ATHLETIC HANDBOOK
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Athletic Policy

Purpose: The purpose of this document is to promulgate Portledge policies on interscholastic athletics.

Preamble: Portledge will provide for its students a program in interscholastic athletics that complements the program in academics. This interscholastic program is intended to support the overall Portledge student experience and to be educational in its purpose and conduct. Such a program provides significant educational opportunities for the broad Portledge constituency:

• For Portledge student-athletes, the program in interscholastic athletics teaches Portledge students skills in sportsmanship, group interaction, discipline, leadership, and teamwork; such a program provides Portledge students with physical skills that increase student confidence, achievement, and self-esteem; and such a program provides students with important interaction with other student bodies.

• For the parents and family members, interscholastic athletics offer an opportunity for increased school spirit, improved pride in institutional association, greater intra-family interaction, and an occasion for family involvement in school activities.

• For the broad geographic area that Portledge serves, a program in interscholastic athletics offers an opportunity to enhance Portledge’s public image, encourage continued association with Portledge from its present constituency, and to raise future student and parent interest in the more comprehensive program in academics, fine arts, athletics, and community service. (NAIS, 2009)

Mission Statement

The Portledge Athletic Department seeks to reinforce our community ethos and wellbeing via synergies of Athletics and Body Movement as they relate to growth and learning.

Physical Education Philosophy

The primary purpose of the Lower School physical education program is to provide an opportunity for the students to reach their personal best. Each student is at a different developmental stage, with various needs and different interests; because of this our lessons will be geared towards a wide range of skills and fitness levels needed by our students. Each grade level will focus on the appropriate and varying developmental stages of its students.

The Lower School physical education program is designed to be inclusive, interactive, fun and progress into the secondary level of team skill development. It is critical to provide students with opportunities to develop lifelong skills essential to enhancing their quality of life while promoting an active and healthy lifestyle.

In addition to preparing students to live healthy lives, physical education provides opportunities for social and emotional development. Critical thinking, problem solving strategies, interpersonal and collaborative skills, responsibility, and self-esteem are all developed in physical education programs. (McBride, 2004)

- Nursery through kindergarten will be emphasizing on spatial and body awareness, as well as how to participate properly in the physical education setting. Students will be introduced to cooperative games which will allow students to engage in various movements, locomotor and manipulative skills.

- First and second grade students will build upon their manipulative skills. Game play will focus on cooperation, with new fitness activities introduced throughout the year.
- Third grade students will be introduced to more advanced sport skills. Game play and fitness activities will be a major focus throughout the year.

- Fourth grade is the transition year through the P.E. curriculum into individual and team organized sports that are offered at Portledge. It is the goal of the program to create joyful experiences through sports participation for every student.

Our goal at the Lower School is to provide our students with a safe environment and to teach the importance of cooperation, sportsmanship, as well as building a foundation for a healthy, productive, and fulfilling life.

Upper and Middle School Physical Education focuses on meeting the NYS requirements of keeping students active and allowing them to better maintain a healthy lifestyle. These classes will combine skill building exercises with various activities that will make for an enjoyable experience for students who choose to not compete in interscholastic athletics.

**Interscholastic Program Philosophy**

Athletic programs in grades five through eight are a required and important part of the student experience at Portledge School. They occur every Monday, Tuesday, Thursday, and Friday from 2:15pm - 3:20pm. Athletic competitions (games) occur after school beginning anytime between 3:30pm and 4:00pm, normally on Tuesdays or Thursdays. All students in grades 5 - 8 must participate in an athletic program to fulfill the NY State mandated PE requirement. The policies and choices for each grade are listed below:

**5th and 6th grades:**

Portledge believes 5th and 6th grade students should be exposed to team sports, as the experience develops many valuable life skills, such as cooperation and teamwork, while enhancing skills such as resilience and leadership, valuable in the classroom and beyond. Team participation also develops good sportsmanship, which builds character. To this end, the school strongly encourages all students to choose a team sport in their 5th and 6th grade years with the understanding that an emphasis is not placed on the specific outcome of contests. The goal of being a student athlete in the 5th and 6th grades is learning to be a positive member of a team and to work alongside others.

The following team sports are offered for 5th and 6th grade students provided there is enough interest from the student body:

**Fall Season (September through end of November)** - Coed Cross Country, Boys Soccer, Girls Soccer

**Winter Season (end of November through end of February)** - Boys Basketball, Girls Basketball, Coed Ice Hockey*

**Spring Season (beginning of March through June)** - Boys Baseball, Boys Lacrosse, Girls Lacrosse, Girls Softball

*Participation in Ice Hockey will incur additional fees for transportation and facility rental.

If a student or family strongly opposes choosing a team sport listed, a physical education class is available to students. Along with promoting an active and healthy lifestyle, the physical education class will teach the students enrolled the necessary skills to feel more comfortable participating in the sports offered within that particular season. Students who are unable to commit to attending at least 50% of the team games in a sport should choose Physical Education for that particular season as well.
Academic Exemptions: In limited cases, student-athletes may apply for an academic exemption from participating in an athletic season due to a significant athletic commitment outside of school that would impede students from completing their homework and preparing for assessments. Most students who receive such exemptions dedicate twelve or more hours per week to their training program (not including commuting time) in an athletic pursuit that is competitive in nature, at a significant or elite level, and that takes place under the supervision of a professional instructor or coach. Normally, exemptions are granted for only one athletic season per year, typically the season in which the student’s athletic endeavor creates the greatest time restraints. However, multiple season exemptions may be granted on a case by case basis at the discretion of the specific Division Head. Students wishing to apply for an exemption must complete and submit the Portledge School Academic Exemption Form, with proper documentation and signatures, by the beginning of the season. They must turn in a fully logged training schedule by the end of the season. The process will also require a consultation with the Academic Exemption Committee, which consists of the specific Division Head, the Dean of Students, and the student’s advisor / homeroom teacher. Students who are approved for an exemption must attend a faculty proctored study hall during each sports period.

7th and 8th grades:

The Portledge School Athletic program continues to provide students with the opportunity to learn about and live a more active and healthy lifestyle. 7th and 8th graders will work to enhance skills such as leadership, resilience, and teamwork through athletics. Team participation also develops good sportsmanship, which builds character. Seventh and eighth grade team coaches are expected to make every effort to provide each player with an opportunity to play in every game or to develop a rotation that will ensure meaningful playing time for each team member. As students move into seventh and eighth grade however, there is more of an emphasis placed on competition than there was in fifth and sixth grade. Coaches may adjust playing time towards the end of games to try to ensure positive outcomes for those contests. These adjustments could result in less equal playing time for individual players.

