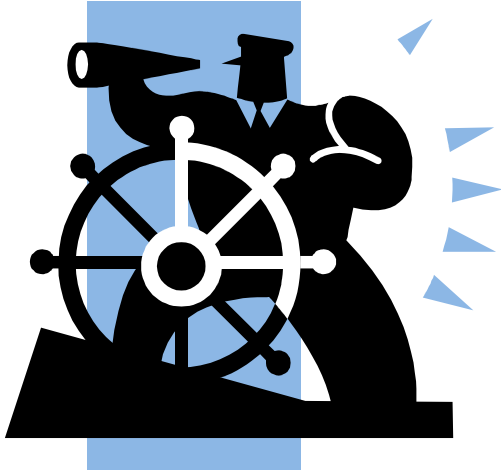


Salem Academy Charter School



ATHLETICS HANDBOOK

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Salem Academy Charter School

Mission Statement

Through a unique integration of college-preparatory classes with service to the community, Salem Academy graduates informed, articulate and proactive individuals of strong character.

Athletic Department Mission Statement

The Salem Academy Athletics Department mission is to provide athletic programming for all students in grades six to twelve in order to encourage physical fitness and to teach sportsmanship, discipline, teamwork and dedication. Salem Academy offers competitive athletic programs and strongly encourages all students to participate. Salem Academy is a member of the MCSAO, Massachusetts Charter School Athletics Organization, follows all the rules and guidelines of that organization.

MCSAO Mission Statement

The mission of the Massachusetts Charter Athletic Organization (MCSAO) is to oversee the regulation, organization and promotion of its member schools interscholastic athletic programs. MCSAO provides opportunities for charter/pilot/Horace Mann School student/athletes to compete at a high level and uses that competition to teach the fundamental values of teamwork, discipline, sacrifice, and sportsmanship. This will contribute to the students' overall educational experience and development as individuals. MCSAO is committed to education our youth for a rewarding future and will work in partnership with local communities to establish and maintain charter school interscholastic athletic program.

A Letter From The Athletic Director

The athletic experience at Salem Academy is an important part of the schools overall educational process. Student athletes at Salem Academy will have the opportunity to compete for their school and strive to achieve excellence. By competing in athletics students will have the opportunity to push themselves physically as well as learn about the dedication it takes to be part of a team. They will learn to respect themselves, their coaches, teammates, opponents, and the sport that they are participating. This respect can play an important role in the development of a youth's physical, mental, and emotional well-being.

By being a part of the athletic experience at Salem Academy students are provided with a sense of school pride and accomplishment. The dedication of every student athlete does not go unnoticed and is encouraged that classmates, friends, families, faculty, and staff help develop that by supporting student athletes at their competitions. With their hard work student athletes can create an excitement in the school and community that everyone is able to be apart of. At SACS student athletes need to learn to be flexible as in several cases there can be changes in practice and game schedules.

My role as the Director of Athletics is to support and work with the student athletes, faculty, community, and coaches of Salem Academy to make it a rewarding athletic experience. Athletics are an important part of many people lives, which teach life lessons and create memories that can last a lifetime.

Sincerely,

Drew Betts
Director of Athletics
Salem Academy Charter School

Preface

The material outlined in this guide defines some of the policies and procedures for all students participating in the Salem Academy Athletic Program. It is intended to provide you with a better understanding of the athletic department's philosophy, goals and policies. Please refer to it during the course of the school year to help answer any questions you may have concerning your son's/daughters athletic experience. Also, please show your support by regularly attending your child's athletic contests. This will greatly enhance their self-esteem and the overall educational experience that athletic competition has to offer.

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*Salem Academy Charter School
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Rachel Hunt, Head of School
Stephanie Callahan, Head of Lower School

Drew Betts, Director of Athletics

I. Fundamental Information

A. Program Goals

1. To enable as many students as possible to experience the benefits of athletic competition and team membership
2. To develop appropriate attitudes toward competition, sportsmanship and self-discipline
3. To develop and acquire athletic skills
4. To improve physical conditioning as a requisite for good health

Participation in SACS Athletics is a privilege. All student/athletes are expected to provide leadership for other members of the student body and to act in an exemplary manner.

B. Commitment to the Program

All students are expected to attend all daily practices and team meetings unless the coach excuses them **before** the scheduled practice. Some practices are held on Saturdays and during vacations. It is expected that all team members arrive and be picked up on time and work to the best of their ability.

