

# **IPSWICH HIGH SCHOOL ATHLETIC DEPARTMENT**



**“Home of the Tigers”**

**2025-2026**

## Student-Athlete Handbook

*Before a student decides to make a commitment to an athletic team at Ipswich High School, the student and the student’s parents/guardians must read and understand the following handbook.*

*The rules and regulations stated in it are a combination of policies from the Massachusetts Interscholastic Athletic Association, the Ipswich School Committee and the Ipswich High School Administration. Such rules and regulations have been established so that all those who choose to participate in athletics at IHS will have a positive educational experience.*

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**\*\*Please note: All forms/releases are to be completed in the online registration portal only!**

# **IPSWICH PUBLIC SCHOOLS ATHLETIC DEPARTMENT**

## **Statement of Mission:**

The objective of the Athletic Department is to provide the best opportunities for student athletes to excel in teamwork, sportsmanship, self-discipline and character. Participation in the competitive environment of high school athletics helps prepare students for a competitive world. To that end, the department will strive to maintain a system that promotes cooperation, communication, mutual respect, challenge, leadership, initiative, self-esteem and integrity. Athletics will provide a chemical free environment and will promote a chemically responsible lifestyle. For those who choose to participate in athletics, they are an essential part of the school day and overall learning process.

## **Philosophy on Athletics & Participation:**

Athletics play an integral part in a child's learning process and physical development. Coaches are responsible for instructing all participants in the values of sportsmanship, self-discipline, leadership, cooperation, and competition.

Interscholastic sports are to be conducted for the benefit of the participants. Coaches shall at all times attempt to utilize the greatest number of team members in each athletic event. Efforts should be made to use, whenever possible, those team members who have shown the greatest commitment and dedication to their sport. Coaches at the middle school and sub-varsity levels should emphasize participation, training, and the development of character and discipline. In the interest of developing a sound athletic program, coaches at the lower levels should provide opportunities for athletes of all skill levels.

Coaches at the varsity level shall exercise discretion relative to the substitution rule as it relates to the score, and period of play, in their attempt to use the greatest number of participants in each athletic event.

It is the responsibility of the athletic director to see that each coach is notified of this philosophy and is provided with a copy prior to beginning coaching in Ipswich.

All team members in good standing who faithfully practice will play at the middle and sub-varsity levels. At the varsity level, participation is not mandatory, but the coaches will attempt to utilize their players whenever possible. If the athletes do not play at the varsity level, they will be given the opportunity to play at a sub-varsity level.\*

\* Providing there is a sub-varsity level offered in that sport, and providing that, if the student is a senior, seniors may participate at the sub-varsity level in that sport within the league.

## **Team Membership Eligibility “Cut Policy”**

It is the goal of the Athletic Department to provide the maximum opportunity for participation consistent with staffing levels and the practical limitations of the individual sports. The following represents the number of players a team must roster before cutting a candidate from the program.

### **Fall Sports:**

Football	no minimum
Varsity Field Hockey	16
JV Field Hockey	20
Frosh Field Hockey	20
Varsity Soccer	16
JV Soccer	20
Freshman Soccer	20
Golf	12
Cheerleading	20
Cross Country	no minimum
Volleyball	12
JV Volleyball	12

### **Winter Sports:**

Varsity Basketball	12
JV Basketball	12
Frosh Basketball	12
Track	no minimum
Swim	no minimum
Cheerleading	16
Co-Op Gymnastics	**
Co-Op Ice Hockey	**
Co-Op Skiing	**
Co-Op Wrestling	**

### **Spring Sports**

Track	no minimum
Varsity Softball	15
JV Softball	15
Freshman Softball	15
Varsity Baseball	16
JV Baseball	16
Freshman Baseball	16
Varsity Lacrosse	25
JV Lacrosse	25
Tennis	15

\*\* For cooperative teams please refer to the host school's handbook

**No one will be added to a “cut sport” from late registration after cuts have been made.**

# General Rules

## I. Baseline Eligibility (MIAA)

Age Requirements: To ensure that student-athletes across the state are competing on as level a playing field as possible, a student must be under the age of 19 to compete in interscholastic sports in the state of Massachusetts. A student may compete during a school year, however, if the student's birthday occurs on or after September 1.

Time allowed for Participation: A student shall have twelve consecutive seasons (3 per year for four years) of eligibility after entering the ninth grade.

II. Academic Eligibility – *Academics are the primary focus of a student's career, and must be emphasized more than any other activity. All other activities exist to enhance the student's academic career.*

### A. Season Eligibility: MIAA Standards.

In order for a student to be academically eligible for a season, the student must have obtained passing grades in four major classes (20 credits) or its equivalent during the previous marking period. The term of eligibility will be based on the issuance of report cards. Final grades from the previous year will count for fall eligibility, except for freshmen, who start their high school career with a clean slate.

