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# **LINCOLN HIGH SCHOOL**

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## **2022-2023 Athletic Handbook & Extra-Curricular Activity Policy**

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# **LHS Athletic Handbook**

## **Introduction**

Welcome to Lincoln High School and congratulations on your choice to participate as a member of an outstanding athletic program. Lincoln High School consists of a proud, successful group of student athletes led by committed and knowledgeable coaches, athletic trainers, and administrators. The High School Student Athlete Handbook and Lincoln High School (LHS) Athletic Code of Conduct were developed with input of parents, teachers, coaches, and administrators so that student athletes and their parents may understand important information and the conditions relating to athletic participation in Lincoln High School. It is the intent of all members of the school's athletic department and administration for athletics to be an enriching and healthy experience for student athletes in which physical, mental, and social growth take place through interscholastic competition.

**Participation in Lincoln High School Athletic Program is a privilege. With this privilege come certain responsibilities since student athletes represent Lincoln High School in the classroom, in the hallways, in the athletic arena, and in the community. The Athletic Code of Conduct is in effect 365 days of the year, 24 hours a day, and 7 days per week.**

Lincoln High School believes interscholastic athletics are an integral part of a student athlete's total educational experience. The success of our athletic programs is based on our student athletes' abilities to balance their participation with their academic requirements. Academic achievement comes first. In athletics, our goal is to provide a safe, structured environment where student athletes can develop responsibility, work ethic, trust and loyalty, self-esteem and self-discipline.

This document serves to inform students and parents about the guidelines, policies, and regulations of the Rhode Island Interscholastic League (RIIL) and the Lincoln Public Schools.

It explains expectations for athletes in high school. One of the primary roles of the high school athletic department is to oversee the conduct of our student athletes. We urge parents to take an active part in the guidance and supervision of their son or daughter while supporting the school in its endeavor to develop positive and productive citizens.

## LINCOLN PUBLIC SCHOOLS INTERSCHOLASTIC ATHLETIC POLICY JX

The Lincoln Public Schools recognize that a comprehensive program of athletics is important to the educational development of students. Therefore, the interscholastic athletic program is an integral part of the educational program in the Lincoln Public Schools. The Lincoln Public Schools are committed to providing athletic programs that promote and develop respect for self and others, fellowship and goodwill, sportsmanship, ethical conduct, teamwork, physical skill and constructive competition. The Lincoln Public Schools support access to athletics for all students. The objectives of the athletic program are to provide:

- A positive atmosphere of school athletics within the Lincoln Public Schools.
- Development of leadership qualities.
- Opportunities for physical, mental, social and emotional growth and development.
- Refinement of skills in sports activities of each student's choice.
- Self-discipline, self-motivation, excellence and the ideals of good sportsmanship that make for winning and losing graciously.
- Achievement of school goals and the student's individual goals.

Interscholastic athletic activities shall be conducted in accordance with the [Rules and Regulations of the Rhode Island Interscholastic League](#) and Rhode Island Principal's Committee on Athletics Grades 6-8.

### I. Requirements.

Participation in interscholastic athletics is subject to satisfaction of the eligibility requirements of this policy, the [Rules and Regulations of the Rhode Island Interscholastic League](#), and the Rhode Island Principal's Committee on Athletics Grades 6-8, as applicable. In the event of a conflict amongst the respective eligibility requirements set forth in the preceding sentence, the stricter requirement shall apply.

#### A. Academic/Age Eligibility

In order to participate in interscholastic athletics, students must:

- Arrive at school no later than 9:30 a.m. and remain in attendance thereafter on the day of an athletic activity if played on a weekday, and the day before if played on a Saturday. Unexcused absences or tardiness from school or from any class period, and absences due to disciplinary or social suspensions, will be the basis for exclusion from all athletic activity on that day, including tryouts, practices and contests. Coaches will be notified by the school administration.
- The athlete must be taking at least four subjects, each involving at least four periods of work or an aggregate of fifteen periods of work per week.
- At all times the athlete should have secured for the period from beginning of the quarter or trimester up to the end of the regular marking period which shall not exceed a maximum of 12 weeks and a passing grade in 60% of the student's program (credits). A student who is not passing 60% of his/her program (credits) is ineligible to participate in games (league and nonleague) until the end of the quarter or trimesters of the next marking period.



- In the case of a student who devotes a considerable part of the summer to make up subjects failed during the school year and receives credit toward graduation for this make-up work, that student shall be entitled to count such credit toward eligibility provided this credit is made an official part of his/her school record during the first week of the fall term. In case a student fails to complete the minimum scholastic requirements for athletic eligibility at the end of a quarter due to unavoidable absence, the student shall be ineligible for the next quarter until these requirements of the preceding quarter are made up.
- Not have reached his/her nineteenth birthday prior to September 1st. Post-graduates are ineligible for competition.

