

Nutley High School Athletic Department

Athletic Philosophy/Mission Statement

It is the mission and goal of the Nutley Athletic Department to continue to mold and educate students through athletic participation. We feel that a sound and wholesome athletic program will contribute to the health, physical, social and moral development of our students. We also feel that athletics serves the educational process and provides reinforcement to the values learned in the home and the classroom.

The Nutley Athletic program is one that has been built on a foundation of hard work, self-discipline, self-sacrifice, sportsmanship, pride, loyalty, tradition, and a true commitment to excellence. As we continue to move forward in the 21st century it is our will that the student-athletes of Nutley High School will continue to work towards preserving these standards and display these qualities both in and out of the competitive arena.

PARTICIPATION LIMITATIONS

The NJSIAA Constitution, Bylaws, Rules and Regulations have for all intents and purposes defined the 12- month sequence of participation in the following manner:

(A) In-Season (B) Out-of-Season (C) Summer Recess

(A) IN-SEASON

Athletes are able to participate on their desired sport team within the following datelines:

- Fall.....August to November
- Winter.....November to March
- Spring.....March to June

Specific sport seasons begin according to the following schedule:

- AugustCross Country, Football, Girls/Boys Soccer, Volleyball, Cheerleading, Tennis (Girls)
- November 15thBowling, Ice Hockey,
- Friday after Thanksgiving ...Girls/Boys Basketball, Wrestling, Winter Track
- MarchBaseball, Softball, Golf, Track & Field, Lacrosse, Crew, Tennis(Boys)

(B) OUT-OF SEASON

- During this period, athletes may not be involved in intramurals in which they have attained team status.
- Open gym and recreation participation is permitted for players as long as their coaches are not present.

- Non-school camp/clinic participation is permitted for players provided their coaches are not involved.
- Athletes may participate in local community sponsored recreation programs as long as their coaches are not involved.
- Athletes may be involved with a non-school team with the approval of their school.

(C) SUMMER RECESS

From the last day of school to the first day of the next school term all restrictions are rescinded for practice for all sports. Schools may issue any and all equipment for practice use during the summer recess and the local school district may determine to what extent the school, coaches, and the students are to be involved in the “summer recess” program. (As per NJSIAA regulations)

During the summer recess period, an athlete may not be sponsored or supported by a school or school-related group (Booster Club) when team-interscholastic or individual competition takes place as part of the activity in camps, clinics or recreation programs.

- a. Coaches are acting independently and not serving as agents of Nutley High School while partaking in summer camps and/or recreational leagues.

Participation in summer camp, or in other summer activities, will not determine whether a player earns a position or starting position on a team.

Nutley Athletics

CODE OF CONDUCT

Being a member of a Nutley High School athletic team is a privilege granted to students who are willing to carry on our traditions and responsibilities. It will not be easy to contribute to such a great athletic tradition. Competing for your school means that you have made a time commitment from the start of your season to the completion of your season. When you represent Nutley High School, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go with them.

All Nutley athletes are expected to conduct themselves in a professional manner both on and off the field. They are expected to follow the rules and regulations of the community, the school, and the Athletic Program. In the event that they do not live up to these expectations or disregard the rules they will be expected to graciously accept any and all sanctions levied by the head coach and or administration.

To participate in athletics at Nutley High School, you must be willing to follow a simple set of policies, which we, the Athletic Department, believe to be fair.

1. Proper conduct as a student-athlete is very important. Nutley High School is a member of the New Jersey State Interscholastic Athletic Association. The code for unsportsmanlike conduct is outlined in the NJSIAA rule book (1) Student-athletes in violation of the NJSIAA sportsmanship rules will be disqualified from participation in athletics as outlined in the rule book. Athletes disqualified for fighting may not be present at a contest during their athletic suspensions. Suspension by an official for

unsportsmanlike conduct is subject to appeal. However, a second sportsmanship violation will result in the forfeit of a Varsity Letter and the privilege of attending the Athletic Awards Ceremony.

2. **To participate in a game or practice, the student-athlete must be in school for a minimum of four afternoon class sessions.**

3. Any student-athlete who is convicted of a **crime, or is in violation of the NHS or Athletic Department code of conduct** will be dealt with by their coach first, and then have the coaches decision reviewed by the Athletic Director and Principal.

4. As an athlete, you must plan your schedule so that you allow sufficient time and energy for your studies in order to insure acceptable grades. To be eligible for sports at Nutley High School you must meet academic standards established by the NJSIAA and approved by the Nutley Board of Education (2). Eligibility for athletics during the first semester of 10th grade or higher means a student must have passed a minimum of 27.5 credits during the previous year. A student who is eligible at the beginning of a sports season shall be allowed to complete that season.

