

STUDENT ATHLETE HANDBOOK

2025-2026

MILFORD HIGH SCHOOL



**100 WEST STREET
MILFORD, NEW HAMPSHIRE 03055**

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* MUST be electronically submitted to the Athletic Department PRIOR to trying out/practicing.

Philosophy

The athletic program should be an integral part of the overall educational process at Milford High School. Our aim is to develop competitive athletes, but not to lose sight of educational values such as sportsmanship, health & wellness, and scholastic excellence. Each athletic program should be comparable to that of other subjects or activities and should aid in fostering positive school morale.

Objectives of Interscholastic Education-Based Athletics

1. Provide opportunities to develop skills and to experience the satisfaction of performing effectively in emotionally charged situations.
2. Contribute to the development of a health and fitness attitude that will provide a lifelong interest during adult life.
3. Satisfy the physiological needs of growing young adults.
4. Contribute to the development of a wholesome appreciation for a well-developed and properly conditioned body.
5. Contribute to the development of desirable social and citizenship qualities such as responsibility, respect for authority, leadership and fellowship abilities, respect for the rights and properties of others, harmonious and cooperative group activity, and respect for individual differences.
6. Help students learn to deal effectively with emotional strains and stresses.
7. Contribute to the satisfaction of certain psychological needs such as self-understanding, self-expression, understanding of others, challenge, confidence, acceptance, recognition, and approval.
8. Contribute to the development of desirable character traits including persistence, determination, unselfishness, will-to-win, alertness, maximum effort, discipline, teamwork, resourcefulness and tenacity.
9. To display courtesy and respect to officials, coaches, spectators, and visiting teams.
10. Success shall be measured not by wins and losses, but by the progress and growth that the student athlete experiences as both an individual and as a member of a team.

CODE OF ETHICS AND CONDUCT

GUIDELINES FOR STUDENTS AND COACHES

- Participants shall represent the school in an exemplary manner at all times. These include, but are not limited to team buses, visiting schools, locker rooms prior to and after contests, social media technology, and behavior on the field/court of play.
- Participants should show respect toward their opponents, coaches, teammates, and game officials at all times.

GUIDELINES FOR SPECTATORS

- Spectators should respect the judgment of the coaching staff and the team.
- Spectators should respect game officials and accept their decisions.
- Spectators should watch games only from those areas defined by each school or the game officials as spectator areas. They should not directly call out to individual players, coaches, or officials in an unsportsmanlike manner, make inappropriate distracting noises, go onto the field of play, or run up and down sidelines.

NHIAA GUIDELINES

A PARENT-COACH COMMUNICATION GUIDE

The NHIAA has prepared a guide to facilitate effective communication between parents and coaches. The following five areas should be considered and may prove to be beneficial to our student athletes.

COMMUNICATION YOU SHOULD EXPECT FROM YOUR CHILD'S COACH

- Coach and program philosophy.
- Individual and team expectations.
- Locations and times of all practices and games.
- Team requirements, i.e., practices, special equipment, off season opportunities.
- Procedure followed should your child be injured during practice or games.
- Any discipline that may result in the denial of your child's participation.

COMMUNICATION COACHES EXPECT FROM PARENTS

- Concerns expressed directly to the coach.
- Notification of schedule conflicts well in advance.
- Specific concerns with regard to a coach's philosophy and/or expectations.
- Support for the program and the attributes of dedication, commitment, and responsibility that are essential ingredients for success and excellence.

APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

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

ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES

- Playing time.
- Team strategy.
- Play calling.
- Other student athletes.

IF YOU HAVE A CONCERN TO DISCUSS WITH A COACH

- Call/Email to set up an appointment with the coach a minimum of 24 hours after the event.
- If the coach cannot be reached, call the Athletic Director. A meeting will be set up for you with the coach.
- Please do not attempt to confront a coach before, after, or during a practice or game. These can be emotional times for both the parent and the coach, and this situation does not promote resolution or objective analysis.

SPORTSMANSHIP

NH.I.A.A. By-Law Article VIII: Sportsmanship:Section 3: Disqualification from an Interscholastic Athletic Event

Sect. 3: Media Relations

Coaches, players and other School Officials/Media Relations: In an effort to ensure a relationship between coaches, players and other school officials and the media, which will reflect and promote the highest standards of sportsmanship, integrity and ethics, it is expected: Coaches, players and other school officials should make an effort in their communications with the media to stress the positive displays of sportsmanship demonstrated by the student athletes, coaches, spectators, and schools involved in the contest. Additionally, coaches and school officials:

1. Will not permit anyone under their supervision to criticize athletic contest officials.
2. Will cooperate with the media in the interpretation and clarification of rules and other aspects of the athletic contest.
3. Will not comment about specific decisions of game officials.

