Westbrook Public Schools
Department of Athletics
Parent & Student-Athlete Handbook

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Mission Statement

The Westbrook Public Schools, in partnership with families and the community, is committed to preparing independent, responsible, lifelong learners, and problem solvers capable of succeeding in and contributing to a diverse and dynamic society.

Athletic Philosophy

The Westbrook Public Schools believe that the opportunity for participation in a variety of athletic activities is a vital part of the student-athlete's educational experience which is complementary to the basic mission of our schools. The interscholastic athletic program enhances the total education of the student-athlete who participates in our athletic programs. Our athletic program strives to develop the physical, mental, and emotional needs of the student-athlete by providing the opportunity to develop **core values** and attitudes that will be of benefit in later life.

Student-athletes will learn about physical fitness, self-discipline, self-sacrifice, putting team before self, the pursuit of a goal, and respect for others. Westbrook student-athletes will strive for success in competition and learn how to accept the results of their best efforts with dignity and grace.

These opportunities will be available, providing the prospective student-athlete is eager to play and able to play at the standard required for that team, works hard at practice, and is willing to follow the school rules, regulations, and meet academic standards. Participation on an interscholastic athletic team for Westbrook Public Schools is a privilege, not a right, and carries with it responsibilities and an understanding of conduct that must be adhered to at all times.

Expectations of Coaches

1. Provide the student-athlete an opportunity to develop the skills needed to excel in the sport or sports of choice.
2. Provide a healthy environment that promotes good health and attitudes.
3. Provide an opportunity for the student-athlete to learn and practice self-discipline, cooperation, sportsmanship, commitment, dedication, and appreciation for the abilities of others.
4. Encourage the student-athlete to recognize the importance of good scholarship.
5. Assist in developing a school spirit and loyalty within a positive environment of competition.
6. Encourage the enjoyment of athletic participation while instilling the desire to put forth his/her best efforts.

7. Develop within participants an understanding of athletics as a privilege within the school structure and that privilege comes with a series of responsibilities that one must expect and meet.
8. Provide an opportunity for participants to place group or team needs above self-interests.
9. Foster student-athlete development through sub-varsity programs that promote participation.
10. Help student-athletes create an appropriate balance between academics, athletics, and other interests.

Expectation of Student-Athletes

1. Treat other members of the school community with proper respect and take pride in maintaining the quality of the facilities and equipment available to them.
2. Attend all practices and contests unless he/she is absent from school or has received permission from the coach to miss the activity. This includes any vacation or weekend activities.
3. Be on time and prepared for all practices and games.
4. Come in the proper physical condition necessary for that sport.
5. Maintain the best academic standing that he/she is capable of attaining.
6. Exhibit qualities of good sportsmanship at all times. Be gracious in victory and dignified in defeat.
7. Adhere to all rules established by Westbrook High School or Middle School and the Athletic Department.
8. Accept and respect the coach's authority and accept that personal desires may need to be placed below the objectives of the team. Loyalty to the team and acceptance of the importance of placing the team above aspirations are essential.
9. Develop good practice and game habits in an effort to enhance your skills and maximize your ability.
10. Promote a positive team environment through encouragement of your teammates and concern for others.
11. Learn and abide by the rules of your sport.

Expectation of Parents

1. Make sure your children know that win or lose, you love them and appreciate their efforts and are not disappointed with them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
2. Try your best to be completely honest about your child's athletic capability, competitive attitude, sportsmanship, and actual skill level. Teach them the thrill of competition, to be "out there trying," and to work hard to improve their skills and attitudes.
3. Help them to develop the feel for competing, for trying hard, and having fun.

4. Treat players, coaches, and officials with the utmost respect at all times. Be a role model (gracious in victory and accept defeat with dignity, displaying emotional maturity).
5. Encourage your child to develop good practice and game habits in an effort to continue improving their skills.
6. Foster good sleeping and eating habits at home.
7. Accept and respect the coach's authority. Get to know the coach so you are assured that the philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his/her leadership.
8. Don't compare the skill, courage, or attitudes of your child with other members of the team.
9. Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.
10. Use positive encouragement to increase confidence and build self-esteem in your children and foster respect and appreciation for the sport. Stress the importance of team play over personal statistics and recognition.
11. Support, not compete, with the coach. By the nature of the position, coaches are required to make numerous, rapid, and often difficult decisions that impact individuals and the total team.
12. Help your child to recognize and honor commitments.

Sports Specialization

Specialization in one sport to the exclusion of others is contrary to the philosophy of the Westbrook Public Schools Department of Athletics and is highly discouraged by the administration and coaches. The greatest possible personal growth of the student-athlete is best served by a varied program of athletics, which keeps program perspective on the total development of the individual. As a school with a small enrollment, it is to the benefit of the athletic program that we develop the highest number of multi-sport student-athletes as possible.

DESCRIPTION OF PROGRAMS

Varsity Athletics

The varsity athletic program at Westbrook High School is highly competitive. Team selection is based upon those student-athletes who try out for the team and are judged to have the talent and potential to help those teams achieve their goals. The varsity teams compete in the Shoreline Conference and against non-conference opponents that support programs of equally talented student-athletes. The goal of varsity athletics is to refine the skills and performance of the team and student-athletes in an attempt to achieve peak performance and to provide Westbrook teams with the best possible opportunity for growth and development as a team and an individual.

Junior Varsity Athletics

The purpose of junior varsity athletics at Westbrook High School is to provide a developmental and competitive environment for those student-athletes who were not selected for the varsity squad. Junior varsity athletics provides the student-athlete the opportunity to gain valuable experience, knowledge, and skill required for varsity competition. At times, junior varsity

student-athletes may be asked to participate in a varsity contest by the head coach. An invitation to play in a varsity contest should not be construed as a permanent move to the varsity squad. Seniors are not eligible to compete on teams at this level.

Freshman Athletics

Freshman athletic programs at Westbrook High School allow 9th grade student-athletes the valuable opportunity of playing time and exposure to the expectations of the high school program. The goal of the freshman athletics program is to allow as many opportunities as reasonably possible for 9th graders to be introduced to the commitment of high school athletics. Due to the size of our school and those of our member conference schools, freshman athletic programs only run when participation numbers allow and fellow conference schools demonstrate the need and ability to field a freshman team.

Middle School Athletics

Athletic programs at Westbrook Middle School are designed to provide opportunity and participation for middle school student-athletes as facilities and supervision will reasonably and safely allow. Through the combination of intramural programs, interscholastic programs, and clinic days, it is the goal of the middle school athletic program to provide broad-ranged lifetime activities that increase skill level, enhance self-esteem, and develop and prepare student-athletes for future athletic endeavors.

K – 4 Athletics

The Town of Westbrook, through its Park and Recreation Department and various youth sports organizations, provides diversified opportunities for Westbrook youth to enjoy the positive aspects of participating on a team and learning a sport. It is the goal of the Westbrook Public Schools Department of Athletics, through its Athletics Community Outreach initiatives, to teach as many student-athletes as possible about the positive aspects of athletics. The K-4 environment is the school district's first opportunity to reinforce the aspects of character that athletic participation provides. Student-athletes at the high school level will work with the student-athletes in K-4 grade levels to reinforce the importance of family, academics, community, team, and self.

WESTBROOK INTERSCHOLASTIC ATHLETIC TEAMS

WESTBROOK HIGH SCHOOL

FALL	WINTER	SPRING
Field Hockey: JV, V	Basketball, Boys: F, JV, V	Baseball: JV, V
Soccer, Boys: JV, V	Basketball, Girls: JV, V	Softball: JV, V
Soccer, Girls: JV, V	Indoor Track, Boys: JV, V	Outdoor Track & Field, Boys: JV, V
Fall Cheerleading (MSW Co-Op): V	Indoor Track, Girls: JV, V	Outdoor Track & Field, Girls: JV, V
Football (MSW Co-Op): JV, V	Winter Cheerleading (OSW Co-Op): V	Tennis, Boys: JV, V
Unified Sports	Unified Sports	Tennis, Girls: JV, V
		Unified Sports

HIGH SCHOOL SPORTS TEAM DESCRIPTIONS

Baseball: Season runs late March through June. Competitive program. Previous experience is recommended. Tryouts are required. Practices and games are scheduled during April vacation.
Basketball (Boys): Season runs after Thanksgiving break through March. Competitive program. Tryouts are required. Games and practices are scheduled over Christmas and February vacations.
Basketball (Girls): Season runs after Thanksgiving break through March. Competitive program. Tryouts are required. Practices and games are scheduled over Christmas and February vacations.
Cheerleading – Fall (MSW) Co-op with Morgan and Old Saybrook: Fall season runs from the end of August through November and practices are held at Morgan HS. Cuts are made.
Cheerleading – Winter (OSW) Co-op with Old Saybrook: Winter season runs December through March. Tryouts are in November and games are scheduled during vacation periods. Winter season also has a competition season and practices are held at Westbrook HS.
Field Hockey: Season runs from late August through November. Competitive program. Tryouts are required. Previous experience is highly recommended.
Football (MSW) Co-Op with Morgan and Old Saybrook: Conditioning begins third week of August. Regular season concludes on Thanksgiving Day. No previous experience is necessary. Co-op team with Old Saybrook. Practices and home games at The Morgan School.
Indoor Track (Boys): Season runs December through February. No experience necessary.
Indoor Track (Girls): Season runs December through February. No experience necessary.
Soccer (Boys): Season runs late August through November. Competitive program. Tryouts are required. Previous experience is highly recommended.
Soccer (Girls): Season runs late August through November. Competitive program. Tryouts are required. Previous experience is highly recommended.
Softball: Season runs late March through June. Competitive program. Previous experience is recommended. Tryouts are required. Practices and games are scheduled during April vacation.
Tennis (Boys): Season runs late March through June. Competitive program. Previous experience is strongly recommended. Tryouts are required. Practice and games are scheduled during April vacation.
Tennis (Girls): Season runs late March through June. Competitive program. Previous experience is strongly recommended. Tryouts are required. Practice and games are scheduled during April vacation.
Outdoor Track (Boys): Season runs late March through June. No previous experience is necessary. Practice and meets are scheduled during April vacation.
Outdoor Track (Girls): Season runs late March through June. No previous experience is necessary. Practice and meets are scheduled during April vacation.