(1) NJSIAA Handbook; Rules 2

(2) IBID, Sec. 4E

5. **All** injuries must be reported to the coach and athletic trainer immediately. The Athletic Trainer will make the final decision on whether or not a student should not play or practice. However, if the student is under the care of his/her personal physician then the physician will make the final decision. In this event the student is required to bring a signed note from the doctor to the Athletic Trainer, which will then be filed in the Athletic Trainer's office. In the event that the Athletic Trainer feels a student is ready to play or practice and the parents wish to hold the student from participating the Athletic Trainer will comply with the parents' decision.

6. Athletes are responsible for the care, upkeep and safety of their own equipment! All equipment from a sport must be returned immediately after the season. Failure to do so will result in that person not being allowed to try out for another sport. After one week, the student will be billed for all items not returned.

7. Unacceptable behavior or use of abusive language at games, practices, or on any transportation vehicle while being transported to or from any athletic event will result in disciplinary action. Our athletes and other participants are expected to set examples of good sportsmanship, citizenship, and cooperation which will reflect upon them as individuals and upon all of our athletes as a team.

8. All Nutley athletes are expected to attend any and all practices, meetings, and games while their season is in session. They are expected to be there on time and prepared. Failure to do so will result in disciplinary actions determined by the coaching staff. There is practice sessions every day after school beginning approximately at 3:15 PM. The length of the practice is up to the discretion of the individual coaches. Practice sessions are also conducted on weekends.

The head coach will determine what is an excusable absence.

The head coach will determine what is an excusable late.

9. In order to try out for a sport, practice or participate, the student-athlete must have a physical examination and parent permission card returned to the school nurse.

10. All Nutley athletes are expected to respect their coaches as well as their teammates. Insubordination will not be tolerated and may result in immediate dismissal from the program.

The importance of enforcement of all regulations stated above is an integral part of the policy. A firm and fair enforcement policy is required to prevent infractions of regulations. The community, school, administrators, and coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. It is our intent to preserve rules that reasonably pertain to the health and safety and appropriate conduct of individuals who participate in sports. It is our intent that rules and regulations be established to insure uniformity and fairness in regulating their actions. Our primary concern is the health and welfare of our student athletes.

Disciplinary Action

Determination of the action to be taken against those who break these rules shall be made by the cooperative efforts of the Coach and the Athletic Director. Actions may include suspension and exclusion from the squad after a review by all parties in question.

Appeal Process

1. A parent who has additional information, which should be considered, may file an appeal with the Director of Athletics within seven (7) days of notification that the student-athlete has been suspended or excluded from the team.
2. The appeal must be in written form and should indicate the reasons why the penalty should not be imposed.
3. If requested, the parent(s)/guardian and athlete may provide the committee with information or testimony relative to the appeal.
4. The Director of Athletics with the High School Principal or his designee will conduct a hearing to review the appeal. The committee will approve or disapprove the appeal within five days.

The decision of the Director of Athletics/Principal will be forwarded to the parent(s)/guardian.

This guide was not designed to cover every circumstance. Unique situations not outlined will be dealt with on an individual basis.

Participation in athletics at Nutley High School is a **privilege granted to a student, not a right guaranteed to them**, which carries with it certain responsibilities. A student is not only a representative of the school but also the entire community. There are certain basic standards expected of the participants in athletics at Nutley.

THE STUDENT IS FREE TO CHOOSE THE SPORT THEY WOULD LIKE TO PARTICIPATE IN...

1. A student makes the decision to participate in a particular sport. If the student cannot live with the decision that was made and finds it necessary to quit a squad for any number of reasons...this is the student's prerogative.
2. Some students quit with the desire to participate in one of the other sports in season at the time. In an effort to provide every student the chance to go through a reasonable try-out period, the following policy will be followed in permitting a student to drop one sport and participate in another:
 - a. No change will be permitted three (3) weeks after the initial practice date for the fall sports season.
 - b. No change will be permitted two (2) weeks after the initial practice date for the winter sports season.
 - c. No change will be permitted two (2) weeks after the initial practice for the spring sports season.
 - d. To permit any student to change after these dates would render a particular hardship on the student in terms of learning the facets of the game already taught to other members of the squad.

CONFLICTING ACTIVITIES DURING SPORT SEASON

Prior to the start of any season, an athlete must realize his/her obligation/responsibility to the team and refrain from scheduling any conflicting activity during that season. Athletes cannot miss high school practices and/or games for non-high school related sports.

INCLEMENT WEATHER GUIDELINES

If school is closed due to "inclement weather", all games and practices are subject to postponement. The team captains or the coach will contact your son/daughter. If school is in session, a decision will be made by the administration and in conjunction with the coach after 1pm of that particular day.