Any coach or player found in non-compliance with this By-Law shall not participate in the next scheduled interscholastic athletic event, including NHIAA tournament Contests. A second violation of this rule shall cause disqualification from coaching or playing in that sport for the balance of that season. Principals and athletic directors are to monitor this By-Law and it shall be the responsibility of the school to file a report to the NHIAA within 72 hours including the name of the rule violator, a copy of the article (if available), and action taken.

Sect. 4: Taunting

Taunting in all sports is a flagrant unsportsmanlike foul, which shall result in the ejection of the participant from that day of competition, plus the next day of scheduled competition. Taunting is defined as: "Any actions or comments by coaches, players, or other game personnel which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds or words are vulgar or racist. Included is contact that berates, needles, intimidates, or threatens based on race, gender, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters." Examples of taunting that would lead to ejection include, but are not limited to "trash talk", physical intimidation outside the spirit of the game, reference to sexual orientation; "in the face" confrontations by one player to another; standing over/straddling a tackled or fallen player. NOTE: This policy reinforces the responsibility of game officials, site managers, and game directors during regular season and NHIAA tournament play.

Sect. 6: Disqualification from an Interscholastic Athletic Event

A. Any player who is disqualified before, during or after any sanctioned event and or scrimmage at the sub varsity or varsity level, for exhibiting unsportsmanlike conduct, shall not participate in any scheduled interscholastic athletic event, including NHIAA tournament contests until the suspension is served in the sport at the level in which the disqualification occurred. Any coach who is disqualified before, during or after a game at the sub-varsity or varsity level, for exhibiting unsportsmanlike conduct, shall not participate in the next two scheduled interscholastic athletic event, including NHIAA tournament contests and MUST take the NFHS Teaching and Modeling Course for Disqualified Coaches prior to returning to coach in any

capacity. Any player or coach who is disqualified from a game and participates in the next scheduled interscholastic athletic event(s), including NHIAA tournament contests, shall cause that school's game(s)/event(s) to be forfeited in the event of a win. In the event of loss (es), the matter will be referred to the Sportsmanship Committee for action. The school may request a hearing with the Executive Director and/or Sportsmanship Committee to explain the circumstances of the situation. The Executive Director, in consultation with the Sportsmanship Committee may modify the consequences. It is the coach's responsibility to promptly notify the school of any disqualification and the school must immediately impose the stated sanctions regardless of when formal notification is received from the NHIAA. (CM 5.2015) (CM 5.2018)

NOTE: Any player involved in a fight shall receive a two (2) game suspension for the first offense. A second offense will lead to a disqualification in that sport for the balance of the sports season.

* This decision cannot be appealed to the NHIAA Sportsmanship Committee, as it is considered to be a judgment call.

Policy 4085 (JLCJ) CONCUSSIONS AND HEAD INJURIES

Related Policy: [EBBB](#) (4024)

The Milford School District is committed to ensuring the safety of students while at school and when participating in any school-sponsored events. The Board is aware that head injuries, including concussions, can happen to any student, not just an athlete, and that the risk of catastrophic injuries or death is significant when a concussion or other head injury is not properly evaluated and managed.

Section A of this policy applies to all students of the District who experience or are suspected to have experienced a concussion or other traumatic brain injury, whether in school or out, while Section B pertains to student-athletes and other students participating in school sports or other district athletic activities.

A. Provisions relating to all Students Who have Experienced a Concussion or Traumatic Brain Injury.

1. **Definitions:** For purposes of this policy, the terms below will have the ascribed meanings.

"Head injury" means injuries to the scalp, skull, or brain caused by trauma, and shall include a concussion which is the most common type of sports-related brain injury.

"Health care provider" means a person who is licensed, certified, or otherwise statutorily authorized by the state to provide medical treatment (physician, advanced registered nurse practitioner, licensed physician's assistant, or dentist).

"Student-athlete" means a student involved in any intramural sports program conducted outside the regular teaching day or competitive student sports program between schools in grades 4 through 12.

"Sports" means intramural sports programs conducted outside the regular teaching day for students in grades 4 through 12 or competitive athletic programs between schools for students in grades 4 through 12, including, without limitation, all NHIAA sanctioned activities, including cheer/dance squads, or any other district-sponsored sports or activities as determined by the board or administration.

