

UNIS STUDENT-ATHLETE HANDBOOK



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DESCRIPTION OF THE PROGRAM

Varsity Athletics: Varsity athletic programs afford opportunities to athletes who exhibit the greatest skills in their chosen sport. These athletes will compete against equally talented athletes from opposing schools.

Junior Varsity Athletics: Junior Varsity athletic programs afford those students who do not yet possess the skills required of Varsity athletes an opportunity to participate in a competitive setting. Junior Varsity athletes are in the process of gaining the valuable knowledge, skill and experience required for varsity competition. If a Junior Varsity Athlete participates in a single Varsity game or event, they are ineligible to play in any Junior Varsity contest for the remainder of that season.

Middle School Athletics: Middle School athletic programs are designed to provide 7th and 8th grade (M3 & M4 students) with the opportunity to participate in an instructional yet competitive setting. These programs will teach the basic skills of the sport and afford athletes an opportunity to gain valuable knowledge and experience, as well as the skills necessary for Junior Varsity competition. A middle school athlete may, under special circumstances, participate in Varsity contests. However, decisions of this nature are based on the evaluation of the athlete's abilities by the coaching staff and if the student passes the athletic placement process as determined by the NYSPD.

NOTE: Decisions about playing time are made by the coaching staff and are not absolute.

See below for a list of interscholastic sport opportunities offered at UNIS (as of September '20):

Fall Sports

Team	Abbreviation
Boys Varsity Soccer	BVS
Boys Junior Varsity Soccer	BJVS
Boys Middle School Soccer	BMSS
Boys Middle School Soccer (Queens)	BMSSQ
Girls Varsity Soccer	GVS
Girls Middle School Soccer	GMSS
Girls Varsity Volleyball	GVVB
Girls Junior Varsity Volleyball	GJVVB
Girls Middle School Volleyball	GMSVB
Girls Middle School Volleyball (Queens)	GMSVBQ
Boys Varsity Cross Country	BVXC
Girls Varsity Cross Country	GVXC
Boys Middle School Cross Country	GMSXC
Girls Middle School Cross Country	BMSXC

Girls Varsity Tennis	GVT
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Winter Sports

Team	Abbreviation
Boys Varsity Basketball	BVB
Boys Junior Varsity Basketball	BJVB
Boys Middle School Basketball	BMSB
Boys Middle School Basketball (Queens)	BMSB(Q)

Girls Varsity Basketball	GVB
Girls Junior Varsity Basketball	GJVB
Girls Middle School Basketball	GMSB
Girls Middle School Basketball Ball (Queens)	GMSB(Q)
Varsity Indoor Track and Field	VIT

Spring Sports

Team	Abbreviation
Boys Varsity Baseball	BVBS
Boys Middle School Baseball	BMSBS
Girls Varsity Softball	GVSB
Girls Middle School Softball	GMSSB
Boys Varsity Track and Field	BVTF
Boys Middle School Track and Field	BMSTF
Girls Varsity Track and Field	GVTF
Girls Middle School Track and Field	GMSTF
Queens Middle School Track and Field	MSTF(Q)
Girls Varsity Tennis	GVT
Boys Varsity Tennis	BVT
Middle School Tennis	MST

ATHLETIC DEPARTMENT POLICIES

Tryouts:

Tryouts for interscholastic teams are held prior to the season. Information concerning tryouts for the fall season is emailed to parents, posted on the UNIS athletic website and shared on schoology. Student-athletes will be encouraged to try out for various athletic teams (although students can not play for more than one team in a single season).

([How to sign up to schoology: Athletics](#))

Participation:

Athletes may participate in only one UNIS sport program per season. If an athlete leaves a team - either at his/her own volition or due to a decision made by the athletics department or departmental principal - he or she cannot join another sport already in season. An athlete may also not try out for a team once a coach has given the official roster to the athletic department for grade and eligibility verification. Transfer students are an exception to this rule.

Attendance – School and Class:

Participation on an athletic team is granted after a student's academic responsibilities are met. Attendance in the classroom is an important requirement for a good education, as is attendance at team activities. Attendance requirements for participation in a sport are as follows:

Athletes will attend all classes regularly and be on time. Tardiness to class and cutting class will not be tolerated.

Any student who is absent from school or not in school for four(4) periods with an excused absence will not be permitted that day to participate in any athletic activity. Exceptions due to extenuating circumstances may be granted by the Director of Athletics.

Athletes will not use a sport as an excuse to miss class or portions of a class unless the team is departing early from school. In the case of an early dismissal, the Director of Athletics or Assistant Director of Athletics will notify the faculty of the school through email and schoology postings.

A student suspended from school may not participate in a practice or a game during the effective date(s).

