



Caimans Athletic Handbook 2008-2009



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INTRODUCTION

The material in this Handbook aims to assist personnel in ISPS athletic department understand departmental and school policy. It is imperative to the efficient operation of the department that these policies and procedures are understood and applied. All Athletic Department personnel will gain a better understanding about the philosophy that guides us to provide an exciting, secure and educationally sound learning environment for our students.

Effective communication is the key to any athletic program and this handbook was designed to improve communications among the members of our athletic community so that our athletes and teams are better served. We must also bear in mind that this book must not be seen as the end product but as a work in progress that will improve to cater for the dynamic relationship between school, coaches, athletes, and the community in which we live.

Ashmir Ali
Athletic Director

ISPS ATHLETIC DEPARTMENT STATEMENT OF PHILOSOPHY

At ISPS athletics is considered an integral part of the school's program of education which provides experiences that will help students physically, mentally, and emotionally. Athletics are seen as an important part of the total learning experience. The lessons that can be learned from participation on a team are invaluable and help in the overall development of the individual. Sportsmanship, making a commitment, teamwork, competition and cooperation, how to win and lose, and fair play are all valuable lessons that are taught by participating in athletics. Athletic participation also plays an important part in helping the individual student develop a healthy self-image as well as a healthy body.

Participation on the interscholastic teams adds to our school spirit and helps all students, spectators, and participants develop pride in their school. Such participation is a privilege that carries with it responsibilities to the school, to the team, to the student body, to the community, to the student's family, and to the student himself/herself. In the community, athletes are judged both as individuals and as representatives of ISPS and should at all times display ISPS in the best possible way.

“The quality of a person's life is in direct proportion to their commitment to excellence, regardless of their chosen field of endeavor.”

Vince Lombardi

ISPS ATHLETIC MISSION STATEMENT

At ISPS we value the development of an active body through physical expression, and believe that exercise facilitates both personal and intellectual growth. This program aims to provide each participant with experiences that are both challenging and rewarding.

It is designed to complement our academic program by promoting excellence and fostering self-esteem. We encourage our athletes to strive to realize their potential as both individuals and team members. Practices and matches are viewed as opportunities to enhance understanding and develop skills that will enable athletes to develop holistically. It is our intent that all ISPS athletes and teams will consistently demonstrate an understanding and capacity for fairness, respect, integrity, responsibility, cooperation, caring, and dedication.

Our goal is to create and nurture a tradition of athletic excellence through a team effort of administrators, coaches, athletes, parents and the entire ISPS community.

***“Vision does not ignite growth, passion does.
Passion fuels vision and vision is the focus of passion.
Leaders who are passionate about their work create vision and fulfill it”
Lou Holtz***

GOALS AND EXPECTATIONS OF THE ATHLETIC DEPARTMENT for 2008-2009

1. Adhere to all policies and procedures as described in the athletic Handbook.
2. A diligent and consistent effort will be made to have all aspects of ISPS athletes and coaches demonstrate the highest level of sportsmanship and honor.
 - a. Always insist that your athletes demonstrate proper sportsmanship before, during and after the game or contest.
 - b. Always insist that your team demonstrate the highest caliber of sportsmanship while watching other ISPS teams compete. ISPS athletes should not make derogatory remarks or gestures to other teams or officials.
3. Continued, constant communication between all coaches and the athletic director.
 - a. It is vital that coaches communicate with the athletic director throughout the season to ensure that everyone is aware of what is transpiring. This will ensure that the appropriate information is transmitted to all parties concerned.