2. Duty to Report. All District employees shall report any accident or incident which involves a student head injury. The report should be filed in the same manner provided under Board policy 4024 EBBB as for that of any accident requiring first aid. Additionally, teachers should report to the school nurse (or administrator in charge if the nurse is unavailable) if the student appears to have any difficulty with academic tasks that the teacher believes may be related to concussion. The school nurse or an administrator will notify the student's parents/guardians or emergency contact and treating health care provider with the proper release of information.
3. Return to Learning Protocols. After a student has suffered a concussion, whether in school or not, before full resumption of academic work, the building principal or his/her designee will work with the school nurse, a student's parent/guardian, healthcare provider, teacher(s), and other appropriate district staff, to establish a graduated learning reentry plan. The plan will support the student's full return to academic activities, and ease the stress of making up past work while engaged in present work. The plan must include:
 - Step-by-step instructions and details for students, parents/guardians and school personnel;
 - Time frames for physical and cognitive rest within first few days post-injury and throughout the recovery as needed;
 - Guidance on graduated return to extracurricular athletic activities and classroom studies, including classroom accommodations or modifications;
 - Frequency of assessments by the school nurse, school physician if applicable, neuropsychologist or athletic trainer until full return to the classroom and extracurricular athletic activities are authorized;
 - Any provisions relative to "return-to-play" for student-athletes;
 - A plan for communication and coordination among school personnel and with the parents/caregivers and the student's healthcare provider.

Section 504 or other such accommodations or modifications when appropriate will be developed in accordance with applicable law and Board policies.

4. Concussion Awareness and Education. To the extent possible, the District will implement concussion awareness and education into physical education and/or health education curriculum.

B. Provisions relating to Students Participating in Sports and Athletic Programs.

Consistent with the National Federation of High School (NFHS) and the New Hampshire Interscholastic Athletic Association (NHIAA), the District will utilize recommended guidelines, procedures and other pertinent information to inform and educate coaches, youth athletes, and parents/guardians of the nature and risk of concussions or head injuries, including the dangers associated with continuing to play after a concussion or head injury.

1. Compliance with NHIAA Procedures and Protocols. All coaches, officials or licensed athletic trainers will comply with NHIAA recommended procedures for the management of head injuries and concussions.
2. Immediate Removal from Play and other NHIAA Protocols. Any coach, official, licensed athletic trainer, or health care provider who suspects that a student-athlete has sustained a concussion or head injury in a practice (including tryouts or training) or during a competition shall immediately remove the student-athlete from all physical activity.
3. "Return to Play". A student-athlete who has been removed from play shall not return to play on the same day, nor until (a) a Return to Learning Plan has been established consistent with paragraph A.3 of this policy, (b) he/she is evaluated by a health care provider and receives medical clearance and written authorization from that health care provider stating the student-athlete is symptom free and may return to play, and (c) the student-athlete's parent/guardian provides written permission for the student-athlete to return to play.

The District shall limit a student-athlete's participation as determined by the student's treating health care provider, unless, based upon the judgment of the coach or licensed athletic trainer, greater limitations are appropriate.

If symptoms of a concussion recur, or if concussion signs and/or behaviors are observed at any time during the return-to-activity program, the coach must immediately remove the student-athlete from play. Depending on previous instructions, the athlete may need to be re-evaluated by the health-care provider, or may have to return to the previous step of the return-to-activity program.

4. Parent Information Sheet. On a yearly basis, the Athletic Director shall assure that a concussion and head injury information sheet is distributed to each student-athlete and the athlete's parent/guardian prior to the student-athlete's initial practice (including try-out) or competition. This information sheet may be incorporated into the parent permission sheet that allows students to participate in co-curricular athletics.
5. Coach Training. All coaches, including volunteer coaches, will complete training in head injury and concussion management as recommended and/or provided by NHIAA, New Hampshire Department of Education and/or other pertinent organizations. The Athletic Director is responsible for assuring compliance with this provision.

6. Annual Review of NHIAA Concussion Protocols by Athletic Director. No less than annually, the Athletic Director or his/her designee shall review any changes that have been made in procedures required for concussion and head injury management or other serious injury by consulting with the NHIAA and the District's on-call physician. The Athletic Director shall take steps to implement the then current procedures and protocols as soon as possible.

Legal References:

RSA 200:49, Head Injury Policies for Student Sports

RSA 200:50, Removal of Student-Athlete

RSA 205:51, School Districts; Limitation of Liability

RSA 200:52, Definitions

RSA 200:63, Head Injuries; Return to Learning and Plan

Adopted: 10/2012

Revised: 01/2014, 04/2021

Policy 5014 HAZING

No person associated with any organization sanctioned by the School District shall engage in or be associated with hazing, nor shall any such person participate in any secret fraternity or organization that is related to a District-sanctioned activity.

Student hazing means any act directed toward a student, or any coercion or intimidation of a student, to act or participate in, or submit to any act, when:

1. Such act is likely, or would be perceived by a reasonable person, as likely to cause physical or psychological injury to any person; and
2. Such an act is a condition of initiation into, admission into, continued membership in, or association with any organization, even if the student willingly participates in the activity.

