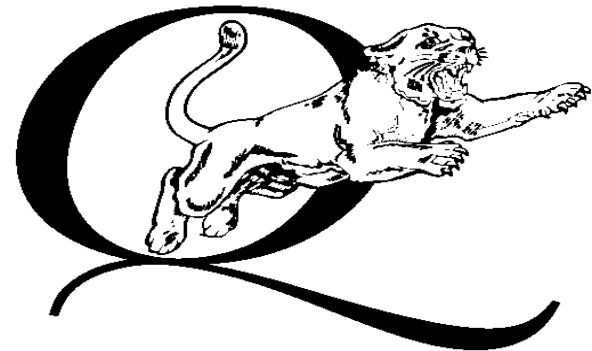


**QUABBIN REGIONAL MIDDLE / HIGH SCHOOL
STUDENT ATHLETIC HANDBOOK
FOR
ATHLETES / PARENTS / GUARDIANS
2015 - 2016**



EOE: Quabbin Regional School District's Policy of nondiscrimination will extend to students, staff, the general public and individuals with whom it does business; and will apply to race, color, national background, religion, sex, disability, economic status, political party, age, handicap, sexual orientation, gender identity, homelessness and other human differences.

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WELCOME TO QUABBIN REGIONAL MIDDLE/HIGH SCHOOL ATHLETICS

This handbook provides information regarding interscholastic athletics at Quabbin Regional Middle/High School. Please keep it and refer to it whenever you have a question or concern regarding your child's athletic experience. If this handbook does not answer your concern or question, please call your child's coach or the school 978.355.5041.

I. ATHLETIC PHILOSOPHY

The Interscholastic Athletic Program at the Quabbin Regional Middle/High School, or QRM/HS, is committed to the Mission Statement of the Quabbin Regional School District. The Mission Statement affirms: A school is essentially a community of learners organized for the care and development of young minds. A public school assumes the added responsibility of preparing all young learners for their future as productive citizens in a free and democratic society. The two purposes are intertwined: the faith that built our public schools holds education to be the key to our nation's future. We are committed to that mission. Indeed, the Quabbin Regional School District believes that the continued well being of our society and its citizenry in the next century depends on the attainment of higher levels of education. It is not enough to restore old standards; these must be surpassed. Where we once expected competence, we must now expect and envision a pursuit of mastery in both learning and teaching.

The steeply increasing demands on the intellectual resources of our citizenry require that we regard learning as a lifelong endeavor. Credentials that once spoke to learning attained now signify only what further learning one is ready to pursue. The high school diploma no longer secures a place in our society. Certification no longer secures a professional position in our schools. Greater demands on students mean greater demands on staff. We must envision that our purpose as a public school system is to prepare students to continue their education beyond the diploma, through vocational training or higher education, onto a lifetime of independent learning. Our responsibility to our staff is to assure that certification is just the beginning of their professional development that they are continually prepared for the challenges ahead. We must all be learning how to learn to be ready for the future.

The Quabbin Athletic Program is an extension of the academic classroom. As such, it is committed to teaching not only the skills and strategies of particular sports, but also the ability to accept success graciously and to handle disappointment maturely. The athletic program also inculcates accountability, sportsmanship, loyalty, confidence, tolerance, respect, sacrifice, self-discipline, positive work ethic, teamwork, striving for excellence, leadership, physical well-being, social skills and citizenship.

3. Displays such qualities as sportsmanship and school-community citizenship
- f. Top Scholar Athlete Award - two single awards will be presented - one girl, one boy, under the following criteria. Athletes must meet all above criteria plus:
1. Have participated in more than one varsity sport
 2. Have been judged superior to all others according to GPA

(Coaches are asked to nominate athletes for Sportsmanship Award and Buelow Awards).

The Quabbin Regional Middle/High Schools offer the following sports:

MIDDLE SCHOOL		
FALL	WINTER	SPRING
Boys/Girls Cross Country Boys/Girls Soccer Field Hockey	Boys/Girls Basketball Wrestling	Baseball Softball Boys/Girls Track & Field
HIGH SCHOOL		
FALL	WINTER	SPRING
Boys/Girls Cross Country Boys/Girls Soccer Boys Golf Field Hockey Football	Boys/Girls Basketball Boys/Girls Indoor Track Wrestling Cheerleading	Baseball Softball Boys/Girls Track & Field Girls Tennis Girls Golf

II. GOVERNING BODIES

- A. **The Massachusetts Interscholastic Athletic Association or MIAA:** Quabbin Regional High School is a member in good standing of the MIAA and, as such, abides by all its rules and regulations. The MIAA serves its member schools in a variety of ways including sports specific rules, academic standards, sportsmanship guidelines, assistance in drug and alcohol education, and post-season regional and state tournaments for varsity level competition. The MIAA does not sponsor or sanction sub-varsity tournament competition.
- B. **The Midland-Wachusett League (MidWach):** Quabbin Regional School District is a member of the Midland-Wachusett League, which is governed by the rules of the MIAA and its own constitution. The league is divided into four divisions according to high school population.

III. STUDENT QUALIFICATIONS

- A. Each student must have a physical exam. School physicals are administered each June for the following school year. Students who do not have a school physical MUST have one with their family doctor. Evidence of that physical examination must be on file in the Nurse's Office before the start of tryouts and practices. The Massachusetts Interscholastic Athletic Association (MIAA) requires that all students participating in interscholastic sports pass a physical examination within 13 months of the start of each season. Physical examinations must be performed by a duly registered physician, physician's assistant, or nurse practitioner (MIAA Rules and Regulations Governing Athletics, "MIAA Handbook," July 1, 2015 - June 30, 2017). Permission forms, signed by a parent or legal guardian must be on file in the Athletic Office (online signature). Medical emergency forms must be completed and on file in the Nurse's Office.
- B. **Quabbin Athletic Health/Emergency Information Forms, Sports**

Participation Health Questionnaire and Athletic Pre-Participation Concussion History and Screening Forms must be completed for participation.

