

# **Hopkinton High School Hopkinton Middle School**



**“Home of the Hawks”**

## **Athletic Co-Curricular and Participation Agreement**

**2008-2009**

Steven Chamberlin  
Principal

Christopher Kelley  
Assistant Principal

Daniel Meserve  
Athletic Director

HOPKINTON MIDDLE AND HIGH SCHOOLS  
ATHLETIC/CO-CURRICULAR  
PARTICIPATION AGREEMENT

Student participation in the Hopkinton High School and Hopkinton Middle School Interscholastic Athletic Program or Co-Curricular Activities Program is a privilege that carries with it certain responsibilities. The intent of the Hopkinton Middle and High Schools' Athletic Co-Curricular Agreement (ACCA) is to alert students, parents/guardians, coaches and advisors to the policies and procedures governing athletics and co-curricular activities at Hopkinton High School/Hopkinton Middle School. The Hopkinton Athletic Program is also governed by state and national policies that may not be listed in this agreement. These policies may be reviewed in the Hopkinton High School/Hopkinton Middle School athletic office. This ACCA is an important guide and should be read carefully. THE RULES SET FORTH IN THIS AGREEMENT WILL BE STRICTLY ENFORCED.

### 1. PHILOSOPHY

The Hopkinton School District adheres to the belief that athletics and co-curricular activities are integral components to the District's educational program and should be administered in a manner consistent with the District's mission statement. Individuals participating in athletics and student activities serve as ambassadors for the Hopkinton School District and must demonstrate appropriate representation through their character, sportsmanship, teamwork, commitment, mutual respect and trust.

### 2. ATHLETIC CO-CURRICULAR AGREEMENT

This ACCA sets forth expectations for students who represent Hopkinton High School / Hopkinton Middle School in athletics and co-curricular activities. All students who plan to participate in any athletic season or student organization and their parent(s) or guardian(s) must sign the ACCA within one week of the start of the activity. Regardless of the specific date upon which this ACCA is signed, it will be deemed to be in action from the commencement of the first practice or activity for the particular sport or student organization that the student is participating in. This ACCA will be in effect up until the first day of practice for the next season's sport for athletes or the conclusion of the activity or responsibility of the student organization. For spring sports, this ACCA will be in effect until the last day of school or the last competition, whichever is later.

### 3. DEFINITION OF CO-CURRICULAR ACTIVITIES

Any student organization or activity that is independent of credit courses and is supervised by contracted personnel. These activities include, but are not limited to: Student Council, Peer Leadership, Student Advisory, Drama, Interact, US FIRST, Forensics, Class Officers, and Honor Societies. (NOTE: Participation in Band and Choral performances is considered an extension of the course.)

#### 4. ATHLETIC / CO-CURRICULAR BOARD

The principal shall appoint the Athletic and Co-Curricular Board. The Athletic Board shall consist of an administrator, the athletic director, a coach and two faculty members. The Co-Curricular Board shall consist of an administrator, advisor and two faculty members. Any student who is alleged to have violated this ACCA may request a hearing before the appropriate board. The chairman of the appropriate board or his/her designees shall conduct the hearing, which shall include an opportunity for the student or his/her representative to make a statement and/or present evidence in the student's behalf. The presence of the student is required. The presence and participation of the student's parent/guardian is encouraged. If the board finds the alleged violations of the ACCA to be substantiated, the disciplinary steps outlined in this ACCA will be followed. The findings and decision of the Board is subject to review by the Superintendent who shall affirm, reverse or modify the decision of the Board. The parent/guardian or student may appeal the decision of the board and its subsequent review by the Superintendent to the School Board. If an appeal is taken to the School Board, the School Board will take such action to review the prior decision, as it deems appropriate and may conduct a hearing in accordance with its evaluation. The School Board will issue its decision in a timely manner.

#### 5. EXPECTED CONDUCT

Students participating in athletics or student organizations are expected to behave appropriately. In that regard, students shall not:

1. Use or possess tobacco in any form. \*
2. Consume or possess alcoholic beverages.
3. Use or possess any illicit drug or unauthorized prescription medicine.
4. Use steroids or other performance-enhancing substances.
5. Gamble on any Hopkinton High School athletic event.
6. Commit acts of gross misconduct on or away from the activity. Such acts include, but are not limited to: making threats, inappropriate gestures, or an assault on a student, adult, coach, official, opponent or spectator; interrupting the flow of a game with unsportsmanlike behavior; use of obscene language; any act of vandalism; chronic inappropriate behavior at school; any violations of the Safe School Acts such as theft and assault.
7. Commit an act of "academic dishonesty," as defined in the Parent/Student Handbook. Such acts are a violation of school policy, as outlined in the student handbook, the co-curricular participation ACCA, as well as honor societies. Penalties may be assigned independently within each of these areas. Academic dishonesty will result in referral to the Faculty Council for members of the National Honor Society, and will result in ineligibility for participation for the remainder of the school year on Student Council, Class Officer or Student Representative to the School Board.