1. If a student-athlete accumulates 3 unexcused absences from events for their current team, they are *removed from the team*. In order to excuse an absence from an athletic event, the student-athlete must inform the Athletic Director, or their coach, prior to that event.
2. If a student-athlete is removed from the team by a coach, they are to act as no more than a spectator for the remainder of the season. In addition, they are suspended from their next sport in which they wish to participate for **25% of the season**. *This policy also applies to student-athletes who quit a team before the season concludes.*

- **Suspension for 25% of the season** – This means that the student-athlete *attends* ALL athletic events for that team, excluding events that require him/her to travel to an away location. Participation is not permitted until the suspension is terminated, but attendance is a must. Unexcused absences still apply during this period.

II. Athletic Offerings

The SACS Athletic Program is divided into three seasons and is comprised of the following activities:

Fall Season

Boys Soccer (7th-12th)
Girls Soccer (7th-12th)
Boys Cross Country (6th-12th)
Girls Cross Country (6th-12th)
Club Soccer (6th-8th Grade)
Girls Volleyball (9th-12th)

Winter Season

H.S Basketball - Boys
H.S Basketball - Girls
M.S Basketball- Boys
M.S Basketball- Girls

Spring Season

Baseball (7th-12th)
Softball (7th-12th)
Boys Lacrosse (8th-12th)
Boys Track (9th-12th)
Girls Track (9th-12th)
Middle School Track (6th-8th)

Fall Athletics

The mandatory informational meeting is held the last Wednesday in August. The regular season ends on the last day in October. Any makeup games or tournaments are scheduled during the first two weeks of November.

Winter Athletics

Tryouts/practices begin the first week of December and the regular season concludes the first weekend in March. The mandatory informational meeting will be held in early December or late November. Any makeup games or tournaments are scheduled during the second week of March.

Spring Athletics

Practice begins the last week of March. The season ends on the first week of June. Any makeup games or tournaments are scheduled during the first two weeks in June. The mandatory spring information meeting will take place in mid to late March.

III. Governance of High School Athletics

Salem Academy Charter School is a member of the Massachusetts Charter School Athletic Organization (MCSAO). Established in May of 2005, the MCSAO is a legislative body which governs and promotes all charter school athletic programs.

IV. Participation Guidelines

Any candidate for an athletic team must meet the following eligibility requirements. All registration must be completed online before the start of each season. Student athletes will not be eligible to participate until forms have been completed. All student athletes will fill out the essential paperwork at familyid.com

A. Permission to Play

Submit a completed/signed Parent/Guardian Permission Form to the athletic office prior to the first tryout or season practice.

B. Physical Examination

Pass a physical examination performed by a registered physician within one year prior to participation. Physical examinations are good for one year from the date of examination and must be renewed before they expire if participation is to continue. **An updated copy must be kept on file in the school's athletic office prior to the first practice.**

C. Player/Parent Agreement Form

Submit a signed Player/Parent Agreement Form to the athletic office prior to the first tryout or practice.

The price of admission does not entitle anyone to jeer, criticize or downgrade players, coaches or officials. The Salem Academy Athletic Department reserves the right to warn, place on probation, remove or suspend, for up to one calendar year, any player, coach, school official, spectator or team deemed to be acting in a manner contrary to the standards of good sportsmanship as outlined in this handbook and the SACS Student Handbook. Also, individuals who choose to ignore any reasonable request by the athletic department on the manner in which they conduct themselves at athletic events will be prohibited from attending said events.

C. Concussion Form

Student athletes and parents are also required to sign and watch an informational video regarding concussions. In recent years studies have shown an increase in concussions and the information is intended to provide students athletes and their families the dangers of head injuries.

New State Law: The Commonwealth of Massachusetts Executive Office of Health and Human Services now requires student-athletes and their parents, coaches, Athletic Directors, school nurses, and physicians to learn about the consequences of head injuries and concussions through training programs and written materials. The law requires that athletes and their parents inform their coaches about prior head injuries at the beginning of the season. If a student athletes becomes unconscious during a game or practice, the law now mandates take the student be taken out of play or practice, and requires written certification from a licensed medical professional for “return to play” before return to practice or games.

E. Chapter 766

Any student who is currently receiving special education services under Chapter 766 and who has an Individual Education Program (IEP) can be declared eligible if all of their requirements satisfactorily meets the Special Education Directors approval.