ATHLETIC DEPARTMENT DIRECTORY

Athletic Director:

ASHMIR ALI PHONE: 633 4777 EXT 134, 620 6866, 668 1037, aali@isps.edu.tt

Physical Education Teachers:

RICARDO LUE SHUE PHONE: 633 4777 EXT 135, rlueshue@isps.edu.tt

TELESHIA JOSEPH PHONE: 633 4777 EXT 135, tjoseph@isps.edu.tt

ANDREW FRANCIS PHONE: 633 4777 EXT 135, afrancis@isps.edu.tt

Ast. PE Teacher:

ALBERT SPROTT PHONE: 633 4777 EXT 135, asprott@isps.edu.tt

NAME	SPORT	POSITION	PHONE
D. Camacho	Volleyball- V/JV (B)	COACH	782 9357
D. Davis	Volleyball- JV (G)	COACH	725 1485
A. Sprott	Basketball- V/JV (B,G)	COACH	756 0360
R. Lue Shue	Basketball- V/JV (B,G)	COACH	633 4777 Ext 135
T. Joseph	Soccer- V/JV (B,G)	COACH	633 4777 Ext 135
M. Phillip	Soccer- V/JV (B,G)	COACH	731 3349, 620 5046, 627 2046
K. Brown	Soccer- V/JV (B,G)	COACH	325 7658
A. Francis	Soccer- V (B), Swimming, Water Polo	COACH	633 4777 Ext 135
J. Arismandez	Rugby- V (B)	COACH	760 1278, 633 1047
J. Mouttet	Cheerleading	COACH	633 4777 Ext 302
S. Jurawan	Cheerleading	COACH	633 4777 Ext 117

ISPS Coaching Contract

All duties will be performed in accordance with the ISPS school policies, as described in the Athletic Handbook. All coaches should maintain current knowledge of the sport to be coached and provide for instruction and experiences for students which will enhance their personal, physical and social growth and development in a multi-cultural environment.

Duties & Responsibilities:

1. Keep updated of current sport knowledge and coaching techniques in designated sport; maintains current knowledge of the governing policies, rules, regulations, procedures, and eligibility requirements of the school.
2. Establishes goals and objectives of the sport season in accordance with established school goals and objectives.
3. Conducts appropriate meetings with students to promote the sport, assist Athletic Director in the issuing and retrieving of necessary forms for eligibility, physical exams, emergency forms, and parental permission, and to discuss athletic health care, development and training, care of injuries, sportsmanship & conduct.
4. Plans and conducts regular consistent scheduled practices sessions during the sport season beginning on the first allowable practice date, emphasizing fundamental skills, safety, team play, strategy, and sports rules.
5. Is on TIME to all practices and games.
6. Is CPR and First Aid certified or is currently working towards completion while under contract.
7. Coaches will be expected to help facilitate tournaments on weekends.
8. Reports any injuries or facility problems to the Athletic Director.
9. Has full responsibility when traveling with the team to an off campus location and should be the last person to leave making sure there are no other athletes from ISPS waiting around on the off campus site.
10. Is responsible for all equipment, uniforms and or keys which have been checked out to them and to be returned after the season.
11. Ensures that the playing area is left in a neat and tidy manner, picking up any trash or belongings that may have been left behind from their players or other teams.
12. Notify students & parents of any upcoming tournaments.
13. The use or possession of drugs or alcoholic beverages is absolutely forbidden on or off the campus during training sessions and games.
 - a. Coaches who violate the school rules with regard to drinking and/or drugs at school sponsored events either home or away, upon review, may be dismissed.

Contract Period: _____

Salary: \$1500.00 USD

Job Title: _____

Hours of Work (at least 3-2 hour sessions each week):

To whom Responsible: Ashmir Ali, Athletic Director (aali@isps.edu.tt, 620 6866)

I agree with the terms and conditions set forth by the Athletic Department of ISPS and accept my duties & responsibilities as listed above.

Coach

Date

Athletic Director

Date

COACHES CODE OF CONDUCT

An ISPS coach should have a thorough understanding of the following code and be responsible for the implementation of same.