#### B. Athletic Eligibility

Students should be encouraged to participate in the sports for which they have an interest and aptitude and should not be limited to a single sport. However, limitations on individual participation on teams or in games may be imposed based upon:

- The skill or achievement level of the student.
- The safety and welfare of those students not suited for participation in that particular sport.
- The needs of the team.
- Funding limitations.
- Determination of a reasonable number of participants relative to availability of coaching staff.

Every student desirous of participating in an interscholastic athletic activity is required to attend scheduled tryout sessions for the subject activity. A student may be excused from attending a scheduled tryout session only for good cause. Requests for excusals for reasons other than absence from school must be submitted by the student's parent/guardian, in writing, to the Athletic Director, in advance of the proposed absence. Request for excusal due to an absence from school must be submitted to the Athletic Director prior to the first scheduled tryout upon the student's return to school. The Athletic Director shall grant or deny the request for excusal in writing. The Athletic Director shall provide the coach with a copy of the grant or denial and shall retain a copy on file in the Athletic Director's office. Any student having an absence which has not been excused in writing and in advance by the Athletic Director shall not be considered for the team. There are circumstances when students may join a team after the initial tryout period has ended.

These circumstances are enumerated below:

1. Have attended all required tryout sessions for a team and been cut by said team and wishes to join another team that does not cut participants
2. Have enrolled in Lincoln High School after the initial try-out period has passed for a sport. In this circumstance, the student must tryout for as many sessions as in the initial tryout period. Students must join the team within 1 week of the start of the season for winter and spring or within one week of the start of school in the fall.

During tryout sessions, the coach shall prepare a written evaluation of each participant's performance in accordance with a scoring system predetermined by the coach. The Athletic Director shall keep the evaluations on file in the Athletic Director's office. The evaluation shall be made available to the student's parent/guardian upon written request made to the Athletic Director.

In order to tryout for a team, students must provide a health physical and clearance to play which will be kept on file with the school nurse in compliance with Article IV below.

In order to be eligible for participation in interscholastic sports, students must provide: (i) proof of insurance in compliance with Article II below; (ii) a Parental Permission and Acknowledgment of the Lincoln Public Schools Interscholastic Athletic Policy Form signed by the student's parent/guardian in compliance with Article III below; (iii) an updated health physical and clearance to play in compliance with Article IV below; (iv) a *Rhode Island Interscholastic League's Assumption of Risk Form* signed by the student's parent/guardian in compliance with Article V below; and (v) a consent form concerning concussion awareness signed by the student and parent/guardian in compliance with Article VI below.

## II. Insurance.

Students participating in interscholastic athletic activities are required to carry accidental/medical insurance. Parents may purchase accidental/medical insurance for their children via arrangements made by the Lincoln Public Schools with an insurance company. The Lincoln Public Schools do not assume responsibility for medical expenses resulting from injuries to participants in sports.

## III. Parental Permission and Acknowledgement of Athletic Policies.

At the time students are selected for an athletic team, they will receive the Lincoln High School Athletics Handbook or Lincoln Middle School Athletics Handbook, as applicable. Each parent/guardian will read all of the enclosed material and certify that they understand the athletic eligibility rules and policies of the school district. Each student athlete's parent/guardian will complete a Parental Permission Acknowledgement of the applicable handbook for each sport acknowledging knowledge and understanding of all school policies and giving permission to participate in that interscholastic sport. This form will be kept on file in the Athletic Director's office.

## IV. Physical Examination.

In order to tryout for a team, a student must have a health physical and clearance to play performed by a physician. The physical and clearance to play covers all sports provided the examination occurred within one year of the ending date of the respective athletic season(s). If the physical and clearance to play expires during the season, an update will be required to complete the season. This form will be kept on file in the school nurse's office. Students and parents/guardians will be responsible for communicating with the school nurse about any preexisting conditions that may affect athletic participation.

## V. Risk of Participation.

Athletes and parents/guardians must realize the risk of injury, both serious and minor, which may occur as a result of athletic participation. In order to participate in interscholastic sports, students and parents/legal guardians are required to sign two copies of the *Rhode Island Interscholastic League's Assumption of Risk Form*. This form must be notarized and submitted to the coach prior to participation. One copy will be kept on file in the Athletic Director's office. The second copy will be filed at the Rhode Island Interscholastic League office.

## VI. Concussion Awareness Information.

Rhode Island state law requires that athletes and parents/guardians review materials about signs and symptoms of concussions. A signed consent form will be required by both the athlete and parent/guardian.