F. Student Handbook

All student/athletes/spectators, first and foremost, are subject to school rules and regulations governing student behavior as cited in the SACS Student Handbook. Violations of school rules resulting in suspension (in/out of school) from school will automatically preclude student involvement in athletic activities until the student is officially readmitted to school. Student/athletes will receive additional consequences as outlined in Section 8 – Disciplinary Eligibility for any/all infractions incurred .

Chronic offenders to school rules will be removed from the athletic program for a season, for a year or permanently, depending upon the severity of the infraction.

G. Attendance

Students will not be allowed to participate in any athletic contest on the same day they are absent from school unless the absence has been approved in advance by a school administrator. Students must be in attendance in school for at least a half day to be eligible to participate in an athletic event. If a contest is scheduled for a weekend, the student must be in school on Friday for at least half of the day.

H. Age

High School - Students must be 18 years of age or under prior to September 1st but may compete during the remainder of the school year provided his/her 19th birthday falls on or after September 1st of that school year. Middle School – Students must be under 16 prior to March 31st.

I. Injuries

If any injury or illness should occur during the season which requires medical attention, the student must submit written approval from the attending physician to the athletic office prior to returning to athletic participation. This rule also applies to any student

who was injured or ill prior to the start of that season but would be joining that team after the start of that season.

J. Amateur Status

All students must be of amateur status. An amateur is defined as an athlete/participant who competes for the intrinsic value of the game and at no time, under any circumstances accepts money or compensation for his/her efforts involving the activity in question.

K. Equipment and Responsibilities

Students are responsible for the care and maintenance of all athletic equipment and uniforms issued to them. They will be charged replacement value for any equipment or uniform that is lost, stolen or damaged. All equipment and uniforms must be returned within one week of the season close. Students may wear their uniforms only at times specified in team regulations.

L. Alcohol/Tobacco/Drugs

During the course of the school year, students are prohibited from using, consuming, possessing, purchasing, giving away or being in the presence of any beverage containing alcohol, tobacco products, marijuana, steroids or controlled substances. Possession of a legally prescribed drug by the student's physician for a specific purpose is not a violation.

Alcohol Offenses:

- If any student's name is associated with an underage drinking incident, their parents will be contacted by the Athletic Director. A meeting by phone or in person will ensue to discuss the validity of the association and to take further action if necessary.
- If a student is caught with involvement of under age drinking, by a SACS staff member or by other out-of-school authorities, the following actions will be taken.
 - a) **1st Offense:** They will be suspended from 25% of their current sport season (if they are not in season, then this will occur during the first 25% of the next season in which they will participate).
 - b) **2nd Offense:** The student will be suspended for the remainder of their current sport season.
 - c) **3rd Offense:** The student will be suspended for the remainder of their current sport season, plus the entire season of the next sport in which they wish to participate.
 - d) **4th Offense:** The student will be suspended for 12 months of SACS athletics.
 - e) **5th Offense:** The student will be unable to participate in SACS athletics for the remainder of their time at Salem Academy.

M. Steroid Use

Use of Anabolic Androgenic Steroids is strictly prohibited. It has been proven that steroid use has serious short and long-term effects. We encourage all our coaches to take a proactive approach in educating students about the harmful effects of steroid use.

N. Fraudulent Documentation

Any student, parent or coach who knowingly falsifies any official document(s) or participates under an assumed name will be immediately suspended from further competition for one year from the date of the infraction.

O. Hazing

Hazing is considered a crime in Massachusetts. The Mass General Law is defined in CH. 269,s. 17 as: "Any conduct or method of initiation into any student organization, **whether on private or public property**, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to weather forced consumption of food, liquor, beverage, drug or other substance or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person or which subjects such student or other person to extreme mental stress, including deprivation of sleep or rest or extended isolation. **Consent to such treatment does not make Hazing legal.**

P. Penalties Incurred

Violations of Participation Guidelines can range from exclusion from entering the program, half game suspensions, full game suspensions, removal from the team or termination of participation in the athletic program.