1. Assist in the development and maintenance of a comprehensive athletic program which respects the individual dignity of every athlete.
2. Consider the well-being of *the entire student body* as fundamental in all decisions and actions.
3. Organizes, directs and promotes an interscholastic athletic program that is in harmony with and contributes to, the total school program.
4. Ensures that each member of the team is appropriately dressed for practice and games.
5. Cooperates with the staff and school administration in establishing, implementing, and supporting school policies.
6. Upholds all basic policies, and the enforcement of the various sports leagues rules and regulations.
7. Fulfills professional responsibilities with honesty and integrity, and upholds the honor and profession in all relations with students, colleagues, coaches, administrators, officials, parents, and the general public.
8. Never uses his/her position for personal gain and influence.
9. Seeks to improve the professional status and effectiveness of oneself through participation in developmental programs.
10. Is committed to high standards of ethics, sportsmanship, and personal conduct on the part of oneself, their coaching staff, and the athletes representing our school.
11. Must always uphold the highest standards and should not use alcoholic beverages at training sessions or any school sponsored events.

12. Must not indulge in the use of illegal drugs or the practice of trafficking illegal drugs

COACHES RESPONSIBILITIES

Pre-Season

ISPS expects that all coaches:

1. Attend a pre-season meeting with the AD.
2. Review the Athletic Handbook, the CAISSA Handbook and any other domestic league constitutions for specific information about the requirements of their programs.
3. Ensure that all athletes complete all eligibility forms: Physical, parent's consent, compliance form, uniform contracts and medical emergency card. All forms must be turned in to the AD before the first contest. Coaches should hand out forms well in advance so that they have ample time to return them before the first practice.
4. Submit to the AD a roster of teams and a schedule of practices.
5. Keep practice periods for your sport within the confines of the time specified on the daily schedule.
6. Are responsible for the over-all supervision of his/her team.
7. Thoroughly review athletes' medical forms and carry list of needs in the Medical Kit.
8. Notify the AD of any schedule changes.
9. Make sure the team's medical kit and ice kits are checked out from the AD.
10. Maintain general upkeep and protection of equipment and uniforms under his/her jurisdiction.
11. Inventory all equipment and uniforms used for your sport.
12. Make all requests to the Athletic Director for the purchase of equipment or uniforms
13. Follow budget, purchase order and department spending policies. (See Budget)
14. Ensure that each team member knows and understand the appropriate ISPS, CAISSA and team rules. Each student must understand that he/she is making a season long commitment and that quitting the team affects his/her future eligibility.
15. Give each team member's parent a schedule (practice and games), phone list, and direction to away games.

Season

1. Confirm all games, transportation, and officials three days in advance before each contest with the AD.
2. Notify the AD of any changes.

3. Supply directions to all games to all athletes, parents and the AD.
4. Fill out Game Report Sheets and submit them to the AD the day after the contest.
5. Make sure that all team Medical Kits are well stocked.
6. Make requests to the AD to re-stock Medical Kits
7. Set up before and clean up after each contest/training session.

Post-Season

1. Make arrangements for team members to turn in uniforms.
2. Turn in Medical Kits and ice kits to the AD.
3. Turn in list of all equipment to the AD.
4. Turn in list of award winners to the AD.
5. Supply to the AD a copy of the team's overall record for the season.
6. Turn in Budget Requests for the next season to the AD.
7. Meet with the AD to evaluate the season.

BUDGET

The Budget has been condensed into six (6) line items. They are as follows:

- Equipment
- Uniforms
- Transportation
- Officials
- League Dues
- Awards

To remain consistent with this structure, all coaches must adhere to the following purchasing process:

1. Submit request to AD for equipment needed
2. A Purchase Order Requisition Form is prepared by the AD.
3. The AD will approve the Purchase Order Requisition and turn it into the Business Office to be processed.
4. The form will be copied and kept on file by the AD.

Please do not purchase something without the approval of the AD. There will be no reimbursement for purchases made without approval from the AD.

STUDENT ATHLETIC ELIGIBILITY

All students must meet the following requirements before participating in any practice or game of any sport:

Physical Examination: students shall be eligible to represent the school in any interscholastic athletic practice or competition when there is physical examination on file for the current school year or for the previous school year stating that in the opinion of the examining physician, the student is fully able to compete in athletic contests. A new physical examination must be on file every 24-month period.