Hazing is further defined as an activity which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation, admission, or affiliation with any organization sanctioned by the District.

“Endanger the physical health” shall include, but is not limited to, such physical acts as whipping, beating, branding, exposure to elements, forced consumption of food, alcohol, or drugs, or any forced physical activity, outside of that associated with acceptable athletic conditioning appropriate to the sport, that could adversely affect the physical health or safety of an individual.

“Endanger the mental health” shall include any activity which would subject the individual to mental stress such as sleep deprivation, exclusion from social contact, or any forced activity that would affect the dignity of the individual.

Students or employees who violate this policy will be subject to disciplinary action up to and including expulsion for students and termination for employees. All incidents of hazing should be reported to school authorities. The Superintendent/designee shall report to local law enforcement officials incidents of reported hazing to which he/she has knowledge.

References:

RSA: 631:7 NH Administrative Rules, Ed 306.04

Adopted: 6/2011

ELIGIBILITY OF ATHLETES

In order for a student to compete in interscholastic athletics, they must fulfill completely all the regulations and requirements set forth by the NHIAA and/or the local school district SAU#40. It is a school requirement that the student must be covered by insurance before he may participate on any interscholastic athletic team. School insurance coverage includes regular school sessions, going to and from school, and all school sponsored and school supervised activities including interscholastic football.

Academic Eligibility:

- Milford High School full time students must carry a minimum of three (3) course units/blocks that meet everyday during his/her sports season and must have passed a minimum of two (2) units of course work in the previous marking period. Fall athletes must pass a minimum of two units of course work that meet everyday during the 4th quarter of the previous year.
- A student who is not passing a minimum of two classes in a quarter prior to the start of a sport season or when reports are distributed, shall be ineligible to participate, until the next quarter grades are validated.
- A student passing a minimum of two classes with a failing grade in one or two additional courses shall be placed on "Academic Probation."
- Any student on "Academic Probation" will be allowed to try-out and practice but will not be allowed to participate in any games, meets or matches for 3 weeks from the start of the season or the distribution of the quarterly report. If after three weeks the student is passing all classes, they will be fully eligible to participate in all events with the team.
- If after the next 3 week cycle or the end of a quarter, they are still failing any class, they will be ineligible to participate in any way for the remainder of the season.
- Incompletes are not to be considered passing grades for purposes of eligibility.
- Students entering grade nine in the fall for the first time do not need to meet the Academic Eligibility requirements.
- Credit recovery may be used as long as the student has completed the class prior to the start of the season.
- Any deviation from this policy must be approved by the Athletic Director and Principal.

Eligibility

- Must have successfully passed a yearly physical examination by a healthcare provider. A two week grace period will be given past the date of the previous physical. Physical forms will be uploaded to the Registration Platform for yearly approval. Physicals on file with the athletic trainer may also be approved.
- If the student has had an injury which has required doctor's care, the student will need a note from a physician in order to resume practice/playing.
- If an athlete is withheld from athletic participation by a physician, the athlete must have written approval from THAT SAME physician prior to returning to his/her sport.
- Must attend school the day of a practice or event.
- An athlete who does not attend school by 9:00 am during the day due to illness, injury, oversleeping, etc. may not participate in a scheduled game or practice that day or evening. Being late to school following an away contest is not an excused absence unless waived by administration due to extenuating circumstances.
- A student missing any part of the school day after 9 am must have written verification from the provider or have the activity approved from administration prior to the absence/dismissal. Examples of excused absences in the student handbook include: doctor/dental visits, verified college visits, religious holidays, bereavement, and school-sponsored or sanctioned activities.
- Must meet the age requirement. A student who has reached the age of 19 on or after September 1 may represent the school.
- Must not have changed schools, except upon change of residence of their parents or an approved transfer change per NHIAA Policies.
- Must not have, at any time, received financial remuneration for participation in any athletic activity.
- Must not have been in high school for more than eight semesters beyond the 8th grade.
- All students must be registered and complete all required forms on Big Teams, through the registration tab on the milfordspartans.org website.

Non-School Competition: A member of a school team is a student athlete who is regularly present for, and actively participates in, all team practices and competitions. Bona fide members of a school team are prevented from missing a high school practice or competition to compete with an “out-of-school” team.

Whenever a conflict arises between the high school team practice or competition and an out-of-school practice or competition on the same day, the high school team practice or competition must be honored by the student athlete. Priority must be given at all times to the high school team, its practices, and its contests unless a waiver has been granted by the athletic director and principal on a case by case and event by event basis.