\*Any students participating in co-curricular activities who are found to be in the possession of or using tobacco products on school grounds or at any school-

related activity, whether on or off school grounds, will be suspended from participation as noted below. Any involvement with drugs or alcohol or with tobacco products for students under 18 will result in the matter being turned over to the Hopkinton Police.

## FIRST VIOLATION

Students who violate this ACCA will not be permitted to participate in or attend ANY school sponsored co-curricular event (other than academic tutoring or participation in graduation for a senior) or any athletic competition or practice for a period of five (5) to fifteen (15) calendar days except as noted below. \* Students receiving this suspension will be expected to leave school premises at the completion of their last class period and shall not return to school property or any school events until the next day's classes. The period of suspension shall begin at the earliest:

- i. the day following the students admission of conduct violating this ACCA;
- ii. the day following an unchallenged decision of the Athletic or Co Curricular Board which affirms conduct violating the ACCA; or
- iii. the day following an unchallenged review by the Superintendent of the Athletic or Co-Curricular Board's decision;
- iv. the day following a final decision of the School Board, whichever of these days is earlier.

\* In the event that the participant self-reports (comes forth on their own accord to admit their violation to an administrator by the earlier end of the first school day following their infraction or before school notification by the police), the athlete will be allowed to practice during the time of the suspension and attend their own team's games or contests that do not require an early dismissal from school (in street clothes) during their fifteen day suspension. All other consequences will be enforced.

The suspension period shall be extended for a like number of days by school vacations and/or school closings unless there is a scheduled school event or competition on said day(s). Any unexcused absence (except illness) or breach of the terms of the suspension will extend the period of suspension for a like number of days.

## SECOND VIOLATION (within same academic year)

If a student commits a second violation of this ACCA during the academic year, a thirty (30) day suspension from all activities will be imposed on the same terms and conditions set out above. The Athletic or Co-Curricular Board shall establish such terms and conditions, as it deems appropriate to reinstate the student/athlete to athletic competition or student organization. These may include, but shall not be limited to:

1. Counseling designed to address offensive behavior;
2. A community service project;
3. An educational activity.

Any additional violation during an academic year will be referred to the Superintendent for hearing. Suspensions resulting from violations at the end of the school year will be continued throughout the summer recess.

## 6. ADDITIONAL REGULATIONS

- a. Each participant shall travel to and from all events with the team or group. Exceptions can be made for emergencies, but only with written notification from a parent or guardian PRIOR to the game or activity. Only parents, guardians, or people on the Hopkinton High School approved drivers list may transport athletes to or from events.
- b. Students participating in athletics or co-curricular activities at Hopkinton Middle and High School are expected to attend every practice, scrimmage, game or event. Students will be excused from a practice or event for the following reasons:
  1. Illness confirmed by the school nurse, a physician or parent/guardian.
  2. Events such as a class trip, exchange program, college visitation, religious commitments, or other educationally appropriate activities.  
Emergency situations that have been reviewed by the coach,
  3. athletic director or advisor, or which are later approved by the coach, athletic director or advisor.
  4. Medical appointments.
  5. Family obligations that cannot take place at another time.

Note: Driver Education is not considered an excused absence.

- c. The coach must be notified, in writing, a minimum of one week prior to a planned absence lasting longer than the period of one day.
- d. If the advisor/coach and/or athletic director determine that a participant's absence from an event is inexcusable, the participant could be dismissed from the team or activity for the remainder of the season or year.
- e. In the event a high school athlete participates on a non-school team, all obligations to the school team must have priority, unless approved by the athletic director and principal. Athletes, whose participation on a non-school team, without approval, results in missing a school team obligation, will be suspended for 15 days from the school team. A second offense will result in the athlete being removed from the team.
- f. Athletes and students participating in student organizations need to be committed to academics first. An unexcused absence from class for more than thirty minutes will result in the student not being allowed to participate in extra curricular activities that day. Furthermore, students who are late more than 15 minutes (unexcused) the day after a competition or event will not be allowed to participate in the next competition or event.