## VII. Expectations.

The Lincoln athlete is expected to:

- Demonstrate the highest levels of sportsmanship and fair play at all times, regardless of the circumstances.
- Comply with all rules and regulations of the Lincoln Public Schools, Rhode Island Interscholastic League and Rhode Island Principal's Committee on Athletics Grades 6-8
- Apply him/herself academically to the best of his/her abilities and to the minimum requirements set forth in Article I(A) above.
- Abstain from the use of alcohol, tobacco and illegal substances (of any kind).
- Respect the integrity and judgment of game officials even in the case of disagreement with their judgment.
- Attend all meetings, practices, and games unless excused by the coach.
- Abstain from hazing.

Hazing is defined as any activity that humiliates, degrades, abuses, or endangers a person's physical or emotional health for the purpose of initiation or membership in an organization regardless of the person's willingness to participate. Team initiations are a form of hazing. An athlete's participation in any such conduct will result in immediate disqualification of that athlete from a team and possible further school and legal disciplinary measures and consequences. There is no recognized initiation of any kind in the Lincoln Public Schools.

Participation in interscholastic athletics is a privilege which may be revoked for failure to comply with the rules and regulations of the school or the athletic department. The athlete in violation may be required to sit out games, at the discretion of the coach, or for major violations, be dismissed from the team, at the discretion of the Athletic Director.

VIII. Communication. The Lincoln Public Schools recognize the importance of keeping lines of communication open with the coach. Most communication can take place effectively between the coach and the athlete. However, there are appropriate concerns a parent may wish to discuss with the coach. If the parent has concerns about the treatment of an athlete, academic concerns, or concerns about the athlete's behavior, the parent should contact the coach or the Athletic Director. The coach or the Athletic Director should be contacted at school, not at home, and a return call will be made promptly. Concerns about athletics are most productive if addressed during the applicable sport season.

It is not appropriate to discuss with the coach playing time, team strategy, play calling or other student athletes. It is also not appropriate to confront a coach before, during or after a game or practice. The coach's responsibility at those times is to supervise his/her athletes.

It is important that the coach schedules a pre-season meeting with parents and that all parents attend this meeting. At this time, the coach will disseminate all pertinent information concerning expectations, practice time, policies and procedure, and answer questions concerning the rules and regulations.

IX. Transportation.

Transportation is provided to and from scheduled interscholastic events that take place outside of the district. All coaches, including assistant coaches, are required to use the provided transportation. All athletes are required to use the provided transportation unless approved in writing in advance by the building administrator. Such approvals shall be kept on file in the office of the building administrator.

X. Equipment and Uniforms.

For most sports, uniforms and equipment are owned by the Lincoln Public Schools and are loaned to athletes. The care of such uniforms and equipment is the responsibility of the athlete, therefore, the cost of damaged, lost or stolen uniforms and equipment is the responsibility of the athlete. In those sports where the athletes themselves purchase parts of the uniform or equipment, the athlete would keep the uniforms and equipment that he/she purchased.

XI. Appeal Process.

A student, by and through his/her parent/guardian, who feels aggrieved because of an action taken as a result of any provision of this policy may appeal said action to the building administrator of the school at which action was taken. Appeals from decisions made by the building administrator may be taken to the Superintendent of Schools and from decisions made by the Superintendent of Schools to the School Committee. Appeals from decisions made by the School Committee may be taken through the process defined in Title 16 of the General Laws of Rhode Island.

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### **CODE OF CONDUCT FOR STUDENT ATHLETES**

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. The community, school administrators, and coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound athletic program. Athletes are expected to abide by this code of conduct, which will earn them the honor and respect that participation and competition in the interscholastic athletic program affords. Conduct which results in dishonor to the athlete, the team or the school will not be tolerated. All rules apply to all athletes including players, managers, trainers, cheerleaders and all other students representing a team from Lincoln High School.



### **A. Dual Participation**

By RIII rules, student athletes are allowed to participate in more than one sport each season. Dual participation is solely a choice by the student athlete and his/her parent(s)/guardian(s). Upon deciding to play multiple sports in the same season, the student-athlete must declare which sport is the primary sport, and which is the secondary sport. If events or practices coincide for both sports, the student athlete must be present for the primary sport. If conflicts arise, the Director of Athletics will work with the head coaches to determine the resolution.

### **B. Sportsmanship**

"Good sportsmanship, ethical behavior, integrity, and the respect for others" are the guiding principles that permeate all interscholastic activities in our school. In perception and practice, sportsmanship is defined as those qualities, which are characterized by generosity and genuine concern for others. All individuals, regardless of their role, are expected to model sportsmanship because of their influence on the behavior of others.