V. Academic Eligibility

Academic responsibilities are the student's first priority and take precedence over any athletic event. It is hoped that students maintain a minimum 70 percent average in all subjects without a failing grade in any subject. If a student has below a 70% in two or more classes they are academically ineligible to play in competitive matches. They still may participate in practices as long as they do not interfere with tutoring hours of the classes they are failing. Once their grades have improved to where they are no longer failing 2 or more classes, eligibility will be reinstated. Eligibility will be determined by the end of the term grade. The year-end cumulative grade will be used to determine academic eligibility during the first marking period of the following year.

- If you are failing 3 or more classes, you are ineligible to play regardless of receiving special permission from teachers.
- If you are failing 2 classes, you may only be considered to receive special permission from a teacher if:
 - Your teacher agrees that you are working hard on homework, class work, and preparation for assessments.
 - You are between 60 and 70 percent of passing benchmarks.
- If you are failing 2 classes, and in one of those classes you are at 49 percent or lower, then you are ineligible to play regardless of receiving special permission from teachers.

VI. Academic Probation

If a student's average is below 70% in 2 classes, he/she can be considered for Academic Probation. During this time, participation in extracurricular activities will be limited. Students may be able to attend practices and games as long as these events do not interfere with tutoring hours of the classes in question. Effort, improvement, and commitment in the classroom are key during this Probation period. If at any time the Athletic Director or teachers of the student feel that the probation has been violated, the student may be removed from the team immediately and participation may not be reinstated that season. Once the student attains a passing grade in 1 or both of the classes in question, academic eligibility will be reinstated and the probation will be lifted.

VII. Detention Policy – student/athletes receiving detention may not reschedule/move that detention in order to attend a practice or game that day. Any student who is found in violation of this policy or skips that detention will be suspended from all athletic activities for the following week. Students can be removed from athletic teams should detention become a consistent issue. Detentions for disrespect, dishonesty, fighting, cheating, and vandalism will not be tolerated. If three are received student athletes may be removed from an athletic team.

VIII. Disciplinary Eligibility

Disciplinary responsibilities are also a student's first priority and take precedence over any athletic event. The following policy has been implemented to deal with student/athlete disciplinary issues that may occur during the school year.

1. **Recess Detention** – students receiving a Recess Detention will be ineligible to participate in games but will be eligible to travel and practice.
2. **After-School Detention** – students receiving an After-School Detention will be suspended from games for the day in which the detention is served.
3. **Suspensions** - students receiving an In-School will be suspended from all team/athletic activities for three (3) school days for each day of suspension served. The athletic suspension will begin on the first date the suspension is served.
4. **External Suspension** - students receiving an External Suspensions will be suspended for five school days for each day of suspension served. The athletic suspension will begin on the first date the suspension is served. A second external or in school suspension will result in removal from the athletic program for one season.

IX. Ineligibility

If a student is deemed disciplinarily ineligible they are allowed to travel with their team to away games. If a student is academically ineligible, they are not allowed to travel to an away game if it requires early dismissal from school. Furthermore, if their ineligibility/probation includes not being allowed to participate in home games or practices, their presence is still expected at ALL of those events. This means after detention is served (during recess that day at school or after school until 5:00) they must come to practice or to the home game that day. At a home game, they may not wear their uniform, and they must sit on the bench and support their teammates.

X. Sportsmanship

SACS places a high value on good sportsmanship from its players, coaches and fans. Sportsmanship is the ability to treat everyone involved in an athletic contest with fairness, generosity, respect and courtesy. Please help us promote good will and fair play by being a positive role model and setting a good example so that others may follow. Attending SACS athletic contests is a privilege. Please remember that these contests involve young people, not professional athletes, who are trying to represent themselves and their school to the best of their ability. The price of admission does not entitle anyone to jeer, criticize or downgrade players, coaches or officials. SACS reserves the right to warn, censure, place on probation or suspend for up to one calendar year any player, coach, school official, spectator or team deemed to be acting in a manner contrary to the standards of good sportsmanship previously mentioned.

X. Try-Outs/Policy on Cuts

Students may try out for any sport that is offered at SACS providing they have met all the participation guidelines and academic eligibility standards. During the try out period, each coach will describe their **expectations** for making the team. Athletes must demonstrate their ability to meet these **expectations**. For some sports, because of the large numbers of prospective athletes trying out, students may be cut from squads. In those situations, coaches will have the prerogative of selecting team members. If a student does not make a team, they may contact the coach personally for an explanation. Once a student has been selected for a team, they will not be allowed to quit to join another SACS team. We try to accommodate as many athletes as the sport allows. If a student is not selected for a team, they should explore participation in another sport.