WESTBROOK MIDDLE SCHOOL INTERSCHOLASTIC TEAMS

(Grades 6 -8, Open to 5th graders for designated Clinic Days)

FALL	WINTER	SPRING
Field Hockey	Basketball, Boys	Baseball
Soccer, Boys	Basketball, Girls	Softball
Soccer, Girls		

WESTBROOK MIDDLE SCHOOL INTRAMURALS

(Grades 5 – 8)

FALL	WINTER	SPRING
Tennis: Co-ed		Floor Hockey: Co-ed
Basketball: Co-ed		Track & Field: Co-ed

MIDDLE SCHOOL SPORTS TEAM DESCRIPTIONS

Baseball: Season runs late March through June. Competitive program. Tryouts are required. Previous experience is recommended.

Basketball (Boys): Season runs after Thanksgiving break through February. Competitive program. Tryouts are required and take place before Thanksgiving.

Basketball (Girls): Season runs week before Thanksgiving through February. Competitive program. Tryouts are required and take place before Thanksgiving.

Basketball (Intramurals): Sessions are run for both boys and girls. The program begins at the conclusion of the fall sports season (October) and runs through mid December. Meets twice per week.

Field Hockey: The season runs from September through November. Competitive program. Tryouts are required.

Floor Hockey (Intramurals): Season runs late February through March. Meets twice per week.

Outdoor Track & Field (intramural): The season runs April through May. Meets two times per week and two or three low-key meets with other schools are scheduled to expose student-athletes to a track meet experience and to provide real event experience.

Soccer (Boys): Season runs September through November. Competitive program. Tryouts are required. Previous experience is highly recommended.

Soccer (Girls): Season runs September through November. Competitive program. Tryouts are required. Previous experience is highly recommended.

Softball: Season runs April through June. Competitive program. Tryouts are required. Previous experience is highly recommended.

Tennis (Intramurals): Season runs mid-September through November. Meets twice per week.

Affiliations

The **National Federation of State High School Associations (NFHS)** is the national governing body of high school sports. This organization provides the rules for all sports, in addition to other organizational functions for all involved with interscholastic athletics.

Connecticut Interscholastic Athletic Conference (CIAC) governs high school sports in the state of Connecticut and is responsible for all state tournament competition, eligibility of student-athletes, seasonal limitations, and other organizational functions.

Shoreline Interscholastic Athletic Conference (SLIAC) is the local conference of which Westbrook is a member. The league establishes league schedules for each level of competition. It provides recognition programs for the outstanding players and teams in the league. The league also performs other organizational functions affecting league play.

The Shoreline Interscholastic Athletic Conference is made up of the following schools:

- Coginchaug (Durham)
- Cromwell
- East Hampton
- Haddam-Killingworth
- Hale Ray (Moodus)
- Morgan (Clinton)
- North Branford
- Old Lyme
- Old Saybrook
- Portland
- Valley Regional (Deep River)
- Westbrook

Participation Requirements

1. A **physical examination** is required. The school form must be completed by a physician and submitted to the school prior to participation. This form will be kept on file in the office of the school nurse. The physical covers the student-athlete for 13 months. A coach cannot allow a student-athlete to practice without confirmation of an updated physical from the school nurse.

2. A parent/guardian with his/her student-athlete must complete the **online registration process through Family ID** using the parent/guardian username and password. Instructions for online athletics registration for the high school and middle school are available on the athletics website by school under the resources tab. Notification for athletics registration will be electronically sent to families via School Messenger as well as be posted on each school's athletic webpage 4-6 weeks prior to the start of the athletic season.

CIAC Eligibility Regulations

(Westbrook High School Student Athletes)

Eligibility and Academic Requirements

- During the season, in order to represent your school, you must be a bona fide student-athlete and meet all CIAC eligibility requirements, including the school's academic requirements.
- Student-athletes at all levels of play (e.g. freshman, junior varsity, and varsity) must conform to all CIAC eligibility rules.
- Eligibility for fall sports is determined by the number of credits received toward graduation at the close of the previous school year, not the fourth marking period grades. You must have received credit in at least four Carnegie units of work for which you did not previously receive credit to be eligible for fall sports participation. This may include credits earned during the summer. Thereafter, marking period grades, not semester grades, are used to determine eligibility. You must take and earn passing grades in at least four quarter Carnegie units and meet the academic requirements of your school to achieve eligibility. For additional information on academic eligibility, consult your athletic director, guidance counselor, or school principal. Also, see Appendix B in the CIAC Handbook for additional information on eligibility.
- Scholastic failures may not be made up for eligibility purposes in any manner until the next report period when grades are distributed. Scholastic incompletes must be made up within ten (10) school days following the date that student-athlete eligibility was

determined for that marking period. Year end failures may be made up through successful completion of local school system approved summer school courses in the courses failed.

- First time ninth grade student-athletes will automatically be eligible for the first marking period.
- You have eight consecutive semesters, or four consecutive years of eligibility, from the date of initial entry into ninth grade. You may not participate in a specific school sport for more than four seasons in grades 9-12.
- Student-athlete eligibility is determined on the date that grades are officially distributed to all student-athletes or on the fourteenth calendar day following the end of a marking period, whichever comes first. You are responsible for knowing your school's eligibility policy, which may be different than the minimum policy established by the CIAC. Contact your athletic director or principal if you have questions on your school's eligibility policy.

In-Season Rules

- You are not permitted to start a sport during a season in which your twentieth (20) birthday falls. The season is from the first allowable play date until the posted date of the state championship in that sport.
- You are permitted to receive individual lessons during the season from someone other than your coach.
- Student-athletes may not switch from one school team to another after the first scheduled contest in that sport.
- During the high school season, starting with the first scheduled contest through the CIAC and New England tournaments, you may not practice or play with an outside team in the same sport. If you are a member of a golf, swimming, gymnastics, track and field, or tennis team, refer to the CIAC Handbook for exceptions to this rule. Direct any questions related to outside participation to your athletic director or high school principal.
- Never participate in any activity in the same sport during your sport season without first consulting with your athletic director or principal to avoid violating CIAC rules. Participation in college auditions and student-athlete clinics is permissible under certain conditions. Check the CIAC Handbook for more information and always consult your athletic director or principal for additional information.
- Parent and student-athlete signed consent form regarding concussion and sudden cardiac arrest is a requirement before the season begins.
- You are not permitted to participate in an all-star game until the end of the season as defined by the CIAC.

Outside the Season Rules

Generally, student-athletes are permitted to participate in any activity or sport they wish to during the off season without being in violation of CIAC Rules. There are a few limitations for participation in camps, clinics, or other organized activities when your coach or school is involved that you should be aware of.

A. Camps – Out of Season

You may attend camps which teach the skills of your sport. The following are some restrictions related to off-season camps:

- Attendance must be during non-school time.
- You may not wear a school uniform or use equipment that identifies your school.
- The school may not organize, supervise, or operate the camp.
- A booster club may finance camp expenses if it is financially independent of the school and the school does not control and/or administer those funds.
- Your school or coaches may not finance your camp expenses.
- If your coach is involved in any way with the camp, he/she may not have contact with you for more than ten (10) days.
- Your coach may not coach or instruct his/her team as an exclusive team unit.
- No more than ten percent (10%) of those attending the camp may be from your school if your coach is involved.

B. Student-athlete Clinics – Out of Season

- You may attend a student-athlete clinic in which you will physically participate.
- The clinic must be during non-school time.
- You may not wear a school uniform or use equipment that identifies the school.
- The clinic may not be organized or supervised by your coach or school.
- You may attend one day clinics unless permission is granted by the CIAC to attend a multi-day clinic.
- You are permitted to be involved in a sport-specific conditioning program anytime throughout the year.
- You may not receive coaching or instruction in your sport techniques in a conditioning program, and equipment (balls, bats, etc.) used in your sport may not be utilized. Mandatory attendance is not permitted.

C. Lessons – Out of Season

Student-athletes may receive individual lessons in the off season but not from their high school coach(s) unless the coach is a bona fide paid employee of a summer country club where the sports of tennis, swimming, golf, and/or gymnastics are offered and you and/or your family are members of the club. Check with your athletic director to be sure.

Athletic Participation at Schools of Choice

Student-athletes who attend a state of Connecticut Public School of Choice that does not have any sport programs will be allowed to return to the school to which they would otherwise attend (home school) providing the "home school" will allow such participation. Student-athletes who attend a public school of choice that offers a sports program, regardless of how limited, will only be allowed to participate in athletics at the school they attend. Student-athletes attending a choice school must meet the same eligibility requirements as all other student-athletes.

Transfer Rule

If you are planning to transfer from one CIAC member school to another, please discuss your pending transfer with your school principal and/or your athletic director prior to the move so you and your family understand the possible implications for your athletic eligibility.

- Student-athletes who transfer from one member school to another at the end of grade nine will be immediately eligible at their new school providing they are otherwise eligible.
- Student-athletes who transfer in grades 10-12 with a corresponding change of legal address to a new school district and are residing with their parent(s) or legal guardian will be immediately eligible providing they are otherwise eligible.
- If you transfer from one member school to another in grades 10-12 without a corresponding change of legal address, you may be subject to a 50% sit-out in the sport you played at your previous school that you wish to play at your new school. Check with your athletic director to see if this rule will apply to your transfer.
- If you transfer from one member school to another for athletic reasons you will be subject to a one year restriction on playing in the sport(s) you played the previous year.

Amateur Status

To remain an amateur and eligible for CIAC competition, you may not participate at any time under an assumed name, and any prizes won must be symbolic in nature. Jackets, sweaters, trophies, and rings or watches are permitted; savings bonds or cash are not. Refer to the CIAC Handbook for further information on amateurism.