Game Schedule and Changes:

Schedules for all team contests can be viewed on the following web-site: <http://www.unis.org/athletics/team-schedules-results> . Every attempt will be made to announce schedule changes due to inclement weather by 1:00 p.m. on the date of the change. In the event of an official school closing, all scheduled events, contests and practices are automatically cancelled. Members of the UNIS athletics community are encouraged to register themselves as subscribers to their team's schedule(s). This will allow those interested to receive reminders of upcoming events and alerts when a change is made to the schedule. Please review these instructions on [how to subscribe to team schedules and receive alerts](#). To add the team calendar to your personal calendar follow the [Instructions on Sharing A Calendar](#).

TRAVEL INHERENT IN ATHLETIC ACTIVITIES:

In the interest of building and maintaining team spirit and unity and limiting athletic program liability, all players, managers and anyone traveling on the bus to a contest, are strongly encouraged to return with the team on the bus.

Parents will not transport their child unless a written request is submitted to the Director of Athletics for approval. Note: these occurrences should be reserved for family emergencies or important family commitments only. Reasons such as attending a non-school team practice are not acceptable.

Athletes will remain with their team and under the supervision of the coach.

Athletes who miss the bus will not be allowed to participate in any contest unless there are extenuating circumstances.

Early Dismissals:

The Athletic Department will limit the number of early dismissals required for participation in athletic contests. However, it is impossible to completely eliminate the need for early dismissals in an interscholastic environment.

Early dismissal memos containing the students to be released and the time of departure will be generated by the athletic department and distributed via e-mail and schoology posts to all faculty members each day.

In all cases athletes are responsible for making up work missed in classes from which they are dismissed early for athletic contests.

Student Behavior

MOOD ALTERING CHEMICAL USE – TOBACCO, ALCOHOL, DRUGS (illegal and non-prescription)

Adapted from UNIS School Handbook

Drugs: The use, possession, or sale of any illegal or unauthorized drugs on campus, in the vicinity of campus or at any school sponsored event is strictly forbidden, and may be subject to dismissal. ‘Unauthorized drugs’ include the use or possession of a prescription drug not registered with the nurse in the student’s own name and/or the abuse of a prescription drug even if registered in the student’s own name. Possessing drug-related paraphernalia is also strictly forbidden. If the school feels there is reason to believe that a student is using illegal drugs, the school will inform the parents and reserves the right to require the student to undergo a thorough drug test conducted by an institution specified by the school. The results of the test will be sent directly to UNIS and will be reviewed by the school and family. Depending on the recommendation of the testing organization, ongoing testing and counseling may be required.

Alcohol: In accordance with the laws of the United States, students under 21 years of age are not permitted to drink alcoholic beverages under any circumstances, and the School strongly discourages the consumption of alcoholic beverages by our students. The use, possession, or sale of alcohol on campus, in the vicinity of campus or at any school-sponsored event is strictly forbidden. Any violation of the UNIS alcohol policy is subject to a disciplinary response up to and including referral for dismissal.

Tobacco/Smoking: In keeping with the commitment of the School to the promotion of a healthy lifestyle, smoking and other use or possession of tobacco is not allowed on or off campus.

Disciplinary Actions for Violations:

Students will be counseled when concerns of a general nature are brought to the school’s attention by faculty or other students. When any information, direct or indirect, reveals that a rule or code violation has harmed someone else (e.g. stealing, harassment, providing drugs or alcohol), it may necessitate intervention of a disciplinary nature.

Warnings: A student may be given a warning as a disciplinary response. A warning is normally accompanied by assigned meetings with the student’s mentor, counselor, and/or principal to discuss and evaluate the student’s behavior. In some cases, a warning may be accompanied by a period of disciplinary probation.

Suspension: Under certain conditions, students may need to be temporarily removed from the UNIS community. A suspension is a serious disciplinary response and the school reserves the right to place conditions on a student’s return to campus. Suspension may happen either on campus or off campus.

Expulsion: In all cases of violations of major school rules, dismissal from UNIS may be the penalty. Final decisions regarding dismissal are made by the Executive Director.

HAZING AND INITIATIONS:

Harassment: Each individual has the right to live in an atmosphere free of intimidation and hostility. Harassment is unwelcome verbal or physical conduct that is intimidating, threatening, or demeaning. Students who harass other members of the community may be subject to dismissal. Listed are some examples of inappropriate behavior:

- Uninvited pressure for sexual activity whether explicit or implicit
- Obscene or suggestive remarks or jokes, verbal abuse, or insults
- Display of explicit, offensive or demeaning materials
- Hazing or threats
- Words or actions which are demeaning with respect to race, religion, ethnic origin, gender, or sexual orientation
- Undue pressure to use alcohol or drugs
- Non-consensual sexual intimacy of any kind (silence is not consent)

UNSPORTSMANLIKE CONDUCT:

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

1. Coach: Any coach disqualified by a sport official from an interscholastic competition for unsportsmanlike conduct is ineligible to coach in the next scheduled contest. Disqualification from one season carries over to the next season and from regular season to NYS AIS tournaments. The coach may not be present at the game site nor communicate in any manner during the contest with any person present at the site. Any coach that does not serve the penalty will be ineligible to participate in the next two-scheduled contests. If the coach continues to not serve the penalty, the matter will be referred to the AEC for further action. Any coach disqualified by a sport official for making physical contact with the intent to harass, annoy or harm another person shall be expelled immediately. The matter will be referred to the AEC for further action.