HAZING

Nutley High School requires the mutual respect of all students, staff and visitors. To this end, the Athletic Department requires your compliance against hazing or team initiations of any kind. Any coercive interactions among students, especially when such interactions make even one student uncomfortable is considered hazing and will be subject to disciplinary action. In particular, initiations-e.g. requiring students to participate in any disagreeable or unpleasant activities-are considered hazing. No hazing or initiation will be tolerated, either on or off campus and will be dealt with severely.

TRANSFER RULE

1. A student, who transfers from one secondary school to another because of a bona-fide change of residence by his/her parent/guardian, or through assignment by the Board of Education, becomes eligible to represent his/her new school immediately upon entrance (unless recruitment or transfer for athletic advantage is proven) and provided all other eligibility regulations are satisfied.
 - **DEFINITION:** A bona fide change of residence takes place when the parent/guardian moves with the student from one public high school district to another public high school district.
2. A student transferring from one secondary school to another, without a change of residence by that student's parent/guardian shall be ineligible to participate for thirty (30) calendar days from the

start of the present school's regular schedule for that sport, if that student has earned a varsity letter for said sport at the previous school.

3. A student who has not earned a varsity award in a sport at his/her previous school shall be eligible to participate immediately at any level in the sport at the new school. To prevent possible recruitment or transfer for athletic advantage, a TRANSFER WAIVER FORM must still be executed by the two schools involved and filed with the NJSIAA.

CONTEST DISQUALIFICATION

As per NJSIAA policy, an athlete who displays unsportsmanlike misconduct, physical or verbal, and is ejected from an athletic contest, will be disqualified from the next two regularly scheduled games/meets, with the exception of football, which will carry a one game disqualification. **(The school reserves the right to take further administrative action.)**

Disqualification is a judgment call by the official and the **decision is final** and may not be appealed.

A disqualified player may not be present at any contest in that sport during the period of disqualification (not present in the locker room, on the bus, on the sidelines or in the bleachers/stands before, during, or after the game).

Any player disqualified a second time during a 365-day period from the first disqualification will have the penalty doubled. On the third offense, the player will be suspended indefinitely, and must apply in writing, to the NJSIAA through the office of his/her principal for reinstatement.

Seniors who are disqualified from their last game will serve the penalty in a subsequent sports season. When seniors are disqualified from their last game of their high school careers, the school is required to take proper administrative action to discipline the offending student.

ELIGIBILITY

In order for a student to be eligible to participate in interscholastic sports it is mandatory that they have a valid physical and comply with the districts academic requirements. **AS OF FALL 2006 ALL STUDENT ATHLETES MUST SIGN OFF ON THE DISTRICT RANDOM DRUG TESTING POLICY. STUDENT ATHLETES, AS WELL AS THEIR PARENTS, WILL ALSO BE REQUIRED TO SIGN OFF ON THE STUDENT/PARENT POLICY MANUAL. NO EXCEPTIONS!**

The NJSIAA Rules and Regulations regarding eligibility are mandatory.

These academic requirements will apply to all athletes. Additional information regarding eligibility can be obtained upon request from the athletic director.

HIGH SCHOOL ELIGIBILITY REQUIREMENTS

1. The first semester everyone is eligible; the second semester only those students who have passed 13.75 credits (12.5% of the 110 credit state graduation requirement) at the close of the preceding

semester (January 31) are eligible. Full-year courses shall be equated as one-half of the total credits to be gained for the full year.

2. To be eligible for athletic competition during the second semester (February 1 to June 30) of the 9th grade or higher, a pupil must have passed the equivalent of 12 ½% of the credits (13.75) required by the State of New Jersey for Graduation (110) at the close of the preceding semester (January 31). 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

GENERAL ACADEMIC INFORMATION

Student athletes must always keep in mind that their first priority is their schoolwork. Many studies show that athletes can maintain a high level of performance in the classroom and on the field if they make effective use of their unscheduled time. If students are having difficulty in a specific subject, they are encouraged to seek extra help.

N.C.A.A. CLEARINGHOUSE

The **N.C.A.A.** ruled that beginning in 1995, no student-athlete should be considered a full academic qualifier unless he/she meets the standards. The web site for information is: www.ncaa.org.

AGE ELIGIBILITY

You cannot participate in any level of high school athletics if you have reached the age of 19 prior to September 1st of the current school year.

ATTENDANCE ELIGIBILITY

In order for a student to participate in a scheduled athletic event and/or practice, he/she must be in school for a **minimum of four afternoon sessions** on the day of the event, or the last day of school prior to a Saturday event. An excuse from a doctor or prior written approval from the athletic director or administration is the only **VALID** excuse. Excessive absenteeism, tardiness and cutting classes will not be tolerated.