If a student who is ineligible at the start of a marking period is maintaining passing grades midway through the quarter, the student may be allowed to practice with the team to prepare for the time when the student becomes eligible, pending approval by the principal.

If an athlete participates in any interscholastic contest while academically ineligible, any and all awards and/or victories gained by the individual and/or team will be forfeited.

### B. Ipswich High School Eligibility Standards.

Any student who fails more than (1) 5 credit class, or its equivalency in a quarter, will become ineligible to participate in a sport. The student may only regain their eligibility after next marking period concludes by meeting the above standard. Grades for all athletes will be checked periodically through notifications with the faculty. Any student who fails more than (2) 5 credit classes, or their equivalency for the year, will be ineligible for the fall season. Failed courses may be made up by enrolling in and passing the same courses they failed (during the school year) in "summer school".

III. Chemical Health – *A student-athlete's well being is of primary importance, and chemical health, not just fitness, is a primary factor in a person's overall health. This rule exists to promote a healthy lifestyle for those who participate in sports.*

This rule is part of the guidelines set forth by the MIAA. We may not in any way lessen its meaning or consequences. This rule is in effect from the first (approved) day MIAA Fall Practices until the last day of school.

A student-athlete shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol, any tobacco product (including e-cigarettes, VAPE pens and all similar devices), marijuana (including synthetic), steroids, or any controlled substance. This policy includes products such as "NA or near beer," Inhalants (defined as any substance that produces a mind-altering effect when inhaled), and misuse of over-the-counter medications and substances used for the purposes of altering one's mental state. 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 the student's doctor. (MIAA Rule 62)

The following consequences are in addition to those stated in the school's code of conduct, if applicable.

**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 (regular season or tournament) totaling 25% of all interscholastic contests in that sport. For the student, these penalties will be determined by the season the violation occurs. 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. During the suspension the disqualified student may not be in uniform and attendance at the competition site is determined by the high school principal. 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 (regular season or tournament) totaling 60% of all interscholastic contests in that sport. For the student, these penalties will be determined by the season the violation occurs. All decimal part of 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 the student's 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 the penalty period. The director or a counselor of a chemical dependency treatment center must issue such certification. 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. 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.

Example:

If an athlete gets suspended at the beginning of the spring season and it rains for two weeks, the most an athlete will miss is two games. If another athlete gets suspended at the end of the spring season and the team is playing 4 games a week due to make-ups, the athlete could potentially miss 8 games.

When calculating percentages, all decimals are dropped. For example, an 18 game season x 25% = 4.5 (equals 4 games), an 11 game season x 25% = 2.75 (equals 2 games).

Penalties are cumulative, meaning that if the penalty period is not completed during the season of violation, the penalty will 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. Students who become ineligible because of this rule are encouraged to continue practicing with the team.

Any captain (or captain elect) who is suspended under the chemical health rule will have their captaincy revoked immediately.

Under Cape Ann League rules, an athlete who serves a chemical health violation suspension during a season is not eligible for All League or All Star status for that season.

#### IV. Physical Examinations/Medical Coverage

All students must pass a physical examination within thirteen months of the start of each season. A physical exam will expire 13 months to the date of exam and will need to be updated to continue participation. Physical examinations must be performed by a duly registered Physician, Physician's Assistant or Nurse Practitioner. The Sports Medicine Committee recommended physical examination form is in the MIAA White Book. (MIAA Rule 56) **Virtual/Telehealth Physicals** are not valid.

V. Attendance in Sport: *This rule emphasizes the values of commitment, self-discipline, time management and sacrifice. It has been said that the true value of athletics comes not from the contest, but in the preparation for it. We expect our student-athletes to be committed to our programs and their teammates.*

Membership on a team requires a commitment to be at all practices and games whenever possible. There are circumstances and instances, however, when this may not be possible due to family, religious, medical or other school-related commitments. A team member may not miss a high school practice or game in order to participate on a non-school team practice or game. (MIAA Rule 45)

VI. Attendance in School: *This rule again emphasizes the importance of academics in relation to athletics.*

Students must be in school for a majority of the day in order to be eligible that day for after school activities. For weekend activities, Friday will be the determining day. Daily eligibility will be determined to begin at 8:15 AM or end at 1:45 PM. A student coming in at 8:15 AM must stay in school for the remainder of the day. Likewise a student leaving at 1:45 PM must be in school by 7:45am. Students who provide advance notice of absence are also required to obtain permission from the principal prior to the absence if they wish to be eligible on that day. Written documentation from the obligation is required for dismissals/late arrivals, upon return, to ensure eligibility.