C. Academic Eligibility: Revised 2013

To be eligible for participation in interscholastic competition, a student must earn a passing grade in every subject. Specifically:

1. A student must secure during the last marking period preceding the contest, a passing grade in **all subjects**.
2. At the conclusion of each trimester, to be eligible a student must secure a passing grade.
3. **If a student fails the third trimester, to regain eligibility that student can take a summer school, night school or online course.**
4. **Withdrawn grades: A Withdrawal Failure** in the marking term preceding a season will make an athlete ineligible for participation.
5. The scholastic eligibility of all students shall be considered as official and determined only on the date when report cards for that marking period have been issued to the general student population. The athletic director and the building principal must determine the eligibility of all students on the basis of these criteria. (MIAA Regulation)

D. ATHLETIC PARTICIPATION FEE

Students will be assessed an Athletic Participation Fee per sport, per season. Reduced lunch students will pay 15% of fee, free lunch students will have fee waived. HS: \$210/\$28 (reduced); MS: \$120/\$16 (reduced)

The fee must be paid in full at the time of registration. Fees for sports taking place in future season cannot be paid in advance.

The fee can be paid on our website at www.qrsd.org by clicking on UniPay Online Payment Center under the "Parent" tab or on the bottom right corner of every page or through athletics website. If UniPay Online is used a receipt must be printed and shown at the time of registration. The fee can also be paid by personal check, certified check or money order. Checks are payable to QRSD. Cash will not be accepted. If a student does not make the team and the payment was made thru UniPay Online the Athletic Director will complete a payment request and forward it to the accounts payable office for refund within one month; otherwise, the check will be returned.

Refunds will be made upon written request by the parent/guardian until the first game. Fees will not be returned if a student is dismissed from the team for any reason by the athletic director, coach or administration after the completion of the first game.

E. SPORTSMANSHIP & DISCIPLINE

Any student ruled out of a contest by game officials for fighting or conduct

B. High School

1. **Certificate Award** - given to all those who participate on a freshman or junior varsity team. Special certificate awards are given to MIP and Coach's Award recipients. No MVP is awarded.

2. **Varsity Letters**

- a. In football, soccer, basketball, baseball, softball, field hockey, golf and cheerleading, letters are awarded to all who participate and complete the season and who have been recommended by the coach.
- b. In track and cross-country, members must score 15 points or be recommended by a coach.
- c. In wrestling, members must score 9 team points or wrestle in 2/3 of varsity meets or be recommended by coach or placing in tournament while winning more than one match.

3. **Special Awards**

- a. District E Athletic Directors Awards - Senior Award is presented to an athlete who:
 1. Displays athletic proficiency
 2. Has achieved scholastically
 3. Displays citizenship
 4. Displays leadership
 5. Contributes to school and community
- b. Sportsmanship Award - presented to an athlete who:
 1. Earns a varsity letter
 2. Shows concern for others
 3. Plays by the rules
 4. Behaves in such a manner as to be a good role model
- c. Senior Plaque Award - presented to seniors who:
 1. Received letter awards in two sports in both junior and senior years
- d. Buelow Award - presented to a senior who:
 1. Displays loyalty, determination, courage and sportsmanship
 2. Does not have to be outstanding athletically, but has achieved success through persistence
- e. Scholar-Athlete Awards - presented to seniors who:
 1. Have earned honor roll status during four of the previous five trimesters (three trimesters of junior year and first two of senior year)
 2. Have earned two consecutive varsity letters in a single sport

T. SECURITY OF PERSONAL BELONGINGS

All personal belongings should be locked in a locker while the student-athlete is trying out, practicing, or playing. All students should have a lock for their athletic lockers and never leave their locker unlocked or open while in the shower. In the event that students do not have locks, they should bring their clothing and books to practice with them and leave these items where they can be easily observed. QRM/HS cannot be responsible for personal belongings of student-athletes.

U. LOCKER ROOMS AND FACILITIES

Student-athletes are expected to respect the locker facilities, showers, and general areas of the athletic wings. We expect the student-athletes to take pride in their facilities by using barrels and keeping their athletic facilities in good condition. Students who remain after school for practices or games are not to be wandering the building. Students will be directed by their coach to a designated area until practice or the game begin.

VIII. COLLEGE & CAREER GUIDANCE

One of the most important decisions facing high school students is what to do with their lives after high school. The members of the QRHS athletic staff are willing and eager to assist all of their students with this extremely important decision. Staff members fully understand the importance of this assistance. They may be able to answer questions, contact schools and/or coaches, send video, if available, and write letters of recommendation. They can guide students to a more knowledgeable resource that can help with decisions. If a student's goal is to compete athletically at the collegiate level, it is very important to be aware of the ever-changing NCAA regulations. See your guidance counselor for information.

IX. SPORTSMANSHIP

QRM/HS expects all parties at a contest to display the highest level of sportsmanship. Players, coaches, and spectators are to treat opponents, game officials and visiting spectators with respect. The MIAA reserves the right to "warn, censure, place on probation, or suspend up to one calendar year, any player, team, coach, game or school official, or school determined to be acting in a manner contrary to the standards of good sportsmanship." The QRM/HS reserves the right to impose the same penalties on spectators displaying poor sportsmanship at any of our contests, both home and away.

X. ATHLETIC AWARDS

A. Middle School

1. Certificates are awarded to all 7th grade participants
2. A "Q" letter and sports-specific pin are awarded to all 8th grade participants
3. Special certificate awards are given to MIP (Most Improved Player) and Coach's Award recipients. No MVP (Most Valuable Player) is awarded.

lacking in sportsmanship shall not participate in the next two regularly scheduled contests. A student ruled out of contest twice in the same season for conduct lacking in sportsmanship or fighting shall be disqualified from further participation in her/his sport season for a year from the date of his or her second disqualification (MIAA Regulation).

Student-athletes at Quabbin Regional Middle/High School are representing themselves, their family, team, school and community at all times.

Therefore, athletes will be held accountable for their actions at all times.

An Athletic Referral will be given to an athlete for:

- a. Unsportsmanlike gestures
- b. Inappropriate language
- c. Lack of self-control
- d. Disrespect for opponent
- e. Disrespect for officials
- f. Disregard for rules of contest
- g. Missing practice or games
- h. Vandalism or theft
- i. Bench or locker room misconduct
- j. Bus misconduct
- k. Fighting
- l. Malicious destruction of property
- m. Violating team rules
- n. Violation of MIAA Chemical Health policy

Two referrals to an athlete will result in dismissal from the team. If second referral is issued at the close of a season, disciplinary action or game suspension(s) may be applied to the next season in which the athlete participates.