Parent permission form on file.

Emergency permission form on file.

Academic Eligibility

All middle school and high school students must meet the following four eligibility requirements to represent the school in athletics:

Earn a minimum grade point average of 2.

ATHLETES RESPONSIBILITIES

Participants in the ISPS athletic program represent the school to the public, and they are, therefore, responsible for presenting our school in the best possible way during their entire athletic career.

All athletes should read and fully understand the following regulations. Failure to comply with any of these may result in suspension from the team, plus any other disciplinary action deemed necessary by the coach, AD, or school administrators.

Student athletes are expected to:

1. All Athletes must submit a “Parents or Guardian Permission Form” to the coach before they can practice or compete
2. All Athletes must have a Physical Examination Form completed each school year, signed by both the parent and the physician, and turned in to be on file in the School Nurse’s office and the AD before they can practice or compete
3. Maintain academic work in conformance with ISPS eligibility rules
4. The use or possession of drugs or alcoholic beverages is absolutely forbidden on or off the campus.
 - a. Student athletes who violate the school rules with regard to drinking and/or drugs at school sponsored events either home or away, in addition to any school penalty, will be immediately dismissed from the team with forfeiture of all rights and privileges.
 - b. Student athletes who participate in drinking and/or drug use at off campus non-school related events in or out of season will be dealt with severely. The normal punishment would be immediate dismissal from the team.
 - c. Student athletes who violate the Athletic Department’s rules in regard to drinking and/or drugs on over-night team trips will, in addition to facing the individual penalties outlined in a) above, risk all future over-night travel for that particular program.
5. Attend all practices, meetings, and games during the pre-season and season
6. Athletic practices are an extension of the school environment so conduct and behavior at practice must be the same as expected in the classroom.
7. Dress appropriately for practice and games. Shirts are to be worn at all times in adherence to the school’s dress code policy.
8. Respect the authority and judgment of coaches, captains, and administrators
9. Policies regarding late hours and social affairs are left to the discretion of the individual coaches in consultation with the AD. When such policies are made, they will be in print and distributed to the players and their parents.
10. Abstain from the use of profanity at all time when representing the school
11. Be respectful and polite to opponents before, during and after contests
12. Commend good play and good sportsmanship whether displayed by a teammate or by an opponent
13. Appreciate the responsibility of officials, and respect and accept their decisions

14. Respect the property of the school and treat this property with care
15. Thank officials, opposing players and coaches after contests
16. Conduct themselves in such a manner that will be a credit to themselves, their team, or their school
17. Stealing will not be tolerated under any circumstances whether from opponents or teammates. Any athlete involved in a theft will be immediately removed from his team and normal discipline will also be imposed.
18. Any student/athlete who initiates or participates in a fight during the course of an athletic contest in which his/her team is participating, will be immediately removed from the contest and subject to further discipline, including dismissal from the team.
19. Finish every athletic season that they start. The athlete must make this commitment before going out for a team
20. Equipment and uniforms at the beginning of the season issued to you are your responsibility. Turn in your uniform and equipment yourself on the day assigned (end of season). If the Head Coach does not get your equipment, you are responsible for replacing it!

Guidelines for School Sponsored Student Travel:

1. The students in transit to and from events are considered to be representatives of the school and must follow school rules and regulations.
2. In regard to trips involving distance and/or overnight lodging; students are representatives of the school at all functions contingent to the trip: meals, motels, dorms, and touring and must act accordingly
3. Since the school is acting as supervisory personnel in regard to student behavior, and since the group represents ISPS while in restaurants and motels, etc., appropriate conduct of students is to be expected at all times. This includes abstinence from alcoholic beverages regardless of age limits which may be lower in some states. This statement should be applied even in the event that individual's parents may be in attendance. This should avoid any complications, double standards and is important for the reputation of the school.
4. Since students are attending school sponsored functions the normal disciplinary procedures associated with such situations and behavior will be carried out.