#### Student Athletes Must:

- Appreciate and understand that their behavior is observed and emulated by many who are younger;
- Live up to the high standard of sportsmanship established by the RIII;
- Accept and understand the seriousness of their responsibility and the privilege of representing their school and community;
- Live up to the standards of sportsmanship established by the school administration and the coaching staff;
- Learn the rules of the game thoroughly and discuss them with parents, fans, and peers;
- Treat opponents the way they would like to be treated, as a guest or friend;
- Refrain from taunting, trash-talking, or making any kind of derogatory remarks, especially comments of ethnic, racial or sexual nature, to their opponents during the game;
- Wish opponents good luck before the game and congratulate them in a sincere manner that they would like to receive following a victory or defeat;
- Respect the integrity and judgment of game officials;
- Win with humility and lose with grace.

### **C. Alcohol and Drugs Including Tobacco**

Medical research substantiates that the use of alcohol and mood modifying substances produces harmful effects on the human body and will affect athletic performance. You cannot compromise your participation with substance abuse. Students who experiment with such substances jeopardize program morale, reputation and success, and they do physical harm to themselves and risk personal injury and harm to others during their activity. Students must decide if they want to hold a leadership position or

want to be part of an athletic team. If they do wish to be a participant, they must make the commitment in order to do so. A big part of this decision means refraining from the use of alcohol, drugs, tobacco and steroids. Student athletes are considered in violation of this policy if they use any tobacco products or are in the presence of, possess, consume (including being under the influence of) and/or distribute, other than as prescribed by a physician for personal use, any tobacco product, controlled drug and/or intoxicant or steroid at any time (see Year Round Expectations) during that sport's season, or during the school year in the case of a captaincy, whether during school, at any school activity, on school property, or at locations off school property.

## **Alcohol and Drugs**

### **Substance Abuse Policy**

Recognizing the existence of alcohol and other substance abuse among students and recognizing the need to discourage all forms of substance abuse, the Lincoln School Department established a policy for dealing with instances of substance abuse as part of the Student Behavior Code (JFC-R).

#### **Purpose of the Substance Abuse Policy**

1. To officially inform students and parents that the use of illicit drugs, or the misuse of prescription medication, and the unlawful possession and use of alcohol is wrong and harmful.
2. To clearly state that substance abuse will not be tolerated in the schools.
3. To protect the academic environment for all students who wish to learn.
4. To involve the total Lincoln community in addressing the problem of substance abuse.
5. To deal compassionately and effectively with students who suffer from substance abuse.

#### **Disciplinary Procedures**

1. Students in possession of or under the influence of drugs and/or alcohol shall be referred to the building level administrator.
2. The building level administrator will inform the school nurse who will make a medical judgment, when necessary, to determine the extent of drug/alcohol intoxication or of any medical risk. If it is determined that the student shows signs of possible overdose, the Lincoln Rescue will be called immediately.
3. The parent or guardian of the student involved will be notified and asked to come to the school in each of the above instances.
4. All students involved in instances of substance abuse will be referred by the building level administrator to the secondary Student Assistance Counselor or the school social worker who, in turn, will coordinate the student's referral to education and/or treatment programs.
5. The student will be suspended in accordance with the provisions of the School Behavior Code adopted by the Lincoln School Committee (School Department Regulation JFC-R which allows for exclusion from all extra-curricular activities, including the graduation ceremony, for a period of up to one year.)
6. Lincoln police will be called to the school to file a report. The police will make a decision to determine if there is sufficient evidence for arrest. If arrested, the student will be transported to

the police station by the arresting officer. The parent/guardian will be instructed to go to the police station. Drugs and/or alcohol found will be turned over to the Lincoln police.

7. Students suspended from school for involvement in abuse shall be informed by school officials that they are required to participate in an appropriate substance abuse treatment and/or counseling program. Students and their parents/guardians shall meet with the secondary Student Assistance Counselor or with the school social worker to arrange for participation in this substance abuse treatment and/or counseling program. Students who refuse participation in such a program will be referred to the Lincoln School Committee for further disciplinary action and/or expulsion from school.
8. Payment, if any, for participation in the group or counseling program will be the responsibility of the student and his or her family.

### **School Year Round Expectations**

The substance use policy at Lincoln High School is in effect school year round, in and out of season, on and off the field, in and out of uniform for all student athletes. There is a reason for this ...

*We care about the welfare of our student athletes.*

We also expect a commitment from you if you want to be involved in the athletic program at Lincoln High School.

### **Presence at Parties with Alcohol and Drugs**

If a student athlete attends a party where alcohol or drugs are being illegally dispensed, the student athlete must leave the party immediately.

### **D. Appearance**

Student athletes assume the responsibility of representing their school; consequently, they are expected to dress appropriately and professionally for practices, contests, and travel.