- g. The Hopkinton School District will not tolerate hazing of any type. Students who participate in hazing behaviors are not appropriate representatives of the District and will be suspended from participation in athletics or student activities. The Superintendent will determine the length of the suspension.
- h. Participants are responsible for equipment that has been loaned to them by the school. They are also responsible for their own personal equipment stored at school. Additional equipment will not be handed out to any student who does not return or pay for their loaned equipment from the previous season or activity.
- i. Participants and their parents/guardians are responsible for arranging transportation home from school after practices, games or activities. Participants are to be picked up at school no more than 15 minutes after the conclusion of practice, rehearsal, game or activity.
- j. Athletes who sustain any type of injury that requires missing school or practice must have a signed doctor's note before being allowed to resume play or practice. The doctor's note should clearly state the degree of participation allowed for the athlete, and whether or not the athlete may take part in games.

## 7. CHAIN OF COMMAND

In the event of problems or questions concerning athletics or co-curricular activities, the following chain of command will be used to resolve the situation:

The Coach/Advisor

The Athletic Director/Assistant Principal

The Principal

The Superintendent

The School Board

Note: It should be understood that concerns regarding playing time, strategy, positioning and team makeup are the responsibilities of the coach.

## 8. ADDITIONAL ATHLETIC DEPARTMENT PHILOSOPHIES

- The purpose of Varsity competition is to refine athletic skills and to demonstrate potential for continuation in sports after high school. Coaches will play athletes in situations that best suit the particular competition. It should not be assumed that all athletes would play in every game.
- The purpose of IV and Middle School competition is to build skills and prepare athletes for the Varsity level. As such, all athletes at this level should play in every game, unless it is for disciplinary or safety reasons. It should not be assumed that playing time will be equal for all athletes.
- Unless there are extenuating circumstances (as determined by the athletic director and coach), seniors will not participate at the JV level. No athlete, including seniors, will automatically make the Varsity team or earn a starting position due to seniority or previous year's team experience.

- Unfortunately, limits must sometimes be set on team rosters. In this case, athletes and parents/guardians will be informed no later than the first day of tryouts. Following a minimum of a three-day tryout, the coaches based on the criteria of ability, commitment, attitude and work ethic will choose teams. Coaches will notify athletes of their failure to make the team in as private and compassionate a way as possible.
- Athletes must be present for tryouts in order to make the team. In extenuating circumstances, a separate tryout will be arranged. If it is determined that the athlete should make the team and it is possible to create an extra roster spot one will be created. Rosters will be closed two weeks following the start of a season.
- Varsity letters will be awarded to individuals at the discretion of the Varsity coach. Criteria for receiving letters will be addressed by each coach at a preseason meeting, but may be based on criteria such as attendance, attitude, and commitment. Simply being listed as part of a Varsity team does not entitle participants to receive a letter.
- Below is a proposed list of recommended minimum and maximum participant requirements for each program at Hopkinton High School.

TEAM	Minimum	Maximum	# of Teams
Fall			
Boys Soccer	12	38	2
Girls Soccer	12	38	2
Field Hockey	12	38	2
Golf	5	12	1
Cross Country	5	50	1 (boys and girls)
Winter			
Boys Basketball	8	25	2
Girls Basketball	8	25	2
Skiing Alpine	5	30	1
Skiing Nordic	5	30	1
Skiing Jumping	5	20	1
Spirit	5	32	2
Spring			
Baseball	10	32	2
Softball	10	32	2
Track	5	60	1 (boys and girls)
Boys Lacrosse	12	40	2
Girls Lacrosse	12	40	2

\* The number of middle school participants will be limited by bus capacity.

## 9. PARTICIPATION FEE (ATHLETICS)

Athletes at Hopkinton High School are required to pay a yearly fee of \$50 for participating in interscholastic athletics (maximum fee per family per school year of \$100). This fee is regardless of the number of seasons in which the athlete participates. This fee must be paid prior to the start of the season and does not ensure participation in

the sport. This fee is non-refundable and should be paid in full and by check to Hopkinton High School.