ATHLETIC PHYSICALS

Student Athletes must obtain a physical card from the Athletic Office and/or Athletic Trainer and schedule an appointment to see their family physician. The physical card must be dated after June 1, 2006. Your personal physician is required to stamp, date and sign the physical card. The physical card along with the health history questionnaire must also be completed.

Any first time athletes to NHS this school year must hand in a completed physical card and health history questionnaire. If you played a fall or winter sport in the same year it is only necessary to hand in the health history questionnaire. Your physical is valid for one calendar year.

In order to participate in athletics at NHS you must have had a physical by a personal physician.

ATHLETIC INSURANCE

The Board of Education has purchased comprehensive insurance coverage from the Bollinger Insurance Company for the school year to protect all participants in interscholastic athletics against accidental bodily injury. Coverage is provided not only for athletes but also for equipment managers, band members, cheerleaders, twirlers and flag wavers.

PLEASE NOTE: This is an excess insurance policy over any other coverage you may have. Thus, **PARENTS MUST USE THEIR OWN INSURANCE FIRST.** This policy will then pick up the usual and customary expenses not covered by your own insurance, up to the limits in the policy. If you do not have insurance for medical expenses this policy becomes your primary coverage and will go into effect immediately. You will be expected to document what your personal insurance policy paid or denied before receiving any benefits under this excess insurance policy. Although this coverage is broad there are restrictions, limitations and exclusions in this policy. In many situations, medical bills may not be covered in full.

Please report any injuries immediately to your child's coach or the Athletic Director. The school will provide claim forms, but it will be the parent's responsibility to collect all medical bills and submit them to the insurance company. Questions regarding the policy coverage or about specific claims can best be answered by Bollinger – telephone 973 467 0444.

EQUIPMENT

Any and all athletic equipment issued by the school becomes the responsibility of the athlete during the season. Special care must be taken to lock all equipment in the locker room during practices and games. Athletes are provided with locks and are reminded not to bring large amounts of money to school. Also, expensive jewelry should not be worn to school and left in the locker room. Within one week of the conclusion of the season, all equipment and clean uniforms must be returned to the coaches. Any missing uniforms will be handled as a financial obligation and diplomas, report cards and/or schedules will not be given out until the uniforms are returned or a fee paid.

If an athlete quits or is removed from a team during the season, the uniform and/or any equipment that was school issued must be returned within one week of termination.

TRANSPORTATION

All student athletes must use the transportation provided by the district to away contests.

Transporting student athletes in vehicles of parents before or after a sporting event should be avoided at all times. However, if such an event cannot be avoided a signed note from the parent must be turned into the coach discussing the parents intentions. A copy of the note must be filled with the Athletic Department 24 hours prior to the said contest. Students are not allowed to leave an athletic event in personal vehicles of friends.

STUDENTS WILL NEVER BE ALLOWED TO DRIVE THEIR OWN CARS TO AN AWAY CONTEST!!!

ATHLETIC TRAINING PROGRAM

The training room is open every day at 11:00AM. Our trainer can be reached at 973 661 8995. Services include injury prevention strategies, injury assessment, taping, follow-up care and rehabilitation. We encourage athletes and parents to immediately report all injuries to the coaches and trainer no matter the type of injury.

Any athlete, who sustains an injury during a school-related activity, must report it to his /her coach IMMEDIATELY, who in turn will report it to the trainer. The trainer will be responsible for filing this information in the athletic training office. If any injury occurs outside of school, it must be reported to the coach prior to the athlete's next practice or game.

WEIGHT TRAINING PROGRAM

The fitness center at the high school is located directly below the small gym. Various teams utilize the room during the season, at the discretion of the coaches. Also, during the school year, the room will be open to those athletes not involved in a sport. During the summer months of July and August, the weight room is open for high school students in the district. A schedule of days/times is posted outside the weight room.

The room is always supervised and no student is permitted to use the room without supervision. All participants are given programs of instruction and safety procedures to develop the health and fitness of our student athletes.

SPORTSMANSHIP

Whether players or spectators, the school's reputation is dependent upon the actions of its students at an athletic event. A good spectator enjoys the contest without being a source of annoyance to those about him. A good sport accepts defeat without blaming the team or officials, a victory without deriding the opponents. Let's take pride in our sportsmanship. The NJSIAA awards an annual "Sportsmanship Banner". Earning this significant recognition remains our number one athletic goal.