“You never really lose until you quit trying.”

Mike Di

Athletic Injuries

All injuries no matter how minor should be reported to the Head Coach immediately. After an athlete has been injured, only the school's nurse/ doctor and not a coach will decide if and when the player may return to play or practice. There are no exceptions. The athlete must present the Head Coach with a note from the nurse/doctor stating that the injury is healed, and the athlete is now physically able to practice or play.

While the risk of one athlete infecting another with HIV/AIDS during competition is extremely slim, there is greater risk that other blood borne diseases can be transmitted. Precautions for reducing the potential for transmission of infectious agents must include:

- Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood or other fluids is anticipated
- Immediately wash hands and other skin surfaces if contaminated with blood or other body fluids. Wash hands immediately after removing gloves
- The bloodied portion of the uniform must be properly disinfected or the uniform changed before the athlete may participate
- Clean all blood contaminated surfaces and equipment with an appropriate cleaner before competition begins
- Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments and devices
- Use mouthpieces, resuscitation bags or other ventilation devices in administering CPR
- Coaches/trainers with bleeding or oozing skin condition should refrain from all direct athletic care until the condition resolves
- Contaminated towels should be properly disposed of or disinfected
- Follow first Aid procedures in the immediate control of bleeding and when handling bloody dressings, mouth guards and other articles containing body fluids

Insurance

The International School of Port of Spain **strongly advises all parents to have their own family insurance.**

PARENT RESPONSIBILITIES

'Parental Support is Key to an Athlete's Success'

As a parent of an ISPS Athlete, you have several responsibilities:

1. You must help to endorse the school's rules and regulations by checking on your child's grades, behavior, and attendance periodically. Do not expect or ask the school to make exceptions to the school or athletic department rules and regulations.
2. You are expected to represent our school in a positive manner. Rude, arrogant, immature or disrespectful behavior as a spectator is a poor reflection upon you, the child's team, and the school. As adults, we must set good examples of sportsmanship for our children. Good sportsmanship is cheering for your team, not booing or degrading the other team.
3. You have the responsibility to support your child's coaches and team. Negative comments about a coach or team members can only undermine the positive aspects of athletic participation. While winning is more pleasant than losing, being a gracious loser is also a part of life, which you should be willing to accept.

"Ten Commandment of Sports - for Parents"

- ✓ Be sure that your child knows that ...win or lose; scared or heroic...you love him/her, appreciate his/her efforts, and are not disappointed in him/her.
- ✓ Try your best to be completely honest about your child's athletic capability, his/her competitive attitude, his/her sportsmanship...and his/her ACTUAL skill level.
- ✓ Be helpful...but do not coach him/her on the way to the field, pool, or court - or on the way back - or at breakfast.
- ✓ Teach him/her to enjoy the thrill of competition...do not say, "Winning does not count", because it does.
- ✓ Try not to relive your athletic life through your child in a way that creates pressure...do not pressure him/her because of your pride.
- ✓ Do not compete with the coach...remember, in many cases the coach becomes a hero to his/her athletes, a person who can do no wrong.
- ✓ Do not compare the skill, courage or attitude of your child with that of other members of the squad or team...at least not in his/her hearing.
- ✓ You should also get to know the coach so that you can be sure that his/her philosophy, attitudes, ethics, and knowledge are such that you are happy to expose your child to him/her.
- ✓ Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reactions when they bring home tales of woe... or heroics.
- ✓ And finally...make a point of understanding courage and the fact that it is relative. Some of us climb mountains but fear a fight...some of us fight but turn to jelly if a bee buzzes nearby. A child must know: Courage is not ABSENCE of fear, but rather, doing something in SPITE of fear.

SPORTSMANSHIP

ISPS coaches, athletes and their parents represent the school. All athletic department personnel must be courteous to visiting teams and officials. The coach must set an example of sportsmanlike behavior and demand that their players follow suit. We must all be modest in victory and gracious in defeat. Always respect the integrity and judgment of officials and accept their decisions without question. Remember that some “bad calls” will favor ISPS and some will not. We expect only positive encouragement from coaches, athletes, parents and spectators.