### **E. Attendance**

Athletes are expected to be in school during the whole day throughout the athletic season. Students must be in class by 7:30 AM. Athletes missing school for reasons other than illness must be excused in advance of the absence in order to participate. Athletes absent from school on Friday or a day preceding a holiday and/or a weekend contest are ineligible to participate unless the absence is excused in advance by the Principal or his designee. If tardy to school, students must check in at the center no later than 9:30 AM to be eligible.

### **F. Hazing**

Under no circumstances will any type of hazing and/or initiation be tolerated. The term "hazing", as defined by Rhode Island State Law, means any conduct or method of initiation that any student organization, which willfully or recklessly endangers the physical or mental health of any student or other person (abbreviated from State of Rhode Island Hazing Law, section 11-21-1(b)). Violation of

this policy will result in strong disciplinary action, including suspension from the athletic team and loss of captaincy.

The following activities include but are not limited to some examples of violation of this standard:

- Requiring the consumption of any food, alcohol, drug, or other substance;
- Requiring participation in physical activities, such as calisthenics, exercise, or other games or activities requiring physical exertion;
- Exposing another to weather elements or other physically or emotionally uncomfortable situation;
- Forcing excessive fatigue from sleep deprivation, physical activities or exercise;
- Requiring anything that would be illegal under any applicable law, including laws of the State of Rhode Island;
- Requiring anything that can be reasonably expected to be morally offensive to another;
- Committing or requiring any act that demeans another based on race, gender, ability, sexual orientation, religion, or age;
- Committing any act of physical brutality against another, including, but not limited to, paddling, striking with fists, open hands, or objects, and branding;
- Kidnapping or transporting another with the intent of stranding him or her;
- Committing verbal abuse;
- Forcing or requiring conduct that can be reasonably expected to embarrass or adversely affect the dignity of another, including the performance of public stunts and activities such as scavenger hunts;
- Denying sufficient time for study or other academic activities; or
- Committing or requiring another to commit any sexual act or engage in lewd behavior.

#### **G. Individual Coach's Rules**

Coaches may establish (with advanced approval of the athletic director and principal) additional rules and regulations for their respective teams. These rules must be given in writing by the coach to all team members and explained fully at the start of the season. Penalties for violation of team rules will also be in writing and will be administered by the coach. Additional team rules must be consistent with all other school rules and regulations. Copies will be kept on file in the athletic director's office. Coaches may take reasonable disciplinary action pertaining to any problem that may arise that has not already been reviewed in this handbook.

#### **H. Leaving a Squad**

Athletes who voluntarily leave a team (i.e. quit) should have an exit interview with the coaching staff indicating the reason for leave. Leaving within the first week of the preseason will allow a student to drop from team without penalty. After this time, the student will be ineligible to participate in another sport for that season, unless The Athletic Director and both coaches involved grant permission.

## **I. Locker Room Regulations**

1. Rough-housing and the throwing of towels or other objects is not allowed in the locker rooms.
2. All showers must be turned off. The last person to leave the shower room is expected to check all showers.
3. Athletes should ensure that all clothing and valuables are locked in their lockers.
4. No glass containers are permitted in locker rooms.
5. All shoes that have spikes or cleats must be put on and taken off outside of the school building.

## **J. Practices and Contests**

Athletes are expected to attend all contests and practices during the season, vacations included, unless excused by the coach. Athletes with unexcused absences from contests or practices will adhere to regulations deemed necessary by the teams coaching staff.

## **K. Vacations**

Vacations (including trips during school vacations) by athletic team members during a sport season are discouraged. Athletes and parents wishing to do so should assess their commitment to the team. In the event of an absence due to a vacation that is unavoidable, the athlete must:

- Contact the coach at least one (1) week prior to the vacation, preferably before the beginning of the season;
- Accept their playing status on that squad following the return to competition.
- Students who have an option to participate in a school or community service related trip will not incur a penalty, however, must accept their playing status on that squad following the return to competition.

## **L. School Rules**

Athletes will abide by all rules and regulations outlined in student handbook.

## **M. Suspension/Detention**

Athletes cannot participate in athletics while serving a suspension or assigned to the Alternative Classroom (TAC). An athlete who is issued a detention must attend the session(s) assigned regardless of home game or practice conflicts. Athletes with away contest must meet with an assistant principal to be reassigned to the next open day to serve the detention.

## **N. Travel**

Athletes must travel to and from athletic contests in transportation provided by the Lincoln Public Schools unless granted permission by the athletic director for an extenuating circumstance.

- Athletes will remain with their teams under the supervision of the coach when attending away contests.
- Athletes may return from an away contest only with their parents. In that event, the parent must request permission from the Director of Athletics and coach prior to the contest. The athlete will be released only to his/her parents upon the personal recognizance of the parent by the coach.
- Athletes are not permitted to drive their own vehicles to away contests.
- Athletes who miss the bus will not be allowed to participate in the contest unless there are extenuating circumstances.
- All regular school bus rules will be followed.