Performance Enhancing Supplements

There are severe penalties for the use of anabolic steroids and other performance-enhancing supplements. Refer to the CIAC Handbook for more information on this topic.

Concussion Education Requirements
CIAC member schools are required to educate all student-athletes and parents on the signs and symptoms of concussion and return-to-play requirements. Prior to participation in any CIAC sponsored sport, athlete and parent must sign an informed consent form that will be provided by the school. The sign off attests that the student-athlete and parent(s) are aware of the signs and symptoms of concussions and return-to-play requirements once a concussion is suspected. This is part of your online athletics registration process through Family ID.

Recruitment
Recruitment or attempted recruitment of student-athletes for athletic purposes, regardless of residence, is a gross violation of the spirit and philosophy of CIAC rules and is expressly forbidden. Student-athletes and/or families who allow themselves to be recruited by a member school will be declared permanently ineligible at the school to which he/she has been recruited and may be declared ineligible for interscholastic competition for up to one year at any other school. Using undue influence via direct or indirect communication by anyone associated with a school in an attempt to encourage your enrollment in another school is prohibited. Examples are:

- Arranging any kind of contact with you for the purpose of encouraging your enrollment in another school.
- Visiting or entertaining you or a member of your family with the intent of encouraging your enrollment in another school.
- Providing transportation to you or a family member with the intent of encouraging your enrollment in another school.
- No representative of another school is permitted to encourage your enrollment in that school or a different school.
- Any contact you would have with someone trying to encourage you to enroll in a different school is not permitted.
- Any questions or concerns that you have related to recruitment should be addressed with your athletic director or principal. Additional information on recruitment is available in the CIAC Handbook.

Academic Requirements for Participation

WESTBROOK HIGH SCHOOL:
In addition to the academic regulations set by the CIAC (see appendix Rules of Eligibility), the student-athlete must also meet Westbrook High Schools academic regulations. Academic eligibility will be determined from the report card (marking period grades) immediately preceding the contest.

1. The student-athlete must be not failing more than one course for that marking period.

2. If the student-athlete fails more than one course and does not pass four units of work, the student-athlete is CIAC ineligible and may not be a part of the team for the remainder of the quarter.

3. If the student-athlete fails more than one course but does pass four units of work, the student-athlete is ineligible to participate in a game until progress reports are handed out at which time eligibility will be reevaluated. If the student-athlete is failing no more than one course and meets all CIAC requirements, the student-athlete then has full eligibility to participate restored. If the student-athlete has two or more failing progress reports, the student-athlete is ineligible for the remainder of the quarter. It is up to the discretion of the coach to keep a player on the team that becomes ineligible in this manner. If the coach keeps the player on the team, the player may practice with the team during the period of ineligibility.

4. It is important for the student-athlete to realize that incompletes must be counted as failing grades until all work is made up and a grade is submitted to the high school office from that course. A student-athlete is allowed ten days to make up all incomplete work for eligibility purposes.

WESTBROOK MIDDLE SCHOOL:
Academic Eligibility for Westbrook Middle School Athletics Participation:
Student-athletes must be in good academic standing to participate in a sport. A failing grade in any two subjects will prohibit this participation.

Criteria for Eligibility to Participate in WMS Athletics Programs

- **Fall Sports:**
  Everyone starts as eligible at the middle school.
  Student-athletes' grades are monitored every two weeks. If a student-athlete displays two failing grades in the core subjects, the student-athlete is ineligible for games and in lieu of attending team practices, must attend Homework Club and schedule extra help after school with a teacher for the minimum of two weeks or until the grades are of passing status.

- **Winter Sports:**
  Student-athletes are not eligible to try out if they failed two or more core subjects on their first quarter report card.
  Student-athletes' grades are monitored every two weeks. If a student-athlete displays two failing grades, the student-athlete is ineligible for games and in lieu of attending team practices, must attend Homework Club for the minimum of two weeks, schedule extra help after school with a teacher, and use the basketball team monitor room to do homework or until the grades are of passing status.

- **Spring Sports:**
  Student-athletes are not eligible to try out if they failed two or more core subjects on their third quarter report card.
  Student-athletes' grades are monitored every two weeks. If a student-athlete displays two failing grades in the core subjects, the student-athlete is ineligible for games and in lieu of attending team practices, must attend Homework Club and schedule extra help after school with a teacher for the minimum of two weeks or until the grades are of passing status.

Family ID Sign Up Information

We are excited to announce that we are now offering the convenience of online registration through FamilyID (www.familyid.com), which is now part of the ArbiterSports (www.arbitersports.com) family!

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our programs and helps us to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs.

Registration Process

A Parent/Guardian should register by clicking on the link below.

https://www.familyid.com/westbrook-athletics

Registering as a new user on FamilyID is simple. Follow these steps:

First, create and activate your FamilyID account.

1. If you have not already done so, create a FamilyID account here.
2. After you sign up for an account, please check your inbox for an Activation Email from FamilyID. You'll need to click the link in that email to activate your account.
3. Once you have activated your account, you will be ready to register for our program! Please click here to watch a quick video or read a help article on how to register for the first time on FamilyID.
4. Click the blue Submit button. After selecting Submit, the registration will be complete. You will receive a completion email from FamilyID confirming your registration.

SUPPORT

- If you need assistance with registration, contact FamilyID at: support@familyid.com or 1-800-311-4060 x3
- Support is available 7 days per week Monday through Friday, 8 am-7 pm ET, Saturday 10-6 pm ET, Sunday 12-8 pm ET.

ImPACT Testing

This section is to inform you about a special program required for all student-athletes at Westbrook High School. The program is called ImPACT (Immediate Post Concussion Assessment and Cognitive Testing). It is a 20 to 30 minute computerized test, which is essentially an abbreviated version of the neuropsychological tests used by clinicians to determine when a student-athlete may safely return to play after suffering a concussion.

Traditionally, it has been difficult for physicians and athletic trainers to determine the extent of brain injury from a concussive episode. Often the young student-athletes are so eager to return to play or are under such considerable peer pressure that they are less truthful about their symptoms. This puts the student-athlete at significant risk for Second Impact Syndrome. This is a scenario where a second concussion occurs before complete recovery from the first. Second Impact Syndrome is a well-documented phenomenon, which always results in rapid swelling of the brain, permanent brain injury and disability or death. Second Impact Syndrome is extremely rare, but of note, research shows that it only occurs in the developing brain (people under the age of 25 years old).

The benefit of ImPACT is that any student-athlete can complete the test modules in 20-30 minutes at specific computer terminals at the high school. The result can be used for later comparison, in the event of a head injury. Although age-appropriate norms are available for comparison, the best reference is one's own baseline scores. Baseline tests are done every two years, typically in 9th and 11th grade, or with new transfer student-athletes. Members of athletic teams will be given a date and time for their baseline testing which must be completed prior to the sport season.

ImPACT is not an IQ test. The test looks at abilities such as reaction time, speed of information processing, and memory, which neuropsychologists and neurologists find correlate well with functional MRIs performed on student-athletes who have suffered concussions. Studies indicate that ImPACT is a highly useful tool. Results are intended for use by a primary care clinician or ImPACT trained clinician. This information will help determine if the student- athlete is at risk for Second Impact Syndrome. All test information is confidential and will be stored on a secured computer file.

There is no cost to families for the student-athlete's baseline study. In the event that a student-athlete suffers a concussion, ImPACT testing will be performed by the WHS athletic trainer once the student-athlete is relatively symptom free or ordered by a physician. The results of the post concussion test need to be evaluated by a physician or neuropsychologist who is trained in interpreting ImPACT results. A physical exertion test will follow an ImPACT test (given by the athletic trainer) prior to final clearance for the student-athlete returning to participation. Upon request, the evaluation results will be turned over to the parent for review with their physician, who will use these results as objective data to help determine the student-athlete's readiness to return to play.

Dr. Adam Perrin, Medical Advisor for the Westbrook Public Schools and general practitioner, enthusiastically endorses the ImPACT program and is certified to interpret and evaluate ImPACT testing results. This program is also endorsed by the CIAC Board and its sports medical advisory committee, the Connecticut State Medical Society Committee on the Medical Aspects of Sports.

Managing Concussions in Sports

The following information may be helpful in understanding the nature of concussions, how they affect high school student-athletes, and what to look for in your child if he/she has had a head injury.

A concussion is defined as "an alteration in mental status induced by mechanical forces affecting the brain." Although concussions sometimes result in a loss of consciousness, a student-athlete does not have to lose consciousness to have sustained a concussion. Problems in memory, feeling "stunned" or "dazed," or becoming confused or disoriented, even temporarily, are indicative of a concussion. Student-athletes who report having had their "bell rung" have usually sustained a concussion. It is very important to understand that most concussions in sports DO NOT result in a loss of consciousness.

Early symptoms include: headache, dizziness, nausea, vomiting, drowsiness, blurred vision, disorientation, mental confusion, and memory impairment. Most of these symptoms are short lived, although headache and dizziness may persist for weeks.

Late symptoms include: irritability, anxiety, impaired memory and concentration, problems with sleep, fatigue, and visual complaints.

If after a head injury, a student-athlete in any sport experiences any of these symptoms, he/she must be reported to the athletic trainer, coach, and parent. A student-athlete who is experiencing any of these symptoms is prohibited by law from returning to play. If symptoms persist for 15 minutes, or if the student-athlete had lost consciousness, the student-athlete should have further medical evaluation to rule out more serious problems.
Needed recovery time varies with each individual. Recently, neuropsychologists have developed testing methods to accurately and quickly evaluate whether the brain has healed sufficiently after a concussion, including ImPACT which is used at WHS. This allows for a more accurate determination of when it is safe to allow the student-athlete to return to activity, be it physical activity (athletics) or cognitive exertion (academics). Experts involved in managing concussions strongly recommend that student-athletes, especially those involved in contact or collision sports, have a baseline neuropsychological test prior to participation in order to establish "normal" for the student-athlete. If the student-athlete sustains a concussion during his or her career, the student-athlete should then be re-tested, with post injury results compared to the student-athlete's baseline.

