIAC F-1 Visa students**

All F-1 Visa students attending a CIAC member school are ineligible for participation in Varsity athletics for 365 days upon enrollment and may only participate in Varsity competitions for two years.

### **CIAC Updates for Cellphones**

1. Go to [ciacsports.com](http://ciacsports.com)
2. Select sports>schedules and results
3. From top menu choose "add to computer or device." From the menus choose: add to iOS device, choose the school, activity, level, content desired. Press continue
4. Select all of the link provided and copy
5. Go to iPhone/iPad settings>passwords and accounts
6. Add account>other
7. Select "add subscribed calendar"
8. In server box paste the copied link and click next
9. On the next screen select save

### **Important NCAA Rules**

NCAA Initial-eligibility Clearinghouse: All high school students who plan to participate in college at a Division I or Division II school must be certified by the NCAA Clearinghouse. The forms needed are available in the Guidance office and should be mailed early in the fall of the student's senior year. Answers to questions pertaining to the NCAA Clearinghouse can be found on the following websites: [www.ncaa.org](http://www.ncaa.org) and [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).

## **EXPECTATIONS**

### **Expectations of Student-Athletes**

- Athletes must be in compliance with all CIAC and school eligibility rules.
- Athletes should broaden themselves and develop strength of character.
- All Lauralton Hall athletes should conduct themselves in a manner consistent with the standards of behavior expected of all student-athletes and team members. Athletes should positively represent Lauralton Hall. You assume a leadership role when you are on an interscholastic athletic team. The student body and school community know you and recognize you as a role model. The athlete contributes greatly to the school community.
- All team members are expected to treat opponents, officials, coaches, and spectators with respect.
- The athlete must care for all school equipment.
- Athletes are responsible for all equipment/uniforms issued to them and will be held financially responsible for any equipment/uniform damaged or not returned. Any student with an obligation to the Athletic Department may not participate in another sport until the obligation is resolved.
- Athletes must purchase personal items like swim caps, swim suits, or cheer bodysuits, which cannot be replaced or shared with another athlete. The school cannot be held responsible for these types of items.
- Athletes must attend school on the day of a contest or they cannot compete. This also applies to practice. If a student arrives at school after 8:45 a.m., eligibility for athletics for that day is prohibited (See School Attendance above).  
An athlete in violation of any section of these rules may be subject to dismissal from the team for the duration of the season or to indefinite suspension.

### **Expectations of Parents**

- Parents should support their daughter and attend as many contests as possible.
- Parents should be positive and let their daughter know that something good is being accomplished simply by being part of the team.
- Parents should help their daughter improve her self-esteem by encouraging her to believe in herself. Any added pressure will only make it more difficult to improve self-image.
- Parents should encourage their daughter to work hard and to do her best.
- Parents should not criticize coaches or the school if their daughter is not playing.
- Parents should insist that their daughter exhibit true sportsmanship during athletic contests, and remind the student-athlete that an inappropriate act during competition would embarrass not only the student-athlete, but also her family, team and school.
- Parents should serve as good role models. As spectators, parents are entitled to cheer at sporting events, but should never become belligerent or arrogant toward players, coaches or officials. A parent who exhibits inappropriate behavior risks removal from the site of the athletic contest.
- Parents should understand the ultimate purpose of athletics; it is an integral part of the total educational mission.

### **Expectations of Lauralton Hall**

- To provide appropriate equipment and facilities
- To provide well trained coaches
- To provide equal levels of competition
- To provide skilled officials

## ***ATHLETIC DINNERS***

**Note: for the 21-22 school year all athletic dinners are subject to the protocols set in place by the Governor and Milford health department during the specific season due to COVID19. Please speak with the athletic director before finalizing any plans.**

The following policy regarding athletic dinners will be followed:

1. The ultimate goal of all athletic dinners should be to promote pride, fellowship and recognition of accomplishments of individuals and teams.
2. All dinners should be kept to a reasonable cost and on the Lauralton Hall campus. No one should be omitted from a dinner due to cost. This includes the end of the season Banquet.
3. Coaches are to invite the Athletic Director and Head of School to the team banquet at the end of the season.
4. The dinner is a continuation of school life, and all the rules for behavior as listed in the Lauralton Hall Student Handbook will apply.
5. The Athletic Director is to be notified of all Senior Night activities/ award dinners and on campus dinners well in advance to prepare work orders, ticket money and make sure the rooms are available for the event.
6. **NO ALCOHOLIC BEVERAGES** of any kind will be present, served or consumed by anyone at the dinner on campus.