RELATIONSHIP BETWEEN PARENTS AND COACHES

Parents at ISPS are usually very helpful and positive. Coaches must establish a good relationship with the parents of athletes and ensure that lines of communication are always open. Parents must be supplied with practice and game schedules, and directions to away contests. Any problems with parents/coaches should be reported to the AD as soon as possible.

Coaches are the representatives at ISPS games and matches and are, therefore responsible for the conduct of students and parents in attendance as well as the conduct of the team. Coaches may find it necessary to enlist the assistance of administrators, other coaches, senior students, parents, or faculty in order to ensure that ISPS supporters maintain the highest standards of behavior and sportsmanship.

Parent and Coach Communication Guidelines

Parent-coach relationship

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

Communication you should expect from your child's coach

- The coach's philosophy.
- Expectations the coach has for your child as well as all the players on the squad.
- Locations and times of all practices and contest.
- Team requirements, i.e., fees, special equipment, conditioning.
- Procedures we follow should your child be injured during participation
- Discipline that results in the denial of your child's participation.

Communication coaches expect from parents

- All concerns expressed directly to the coach.
- Notification of any schedule conflicts well in advance of the practice or contest.
- Specific concerns in regard to a coach's philosophy and expectations.

As your child becomes involved in the programs at ISPS, they will experience some of the most rewarding moments of their lives. It is important to understand that there may also be times when things do not go the way you or your child wishes. At these times we encourage discussion with the coach.

Appropriate concerns to discuss with the coach

- The treatment of your child, mentally and physically.
- Ways to help your child improve
- Concerns about your child's attitude and behavior

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for the team and all players involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things must be left to the discretion of the coach.

Issues not appropriate to discuss with the coaches

- Playing time
- Team strategy
- Play calling
- Other team members

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the others' position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

- Please do not attempt to confront a coach immediately before or after a contest of practice. These can be emotional times for both the parent and the coach. Wait at least 24 hours before contacting the coach.
- Call to set up an appointment
- If the coach cannot be reached, call the Athletic Director. He will set up the meeting

What can a parent do if the meeting with the coach did not provide a satisfactory resolution?

- Call the Athletic Director to discuss the situation.
- At this meeting the appropriate next step can be determined.

DUE PROCESS

Participation in the interscholastic athletic program is a **privilege, not a right**. Students who do not abide by school policies, athletic training rules, and coaches'/advisors' requirements will have their participation jeopardized by suspension or exclusion from that activity. In the event a student-athlete chooses to violate any rule or regulation set forth by the school, **due process** is required.

Due process involves the following steps:

1. The coach states the violation.
2. The student-athlete has the opportunity to respond.
3. Any necessary investigation/discussion follows.
4. A coach's decision is rendered with the appropriate consequences, as stipulated within the student-athlete handbook, coach's written expectations, or school policies.
5. If the coach or athlete do not agree that a violation has occurred, either may appeal to the Athletic Director. The Athletic Director will render a decision based upon a review of the information presented at the appeal.
6. In the event a student-athlete or parent/guardian wants to request a further appeal, it should be communicated in writing within three days and addressed to Principal or Athletic Director. The decision of the Principal in consultation with the Athletic Director will be final.

International School of Port of Spain
Athletic Program

Athlete Eligibility Check Sheet

All of the following requirements must be met before any student will be allowed to practice or participate in ISPS Athletics. (Student should check off requirements as met)

- 1) _____ Physical Examination Form: Must be completed, signed by both parents and the physician and either submitted to the coach or on file in the nurse's office. A physical must be given for each school year in order to participate in sports for that given year.
- 2) _____ Parent Permission Form: Must be completed and signed by the parents and submitted to the coach to be eligible.
- 3) _____ Parent/Student Compliance Form: Must be signed by both parents and student and returned to the coach to be eligible.