In some instances, the signs of a head injury do not become obvious until several hours or even days after the injury. Please be especially observant for the following signs and symptoms:

1. Headache (especially one that increases in intensity)
2. Nausea and vomiting
3. Difference in pupil size from right to left eye
4. Mental confusion/behavior changes
5. Dizziness

6. Memory loss
7. Ringing in the ears
8. Changes in gait or balance
9. Blurry or double vision
10. Slurred speech
11. Noticeable changes in the level of consciousness (difficulty awakening or sudden loss of consciousness)

The best guideline is to note symptoms that worsen and behaviors that seem to represent a change in your son/daughter. If you have any questions or concerns about the symptoms you are observing, the safest decision is to contact your primary care clinician as soon as possible for instructions or to seek medical attention at the closest emergency room. Please note the additional helpful information listed below:

1. DO NOT give your child aspirin, ibuprofen, or naproxen for the headache. You can use a non-aspirin pain reliever, such as acetaminophen (Tylenol). Do not exceed the recommended dosages. If your child's headache continues to worsen, even after taking acetaminophen, contact your physician.
2. If your child is sleepy, it is okay to let him/her sleep, but check periodically to make sure you can wake him/her easily, and that the child is fully aware when you do so. If you have difficulty waking your child, contact your physician.
3. Your son/daughter should strictly avoid the consumption of alcohol or drugs after sustaining a head injury. Be particularly careful of medications that the child may normally take but which may cause drowsiness. Contact your physician for guidance in resuming taking medications.
4. It is always better to "be safe than sorry" and "when in doubt, sit it out" when dealing with head injuries. If you have any questions, do not hesitate to consult your primary care clinician or the local hospital.

The baseline testing will be given to all student-athletes entering ninth grade or any new student-athlete who has yet to play a sport and will be repeated at the start of eleventh grade. The baseline testing will take 20-30 minutes out of their practice schedule. The sports that will be impacted most will be fall sports where all ninth graders will have to be tested.

A concussion is a serious injury that can never be taken lightly no matter how mild it may seem. The student-athlete will want to play and often claims he/she is fine. If a concussion is suspected, parents and coaches should use the symptom guidelines described in the CIAC mandated pre-season presentation and electronic modules to determine if a student-athlete might have sustained a concussion. If there is any suspicion of concussion, the student-athlete should not return to a game or practice that day, and the coach or parent should contact the athletic trainer or coach to ensure the student-athlete will get appropriate action and attention. Whether a possible concussion is sustained at WHS or off-site, the athletic trainer should always be notified as soon as possible.

If it is found the student-athlete sustained a concussion, the student-athlete cannot participate in practices or games until cleared by both doctor and athletic trainer. Additional ImPACT tests

will be administered by the athletic trainer as part of determining a student-athlete's return to play in conjunction with the school physician, Dr. Perrin.

Westbrook High School follows the Connecticut mandated five-day return to play protocol for all student-athletes returning to athletics following a concussion. To ensure a safe progression for student-athletes to return to play, there is a specific progression of activities. Each level should take 24 hours with the student-athlete asymptomatic prior to progressing to the next level. If any symptoms occur during the progression, the student-athlete should drop back to the previous level and try to complete that level after a 24 hour rest period. The levels for progression are instructed and supervised by the athletic trainer and are subject to the discretion of the medical professional overseeing the student-athlete. Progression for return to play is as follows:

- Light aerobic exercise (less than 70% of maximum exertion)
- Moderate aerobic and sport specific exercise (drills specific to student-athlete's sport)
- Non-contact training drills (sport drills with no contact from other players)
- Full contact practice (following medical clearance)
- Full return to play (normal practice or game day)

Refer to CT law Public Act No 14-66 "An Act Concerning Youth Athletics and Concussions," and national standards from the National Athletic Training Association *Position Statement on the Management of Sport Concussion* and National Federation of State High School Associations *Suggested Guidelines of Management of Concussion in Sports.*

Injuries

Injuries will occur in any athletic program. Student-athletes can help minimize the extent of injuries and enhance recovery by adhering to the following:

1. Come to the first practice physically prepared. Pre-season strength and flexibility conditioning is extremely important in preventing injuries. Coaches will provide student-athletes with programs that will best prepare them for the season. It is the student-athlete's responsibility to follow the program.
2. Take care of yourself. The proper amount of rest and a good diet will help prevent injuries.
3. If an injury occurs, tell the coach immediately. The coach and athletic trainer cannot treat an injury that they do not know about.
4. Ice, compression, and elevation are the first treatments for most sprains, strains, and contusions. Do not put heat on a new injury without the advice of the athletic trainer.
5. If you are under the care of a physician for any injury, keep the coach and athletic trainer informed.

Nutrition & Hydration

It is important for all student-athletes to realize that proper nutrition and hydration leads to better performance. The more active a student-athlete is, the more food needed for peak performance. Coaches and the athletic trainer are great resources to answer any questions.

Strategies for Performance Eating

1. Eat every 2-4 hours
    a. Prepare ahead of time if you know you will be out all day or schedule is demanding
    b. Do not need to be full meals if they incorporate the meal composition rules mentioned below
2. Meal Composition
    a. Eat lean protein with every meal
    b. Eat vegetables with every meal
        i. Focus on veggies high in fiber, all colors, wide variety
    c. Healthy fat with every meal
        i. Mono & Polyunsaturated
3. Post Workout
    a. Obtain protein within 60 minutes
    b. Aim for 2:1-3:1 ratio of carbs to protein
        i. Banana or Apple + whey is convenient for this
    c. Save meals heavy in starchy or sugary foods for after workouts if fat loss is your goal
    d. Avoid eating high amount of fats with high starch or sugar meals
4. Consume 0 calorie beverages
    a. Nearly all calories should come from food
        i. Especially if fat loss is your goal
    b. Primary beverages should be water
        i. Sports drinks pose no performance or health benefit over water in almost all team sport and/or training situations
        ii. Eliminate soda and other high sugar beverages
5. Focus on whole foods whenever possible
    a. Intake should be primarily unprocessed, high quality whole food sources
    b. Supplements are not adequate meal replacements and should not be primary source of nutrition
    c. Shop the perimeter of the grocery store (Produce, Seafood, Meat, Dairy)
6. Plan to break the rules 10% of the time
    a. You don't have to be perfect – little practical difference between 90% and 100% compliance
    b. 9 of 10 meals eat for health/performance – 1 meal eat for fun/pleasure

7. This is not an exhaustive list, but a good example of foods that follow the performance strategies and have highly beneficial nutrient profiles
    a. Lean red meat (90% ground, top round, sirloin) or Bison/Buffalo
    b. Salmon
    c. Omega 3 Eggs
    d. Poultry (Turkey & Chicken)
    e. Low-fat & Low-sugar dairy (Cottage Cheese, Greek Yogurt)
    f. Spinach
    g. Tomatoes
    h. Cruciferous Veggies (Cauliflower, Broccoli, Cabbage, Kale)
    i. Mixed Berries

j. Oranges
k. Legumes (Kidney, Pinto, Chickpeas, Lentils, etc.)
l. Quinoa, Farro or Whole Oats (Avoid processed quick oats)
m. Taproot Veggies (Carrots, Parsnips, Radish, Beets)
n. Avocado
o. Olive Oil (Extra Virgin)
p. Mixed Nuts (Almonds, Brazil, Cashew, etc.)
q. Fish Oil

Sleep

Sleep, besides nutrition, is the most important factor governing recovery. Sleep is when your body heals and repairs itself, and in the process lays groundwork to adapt and compensate for the demands of training. Inadequate sleep can lead to fatigue, lingering soreness, central nervous system depression (decreased focus/attention) and increase your risk of injury. Do not waste your hard work with poor sleeping habits. Your goal should be to average between 7-9 hours of sleep per night, depending on your individuals needs. A sleep deficit, seemingly as minor as an hour per night, (7 hours of actual sleep against 8 hours of targeted sleep) can lead to a cumulative sleep deficit of 7 hours in the span of a single week. That is equivalent to missing an entire night of sleep. The following are some strategies that can help with setting good sleep behavior and provide a quality night sleep, and thus quality recovery.

1. Make sure the room you sleep in is dark and quiet
    a. Full blind/drape/curtain coverage for any windows to block light
    b. Ear plugs if you live in a noisy area
    c. Some people have an easier time sleeping when the temperature is slightly cool
    d. Pillow & Mattress that are comfortable for you
        i. You should be spending about 1/3rd of your day in your bed – make sure it feels good to lay in
    e. Minimize screens about an hour prior to bed and once you start your pre bed routine
        i. TV/Computer/Tablet/Phones should be kept to a strict no screen policy in bed
        ii. There are many free apps that will automatically adjust the color/backlight output on your device in
2. Tune with the sun rise/set or your alarm schedule
    a. Avoid caffeine or any other stimulants prior to bed
    b. Get into a routine/schedule and maintain it
        i. If you develop a consistent schedule your body will have an easier time achieving restful sleep
        ii. There are many free apps that will set notifications and track your sleep patterns/habits for you