NHIAA Penalties: Any student who violates this rule, unless a waiver has been granted as stated above, for the first time shall be declared ineligible for the next four (4) consecutive interscholastic events or three (3) weeks of a season in which the student athlete is a participant, whichever is greater. This penalty is effective from the date of his or her last participation in a high school sport. Any student athlete who violates this rule a second time or subsequent time shall be declared ineligible for participation in any high school sport for the balance of the school year.

GENERAL RULES AND REGULATIONS GOVERNING ATHLETICS

It is fundamental that the coach is responsible for the behaviors, safety, and welfare of the members of their squad during practices and games. Student athletes are responsible to their coach for their conduct on and off the field, during their sport season.

1. Athletes should plan their time so that they devote sufficient time to their academics and so that their involvement in an athletic activity does not interfere with their studies. Academic or disciplinary commitments must be met before athletic responsibilities.
2. The possession or use of tobacco products, including smokeless and e-cigarettes, vaping, alcoholic beverages, illegal drugs, and illegal use of controlled substances is strictly forbidden. Any athlete guilty of an infraction of this rule will be subject to the following consequences over all 4 years of high school:
 - i. 1st offense: Athletes will not be allowed to participate with the team, in any way, for twenty-one (21) calendar days. If the number of days is greater than the remainder of the season, the days will be added on to the next season that the athlete participates in. If the student seeks out help in the form of an assessment by a certified addiction counselor or enrollment in an appropriate program, the suspension can be reduced to fourteen (14) days.
 - ii. 2nd offense: Athletes will be suspended from sport participation for 90 days. If the school year ends before the 90 days have elapsed, this will carry through to the start of the following school year. This policy does not preclude punishment of a student under the school drug and alcohol policy in appropriate situations. Additional consequences may be considered by school administration.
 - iii. 3rd offense: Athletes will be suspended from participation for 180 days. If the school year ends before the 180 days have elapsed, this will carry through to the start of the following school year. This policy does not preclude punishment of a student under the school drug and alcohol policy in appropriate situations. Additional consequences will be considered by school administration.
 - iv. 4th Offense: Students will no longer be eligible to participate in Athletics at Milford High school.
3. Athletes who have been suspended from school will not be allowed to participate in any school activity for the entire duration of their suspension. This includes all team activities, practices and games. Students will also serve a one game/event suspension for each day in suspension or the pivot process, including those during time served. Those in the pivot process for less than a school day are ineligible to participate in any manner that day, practice or game.
4. Athletes may not miss a teacher or office detention for a practice or a game.
5. Good sportsmanship will be encouraged both in victory and defeat.

6. Students who participate in athletic activities are school leaders and should assume their responsibilities at home, in school, and in the community. These responsibilities include the appropriate use of social media technologies that include, but not limited to Twitter, Facebook, Internet forums, and photographs. The use of social media in an inappropriate manner will result in disciplinary action.
7. Athletes should be sure that all injuries are given proper attention, which the athlete should immediately report to the Coach and Athletic Trainer.
8. Athletes will not use profane or inappropriate language.
9. Athletes should always work for the betterment of their school and their team.
10. Athletes should not allow employment to interfere with their responsibilities to their team or their schoolwork. Students are expected to work around their team commitments, unless an event/practice was changed at the last minute.
11. Athletes will attend all events and practices for the team of which they are members, unless excused by their coach, teacher or administration.
12. Athletes who anticipate being late or absent for an event or practice have a responsibility to the team and the coach to advise the coach of this prior to the tardy or absence, and make any necessary arrangements.

A violation of any of these rules may result in disciplinary action.

SANCTIONS TO THE RULES AND REGULATIONS

Students must be in good standing in the school to be permitted to participate in interscholastic sport activities. Violation of any school or team rule can cause disciplinary action by the coach. Coaches have the authority to suspend any athlete from their team as part of a disciplinary response.

- All violations of school and/or team rules should be punished in a fair manner commensurate with the seriousness of the infraction.
- A student may be declared ineligible if they conduct themselves in a manner that, in the opinion of school authorities, would reflect unfavorably upon the school or other students. This applies to all co-curricular activities, regardless of location.
- The New Hampshire Interscholastic Athletic Association (NHIAA) dictates that any student who does not comply with established school regulations will be declared ineligible.
- An ineligible student may not represent the school in any home or away interscholastic events, contests, or scrimmages. This student may practice with the team if extraordinary circumstances exist. Coaches must present such a situation to the athletic director and, only after approval from the athletic director/administration, may special practice arrangements be made by the coach.

GRIEVANCE PROCEDURES

- The coaching staff and the Head Coach have the right of judgment in matters concerning enforcement of team rules approved by Athletic Director/Administration.
- The student athlete has the right to appeal the coach's decision regarding suspension or dismissal to the Athletic Director.
- The Principal will take action on matters requiring administrative attention. The Athletic Director will be consulted on all decisions as directed by the Principal or Assistant Principal.

