

BRECK SCHOOL



PARENT-STUDENT ATHLETIC Handbook 2018-2019

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Athletic Program

Breck School provides an athletics program that complements the academic programs in the Middle and Upper Schools. The coaching staff fosters in students responsibility and discipline, qualities that will benefit them on the field, in the classroom and in their daily lives.

Breck believes participating in organized sports helps develop good sportsmanship, boosts students' wellbeing, supports school spirit and promotes effective time management and teamwork. Winning and losing gracefully are expected outcomes of all Breck athletes. As coaches, you should make sure your programs support Breck's beliefs, and that your teams are exhibiting positive qualities such as respect, honesty, responsibility and strong ethical values.

We believe:

- Athletics are an integral part of the educational experience.
- An effective extracurricular program is guided and supported by the faculty.
- Breck athletics are designed to meet the needs and abilities of students.
- Our athletic program provides as many options for participation as possible.
- Athletics contribute to the emotional, physical and social wellbeing of the students.
- Interscholastic competition fosters the development of a sense of fair play and sportsmanship.
- Athletics are a source of school pride and spirit.
- Healthy and spirited team participation is the essence of the athletic program.
- Each team and individual strives to reach their fullest potential. A successful season is not judged by the won-lost record, but by the effort and determination put forth.

Goals:

- Help children develop into mature adults and productive citizens.
- Give every student a competitive team experience that will enrich their life.
- Develop healthy and spirited team participation.
- Build respect, commitment, integrity, honesty and responsibility in each student.
- Foster the development of fair play and sportsmanship.
- Provide leadership opportunities.

Breck expects coaches and athletes will take responsibility for their successes and failures, pushing themselves to excel beyond expectations and sacrificing for the good of the team. Athletics, with proper guidance from quality coaches, fosters behavior that is non-biased and inclusive of individuals. Any action that demeans an individual or group is not tolerated. Coaches treat everyone, including the opposition, with equal respect, helping each to develop their skills. Students learn how to treat opponents and observe and respect the letter and spirit of the rules.

The life lessons sports provide is the most important aspect to an athlete's experience. Learning how to win and lose gracefully is part of the overall educational opportunity. We ask parents to

support the coaches, encourage their athlete to foster true team spirit, and refrain from unnecessarily interfering with critical learning opportunities.

Non-varsity athletes should participate in all contests if they meet the requirements. They should not expect substantial playing time unless warranted. Their ability, work ethic and support for the team determine a player's playing time. Breck's low enrollment and vast amount of athletic programs allow all interested students to be a member of a team.

Coaches on the varsity level will make every effort but are not required to ensure that each player participates in all contests. Upperclassmen who have committed to the team with their ability, work ethic and support for the team should be a factor in determining playing time when a lower classmen with the same qualities are vying for the same position.

Basic Principles of Breck Athletics:

- Breck's athletic program will embody the mission and philosophy of the school.
- Breck works hard to ensure that coaches have appropriate training and knowledge of the school's mission and philosophy.
- Breck strongly promotes equity in all aspects of its athletic program.
- Breck's athletic program is considered an integral part of its curriculum.
- Breck is committed to the safety and physical and emotional health of its athletic participants.
- Breck's athletic program values the dignity and worth of the individual in a context of common purpose and collective achievement.
- Coaching is teaching; coaches are teachers.
- Coaches will design and implement activities that improve the knowledge and skills of participants.
- Breck reaches out to educate parents about the philosophy, policies and expectations of the athletic program.
- Breck clearly defines and communicates standards of conduct to players, spectators and coaches.

Breck's athletic program is structured to provide opportunities for all students. Over 100 coaching positions are required to serve Breck's program of 27 sports and 70+ teams for grades 7 through 12. Breck School is comparable to schools with larger enrollments when comparing programs offered to enrollment. Breck enjoys participation on athletic teams by 85% of the Middle and Upper School student body. Participation on athletic teams is entirely voluntary. If students commit and complete 2 or 3 sport participation for multiple years, they can earn required PE credits. It is imperative to the existence of all sports that athletes are encouraged to participate in more than one sport each year. Academics, the arts and athletics are not in competition, but are components of the overall education of the individual.