EMERGENCY INFORMATION
ATHLETE INFORMATION:

Student's Name _____

Date of Birth _____ Grade _____

Sport(s) _____

Have you played on an ISPS athletic team in the past? [] No [] Yes

PARENT(S) / GUARDIAN INFORMATION:

Last Name _____

First _____

Address _____

Home Phone# () _____

Work Phone# () _____

Cellular# () _____

Spouse's Name _____

Address (if different from above) _____

Home Phone# () _____

Work Phone# () _____

Cellular# () _____

IN AN EMERGENCY, IF PARENTS/GUARDIANS CANNOT BE CONTACTED:

Contact's Name _____

Phone # () _____

Relation to Athlete _____

Primary Care Physician _____

Doctor's Phone# () _____

List Known Allergies _____

List any Medications presently being taken

PARENTAL CONSENT

I, _____, hereby give consent to my child,
_____, to participate in _____

and represent ISPS in the school's athletic program.

Parent's signature

Date

Handbook Compliance Form

(Parent)

I have read the Handbook of Athletic Rules and Regulations and will work with the school and my child to follow these rules. I understand that violations of these rules can result in my child being suspended or removed from the team, in addition to disciplinary action taken by the school.

Parent's Signature

Date

(Student)

I have read the Handbook of Athletic Rules and Regulations and will do my best to follow the rules and regulations for athletes. I understand that violations of these rules can result in being suspended or removed from his team, as well as disciplinary action taken by the school.

Student's Signature

Date

CAPTAIN'S PLEDGE

I realize being selected to the position of team captain carries with it more responsibility than being just a team member; others in the school and greater community look up to me as a leader and role model. I will do my best to exemplify the qualities that the Administration, Athletic Department, Coach and school community expect of me. I pledge to adhere to this code of conduct all year-round.

Code of Conduct

I pledge to:

- Follow the Athletic Training Rules by remaining chemical free (I will not use tobacco, alcohol or illegal drugs)
- Conduct myself in a manner consistent with ISPS Expectations for Acceptable Behavior and Citizenship as outlined in the Athletic Handbook
- Earn the respect of my teammates, the school community and the larger ISPS community
- Be a good citizen (I will demonstrate respect, loyalty, cooperation, trustworthiness, selflessness, honesty, compassion and pride in my school and its positive reputation)
- Demonstrate good school behavior (I will be punctual and abide by school rules)
- Demonstrate positive Academic Qualities (I commit to academic progress and my best effort)
- Demonstrate positive Athletic Qualities (I commit myself to good skills, dedication, commitment to the sport, good sportsmanship, hard work, teamwork and communication skills)
- Be willing to act as the liaison between teammates, coaches, director of athletics, and other appropriate school personnel

PLEASE NOTE THIS IS A 12-MONTH COMMITMENT. Failure to meet these expectations will result in the immediate removal of your captaincy.

NAME OF CAPTAIN: _____

SIGNATURE OF CAPTAIN: _____

SIGNATURE OF PARENT: _____

SIGNATURE OF HEAD COACH: _____

SIGNATURE OF ATHLETIC DIRECTOR _____

Great Leaders are Builders

“Anyone can tear down in a day or two what it took a builder ten years to do. It takes a rare individual to build something because it has to be built day after day.”

Lou Holtz

International School of Port of Spain
ATHLETIC DEPARTMENT
Acknowledgement of Risk of Injury/Waiver

I, the undersigned parent or guardian of _____, a minor, or _____, a student having reached the age of majority, hereby acknowledges that I have been properly advised, cautioned, and warned by the proper administrative and coaching personnel at the International School of Port of Spain that by participating in organized high school athletics, _____, a student is exposing her/himself in the risk of serious injury, including but not limited to the risk of sprains, fractures, and ligament and/or cartilage damage which could result in a temporary or permanent, partial, or complete impairment in the use of limbs; brain damage, paralysis, or even death.