## SOUTHERN CONNECTICUT CONFERENCE SCHOOLS

SCHOOL	STREET	CITY/STATE/ZIP	TELE	URL
Amity High School	25 Newton Road	Woodbridge CT 06525	203-397-4830	<a href="http://www.amityregion5.org/ahs">www.amityregion5.org/ahs</a>
Branford High School	185 East Main Street	Branford CT 06405	203-488-7291	<a href="http://www.branford.k12.ct.us">www.branford.k12.ct.us</a>
Career High School	140 Legion Ave	New Haven CT 06511	203-946-5845	<a href="http://www.nhps.net/career/">www.nhps.net/career/</a>
Cheshire High School	520 So Main Street	Cheshire CT 06410	203-250-2511	<a href="http://www.cheshire.k12.ct.us">www.cheshire.k12.ct.us</a>
Daniel Hand High School	286 Green Hill Road	Madison CT 06443	203-245-6350	<a href="http://www.danielhand.org">www.danielhand.org</a>
East Haven High School	35 Wheelbarrow Lane	East Haven CT 06512	203-468-3254	<a href="http://www.east-haven.k12.ct.us/ehhs/">www.east-haven.k12.ct.us/ehhs/</a>
Fairfield Prep	1073 No Benson Road	Fairfield CT 06824	203-254-4200	<a href="http://www.fairfieldprep.org">www.fairfieldprep.org</a>
Foran High School	80 Foran Road	Milford CT 06460	203-783-3502	<a href="http://www.milforded.org">www.milforded.org</a>
Guilford High School	605 New England Road	Guilford CT 06437	203-453-2741	<a href="http://www.guilford.k12.ct.us/ghs">www.guilford.k12.ct.us/ghs</a>
Hamden High School	2040 Dixwell Ave	Hamden CT 06514	203-407-2040	<a href="http://www.hamden.org">www.hamden.org</a>
Hillhouse High School	480 Sherman Pkwy	New Haven CT 06511	203-497-7500	<a href="http://www.nhps.net/hillhouse/">www.nhps.net/hillhouse/</a>
Jonathan Law High School	20 Landsdale Ave	Milford CT 06460	203-783-3574	<a href="http://www.milforded.org">www.milforded.org</a>
Mercy High School	1740 Randolph Road	Middletown CT 06457	860-346-6659	<a href="http://www.mercyhigh.com">www.mercyhigh.com</a>
North Haven High School	221 Elm Street	North Haven CT 06473	203-239-1641	<a href="http://www.north-haven.k12.ct.us">www.north-haven.k12.ct.us</a>
Notre-Dame High School	24 Ricardo Street	West Haven CT 06516	203-933-1673	<a href="http://www.notredamehs.com">www.notredamehs.com</a>
Sacred Heart Academy	265 Benham Street	Hamden CT 06514	203-288-2309	<a href="http://www.sha.excelsior.org">www.sha.excelsior.org</a>
Sheehan High School	142 Hope Hill Road	Wallingford CT 06492	203-294-5900	<a href="http://www.wallingford.K12.ct.us">www.wallingford.K12.ct.us</a>
Shelton High School	120 Meadow Street	Shelton CT 06484	203-922-3004	<a href="http://www.sheltonpublicschools.org">www.sheltonpublicschools.org</a>
West Haven High School	1 McDonough Plaza	West Haven CT 06516	203-937-4360	<a href="http://www.whschools.org">www.whschools.org</a>
Wilbur Cross High School	181 Mitchell Drive	New Haven CT 06511	203-946-8728	<a href="http://www.nhps.net/wcross/">www.nhps.net/wcross/</a>
Xavier High School	181 Randolph Road	Middletown CT 06457	860-346-7735	<a href="http://www.xavierhighschool.org">www.xavierhighschool.org</a>