**MANASQUAN HIGH SCHOOL**

**ATHLETIC DEPARTMENT PARENT HANDBOOK**

**DEPARTMENT OF ATHLETICS**

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SUPERVISOR OF ATHLETICS/EXTRA-CURRICULAR ACTIVITIES

Donald Bramley

732-528-8820 ext. 1020

[dbramley@manasquan.k12.nj.us](mailto:dbramley@manasquan.k12.nj.us)

ATHLETIC SECRETARY

Kathy Mahon

732-528-8820 ext. 1022

[kmahon@manasquan.k12.nj.us](mailto:kmahon@manasquan.k12.nj.us)

ATHLETIC TRAINER

Kevin Hyland

732-528-8820 ext. 1031

[khyland@manasquan.k12.nj.us](mailto:khyland@manasquan.k12.nj.us)

**MANASQUAN SCHOOL DISTRICT**

**MISSION STATEMENT**

The Manasquan School District empowers all students by providing a safe, healthy, and inclusive environment where continual growth, perseverance, and rigorous academic standards are balanced with extensive extra-curricular opportunities and rich tradition through partnership with the community.

**Academics - Education Based Athletics**

The number one priority for your son or daughter at Manasquan High School should be the pursuit of academic excellence. The focus on academics at Manasquan High School has and will always take priority over any athletic activity. A student/athlete should never place their athletic endeavors over their academic needs. Students are encouraged to seek extra help if necessary. Students/athletes should also make appointments with faculty members after school if additional help is needed and should feel free to go to extra help at any time without fearing athletic consequences if they inform the coach in advance. One of the skills that the athletic program provides student-athletes with is the opportunity to develop time management skills. Students/athletes should work to budget time so that they can meet both their athletic and academic responsibilities. If they are experiencing difficulties with this, they should consult coaches for assistance.

**Assumption of Risks Associated with Athletics**

When you sign the Permission slip and emergency card which is required of all student/athletes, you are informed of risks involved in athletics. Despite all the precautions taken regarding preparation, equipment, facilities, and training, the risk of injury still exists. This risk of injury is inherent in all sports. And, despite the use of protective equipment and proper technique, the risk of injury may be severe, including the risk of fractures, brain injuries, paralysis and even death. While the risk of the most severe consequences is small, you must be fully aware that accidents can happen. Note that our coaches are trained to remind, review, and warn student-athletes about the general and specific risks of injury in their sport.

**Attendance**

Attendance at all practices, scrimmages and games is expected of all students. Your son or daughter’s participation in athletics requires commitment by both him/her and you. Practices and games are scheduled throughout nearly ALL school vacations, although the exact schedules vary from sport to sport. Schedules are subject to change at any time. When your son or daughter makes a commitment to athletics, he or she also makes a commitment to his or her teammates. Failure to live up to these commitments will result in consequences as outlined by the coach. No student/athlete will be penalized at all for missed games or practices due to religious reasons. Excused absences must be cleared up with the coach in advance.

**Varsity Letters / Captains**

Varsity letters and captains will be awarded to students who meet qualifications established by the coach in each sport. A student-athlete will be given a Varsity letter for the first Varsity letter earned. Each subsequent letter in a Varsity sport will be recognized by a certificate and a sport specific pin.

**Parent Clubs and Fundraising**

All fundraisers must be approved in advance by the athletic office. Please note that any parent organization must mirror the goals and objectives of the head coach and the athletic department. Any parent or member club that does not comply with this or the spirit of the mission of the coach and/or athletic department may be asked to be dismissed from serving.

**Chain of Command and 24-Hour Rule**

Any concerns regarding your son/daughter and/or his/her athletic experience should be first brought by the athlete to his/her immediate coach (Freshman, JV, Varsity). The next step is for the parent, using the 24-Hour Rule to discuss the issue with the head coach. If the problem remains unresolved, the Athletic Director should be consulted. Should the issue remain unresolved; the parents have the option to schedule a meeting with the building principal. **Playing time, strategy, cuts, and selection of captains is not an issue that will be discussed with anyone except the student athlete and coach.** The basic premise of the 24-hour rule is due to the fact that coaches should not be approached by parents before or after games or practices unless the health and safety of a student is at risk. Spontaneous meetings usually do not promote positive resolutions. Appointments should be made to meet or speak by phone.