Fall Season (September through end of November) - Coed Cross Country, Boys Soccer, Girls Soccer, Coed Tennis

Winter Season (end of November through end of February) - Boys Basketball, Girls Basketball, Coed Ice Hockey*, Coed Squash*

Spring Season (beginning of March through June) - Boys Baseball, Coed Golf, Boys Lacrosse, Girls Lacrosse, Girls Softball

*Participation in Ice Hockey and Squash will incur additional fees for transportation and facility rental.

If a student or family strongly opposes choosing a team sport listed, a physical education class is available to students. Along with promoting an active and healthy lifestyle, the physical education class will teach the students enrolled the necessary skills to feel more comfortable participating in the sports offered within that particular season. Students who are unable to commit to attending at least 50% of the team games in a sport should choose Physical Education for that particular season as well.

Academic Exemptions: In limited cases, student-athletes may apply for an academic exemption from participating in an athletic season due to a significant athletic commitment outside of school that would impede students from completing their homework and preparing for assessments. Most students who receive such exemptions dedicate ten or more hours per week to their training program (not including commuting time) in an athletic pursuit that is competitive in nature, at a significant or elite level, and that takes place
under the supervision of a professional instructor or coach. Normally, exemptions are granted for only one athletic season per year, typically the season in which the student’s athletic endeavor creates the greatest time restraints. However, multiple season exemptions may be granted on a case by case basis at the discretion of the Division Head. Students wishing to apply for an exemption must complete and submit the Portledge School Academic Exemption Form, with proper documentation and signatures, by the beginning of the season. They must turn in a fully logged training schedule by the end of the season. The process will also require a consultation with the Academic Exemption Committee, which consists of the Middle School Division Head, the Dean of Students, and the child’s advisor. Students who are approved for an exemption usually attend a faculty proctored study hall during each sports period.

**Junior Varsity Program Philosophy**

The Junior Varsity program is intended for Upper School students through junior year who display the potential to develop into varsity level performers. Although team membership varies, freshmen and sophomores occupy the majority of junior varsity roster positions. The final decision about junior varsity participation or getting selected for varsity level is made by the coaching staffs of both the Varsity and Junior Varsity teams.

At the junior varsity level, athletes are expected to have committed themselves to the team and to continued self-improvement. To this end, increased emphasis is placed on physical conditioning, fundamental skills, strategy, character development and teamwork. At the junior varsity level, although coaches make an effort to provide meaningful playing time for all team members, the outcome of the game becomes an important consideration. Playing time is earned, although every effort is made to get student-athletes into games. Commitment to attendance and effort at practice is required at the junior varsity level.

Participants at this level are preparing themselves for the six day-a-week commitments that will be expected of them at the varsity level. Games and practices rarely take place on Sundays and holidays, but they sometimes occur on Saturdays and during school vacations. Except in rare cases, during the December and March breaks, families of junior varsity athletes can count on having a balance of vacation and practice sessions. If families are at home during the breaks, junior varsity athletes are expected to attend all scheduled practices and games.

**Prep Team Program Philosophy**

The Prep Team program is intended for all Upper School students who display the potential to compete as a varsity level performer. Prep teams are created due to the large number of interested participants in a particular sport. Prep team athletes can also be considered throughout the season as “swing players”, to compete on the varsity team and earn a varsity letter in their first year. The prep-team may have a limited competition schedule against mostly local High School teams.

All prep team athletes will experience advanced skill development and sport-specific systems of play instruction. All playing time is earned, although efforts are made to get student-athletes into games, but not necessarily all games.

Commitment to attendance and effort at practice also become more important at the prep team level. Participants at this level are preparing themselves for the six day-a-week commitments that will be expected of them at the varsity level. Games and practices rarely take place on Sundays and holidays, but they sometimes occur on Saturdays and during school vacations.
**Varsity Program Philosophy**

In every sport, varsity competition is the culmination of the program. Team size at the varsity level is limited. The number of participants on a team is based on the number needed to conduct an effective safe practice and the number needed to compete in interscholastic games. A student who chooses to participate on a varsity team needs to understand his or her role on that team, and early in the season a coach is expected to communicate clearly and candidly with each varsity player about that role. While we understand that playing time is important to every team member and that coaches try to give every varsity athlete a meaningful amount of playing time over the span of a season, playing time at the varsity level is never guaranteed. A positive attitude, sportsmanship and a high level of skill are prerequisites for a position on a varsity team, as is the realization that a varsity sport may require a six-day per week commitment. As with junior varsity teams, this commitment often extends into vacation periods. In particular, we expect all varsity athletes to be available for practices and games during the vacation period.

Once a varsity team is eliminated from their playoffs or league or state tournament, or their regular season is completed without a post-season berth, their season is over and they will no longer meet as a team for practice.

**Upper School Athletic Offerings**

Upper School Athletic Offerings

- **Fall**: Coed Cross Country, Fall Coed Intramural Golf, Boys and Girls Soccer, Girls Tennis, In School Physical Education
- **Winter**: Boys and Girls Basketball, Boys and Girls Ice Hockey*, Coed Squash*, In School Physical Education
- **Spring**: Baseball, Spring Coed Interscholastic Golf, Boys and Girls Lacrosse, Softball, Boys Tennis, In School Physical Education

*Participation in Ice Hockey and Squash will incur additional fees for transportation and facility rental.

**Varsity Team Managers**

In some cases students may choose to be Student Managers of a varsity team for their Physical Education credit. Student Managers must attend all games (home and away) and practices at the coach’s discretion. Student managers are graded in a similar manner as players. Any problems in the area of attendance or attitude should be reported to the Athletic Department as soon as possible.

**Interscholastic Athletic Goals**

Portledge, in addition to the ideals expressed in the Preamble above, will strive to achieve the following goals in its program in interscholastic athletics:

- Provide the best possible personnel and physical resources for a comprehensive interscholastic athletic program. Financial limitations and the nature of the sport may require that certain sports receive greater emphasis than others.
- Provide an interscholastic program for students in grades 5 through 12. The program will include Middle School teams, junior varsity teams, prep, and varsity teams for both boys and girls.
- Maximize student-athlete participation, skill and character development.
- Ensure that every reasonable precaution is taken to preserve the health and safety of the student-athletes who participate in the Athletic Program.
- Provide adequate physical facilities, playing equipment, a well-trained coaching staff, the teaching of proper technique, and a comprehensive emergency action plan.
- Encourage positive parent participation in Athletic Programs through attendance at games and support of students and their coaches.

**Parent Expectations**

As a parent and sports fan it is important to set an example for your students. Parents are asked to cheer on our teams and support our athletes whenever possible. Parents should not approach coaches before, during and/or after practices or games to discuss their individual child. **Athletes with questions should schedule a meeting with the head coach first.** If after that meeting the athlete’s concerns still exist, the parents may set up a meeting with the coach and then with the Athletic Director.