Banned Substance: It is the responsibility of the Nutley Board of Education to safeguard the safety of the pupils in the schools and promote an orderly learning environment. We, therefore, must maintain that the use of drugs and unlawful possession and use of alcohol is wrong and harmful. The Board recognizes that the misuse of drugs, alcohol or steroids threatens the safety of the pupils and the orderly learning environment of the entire school community. The Nutley Board of Education is committed to the prevention of drug, alcohol and steroid abuse.

The Nutley Board of Education convened a Task Force in 2006 which, in part, conducted surveys, solicited public input from the community and parents and obtained law enforcement data. This information was obtained to gain an understanding of the current drug use among students. The Board's Task Force found there was enough information of substance use/abuse by students that additional attention is warranted.

The Nutley Board of Education recognizes that the problem of illegal drugs and alcohol use presents a continuing challenge in its schools and a clear danger to the pupil population as a whole. The district's commitment to maintaining athletics, co-curricular activities and parking in a safe and secure environment requires a clear policy and supportive programs relating to the deterrence of substance use by pupils involved in athletics and co-curricular activities.

Participation in athletics, co-curricular activities and parking on campus is a privilege. Pupil participants, by virtue of their voluntary decision to participate in these co-curricular and athletic activities, and because of their position as school leaders and role models in the school community, have a heightened responsibility to be drug and alcohol free. The district is committed to being proactive in ensuring the safety of all pupils participating in athletics, co-curricular activities and parking.

Consent with the U.S. Supreme Court Ruling, *Board of Education of Independent School District No. 92 of Pottawatomie County et al v. Earls et al.*, 536 U.S. 822 (2002) and the New Jersey Supreme Court Ruling in *Joye v. Hunterdon Central Regional High School Board of Education*, 176 N.J. 568 (2003), the Board of Education directs the Chief School Administrator to implement and conduct a program of random drug testing of pupil participants in athletics, co-curricular activities, pupils granted parking permits for on-campus parking, pupils who have violated the district substance abuse policy, and pupils who voluntarily elect to participate in the program with parental consent. Eligibility shall apply to the entire academic year. The Principal or his/her designee shall oversee the Policy and Procedure.

Design of the program shall be consistent with the Nutley Board of Education's objectives, which are as follows:

- Promote safety;
- Deter drug use, thereby countering peer pressure which may encourage indulgence;
- Promote an orderly learning environment; and
- Encourage and invite voluntary testing.

Primary emphasis in administering this program shall be directed toward deterrence and remediation rather than punishment of pupils who test positive for alcohol, non-prescribed medications, illegal drugs or their metabolites. Sanctions and corrective action shall be designed accordingly. This policy and its implementing regulations shall be made available annually, at the beginning of the school year, to all school employees, pupils and parent(s) or legal guardian(s). This Policy is NOT intended to be disciplinary or punitive in nature. No pupil shall be expelled or suspended from school as a sole result of any verified positive test conducted by the school under the Random Drug Testing Program. This Policy shall apply to all Nutley School District students in grades 9-12 who participates in any athletics, co-curricular activities, or who possess on-campus parking permit. This Policy shall also apply to all Nutley School District students in grades 6 to 12 who voluntarily elect to participate in the program with parental consent.

Definitions:

Drugs - All controlled substances designated and prohibited as stated in the Nutley School District's Substance Abuse Policy # 5530 and N.J.S.A. 23:21-2, N.J.S.A. 2A:170-25.9, N.J.S.A. 2C:35.2. For the purpose of this policy, a drug includes, but is not limited to, alcohol, amphetamines, barbiturates, benzodiazepines, cocaine, marijuana, MDMA (a/k/a Ecstasy), methadone, methamphetamine, opiates, oxycodone, PCP, anabolic steroids, tricyclic anti-depressants or any other substance which is defined as a controlled substance by New Jersey law or their metabolites.

Alcoholic Beverages - Includes beer, wine, distilled liquors and any other liquid containing alcohol.

Medications - All medications, including over the counter drugs, must be properly registered with the school nurse. N.J.S.A. 18A:40-12.4.

Activities - Any extra-curricular activities not required by the Nutley Board of Education for graduation.

Non-Negative - A drug screen that indicates the presence of metabolites and needs to be sent to the laboratory for confirmatory testing.

Confirmed Positive - A positive result from confirmatory testing at the laboratory.

STUDENT RANDOM ALCOHOL AND DRUG TESTING REGULATIONS

Testing Coordinator

- School Principals or their designees will coordinate and supervise the Random Drug and Alcohol Testing Program for students.