Team Guidelines for Participation

1. All students will be afforded the opportunity to participate in interscholastic activities.
2. Playing time is a reward. The coach determines playing time in interscholastic contests. Coaches consider many factors, e.g., hard work, dedication, talent, opponents' strengths, teamwork and spirit, and sportsmanship.
3. All interscholastic activities will be conducted in accordance with MSHSL rules and regulations. A copy of the rules and regulations is on file in the athletic office. Breck requires additional rules and regulations related to school behavior, academic performance and chemical/alcohol use.
4. When squads return late during the week, the student is expected in school the next morning by 8:30 a.m.
5. When a team participates in tournament play, all members of the varsity team will be excused from school.
6. Be courteous to opposing teams and officials; play hard yet do not quarrel, bet or grandstand; observe team training rules; demonstrate loyalty to the school by supporting other activities; set high standards for physical conditioning; and respect officials and host schools.

Guidelines for Student Athletes

A balanced program of academic studies and extracurricular activities supports the mission of Breck. Scholastic eligibility, parent permission, completed physical and Minnesota State High School League eligibility forms are required for participation on all teams and student athletes will be expected to:

1. Know the demands of their activities, such as: length of season, number of practices and events, time schedules, and potential conflicts. An unexcused absence may result in your forfeiture of athletic participation for that day.
2. Take responsibility for yourself and your teammates. Use proper language at all times. Profanity is not tolerated.
3. Respect the authority and heed the instruction of the coach and officials. Strive to set standards of excellence for others to follow. Athletes are one of the role models that peers and younger students will try to follow. Your behavior does affect other people.
4. Learn and heed the rules of the sport, rulings of officials and rules and regulations of conduct.
5. Be prompt in attending all team functions.
6. Care properly for uniforms issued and respect the facilities used in the activity.
7. Be aware that winning and losing is a part of all sports as well as life and learn to handle both gracefully.

8. Exhibit self-discipline and self-control.
9. Become familiar with MSHSL and Breck rules and regulations governing behavior of athletes and be willing to support and obey such rules. Read and understand the contract you agree to when signing the MSHSL Eligibility Form.
10. Be aware that absence from practice or games, whether school is in session or not, may result in less playing time.
11. Meet school obligations. Students may not practice or participate in an event unless they attend school and/or participate in required school activities. Any absences from school must be excused according to normal school policy (Student Handbook pg. 126).
12. Be aware that playing time is a reward. Coaches strive for maximum participation. Solely the coach determines playing time. Many factors are used to determine playing time, e.g., hard work, dedication, talent, opponents' strengths, teamwork, and sportsmanship.
13. Know that game and practice uniforms are to be worn for those purposes only and should not be worn as a physical education uniform or for casual wear.
14. Be sure his/her equipment is locked at all times. The coaches and staff will make every effort to keep the locker area secure. We will NOT accept theft as an excuse for not returning equipment.
15. Do NOT wear cleated shoes of any kind in the school building or on buses.
16. Travel to and from an event with the designated squad and coach. If the parent requests that the student ride home with the parent(s), the parent must sign a Breck School Transportation Release Form.
17. Understand that all class work going to be missed due to dismissal for an athletic event should be completed to the satisfaction of the teacher. Athletics is not an excuse to do work poorly or not at all. (Student Handbook pg. 112)
18. Avoid conflicts of interest; parents, coaches and students will NOT be permitted to sell anything to teams or its members. Everything purchased for the team or its members will be bought by the Athletic Department or by the student through the Gym Store.
19. Treat your opponents as guests and put clean play and sportsmanship above victories.

Guidelines for Parents and Guardians

1. Be certain that your son or daughter is maintaining a proper balance of academic and extracurricular activities.
2. As a family, know the time commitment involved in any extracurricular activity.
3. Be familiar with MSHSL and Breck School rules, regulations and penalties.
4. All activities require a record of physical examination on file in the Health Office before the regular season begins.
5. Be aware that one of the primary goals of the interscholastic athletic program is to provide active participation for the maximum number of students. Playing time is a reward. Only the coach may determine playing time.
6. Be ready to offer positive support. Set a positive example of sportsmanship. Breck is your school too.