#### **O. Equipment and Uniforms**

Athletes are responsible for the proper care and security of all equipment issued/loaned them.

School-furnished equipment is to be worn only for contests and practice or when authorized by the coach. All equipment must be returned immediately after the season. Failure to return this equipment may result in not being able to participate in subsequent athletic seasons and/or result in social suspension.

Athletes who do not return their equipment in good condition or who lose their equipment will be assessed the replacement cost of the equipment. Additionally, athletes may not participate in another sport until this obligation has been fulfilled. Due to Rhode Island Interscholastic League Rules, equipment cannot be issued to any student out of season.

It is the student's responsibility to make sure any issued and personal belongings are secured properly in the locker room.

#### **P. Selection of the Team**

Selection of athletic teams is the sole responsibility of the coaches of those teams. Their actions, however, must be consistent with the philosophy and policies of the athletic program. When a player selection is necessary, the process will include two important elements. Each candidate should have: Competed in a minimum of three practice sessions and have been personally informed of the player selection and the reasons for the action by the coach. A student not selected for squad will be permitted to tryout for another team if the coach of the second team agrees. A student not selected for disciplinary reasons, however, will not be eligible to participate on another squad for that sport season.

#### **Q. Captains**

Prior to the selection of captains, athletes will be informed by the coach of the criteria for selection and obligations of the position. The position of team captain is one of honor, leadership, and responsibility. As a result, students serving in that capacity are expected to conduct themselves in an exemplary manner both in and outside of school.



Any student involved in a violation of the code of conduct that results in a suspension from school, or any student who is associated with, in possession of, or found to be involved with drugs, steroids, alcohol, tobacco use, weapons, or crimes outside of school, will lose the ability to serve as captain of any school-sponsored athletic team or leader of a student club or activity for a period of one calendar year. Any sitting captain of a Lincoln High School athletic team will have that position rescinded and will be ineligible to serve for a period of one calendar year.

## **PARENT AND COACH COMMUNICATION**

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

- Expectations the coach has for your child as well as all the players on the squad;
- Locations and times of all practices and contests;
- Team requirements, i.e., practices, special equipment, out-of-season conditioning;
- Procedure followed should your child be injured during participation.

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

- Your child's emotional and physical well-being;
- Ways to help your child improve; and
- Concerns about your child's behavior.

Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain topics can be and should be discussed with your child's coach. Other topics must be left to the discretion of the coach.

Issues not appropriate to discuss with coaches:

- Playing time
- Team strategy
- Play calling
- Other student-athletes

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position.

When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue or concern.

**If you have a concern to discuss with a coach, you should:**

Call the Director of Athletics at 334-7520 to set up an appointment with a coach. Please do not attempt to confront a coach before or after a contest or practice. These times can be emotional periods for both the parent and the coach. Meetings of this nature do not promote resolution.

If the meeting with the coach did not provide a satisfactory resolution, you should call and set up an appointment with the Director of Athletics to discuss the situation. When possible, parents should encourage his/her child to speak with the coach first to resolve issues.

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## **LHS EXTRA-CURRICULAR ACTIVITY POLICY**

Welcome to Lincoln High School and congratulations on your choice to participate as a member of an outstanding extra-curricular activity program. It is the intent of all members of the school community for extra-curricular activities to be an enriching and meaningful experience for students in which intellectual, social and emotional growth take place through participation in clubs and activities.

**Participation in Lincoln High School extra-curricular activities is a privilege. With this privilege comes certain responsibilities since members of clubs and activities represent Lincoln High School in the classroom, in the hallways, and in the community. The Code of Conduct is in effect 365 days of the year, 24 hours a day, and 7 days per week.**

Lincoln High School believes extra-curricular activities are an integral part of a student's total educational experience. The success of our extra-curricular activity programs is based on our students' abilities to balance their participation with their academic requirements. Academic achievement comes first. In activities, our goal is to provide a safe, structured environment where students can develop responsibility, work ethic, trust and loyalty, self-esteem and self-discipline.

This document serves to inform students and parents about the guidelines, policies, and regulations of the Lincoln Public Schools. It explains expectations for participation in extra-curricular activities at Lincoln High school. We urge parents to take an active part in the guidance and supervision of their son or daughter while supporting the schools in our endeavor to develop positive and productive citizens.

### **A. Formation of Clubs**

1. Those who desire to form a club must expect to meet regularly.
2. There must be a definitive organization, officers in control, systematic procedures, and discipline of such a nature as to insure orderly carrying out of club activities.