The athletic director, principal and coach may also make decisions on an athlete's removal from a team based on circumstances that are contrary to good sportsmanship and sound moral behavior but are not outlined on the athletic referral form.

Right to Appeal Referral

The athlete has the right to appeal a referral. The athlete should first appeal to the coach and attempt to resolve the problem. If the coach and athlete cannot resolve the problem, the matter should be presented to the athletic director in writing. Should the matter remain unresolved, the matter will be presented to the principal. If at this level the problem is still not resolved, the principal will notify the parent/guardian of the athlete. After notification by the principal, the parent/guardian may request a meeting with the principal, athletic director and coach. If no solution is mutually agreed upon, the problem should be presented to the Superintendent of Schools. The decision of the Superintendent of Schools regarding the

appeal of a referral is final.

IV. POLICY REGARDING CHEMICAL USE

Please refer to current year QRM/HS Student Handbooks for the updated policy. It is the responsibility of student-athletes to be aware of the policy.

MIAA POLICY

In addition to the QRM/HS policy, the following MIAA Policy will be enforced. This policy is in force from the firstday of full practice through the end of the academic year or final athletic competition of the year, whichever is later.

Student (and Coach) Eligibility: Chemical Health/Alcohol/Drugs/Tobacco (MIAA Policy) MIAA Handbook July 1, 2015– June 30, 2017

From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol; any tobacco product; marijuana; steroids; or any controlled substance. This policy includes products such as “NA or near beer”.

It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student’s own use by his/her doctor.

This MIAA statewide minimum standard is not intended to render “guilt by association”, e.g. many student athletes might be present at a party where only a few violate this standard. This rule represents only a minimum standard upon which schools may develop more stringent requirements.

If a student in violation of this rule is unable to participate in interscholastic sports due to injury or academics, the penalty will not take effect until that student is able to participate again.

MINIMUM PENALTIES:

First violation: When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 25% of all interscholastic contests in that sport. No exception is permitted for a student who becomes a participant in a treatment program. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 25% of the season.

Second and subsequent violations: When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 60% of all interscholastic contests in that sport. All decimal part of

staff member directly supervises its use. Failure to abide by this policy will result in loss of privilege in using the facility. Students must fill out appropriate forms and return them to Coach Matthews.

P. PLAYING TIME

Perhaps the most emotional part of an athlete's participation in high school athletics centers around playing time. Student-athletes participating in interscholastic athletics find that practices and expectations are intense and demanding. It is the responsibility of the QRM/HS coaching staff to decide which athletes should start a contest, who should play what position, and how long each athlete should play. These coaching decisions, often difficult to make, are made only by the coaching staff and are approached very seriously after the coaches have observed the athletes in practice sessions, game-like situations, scrimmages and, at time, games. Factors such as practice, attendance, attitude, commitment, and of course, athletic skill enter into the decisions.

Q. SUB-VARSITY TEAMS (Middle School, Freshman, JV)

At the sub-varsity levels, members of the coaching staff will make a strong effort to play all team members for as much time as is practical. The emphasis at these levels is the teaching of fundamental skills and team play.

R. VARSITY TEAMS

At the varsity level, our teams will compete against opponents at the highest possible level of execution. This is the highest level of interscholastic competition and players, coaches, parents and staff members want the QRHS varsity teams to be successful and competitive on the field of play. As long as the score is being kept, QRHS should attempt to win as many games as possible. To accomplish this, there are many instances when the most competitive, skilled team members will carry the major burden of the contest. However, teams cannot and will not be successful without committed substitutes or "second team" players. These players have to be ready at all times to step forward and shoulder the burden when called upon. It is these players whose hard work in practice each day prepares the team for the upcoming contest. Success should never be measured in wins and losses but in the performance of athletes. If our athletes perform to the best of their abilities, they will always be successful, no matter what the final score might be.

S. TEAM CAPTAINS

It is a coaching decision as to how team captains are selected, if at all. They may be elected by the team or appointed by the coach prior to the first regularly scheduled contest. Captains may also be elected or appointed on a game-by-game basis. It is expected that team captains be leaders of their team and be ready to assume duties as outlined by their coach. They are expected to communicate with the coach and team in the event of any problems that may affect the team or its members. Captains may be asked to meet with the AD during the school year to discuss the athletic program. Captains may be relieved of their position for violation of team, department, or school rules.

86.7 The request for a waiver must have the written support of the school principal, the athletic director, and the coach.

Waivers will be considered on an individual basis on the merits of each case. The AD will request a waiver from the MIAA.

I. DAILY TEAM ATTENDANCE

It is extremely important that a coach be notified if a student is not going to be present at practice or a game. Practice is where plans for upcoming contests are devised and perfected. The coaches in our program expect their athletes to be present at all team related activities. Suspension or dismissal from the team may take place as a result of such absences. Students are excused from team activities for illness, injury, academic, family emergencies, or religious reasons. Prior notification is strongly recommended and expected.

J. CARE OF EQUIPMENT

Students have an obligation and responsibility for all equipment issued to them. Each student is responsible for the proper care and retention of his or her equipment from the date of issue to the date of return. Equipment should be stored in a locked locker at all times when not in use. Experience has shown that most losses are due to lockers being left open and unlocked. If students lose school equipment or fail to return same, they are responsible to meet the current replacement cost of the equipment. Payment is required at the time of the loss, prior to the next season of athletic involvement, or graduation, whichever comes first. No student will be allowed to try out for another sport until all outstanding equipment has been returned or paid for.

K. PLAYER LEAVING SQUAD DURING SEASON

If an athlete leaves the team during the season due to injury, academics, discipline, or quitting, it is his or her responsibility to return all school equipment immediately.

L. PHYSICAL EDUCATION

All students are required to participate in their regularly scheduled physical education classes. Student being medically excused from physical education may not be allowed to participate in their team practice or game on that day.

M. BUILDING AND FACILITY ACCESS

At the conclusion of each school day, student-athletes should bring all items that they will need the next day into the athletic locker room area. Students will not be allowed access to the main school building after practice, games, or on non-school days.