In order to participate in extracurricular activities, students must meet the following guidelines:

1. Have fewer than 5 tardies in any quarter.
2. Have fewer than 5 absences in any quarter (documented medical absences will be waived)
3. Must arrive in school before 8:15am
4. May not be dismissed from school on a day the student arrives tardy

VII. Sportsmanship: Sportsmanship is a reflection of strong social values and behaviors, and therefore is one of the most educational aspects of athletics.

The student-athlete is to remember at all times that the student represents the student's school, family and community while participating in interscholastic contests. Therefore, the student must follow the guidelines of good sportsmanship and refrain from any actions that would result in the embarrassment of the school, family or community. Good sportsmanship requires that members of the opposing team, coaches, officials and spectators be treated with respect. Any athlete who conducts her/himself in an unsportsmanlike manner will be subject to disciplinary action by the coach, athletic director and/or principal. Such disciplinary action may result in suspension or removal from the team. Athletes who engage in any form of taunting or "trash talk" are in violation of this rule and may be suspended under MIAA rules.

VIII. Personal Conduct: *This rule exists for the same reason as the above rule for sportsmanship, as well as providing a basis for accountability.*

If at any time a student behaves in such a way that it is determined that the student has tarnished in any the image of the team, school or community, the student will be subject to disciplinary action by the coach, athletic director or principal, possibly resulting in removal from the team. A captain (or captain elect) may also have their captaincy revoked.

Some examples of such behavior include but are not limited to: disorderly conduct, vandalism, willful destruction of property, stealing, assault or repeated violations of the student code of conduct

#### MIAA Rule 63: Good Citizen's Rule

Student-athletes may not represent their school if they are on in-house or out-of-house disciplinary suspension.

IX. Risk of Injury: *All people involved in any athletic event must be aware that there are risks of injury in any physical activity. All precautions are taken by the staff to reduce the risk of injury.*

Athletics by nature present the risk of injury, regardless of sport. Each student is required to have and pass a physical examination by a licensed physician prior to participating, and all precautions are taken to ensure the safety of each participant. There still exists, however, the risk of injury, dismemberment, or death. The student is to be aware of this risk, as are the student's parents or guardians.

Students must inform the coach and/or trainer immediately if the student is injured to ensure proper treatment and/or referrals. Once seen by a practitioner, the school requires a clearance note.

*Insurance Information:* The school provides optional secondary athletic insurance which covers certain medical costs not covered by the student's medical policy. Enrollment forms are provided at the beginning of each school year and are available in the main office. Insurance claims must be made with the insurance company within 90 days of the time of the injury. Injured students must report to the main office to obtain the proper forms.

Student-athletes are discouraged and prohibited from engaging in any unreasonably dangerous athletic technique that endangers the health and safety of a student, including using a helmet or any other sports equipment as a weapon.



Students who engage in unreasonably dangerous behavior while participating in extracurricular athletic activities may be excluded from the privilege of participating in extracurricular athletic activities and, further, may be subject to disciplinary consequences in accordance with the Personal Conduct code outlined in this handbook.

#### IX. Transportation:

For events outside of Ipswich, except for cooperative team ventures (ice hockey with Rockport, ice hockey with Beverly, ski with Hamilton-Wenham and gymnastics with Gloucester) the school will provide transportation. If a student has an unusual circumstance (such as an academic or religious commitment) and must be transported to/from an athletic event in private transportation, the student must have written documentation from a parent/guardian explaining the necessity for private transportation. The athletic director, assistant principal or principal must approve the request prior to the team's departure. Otherwise, players are expected to travel to/from games with the team.

Some sports do not practice or play on the campus of the high school, but rather at Bialek Park (field hockey, baseball, softball), Mile Lane (baseball, soccer, lacrosse) Ipswich Country Club (Golf) and YMCA (swim/dive). Because the cost to provide transportation to these fields/facilities is prohibitive, transportation is left to the student. Walking to these fields/facilities is the most prudent option. While the use of private vehicles is not encouraged, if the parent/guardian chooses, they may request to use private transportation. Please be aware of the Junior Operator License restrictions involving newly licensed drivers, which make it illegal for a driver in their first six (6) months of licensure to drive with a person under the age of eighteen (18) years old who is not an immediate family member. All student-athletes must abide by these laws.

If at any time a student uses private transportation to travel to/from any athletic event, the student/parent/guardian is to follow school committee policy EEAG regarding student transportation in private vehicles. Private vehicles may be permitted to transport students to or from school activities that fall within the academic day or extend the school day provided the following conditions are met:

- The activity has the approval of the Superintendent of Schools
- The owner of the vehicle holds the primary insurance coverage for the vehicle\*
- The parents/guardians of the student to be transported in this manner will be fully informed as to the means of transportation and will sign a statement to the effect

*\*The owner of the vehicle holds the primary insurance coverage for the vehicle, and the school's coverage is secondary.*

#### X. Uniforms and Equipment:

Students are issued uniforms each season as well as other equipment. The student is responsible for any and all uniforms and equipment issued to the student, and if said uniforms and equipment are lost, stolen or damaged beyond ordinary wear and tear, the student will provide proper restitution.