**Parent Role:** (Anonymous, 2014)

- Be knowledgeable of the game.
- Be supportive.
- Be positive and cheer at games.
- Set the example for children by exemplifying the highest standard of sportsmanship.
- Respect the coaches, and all players on each team.
- Respect the authority of the officials
- Expect your own children to be respectful.
- Do not converse with any official or scorekeeper.
- Do not enter the field of play without permission of the referee.
- Never criticize the coach publically.
- All concerns should be brought to the Coach privately and major concerns to the Athletic Director.

**Administration**

A successful program in interscholastic athletics requires a high level of professional leadership, management, and vision. An Athletic Director who reports to the Head of the School administers the overall Program.

**Coaches**

The coaches employed by Portledge should understand that the Athletic Program is educational in its purpose and conduct. Coaches should understand that they are to teach the characteristic physical, mental, and ethical skills practiced within the athletic framework. The Athletic Program at Portledge is for the collective benefit of the student-athletes.

- Student-athletes placed under the coach’s guidance should feel that their experience at Portledge is being enhanced through participation in the sports program. With sufficient commitment, the student’s physical skills should improve, self-esteem should be high, the student’s presence on the team should be valued, and time spent on the activity should be worthwhile.
- Coaches will be proficient in the sport for which they are responsible, and they should also serve as role models for student-athletes for sportsmanship, teamwork, and appearance before the public. Coaches should require that student-athletes represent the Portledge in exemplary fashion.
- Coaches serve for one year at a time, and their contracts are subject to renewal on an annual basis.
- All coaches must be familiar with the Portledge Employee Handbook and comply with all state and federal regulations and guidelines.
- Prior to being hired, all employees must authorize background checks.
Student Eligibility

Portledge School is under the jurisdiction of the State Education Department and shall provide an “extra-class” period of physical education within an athletic environment conducive to healthful living; this program shall include: physical fitness, recreational activities, team and intramural sports for a minimum of 120 minutes per week during the school year. [http://www.p12.nysed.gov/ciai/pe/peqa.html]

It is required in New York State that students receive a passing grade in Physical Education/Athletics. At Portledge, to be an eligible candidate to receive a passing grade for the year, the school requires that students successfully complete each of the three seasons by participating on an athletic team or by enrolling in Physical Education during sports period. In the event that a student does not pass a season (other than being medically excused) that student will be assigned make-up sessions. These make-up sessions could potentially occur over the summer should the season in question be the spring season.

Eligibility: Students are eligible to participate in interscholastic sports if they are medically sound and meet the Portledge academic standards and disciplinary requirements —including, refraining from the use of illegal substances at all times.

If seventh or eighth grade students desire to play on the high school varsity level they must follow the guidelines for NYS Board of Education Athletic Application Process. Please see page 14 for more details.

Student Physical Education Requirement

Each fifth grade student is required to complete three seasons (trimesters) of physical education by participating on a team sport or in Physical Education class. The athletic options for fifth grades are listed above.

Each Middle School student is required to complete three seasons (trimesters) of physical education. A season’s requirement may be met through (a) participation on a Portledge Interscholastic Athletic Team or (b) participation in Physical Education class, four days per week.

Each Upper School student is required to complete three seasons (trimesters) of physical education. A season’s requirement may be met through (a) participation on a Portledge varsity, prep, or junior varsity team (b) participation in a trimester of a physical education class, or (c) in limited cases, by receiving an Athletic Exemption through participation in an approved special alternate program or co-curricular Portledge activity (ie: Drama, Art, Music) (see “Exemptions” below).

Exemption Requirements

In limited cases, student-athletes in grades 10-12 may apply for an exemption from participating in an athletic season. Normally, exemptions are granted for only one athletic season per year. However, multiple season exemptions may be granted on a case by case basis at the discretion of the Athletic Director. Students wishing to apply for an exemption must complete and submit the Athletic Department Exemption Form with proper documentation and signatures by the beginning of the season and a fully logged training schedule by the end of the season. The process will also require a consultation with the Athletic Director. There are three types of Physical Education Exemptions that the Athletic Department will consider:

Medical Exemptions - These must be long term injuries that will prohibit the individual from participating for at least 75% of the particular season. A doctor’s note must be filed with the Athletic Department and the nurse’s office.
**High Level Competition** - The Athletic Department will grant an exemption to students who pursue a sport that is not offered at Portledge during a particular season. The activity must be competitive in nature, and the level of that competition must be relatively high with a supervising coach or instructor. If an exemption is granted for a student to participate in a sport that is already offered at Portledge School during a different season, the student must participate in that sport at Portledge as well.

**Special Athletic Programs** - The Athletic Department will consider exemptions for co-curricular activities or special athletic programs that are otherwise unavailable to students at Portledge School. The specialized program must be competitive and meet the required minimum 120 minutes per week.

**Flexibility Clause for Participation in External Sports**

The Athletic Department expects Portledge student-athletes to attend all team functions. In the event a student-athlete is also competing for an external athletic team/group during their season of play at Portledge, excused absences will be granted at the discretion of the coaching staff. Excessive absences will be reviewed by and discussed with the student athlete, coaching staff, and Athletic Department.

**Team Trial Period**

Varsity team rosters are open to as many students as are willing to make the commitment in both time and effort to the team. In varsity sports that require limited numbers of participants, coaches will conduct tryouts. After the tryout period, the Head Coach will select the individuals he/she feels meets the criteria for their team. In most cases, these criteria will be based on an athlete’s ability, commitment level, and attitude.

At the end of the tryout period, team rosters are published, after which time student-athletes are expected to fulfill their commitment to the team for the entire season. Requests to leave a team and join another sport after this time can be considered only after a conference, which includes the student (and perhaps his/her parents), the Coach, the Athletic Director and perhaps the Division Head.

In addition to tryouts, there are also varsity teams that carry all participants that want to play on their roster, however league rules dictate only a maximum number of student-athletes can be in uniform for a game. Students who fall into this category will participate in all practices and team functions, but the game line-up will be set at the discretion of the coach.

Athletics in the Upper School are competitive, and the level of commitment required achieving the competitive goals of the program increases accordingly. At the Upper School level, the most committed student-athletes constitute teams that strive to excel. As Portledge is an independent preparatory school with rigorous academic demands, student-athletes must have self-discipline and organizational skills to manage their individual schedules.