7. Be aware that if your child does not take proper care of uniforms provided, a bill will be issued to the parent for the replacement cost. Make sure the athlete returns all equipment immediately following their last contest.
8. All injuries or health problems are to be handled by the Athletic Trainer. The trainer is responsible for all decisions on whether a student can participate after any injury. Coaches and parents are to notify the trainer of all injuries or health problems. If a student has been restricted from participation by a doctor, then only by doctor's written notice to the trainer will the student be allowed to participate.
9. Non-Breck sponsored activities are strictly prohibited without proper rental agreement of facilities.
10. It is the responsibility of the Breck School adult community to report any rule infractions immediately.
11. The Head Coach and Director of Athletics, will decide disciplinary action and possibly the Upper School Director when necessary, in cases not covered by the MSHSL rules.
12. Participants in an activity are required to travel to and from an event with the designated squad and coach. If the parent requests that the student ride home with their parent(s), a Breck School Pick Up Form must be filled out.
13. A student's primary responsibility is academic attendance. An unexcused absence during the day results in the player becoming ineligible for practice or participation in an event on the day of the absence. Class assignments missed due to early dismissals must be made up at the discretion of the teacher (Student Handbook pg. 128).
14. To avoid any conflicts of interest, parents and students will not be permitted to sell anything to teams or their members. Purchases for the teams will be bought by the Athletic Department or through the Gym Store.
15. All special travel and lodging expenses will be billed to the parents. If your child is sent home from a trip, not with the team, all additional expenses will be the responsibility of the parent.
16. Do not abuse officials or opposing teams. We may not agree with the decisions and actions they take, but we must remember they are doing their best. You are role models for all adolescents.
17. Be prepared to accept the responsibility of helping your student live by the rules and regulations and to encourage them to attain the lessons learned through participation in athletics.
18. Try not to live through your child's endeavors.

Athletic Team Attendance Policy

1. Breck, its trustees, and employees will not be responsible for any student not attending athletic practice at the appropriate time and place.
2. Practice starts at 3:30 p.m. sharp unless otherwise planned. Practice may occur on evenings, Saturdays and holidays.

3. Attendance at practice and games is mandatory. All players who commit to a team are expected to be at practice daily.
4. Players are responsible to know the practice and game schedule. All information can be accessed on www.imacconference.org.
5. Players will not miss practice unless they are absent from school due to illness or family obligation. The coach should be notified no later than the day before a planned absence.
6. In case of an unexcused absence, the coach and player will meet before the next practice or game. The coach may reduce or suspend playing time or excuse the player from the team. No player will be allowed more than three unexcused absences. At that time, the player will be excused from participating without receiving physical education credit.
7. Any time a player leaves the team before the last contest, no physical education credit will be earned.

Breck School Attendance Policy

Attendance is taken each class period beginning at 8:30 a.m. Students are required to be in attendance at every obligation throughout the day. Unexcused absences or illness occur and the student misses any obligations throughout the school day, will result in co-curricular participation being suspended. Medical/dental appointments and college visits are excused as long as the Attendance Clerk has been informed and the necessary paperwork has been filled out for college visits. The athlete's dean can answer any questions about attendance of students (Student Handbook pg. 126-129).

Governing Bodies

Breck School abides by regulations put in place by the following governing bodies: MSHSL (Minnesota State High School League), NFHS (National Federation of High School Associations) and IMAC (Independent Metro Athletic Conference). It is important for athletes to know and follow the rules of each of these governing bodies. Below are website addresses which will have additional information:

MSHSL – www.mshsl.org

NFHS – www.nfhs.org

IMAC – www.imacmn.com

Additional Breck Policies

Breck lists all expectations of Upper School and Middle School students in the Breck Student Handbook. The handbook also outlines Acceptable Use Policy (AUP), Bullying Behavior, Chemical Use, Hazing, Sexual Harassment and Sexual Violence and Weapons. It is important that all athletes be cognizant of all Breck School Policies

Procedure for Resolving Complaints

1. *Athletes:*

- A. Discuss the problem with the team captain(s). If the problem is not resolved,
- B. Schedule a meeting with the coach and discuss the problem (this meeting must be face-to-face). If the problem is not resolved,
- C. Schedule a meeting with the Director of Athletics and discuss the problem (this meeting must be face-to-face). If the problem is not resolved,
- E. Schedule a meeting with the Director of Athletics and coach to discuss the problem. If the problem is not resolved and a parent wishes to become involved,

2. *Parents:*

- A. Schedule a meeting with the coach in which the athlete is present. If the problem is not resolved,
- B. Schedule a meeting with the Director of Athletics in which the coach and athlete are present.