#### XI. Lockers and Valuables:

Unfortunately we do not live in a society in which everyone respects the belongings of other people. Our facility does not provide for separate team rooms, and therefore all locker rooms are left open all afternoon. Therefore, precautions must be taken by the student to ensure the safety of the student's valuables.

Each athlete will be assigned an athletic/gym locker. Only school issued locks are to be used on these lockers and master keys to the lockers are retained by the school. Lockers are school property and the school reserved the right to periodically inspect lockers to assure compliance with school rules.

Students should not bring valuables to school, but if they cannot avoid this, and cannot leave their valuables in the main office, they must take the responsibility to lock them up in their athletic or physical education locker. The school holds no responsibility for items left in the building. Items left unlocked in the locker room will be discarded.

## XII. Corridors After School:

The custodians have a responsibility to keep the building as well maintained as possible, and need to have specific times in their “wings” to clean and/or buff the hallways. Students are not to use the academic wing at any time after 3:30pm and should plan accordingly.

Athletes are not to wear cleats of any kind in the building at any time. Repeat offenses may result in game suspensions.

## XIII. Registration

The athletic department will hold registration for each sports season approximately two months before the first official day of practice/tryouts. When an athlete registers for their first sport of the school year, they will need to complete the following items:

- A copy of their most recent **physical**. (It must have been given within 13 months).
- The **Agreement Form**. It must be signed and dated by the athlete and parent/guardian.
- The **Parental Consent, Release from Liability and Indemnity Agreement**. It must be signed and dated by the athlete and the parent/guardian.
- Their **user fee check** for \$650 (or \$900 for a family) made out to I.H.S. Athletics.
- The **Pre-Participation Questionnaire** completed by the athlete or their parent/guardian.
- The **Concussion Compliance Form** signed and dated by the athlete and parent/guardian.
- The **Pre-Participation Head Injury Form** signed/dated by the athlete and parent/guardian.
- A **signed acknowledgement** indicating the completion of any Department approved course (NFHS or CDC). The certification is valid for one school year.

All parents are required to complete and submit the Department Report of Head Injury During the Sports Season Form to the Certified Athletic Trainer (ATC) if a student sustains a head injury outside of the extracurricular activity. See form on page 16 of this handbook.

For each season an athlete will be required to complete a registration form. This form will indicate their name, grade, sport (for that season) and emergency contact information. This form will be processed and signed by the athletic department when the athlete is fully cleared to participate. If an athlete owes equipment, a uniform, fees, an updated physical or any other item they will not be allowed to participate until these items are taken care of.

Registration will close no later than the first scheduled contest for each individual team. No one will be added to a “cut sport” from late registration after cuts have been made.

#### XIV. Cooperative Teams

Ipswich High School currently has four cooperative teams our students are granted to permission to participate with. We offer Gymnastics at Gloucester HS, Boys Ice Hockey at Rockport HS, Girls Ice Hockey at Beverly HS and Boys & Girls Ski at Hamilton-Wenham.

Student-athletes electing to participate with one of these programs need to understand they are members of that high school (for that season) and are **subject to the rules, regulations, expectations and guidelines governing its athletic program**. Ipswich student-athletes **will also be required to pay any fees** associated with participation in the cooperative program. These fees are in addition to any fees paid to Ipswich High School for participation in any sport we host.

#### XVII. Disclaimers

The policies and procedures contained within this handbook are written in conjunction with the Ipswich High School Student-Parent Handbook and in accordance with the policies and procedures of the Ipswich Public Schools and the MIAA. Student-athletes choosing to participate in our athletic program are bound by, and are expected to adhere to, all the policies and procedures contained within.

High School athletics in Massachusetts are played under the jurisdiction of the Massachusetts Interscholastic Athletic Association (MIAA). Student-Athletes who choose to participate in our athletic program are bound by all MIAA rules and regulations as well as local school department and athletic rules at all times. For more information about the MIAA and their rules and regulations you can log on to: [www.miaa.net](http://www.miaa.net)

Students participating in voluntary extra-curricular activities, including but not limited to intramural or interscholastic athletics, are required to return a signed release of liability to the administrator/supervisor of the event/activity prior to engaging in the activity, event, or, in the case of athletics/sports, to the Athletic Director prior to the commencement of the specific athletic/sport's season recognized by the Massachusetts Interscholastic Athletic Association ("MIAA"). As these activities are voluntary, the student's participation in an event, activity, or athletic/sports season is conditioned upon receipt of the signed and returned release of liability form. Massachusetts law permits use of such releases for school-related voluntary extra-curricular activities, including but not limited to athletics/sports. Release forms will be distributed by the Athletic Director and/or by the administrator overseeing activities.