**Commitment Policy**

Once the varsity level rosters are published, student-athletes agree to make Portledge sports a priority in their athletic engagements. Players are expected to attend all practices and games, unless authorized by the Head Coach. If, upon review of the season schedule, a student is likely to miss more than two excused practices, they MUST meet with the Head Coach and the Director of Athletics to discuss scheduling options. Missing practice for an unexcused reason is viewed the same as missing a class.
Once the season starts, student-athletes are expected to honor the schedules set with the Director of Athletics. If a student-athlete misses a game or practice and does not notify the Head Coach in advance, they will be given a warning that will constitute their first unexcused absence.

After the second unexcused absence, a player may be suspended or dismissed from the team and may be required to participate in physical education class. Student absence from school due to illness or family considerations is considered an excused absence. In the event of an exceptional circumstance, parents should notify the Director of Athletics.

Student-athletes who compete in an individual sport at a regional, state or national level may be allowed to continue their training with their outside coach during the course of the Portledge season.

*Athletes must attend minimum number of practices in accordance with NYSAIS standards before participating in competition.*

**Team Rules Violations**

As a member of a team you have a responsibility to yourself, your teammates, and coaches to be at every practice and game. By missing practice and/or game time you are missing valuable experience with your teammates and valuable instruction from your coaches. Other than medical or family emergencies, there are no excused absences from games or practices without prior authorization from the Head Coach. Coaches should be notified of any forthcoming absences prior to the practice/game you expect to miss. Any and all scheduling conflicts should be made known to the coaches prior to the start of the season.

Team Rule violation consequences include, but are not limited to:

- Forfeiture of playing time
- Suspension from the team
- Removal from the team

These consequences can be imposed by the team’s Head Coach or Director of Athletics.

**Attendance Requirement**

- Requests for an excused absence from practice must be made to the team’s Head Coach before the scheduled practice. If a player who is not injured consistently requests excused absences from practice, s/he may be asked to leave the team due to lack of participation.
- Except for special and/or extreme circumstances, requests for an excused absence from a game must be made to the Head Coach at least forty-eight hours before the contest.
- Athletes who are excused from participation in practice or games due to an injury should still attempt to attend all practices and games. However, athletes will be allowed to miss scheduled events should they interfere with the athlete’s rehabilitation.
- Absence from school due to illness will be considered an excused absence from practices or games for no longer than a period of two consecutive days. Any consistent absence from practice or games due to an illness of longer than two days will require a doctor’s note.
- Misrepresentation of an illness as a reason for absence will be looked upon severely by the Athletic Department and may result in dismissal from the team.
- Athletes who miss the last practice before a game, with either an excused or unexcused absence, shall play in the game only at the coach’s discretion.
- A student may not participate in an after school activity if he/she arrives to school after 10:30 a.m. and misses his/her first and/or second period class(es). After school activities include, but are not limited to,
athletic practices or contests, music concerts, drama performance, art shows, and/or math or other school sponsored extra-curricular activities. This can only be waived at the discretion of the Division Head and with written excuse such as a doctor's note.

**Character Development in Athletics**

Portledge’s commitment to character development is a prominent feature of our athletics program. We expect all student-athletes, their parents, and coaches to exemplify the spirit of our four pillars – kindness, purpose, honor, and respect -- as they both collaborate and compete in the athletic arena. Portledge Athletics offers participants countless opportunities to manifest these pillars in their personal, athletic, academic, and other extracurricular pursuits. We expect all teams to compete honorably, with integrity and good sportsmanship, in a spirit of fair play. We also expect our fans and competing athletes to refrain from engaging in any unkind or unsportsmanlike conduct at all times.

**Student-Athlete Code of Conduct Checklist** *(Anonymous, 2007)*

- ➢ Respect the Honor Code at all times
- ➢ Encourage sportsmanship and ethical play in all situations
- ➢ Be humble in victory and gracious in defeat
- ➢ Congratulate the opponent after competition
- ➢ Control temper in all situations
- ➢ Be courteous to officials
- ➢ Do not incite fans
- ➢ Do not criticize the team, coaches, or teammates publicly
- ➢ Observe the guidelines on scheduling conflicts
- ➢ Abide by team, department and school rules and regulations
- ➢ Respect and give proper care to facilities, uniforms, and equipment
- ➢ Return all issued equipment on time
- ➢ Put forth a conscientious, positive effort in all athletic endeavors
- ➢ Recognize that you represent yourself, your team and your school while competing and traveling

**Sportsmanship** *(NYSAIS 2011)*

NYSAIS athletic association programs foster excellence by creating an educational and competitive experience within an atmosphere of sportsmanship. Successful programs develop individual and team responsibility by promoting high standards of competence, character, civility, and citizenship.

**Athlete/Player:**

Any student-athlete disqualified by a sport official from an interscholastic competition for unsportsmanlike conduct is ineligible to participate in the next scheduled contest, unless the rules of that sport dictate differently. Disqualification from one season carries over to the next season and from regular season to NYSAIS tournaments.

a. A student-athlete who receives a second disqualification in the same sport in the same season will not be allowed to participate in the next two contests.

b. Any student-athlete disqualified by a sport official from an interscholastic competition for making physical contact with the intent to harass, annoy or harm another person shall be expelled from the game immediately. The matter will be referred to the Director of Athletics for potential further action.
Hazing versus Team Building

New York State law prohibits hazing of any kind. Hazing of any athletes will not be tolerated and will result in disciplinary action.

Hazing is a form of harassment often involving banter, criticism, ridicule or unnecessary or disagreeable work and is frequently but not always associated with an initiation process or an effort to exclude an individual from a group. Portledge will take strong disciplinary steps, up to and including discharge or expulsion, against any employee or student who engages in any type of hazing activity.

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<td>Tears down individuals</td>
<td>Supports and empowers</td>
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<td>Creates division</td>
<td>Creates real teamwork</td>
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<td>Lifelong nightmares</td>
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<td>Shame and secrecy</td>
<td>Pride and integrity</td>
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<td>Is a shared positive experience!</td>
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Disciplinary Action

Athletes shall not use tobacco, alcohol, or any other drugs that have not been prescribed by a physician. Such conduct may lead to suspension or dismissal from a team and will result in further disciplinary action from the school. Additionally, any athlete who is placed on academic or disciplinary warning during his/her season is subject to suspension or dismissal from the team. Athletes on academic warning may not be permitted, at the discretion of the Directors of the Middle and Upper School, from attending away games that involve an early dismissal.

- If an athlete is ejected from a game for fighting, or receives a red card, s/he will be suspended for (at least) the next game. Other unsportsmanlike conduct may also result in disciplinary repercussions.
- An athlete to be suspended from a team must be advised of the specific reason(s) for such consideration. The parents of an athlete being dismissed or suspended from a team shall be advised of the specific reasons by personal contact or by telephone and always in writing by mail or via email.
- The parents may request a hearing with the athlete, coach, advisor, Director of Athletics, Dean of Students, and the Director of the Middle or Upper School in attendance. If the results of the meeting are deemed unsatisfactory by the parents, an appeal may be made for a hearing with the Head of School.