Eligibility for Testing - Nutley High School

- All student in Nutley High School who participate in any athletics, co-curricular activities, or school clubs, have been granted parking permits for on-campus parking, have violated the district substance abuse policy and students who elect to participate in the Random Drug and Alcohol Testing Program (Program) with parental consent will be eligible for the random drug testing pool (Testing Pool).
- For the High School, the Consent to Test Form must be submitted to the appropriate coach, advisor, or testing coordinator for parking permits and volunteers for the program.
- Student athletes at the high school must submit Consent to Test Forms on or before the first day they participate in practice. Failure to do so will result in ineligibility for athletic participation until the form is submitted. The Director of Athletics will oversee the collection of Consent to Test Forms by coaches.
- Students involved in co-curricular activities or school clubs must submit the Consent to Test Form no later than their attendance at a second meeting of the club or activity. Failure to do so will result in ineligibility for participating in the club or activity.
- Students who are granted a parking permit for on-campus parking must submit the Consent to Test Form prior to the first day of parking. Failure to do so will result in ineligibility for parking on campus.
- Students who have violated the District Substance Abuse Policy will be required to submit a Consent to Test Form prior to their return to school following suspension. Failure to do so will result in the student being deemed in violation of the District Substance Abuse Policy #5530.
- Students who volunteer to participate in the Program shall be allowed to enter the Testing Pool at any time once they submit a Consent to Test Form.
- Students remain eligible for random drug testing from the date the Consent to Test Form is turned in through an entire calendar year, whether or not they have previously tested or are currently participating in athletics or co-curricular activities at the time they might be randomly selected for a drug test. In the event that a student eligible for random alcohol and drug testing ceases to participate or withdraws from all athletics, co-curricular activities or school clubs, or student parking, he or she has the opportunity

to submit to the Principal or administrative designee an Activity Drop Form. This Activity Drop Form shall remain in effect for a minimum of one calendar year, with a built-in fifteen (15) day grace period for reconsideration. In order for a student's withdrawal to be effective and thereby remove him or her from the Testing Pool, the Activity Drop Form must be signed by both the student and a parent/guardian.

- Students who volunteer to be part of the testing pool may opt out of the program by submitting a drop form signed by the student and parent(s)/guardian(s).
- The district will test approximately 20% of the total number of students in the Testing Pool annually.

Testing Procedures

- A confidential testing schedule will be created by the administration prior to the initiation of the program to ensure that the testing of eligible students is conducted in a manner that is random.
- Testing will only occur on student contact days during the academic year.
- Selection of eligible students for testing will be conducted in a purely and entirely random basis, which will be carried out as follows:
 - The students eligible for testing will be assigned random identification numbers in order to maintain confidentiality and to ensure the integrity of the randomness of the testing program.
 - Periodically, the testing coordinator will arrange for the random selection of ID tags assigned to members of the Testing Pool.
 - The testing coordinator or designee will notify the individuals selected for testing (Participants) and escort the Participants to a secure testing site in the Nurse's Office or other bathroom facility in the building.
 - The Testing Site will have a secured bathroom that will maximize the privacy of the participant and ensure the integrity of the sample collection process. Water sources shall be turned off and toilet water will be blued to prevent adulteration of test specimens.
 - In the event of a student absence, an alternate selection will be made from the testing pool.
 - The names and/or any other personally identifiable information of the Participant will remain confidential.

Collection of Samples

- All aspects of the Program, including the taking of specimens, will be conducted so as to safeguard any and all personal and/or privacy rights of the Participant to the maximum extent possible. The Policy treats a participant's test results as a confidential health record pursuant to both federal and state regulations. 42 C.F.R., 2.1 and 2.2;

N.J.A.C. 6A: 16-1.5. As such, any information obtained by the Program which would identify the Participant as a drug or alcohol user may be disclosed only for those purposes and under those conditions permitted by federal regulations in accordance with 42 C.F.R. - Part II. No testing record of any Participant will be used to initiate or substantiate any criminal charges against a Participant or to conduct any investigation of him or her, and the district shall not share Participant's individual test results with law enforcement authorities.

- Any information transmitted to an approved outside agency for testing or processing will not contain any personally identifiable information of the Participant. The approved outside agency will consult with and guide the school nurse in the collection of specimens in accordance with federal Substance Abuse and Mental Health Services Administration (SAMHSA) standards.
- In administering the Program, the district will test for the presence of certain substances that may include, but are not limited to the following substances or their metabolites: alcohol, amphetamines, barbiturates, benzodiazepines, cocaine, marijuana, MDMA (a/k/a Ecstasy), methadone, methamphetamines, opiates, oxycodone, PCP, anabolic steroids, tricyclic anti-depressants, and/or any other substance defined as a “controlled substance” by either New Jersey or Federal law.
- The Participant shall submit a urine and/or saliva screen according to the Consent to Test Form.
- The Participant shall complete a specimen control form that bears the assigned identification number. Only designated school personnel shall know the assigned number for each participant.
- The Test Administrator will collect specimens from the selected student and conduct an initial on-site test on the specimen. If the specimen produced is determined to be a “non-negative”, the specimen will be forwarded to a licensed laboratory for confirmatory testing. Any information transmitted to a licensed laboratory for testing or processing will not contain any personally identifiable information of the Participant.
- Any attempt by a Participant to tamper with the specimen collection process will deem and constitute the specimen as positive.
- Refusal of a Participant to provide a sample will be interpreted as a positive result.
- All efforts will be made to minimize the instructional impact of testing and to maintain the confidentiality and privacy rights of Participants. All urine testing will be conducted in a closed-door restroom without direct observation by adult monitors.