**Discussing Concerns with the Coach**

Appropriate Concerns to Discuss with Coaches

• The treatment of your child.

• Ways to help your child improve.

• Concerns about your child’s behavior.

Inappropriate Concerns to Discuss with Coaches

• Playing time.

• Team strategy.

• Play calling.

• Other student athletes

**Coaches’ Certifications and Requirements**

Coaches at Manasquan High School are certified in many areas to ensure the safety of all student-athletes. All MHS coaches must maintain various certifications as per NJSIAA and NFHS policy. Such include a) Fundamentals of Coaching course, b) CPR/AED/First Aid Certification every 2 years, c) Heat Acclimatization and Concussion course (once a year) d) HIB training course, e) sudden cardiac awareness, and various other NFHS modules.

In addition, the athletic office offers various professional development that coaches must attend in order to promote a positive environment for our school community as it pertains to athletics. Specific professional development opportunities have also been offered regarding legal duties in athletics, specifically supervision, avoiding injuries, bullying, and hazing prevention.

**Eligibility N.J.S.I.A.A. Credit Requirements**

The following information outlines the eligibility requirements for the New Jersey State Interscholastic Athletic Association for participation in interscholastic athletics. PLEASE BE SURE TO READ the following information. If you are unsure of your athletic eligibility, please contact your Coach, Guidance Counselor, or the Director of Athletics.

●To be eligible for participation during the first semester (fall and winter sports, September 1 - January 31) a 10th, 11th or 12th grader must have passed at least **30.0 CREDITS** during the immediate preceding academic year. All 9th graders are eligible for the fall and winter seasons.

●To be eligible for athletic participation during the second semester (spring sports, February 1 - June 30) a 9th, 10th , 11th or 12th grader must have passed at least **15.0 CREDITS** during the preceding semester.

Full year courses shall be equated as one half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.

All athletes need six days of practice before participating in a scrimmage. (www.njsiaa.org).

**TO HELP PROTECT YOUR ATHLETIC ELIGIBILITY**

● If you fail a class for the year, check with your school counselor about

summer school.

● Before you drop a class or do not plan on taking a full schedule, see your

school counselor about the effect on state athletic eligibility.

● If you have any questions, see your coach, school counselor or athletic

director.

**There is no appeal for State Athletic Eligibility.**

**If you don’t earn enough credits, you can’t play!**

**Equipment / Uniforms**

Equipment and uniforms will be distributed to all students/athletes. Anything issued by the coach or athletic trainer is the responsibility of the student/athlete. Student/athletes are responsible for returning all equipment and uniforms to the person who distributed them. If they are lost, stolen, or damaged replacement cost will be charged. Seniors with outstanding obligations will not be permitted to participate in graduation ceremonies. Equipment and uniforms must be handed into the coach at designated times. The athletic office will not collect athletic equipment.

**Hazing and HIB**

Hazing and or “Harassment, Intimidation and Bullying” of any type is strictly prohibited. The NJSIAA has a specific policy which is recited and enforced by officials at every contest: “**Tonight’s contest is being conducted according to the rules of the New Jersey State high School Athletic Association. These rules provide for fair competition among players. Spectators can help promote good sportsmanship by observing the rules of fair play. Any verbal, written, or physical conduct related to race, gender, ethnicity, disability, sexual orientation or religion shall not be tolerated, could subject the violator to ejection, and may result in penalties being assessed against your team. Each one is requested to take personal responsibility for keeping this competition at a high level of good sportsmanship.”** Coaches are aware of this policy and will enforce it as well. It is the obligation of any Manasquan High School student/athlete to report any incidents and be an “Upstander” (one who stands up to bullying, harassment, hazing, or intimidation. The Manasquan School system has a comprehensive HIB Policy #5512 and can be found on the district’s website.