NYS Board of Education Athletic Application Process

The Athletic Placement Process (APP) is a program for evaluating students who want to participate in sports at higher or lower levels, as approved by the Board of Regents as a part of the school eligibility rules in 1980, and is aligned with Learning Standards 1 and 2. Commissioner’s Regulation Section 135.4(c)(7)(ii)(a)(4) states:
A Board of Education may permit pupils in grades no lower than seventh to compete on any senior high school team, or permit senior high pupils to compete on any teams in grades no lower than seventh, provided the pupils are placed at levels of competition appropriate to their physiological maturity, physical fitness, and skills in relationship to other pupils on those teams in accordance with standards established by the Commissioner.

These standards state that students will have the necessary knowledge and skills to establish and maintain physical fitness, participate in physical activity, maintain personal health, and acquire both the knowledge and ability to create and maintain a safe and healthy environment.

If any seventh or eighth grade student has the talent and the desire to play for a varsity level team then s/he must go through the New York State Athletic Placement Process. The parents of the student must give permission and then a formal evaluation from the school doctor will be conducted. The athletic portion of the evaluation will be conducted by the Athletic Department. Following the passing of the first steps of this process, the student will be eligible to try out for the team. The head coach will have the final decision on whether or not the student is ready for competition at the JV or Varsity level.

**Locker Room**

Student-Athletes must keep their belongings in a locker in the locker room in good, neat condition.
- All Middle School students will be assigned a locker and lock.
- Upper School students may obtain a lock from the Athletic Department. Otherwise all belongings are to be kept in a locker or a bag within the locker room.

**Physical Education Attire**

**Kindergarten – Fourth Grade**

Students are expected to dress in loose, easy to move in and appropriate in appearance attire in order to maintain their safety during a variety of physical activities. Students must have sneakers.

**Fifth Grade – Twelfth Grade**

The typical practice uniform is a Portledge Athletics grey dri-fit t-shirt, blue dri-fit shorts or blue sweatpants, white socks and/or sweat suit (available for purchase in the Panther Den). Students are required to provide their own footwear, as well as any other equipment, that is appropriate for their sport. When alternative practice uniforms are required, the Athletic Department will make these garments available to the students for purchase. Adherence to team specific policies with regard to practice uniforms is required.

**Team Game Uniforms**

Portledge Athletic practice attire is required for all athletes and can be purchased from the Athletic Department. For most teams, game uniforms are distributed and returned on game days. In some cases, the team uniform will be issued for the season.

Coaches are responsible for the distribution and collection of game uniforms before and after each interscholastic contest. The Athletic Department will make the uniforms available to the coaches and provide a bucket for their collection following the games. Please place the buckets containing the uniforms in front of the Laundry Office.
The Athletic Department will issue game uniforms to each player at the beginning of the season. It is the responsibility of the student to ensure that these items are returned at the completion of the season in the same manner in which they were issued (normal wear and tear of game play excluded). If the uniform is not returned at the end of the season, the student will be charged a $100 replacement fee. If a lacrosse helmet is not returned at the end of the season, there will be a $300 replacement fee charged.

One and one policy (Apparel and Equipment):

As part of the whole child educational philosophy that Portledge employs, the Athletic Department holds firm to a one and one policy regarding a student who does not have the proper apparel or equipment for sports period. In order to teach the principles of responsibility and accountability students are allowed to purchase an item (provided the Athletic Department carries it) once per season and are allowed to borrow an item (provided the Athletic Department has a used piece) once per season. After these two times, a student who forgets or does not have the proper apparel or equipment will sit and watch their team in that day’s practice or game. Sitting out a practice will count as an unexcused absence.

Medical Requirements

Annual Physical Examination Form (Appendix D)

Each student must have an annual Physical Examination by a NYS certified physician. A Physical Exam is valid for one calendar year. A current physical is required to participate in sports or PE. If your medical examination expires during the school year, a new one will be required in order to continue to participate in sports. Without a form, a student is not permitted to participate on a team and thus risks failure for the season and satisfying the physical education requirement. Failures must be rectified as prescribed by the Athletic Department. At the beginning of each new season, a parent must complete and sign the Sports Health Update Form (Appendix E). All Health Forms are available on the Portledge website athletics page (www.portledge.org/athletics) and also on the myPortledge resource board. Athletes will not be able to participate/practice with their team until these forms are on file with the Health Office.

Sports Health Update Form

Interscholastic athletics medical examinations are required to protect the health and safety of the students before participation in strenuous activity and periodically throughout the season as necessary.

Prior to participation in each athletic sports season, all students will be provided a Sports Health Update Form to be completed and signed by the parent/guardian unless a physical exam has been completed within the last 30 days and submitted to the Health Office. Athletes will not be able to participate/practice with their team until this form is on file with the Health Office.

Certifications

All members of the coaching staff must be CPR/AED and Concussion Protocol trained.

Certified Athletic Trainer (ATC):

- Responsible for health care of the injured athlete and activating the emergency action plan (EAP). This includes but is not limited to: first aid, CPR, injury assessment, implementation of the EAP, decision to move or not to move the athlete, and AED use (if available). Responsible for maintaining cervical stabilization in the event of a possible C- spine injury. The ATC can splint a suspected fracture or dislocation.
Head Coach:

- During activation of the EAP the head coach is responsible for calling EMS, ensuring access to the site, and directing the emergency vehicles to the injured athlete. Responsible for communication with parents when absent from the event. Responsible for emergency first-aid in the absence of the ATC.

Emergency Medical Personnel

- Responsible for the care and transport of the athlete.