Notification of Testing and Testing Results

- A courtesy call will be made to contact the parent(s) or guardian(s) of students selected for testing prior to the testing procedure.

- The parent(s) or guardian(s) of students selected for testing will receive a phone call or message following a Participant's completion of the Testing Process with information concerning the preliminary results.
- Where a Participant's test is confirmed positive, the Participant's parent(s) or guardian(s) will be contacted directly by a Medical Review Officer (MRO) to conduct a consultation. The consultation will address the reasons for the positive test and a decision will be made by the MRO regarding the legitimacy, validity, or accuracy of a positive test. The MRO will determine if that substance has been taken pursuant to a legal prescription.
- Results of the Participant's test confirmed by the MRO will be provided to the designated personnel within twenty-four (24) hours of the MRO's consultation with the Participant and his or her parent(s) or guardian(s).
- Participants' test results will be kept in confidential files separate and apart from his or her other educational records, and shall be disclosed only to those personnel who have a need to be informed regarding the result of the test in order to implement or oversee implementation of the Program or the consequences of violating the policy. Student drug testing information resulting from the Program will not be turned over to any law enforcement authorities except under circumstances in which the district is legally compelled to surrender or disclose such test results. N.J.A.C. 6A:16-3.2.
- The district respects the privacy of its students and shall maintain confidentiality regarding any alcohol and drug testing for this Program. The results will only be released to parent(s) or guardian(s) of the student and the SAC (Student Assistance Counselor). All records and subsequent actions shall be kept in a file separate from the student's regular file. The district personnel will not release records of drug and alcohol tests or any resulting action to anyone other than the pupil and/or his/her parent/guardian without the written authorization from the pupil and/or his/her parent guardian in accordance with 42. C.F.R. - Part II.

Consequences

- Consequences will result from the following:
 - A confirmed positive alcohol or drug test,
 - Refusal to participate in testing when selected, and/or
 - Tampering with the specimen collection process.
- Students will be ineligible for participation in any athletics, co-curricular activities, or school clubs, or parking on campus unless they complete the Random Drug and Alcohol Testing Program: Consent to Test Form.

Consequences of a Confirmed Positive - Nutley High School

- The Principal or designee will contact the parent(s) or guardian(s) to remove the student from school and make arrangements for the mandatory medical examination pursuant to N.J.A.C. 18A:40A-12 and N.J.A.C. 6A:16-4.3.
- The Participant will be removed from any athletics, co-curricular activities, or school clubs as well as have his/her parking permit revoked for a minimum period of one (1) week.

- The Participant shall have a minimum of six (6) visits with the Student Assistance Counselor (SAC), one of which must occur within the week immediately following the confirmed positive test.
- The Participant shall attend an Early Intervention Program. If one is not available in school, the Participant shall attend at an agency approved by the Department of Health and Senior Services as an appropriate substance abuse treatment center. The Participant must enter an approved program within one (1) week of the receipt of the confirmed positive test result.
- The parent(s)/guardian(s) are responsible for the cost of the treatment program.
- In accordance with N.J.A.C. 18A:40A-12 and N.J.A.C. 6A:16-4.3, the Participant must be evaluated by a physician before returning to school and a written report must be furnished to the school district certifying that substance use no longer interferes with the student's mental or physical ability to participate in school.
- The Participant must submit a negative drug test prior to returning to any athletics, co-curricular activities, or school clubs as well as before having his or her parking permit reinstated.
- If the Participant submits a confirmed positive drug test a second time, the Participant will forfeit the privilege of participation in any athletics, co-curricular activities, or school clubs as well as having his/her parking permit revoked for a minimum of thirty (30) consecutive school days.
- A Participant who submits a confirmed positive drug test a second time must participate in a substance abuse evaluation and follow any recommendations made by the evaluator. This evaluation must be performed by a substance abuse professional approved by the Department of Health and Senior Services or Department of Education as an appropriate substance abuse treatment provider.
- A Participant who submits a confirmed positive drug test a third time must participate in a substance abuse evaluation and follow any recommendations made by the evaluator. This evaluation must be performed by a substance abuse professional approved by the Department of Health and Senior Services or Department of Education as an appropriate substance abuse treatment provider. The Participant will forfeit the privilege of participation in any athletics, co-curricular activities, or school clubs as well as have his/her parking permit revoked for a minimum period of one (1) calendar year.
- Failure to follow through on procedures as set forth herein will result in Participant being deemed ineligible for any athletics, co-curricular activities or school clubs, or parking on campus.