#### 10. ELIGIBILITY (ATHLETICS)

- a. An athlete who has not reached the age of nineteen (19) on September 1 may represent the school for that year.
- b. Postgraduate students may not participate or represent the school.
- c. A student who has failed more than one (1) class during the preceding marking period may not participate in that season. A minimum of four (4) units of work per marking period must be passed in order to participate.
- d. A student is eligible for not more than eight (8) consecutive semesters beyond the eighth grade.
- e. Athletes must complete the appropriate forms and have a physical dated within two years of the end of their season. It is the school district's recommendation that an athlete undergo a complete physical every year; however, a physical every other year is mandatory.
- f. Athletes must comply with additional rules and regulations as set by the coach.

These NHIAA and Hopkinton High School rules apply to all athletes intending to participate in an interscholastic sport. The starting date for each season is determined by the NHIAA.

Please sign and return the included contract to your coach or advisor.

**Hopkinton School District philosophy — “Individuals participating in athletics/activities serve as ambassadors for the Hopkinton School District and must demonstrate appropriate representation through their character, sportsmanship, teamwork, mutual respect and trust.”**

Athlete/Participant, Parent/Guardian, and Coach/Advisor,

The intent of this contract is to heighten awareness to certain aspects of the Athletic/Co Curricular Agreement.

Please understand that your signature to this contract is binding to these aspects specifically and to the complete Athletic/Co-Curricular Agreement attached.

Thank you for your cooperation.

Steven Chamberlin  
Principal

Christopher Kelley  
Assistant Principal

Daniel Meserve  
Athletic Director

**Student/Athlete**

I understand and agree that my participation in athletics/co-curricular activities at Hopkinton Middle and High Schools is a privilege. I understand that I am expected to put the school team/activity third on my list of priorities (following family obligations and academic expectations), and agree to represent the school and community of Hopkinton positively. I have read and understand the district policies discussed in the Co-Curricular/Athletic Agreement, and in particular I understand that I must adhere to the following expectations:

- I will not use or possess drugs, alcohol, tobacco, or other illegal substances
- I will not commit crimes or violate any parts of the safe school act.
- I will not be a disruptive student in the classroom, I will follow school rules, and I understand the District policy on academic eligibility.
- I understand the policy on attendance the day of and after events.
- I will display positive sportsmanship, behavior, and attitude both on the playing surface and off.
- I will adhere to other rules and regulations as set forth by the team and/or athletic department, not all of which are listed here.

I also understand that my failure to comply with these expectations will result in a consequence for my actions and could necessitate my temporary or permanent removal from the team or co-curricular organization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**(Continued on back)**

**Coach/Advisor**

I have read the Co-Curricular/Athletic Agreement and agree to reinforce its content with my team/organization. Furthermore, I understand that it is each coach's/advisor's responsibility to:

- Treat athletes/participants, parents/guardians, officials, and others with care, compassion, and fairness.
- Accept the department philosophy that participation is less important than academic and/or family obligations.
- Strive to make each member feel to be an important, valued part of the team/organization.
- Stress sportsmanship, health, commitment, ethical behavior, and the importance of hard work as goals for our athletes/participants.
- Maintain a safe environment for our athletes/participants.

I also understand that my failure to comply with these expectations will be reflected in my evaluation and could result in my dismissal as coach/advisor of the team/organization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Parent/Guardian (for athletes)**

I give my son/daughter permission to participate in interscholastic athletics/activities under the direction of the Hopkinton Middle and High Schools' staff. I have reviewed the Athletic/Co-Curricular Agreement with my son/daughter and understand the district policies. I also understand the following:

- That sports, by its nature, may involve certain risks to the health and safety of the participant including, but not limited to, the unlikely but possible injuries such as: fractures, concussions, paralysis and death. In the event of injury or ill health, we agree that the school is authorized to administer first aid and/or seek medical treatment (including hospitalization) for athletes and other co-curricular participants.
- I agree to allow the school nurse to have access to any medical records should he/she deem necessary to determine whether the student may safely participate in sports or other co-curricular activity. Furthermore, I acknowledge that there is nothing in my child's health history that would interfere with his/her full participation in competitive sports.
- That my son/daughter understands and has agreed to the expectations of participation as listed above and to the complete Athletic/Co-Curricular Agreement.
- That although I may not always agree with the coach's decisions regarding playing time, game strategy, or team makeup, I understand that those decisions are the responsibility of the coach.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Parent/Guardian (for activity participants)**

I give my son/daughter permission to participate in activities under the direction of the Hopkinton Middle and High Schools' staff. I have reviewed the Athletic/Co-Curricular Agreement with my son/daughter and understand the district policies. I also affirm that my son/daughter understands and has agreed to the expectations of participation as listed above and in the complete Athletic/Co-Curricular Agreement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date