XI. Team Selection

The coach and coaching staff for each sport has the sole responsibility for selecting players, deciding the

appropriate level of play and determine the amount of playing time each student receives. Coaches decide who will play based upon their assessment of an athlete's level of commitment, attitude and skill. This means that no student athlete is guaranteed to play in athletic competitions.

Every season is a new season and the roster is open to all those who tryout. There are no guarantees that athletes will maintain their status from season to season due to prior affiliations.

XII. Selection of Team Captains

Coaches will decide on how team captains are selected. They may be voted on by the team, appointed by the coach or selected on a game to game basis. Team captains are expected to be leaders and readily assume duties appointed to them by the coach. They should have a complete understanding of all team rules and student/athlete responsibilities.

Captains should be able to communicate with their teammates in a positive manner thus fostering teamwork and cohesiveness. Captains may be relieved of their position for violations of team, department or school rules.

XIII. Coaching at SACS

At SACS, we expect our coaches to present themselves in a manner which will earn them the respect of their players, opponents, officials and the Salem community. We want our coaches to model the standards of behavior and sportsmanship that we expect from our students. They should be effective communicators, knowledgeable of their sport, organized and be able to motivate their players to compete at the highest level possible. The coach is the key contact person during your child's athletic experience. Any questions or messages regarding schedules, games, equipment, team rules or unavoidable lateness or absences should all be directed to the coach. It is our belief that communication is your greatest ally for creating a more positive athletic experience for your child.

XIV. Conflict Resolution

Athletic participation is highly charged, emotional and time consuming experience. When conflicts arise, please follow the established protocol.

1. Student to Coach Contact

As soon as possible, the student should approach the coach and request a meeting at some point outside of the normal practice schedule in which the issue at hand can be brought forward. This can be done over the phone or by leaving a note in the Athletic Director's mailbox.

2. Student-Athletic Director Contact

If a satisfactory resolution is not reached through Student to Coach Contact, the student should then meet with the Athletic Director. The coach should be informed that this meeting is to take place. If this discussion does not meet with satisfactory results, a meeting will be scheduled involving all concerned parties in an attempt to reach a satisfactory resolution.

3. Parent-Coach-Athletic Director Contact

Parents should contact the coach first and if necessary, the Athletic Director in an attempt to reach a satisfactory resolution.

4. Student-Parent-Administration Contact

If there is still no satisfactory resolution, the student or parent should contact the Head of School. The Athletic Director should be informed that this contact is going to be made.

It is very important that all students and parents know that all concerns or issues raised will be addressed. There are no guarantees that all parties will agree with all resolutions or findings. However, by respectfully communicating differing perspectives, a productive relationship can be established which can lead to clearer understandings in the future.

XV. Transportation to and from Practice/Contests

SACS provides bus/van transportation to most of their "away" contests. In the event a bus is not available, private transportation may be needed. These vehicles will be driven by responsible adults (parents of athletes or coaches). *Transportation is not provided to practices or home games.* Please be aware that these practice/game sites are removed from the Salem Academy Charter School campus and that **parents are ultimately held responsible for dropping-off and picking-up their children on time.**

XVI. SACS Athletic Event Locations

The following locations have been utilized by the SACS Athletic Program in the past and are subject to change:

Soccer

- Practices will be held at the Salem Common on Hawthorne Blvd, Memorial Field, Palmers Cove or the Salem Willows.
- Home games will be held at Bentley School / Memorial Field in Salem.

Track/Cross Country

- All track and cross country practices will be held at the Salem Commons

Basketball/Volleyball

Middle School home games – Salem YMCA, Marblehead Charter School, JCC

High School home games – Jewish Community Center in Marblehead

Practices may also be held at the Salem Salvation Army, Salem Boys and Girls Club, Carleton School, and the Salem or Marblehead YMCA.

Baseball/Softball

- Softball practices will be held at the Salem Commons, Collins Cove and or Castle Hill Park.
- Games will be held at Castle Hill Park or Collins Cove
- Baseball practices will be held at Memorial Field and Palmers Cove
- Baseball games will be held at Palmers Cove.

Lacrosse

- Lacrosse practices will be held at the Salem Commons, Memorial Field, Salem Willows, or Mansell Park.
- Games will be held at Salem State or Endicott College.