CODE OF BEHAVIOR FOR ATHLETIC EVENTS

October, 2002, Governor McGreevy signed an "Athletic Code of Conduct" (N.J.S.A. 5:17-2) into law. The following is Nutley's code:

1. Enthusiastically encourage your own team.

2. Refrain from abusive or irritating remarks and booing.
3. Accept the decisions of officials with good grace.
4. Protect the safety and comfort of the players or spectators. Don't throw objects, use noisemakers, signs or banners.
5. Any person obviously and intentionally violating the letter or spirit of the code will be subject to ejection from the contest and may not be allowed to attend further athletic contests. Remember that it is a privilege to attend high school athletic contests. Negative behavior will not be tolerated.

PLAYERS

Good sportsmanship is the mark of the good player:

- Do not swear or fight
- Use self control
- Do nothing which will bring discredit to your school
- Win graciously; lose without alibi
- Accept officials' judgment without question
- Give the best that is in you for your team and school
- Avoid any reference to the color, creed, or nationality of your opponents
- All team cheering should be positive with no intimidating or demeaning chants, gestures, etc.
- All players must follow the Code of Behavior for Athletic Contests

SPECTATORS

Spectators have an important role in the success of an athletic program. If the program is going to be successful, spectators must encourage good sportsmanship, courteous treatment of visitors and absolute fairness under all conditions. It is important that spectators remember this important rule:

**The Players Play the Game
The Coaches Coach the Game
The Officials Officiate the Game
And-The Fans enjoy the Game.**

PLEASE CONCENTRATE ON YOUR AREA OF THE GAME!

PARENT/COACH RELATIONSHIP

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the others and provide greater benefit to children. As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

1. Communication you should expect from your child's coach

- a. Expectations the coach has for your child as well as all the players on the squad
- b. Locations and times of all practices and contests
- c. Team requirements-school and team rules, special equipment, off-season expectations
- d. Procedure to be followed should your child be injured during participation

- e. Discipline that results in the denial of your child's participation

2. Communication coaches expect from players

- a. Notification of any schedule conflicts well in advance.
- b. Specific concerns in regard to a coach's philosophy and/or expectations.

As your children become involved in the programs at NHS, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times discussion with the coach is encouraged.

3. Appropriate concerns to discuss with coaches

- a. The treatment of your child, mentally and physically.
- b. Ways to help your child improve.
- c. Concerns about your child's behavior.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things, such as those following must be left to the discretion of the coach.

4. Issues not appropriate to discuss with coaches

- a. Playing time
- b. Team strategy
- c. Play calling
- d. Other student-athletes

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

- Call to set up an appointment.
- The NHS Athletic Department telephone number is 973 661 8850.
- Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.
- If the meeting with the coach does not provide a satisfactory resolution...call and set up an appointment with the Director of Athletics to further discuss the situation.

Since research indicates a student involved in co-curricular activities has a greater chance for success during adulthood, these programs have been established. Many of the character traits required to be a successful participant are exactly those that will promote a successful life after high school. We hope the information provided within this pamphlet makes both your child's and your experience with the DHS Athletic program less stressful and more enjoyable.

PARENTS CODE OF CONDUCT

- I will encourage good sportsmanship by being a positive role model
- I will try my best to make athletics a positive experience for everyone involved
- I will insist my athlete treat other players, coaches, officials, and fans with respect
- I will reinforce the school's drug and alcohol free policies
- I will do my best to understand and appreciate the rules of the contest
- I will show appreciation for outstanding plays by either team
- I will help my child learn that success is measured by the development of skills, not winning or losing.
- If I have a concern, I will talk to the coach at the appropriate time and place...never before, during or immediately after a contest.
- I will do my best to remember that my ticket to a school athletic event provides me with the privilege of observing the contest, not berating officials, coaches, or players.

AWARDS

Three times during the year an athletic awards program is held in the evening in order to recognize the achievements of all athletes who have completed their individual sports season. Letters, certificates and/or pins are presented along with individual awards and honors.

CRITERIA

The coach shall recommend the members of the team who have met the requirements for an athletic award. Any and all awards will be made only if, in the judgment of the awarding coach, the student's performance has merited the award. Coaches, in consultation with the Athletic Director, will reserve the right to waive specific criteria in cases of injury/special situations.