**Insurance**

The Board of Education has purchased secondary loss insurance coverage to protect all participants in interscholastic sports in case of an injury resulting from participation. The school’s insurance is secondary loss insurance coverage, i.e., it may pay those expenses not covered by the parent’s medical insurance that are usual and customary costs. Thus, you must submit all bills to your own insurance first. The school policy may pick up the unpaid balances up to the limits of their policy. Although this coverage is very broad, there are restrictions, limitations, and exclusions in this policy. IN MANY SITUATIONS, MEDICAL BILLS MAY NOT BE COVERED IN FULL. Parents should understand that medical expenses are their own responsibility, not the Board of Education.

All injuries should be immediately reported to the coach and athletic trainer. Athletes must see the trainer when injured, even if the trainer was not present at the time of the injury. Insurance claims forms are processed through the Athletic Department. Claims forms cannot be processed until the injury report is completed by the student, coach, and trainer. After the insurance claim form has been processed by the school, any issues with the claim must be taken up between the parent and the insurance company.

**Lightning and NJSIAA Policy**

When lightning is detected student-athletes and spectators are requested to leave the field and seek shelter in the appropriate locations as per the Emergency Action Plan that the coaches, athletic trainers, and athletic director have developed.

The NJSIAA requires a 30-min delay before returning to the field. Various shelters include, but are not limited to, your automobiles (parents), buses (visiting team), nearby buildings. Players will be escorted to these locations by coaches and staff and will be notified when it is safe to return to the field.

**Physical Examinations / Forms / Online Registration**

To participate in interscholastic sport, a student must register through the Genesis Parent Portal.  Each student must be given a medical examination within 365 days prior to the first practice session which must be approved by our school physicians. Based on the student-athlete's health conditions, the nurse's office may require [additional medical forms](https://www.manasquanschools.org/Page/386) to be completed prior to clearance. These include Medication Authorization Form; Asthma Action Plan; Food Allergy Plan; Seizure Action Plan; Diabetes Medical Management Plan.  Not completing these forms may delay your student-athlete's clearance to participate. If your private physician does not do a complete physical examination and/or the form is handed in after the designated physical date at the High School, it may delay or prevent your child from trying out or participating.

**Player Selection**

The determination of what players are selected for athletic teams will be the sole decision of the coach. Prior to the tryout period, players may ask the criteria for making the team. Students/athletes may ask to speak to the coach to inquire as to why they did not make the team. Attendance at tryouts/practices may be used as criteria for making or not making the team.

**Playing Time**

Playing time will be the sole decision of the coach. While parents have the best interest of their child in mind, it is the job of the coach to be concerned with what is best for the team and program. At the high school level, there are no playing time guarantees. Coaches will inform student/athletes of their roles on the team and how that will affect playing time. Coaches will also provide students/athletes with suggestions on how to improve and feedback on where they stand. Any questions regarding playing time should come from the player and should be directed to his/her coach. School officials will not discuss playing time issues with parents.

**Returning to a Sport**

If an athlete sees a doctor, he/she must bring in a note stating the date he/she may return to his/her sport, whether it’s the next day or later. If the athlete does not have this note, he/she will not be able to participate in his/her sport. If a student athlete has or takes a medical excuse from physical education class, he/she cannot participate on their athletic team during the period of the medical excuse. Limited medical excuses must clearly state what activities the student is cleared to participate in. The medical release for physical education class and athletics must be consistent and not conflict with each other. The school reserves the right to limit or prohibit participation of a student athlete if school officials deem it necessary for safety reasons.

Sport Offerings

Fall Season Levels

Varsity JV FR.

1. Cross Country (B) X

2. Cross Country (G) X

3. Field Hockey X X X

4. Football X X X

5. Soccer (B) X X X

6. Soccer (G) X X X

7. Tennis (G) X X

8. Volleyball (G) X X

9. Gymnastics X

10. Cheerleading X X

11. Surfing X

Winter Season Levels

Varsity JV FR.