Mental Performance Skills for Athletes

1. Attitude
   Successful athletes:
   a. Realize that attitude is a choice.
   b. Choose an attitude that is predominately positive.
   c. View their sport as an opportunity to compete against themselves and learn from their successes and failures.
   d. Pursue excellence, not perfection, and realize that they, as well as their coaches, teammates, officials, and others are not perfect.
   e. Maintain balance and perspective between their sport and the rest of their lives.
   f. Respect their sport, other participants, coaches, officials, and themselves.
2. Motivation
   Successful athletes:
   a. Are aware of the rewards and benefits that they expect to experience through their sports participation.
   b. Are able to persist through difficult tasks and difficult times, even when these rewards and benefits are not immediately forthcoming.
   c. Realize that many of the benefits come from their participation, not the outcome.
3. Goals and Commitment
   Successful athletes:
   a. Set long-term and short-term goals that are realistic, measurable, and time-oriented.
   b. Are aware of their current performance levels and are able to develop specific, detailed plans for attaining their goals.
   c. Are highly committed to their goals and to carrying out the daily demands of their training programs.
4. People Skills
   Successful athletes:
   a. Realize that they are part of a larger system that includes their families, friends, teammates, coaches, and others.
   b. When appropriate, communicate their thoughts, feelings, and needs to these people and listen to them as well.
   c. Have learned effective skills for dealing with conflict, difficult opponents, and other people when they are negative or oppositional.
5. Self-Talk
   Successful athletes:
   a. Maintain their self-confidence during difficult times with realistic, positive self-talk.
   b. Talk to themselves the way they would talk to their own best friend
   c. Use self-talk to regulate thoughts, feelings and behaviors during competition.
6. Mental Imagery
   Successful athletes:
   a. Prepare themselves for competition by imagining themselves performing well in competition.

   b. Create and use mental images that are detailed, specific, and realistic.
   c. Use imagery during competition to prepare for action and recover from errors and poor performances.
7. Dealing Effectively with Anxiety
   Successful athletes:
   a. Accept anxiety as part of sport.
   b. Realize that some degree of anxiety can help them perform well.
   c. Know how to reduce anxiety when it becomes too strong, without losing their intensity.
8. Dealing Effectively with Emotions
   Successful athletes:
   a. Accept strong emotions such as excitement, anger, and disappointment as part of the sport experience.
   b. Are able to use these emotions to improve, rather than interfere with high level performance
9. Concentration
   Successful athletes:
   a. Know what they must pay attention to during each game or sport situation.
   b. Have learned how to maintain focus and resist distractions, whether they come from the environment or from within themselves.
   c. Are able to regain their focus when concentration is lost during competition.
   d. Have learned how to play in the "here-and-now", without regard to either past or anticipated future events.

Insurance

The athletic department has an excess insurance policy. An injury form is mailed home to the family of the student-athlete when injured. This form can be used with your insurance company. If a student-athlete requires medical care, his/her personal insurance is the primary carrier and the school system picks up the insurance after the student-athlete's family. There are limits to the extent of our coverage. Please refer any questions to the business office.

Athletic Trainer

The athletic training room is open to student-athletes immediately after school until approximately 5:30 p.m. Times will vary depending on game coverage during the week. Services include taping, injury assessment, and follow-up care. A walkie-talkie system of communication is available between coaches and the athletic trainer during practices and home games.

1. Student-athletes should tell their coach of all sustained injuries, who will then refer the student-athlete to the trainer that day. The trainer is available most days for practices and home games. If a student-athlete is injured at an away game, the student-athlete should see the trainer the next day for follow-up.

2. When an injured student-athlete is under the direct care of the athletic trainer, the student-athlete is expected to perform all rehabilitation exercises as directed. If the student-athlete does not have an excused absence from rehabilitation, his/her coach will be notified and will not be able to participate for that day's practice or game.
3. When a student-athlete is injured and sees the athletic trainer, that student-athlete may be released to play by the athletic trainer.
4. When a student-athlete is injured and goes to a physician who removes them from participation, the student-athlete MUST get a release in writing from that physician to return to participation. It doesn't matter if the injury occurs on school grounds, off school grounds, or even if the sport was not Westbrook Public Schools affiliated. THIS IS A LEGAL LIABILITY ISSUE!
5. Releases are not valid when made out by the parents unless the parent is a licensed physician.

Hours:

- Monday through Friday from 2:20 p.m.-5:30 p.m.
- Taping will be done first, followed by injury evaluation**s**

WESTBROOK PUBLIC SCHOOLS STUDENT-ATHLETE AGREEMENT AND PARENT PERMISSION POLICY

Westbrook Public Schools student-athletes should understand that it is a privilege and not a right to be a member of a team. Student-athletes are expected to abide by the rules set forth by the Athletic Department regarding training, practices, and games, as well as the specific requirements set forth by the Head Coach and the program in which they are participating. Coaches' rules are to be approved by the AD and will be enforced by the Head Coach and the Athletic Director. In addition to team rules, the parent and player agree to the following:

1. Student-athletes must abide by all school rules as set forth in the WHS & WMS Student Handbook, the WHS & WMS Athletic Department Handbook, and all CIAC rules and regulations. Violations of these rules may result in loss of playing time and/or suspension or removal from the team.
2. Student-athletes may not possess or use alcohol, tobacco, vape devices, or any other illegal or non-prescribed drugs. Violation(s) of this rule will result in disciplinary action set forth by the Administration, the Westbrook BOE, and the State of Connecticut.
3. Student-athletes are expected to attend all practices and games. If a student-athlete is unable to attend, for any reason, it is the responsibility of the athlete or parent/guardian to notify the Head Coach prior to the absence. That notice should be 24 hours in advance, if at all possible. Routine doctor's appointments should be scheduled around practices/games.
4. At the completion of practices/games, all student-athletes are responsible for their own transportation off of school grounds. This transportation is to be arranged by the parent/guardian and is expected to be in a timely manner. If for some reason a student-athlete does not have transportation, the parent/guardian is to communicate the reason with the Head Coach, in hopes

of creating a solution. If ongoing transportation issues arise, the student-athlete may be subject to dismissal from the team.

5. Family vacations scheduled during the course of the student -athlete's season are not advised and should be discussed with the Head Coach prior to the beginning of the season. Student- athletes and parents should realize that absences from practices/games may result in the loss of playing time or dismissal from the team.
6. In order for a student-athlete to be eligible to compete in a practice/contest during a normal school day, the student-athlete must be in attendance for at least half the school day. Special considerations must be cleared by the Administration 24 hours in advance.
7. Equipment and uniforms are issued to each player on a loan basis and are to be returned at the end of each season. Any missing or lost equipment is the financial responsibility of the student-athlete and parent/guardian.
8. In order for a student-athlete to be eligible for any awards or banquets, the student-athlete must be in good academic standing and have fulfilled all school and sport obligations.
9. All student-athletes are expected to maintain good sportsmanship during all contests and practices. Derogatory comments, cursing, or other forms of unsportsmanlike conduct will not be tolerated toward teammates, coaches, opponents, officials, or spectators. Violations will result in disciplinary actions.
10. It is the responsibility of the athlete to make up any work missed while absent from class due to an athletic event. Communication with the student-athlete's teacher prior to and after the absence is imperative in order to receive and hand in all missed work.

School Obligations

1. **Attendance:**
   a) Student-athletes must be in attendance at school to practice or play in a contest. Exceptions such a funeral, college visitation, etc. must be pre-approved by the administration.
   b) Student-athletes must be in school by 10:20 a.m. to be eligible to play or practice on that day. Exceptions must be approved by the administration.
   c) A student-athlete who leaves school early due to illness will not be allowed to attend or participate in a practice or contest that day without prior administrative approval.

2. **School Conduct:**
   a) Student-athletes are expected to treat other members of the school community with proper respect and to take pride in maintaining the quality of the facilities and equipment available to them. School rules of conduct are outlined in the student-athlete handbook.
   b) If school discipline is necessary, that discipline takes precedence over any practices or contests.
   c) Any student-athlete who is suspended from school will not be allowed to participate with the team in any way for the duration of the suspension.

d) If a student-athlete is suspended from school prior to a vacation and the suspension continues after vacation then he/she will not be allowed to participate for the duration of the suspension, which includes the vacation period.

3. **Student-Athlete Discipline** (Board of Education Policy 5114)
   a) At times, the student-athlete handbook, as well as the WHS handbook, refers to student-athlete discipline. Please refer to Westbrook Board of Education policy 5114 for further details and information as it relates to school conduct and other behaviors outlined in the STUDENT-ATHLETE AGREEMENT AND PARENT PERMISSION POLICY.

Transportation

Fields for fall and spring sports, except football, are located in the athletic complex behind the school. Football players and Fall Cheerleaders practice at The Morgan School. A one-way shuttle bus leaving in front of the high school at 2:45 p.m. is provided for any player on the team. Football and cheerleading parents should pick up players after practice at The Morgan School.

Transportation will be provided to student-athletes for out-of-town contests. All student-athletes must travel with the team or they will not be allowed to participate. Any exceptions must be cleared by the administration in advance and only under special circumstances will alternate transportation be allowed.

Traveling with the team is an important part of the athletic experience and does much to develop team spirit and rapport; therefore, all student-athletes are expected to return with the team in the transportation provided. Parents may take their son or daughter home following a contest if necessary and only after consulting with the coach in advance. It is hoped that this will only occur due to extenuating circumstances and not just for convenience.

Only team members may ride the bus.

Travel Waiver: Please see this link - **Westbrook Athletics Travel Release Form**
A travel waiver must be signed by the parent/guardian to be driven by the parent/guardian to and/or from an event. This is only for extenuating circumstances. This form is available for download on each school's athletic department main page under the resources tab.

REQUEST FOR APPROVAL FOR ALTERNATIVE TRANSPORTATION
Please download the form from the Athletics Website at:
Westbrook Athletics Travel Release Form
Complete and Submit to the Main Office

Bus Conduct

To allow a safe environment for transporting teams, Westbrook Public Schools and our bus company ask that the following rules of conduct be observed:

1. Cleats are not to be worn on the bus as they damage the floors of the bus.
2. All passengers must be seated at all times while the bus is in motion.
3. All equipment needs to be secured on a seat out of the aisles and not blocking the back emergency door.
4. Keep the noise level down. Singing, cheering, etc. is acceptable; however, banging the bus, throwing things inside or outside the bus, and putting hands outside the window are not acceptable.
5. Eating is allowed with the bus drivers' permission and all garbage is to be removed before the group leaves the bus. Seeds, wrappers, etc. should not be thrown on the floor or left on the seats.
6. Respect the driver, coaches, and other team members.
7. Proper behavior is expected of all.