ATHLETIC TRANSPORTATION

No athletic team or team members will be transported in private cars for any reason unless the Athletic Director or Principal approves the request and receives prior approval in writing using the appropriate Transportation Release Form. Buses will be chartered for away events by the school. Students who are members of the athletic teams going to a contest or game will return on the bus. If parents request to transport their son/daughter they may complete the Parent Transportation Release Form for use during the school year. If there are extenuating circumstances for parents or students to transport themselves or other team members, a transportation release form must be completed (with accompanying documents as needed) and submitted to the Athletic Director and approved at least 24 hours in advance. For the purpose of team unity and cohesiveness, athletes are recommended to use school transportation.

EQUIPMENT

- No athletic equipment issued to team members may be worn in an active wellness class or worn outside of practice or games without approval from the coach. Athletes may wear jerseys to school on game days.
- It is the athlete's responsibility to see that all equipment is returned, cleaned and in good condition. If the equipment issued is lost, stolen, or has had abnormal usage or has not been cleaned, the athlete shall be charged accordingly. Students are ineligible to participate in any athletic activity, tryout, or receive a uniform for the next season until the prior season's equipment/uniform is returned or restitution is made.

LETTER AND AWARDS REQUIREMENTS

- Requirements for earning a letter have been established by the athletic department. Athletes will be informed of these requirements prior to the season.
- Special athletic awards may be given to those Varsity individuals/teams who win a state championship, or go undefeated. The type of award given is to be determined by the Coach, Athletic Director, Principal, Superintendent, and/or the Milford School Board.
- The coach shall recommend the members of his squad who have met the requirements for an award. These recommendations are to be based on the established criteria as outlined below and approved by the Director of Athletics. If any situations arise due to extenuating circumstances, a committee composed of the Principal, Athletic Director, and the Team Coach, shall make the final decision.

Criteria to Receive a Letter

- Attendance – Athletes should attend all practices and games unless there is a reasonable excuse, accepted by their coach and within the athletic department policies. Athletes missing a practice for a determined number of unexcused reasons, or for an outside organization, club, non-school team, or work (assuming it was not for a last minute practice/event change) will not be eligible to receive a letter, unless a waiver has been granted by the Athletic Director and/or Principal. Athletes removed or suspended from teams due to disciplinary action are ineligible from receiving a letter.
- Sportsmanship – Athletes should realize that they are representing their school and community and should conduct themselves in an appropriate manner at all times.
- Adherence to training rules – Athletes must abide by the training rules as set forth by the athletic department.
- Participation in games/contests – Varsity athletes must participate in at least 50% of Varsity games, meets, or contests, during the season, to be considered eligible for a varsity letter (an exception for this requirement can be made in cases where an injury keeps an athlete from competing in 50% of the total contests assuming they still attended all practices and games/meets and participated in 50% of the events while healthy).
 - In Indoor Track and Field and Outdoor Track & Field, participants must qualify for the State Meet in order to receive a varsity letter. In Cross Country, runners must finish in the top 7 in at least 50% of the meets to earn a Varsity letter. In Tennis, participants must participate in 50% of the Varsity Matches in order to receive a letter. (Exhibition Matches do not count as a varsity match). In Spirit, participation in the League Competition is required to receive a letter. Swimmers must score points in 50% of the meets to receive a letter.
- Service – Athletes who have successfully completed three years of Varsity service to a sport, and meet all of the criteria, except 50% game/meet/match participation or qualifying/top 7 criteria, may be awarded a varsity letter for their service, dedication, and loyalty to the team/program.
- All students who participate on Reserve, Junior Varsity, or Varsity teams (that do not earn a letter) will be eligible for a “Certificate of Participation” for that level.

Criteria for 4-Year Letter Winner Award

In order to receive a 4-Year Letter Winner Award, recipients must receive a letter during each year of their Milford High School career in the same sport.

- Students who have quit teams or been removed from teams due to disciplinary action are ineligible for this award. If extenuating circumstances occurred, the dismissing coach would be requested to provide appropriate information to appeal a specific case.

Criteria for Outstanding Male and Female Senior Athlete Award

- A senior must have earned varsity letters in at least two sports during their senior year, be an outstanding athlete, and receive accolades for one or more of the sports.
- Students who have quit teams or been removed from teams due to disciplinary action are ineligible for this award. If extenuating circumstances occurred, the dismissing coach would be requested to provide needed information on the situation.
- Recipients must have demonstrated outstanding character and loyalty to Milford and its athletic program.
- Students must have represented the school well at all times while remaining in good academic standing.
- Seniors must be nominated by their coach or a member of the Athletic Department.
- Coaches will meet to review applicants and vote for the deserving individual.