Captain's Practice

MSHSL league rules prohibit coaches from running or overseeing captain's practice. Breck and the coaches cannot have any involvement whatsoever in captain's practices. Captains may reserve facility space through the Athletic Office.

Student Eligibility and Physicals

No student athlete may practice, condition or play without having on file, a current MSHSL Student Eligibility Form and a complete physical within the last three years. The MSHSL Eligibility forms have been included electronically on the registration located on www.brecksports.org.

Breck Sponsored Athletic Trips

All participants will be billed for lodging and transportation to and from special trips. Proper conduct must be maintained at all times. Students unable to take personal responsibility and/or maintain proper conduct will be sent home immediately at their expense (over and above other expenses). If classes are missed due to trips, it is the athlete's responsibility to speak with teachers and turn in all work. The Late Work Policy can be found on page 112 of the Breck Student Handbook.

Ejection from Contest

If an athlete is ejected from a contest Breck will adhere to all MSHSL policies for each sport. Breck reserves the right for further action.

Early Dismissal/Transportation

Student athletes will be dismissed when decided by the Director of Athletics and Upper School Director. The Athletic Department works diligently to keep early dismissals to a minimum.

In regards to transportation, it is an expectation that **ALL** athletes and coaches ride the bus to and from events. If it is essential that an athlete does not ride the bus, parents must discuss the reason with the coach and fill out the Breck School Transportation Release Form, which is located on www.brecksports.org. This form must be turned in to the Athletic Department the day before the contest. Transportation schedules and location information are found on www.imaconference.org.

Regarding off campus practices, parents or students who choose not to use Breck provided transportation must have a completed Breck School Transportation Release Form on file in the Athletic Department.

Athletic Uniform Return Policy

Breck teams are outfitted in high-quality uniforms. We appreciate your help in their care and return.

Distribution

1. Uniforms will be distributed by the Assistant Athletic Director. The head coach must schedule a time for distribution for all levels.
2. Each athlete will be assigned items that are numbered and they are responsible for those items.
3. Any damage to the item must be reported as soon as possible and they will receive a replacement.
4. It is the athlete's responsibility to have their uniform for all contests. They will not be given loaner items for a particular game if they forget theirs.
5. Breck provides a laundry service for uniforms. Athlete's may place their uniform in the chute and it will be available for them the following day.

Return

1. Uniforms must be collected by the Assistant Athletic Director. Ideally, Assistant Athletic Director will be invited to the end of season meeting and they will be collected at that time. If that is not possible, a mutual agreement must be reached between the head coach and the Assistant Athletic Director.
2. Any non-returned item will result in the student account being billed for replacement.

Athletic Banquets

When a school activity has a banquet, it then becomes a school function and the school assumes responsibilities as it does for any other school-sponsored activity. Therefore, it becomes imperative for the responsible staff member to comply with policies and guidelines established for the purpose of regulating banquets.

Guidelines that should be observed when planning banquets;

1. Coaches should be involved in planning of the banquet.
2. The Athletic Office will assist with arranging facility space for banquets. Please schedule these events well in advance to avoid conflicts with other events.
3. Banquets may also be held at locations other than the school with the approval of the Director of Athletics.
4. If the banquet is held at an establishment where alcoholic beverages are served, they CANNOT be served on this occasion to anyone present. Parents, coaches and guests, as well as athletes are expected to respect this policy. NO tobacco products may be used at these events.
5. An athletic program may hold a separate banquet and awards program, or it may combine with one or more of the other sports.

6. All banquet expenses must be paid by the parents. The costs should not be prohibitive for parents and families. Provisions should be made to allow players and parents to attend the presentation of awards without being required to purchase a meal. Coaches should be considered honored guests and should not be expected to contribute to the banquet. Banquets are self-supporting. Breck School is unable to assist with the finances of such events.