Equipment and Uniforms

As a member of a Westbrook athletic team, the student-athlete will be issued a uniform(s) and necessary equipment. Student-athletes are responsible for the care of these items throughout the season. Any lost or destroyed items will be paid for by the student-athlete before he/she can participate in another activity. Care must be taken when clothing is washed and dried to ensure longevity.

Athletic equipment and team uniforms are only to be used for team activities. Uniforms should be worn, unless directed by the coach, for contests only. Personal use of equipment and uniforms, including warm-ups, is not allowed.

Captain's Practice

The CIAC does not in any way sanction, encourage, or condone "Captain's Practices" in any sport. A captain's practice is considered one in that a team's captain organizes and runs a practice without supervision. Team captains should encourage teammates to prepare for the season but should never mandate a practice. Players are allowed to work out together during the off season; however, a coach may not organize or mandate the workout through the auspices of their captains.

Practices

Practices for high school sports generally **go six days a week,** often ***with competition on the weekend too.*** This is a significant time commitment required of the student-athlete to be a

part of a team. A seasonal schedule for practices and games will be given out at the pre-season meeting. Practice schedules will include time slots for both indoor and outdoor practices. Coaches are aware of everyone's busy schedules and will try to stick closely to the schedule set but realize that schedule changes may happen due to inclement weather or other circumstances.

It is not always possible to schedule around all religious holidays. Coaches will allow any player to miss a practice or game without consequence for religious reasons.

If a coach schedules practice on a Sunday, practice will not start before 12:00 p.m.

Teams may not practice or play seven days in a row per CIAC regulations. After six days of practice/games, a day off is required.

Playing time

The amount of playing time a student-athlete receives in a game is an important decision that must be made by the coach. It is with this thought in mind that the following guidelines have been developed for the Westbrook Athletic Department:

Varsity teams are the culmination of the athletic program of the sport involved and must strive to be highly competitive against all opponents. At this level of competition, the success of the team has priority over the playing time of the individual.

Sub-varsity teams are dedicated to preparing players for varsity competition. At this level, the development of the players takes priority over the win/loss record of the team. This does not mean that all players will receive equal playing time but indicates a need to play most team members in most games.

Team Selection

Coaches are well aware and sensitive to the disappointment experienced by student-athletes cut at any level. At the first practice session, the coach will fully explain the criteria for cutting of players and the projected schedule of this selection process. Reasons for cutting include:

1. Lack of skill, speed, strength, basic skills associated with the sport, etc.
2. Lack of effort or motivation
3. Lack of knowledge or understanding of the sport
4. Grade level of the student-athlete
5. Facility, equipment, playing time, or coaching limitations

Google Classroom Team Pages

Each Westbrook High School Athletic Team has a Google Classroom Team page to facilitate communication and the sharing of information for team members both in season and out of season as CIAC regulations will allow. This classroom is a resource for posting messages, hosting Google Meets, communicating via Google Hangouts, and sharing information regarding training and skills for the student-athlete.

Fitness Center

All coaches, their teams, and any student-athlete at Westbrook High School are encouraged to utilize the fitness center in and out of season. On the initial use of the Fitness Center, student-athletes should read the rules posted on the wall. Before using any equipment for the first time, student-athletes should receive instruction by a coach or athletic trainer. Student-athletes must be cleared by a coach or athletic trainer before using the free weights and must use a spotter. The following rules are to be used by everyone using the fitness center:

1. Supervision- The fitness center may only be used when it is manned by a trained supervisor as posted. No independent or unauthorized supervisory use is permitted.
2. Cleanliness- Bring a towel or cloth to wipe down your workout station. Do not wipe down the cardio computer panel with any liquids (dry cloth only).
3. Clothing- Proper workout attire (no jeans or any clothing with metal or other materials that could tear fabric), including appropriate footwear (no sandals, open-toed shoes, work boots, etc.)
4. Conduct- No “horseplay,” “fooling around,” or use of inappropriate language is permitted. It is mandatory to follow the directions/instructions of the Fitness Center supervisor on duty.
5. Care of Equipment- Rack your weights after use. Follow proper instructions when using fitness equipment.
6. Safety- Proper use of a spotter is required when using free weights. Use of safety racks when lifting free weights is mandatory. Do not drop weights on the floor. Replace dumbbells after use.

Use of the weight room is a privilege and violating any of the rules and regulations may lead to loss of privileges.

SHORELINE CONFERENCE STANCE ON ATHLETIC COMPETITION DURING APRIL VACATION

It is the position of the Shoreline Conference that all member schools schedule a typical week’s slate of athletic completion during April vacation. This includes the Saturdays on both ends of the week. All member schools have an obligation and responsibility to adhere to this position. Any one school or sport that does not adhere to this policy creates a negative impact on the integrity, safety, and manageability of the conference schedule.

Schools that are unable to field competitive varsity teams during April vacation disrupt the competitive balance of the conference and erode the credibility of league standings and state tournament seeding.

The spring sports season is a seven week season. To eliminate up to nine days of available contest dates creates an exponential congestion of future available dates. Northeast weather also has a significant impact on the spring schedules. This generates a myriad of school to school conflicts, field conflicts, transportation conflicts, officiating conflicts, and safety concerns.

The CIAC has very strict guidelines on the number of practices that a school must have prior to beginning competition in order to assure all student-athletes are properly conditioned. To shut down a sport for nine days will create a physical regression and make student-athletes more susceptible to injury. All sports are restricted on the number of contests per week by the CIAC for safety reasons.

Not all schools share a common April vacation. This would cause some schools to lose the week of their break and the week that other conference schools are on vacation.

In closing, athletics are grounded in commitment to a team, commitment to a school, and commitment to a conference. Part of belonging to a team is losing a portion of one's individuality. If a student-athlete chooses to join a team, he/she must make a commitment to honor the commitments of all team, school, and conference obligations.

WESTBROOK SAFE SCHOOL CLIMATE PLAN

The Board is committed to creating and maintaining a physically, emotionally, and intellectually safe educational environment free from bullying, teen dating violence, harassment, and discrimination. In order to foster an atmosphere conducive to learning, the Board has developed the following Safe School Climate Plan, consistent with state law and Board Policy **(Board of Education policy #5131.914)**.

Policy Statement

All schools must support and promote teaching and learning environments where each and every student-athlete achieves academically, emotionally, socially and has a strong and meaningful voice and is prepared for democratic life and successful transition into the 21st century workplace. A positive school climate is an essential element of achieving these goals. Rigorous implementation of the following set of guiding principles and systemic strategies will promote these desired outcomes.

The Westbrook Board of Education (the "Board") adopts this Policy that is guided by the fundamental belief that each and every school community member should be treated with dignity, should have the opportunity to learn, work, interact, and socialize in physically, emotionally and intellectually safe, respectful, and positive school environments, as well as the opportunity to experience high quality relationships.

"Positive Sustained School Climate" is the foundation for learning and positive youth development and includes:

1. Norms, values, and expectations that support people feeling socially, emotionally, intellectually, and physically safe;
2. People who treat one another with dignity and are engaged and respected;
3. A school community that works collaboratively together to develop, live, and contribute to a shared school vision;
4. Adults who model and nurture attitudes that emphasize the benefits and satisfaction gained from learning; and
5. A school community that contributes to the operations of the school and the care of the physical environment.

Hazing

It is expected that all student-athletes treat each other with the utmost respect. Verbal, physical, social, or emotional hazing will not be tolerated. Hazing is defined as any form or type of physical, verbal, and/or emotional mistreatment, abuse, and/or harassment of a student-athlete in connection with a student-athlete's participation in or membership on an interscholastic athletic team or in any school-sponsored activities; and/or forcing, coercing, or intimidating any student-athlete to participate in any illegal or inappropriate activities in connection with the student-athlete's participation or membership with the team. Hazing is prohibited whether it occurs on or off school grounds and is subject to consequences per school and Board of Education policy **(Board of Education policy #5131.911 Bullying)**.

Sex Discrimination and Sexual Harassment

It is the policy of the Westbrook Board of Education that any form of sex discrimination or sexual harassment is forbidden, whether by student-athletes or Board employees. Student-athletes or Board employees are expected to adhere to a standard of conduct that is respectful of the rights of student-athletes. Any student-athlete or employee who engages in conduct prohibited by the Board's sex discrimination and sexual harassment policy shall be subject to disciplinary action **(Board of Education policy #5141.5)**.

Tobacco, Vaping, Alcohol, Drugs

Student-athletes who are judged by the school administration to be using tobacco or vaping products in school or are observed by coaches to be using tobacco products outside of school shall be disciplined by sanctions imposed by the school. A second offense will result in a two-game suspension. A third offense will result in suspension from the team for the balance of the season.

Student-athletes who are adjudged by the school administration to be in possession of or using alcohol/drugs/steroids in school or are observed by coaches to be in possession or using substances outside of school shall be suspended from the team for the balance of the athletic season in addition to sanctions imposed by the school. Student-athletes judged to have used steroids will, by CIAC regulation, be excluded from athletic participation for a period of 180 days. In those instances where student-athletes privately inform the coach of personal involvement with alcohol/drugs, the coach will require the student-athlete to meet with the alcohol/drug counselor. If after the meeting with the drug/alcohol counselor the student-athlete continues to use alcohol/drugs, he/she will be suspended from the team for the balance of the athletic season **(Board of Education policy # 5131.6)**.

Sportsmanship and Player Conduct

Top of Form

A major factor contributing to the reputation of a school is the manner in which students, spectators, players, and coaches conduct themselves at athletic contests.

It is expected that everyone involved will adhere to the following Sportsmanship Code known as the ***CIAC Class Act School Program*** unveiled by the CIAC in 2016 and of which Westbrook High School and Middle School are fully supportive of and registered with the CIAC on this initiative.

Member schools are expected to conduct their relations with each other at all levels of competition in a spirit of good sportsmanship. Everyone involved has the obligation to see clearly his/her influence and act accordingly. The CIAC acknowledges that the school administration is responsible for the athletic program, including the making of broad and specific policies and procedures relating to sportsmanship and the conduct of activities in the school.