N. ATHLETIC SHOES

At no time should shoes with cleated soles be worn inside the building. Serious injury can occur from slipping on cement or tiled surfaces.

O. WEIGHT ROOM

The QRM/HS weight room is only available to all students whenever a

an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 60% of the season.

If after the second or subsequent violations the student of his/her own volition becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events provided the student was fully engaged in the program throughout that penalty period. The high school principal in collaboration with a Chemical Dependency Program or Treatment Program must certify that student is attending or issue a certificate of completion. If student does not complete program, penalty reverts back to 60% of the season. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 40% of the season.

Penalties shall be cumulative each academic year, but serving the penalty could carry over for one year. Or, if the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g. A student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty[ies] during the fall season of the next academic year).

1st Offense

# of Events / Season	# of Events / Penalty
1-7	1
8-11	2
12-15	3
16-19	4
20 or over	5

2nd Offense

# of Events / Season	# of Events / Penalty
1-3	1
4	2
5-6	3
7-8	4
9	5
10-11	6
12-13	7
14	8
15-16	9
17-18	10
19	11
20 or over	12

2nd Offense w/Dependency Program

# of Events / Season	# of Events / Penalty
1-4	1
5-7	2
8-9	3
10-12	4
13-14	5
15-17	6
18-19	7
20 or over	8

V. HAZING: Massachusetts State Law Chapter 536, Sections 16-19

Hazing is defined as any conduct or method of intimidation into any student organization whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to weather, forced consumption of any food, liquor, beverage, drug, or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Section 17 further states: "Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than three thousand dollars (\$3,000) or by imprisonment in a house of correction for not more than one year, or by both such fine and imprisonment."

Incidents of hazing must be reported to the appropriate law enforcement officials as soon as reasonably practical.

Procedure for Return to Athletic Participation Following Injury

- A. Any injury sustained during the sports season - whether such injury occurs on the field or off - should be reported immediately to the Coach **AND** Athletic Trainer (ATC)
- B. All injuries **WILL** require written medical clearance from a licensed medical professional
 - i. Medical clearance for minor injuries will be obtained - at minimum - from the ATC and will be forwarded to the Coach in writing before an athlete may return to play
 - ii. If the injury is determined to require further evaluation and diagnosis, the MIAA requires the following:
 - a. "Subsequent to any serious injury and prior to further participation in that sport, an athlete should receive a medical release from a licensed physician"

should discuss this situation with the coach **prior to trying out for the team.**

H. MIAA BONA FIDE TEAM MEMBER RULE: MIAA RULE 45 & 86

A bona fide member of the school team is a student who is consistently present for, and actively participates in, all high school team sessions (e.g. practices, tryouts, competitions). Bona fide members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity/event in any sport recognized by the MIAA. Students cannot be given special treatment (late arrival, early dismissal etc.) for non-school athletic programs.

First Offense: Student athlete is suspended for 25% of the season .

Second Offense: Student athlete is suspended for an additional 25% of the season, and is ineligible for tournament play immediately upon confirmation of the violation.

The regular season portion of the penalty for a violation toward the end of a season will carry over to the very next high school season in which the student is a legitimate participant. For example, a soccer player who violates the rule by missing the last high school match would serve the required suspension (25% of season) at the start of basketball season, if that student is a legitimate basketball participant.

On occasion, a student might find himself/herself in potential conflict with this rule. This can happen when a student-athlete has an association with an out-of-school team or has an opportunity to participate in some special tournament or on a special team. A waiver of the bona fide team rule excusing the student from the school activity that day and allowing the student to participate in such a non-school event is possible under the guidelines set forth below. Before a waiver request is submitted ALL of the following considerations must be present:

86.1 The non-school event must be a significant experience -- not one normally available to most anyone.

86.2 The invitation must have come from a personalized invitation -- not a form letter that went to a large number of students.

86.3 It must be clear that the student is not being exploited and that the student is truly being singled out to participate.

86.4 The amount of time being missed from school will definitely be considered.

86.5 The number of school team activities being missed will be a factor considered.

86.6 There is a limit to the number of times that a student could qualify for a waiver. It would be extremely rare that a student-athlete would be granted more than one waiver.

15. All coaches will inform team members and their families, in writing, of the expectations of the athletes at the start of the season. This will include training procedures commitments, strategies, conduct, etc. The AD will insure that all varsity coaches are distributing expectations.
16. No group of students should be permitted to practice unless under the direct supervision of the coach.
17. All athletes are reminded that when visiting other schools to compete in interscholastic athletic events, they are guests at the host school. We expect that our athletes will act in a responsible and courteous way; therefore, respecting the facilities and equipment of the host school is a priority. Any malicious destruction of property will result in dismissal from the team and the athletes responsible may be financially assessed for damages.

Any disregard or violation of rules and expectations may lead to dismissal from the team. Whenever the athletic department takes disciplinary action against an athlete, the AD will immediately notify the parents of the situation. A summary letter will follow with details of the action.

D. TRYOUTS

Participation in athletics is a privilege; students try out voluntarily and, for some of our teams, the student may not make the team. During the tryout period, the coach will provide a written explanation of his or her expectations. It is the student's responsibility to demonstrate to the coach that he or she can meet these expectations. Students cut from a team are encouraged to try out for another team if there is space on that team and the final cuts have not been made. Students who are cut from a team will be informed as to the reason for the cut. After tryouts begin, no athlete may voluntarily leave one team and try out for another without the consent of both coaches involved and the approval of the AD.

E. TRANSFER STUDENTS

All transfer students are subject to Rule 57 of the **MIAA policy**.

F. COMMITMENT

After being selected to be a member of a team, QRM/HS students are expected to attend all practices and games of that team. Practices will average two hours in duration. Weekend practice sessions vary by sport and may be expected. Interscholastic athletics demands much more commitment than a club or recreational activity. Students should be aware of the time commitment prior to trying out for the team.