The student's participation in any extra-curricular activity, including but not limited to intramural or interscholastic athletics/sports of any nature, is conditioned on compliance with all applicable laws, district policies (including but not limited to policies relative to student conduct and discipline, bullying, hazing, harassment, and discrimination), all MIAA policies, and district values and behavioral expectations. In the interest of student safety and compliance with these laws, policies, values, and expectations, coaches and/or other school staff will routinely monitor locker/dressing/changing room activities. Such monitoring may include physical presence by coaches or other staff in locker/dressing/changing rooms. While monitoring students in locker/dressing/changing rooms, all coaches and staff will give appropriate consideration to student privacy. Students seeking increased privacy when changing clothes/uniforms may utilize individual stalls and/or privacy curtains or screens where available, and are encouraged to address any privacy related concerns with the coach or building principal/designee.

## XVIII. Disciplinary Actions

Following the opportunity to meet with the coach, athletic director or principal, a player may be suspended or removed from a team as follows:

### Suspension from a Team

A student may be suspended from a team temporarily (games and/or practices) by the coach, athletic director and/or principal. Causes for suspension include but are not limited to: suspension from school; unsatisfactory grades; personal misconduct; unexcused absences from meetings, practices or games; unsportsmanlike conduct; violations of school or athletic department rules.

### Removal from a Team

A student may be removed from a team by the coach, athletic director and/or principal. Removal from a team by the coach will result only after a consultation with the athletic director and/or principal. Causes for removal include, but are not limited to: repeated violations of the code of conduct and discipline; repeated violations of athletic policies; personal conduct which warrants such actions before, during or after school hours; verbal or physical attack on any team member, opponent, fan, coach or official; repeated acts of unsportsmanlike conduct; not participating while able in athletic events.

## XIX. Head Injury Forms

Before a student may participate in athletics, practices or games each season, the student must complete the Pre-Participation Head Injury Form.

If a student suffers a head injury, the following forms must be completed:

1. A report of Head Injury During Season Form
2. Post Sports-Related Head Injury Medical Clearance & Authorization Form

## **Hazing**

### **Chapter 269, S. 17: CRIME OF HAZING: DEFINITION: PENALTY**

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 or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term “hazing” as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which wilfully 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 the 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.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

### **Chapter 269, S. 18: DUTY TO REPORT HAZING**

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to her/himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

### **Chapter 269, S. 19: HAZING STATUTES TO BE PROVIDED: STATEMENT OF COMPLIANCE AND DISCIPLINE POLICY REQUIRED**

Each institution of secondary education and each public and private institution of post secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution’s compliance with this section’s requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution’s recognition or endorsement of said unaffiliated student groups, teams or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgment stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution’s policies to its students. The board of higher education and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.

### **Agreement Form:** User Fee / Permission to Participate

Due to budgetary constraints, it remains necessary to assess an athletic fee on each student who will participate in one or more athletic programs during the school year. The fee for the year is now \$650.00, regardless of number or type of sports played. There is a maximum fee of \$900.00 per family. Some sports may require payment of an additional fee. Also, before signing, please read the parent/guardian and student-athlete permission to participate statements below.

**Athletic Fee:**

1. Fee must be paid in full prior to any participation (practices or games).
3. Checks are to be made out to IHS Athletics.
4. Those students who cannot afford the fee may apply to have the fee waived. Waivers for the fee are available on website.
5. In cases of *incapacitating* injuries which prevent further participation, or if an athlete moves from the district during the year, the fee will be prorated.
6. If an athlete quits, is removed from the team for disciplinary reasons, or becomes ineligible for academic reasons, there will be no refund.
7. The fee allows the student the privilege to participate in athletic programs at Ipswich High School, but it does not guarantee playing time in every contest. Participation in games will be based on the Ipswich School Committee's philosophy on athletics.

**Student Permission to Participate:**

By signing in the space provided you agree that you have read and understand all the rules and information presented in this handbook, and that you agree to abide by the rules set forth and are willing to face the consequences if you choose to violate them. You also are acknowledging the fact that there is a risk to your personal health by participating in athletics at Ipswich High School and that you agree not to hold the Town of Ipswich, The Ipswich Public Schools nor any of its agents accountable for any and all injuries which may be incurred while participating in athletics at Ipswich High School during the 2025-2026 school year.

**Parent/Guardian Permission for Participation:**

By signing in the space provided you agree that you have read and understand the Ipswich High School Student-Athlete Handbook and do give your permission for your child named above to participate in athletics for the school year 2025-2026. You also acknowledge that your child is risking injury while participating in athletics and agree not to hold the Town of Ipswich, The Ipswich Public Schools or any of its agents accountable for any and all injuries which might be incurred while your child named above participates in athletics at Ipswich High School during the 2025-2026 school year.

Student Name \_\_\_\_\_ Grade: 9      10      11      12

I/We understand the guidelines stated above.

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Date \_\_\_\_\_

**PARENTAL CONSENT, RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT**

We, the undersigned parent/guardian of \_\_\_\_\_ [STUDENT NAME] ("Student") and Student, do hereby consent to Student's participation in voluntary athletic/sports, extra-curricular, or co-curricular programs of the Ipswich Public Schools and do forever RELEASE, acquit, discharge, and covenant to hold harmless the Ipswich Public Schools, the Town of Ipswich, and all their officials, officers, employees, servants, agents, representatives, and volunteers ("Releasees"), of and from any and all actions, causes of action, claims, demands, damages, costs, loss of services, expenses and compensation, inclusive of attorney fees, on account of, or in any way growing out of, directly or indirectly, Student's participation in the voluntary athletic/sports, extra-curricular, or co-curricular programs, including but not limited to all known and unknown personal injuries or property damage which we/I may now or hereafter have as the parent(s) or guardian(s) of said Student, and also all claims or right of action for damages which said Student has or hereafter may acquire, either before or after Student has reached majority, resulting or to result from Student's participation in the Ipswich Public Schools athletic/sports, extra-curricular, or co-curricular programs.

This release includes, but is not limited to, any claim based on allegations of negligence or negligent supervision, or any related claims arising out of the action or non-action of the Releasees' agents, employees, servants, volunteers, or representatives regarding monitoring or supervising the activity of other Ipswich Public Schools students, or transfer of them to, on, or in any facility used by the Ipswich Public Schools athletic/sports, extra-curricular, or co-curricular programs, whether such facility is owned or operated by the Releasees, by another school district/municipality, or by any other person/entity. As used herein, "facility" shall include, but is not limited to, play or practice fields/gyms/arenas, locker/dressing/changing rooms, and vehicles used to transport participants. This release expressly excludes claims based on gross negligence or intentional acts, as defined by M.G.L. c. 258.

Furthermore, we hereby agree to protect the Releasees against any claim for damages, compensation or otherwise on the part of Student growing out of or resulting from injury to said Student in connection with Student's voluntary participation in the Ipswich Public Schools athletic/sports, extra-curricular, or co-curricular programs, and to INDEMNIFY, reimburse or make good to the Releasees any loss or damage or costs, including attorney's fees, the Releasees or their representatives may have to pay if any litigation arises from Student's intentional, grossly negligent or reckless acts or omissions while participating in said athletic/sports, extra-curricular, or co-curricular programs.

By signing below, I further certify that Student has had a physical examination, that Student is physically able to participate in said athletic/sports, extra-curricular, or co-curricular programs, and that I am aware of no condition that could result in harm/injury to Student from such participation.

By signing below, I further agree that the Student and Parent/Guardian have read and understand all the rules and information presented in this handbook, and agree to abide by the rules set forth and are willing to face the disciplinary consequences should there be a violation.

School: \_\_\_\_\_

Sport/Activity and Season: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Signature of Parent/Guardian,

\_\_\_\_\_  
Date

On behalf of myself and, if Student is a minor/under my guardianship, on behalf of Student

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

## **ANNUAL HEAD INJURY & CONCUSSION TRAINING COMPLIANCE FORM**

The Commonwealth of Massachusetts Executive Office of Health and Human Services now requires that all schools subject to the Massachusetts Interscholastic Athletic Association (MIAA) rules adhere to the following law. Student-athletes and their parents, coaches, athletic directors, school nurses, and physicians must learn about the consequences of head injuries and concussions through training programs and written materials. The law requires that athletes and their parents inform the athletic department about prior head injuries at the beginning of the season. If a student athlete becomes unconscious during a game or practice, the law now mandates taking the student out of play or practice, and requires written certification from a licensed medical professional for "return to play."

Parents and students who plan to participate in any athletic program at Ipswich High School must also take a free on-line course. Two free on-line courses are available and contain all the information required by the law. The first is available through the National Federation of High School Coaches. You will need to click the "order here" button and complete a brief information form to register. At the end of the course, you will receive a completion receipt. The entire course, including registration, can be completed in less than 30 minutes.

<https://nfhslearn.com/courses/concussion-in-sports-2>

The second on-line course is available through the Centers for Disease Control and Prevention at:

[www.cdc.gov/Concussion](http://www.cdc.gov/Concussion)

Further information about head injuries and concussions can be obtained at the following website:

[www.cdc.gov/concussion/HeadsUp/youth.html](http://www.cdc.gov/concussion/HeadsUp/youth.html)

By signing the form below you indicate you have read the information contained above, reviewed the written materials and completed one of the highlighted online courses per the requirements of this law and affirm the information you have provided on this form is true and accurate. This form is required in order to participate on any athletic team at Ipswich High School.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student-Athlete

\_\_\_\_\_  
Date





The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
250 Washington Street, Boston, MA 02108-4619

CHARLES D. BAKER  
Governor

KARYN E. POLITO  
Lieutenant Governor

MARYLOU SUDDERS  
Secretary

MONICA BHAREL, MD, MPH  
Commissioner

**PRE-PARTICIPATION HEAD  
INJURY/CONCUSSION REPORTING FORM  
FOR EXTRACURRICULAR ACTIVITIES**

This form should be completed by the student's parent(s) or legal guardian(s). It must be submitted to the Athletic Director, or official designated by the school, *prior* to the start of each season a student plans to participate in an extracurricular athletic activity.

Student's Name	Sex	Date of Birth	Grade
School		Sport(s)	
Home Address			Telephone

Has student ever experienced a traumatic head injury (a blow to the head)? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, when? Dates (month/year): \_\_\_\_\_

Has student ever received medical attention for a head injury? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, when? Dates (month/year): \_\_\_\_\_

If yes, please describe the circumstances: \_\_\_\_\_

Was student diagnosed with a concussion? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, when? Dates (month/year): \_\_\_\_\_

Duration of Symptoms (such as *headache, difficulty concentrating, fatigue*) for most recent concussion: \_\_\_\_\_

Parent/Guardian:

Name: \_\_\_\_\_ Signature/Date \_\_\_\_\_  
(Please print)

Student Athlete:

Signature/Date \_\_\_\_\_

## Pre-Participation Athletic Questionnaire

Athlete Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Fr So Jr Sr

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: MA Zip: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_

2<sup>nd</sup> Emergency Contact: \_\_\_\_\_ Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_

*Does your child currently have, or have they ever suffered from, any of the following? Please include date and describe details for each "yes" answer in the space provided to the right.*

### **General:**

- |  |           |
|--|-----------|
| a. Migraines/Headaches needing treatment     | Y N _____ |
| b. Heart (Murmur, Palpitations, etc)         | Y N _____ |
| c. Asthma/Breathing Problem                  | Y N _____ |
| - Requiring Inhaler?                         | Y N _____ |
| d. Dizzy Spells/Fainting                     | Y N _____ |
| e. Eye Problem or Injury(except Glasses)     | Y N _____ |
| f. Hearing/Ear Problems                      | Y N _____ |
| g. Diabetes                                  | Y N _____ |
| h. High Blood Pressure                       | Y N _____ |
| i. Operations/Surgery                        | Y N _____ |
| j. Infectious Mononucleosis                  | Y N _____ |
| k. Seizure Disorder                          | Y N _____ |
| l. Are you presently taking any medications? | Y N _____ |

### **Previous Injuries:**

- |   |           |
|---|-----------|
| a. Joint Pain or Swelling                           | Y N _____ |
| b. Spine/Back/Neck Injuries                         | Y N _____ |
| c. Broken Bones/Fractures                           | Y N _____ |
| d. Musculoskeletal Injuries (Dislocations, Sprains) | Y N _____ |
| e. Head Injury or Concussion                        | Y N _____ |
| f. Have you ever been knocked unconscious?          | Y N _____ |
| g. Other relevant injuries                          | Y N _____ |

### **Allergies:**

- |                    |           |
|--------------------|-----------|
| a. Drug Allergies  | Y N _____ |
| b. Other Allergies | Y N _____ |
| -Epi-Pen?          | Y N _____ |

\* Other special conditions to be aware of? Y N \_\_\_\_\_

The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
250 Washington Street, Boston, MA 02108-4619

**Report of Head Injury During Sports Season Form**

This form is to report head injuries (other than minor cuts or bruises) that occur during a sports season. It should be returned to the athletic director or staff member designated by the school and reviewed by the school nurse.

**For Coaches:** Please complete this form immediately after the game or practice for head injuries that result in the student being removed from play due to a possible concussion.

**For Parents/Guardians:** Please complete this form if your child has a head injury outside of school related extracurricular athletic activities.

**Student Information**

Student's name	Sex	Date of birth	Grade
School name	Sport(s)		
Home address	Phone number		

Date of injury:	Did the incident take place during an extracurricular athletic activity? Yes_____ No_____
If so, where did the incident take place?	
Please describe nature and extent of injuries to student:	

**For Parents/Guardians:**

Did the student receive medical attention? Yes_____ No_____	If yes, was a concussion diagnosed? Yes_____ No_____
--	---

**I hereby state that to the best of my knowledge, my answers to the above questions are complete and correct.**

Please circle one: Coach or Marching Band Director                      Parent/Guardian

Name of person completing form (please print): \_\_\_\_\_

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

Executive Office of Health and Human Services Department of Public Health  
250 Washington Street, Boston, MA 02108-4619



## The Commonwealth of Massachusetts

### Post Sports-Related Head Injury Medical Clearance and Authorization Form

**For students:** Please have your medical care provider complete this form and return it to your Athletic Director, Athletic Trainer, or School Nurse.

#### Student Information

Student's name	Date of birth	Grade
Date of injury:	Other relevant diagnosis:	
Asymptomatic: Yes_____ No_____	Prior concussions (i.e., Number of concussions, approximate dates):	

#### Medical Provider Information

Practitioner's name:	Phone number:
Associated Hospital/Organization:	License number:
Type of Practitioner: <input type="checkbox"/> Physician <input type="checkbox"/> Licensed Athletic Trainer <input type="checkbox"/> Physician Assistant <input type="checkbox"/> Nurse Practitioner <input type="checkbox"/> Neuropsychologist	
<input type="checkbox"/> I attest that I have received clinical training in post-traumatic head injury assessment and management that is approved by the Department of Public Health <sup>2</sup> or have received equivalent training as part of my licensure or continuing education.  Type of Training completed <sup>3</sup> : <input type="checkbox"/> CDC online clinician training <input type="checkbox"/> MDPH approved Clinical Training <input type="checkbox"/> Other (Please describe):	
Select one of the following: <input type="checkbox"/> I certify that the above named student is cleared to begin a gradual return to play protocol. <sup>4</sup> <input type="checkbox"/> I certify that the above named student has completed the necessary stages of a gradual return to play protocol <sup>4</sup> and is cleared for full activity without restriction.	

Practitioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of the physician providing consultation/coordination/supervision (if not the same as signatory):

\_\_\_\_\_

## For Medical Providers:

### How to Use this Form and Guide a Conversation about Gradual Return to Play Protocol

1. To clear a student to begin a gradual return to play protocol, the student must be back in the classroom full-time without concussion-related academic accommodation(s). Do not clear the student to begin the gradual return to play protocol if they still require concussion-related academic accommodations. Ask the student:
  - About their experiences in the classroom before and after the concussion.
  - Whether or not they are still experiencing symptoms from the concussion while conducting school work.
2. To clear a student to return to full activity without restriction, verbally confirm that the student has complete stages 1-4 of the below gradual return to play protocol.<sup>3</sup> Do not clear the student to return to full activity without restriction if they have not completed steps 1-4 below without the reoccurrence of concussion-related symptoms. Ask the student:
  - About their symptoms, thinking, and concentration skills at each stage described below.
  - About the exercises and drills specific to their sport in which they engaged at each stage.
3. The student should only move to the next stage if recurrence of symptoms did not occur. If symptoms return or persist, inform the athlete that they should go back to the previous asymptomatic level and attempt to progress again after being free of concussion-related symptoms for a further 24-hour period at the lower level.

### Gradual Return to Play Protocol

**Stage 1:** Low levels of physical activity (i.e. symptoms do not come back during or after the activity). This includes walking, light jogging, light stationary biking and light weightlifting (low weight-moderate reps, no bench, no squats).

**Stage 2:** Moderate levels of physical activity with body/head movement. This includes moderate jogging, brief running, moderate intensity on the stationary cycle, moderate intensity weightlifting (reduce time and/or reduced weight from your typical routine).

**Stage 3:** Heavy non-contact physical activity. This includes sprinting/running, high intensity stationary cycling, completing the regular lifting routine, non-contact sport specific drills (agility-with 3 planes of movement.).

**Stage 4:** Sports specific practice.

**Stage 5:** Full contact (if appropriate) in a controlled drill or practice. Physician or medical provider should sign the medical clearance form before full contact is practiced.

**Stage 6:** Return to competition.

<sup>1</sup>Licensed Athletic Trainer, Nurse Practitioner, Physician Assistance, and Neuropsychologist must work in consultation with a licensed physician to clear a student.

<sup>2</sup>MDPH approved Clinical Training options can be found at: [mass.gov/service-details/concussiontrainings](https://www.mass.gov/service-details/concussiontrainings). This form is not valid without attestation of clinical training.

<sup>3</sup>Completion of this section is required for a student to be cleared to return to play.

<sup>4</sup>See above for additional information about the stages of the gradual return to play protocol and use of this form.

<sup>5</sup>Numbering and definitions of the stages of the protocol may vary by protocol and school policy.