CIAC Sportsmanship Guidelines

The CIAC requires that all school personnel - administrators, faculty, and coaches - give special and specific emphasis about CIAC's expectations for good sportsmanship during the regular season as well as CIAC tournaments requiring that athletes and members of the student body conduct themselves in a manner that reflects nothing but credit upon your school. Any unsportsmanlike conduct on the part of students and adults is unacceptable and will be addressed with strong and appropriate measures.

- The CIAC Sportsmanship standards should be as widely disseminated as possible using the student-athlete-parent handbook, student-athlete handbook, school newspaper, parent newsletter, school website, and the local media.
- The CIAC Sportsmanship standards for spectators should be read by PA announcers prior to each contest.
- The CIAC Sportsmanship standards of conduct will be prominently posted at all sports venues.
- When event programs are provided, the CIAC Sportsmanship standards will be included.
- Member schools require having athletes, parents/guardians, sign an acknowledgment which would show that they have read the student-athlete handbook and understand the CIAC Sportsmanship standards.
- Member schools work with community officials to ensure that levels of the CIAC Sportsmanship standards are enforced when contests are held at their school and at non-school facilities.
- The CIAC and the CIAC sports committees insist the CIAC Sportsmanship standards be rigorously enforced at all regular season contests and at all CIAC tournament contests. This is particularly important when contests are held at non-school sites.
- Member schools will conduct a pre-season meeting with student-athletes, coaches, and parents to review the CIAC Sportsmanship standards.
- Member schools should communicate with opposing schools and inform them they are a "Class Act School" and provide them with the CIAC Sportsmanship standards which will be strictly adhered to.

- Member schools hosting a game should make available to visiting schools necessary game information - includes directions for parking, location of ticket booths, seating arrangement, ticket prices, game time, directions for each game site.
- Member schools hosting a game should designate specific seating areas for student-athletes, bands, adults, and visitors. If possible, opposing student bodies should be separated.
- Member schools hosting a game should arrange for adequate police supervision.
- When possible, the member schools hosting a game should assign officials to dressing facilities separated from both teams and provide escorts for the officials when it appears that disturbances may develop.
- Member schools should take measures to prevent fans from getting near or on the playing area and around the players' benches. After the contest, prevent fans from going onto the playing area.
- Member schools should provide for adequate supervision of students and facilities. Supervisors should sit in the stands with the students.
- Member schools should support and adhere to ALL the following CIAC standards.

The CIAC "Class Act" Sportsmanship Standards

ALL Spectators (including student-athletes & parents):

- Will adhere to the host school's acceptable dress code at all home and away contests commensurate with classroom behavior. For CIAC tournament contests all spectators will be appropriately attired with their torso completely covered and with no visible degrading or demeaning writings/logos.
- Any signs displayed must be positive in nature, reference only the school supported by the sign maker, and must be pre-approved by the Athletic Director of the school referenced in the sign.
- During outdoor sports, no air horns or horns of any kind or whistles will be used, and any other noise makers will be allowed with the host athletic director's approval and only be used during "dead ball" situations to celebrate good play. During indoor sports, no noise makers will be used. Pep Bands are allowable at a home contest if the school provides adult supervision and the band only plays during "dead ball" situations.
- Spectators will cheer positively to support their team; will not cheer negatively against the opponent.
- Spectators will show respect for the game officials and their decisions.
- Spectators will show respect for the playing of the National Anthem.

Game Personnel/Announcers:

- Will explain and consistently enforce host school expectations for spectators.
- Will be enthusiastic but not show favoritism while making announcements, and never publicly question or criticize the players, coaches, or officials.
- Will encourage respect for the National Anthem and remind spectators to removes caps and stand

Coaches:

- Will exemplify high moral character, behavior and leadership, lead by example, and set a standard for players and spectators to follow both on and off the athletic arena.
- Will teach players the rules of the game and to respect the game and will take action when athletes exhibit poor sportsmanship.
- Will respect the integrity and judgment of officials and will not publicly criticize or question the decisions of officials.
- Will be aware of the competitive balance of contests and will manage the score in a manner that is sportsmanlike and respectful of opponents.

Players:

- Will accept the responsibility and privilege the student-athlete has in representing their school and community by learning and showing teamwork, sportsmanship, and discipline in all aspects of the game.
- Will demonstrate respect for self, coach, teammates, opponents, officials, and spectators by exhibiting good character and conducting themselves as a positive role model.
- Will win and lose graciously.
- Will cheer for your team, not against your opponent.
- Will congratulate opponents in a sincere manner following either victory or defeat.

CIAC Player Ejection Rule

A student-athlete who is ejected from any contest will not be allowed to participate in another contest until he/she has been withheld from the next contest at that same level of play. The athletic director must be informed by the coach of all ejections immediately following the game for proper reporting to the CIAC and the athletic director of the next opponent. At the conclusion of each contest, the head coach submits online any ejections or disqualifications per CIAC guidelines.

In addition, any student-athlete leaving the team bench area during an on-field altercation may be suspended for the next contest whether or not he/she is ejected by a game official.

Parental Concerns

Communication between parents and coaches is essential for student-athletes to have a positive educational experience through athletic participation. Parents need to be informed about details of each team, the expectations for the student-athletes, and the general philosophy of the team's coach.

At the pre-season meeting, coaches will hand out information that includes team rules, philosophy, and how players will be evaluated. Coaches need to be made aware of any unusual circumstances that may affect the student-athlete's performance or any player concerns. Parents with specific concerns need to communicate with the coach first. This process will usually solve any concerns a parent may have. Keep in mind that players want to please everyone (teammates, parents, and coaches) and this can possibly lead to incomplete information given to each group. Do not let things fester. Talking with the coach will lead to an understanding even if not in complete agreement.

If the parent feels he/she needs to pursue the matter further, a meeting will be set up with the parent, the coach, and the administration (principal, athletic director, or both). In most cases, the student-athlete will be asked to be in attendance.

Pre-season Meetings

Prior to each season, coaches will conduct a parent and student-athlete meeting. The meeting will give parents and student-athletes a chance to meet with the coach and ask any pertinent questions. The coach will discuss his/her philosophy of coaching, team rules, season goals, season expectations, and means of selecting and evaluating the team members. The season practice and game schedules will also be shared.

The following paperwork should be distributed at the pre-season meeting:

1. Coaching philosophy
2. Player evaluation
3. Team rules
4. Cautionary statements relating to your sport
5. Practice schedule, indoor and outdoor
6. Game schedule

Communication Tree

This is the protocol to follow to resolve conflicts within the athletic program.

1. The student-athlete should discuss the issue within the team. A student-athlete and coach should make every attempt to resolve any issues within the team.
2. If the conflict cannot be resolved between the student-athlete and the coach, the student-athlete should make an appointment to meet with the Director of Athletic Programs.
3. If the problem is still unresolved, then the parent should contact the Director of Athletics.

Topics which will not be discussed with parents include the following:

- Playing time
- Discussions about other student-athletes
- Game strategies
- Employee/personnel issues

Coach, Parent, and Student-Athlete Relationships

In order to ensure a quality experience for student-athletes, open and appropriate lines of communication are essential between all stakeholders in the athletic program. These stakeholders include student-athletes, parents, and coaches. To promote positive and effective communication, it is important for everyone to understand the communication process.

The Student-Athlete and Coach Relationships

If a student-athlete has any issue about the experience on an athletic team, he/she should first approach the coach to discuss the issues. One of the benefits of being on a team is providing student-athletes with an opportunity to develop positive relationships with their coach as well as developing a mutual respect and understanding for open and honest dialogue.

The Parent and Coach Relationship

Please do not attempt to confront a coach before or after an athletic contest or practice. These can be emotional times for student-athletes, parents, and coaches. Meetings of this nature do not promote resolution.

Appropriate concerns to discuss with the coach:

- The treatment of your child, both mentally and physically
- Ways to help your child improve
- Concerns about your child's behavior

The following topics / decisions are the responsibility of the coaching staff:

- Playing time for individual student-athletes is a decision made by the coaching staff and based on the needs of the entire team.
- Coaching strategies are decided by the coaching staff in keeping with best practices and standards, applicable to the specific sport.
- **Please understand that coaching staff may not discuss other student-athletes on the team or in the program.**

Cancellations

Due to inclement weather or other unforeseen circumstances, it may be necessary to change or postpone a practice or contest. Decisions for an afternoon game are generally determined by 1:00 p.m. and for night contests, 3:00 p.m. All changes are posted on the school athletic website https://www.westbrookctschools.org/groups/5743.

IMPORTANT:

SCHEDULE CHANGE UPDATES VIA ARBITERLIVE

To stay up-to-date on schedule changes for a team, you need to follow that team on ArbiterLive. Go to https://casci.ac/4783 to choose your school.

SMS (Text Message) Updates

You can sign up to receive text message updates with scores, postponements, and other info for CIAC sponsored championships. You can request info for all teams in a tournament or limit your updates to a specific school or division. Go https:/casci.ac/4786 to sign up for this service.

VIEW SCHEDULES ONLINE

You can view schedules at http://schedules.ciacsports.com/ on your computer or on our mobile site at CIACmobile.com. Schedules in both those places are updated in nearly real-time, so you'll always be viewing the latest information available

ADD SCHEDULES TO CALENDARS AND MOBILE DEVICES

At http://schedules.ciacsports.com/ you'll also find options to add a schedule to a Google Calendar, an Outlook Calendar, an iOS device, etc. Just click on the tab that says "Add to Computer or Device" and follow the directions given.

MEMBER SCHOOL GAME SCORE UPDATES

This list allows people to request updates when scores are entered for regular season contests by member schools. You can customize your subscription to only receive information on the schools

and/or sports that interest you. Go to https://casci.ac/4784to subscribe to this service or change your subscription settings.

Changes to all interscholastic contests are also found on the http://www.casciac.org website under individual schools and sports. The CIAC also has a place on their website to sign up for email notification of any schedule changes made on any sport at Westbrook High School. ALL families are required to sign up for this email and text service to receive the most up-to-date and time changes to contests. Please do so at http://ciacsports.com/site/?page_id=116.