Concussion Management Policy and Protocol

All Athletic Department personnel (i.e. coaches, athletic trainer, athletic director and physical education instructors will be required to complete training on concussion management. NFHS/CDC Concussion Course every 2 years: http://www.cdc.gov/concussion/HeadsUp/online_training.html

All parents/guardians and athletes will receive in writing a fact sheet pertaining to concussion signs & symptoms, the danger of returning too soon, and what to do if a concussion is suspected. http://www.cdc.gov/headsup/pdfs/youthsports/parent_athlete_info_sheet-a.pdf

Signs and Symptoms of Concussion:

- Somatic (headache, nausea, vomiting, dizziness, visual problems, sensitivity to light/noise, balance problems)
- Cognitive (feeling mentally "foggy," feeling slowed down, difficulty concentrating and remembering)
- Emotional (involuntary crying or uncontrollable episodes of crying and/or laughing)
- Physical signs (loss of consciousness, amnesia)
- Behavioral changes (irritability, sadness, nervousness, more emotional, depression)
- Cognitive impairments (slowed reaction times, inability to respond to questions)
- Player exhibits balance or motor coordination problems
- Sleep disturbance (insomnia, drowsiness, sleeping less than usual, sleeping more than usual)

Return to Participation Policy

Clearance to return to participation must be obtained from a licensed NYS health care provider (MD or DO only) and documented in the Concussion Clearance Form under the “Health Care Professional Clearance” section. If clearance was obtained via physician’s note, the following must be clearly stated in order to return to full participation:

- Diagnosis
- Clearance status
- Physician’s name (printed) and contact information

The School Doctor, based on the recommendation of ATC, reserves the right to have the final authority in all Return to Play decisions. In the event the athletic trainer is absent, the physicians’ note stands as is and at no time will a coach make a Return to Play decision. This concussion management policy is not all-inclusive, and the Athletic Trainer reserves the right to alter the policy at any time as s/he best sees fit to protect the athlete. Progression in Return to Play should follow the following:
  1. No activity (symptom-limited physical and cognitive rest)
  2. Light aerobic exercise
3. Sport-specific exercise
4. Non-contact training drills
5. Full-contact practice
6. Return to play.

New York State Education Health Guidelines (Concussion)

In accordance with the Concussion Management and Awareness Act, the law requires that students who sustained, or are suspected to have sustained, a concussion during athletic activities are to be immediately removed from such activities. Students may not return to athletic activities until they have been symptom-free for a minimum of 24 hours and have been evaluated by, receive written and signed authorization to return to activities from a licensed physician, and receive approval from the school doctor. Such authorization(s) must be filed in the school nurse’s office.
Medication Permission Request Policy (Appendix A)

Parents must complete the medication permission forms. The state regulations state that on all field trips, those that are self-directed students who must receive medication during the time they are away from school may be given the medication by a properly trained, responsible, adult volunteer.

Overnight Trips (Permission slips Appendix B)
Some teams will have individual games or participate in tournaments on the weekend or during school breaks. Coaches are required to accompany their team on these trips and are responsible for supervision of the students at this time.

- The Athletic Department will arrange for lodging and travel arrangements (at an additional cost to those participating) when necessary and will provide coaches and parents with itineraries.
- The Athletic Department (when appropriate) will compile a folder with the following: contact numbers, directions, itinerary, and other trip information.

**Transportation Policy (Travel Release Forms Appendix C)**

Athletes are to travel to and from away games via school transportation unless a note is received stating that a parent will be driving the athlete in either direction. Personal contact with the parent or guardian must be made prior to departure. All athletes must be in school Dress Code or team uniform when arriving at away games.

Parents may grant permission for their child to depart from the scheduled activities or use transportation other than that provided by Portledge. They may release Portledge from any and all obligation to exercise reasonable care in supervision of their child after he/she departs the scheduled athletic trip. Parents must sign the release form and agree to hold harmless, defend and indemnify Portledge, its agents, officers and employees from any and all claims, demands, liabilities, losses or expenses which may arise from any injury to their child after he/she has departed from the scheduled athletic trip or at any time while using transportation provided by other than Portledge.

**Dual Sport Athlete Policy**

Any student-athlete interested in participating in more than one sport in a season must declare a primary sport and the secondary sport prior to the start of the season.

1. The student will compete fully in the chosen primary sport of the season of play.
2. The student-athlete who elects to play two sports during the same season will do so after consultation with the coach of both sports and the Athletic Director.
3. A student-athlete may not change teams during the season without written permission of the coach of the sport he/she is presently participating in, the Athletic Director, and the coach of the team to which he/she is transferring.
4. Post season competition will take precedence over the primary sports regular season and coach consent.
5. Parental consent is also required due to the commitment required for two sports in one season.

Coaches will not discourage athletes from multi-sport participation or participation in other extracurricular activities at Portledge. Infractions should be reported to the Athletic Director.

**Sports Tutoring and Individual Private Lessons**

Tutoring is additional, special, or private instruction that occurs outside of the regular school day for payment. Coaches of teams that are in season may not give private or group instruction to their athletes in exchange for payment.

**Panther Den Store**
The Panther Den, the primary outlet for Portledge Apparel is located in the Commons building. Students may purchase gear before practices and games. (Hours: 10:00am – 2:00pm)

**Special Team Apparel**

If any coach or team wishes to purchase athletic or team apparel, the coach or team must go through the Panther Den Store Manager and obtain approval from the Athletic Director in arranging these purchases. The Athletic Department will make all efforts to help facilitate the order.

**Social Media Policy**

The use of computers and other communication technology is a privilege, not a right. Regardless of what technology students use, they are expected to conduct themselves appropriately and abide by the School’s Honor Code. Inappropriate use will result in disciplinary action.

The following guidelines provide a foundation for how to use technology as a tool to enhance each student’s education and the overall learning community at Portledge. Always keep in mind that unkind behavior may lead to consequences.

- Portledge’s use of technology follows expectations of mutual respect and kindness, and encourages positive behavior. The Honor Code applies to the use of school technology, accounts, and internet content at all times, even when students are not on campus.
- Model kind behavior online and on social media. Some examples of unkind behaviors are bullying, harassing, humiliating, or upsetting anyone online or with a phone/electronic device – which includes, but is not limited to sharing photos, videos, or screenshots, spreading rumors or gossip, or setting up fake profiles. Stand up to those who act unkindly, telling them that their behavior is unacceptable at Portledge School and beyond.
- Know that the photos, videos, text comments can be saved and shared at random, therefore do not post anything online that students would not want family members, teachers, college admissions officers, or future employers to see.
- Respect for others and oneself is fundamental to our inclusive and warm environment. To that end, the privacy of everyone in our community should be paramount. Get permission before filming, photographing, or otherwise recording anyone in the community while on or off campus. Get permission again before posting any recordings online for any reason. This includes the postings of any student(s) or faculty members.
- Choose healthy online relationships, and if you ever feel uncomfortable with an online interaction, talk to a trusted adult about your feelings. You have the right to choose your relationships, both virtual and in real life.
- Posing as anyone else online, whether as a joke or to gain an advantage is fundamentally wrong and dishonest. Knowing anyone else’s password without telling them – even if you do not use it – falls into this category.
- Other people’s devices are to be treated as you would like them to treat your devices. Return them to their owners when you find them out of place. Leave the information on them alone. If you see others violating the Honor Code, speak to them about it.

Under any circumstances Portledge School, if it so chooses, may exercise its right to protect its reputation by taking disciplinary measures whenever it deems necessary where conduct is unbecoming of a Portledge student either online or in real life. All violations of the Social Media Policy could result in disciplinary consequences when brought to the school’s attention.