1. Basketball (B) X X X

2. Basketball (G) X X X

3. Bowling (B) X

4. Bowling (G) X

5. Winter Track (B) X

8. Winter Track (G) X

9. Wrestling X X

10. Cheerleading X

11. Swimming (B) X

12. Swimming (G) X

13. Ice Hockey X X

Spring Season Levels

Varsity JV FR.

1. Baseball X X X

2. Golf (B) X

3. Lacrosse (B) X X X

4. Lacrosse (G) X X X

5. Softball X X

6. Track (B) X

7. Track (G) X

8. Tennis (B) X X

**Sportsmanship and Conduct**

Students/athletes and parents agree to follow all rules and guidelines as they pertain to participation in the interscholastic athletic program, which includes the Sportsmanship Policy #5570. Individuals who choose to not cooperate and to not display good sportsmanship will be removed from the grounds, may be prohibited from attending future schools’ events at any location and are subject to penalties by law. For any sporting event to be fairly contested, it is expected that you will demonstrate good sportsmanship and that you will do nothing to jeopardize the safety or comfort of the players, coaches, officials, or other spectators.

Sportsmanship/Fan Behavior

• Be positive role models through your own actions.

• Show respect to opposing players, coaches, cheerleaders, band members and

spectators.

• Be respectful to all officials’ decisions. We can’t change their decision.

• Do not instruct your child before, during, or after a contest. It may conflict with the

coaches’ strategies and plans.

• Praise the student-athlete in their attempt to improve themselves as students, as

Athletes, and as a person.

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

• Recognize and show appreciation for outstanding play by either team.

• It is not permitted to direct inappropriate language, actions, or gestures to anyone,

including the officials, participants, or spectators.

• Always reinforce the drug and alcohol-free policy by refraining from its use before

all athletic contests.

• Be a “team fan,” not just a “my kid fan.”

• Disqualification of an Athlete- State policy- must sit one or two games (depending on sport); it counts for 365 days and multiple sports.

• Inability to comply will cause you to lose the privilege of attendance to

athletic contests.

If character is what you do when no one is watching, then sportsmanship is that conduct with everybody watching.” ~ Bob Ley

**Transfers**

NJSIAA’s mission is to administer education-based interscholastic athletics, which supports academic achievement, good citizenship, and fair and equitable opportunities. Transfers for athletic reasons undermine the stability of sports programs, elevate athletics over academics, lead to disparities in competitiveness, and erode the level playing field that the NJSIAA seeks to foster. Multiple transfers within a high school career disrupt a student’s education. Transfers after a sports season has started not only disrupts the team, but also the competitive balance among schools. NJSIAA’s rule is designed to discourage transfers for athletic reasons, multiple transfers, and transfers after a sports season has begun, by imposing short but predictable periods of ineligibility for those transfers while providing one penalty-free transfer under certain conditions. **Because the periods of ineligibility set forth in this rule are among the shortest in the nation, and the purpose of the rule is designed to deter inappropriate transfers, there shall be no waivers of this rule.**

**Student’s first transfer.**

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

**Transfers occurring after the Start of Practice**.

Students who transfer after the Start of Practice Date will be subject to a 30-day period of ineligibility (or ½ the Maximum Number of Contests in that sport, whichever is less). In addition to the period of ineligibility set forth above, any student who transfers after the Competition Start Date will not be eligible for NJSIAA postseason competition in that sport.

**Student’s second or subsequent transfer**.

Students who transfer a second or subsequent time will be subject to a 30-day period of ineligibility (or ½ the Maximum Number of Contests, whichever is less) for all NJSIAA sanctioned sports in which the student participated during the 12 months preceding the transfer.

**Senior transfers**.

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

**This Transfer Rule applies to all athletes at all levels of participation (not just varsity athletes) and is applicable to all NJSIAA-sanctioned sports in which the student participated during the 12 months preceding the transfer. Transferring students may participate in a new sport without penalty.**

**The period of ineligibility will begin on the Competition Start Date of each sport. For students who transfer after the Competition Start Date, the period of ineligibility will begin on the date of enrollment.**