Helpful items when making arrangements for the banquets:

1. Parents of captains should meet with other parents, the captains and the coaches to decide how the team should be honored and to select a date that provides for a maximum attendance.
2. A decision should be made as to which teams in that sport should be honored. It is an expectation that **ALL** Upper School teams in the program be invited.
3. An information letter or invitation should be sent to all parents.
4. Committees for tickets, programs, menu, decoration, etc., should be organized.

End of Season Awards

1. Students in grades 7 – 12 are eligible to earn the following awards if they participate on Varsity or JV teams.
2. IMAC All-Conference players will be named at the end of each season.
3. Varsity teams will hand out three awards: Most Valuable Player, Most Improved Player and Mustanger.
4. The IMAC Conference recognizes 3 season athletes with a pin at the end of the school year. Gold pins are for 3 season VARSITY athletes and silver pins are given to participants who have participated in 3 sport seasons.

Gifts to Coaches

All Coaches, including volunteers, are expected to be judicious in their relationships with student athletes and parents. Coaches must not overstep the bounds of propriety. Coaches must use caution when accepting parent or student hospitality, particularly where acceptance of that hospitality raises questions of propriety or professional ethics. Coaches may accept tangible gifts from parents and students if the gift is homemade or involves minimal expense. Coaches should politely turn down monetary gifts. Gift certificates may be accepted as long as they are appropriate. All questionable gifts should be discussed with the Director of Athletics.

All Star Games

Breck School or its coaches will not be responsible for financially supporting a student athlete with participating in an All Star contest. The coach's associations manage All Star competitions.

Off Season Participation

All student athletes are encouraged to participate in three sports. No coach will support specialization. Breck is a small school with many programs. All teams will rely on multi-sport athletes. If students specialize, all teams will suffer, including the possibility of teams being dropped from the program.

Certified Athletic Trainer

Breck has a full time Certified Athletic Trainer (ATC) who will be present at all home events and away football games. The Athletic Trainer is available in the Training Room near the Field House, noon until all home practices/events have concluded.

If an athlete visits a doctor about an injury, the ATC must receive a note from the doctor BEFORE the athlete is cleared to return to play. If an athlete is assessed with a concussion, it is imperative that the athlete follows up with the ATC daily to complete the Return to Play Protocol. The MSHSL has created the Return to Play Protocol that the ATC must follow in regards to clearing athletes after concussions.

ImPACT baseline concussion testing will be completed for all athletes in contact sports. If additional athletes would like to take the ImPACT test, an appointment may be set up with the ATC. The ATC will conduct these tests before the first contest of the season. Information regarding concussions is listed on www.brecksports.org under Athletic Training.

Water caddies and coolers are available for practice and games. It is important that all athletes have their own water bottle so as not to spread sickness, even if the team uses a water caddy.

Athletic Training Room Expectations

The athletic training room is a place where student athletes receive medical treatment for injuries. After school, only athletes with injuries or getting water caddies or coolers should be in the training room.

Athletic Training Room Rules:

1. Athletic training room is a medical facility; treat it as such.
2. Do not touch or remove any items or materials without permission.
3. Report early for treatments and taping.
4. Evaluations and treatments done during lunch hour, afternoon free periods and/or after all athletes have been taped for practice or games.
5. No food in training room.
6. No bags, cleats, spikes or equipment of any kind in training room.
7. Treatments are first come first serve, with the following priorities:
 - a. Acute emergencies.
 - b. Athletes preparing for away events.
 - c. Athletes preparing for home games.
 - d. Athletes preparing for practice.
 - e. Out of season sports.
8. No self-treatments without permission from the Athletic Trainer.
9. Students may not use Athletic Training phone.
10. Students may not use Computer in training room.
11. Proper behavior, attire (i.e. shorts, shirts, shoes) and acceptable language will be required at all times.
12. Exceptions to any of these rules require permission from the Athletic Trainer.
13. Make sure to dump ice out in the sink or outside before placing the bag in the proper receptacle.

If a mess is created (i.e. water from caddies/coolers) make sure to clean it up