Having been so cautioned and warned, it is still _____'s desire to participate in the sport listed below. It is hereby further acknowledged that _____ does so with full knowledge and understanding of the risk of serious injury to which _____ is exposing him/her by participating in the aforementioned sport. The International School of Port of Spain, and their agents, employees, or members shall bear no responsibility for any accident or injury (including death) sustained by, _____, a student while participating in the aforementioned activities. To this end, I, the undersigned parent or guardian of _____, a minor student, or _____, a student having reached the age of majority, do hereby consent to _____'s/my participation in voluntary athletic programs and do forever **RELEASE**, discharge and covenant to protect, indemnify and hold harmless the International School of Port of Spain, and their successors, departments, officers, employees, volunteers, servants and agents, of and from any and all actions, causes of actions, claims, demands, damages, costs, loss of services, expenses and compensation of whatsoever kind or nature arising from, or by reason of, on account of or in any way growing out of directly or indirectly, all known and unknown personal injuries, including death, or property damages which I may now or hereafter have as the parent or guardian of said minor student, or as the student, and also all claims or right of action for damages which I, said student, or any heirs, executors, administrators, or assigns, any other person acting on the student's or his/her estate's behalf, or any other person has or hereafter may acquire, either before or after he/she has reached his/her majority resulting or to result from his/her participation in the International School of Port of Spain athletic programs.

FURTHERMORE, I/We hereby agree to protect and save harmless the International School of Port of Spain Board of Education, and their successors, departments, officers, employees, volunteers, servants and agents against any claims for damages, compensation or otherwise on the part of said student growing out of or resulting from injury, including death, to said student in connection with his/her participation in the International School of Port of Spain voluntary athletic programs, and to **INDEMNIFY**, reimburse or make good to the International School of Port of Spain Board of Education, or their successors, departments, officers, employees, volunteers, servants and agents any loss or damages or costs, including attorney's fees that the Board, or their successors, departments, officers, employees, volunteers, servants or agents may have to pay if any claim or litigation arises from said student's intentional, negligent, grossly negligent or reckless acts or omissions while participating in said programs.

Sport _____

Signature of Parent(s)/Guardian(s) _____

Date _____ Relationship _____

Signature of Student _____

Please complete:

___ Male

___ Female

Student Last Name First Name

Home Address

Telephone Number Date of Birth

International School of Port of Spain

RETURN TO PLAY FORM

Name of Injured Athlete: _____ Grade: _____ Age: _____

Sport Participating In: _____ Position: _____

DETAILS OF INJURY: _____

Date of Injury: _____ Time: _____

Injured During: Practice: _____ Game: _____ Other: _____

Mechanism of Injury: _____

TO BE COMPLETED BY PHYSICIAN

Impression/Diagnosis: _____

Recommendations: _____

No Restrictions (discharged) as of: _____

No Practice or Play until: _____

Expected Return to Activity (definite date upon further evaluation) _____

Other: _____

International School of Port of Spain

Uniform Agreement

Student's Name: _____ Grade: _____

Parent's Name: _____ Phone: _____

Address: _____

The uniform listed below is the property of the International School of Port of Spain and is on loan to the above named student and parent(s) for the period from _____ to _____.

Volley ball _____ Basketball _____

Soccer _____ Rugby _____

I agree that the Uniform loaned to my child must be properly cared for and returned as required. In case of loss or damage to the Uniform while loaned to my child, I further agree to pay for the repair and/or replacement of the Uniform. Should my child be found intentionally damaging the Uniform or not maintaining the Uniform properly, I agree that the Uniform will be returned on demand to the school. In this event, the student will be excluded from participation with the team. I understand that my child is not to wear the Uniform at any time other than that prescribed by the coach. I further understand that the Uniform is to be worn only in the manner prescribed by the coach.

I fully understand and agree to the terms of this agreement.

Parent's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Director's Signature: _____ Issue Date: _____

Condition on Return: _____ Return Date: _____