G. SCHOOL & FAMILY VACATIONS OR EXTENDED ABSENCES

Every team member is expected to be present for all team practices and games. Because of schedule parameters, many of our teams practice and/or play during scheduled school vacations. Students who plan to be absent for an extended period of time due to vacation or a planned extended absence

- iii. The school's medical team will have the final say on an athlete's return to play status
 - a. A clearance note from a licensed physician ***DOES NOT*** guarantee a return to play
 - b. A medical restriction from a licensed physician ***DOES*** guarantee the athlete will be removed from participation until clearance is granted by a licensed physician
- iv. Final clearance will be delivered - in writing - to the Coach from the school's medical team
 - a. **NO ATHLETE WILL BE ALLOWED TO RETURN TO PLAY WITHOUT THIS CLEARANCE**

HEAD INJURIES AND CONCUSSIONS IN EXTRACURRICULAR ATHLETIC ACTIVITIES

(105 CMR 201.000)

The requirements of 105 CMR 201.000 shall apply to all public middle and high schools, however configured, serving grades six through high school graduation, and other schools subject to the official rules of the Massachusetts Interscholastic Athletic Association. The requirements of 105 CMR 201.000 shall apply to students who participate in any extracurricular athletic activity.

201:008: Participation Requirements for Students and Parents

A. Pre-participation Requirements:

- (1) Each year, a school district or school shall provide current Department-approved training, written materials or a list and internet links for Department-approved on-line courses to all students who plan to participate in extracurricular athletic activities and their parents in advance of the student's participation.
- (2) All students who plan to participate in extracurricular athletic activities and their parents shall satisfy the following pre-participation requirements:
 - (a) Each year, before the student begins practice or competition, the student and the parent shall:
 - (i) Complete current Department-approved training regarding head injuries and concussions in extracurricular athletic activities; and
 - (ii) Provide the school with a certificate of completion for any Department-approved on-line course or a signed acknowledgement that they have read and understand Department-approved written materials, unless they have

attended a school-sponsored training at which attendance is recorded or satisfied other means specified in school policies.

(b) Before the start of every sports season, the student and the parent shall complete and submit a current Pre-participation Form, or school-based equivalent, signed by both, which provides a comprehensive history with up-to-date information relative to concussion history; any head, face or cervical spine injury history; and any history of co-existent concussive injuries.

B. Ongoing Requirements: If a student sustains a head injury or concussion during the season, but not while participating in an extracurricular athletic activity, the parent shall complete the Report of Head Injury Form, or a school-based equivalent, and submit it to the coach, school nurse or person specified in school policies and procedures.

201.009: Documentation and Review of Head Injury and Concussion History and Forms

The school shall ensure that all forms or information from all forms that are required by 105 CMR 201.000 are completed and reviewed, and shall make arrangements for:

- (1) Timely review of all Pre-participation and Report of Head Injury Forms, and school-based equivalents, by coaches so as to identify students who are at greater risk of repeated head injuries.
- (2) Timely review of all Pre-participation Forms which indicate a history of head injury and Report of Head Injury Forms, or school-based equivalents, by:
 - (a) the school nurse, and
 - (b) the school physician if appropriate; and
- (3) Timely review of accurate, updated information regarding each athlete who has reported a history of head injury or a head injury during the sports season by:
 - (a) the team's physician if any, and
 - (b) the school's certified athletic trainer if any.

The school may use a student's history of head injury or concussion as a factor to determine whether to allow the student to participate in an extracurricular athletic activity or whether to allow such participation under specific conditions or modifications.

201:010: Exclusion from Play

A. Any student, who during a practice or competition, sustains a head injury or suspected concussion, or exhibits signs and symptoms of a concussion, or loses consciousness, even briefly, shall be removed from the practice or competition immediately and may not return to the practice or competition that day.

C. All students must emphasize proper behavior and good sportsmanship. Athletes will be informed of the expectations of each sport. The

Fundamentals of Good Sportsmanship include:

1. Showing respect for the opponent at all times
2. Showing respect for all officials
3. Knowing, understanding and appreciating the rules of the contest
4. Maintaining self control at all times
5. Recognizing and appreciating skill in performance regardless of affiliation
6. All students are responsible for keeping the locker room clean
7. Personal hygiene habits of the highest degree will be followed
8. Teacher retention, office detention, and extra help sessions take precedence over the participation of the student in a practice or a game.
9. All students must be in school for four blocks in order to practice or play. Exceptions to this rule, ie. doctor's appointments, will be granted by the AD after a discussion of the particular situation with the student
10. Any student who spends **more than one** period of the school day in the Nurse's Office will not be allowed to participate in *that* day's activities. Exceptions to this rule will be granted after the AD, school nurse or athletic trainer have discussed the situation. The decision of the AD will be final in these situations.
11. All athletes should have proper equipment and attire when participating.
12. All athletes who have complaints relative to the athletic program should register them with their coach for a solution; if not resolved at that level, the AD should be involved.
13. All athletes on bus trips will behave in a manner that is not distracting to the bus driver. All athletes will travel to and from athletic contests on the team bus. The only time an athlete does not have to ride home on the team bus is when his or her parents are at the game and they tell the coach that the athlete will be going home with them.
14. Team members must be on the bench during a contest. There should be no wandering around. When teams travel together, the team not competing, i.e. when JV is competing, varsity teammates will sit together. No one is permitted on the bench unless he or she is a team member or associated with the team. There should be no abusive language or any derogatory remarks from a team bench directed toward officials or opponents. After the game all players will cross the playing surface and shake hands with opponents.

items that must be left to his or her discretion.

D. ISSUES NOT APPROPRIATE TO DISCUSS WITH COACH

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

Please do not attempt to confront a coach before or after a game on game day. Emotions of both the parents/guardians and the coach are best to wait another day. There may be times when a meeting is necessary between the coach, athlete, and parent. These meetings are encouraged provided that the parties involved have a clear understanding of the others' position. The coach will inform parents/guardians on how to contact the coach to schedule an appointment. If the meeting with the coach did not provide a satisfactory resolution, call to make an appointment with the AD 978.355.5041

E. SPECTATORS

Inappropriate behavior by spectators will not be tolerated at any event home or away. Spectators who are demonstrating unsportsmanlike behavior will be asked to leave the school grounds. Please model good behavior at all times.