Criteria for Ed Nichols' Lions Club Award

- A senior must have earned varsity letters in at least two sports during their senior year, and be an outstanding athlete.
- Students who have quit teams or been removed from teams due to disciplinary action are ineligible for this award. If extenuating circumstances occurred, the dismissing coach would be requested to provide needed information on the situation.
- Recipients must have demonstrated outstanding character and loyalty to Milford and its athletic program.
- Students must have represented the school well at all times while achieving High Academic Honors.
- Seniors must be nominated by their coach or a member of the Athletic Department.
- Coaches will meet to review applicants and vote for the deserving individual.

Criteria for the NHIAA 3 Sport Athlete Award

- Each recipient must be a senior who has participated in 3 sports each year for 4 years. The sports must be recognized by the NHIAA and run by Milford High School.
- Students who have quit teams or been removed from teams due to disciplinary action are ineligible for this award. If extenuating circumstances occurred, the dismissing coach would be requested to provide appropriate information to appeal a specific case.

CONCUSSION OR HEAD INJURY RETURN TO PLAY FORM

Student Name: _____ DOB: _____ Grade: _____

Date of Injury: _____

Health Care Provider Medical Clearance and Written Authorization to Return to Play

I, _____, with Health Care License # _____
(print health care provider name)

of _____
(print business name and address)

by signing this Concussion or Head Injury Return to Play Form certify the following:

- I am licensed, certified, or otherwise statutorily authorized by the State of New Hampshire to provide medical treatment and am trained in the evaluation and management of concussions.
- I examined the above-named student on the date listed below.
- I explained to the student and the student's parent/guardian the nature and risks of concussions or head injuries including the risks of continuing to play and practice after sustaining a concussion or head injury.
- I have medically cleared the above-named student to return to play and practice without any restrictions.
- The above-named student has my written authorization to return to play and practice.

Signature of Health Care Provider

Date

Parent/Guardian Written Permission to Return to Play

I, _____, am the parent/guardian of the above-named
(print name of parent/guardian)

student who was removed from play at a practice or game because of a suspected concussion or head injury. By signing this Concussion or Head Injury Return to Play Form, I certify the following:

- My child was evaluated by our health care provider who is listed above and has received written medical clearance to return to play and practice.
- Our health care provider has explained to us the nature and risk of concussions and head injuries including the risks to my child of continuing to play and practice after sustaining a concussion or head injury.
- I understand, acknowledge, and accept the risks of my child returning to play and practice.
- I understand and acknowledge that my child cannot return to play and practice without my written permission.
- I give my written consent and permission for my child to return to play and practice.

Signature of Parent/Guardian

Date

SWAY CONCUSSION TESTING

The Milford High School Athletic Department has an innovative program for our student-athletes. This program will assist your physician/nurse in evaluating and treating head injuries (i.e., concussion). In order to better manage concussions sustained by our student athletes, we have acquired a software tool called Sway. Sway is a computerized exam utilized in many professional, collegiate, and school sports programs across the country to successfully diagnose and manage concussions. If an athlete is believed to have suffered a head injury during competition, Sway is used to help determine the severity of the head injury and when the injury has fully healed.

The computerized exam is given to athletes before beginning contact sport try-outs, practices or competitions. The non-invasive test is set up in "video-game" type format and takes about 20-30 minutes to complete. It is simple, and actually many athletes enjoy the challenge of taking the test; essentially, the Sway test is a preseason physical of the brain. It tracks information such as memory, reaction time, speed, balance, and concentration. It is not, however, an IQ test.

If a concussion is suspected, the athlete will be required to retake the test. Both the preseason and post-injury test data is reviewed against the baseline data. The test data will enable these health professionals to determine when return to play is appropriate and safe for the injured athlete. If an injury of this nature occurs to your child, you will be promptly contacted with all the details. Per contract regulations, testing can only be used on student athletes currently in-season or if their injury occurs just prior to the start of the sport season as indicated by the NHIAA. Testing cannot be used for athletes trying to return to a non-NHIAA sanctioned sport.

The SWAY testing procedures are non-invasive, and they pose no risks to your student-athlete. This program provides us the best available information for managing concussions and preventing potential brain damage that can occur with multiple concussions. The Milford High School administration, coaches, and athletic training staff are striving to keep your child's health and safety at the forefront of the student athlete experience. Please return that attached page with the appropriate signatures. If you have any further questions regarding this program, please feel free to contact the Milford High School Athletic Director or Athletic Trainer.

Use the QR Code below to get the sway app for your phone or tablet used for the test.





MILFORD SCHOOL DISTRICT SWAY CONSENT FORM

For use of the Sway Post-Concussion Assessment and Cognitive/Balance Testing.