3. Definite goals and objectives must be stated in writing to guide the club toward its purposes. Eligibility and limitation, if any, of membership must be stated. This information must be submitted to the Constitution Committee of the Student Council in applying for a charter.
4. A faculty member must agree to sponsor the club. The Assistant Principal must approve the formation of the club.

#### **B. Participation in Clubs and Extra Curricular Activities**

1. A student may participate in as many activities as he/she can manage successfully. At least one activity is recommended for each student. Three activities should definitely be the limit unless the student has attained the honor roll.
2. A student may not take part in any co-curricular activity if the student is absent from school on that particular day. A student must be in school all day on the last day classes are in session prior to a weekend or a vacation if the student wishes to participate in the activity during that time period. If a student is confronted with an unusual situation, the assistant principal will offer guidance.
3. A student who fails schoolwork or whose health is impaired by too much activity will be required to curtail those activities.
4. A student who is asked to report to a teacher after school must report, even if doing so causes him or her to miss a co-curricular activity.
5. Eligibility for club/activity participation follows the guidelines listed in the athletic portion of this handbook.
6. A student on social suspension cannot participate in any club or activity for the duration of the social suspension

#### **C. Class and Co-Curricular Activity Funds**

1. All money belonging to any school activity must be turned in to the faculty treasurer.
2. Such money turned in must be accompanied by a deposit slip. The treasurer will give a receipt for all sums received, and the money will be deposited in a local bank.
3. The faculty treasurer keeps an accurate itemized separate account for each activity and issues checks (no cash payments are to be made) upon the written request (Expenditure Authorization Form) of the faculty sponsor of any activity having funds on deposit. Each club must have a treasurer who keeps accurate financial records. In turn, the faculty treasurer keeps an accurate itemized account of the club's financial dealings.
4. Club fundraising activities are restricted to school sponsored groups. Application must be made to the administration at least ten (10) days before the start of the fund raising activity. No fundraising may take place unless administrative approval is obtained.

#### **D. Student Elections**

At the time of annual student council/class elections, any student failing any subject on the most recent report card shall be ineligible to run for class office. Should an elected officer fail to maintain this

eligibility at the end of any quarter during his or her term of office, the officer shall not actively perform the duties of that office for the next quarter. Any officer determined to be ineligible for any two quarters shall be removed from office. A list of proposed candidates for class office must be submitted by the class advisor to the appropriate Assistant Principal for approval before any election may take place. The Assistant Principal will rule on the eligibility of each candidate. During an election, only those students present in the assembly will be allowed to vote, and to have that vote counted.

### **E. Alcohol and Drugs Including Tobacco**

Medical research substantiates that the use of alcohol and mood modifying substances produces harmful effects on the human body and will affect academic, social and emotional well-being. You cannot compromise your participation with substance abuse. Students who experiment with such substances jeopardize school morale, reputation and success, and they do physical harm to themselves and risk personal injury and harm to others during their activity. Students must decide if they want to hold a leadership position or want to be part of activity or club. If they do wish to be a participant, they must make the commitment in order to do so. A big part of this decision means refraining from the use of alcohol, drugs, tobacco and steroids. Student are considered in violation of this policy if they use any tobacco products or are in the presence of, possess, consume (including being under the influence of) and/or distribute, other than as prescribed by a physician for personal use, any tobacco product, controlled drug and/or intoxicant or steroid at any time (see Year Round Expectations) during that activity or during the school year in the case of a leadership position, whether during school, at any school activity, on school property, or at locations off school property.

### **Alcohol and Drugs**

#### **Substance Abuse Policy**

Recognizing the existence of alcohol and other substance abuse among students and recognizing the need to discourage all forms of substance abuse, the Lincoln School Department established a policy for dealing with instances of substance abuse as part of the Student Behavior Code (JFC-R).

#### **Purpose of the Substance Abuse Policy**

1. To officially inform students and parents that the use of illicit drugs, or the misuse of prescription medication, and the unlawful possession and use of alcohol is wrong and harmful.
2. To clearly state that substance abuse will not be tolerated in the schools.
3. To protect the academic environment for all students who wish to learn.
4. To involve the total Lincoln community in addressing the problem of substance abuse.
5. To deal compassionately and effectively with students who suffer from substance abuse.

#### **Disciplinary Procedures**

1. Students in possession of or under the influence of drugs and/or alcohol shall be referred to the building level administrator.