VII. ATHLETES' RESPONSIBILITIES

- A. A student should never lose sight of the fact that interscholastic athletics is a co-curricular activity and his or her primary reason for being in school is to get an education.
- B. A student who participates on an interscholastic athletic team is expected to honor the expectations of the coach and athletic department. Often students like to be involved in both the music and athletic programs. We encourage students to take part in both athletics and music activities. Both the student and the AD and the music director should do a careful check of the music department calendar and the athletic schedule. The student and respective directors should deal with any conflicts as soon as possible. Open lines of communication should be a priority for the respective parties (including student).

League, district/state and national athletic competitions will take precedence over music practices/exhibitions and in-school exchanges. Participation in the Quabbin Valley Music Festival/Central District Music Festival, All-State Music Festival/New England Music Festival and traveling exchanges will take precedence over athletic practices and regular season competitions.

Athletic and music departments will respect the right of students and their parents to freely choose participation in optional music programs or athletics. Realizing that there is still the possibility of conflicts, the AD, music director, and student will resolve the problem. The school administration will become involved if no decision is reached.

- B. The student shall not return to practice or competition unless and until the student provides medical clearance and authorization as specified in 105 CMR 201.011.
- C. The coach shall communicate the nature of the injury directly to the parent in person or by phone immediately after the practice or competition in which a student has been removed from play for a head injury, suspected concussion, signs and symptoms of a concussion, or loss of consciousness. The coach also must provide this information to the parent in writing, whether paper or electronic format, by the end of the next business day.
- D. The coach or his or her designee shall communicate, by the end of the next business day, with the Athletic Director and school nurse that the student has been removed from practice or competition for a head injury, suspected concussion, signs and symptoms of a concussion, or loss of consciousness.
- E. Each student who is removed from practice or competition and subsequently diagnosed with a concussion shall have a written graduated reentry plan for return to full academic and extracurricular athletic activities.
 - (1) The plan shall be developed by the student's teachers, the student's guidance counselor, school nurse, certified athletic trainer if on staff, neuropsychologist if available or involved, parent, members of the building-based student support and assistance team or individualized education program team as appropriate and in consultation with the student's primary care provider or the physician who made the diagnosis or who is managing the student's recovery.
 - (2) The written plan shall include instructions for students, parents and school personnel, addressing but not be limited to:
 - (a) Physical and cognitive rest as appropriate;
 - (b) Graduated return to extracurricular athletic activities and classroom studies as appropriate, including accommodations or modifications as needed;
 - (c) Estimated time intervals for resumption of activities;
 - (d) Frequency of assessments, as appropriate, by the school nurse, school physician, team physician, certified athletic trainer if on staff, or neuropsychologist if available until full return to classroom activities and

extracurricular athletic activities are authorized; and

- (e) A plan for communication and coordination between and among school personnel and between the school, the parent, and the student's primary care provider or the physician who made the diagnosis or who is managing the student's recovery.
- (3) The student must be completely symptom free and medically cleared as defined in 105 CMR 201.011 in order to begin graduated reentry to extracurricular athletic activities.

210.011: Medical Clearance and Authorization to Return to Play

Each student who is removed from practice or competition for a head injury or suspected concussion, or loses consciousness, even briefly, or exhibits signs and symptoms of a concussion, shall obtain and present to the Athletic Director, unless another person is specified in school policy or procedure, a Department Post Sports-Related Head Injury Medical Clearance and Authorization Form (herein after "Medical Clearance and Authorization Form"), or school-based equivalent, prior to resuming the extracurricular athletic activity. This form must be completed by a physician or one of the individuals as authorized by 105 CMR 201.011(A). The ultimate return to play decision is a medical decision that may involve a multidisciplinary approach, including consultation with parents, the school nurse and teachers as appropriate.

A. Only the following individuals may authorize a student to return to play:

- (1) A duly licensed physician;
- (2) A duly licensed certified athletic trainer in consultation with a licensed physician;
- (3) A duly licensed nurse practitioner in consultation with a licensed physician; or
- (4) A duly licensed neuropsychologist in coordination with the physician managing the student's recovery.

B. By September 2013, physicians, nurse practitioners, certified athletic trainers, and neuropsychologists providing medical clearance for return to play shall verify that they have received Department-approved training in post trauma head injury assessment and management or have received equivalent training as part of their licensure or continuing education.

201.012: Responsibilities of the Athletic Director

- A. The Athletic Director shall participate in the development and biannual review of the policies and procedures required by 105 CMR 201.006 for the prevention and management of sports-related head injuries within the school district or school.
- B. The Athletic Director shall complete the annual training as required by 105 CMR 201.007.

be incorporated into the curriculum for all K to 12 students.

Publication and Notice

Annual written notice of the relevant sections of the bullying prevention and intervention plan shall be provided to students and their parents or guardians, in age-appropriate terms.

Annual written notice of the bullying prevention and intervention plan shall be provided to all school staff. The faculty and staff at each school shall be trained annually on the bullying prevention and intervention plan applicable to the school.

Relevant sections of the bullying prevention and intervention plan relating to the duties and faculty and staff shall be included in the school employee handbook.

The bullying prevention and intervention plan shall be posted on the Quabbin Regional School District website.

VI. MESSAGE TO PARENTS/GUARDIANS

A. COMMUNICATION YOU SHOULD EXPECT FROM THE COACH

- 1. Philosophy of the coach
- 2. Expectations the coach has for your child as well as all the players on the team
- 3. Location and times of all practices and games
- 4. Team requirements, i.e. practices, special equipment, out-of-season conditioning
- 5. Discipline that may result in the denial of your child's participation
- 6. Procedure followed should your child be injured during participation

B. COMMUNICATION COACHES SHOULD EXPECT FROM PARENTS

- 1. Concerns expressed directly to the coach
- 2. Notification of any schedule conflicts well in advance
- 3. Specific concerns with regard to the coach's philosophy or expectations

C. APPROPRIATE CONCERNS TO DISCUSS WITH THE COACH

- 1. The treatment of your child, physically and emotionally
- 2. Ways to help your child improve
- 3. Concerns about your child's behavior

Coaches take their profession seriously. They work very hard to make decisions that are best for the team and individual athletes. While there are some things that are appropriate in addressing the coach, there are some

and implement a safety plan that shall restore a sense of safety for that student. Confidentiality shall be used to protect a person who reports bullying, provides information during an investigation of bullying, or is witness to or has reliable information about an act of bullying.