I have read the attached information and understand its contents. I have been given an opportunity to ask questions and all questions have been answered to my satisfaction.

I _____ Agree _____ Disagree to participate in the Sway Concussion Management Baseline Program.

Printed Name of Athlete _____ Date of Birth _____

Sport(s) _____

Signature of Athlete _____ Date _____

Signature of Parent/Guardian _____ Date _____

Previous Concussion Information

Date	Symptoms Experienced	Length of Symptoms
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_____	_____	_____
_____	_____	_____
_____	_____	_____

CONCUSSION INFORMATION FOR ATHLETES AND PARENTS AT MILFORD HIGH SCHOOL

1. Recognition of Concussion

Concussion may be caused by a direct blow to the head or elsewhere on the body from an "impulsive" force transmitted to the head. You can have a concussion even if you are not knocked out!

If you think you may have a concussion, let your coach and /or athletic trainer know right away. Common signs and symptoms of sports-related concussion

Signs (observed by others):	Symptoms (reported by athlete)
Athlete appears dazed or stunned	Headache
Confusion (about assignment, plays, etc.)	Fatigue
Forgets plays	Dizziness, lightheadedness
Unsure about game, score, opponent	Feeling unsteady on feet
Moves Clumsily {altered coordination}	Nausea or vomiting
Balance problem	Double vision, blurry vision
Personality change	Sensitive to the light or noise
Responds slowly to questions	Feels sluggish
Forgets events prior to trauma	Feels "foggy"
Forgets events after the trauma	Problems concentrating
Loss of consciousness (any duration)	Problems remembering

2. Sway Testing:

Sway testing is required for all contact/collision sport athletes this year. All athletes will have to take the baseline test using a personal phone or tablet before beginning practice (similar to the requirement for annual physicals). Contact/collision sport athletes will complete baseline testing every other year, after the initial test this year.

FALL	WINTER	SPRING
Field Hockey	Basketball	Baseball
Football	Alpine Skiing	Lacrosse

Soccer	Wrestling	Pole Vault
Spirit	Spirit	Softball
Volleyball	Ice Hockey	

- When testing, please give your best effort and ask questions if you do not understand something when taking the test. Questionable results may require retesting.
- If you have a concussion during the season, you will be tested after the concussion to determine when your scores return to baseline.

3. What to expect if you have a concussion during the season:

- For your safety, you will not be allowed to return to play or drive yourself home on the day of your injury.
- The athletic trainer (AT) or coach will decide the safest way for you to get home on the day of your injury.
- Parents/guardians will be called.
- The school nurse and the AT will closely monitor your symptoms during and after school, respectively. You must report/log your symptoms every day.
- You will be withheld from all physical activity including sports and active wellness classes.
- You will take a follow-up Sway test within 2 or 3 days after the injury with the Athletic Trainer.
- As needed, accommodations (e.g., shorter classes, lighter homework) will be made to help you get back to school. School counselors and teachers, among others, may be involved in this process. If you have trouble concentrating, be sure to let people know.
- Once all concussion signs/symptoms have resolved with return to normal academic workload, you will take another follow-up Sway test.
- You must have written medical clearance as described below, be asymptomatic both at rest and during activity, and have returned to full school activities to start the return to play program. Return to Sway baseline scores is required before the return to play program can begin.
- In cases where you have been treated and monitored solely by the AT, clearance from the AT will be acceptable.
- In cases where you have a physician or other provider for the concussion, you must have written clearance from a primary care physician or specialist (not the Emergency Room physician) for progression to activity.

4. Progression is individualized, and will be determined on a case-by case basis. Factors that may affect the rate of progression include previous history of concussion, duration and type of symptoms, age, and sport/activity in which you participate. An athlete with a prior history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision or contact sport will progress more slowly.

5. After the clinical exam and Sway test results have returned to baseline levels, you have

resumed full school activities, and you have appropriate medical clearance, you will begin a supervised return to play progression. Generally, you will not progress faster than one step per day.

- Light aerobic exercise – Walking , stationary bike
- Sport-specific training (e.g., skating in hockey, running in soccer)
- Non-contact training drills
- Full-contact training after medical clearance
- Game play

Note: if you experience post-concussion symptoms during any of these steps, you should drop back to the previous asymptomatic level and resume the progression after 24 hours.

6. The AT will decide appropriate activities for the day and explain what you are allowed to do on any given day during recovery. For your safety, you must stick to what the AT decides you are allowed to do until you receive full return to sports clearance.

7. The AT and/or treating physician will provide final clearance to RTP. The parent/guardian will be also need to provide written permission in accordance with the NH Senate Bill 402 for the athlete to return to play