**Athletic Department Social Media Accounts**

*Follow Us For Schedule Updates And Results:*
Sports Awards

Middle School Teams

Certificates of participation signed by the coach and the Athletic Director are presented to each participant of a Middle School team. Each coach will have the opportunity to choose award winners in the following categories: Most Valuable Player, Most Improved Player, Unsung Hero, and Coaches’ Award. In some cases more than one recipient may be chosen if the coaching staff feels more deserve the award. Middle School Sports Awards are distributed at a ceremony during the school day at the completion of each season. Parents of Awards winning students will be notified and invited to attend.

Upper School Teams

Varsity participants will be given 1st Year, 2nd Year, 3rd Year or 4th Year Varsity Letters at the Upper School Athletic Awards Ceremony. Five or six years of participation will be recognized in a special designation award, as well as members of the Varsity Club.

Each coach will have the opportunity to choose award winners in the following categories: Most Valuable Player, Most Improved Player, Unsung Hero, and Coaches’ Award. In most cases more than one recipient may be chosen if the coaching staff feels more deserve the award.

Varsity Letter

The varsity letter signifies that its recipient is a qualified varsity team member that met all the requirements and standards of their team.

Varsity Club

To those members of the Senior Class who received a varsity letter during each season of their Portledge career.

5th Year Club

To those students who competed in a particular varsity sport for 5 seasons during their Portledge career.

6th Year Club

The 6th year club recognizes those athletes that participated in a Varsity sport for 6 years, beginning in 7th grade.

Senior Athletic Award

This award is presented to a member, or members, of the Senior Class, in recognition of overall contribution to the school’s athletic program through outstanding effort on behalf of team play and sportsmanship, and excellence in a number of athletic endeavors.

Upper School Athletic Awards Ceremony
The Upper School Athletic Awards Ceremony takes place during Graduation Week. Attendance for all varsity and junior varsity coaches and athletes is mandatory. Team awards as well as any special awards, league/national designations, and induction into the Varsity Club, and the 5th Year and 6th Year club will take place.

**Department Telephone Directory**

Athletic Office  
Jon Sandos ‘03 - Athletic Director  
Jane Larkin – Asst. Athletic Director  
Ceci Mulry ’13 – Asst. Athletic Director  
Christina Kavanagh, Athletic Trainer  
Frances R. Lopilato, RN – School Nurse (8:30 am – 3:30 pm)  

(516) 750-3211/3212/3192  
Cell: (516)-241-6320  
Cell: (516)-404-4333  
Cell: (516)-313-9381  
(516) 750-3229

APPENDIX A: Medication Permission Form (following page)
MEDICATION PERMISSION REQUEST FORM

Portledge School

<table>
<thead>
<tr>
<th>Student:</th>
<th>Date of Birth:</th>
<th>Grade:</th>
</tr>
</thead>
</table>

To Be Completed By Licensed Health Care Prescriber/MD

| Medication Name | Dose | Route | Time at School | Prescriber/MD

| applicable boxes |
|-----------------|------|-------|----------------|----------------|
| Medicine necessary for Field Trips: |
| Yes ☐ No ☐ |
| May Self Admin | Self Carry (for inhalers, Epi Pen or insulin). Yes ☐ No ☐ |
| Medicine necessary for Field Trips: |
| Yes ☐ No ☐ |
| May Self Admin | Self Carry (for inhalers, Epi Pen or insulin). Yes ☐ No ☐ |
| Medicine necessary for Field Trips: |
| Yes ☐ No ☐ |
| May Self Admin | Self Carry (for inhalers, Epi Pen or insulin). Yes ☐ No ☐ |

Licensed Health Care Prescriber /MD please refer to the following description for insulin, Epi Pen or inhalers

<table>
<thead>
<tr>
<th>Self-Administer/ Self-Carry</th>
</tr>
</thead>
<tbody>
<tr>
<td>I have determined this student is consistent and responsible in taking their own medications (Self-Directed) and in addition, give them permission to self-carry and self-administer this medication. They will be considered independent in medication delivery and need intervention only during emergencies.</td>
</tr>
</tbody>
</table>

Related Diagnosis: ___________________________________________ ICD code: ____________________________

The following side effects are common: _________________________________________________________________

The following side effects should be reported to me: _____________________________________________________

Additional comments: ____________________________________________________________

Name and Title of Licensed Health Care Prescriber (Please Print) ____________________________________________

Prescriber’s Signature ___________________________ Date ___________ Phone _________________________

To Be Completed By Parent/Legal Guardian

I give permission for the above medication to be administered to my child as ordered by my health care provider. I will furnish the medication in the original pharmacy container, properly labeled with directions and dosage, or original over-the-counter medication container/packaging with my child’s name on it. I understand that medication normally given at school during a delayed opening or early dismissal will need to be given at home.

Parent/Guardian Signature ___________________________ Date ___________ Phone _________________________

Self-Administer/Self Carry (for inhalers, Epi Pen or insulin)

Parent permission and provider consent is required for students to self-administer and self-carry medication (inhalers, Epi Pen or insulin). Students with this designation are considered independent in taking their medication at school and require no supervision by the nurse. Parents assume responsibility for ensuring that their child is carrying and taking their medication as ordered. Schools may revoke the self-carry/self-administer privilege if the student proves to be irresponsible or incapable. To request this option please sign below:

Parent/Guardian Signature ___________________________ Date ___________ Phone _________________________
Dear Parent or Guardian,

If at any time, it is necessary for your child to receive medication during school hours, the medication will only be administered if the following conditions are met: (This includes such medication as aspirin, cough medicine, and all over-the-counter medications.)

1. There must be a request from the physician indicating name, route, time, dosage, and any side effects to be noted.

2. The above is accompanied by a signed request (attached) from the parent or guardian requesting and giving permission for designated school authority to administer said medication or permission for self-medication.

3. All medications (prescription and non-prescription) must be supplied by parent and/or guardian. Prescription medication must be a pharmacy bottle with the pharmacy label, and over-the-counter medication must be contained in the original container.

4. A new form is to be submitted if there is any change in medication or dosage.

5. A new form is to be submitted at the beginning of each school year.

If you have any questions regarding our medication policy, please contact our School nurse, Frances Lopilato, bsn,rn at 516-750-3229 or FLOPILATO@PORTLEDGE.ORG.

Sincerely,

[Signature]

Simon Owen-Williams  
Head of School  
(Form on reverse side)
My child _____________ has my permission to travel with Coach _____________ and Coach _____________ and the _____________ team to _____________ (destination). Departing from Portledge School on: _____________ and returning on _____________.

I give permission for first aid to be administered to my child in case of an emergency. I further grant permission to the Head and the Assistant Coach on the trip to obtain the services of medical or surgical specialists in the event of an emergency.