NCAA Eligibility Center

Any student-athlete who is thinking of participating in a NCAA Division I or II intercollegiate athletic program must register with the NCAA Eligibility Center and meet all requirements before he/she will be declared eligible. Information pertaining to the process is available in the guidance department and on the athletics website. Student-athletes should be aware of NCAA academic regulations as early as their freshman year to ensure proper courses are taken. Juniors should sign up for the NCAA Eligibility Center at the start of their junior year. For more information go to the NCAA website at https://web3.ncaa.org/ecwr3/ or download the NCAA Guide for the College-Bound Student-athlete-Athlete.

Athletic Booster Club

The main fundraising organization for the entire Westbrook Athletics is the Westbrook Athletic Booster Club, a registered 501c3 non-profit. Their mission is to strive to support and enrich all athletic teams in the middle school and high school through public relations, fundraising, and special events. The objective of the organization is to use all funds raised for the benefit of the student-athletes of Westbrook Middle/High schools. All parents of middle school and high school student-athletes are asked to support the efforts of the booster club. Membership forms are sent out to all families at the beginning of the school year. For a team to benefit from the booster club, they must each have at least one designated active representative assigned to the Booster Club. In addition, the boosters have a board of directors that consists of a President, Vice President, Secretary, and Treasurer (https://www.westbrookathleticboosters.com/home).

Awards

The athletic department holds an awards ceremony at the end of each sports season. Certificates will be given to all student-athletes that completed the season in good standing. The awarding of a varsity certificate at Westbrook High School is an honor bestowed on those who have demonstrated their value to the varsity team, which they represent through a high degree of effort and sacrifice. The specific requirements will be determined by the head coach and announced to the team at the beginning of the season. Coaches will briefly speak about their season and hand out plaques of major team awards such as most valuable, most improved, and coaches' award to varsity players and a coaches' award and most improved award for JV players.

Award System

(1) Year Frosh: certificate and numerals of graduation
(1) Year J.V.: certificate, small "W" and numerals of graduation
(2) Years J.V.: certificate
(3) Years J.V.: certificate
(1) Year varsity: certificate and large "W" and individual sports pin
(2) Years varsity: certificate and individual sport pin
(3) Years varsity: certificate and individual sport pin
(4) Years varsity: certificate and individual sport pin

- Varsity captains will also receive a captain's pin
- Full time managers will receive the same awards as the student-athletes
- Scorekeepers, part-time managers, and videographers will receive a certificate

Special Senior Awards

These are awarded at the WHS Senior Student Awards program at the end of each spring.

Westbrook Senior Scholar-athlete (boy and girl): This award is selected by the varsity coaching staff. Minimum requirement for consideration:

a. Maintain a B average in high school
b. Letter in at least one varsity sport in his/her senior year

Westbrook Senior Outstanding Student-athlete (boy and girl): This award is selected by the varsity coaching staff. Minimum requirement for consideration:

a. Letter in at least one varsity sport in his/her senior year
b. Maintain a C- average or better in high school

Westbrook Senior Sportsmanship Award: This award is selected by the varsity coaching staff and is awarded to one senior who demonstrates exemplary sportsmanship in all games and practices. This individual treats all teammates, opponents, officials, and coaches with respect and serves as a positive role model and leader for other student-athletes on the team.

Knights Honor Plaque: This is awarded to any senior student-athlete who has earned 1,000 sport points for participation in athletics. Points are earned as follows:

a. 100 points for a varsity certificate
b. 50 points for a J.V. or Freshman certificate
c. 25 points for being captain of a J.V. or Freshman team
d. 50 points for being captain of a varsity team
e. Additional points may be earned as a scorekeeper, manager (full or part-time), videographer, etc. Points will be determined by the coach and athletic director and shall not exceed 50 points in any one season.

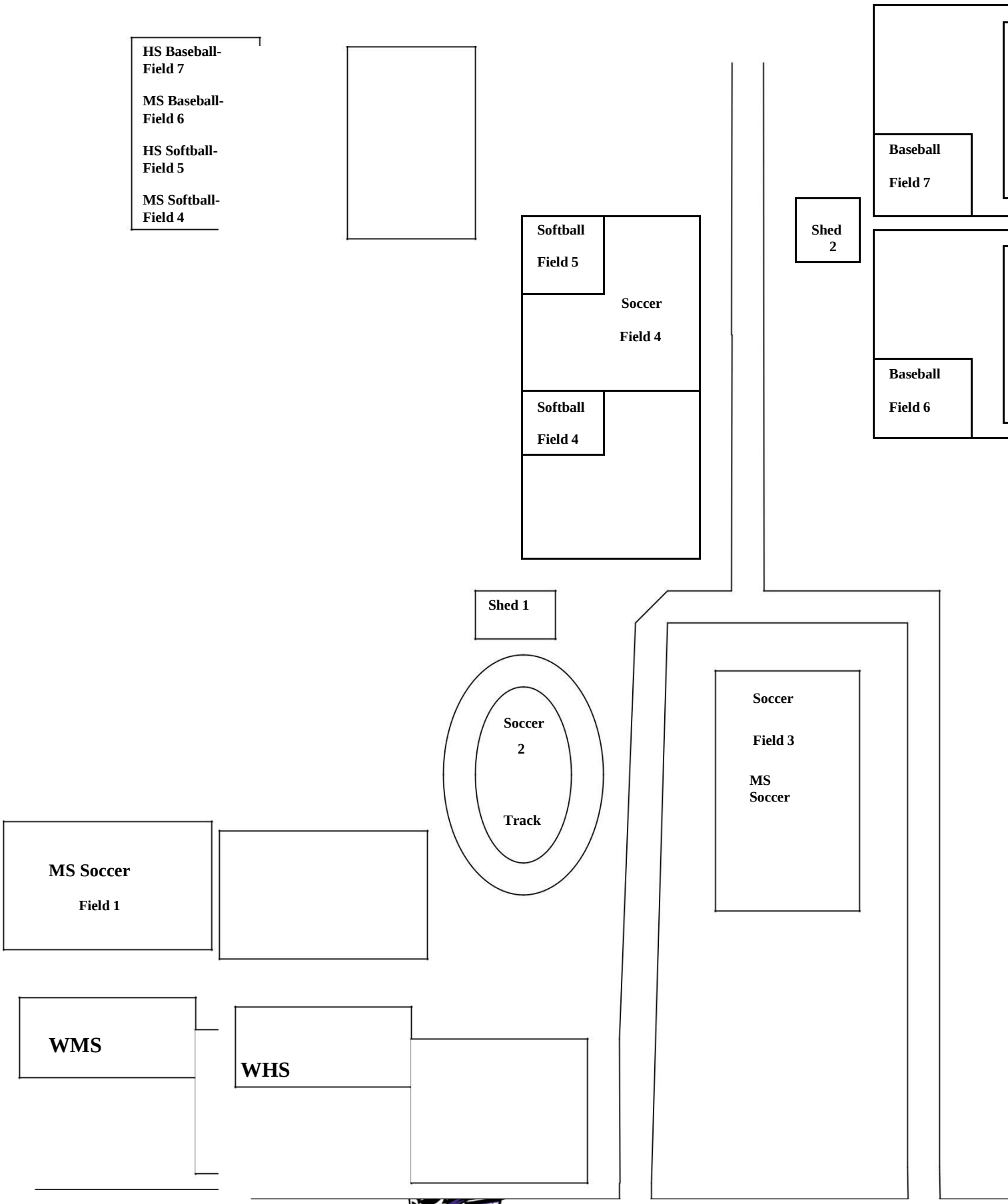
League Awards

1. The league coaches of each sport vote at the end of each season to determine members of the first, second, and honorable mention teams from all the school teams that participate in that sport.

2. Shoreline Scholar-Athlete Award goes to those varsity student-athletes who earned either first team all-shoreline or first team all-state honors in addition to having a GPA of 87.5 or higher. This award is open to sophomores, juniors, and seniors.

Field Layout

On the following page is a copy of the Westbrook athletic field complex to include the number used to designate each field.


HS Baseball-
Field 7
MS Baseball-
Field 6
HS Softball-
Field 5
MS Softball-
Field 4
Softball
Field 5
Soccer
Field 4
Softball
Field 4
Shed
2
Baseball
Field 7
Baseball
Field 6
Shed 1
Soccer
2
Track
Soccer
Field 3
MS
Soccer
MS Soccer
Field 1
WMS
WHS

Westbrook Public Schools
Department of Athletics
156 McVeagh Road, Westbrook, CT 06498
Phone: (860) 399 – 6214 ~ Fax: (860) 399 – 2007
www.westbrookctschools.org

REQUEST FOR APPROVAL FOR ALTERNATIVE TRANSPORTATION

Please download the form from the Athletics Website at:
Westbrook Athletics Travel Release Form
Complete and Submit to the Main Office

I am requesting that _____ / _____ be allowed to travel with
Name of Student-athlete **Sport**

_____, who is the _____
Name of Licensed Driver **Parent/Guardian**

of_____ **to/from**_____
Student-athlete **(circle)** **Event**

and **to/from** Westbrook High School/Middle School on _____ because of
(circle) **Date**

_____.
Extenuating Circumstance

I understand that Westbrook Public Schools requires student-athletes to travel on district-provided transportation to and from all athletic events as part of being a team member. This form is to be used for extenuating circumstances (i.e. SATs, family emergencies, conflicting school events, religious obligations, etc.), not for family conveniences. In the event transportation is not provided, signing this request releases the Westbrook BOE, the Town of Westbrook, and its employees from all liability should any incident(s) occur. This form is to be returned to the Athletic Director or Administration prior to the day of the event.

_____	_____	___/____/____
Parent/Guardian Signature	**Parent/Guardian Printed Name**	**Date**
_____	_____	___/____/____
Administrator's Signature	**Administrator's Printed Name**	**Date**