If the school principal or a designee determines that bullying has occurred he or she shall take appropriate disciplinary action and if it is believed that criminal charges may be pursued against the perpetrator, the principal shall consult with the school's resource officer and the Superintendent to determine if criminal charges are warranted.

The investigation shall be completed within fourteen school days from the state of the report. The parents or guardians shall be contacted upon completion of the investigation and informed of the results, including whether the allegations were found to be factual, whether a violation of this policy was found, and whether disciplinary action has or shall be taken. At a minimum the Principal or the designee shall contact the parents or guardians as to the status of the investigation on a weekly basis.

Disciplinary actions for students who have committed an act of bullying or retaliation shall be in accordance with district disciplinary policies.

Each school shall document any incident of bullying that is reported per this policy and a file shall be maintained by the principal or designee. A monthly report shall be provided to the Superintendent.

Confidentiality shall be maintained to the extent consistent with the school's obligations under the law.

Retaliation

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying shall be prohibited.

Target Assistance

The Quabbin Regional School District shall provide counseling or referral to appropriate services, including guidance, academic intervention, and protection to students, both targets and perpetrators, affected by bullying as necessary.

Training and Assessment

Annual training shall be provided for school employees and volunteers who have significant contact with students in preventing, identifying, responding to, and reporting incidents of bullying.

Age-appropriate, evidence-based instruction on bullying prevention shall

C. The Athletic Director, unless school policies and procedures provide otherwise, shall be responsible for:

- (1) Ensuring that the training requirements for staff, parents, volunteers, coaches and students are met, recorded, and records are maintained in accord with 105 CMR 201.016;
- (2) Ensuring that all students meet the physical examination requirements consistent with 105 CMR 200.000: *Physical Examination of School Children* prior to participation in any extracurricular athletic activity;
- (3) Ensuring that all students participating in extracurricular athletic activities have completed and submitted Pre-participation Forms, or school-based equivalents, prior to participation each season;
- (4) Ensuring that student Pre-participation Forms, or school-based equivalents, are reviewed according to 105 CMR 201.009(A)
- (5) Ensuring that Report of Head Injury Forms, or school-based equivalents, are completed by the parent or coach and reviewed by the coach, school nurse, certified athletic trainer and school physician as specified in 105 CMR 201.009(A);
- (6) Ensuring that athletes are prohibited from engaging in any unreasonably dangerous athletic technique that endangers the health or safety of an athlete, including using a helmet or any other sports equipment as a weapon; and
- (7) Reporting annual statistics to the Department in accord with 105 CMR 201.017.

201.013: Responsibilities of Coaches

A. Coaches shall be responsible for:

- (1) Completing the annual training as required by 105 CMR 201.007;
- (2) Reviewing Pre-participation Forms, or school-based equivalents, so as to identify those athletes who are at greater risk for repeated head injuries;
- (3) Completing a Report of Head Injury Form, or school-based equivalent, upon identification of a student with a head injury or suspected concussion that occurs during practice or competition;
- (4) Receiving, unless otherwise specified in school policies and procedures, and reviewing forms that are completed by a parent which report a head injury during the sports season, but outside of an extracurricular athletic activity, so as to identify those athletes who are at greater risk for repeated head injuries;
- (5) Transmitting promptly forms in 105 CMR 201.013(A)(2) and (3) to the school nurse for review and maintenance in the student's health

record, unless otherwise specified in school policies and procedures;

(6) Teaching techniques aimed at minimizing sports-related head injury;

(7) Discouraging and prohibiting athletes from engaging in any unreasonably dangerous athletic technique that endangers the health or safety of an athlete, including using a helmet or any other sports equipment as a weapon; and

(8) Identifying athletes with head injuries or suspected concussions that occur in practice or competition and removing them from play.

B. Coaches are responsible for communicating promptly with the parent of any student removed from practice or competition as directed in 105 CMR 201.010(C) and with the Athletic Director and school nurse as directed in 105 CMR 201.010 (D).

201.014: Responsibilities of the Certified Athletic Trainers

Certified athletic trainers, if on staff, shall be responsible for:

A. Participating in the development and biannual review of the policies and procedures required by 105 CMR 201.006 for the prevention and management of sports-related head injuries within the school district or school;

B. Completing the annual training as required by 105 CMR 201.007;

C. Reviewing information from Pre-participation Forms, or school-based equivalents, which indicate a history of head injury and from Report of Head Injury Forms, or school-based equivalents, to identify students who are at greater risk for repeated head injuries;

D. Identifying athletes with head injuries or suspected concussions that occur in practice or competition and removing them from play; and

E. Participating, if available, in the graduated reentry planning and implementation for students who have been diagnosed with a concussion.

201.015: Responsibilities of the School Nurse

The School Nurse shall be responsible for:

A. Participating in the development and biannual review of the policies and procedures required by 105 CMR 201.006 for the prevention and management of sports-related head injuries within the school district or school;

B. Completing the annual training as required by 105 CMR 201.007;

C. Reviewing, or arranging for the school physician to review, completed Pre-participation Forms, or school-based equivalents,

Prevention and Intervention Plan

The Superintendent and/or his or her designee shall oversee the development of a prevention and intervention plan, in consultation with all district stakeholders, which may include teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, students, parents and guardians, consistent with the requirements of this policy, as well as state and federal laws. The bullying prevention and intervention plan shall be reviewed and updated at least biennially.

The Principal is responsible for the implementation and oversight of the bullying prevention and implementation plan within his or her school.

Reporting

Students, who believe that they are a target of bullying, observe an act of bullying, or who have reasonable grounds to believe that these behaviors are taking place, are obligated to report incidents to a member of the school staff. The target shall however, not be subject to discipline for failing to report bullying.

Each school shall have a means for anonymous reporting by students of incidents of bullying. No formal disciplinary action shall be taken solely on the basis of an anonymous report.

Any student who knowingly makes a false accusation of bullying shall be subject to disciplinary action.

Parents or guardians, or members of the community, are encouraged to report an incident of bullying as soon as possible.

A member of a school staff shall immediately report any instance of bullying the staff member has witnessed or become aware of to the school principal or their designee.

Investigation Procedures

The principal or a designee, upon receipt of a viable report, shall promptly contact the parents or guardians of a student who has been the alleged target or alleged perpetrator of bullying. The actions being taken to prevent further acts of bullying shall be discussed.

The school principal or a designee shall promptly investigate the report of bullying using a Bullying/Cyber-bullying Report Form which may include interviewing the alleged target, alleged perpetrator, staff members, students and/or witnesses.

Support staff shall assess an alleged target's needs for protection and create

- Photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications.

Cyber-bullying shall also include the creation of a web page or blog in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.

Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Bullying and cyber-bullying may occur in and out of school, during and after school hours, at home and in locations outside of the home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents and families are expected.

For the purpose of this policy, whenever the term bullying is used, it is to denote either bullying or cyber-bullying.

Bullying is prohibited:

- on school grounds;
- on property immediately adjacent to school grounds;
- at school-sponsored or school-related activities;
- at functions or programs whether on or off school grounds
- at school bus stops
- on school buses or other vehicles owned, leased or used by the school district;
- through the use of technology or an electronic device owned, leased, or used by the Quabbin Regional School District.

Bullying and cyber-bullying are prohibited at a location, activity, function or program that is not school-related or through the use of technology or an electronic device that is not owned, leased or used by the Quabbin Regional School District if the act or acts in question:

- create a hostile environment at school for the target;
- infringe on the rights of the target at school and/or
- materially and substantially disrupt the education process or the orderly operation of a school.

that indicate a history of head injury and following up with parents as needed prior to the student's participation in extracurricular athletic activities;

D. Reviewing, or arranging for the school physician to review, Report of Head Injury Forms, or school-based equivalents, and following up with the coach and parent as needed;

E. Maintaining (1) Pre-participation Forms, or school-based equivalents, and (2) Report of Head Injury Forms, or school-based equivalents, in the student's health record;

F. Participating in the graduated reentry planning for students who have been diagnosed with a concussion to discuss any necessary accommodations or modifications with respect to academics, course requirements, homework, testing, scheduling and other aspects of school activities consistent with a graduated reentry plan for return to full academic and extracurricular athletic activities after a head injury and revising the health care plan as needed;

G. Monitoring recuperating students with head injuries and collaborating with teachers to ensure that the graduated reentry plan for return to full academic and extracurricular athletic activities required by 105 CMR 201.010(E) is being followed; and

H. Providing ongoing educational materials on head injury and concussion to teachers, staff and students.

ImPACT Neuropsychological Testing

- A. ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) is a research-based software tool utilized to evaluate recovery after concussion
 - i. it was developed at the University of Pittsburgh Medical Center (UPMC)
 - ii. ImPACT evaluates multiple aspects of neurocognitive function, including memory, attention, brain processing speed, reaction time, and post- concussion symptoms
 - iii. Neuropsychological testing is utilized to help determine recovery after concussion
- B. All athletes in a contact sport at Quabbin Regional Middle/High School (QRM/HS) are required to take a baseline ImPACT test prior to initial participation and again bi-annually. This includes:
 - i. All contact sport athletes in the seventh, ninth, and eleventh grades
 - ii. Any athlete who is participating in a contact sport for the first time at QRM/HS
 - iii. Any athlete otherwise determined to require monitoring via baseline testing
 - iv. Contact sports at QRM/HS include:
 - a. Cheerleading

- b. Field Hockey
- c. Football
- d. Soccer
- e. Basketball
- f. Wrestling
- g. Baseball
- h. Softball

Return to Play (RTP) Procedures After Concussion

- A. Return to participation on the same day of injury:
 - i. An athlete who exhibits signs or symptoms of concussion or has abnormal cognitive testing **will not** be permitted to return to play on the day of the Injury
 - a. Any athlete with a suspected concussion will need medical clearance to return to play
 - ii. Any athlete who denies symptoms but has abnormal sideline cognitive testing will also be held out of activity
 - iii. **"When in doubt, hold them out."**
- B. Return to play after concussion
 - i. The athlete must meet **all of the following criteria** in order to progress to activity:
 - a. Asymptomatic at rest and with exertion (including mental exertion in school)
 - b. Scores within normal range of baseline on post-concussion ImPACT testing
 - ii. Once the above criteria are met, the athlete will be progressed back to full activity following a stepwise process under the supervision of the Athletic Trainer (ATC)
 - a. Twenty-four hours between each clearance step is required
 - b. No athlete will be allowed to return to play until each step has been completed without a return of symptoms
 - iii. Stepwise process in accordance with ImPACT requirements:
 - a. No activity until asymptomatic
 - b. Supervised cardiovascular activity (stationary bike, elliptical, running on track, etc)
 - c. Non-contact practice situations
 - d. Full-contact practice situations
 - e. Game play

Note: If the athlete experiences post-concussion symptoms during any phase, the athlete will drop back to non-activity and resume the progression after 24 hours without symptoms
 - iv. The athlete will be given verbal and written instructions regarding permitted activities

- v. The athlete should see the ATC daily for re-assessment and instructions until he or she has progressed to unrestricted activity
- vi. **NO ATHLETE WILL BE ALLOWED TO RETURN TO COMPETITION WITHOUT COMPLETING ALL OF THE ABOVE REQUIREMENTS**
- vii. Progression is individualized, and will be determined on a case by case basis. Factors that may affect the rate of progression include:
 - a. Previous history of concussion
 - b. Duration and type of symptoms
 - c. Age of the athlete
 - d. Sport/activity in which the athlete participates
- iv. An athlete with a prior history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision sport may be progressed more slowly

BULLYING PREVENTION

File: JICFB

The Quabbin Regional School District is committed to providing a safe, positive and productive educational environment where students can achieve the highest academic standards. No student shall be subjected to harassment, intimidation, bullying, or cyber-bullying.

“Bullying” is the repeated use by one or more students of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a target that:

- causes physical or emotional harm to the target or damage to the target’s property;
- places the target in reasonable fear of harm to him/herself, or of damage to his/her property;
- creates a hostile environment at school for the target;
- infringes on the rights of the target at school or;
- materially and substantially disrupts the education process or the orderly operation of a school.

“Cyber-bullying” means bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a:

- Wire
- Radio
- Electromagnetic