Please state any medication your child may be on and how administered:

Please state any other pertinent medical information (allergies, sleepwalker, asthma):

Health Insurance Name and Identification Number ____________________________________________
Home Phone #________________________ Business Phone #___________________________
Cell Phone #________________________ Other Phone #___________________________
Additional Emergency Contact Name _____________________________ Phone __________________

I understand that the fee for this trip will be charged to my student account and is due immediately; unpaid trip fees may result in my child not being able to attend the trip.
Agreement Signature of Parent__________________________ Date__________________

Student’s Agreement
As a student of Portledge, I understand all and honor, behavioral and dress codes apply at all times and I agree to respect those codes.
Student Signature______________________________ Date__________________

Please return this form to Director of Athletics by ______________. 
I, ____________________________, declare that I am the parent/guardian of the student identified in this form. I have read and understand the conditions of the scheduled athletic trip. Further, I understand that if of my own volition and insistence, I give permission for my child to depart from the scheduled activities or use transportation other than that provided by Portledge, I thereby release Portledge from any and all obligation to exercise reasonable care in supervision of my child after he/she departs the scheduled athletic trip. Further, I agree to hold harmless, defend and indemnify Portledge, its agents, officers and employees from any and all claims, demands, liabilities, losses or expenses which may arise from any injury to my child after he/she has departed from the scheduled athletic trip or at any time while using transportation provided by other than Portledge.

☐ I hereby give permission for my child to participate in the athletic trip as scheduled. By signing this Student-Athlete Travel Release Form, Portledge cannot be responsible for any activity or incident while I am traveling independently of the team.

Reason for obtaining this release is: 
____________________________________________________________________________

I will be traveling from: 

I will be traveling to: 

(Competition Site)

Sport: ______________________ Grade___________

Date (s): Start ____________  End Date_______  Season                       _______________________

Print Student Name:_____________________ Student Signature:__________________

Print Parent Name:______________________ Parent Signature:___________________

(I have read this release)

NOTE: THIS FORM MUST BE COMPLETED AND APPROVED BY THE DIRECTOR OF ATHLETICS 48 HOURS PRIOR TO THE EVENT.
A PHYSICAL EXAMINATION IS REQUIRED EACH YEAR

An annual physical examination is required for participation in interscholastic sports. (*Both sides must be completed.)

1. BP: ___________ Pulse: ___________
2. Weight: ___________ Height: ___________
   Body Mass Index: ___________
   Weight Status Category (BMI Percentile)
   □ Less than 5th  □ 5th-49th  □ 50th-84th
   □ 85th-94th  □ 95th-98th  □ 99th & Higher
3. Urinalysis: ___________
4. Heart: ___________
5. Breasts: ___________
6. Lungs: ___________
7. Eyes: R ___________ L ___________
   with Glasses: R ___________ L ___________
8. Visual Diagnosis: ___________
9. Ears: Otoscopic ___________
   Audiometric ___________
   P.E. Tubes: Yes _____ No _____
10. Speech: ___________
11. Nose: ___________
12. Throat: ___________
13. Tonsils: ___________
14. Teeth & Gums: ___________
15. Skin: ___________
16. Glands (cervical, thyroid, other): ___________
17. Nervous System: ___________
18. Hernia: ___________
19. Genitourinary: ___________
20. Tanner: I, II, III, IV, V.
21. Orthopedic: ___________
   Scoliosis: □ positive  □ negative
   Posture _____ Feet _____
   Structural defects ___________
22. Abdomen: ___________

Surgeries: ____________________________________________________________________

Significant Illnesses/Injuries: ____________________________________________________________________

Allergies: ____________________________________________________________________

Current Medications (please list all medications and dosages): ____________________________________________________________________

Medical Summary with Diagnosis: ____________________________________________________________________

ALL CHILDREN MUST TAKE PHYSICAL EDUCATION OR A MODIFIED PHYSICAL EDUCATION PROGRAM

Full Activity _______ Restriction ___________ Recommendation ___________

**Please Attach Complete Record of Immunization**

__________________________________________________________________________

Signature of Examining Physician ___________________________ Date ___________ Print Name ___________

Physician’s Address & Phone # (PLEASE STAMP)
INTERSCHOLASTIC SPORTS HEALTH EXAMINATION

Please complete both sides for participation in interscholastic sports

This certifies that ___________________________ is physically qualified to participate in the following categories of competition during this school year except those crossed out below.

<table>
<thead>
<tr>
<th>CONTACT/COLLISION</th>
<th>LIMITED CONTACT/IMPACT</th>
<th>STRENUOUS NON-CONTACT</th>
<th>NON-STRENUOUS/NON-CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICE HOCKEY</td>
<td>BASEBALL</td>
<td>CROSS COUNTRY TRACK &amp; FIELD</td>
<td>GOLF</td>
</tr>
<tr>
<td>LACROSSE</td>
<td>BASKETBALL</td>
<td>SWIMMING</td>
<td></td>
</tr>
<tr>
<td>SOCCER</td>
<td>CHEERLEADING</td>
<td>TENNIS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SOFTBALL</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Physician Signature: ___________________________________________ Date: ________________

Family Physician

________________________________________________________________________________

The school physician has the final responsibility for the determination of a student’s physical eligibility to participate in interscholastic sports. This is in compliance with the State Education Department Regulation 135.4 (7)(h).

This student is cleared for participation in interscholastic sports as indicated above.

Physician Signature: ___________________________________________ Date: ________________

School Physician
Dear Parent or Guardian:

Your child had been examined and approved for participation in interscholastic sports for this school year. A health history review is required prior to tryouts for each sports season. A re-examination and re-qualification may be required to participate in interscholastic sports for this season.

Please respond to the questions below and return this letter to the health office. If you have any questions, please call me at 516-750-3229 or email flopiato@portledge.org

Sincerely,
Frances R. Lopilato, bsn, rn
School Nurse

*Answering “Yes” to any of the questions will not automatically exclude the student from participation.

**Since the interscholastic sports physical has your child:**

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Had any injuries requiring medical attention?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Had an illness lasting more than 5 days?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Been taking any medication or been under a doctor’s care?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Had any surgery or fractures?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Been treated in a hospital or emergency room?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Developed any allergies or chronic disease?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reported feeling faint, dizzy or fatigued after exercise or exertion?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Had a change in wearing glasses or contact lenses?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If the answer to any of the above is yes, please describe below and attach a note from the physician clearing the student for participation in interscholastic sports. (Please understand that the school physician has the final authority to determine the physical capability of a student to participate in a sport.)

________________________________________________________________________

________________________________________________________________________

Parent/Guardian Signature                      Date: