

NORTHERN BURLINGTON COUNTY REGIONAL SCHOOL DISTRICT

STUDENT-ATHLETE, PARENT ATHLETIC HANDBOOK

A Guide to a better understanding of the athletic programs at N.B.C.



Serving the townships of

NORTH HANOVER***MANSFIELD***SPRINGFIELD*CHESTERFIELD
AND MCGUIRE AFB

NORTHERN BURLINGTON COUNTY REGIONAL SCHOOL DISTRICT

ADMINISTRATION AND ATHLETIC PERSONNEL

Northern Burlington Regional High School	609-298-3900
Dr. James Sarruda, Superintendent	Ext. 2006
Ms. Kathy McCormick	Ext. 2016
Mr. Andrew Kearns, High School Principal	Ext. 2045
Mr. Eric C. Barnett, Middle School Principal	Ext. 4001
Ms. Sheryl Staszewski, Director of Pupil Personnel	Ext. 2055
Ms. Christine M. Haines, Director of Athletics	Ext. 2094
Mrs. Michele O'Neill, Athletic Office Secretary	Ext. 2093
Ms. Erin Cearfoss, High School Athletic Trainer	Ext. 2068
Mrs. Diane Applegate, High School Nurse-grades 10-12	Ext. 2018
Mrs. Lauren Tewes, High School Nurse grades 10-12	Ext. 2018
Mrs. Eileen Mancini, High School Nurse – grade 9	Ext. 2085
Mrs. Dana Beaver, Middle School Nurse	Ext. 4030
School Physicians (Dr. Elyse Carty)	609-298-2005

INTRODUCTION

This handbook was developed to provide parents and athletes with basic information that will allow for successful participation in interscholastic athletics at Northern Burlington.

Undoubtedly, this book will not be able to cover everything. If there are further questions, please contact the athletic office.

PURPOSE OF INTERSCHOLASTIC ATHLETICS

Athletics is an arm of our educational system. Its purpose is to provide athletic activities for young men and women who have either a strong desire or outstanding abilities to compete in athletics.

Its goals are to:

- Provide students the opportunity to compete safely in sports.
- Provide a vehicle for those possessing strong desires to physically compete.
- Foster team unity and interdependence upon one another in achieving a group goal.
- Promote sportsmanship
- Extend the limits of one's physical and mental boundaries so that the individual can reach his/her maximum potential.

CONFERENCE ALLIANCES

High School

Northern Burlington is a member of the New Jersey State Interscholastic Association (NJSIAA), the governing body for interscholastic athletics in the state.

Under NJSIAA auspices, all public schools and most parochial schools are grouped according to student enrollment in grades 10 through 12. The NJSIAA divides the state into four sections: North Jersey I, North Jersey II, Central Jersey and South Jersey. Each section is then divided into four groupings, each group having approximately an equal number of schools. The groupings are Group I (smallest), Group II, Group III, and Group IV (largest). Northern Burlington has a Group III Central classification. Please go to NJSIAA Web page www.njsiaa.org for more information

Northern Burlington is also a member of the Burlington County Scholastic League, which includes the majority of the public and parochial high schools in Burlington County. The League currently has three divisions: Freedom (smallest – Group I schools); Patriot (Group II schools), and Liberty (largest – Group III and IV schools) in most sports. Some sports, however, have a two division (Freedom and Liberty) format. Please go to BCSL web page: www.bcs133.org for more information. The BCSL does not sponsor certain sports due to the lack of school's participation in that particular sport, therefore, Girls Volleyball is a member of the Olympic Conference and Boys Lacrosse is a member of the CVC in Mercer County. Football is a member of the BCSL/Olympic Conference.

Middle School

Northern Burlington Middle School Athletic Coordinator meets with other area Burlington County Elementary and Middle Schools to establish game schedules for the fall, winter, and spring seasons.

ATHLETIC OPPORTUNITIES

The following interscholastic sports are offered at Northern Burlington:

- FALL:** **High School** - Boys Cross Country, Girls Cross Country, Field Hockey, Football, Boys Soccer, Girls Soccer, Girls Tennis, Girls Volleyball, Cheerleading
- Middle School** - Field Hockey, Boys Soccer, Girls Soccer, Cross Country
- WINTER:** **High School** - Boys Basketball, Girls Basketball, Boys Bowling, Girls Bowling, Winter Track (Co-ed), Wrestling, Co-ed Swimming, Cheerleading
- Middle School** - Boys Basketball, Girls Basketball, Wrestling, Cheerleading
- SPRING:** **High School** - Baseball, Golf (Co-ed), Boys and Girls Lacrosse, Softball, Boys Tennis, Boys Track, Girls Track,
- Middle School** – Baseball, Boys and Girls Lacrosse, Softball, Track (Coed)
- RELATED:** **High School-** Fitness Center will be supervised during the fall, winter, spring, and summer.
- High School-** Student aides to the Athletic Trainer are accepted in the fall, winter, and spring seasons

Updated Game Schedules for both High School and Middle School can be found on Northern Burlington web page-
www.nburlington.com

SEASONAL TIMELINES

There are three, separate athletic seasons. Practice begins:

FALL:	HS Begins-	3 rd Monday in August (Football and Cheerleading) 3 rd Friday in August (Girls Tennis) 3 rd Saturday in August (Soccer, Field Hockey, Cross Country, Girls Volleyball)
	MS Begins-	Monday of the 1 st full week of school
WINTER:	HS Begins-	November 15 (Bowling and Co-ed Swimming) Friday after Thanksgiving (Basketball, Wrestling, Winter Track)
	MS Begins	1 st week in November
SPRING:	HS Begins	1 st Friday in March (All Spring Sports)
	MS Begins	3 rd Monday in March

Please check with your child's coach to determine the start of practice for the particular sport

ELIGIBILITY

High School

Eligibility standards require that a student successfully complete 27.5 credits during the previous academic year to be eligible to participate in fall/winter sports. At the end of the first semester a student must be passing the equivalent of 13.75 credits to participate in a spring sport. Once a student begins a sports season (winter), he/she will be permitted to complete it.

Credits earned in summer school can only be applied to the preceding year.

Students entering the ninth grade for the first time are immediately eligible to participate in fall and winter sports provided they have not reached the age of 16 prior to September 1. If they turn 16 prior to September 1 they will be required to participate in the junior varsity or varsity squad. An athlete becomes ineligible for high school athletics if he/she attains the age of 19 prior to September of that school year.

Middle School

The Northern Burlington Middle School recognizes the value of student participation in interscholastic sports, clubs, and activities. Our school acknowledges its responsibility to ensure that extracurricular activities remain extracurricular and academics stay the main focus of the students. It is important that student academic progress is monitored and that student participants maintain a standard of academic performance that is consistent with the primary mission of the school.

Eligibility requirements are as follows:

- All incoming 7th grade students will be eligible for athletics in the first semester (first two marking periods).
- Fall eligibility for 8th grade students will be determined by the final grades of their 7th grade year.
- Transfer students are eligible as long as their transfer grades meet eligibility requirements. If their grades have not yet transferred, transfer students may still participate until grades are verified.

- After the first semester (first two marking periods), students who have a failing grade in two or more of their scheduled classes will lose academic eligibility. Once a student begins a winter sport, he/she will be permitted to complete the season.
- Students who accumulate 15 points or more in discipline will be ineligible to participate in athletics. Notification will be given by the building principal.

TRAINING RULES

High School and Middle School

Adherence to training rules is essential to individual and team athletic success and there are certain factors that are constant in all athletic programs. Violation of these rules or conditions will result in penalties in proportion to the offense.

1. Conduct on buses, in locker rooms (home and away), should be exemplary.
2. Theft will not be tolerated. Nothing is worse than stealing from a teammate or in an opponent's locker room.
3. Smoking, drinking and drugs - These are a direct violation of the most basic training rules and will be dealt with in accordance to the district substance abuse policy and within the team. Remember, participating in athletics is a privilege, not a right.
4. Personal conduct - The athlete should exemplify an outstanding school citizen. Some typical conditions of this nature are as follows:
 - Classroom behavior
 - General appearance
 - Conduct at school functions
 - Behavior outside of school

NCAA ELIGIBILITY REQUIREMENTS

High School

If your son or daughter has exceptional athletic ability and can qualify for a division I, I-AA, or division II athletic scholarship, it is vital that he/she meets the NCAA eligibility standards and register with the NCAA Initial – Eligibility Clearinghouse (877-262-1492). Division III institutions do not offer athletic scholarships.

For Division I must have minimum 2.0 grade point average and 1010 SAT score (86 on ACT). Students first entering a Division I collegiate institution on or after August 1, 2008, must meet the 16 core-course rule:

- 4 years of English
- 3 years of Mathematics (Algebra I or higher)
- 2 years of Natural /Physical Science (1 year lab if offered by high school)
- 1 year of additional English, Mathematics or Natural/Physical Science
- 2 years of Social Science
- 4 years of additional courses (from any area above or foreign language)

If your son/daughter is a Division II caliber athlete, he/she must have a minimum 2.0 grade point average and a minimum total SAT score of 820 (68 on ACT) and must meet the 14 core-course rule:

- 3 years of English
- 2 years of Mathematics (Algebra I or higher)
- 2 years of Natural/Physical Science (1 year of lab if offered by high school)

- 2 years of additional English, Mathematics or Natural/Physical Science
- 2 years of Social Science
- 3 years of additional courses (from any area above or foreign language)

Please note: Computer Science is being eliminated as an acceptable core-course for students first entering any college or university on or after August 1, 2005, unless the computer science receives graduation credit in mathematics or natural/physical science, and is listed as such on the high school's list of NCAA-approved core courses.

Also note that even if your son/daughter is not awarded an athletic scholarship and still plans to participate at the division I, I-AA, or division II level, he/she still must register with the Clearinghouse. An example would be a non-athletic scholarship school like the University of Pennsylvania or any other Ivy League school.

For more information please go to the NCAA web page, www.ncaa.org

CHAMPIONSHIPS

High School

All of our teams compete for league, sectional and state championships.

Middle School

There are some championships for particular sports. Please check with your child's coach for clarification

ATHLETIC AWARDS

High School

An athlete will be eligible for a letter when he/she participates in a sport and successfully completes the season.

Letters are awarded in the first year of competition if the criterion is met. Certificates and pins are awarded in subsequent years. Freshman who do not earn varsity letters are awarded numerals indicating their year of graduation. In rare occasions when a fourth varsity letter is earned in one sport, a plaque is awarded.

Varsity Letter Criteria:

- | | |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Football - | Fifty percent of total quarters;
Special team players must serve two years before a letter is awarded |
| Soccer - | Fifty percent of total periods |
| Field Hockey - | Fifty percent of total periods |
| Cross Country - | Score in fifty percent of meets |
| Basketball - | Fifty percent of total quarters |
| Baseball - | Fifty percent of total innings;
Pitchers - Twenty five percent of total innings or 1/3 of total games |
| Softball - | Fifty percent of total innings;
Pitchers - Twenty five percent of total innings or 1/3 of total games |
| Track - | Points equaling number of meets times 1.25;
Distance (1/2 mile) - earn points equal to number of meets;
Relay team member receives total relay points |
| Tennis - | Fifty percent of total matches |

Bowling - Fifty percent of total matches

Golf - Fifty percent of total matches

Lacrosse fifty percent of total periods

Winter Track - Participation in fifty percent of meets and seventy-five percent of practices

Co-ed Swimming Points equaling number of meets times 1.25;
Distance – earn points equal to number of meets; Relay team members receive total relay points.

Winter Track - Participation in fifty percent of meets and seventy-five percent of practices

Wrestling - Fifty percent of total matches

Cheerleading - Recommendation of advisor

Athletic Training - Recommendation of athletic trainer

Managers - Must have two years in same sport

Seniors who have played in a sport including senior year will receive a plaque

Middle School

All participants that finish in the season in good standing receive a certificate.

SPORTSMANSHIP

High School

Since the inception of the Burlington County Scholastic League, Northern Burlington has won the “Sportsmanship Award” for the league many times. The award is presented by the NJSIAA to the school that best exemplifies sportsmanship. The selection is made by a vote from each team in the division. The award goes not only to the players and coaches, but also to our student body and fans. We hope to continue this tradition. The NJSIAA also awards schools that are Disqualification-free for the school year. Northern Burlington has also won Sportsmanship Award.

Middle School

Although no awards are given for Sportsmanship in the Middle School, the administration, coaches, players and fans must adhere to strict rules regarding sportsmanship

DISQUALIFICATION OF AN ATHLETE

High School

In the event that your son/daughter is disqualified from an athletic contest, he/she will be suspended from play for two games (one game for football). He/She is not even permitted on the premises (home or away) if on suspension. The determination to disqualify by an official cannot be appealed. It is fruitless to call the coach, principal, or A.D. to complain. All disqualification’s are filed at the NJSIAA office in Robbinsville and will not be reviewed. The penalty for subsequent disqualification in the same sport in the same season becomes more severe.

Three suspensions in a season by team members or coach will automatically eliminate the team from post-season play. In soccer, the BCSL has initiated a policy stating that after a player receives 4 yellow cards during the season he/she is ineligible to participate in the next game. All subsequent yellow cards result in a game suspension.

Middle School

Any discipline problems with the players, coaches, or fans will be dealt by the administration.

PHYSICAL EXAMINATION

High School and Middle School

Students are required to get their own physical exams prior to being permitted to participate. Physical packets can be obtained from the nurse, in the athletic office or the school's athletic web page.

Included in the physical examination packet are:

- cover letter
- athletic emergency information
- permission to treat
- permission to engage in athletics
- eligibility standards/medical changes/equipment
- health history questionnaire
- asthma awareness questionnaire
- asthma action plan
- universal physical examination form
- NJSIAA steroid testing policy-consent to random Testing (High School only)
- NJSIAA banned-drug classes (High School only)

Completed athletic participation packets must be reviewed by the school nurses and doctor prior to the student/athlete being able to participate. Please adhere to the following schedule when turning in completed athletic participation packet:

Fall season – June 30th to August 2nd (High School turn in to Athletic Office; Middle School turn in to Main Office)

Winter Season- September 30th to November 2nd (High School and Middle School turn in to the Nurse's Office)

Spring Season- January 10th to February 2nd (High School and Middle School turn in to the Nurse's Office)

The Athletic Office is aware of insurance situations and understands the frustration of obtaining physical examinations in time for review by the school nurse and doctor. Please know the later a completed athletic participation packet is turned in to the Athletic Office or Nurse's Office the less chance the student/athlete is able to practice on the first day.

ATHLETIC TRAINER

High School

We are fortunate to have a full-time certified athletic trainer. If a student is injured, it is imperative that the trainer be notified. If the injury is not an emergency and the trainer is not immediately summoned, it is important that the injured athlete first notify his/her coach.

The athletic trainer, upon review of the injury, will determine the course of action to be followed. Hopefully, the injury can be taken care of by the trainer, who adheres to standing orders from our school physicians. If the injury requires the attention of a physician, the athletic trainer will make that recommendation contacting the parent, director of athletics and building principal.

It is imperative that an accident report be filed with the trainer whenever there is an injury.

On occasion, belated symptoms may appear. It may be necessary for the parent to seek medical attention for the injured athlete that night, and neither the coach or the trainer, or Director of Athletics will be notified. If this happens, the student must report the injury to the school nurse and athletic trainer immediately upon his/her return to school. Failure to do so may result in a student's loss of school insurance coverage. Coaches will continue to be trained in CPR/AED and Sports Safety to recognize and administer first aid to the student athletes.

Middle School

Injuries must be reported to the Coach who will notify the director of athletics and building principal. Coaches will continue to be trained in CPR/AED and Sports Safety to recognize and administer first aid to the student athletes.

INSURANCE

High School and Middle School

Northern Burlington provides its athletes with a secondary insurance coverage. This means in the event of an injury involving insurance payments, family personal insurance is used as the primary mode of payment. School insurance pays a portion of or all the difference. In the event that you lack insurance coverage, school insurance becomes the primary mode of payment. Again, if the school becomes the primary payer, it will pay either a portion of or the entire bill. Bills received by parents should immediately be given to the school nurse.

EQUIPMENT

High School and Middle School

Students are issued school equipment for their participation, and it is their responsibility to care for this equipment and if it is not returned at the end of the season, he/she will have to pay for it.

TRANSPORTATION

High School and Middle School

Transportation to and from games is provided by the school. Students are bused to and from the event site in school vehicles. At the conclusion of some activities (usually winter sport activities when the student will get home late), parents may personally request to the coach that they take their child home. Permission will be granted in this situation, but for your child only. Please have a signed note presented to the coach prior to day requested.

It is also important that you are available to pick your son/daughter up within fifteen minutes after a home or away game (upon the return of the team bus). It is unfair to the coach to have to wait more than fifteen minutes.

There are 5:30 activity buses during the school year. Student/Athletes must have a signed bus pass from his/her coach before entering the bus

CONCERNS

High School and Middle School

If for some reason you are unsettled by a particular event or situation that relates to your son/daughter and a particular coach, please adhere to the following procedures:

1. Contact that particular coach and schedule a conference. In the High School the head coach of that particular sport should be involved in the conferences.
2. If the issue is not resolved by this means, contact the director of athletics.

Please do not confront the coach before, during or after a game. Schedule a conference by contacting the coach the next day by phone or e-mail

BOOSTER CLUBS

The Northern Burlington Board of Education recognizes the support offered by Booster Clubs can benefit the school district. Because the activities of the Booster Clubs also reflect on the district, the Board established guidelines for the operation of Booster Clubs in order to insure that their activities assist in the attainment of district goals and objectives:

- be incorporated as a nonprofit organization
- enter into a contract with the BOE for the conduct of intended activities
- obtain liability insurance indemnifying the BOE against all suits arising from the conduct of Booster Club activities
- account to the BOE for all funds raised through the conduct of school related activities
- utilize all funds raised through the conduct of school related activities for the benefit of school programs
- certify adherence to the policies of the school district
- request permission of the Board before taking any groups of pupils on a trip
- obtain the approval of the Superintendent before raising funds in name of the district

Booster Clubs will fill out Student Sales Campaign applications (found in the Athletic Office) and submit to the Director of Athletics. This form will be forwarded to the assistant principal in charge of activities. A Financial Report form must be filed with the Athletic Office at the conclusion of the fund raising event.

Booster Clubs are encouraged to deposit all funds to the Athletic Office. The Athletic Office will complete the necessary paperwork and send it to the Board Office to deposit in the sport's account in the bank. Bank statements and deposit receipts will be placed in the Coach's mailbox in the Athletic Office.

Any questions please contact:

**Christine M. Haines, Director of Athletics
Northern Burlington County Regional High School
160 Mansfield Road East
Columbus, New Jersey 08022
(609)298-3900, ext. 2094
FAX (609)298-3298**

chaines@nburlington.com