2. The building level administrator will inform the school nurse who will make a medical judgment, when necessary, to determine the extent of drug/alcohol intoxication or of any medical risk. If it is determined that the student shows signs of possible overdose, the Lincoln Rescue will be called immediately.
3. The parent or guardian of the student involved will be notified and asked to come to the school in each of the above instances.
4. All students involved in instances of substance abuse will be referred by the building level administrator to the secondary Student Assistance Counselor or the school social worker who, in turn, will coordinate the student's referral to education and/or treatment programs.
5. The student will be suspended in accordance with the provisions of the School Behavior Code adopted by the Lincoln School Committee (School Department Regulation JFC-R which allows for exclusion from all extra-curricular activities, including the graduation ceremony, for a period of up to one year.)
6. Lincoln police will be called to the school to file a report. The police will make a decision to determine if there is sufficient evidence for arrest. If arrested, the student will be transported to the police station by the arresting officer. The parent/guardian will be instructed to go to the police station. Drugs and/or alcohol found will be turned over to the Lincoln police.
7. Students suspended from school for involvement in abuse shall be informed by school officials that they are required to participate in an appropriate substance abuse treatment and/or counseling program. Students and their parents/guardians shall meet with the secondary Student Assistance Counselor or with the school social worker to arrange for participation in this substance abuse treatment and/or counseling program. Students who refuse participation in such a program will be referred to the Lincoln School Committee for further disciplinary action and/or expulsion from school.
8. Payment, if any, for participation in the group or counseling program will be the responsibility of the student and his or her family.

### **School Year Round Expectations**

The substance use policy at Lincoln High School is in effect school year round. There is a reason for this ...

*We care about the welfare of our students.*

We also expect a commitment from you if you want to be involved in the extra-curricular program at Lincoln High School.

### **Presence at Parties with Alcohol and Drugs**

If a club or activity member attends a party where alcohol or drugs are being illegally dispensed, the student must leave the party immediately.

### **F. Attendance**

Students are expected to be in school during the whole day when a club or activity meets after school. Students must be in class by 7:30 AM. Students missing school for reasons other than illness must be excused in advance of the absence in order to participate. Students absent from school on Friday or a

day preceding a holiday and/or a weekend event are ineligible to participate unless the absence is excused in advance by the Principal or his designee. If tardy to school, students must check in at the center no later than 9:30 AM to be eligible.

### **G. Hazing**

Under no circumstances will any type of hazing and/or initiation be tolerated. The term “hazing”, as defined by Rhode Island State Law, means any conduct or method of initiation that any student organization, which willfully or recklessly endangers the physical or mental health of any student or other person (abbreviated from State of Rhode Island Hazing Law, section 11-21-1(b)). Violation of this policy will result in strong disciplinary action, including suspension from the activity and loss of leadership position.

The following activities include but are not limited to some examples of violation of this standard:

- Requiring the consumption of any food, alcohol, drug, or other substance;
- Requiring participation in physical activities, such as calisthenics, exercise, or other games or activities requiring physical exertion;
- Exposing another to weather elements or other physically or emotionally uncomfortable situation;
- Forcing excessive fatigue from sleep deprivation, physical activities or exercise;
- Requiring anything that would be illegal under any applicable law, including laws of the State of Rhode Island;
- Requiring anything that can be reasonably expected to be morally offensive to another;
- Committing or requiring any act that demeans another based on race, gender, ability, sexual orientation, religion, or age;
- Committing any act of physical brutality against another, including, but not limited to, paddling, striking with fists, open hands, or objects, and branding;
- Kidnapping or transporting another with the intent of stranding him or her;
- Committing verbal abuse;
- Forcing or requiring conduct that can be reasonably expected to embarrass or adversely affect the dignity of another, including the performance of public stunts and activities such as scavenger hunts;
- Denying sufficient time for study or other academic activities; or
- Committing or requiring another to commit any sexual act or engage in lewd behavior.

### **H. School Rules**

Extra-curricular club members and participants will abide by all rules and regulations outlined in student handbook.

### **I. Suspension/Detention**

Students cannot participate in club or activity programs while serving a suspension or assigned to the Alternative Classroom (TAC). A student who is issued a detention must attend the session(s) assigned regardless club or activity commitment.



**J. Leader Behavior**

Students who have the privilege of holding a position of leadership (class officer, activity president etc.) are expected to behave in a manner, which represents the school, the community, and themselves in an honorable manner. Students who fail to live up to the requirements of leadership will be removed from their positions by the administration. Cause for dismissal or suspension will be at the discretion of the administration.

# **LINCOLN HIGH SCHOOL**

## **ATHLETIC HANDBOOK &**

## **EXTRA-CURRICULAR ACTIVITY POLICY**

### **SIGN-OFF FORM**

**Please complete and sign lines below indicating that you and your child have reviewed together the contents of the Lincoln High School Athletic Handbook and Extra-Curricular Activity Policy.**

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
(please print)

Student's Signature: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_  
(please print)

Parent/Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Lincoln High School**

**135 Old River Road**

**Lincoln, RI 02865**

**[www.lhs.lincolnpa.org](http://www.lhs.lincolnpa.org)**

**Tel. 401-334-7500**

**Fax: 401-334-8753**