2. Athlete/Player: Any student-athlete disqualified/ejected by a sport official from an interscholastic competition is ineligible to participate in the next scheduled contest, unless the rules of that sport dictate differently. Disqualification from one season carries over to the next season of play and from regular season to NYS AIS tournaments.

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

4. Any student-athlete disqualified by a sport official from an interscholastic competition for making physical contact with the intent to harass, annoy or harm another person shall be expelled immediately. The matter will be referred to the AEC for further action.

ADDITIONAL TEAM / SPORT REGULATIONS:

Coaches may have additional regulations pertaining to their sport. These regulations will be discussed at the beginning of each season.

ATHLETIC DEPARTMENT INFORMATION

Permission Form:

Prior to each athletics season, parents will be e-mailed a link to an electronic registration form. Completion of this form serves several purposes; notably, it ensures that the Athletics department possesses up-to-date health information on each student-athlete, and that parents/guardians are fully aware of all relevant policies and protocols, which impact participation in interscholastic sport.

Physical Examinations:

A yearly physical examination is required. Athletes must have a current annual physical uploaded onto Magnus. The physical covers all sports within 12 months of the date of the exam. However, the 12 months date must be inclusive of the entire sport season including tryouts. If the physical exam expires between the NYCAL seasons the physical exam is not acceptable and a “tryout” will not be permitted.

NCAA ELIGIBILITY:

The athletic department works with the college office to support students interested in pursuing intercollegiate sport. Once per year, a ‘College Sports Information Evening’ is hosted at the school, and information concerning NCAA eligibility is available from the athletics office upon request.

Behavioral Expectations

SPECTATOR EXPECTATIONS NYSAISAA CODE OF CONDUCT FOR SPECTATORS

The mission of New York State interscholastic athletic programs is to foster the quest for excellence by creating an educational and competitive experience within an atmosphere of sportsmanship. Successful programs develop individual and team potential by promoting high standards of competence, character, civility, and citizenship. NYSAISAA promotes standards of fair play and ethical behavior. We encourage all athletes, coaches, parents, and spectators to support teams and game personnel in a positive manner at all times. We ask that you show your support for all involved in athletic competition by cheering for your respective teams, in a positive manner and by abiding by the following Code of Conduct.

1. I understand that the ultimate goal of interscholastic athletics is to provide an enjoyable experience for all.
2. I will be a positive role model by encouraging good sportsmanship.
3. I will respect the game officials by refraining from addressing them or questioning their decisions.
4. I will support the coaches by trusting their judgment and integrity.
5. I will respect the rules of the venue of the athletic contest.
6. I understand that I may be asked to leave the athletic contest if I do not adhere to the Code of Conduct

Student-Athlete Expectations

Commitment:

Commitment is a drive inside a student-athlete that makes one proud of making the team, but also reminds him or her that making the team is not enough. The committed student-athlete wants to contribute, wants to play, wants to be as good as he/she possibly can be. Toward that end, he/she is going to work as hard as he or she can and give their all. Commitment is that character trait living inside the student-athlete which motivates them to go to practice when others are going home after school. UNIS Athletics challenges its student-athletes to make this commitment. By the very act of committing him/herself, the student-athlete contributes to the team and his or her own growth. With that being said, student-athletes take pride in honoring their commitment to the team, regardless of their role and do so with the understanding they are expected to attend ALL team activities (practices, games, meetings) regardless of school being in session. Student-athletes who try-out for a team will indicate their availability for the season, so coaches are able to plan their team selection and schedules appropriately. Missing practices or games, whether excused or unexcused, may impact a player's standing on the team.

Work Ethic:

UNIS student-athletes strive for excellence. They are diligent in preparation, have a coachable spirit, and always give their best effort, both on and off the field of play and in the classroom.

Honor and Conduct:

Keeping with the mission of the school, student-athletes will demonstrate a sense of honor and pride that will manifest itself in the form of respect, discipline, humility, and self-control in all situations working towards sportsmanship-like character on the field of play. They take pride in respecting and being positive toward teammates, opponents, coaches, and officials and will refrain from the use of ridicule, harassment, profanity, teasing, or name-calling. Student-athletes understand that participation in UNIS Athletics is a privilege, not a right. They accept responsibility to honor the game and meet the standards set forth in all student handbooks.

Communication:

UNIS Athletics open avenues of communication between teammates, coaches, athletic department, faculty and parents. Student-Athletes assume responsibility to communicate with faculty and staff in regards to their academic standing; coaches in regards to their role, playing time, and areas of needed growth.

Maintain Good Academic Standing:

UNIS Student-Athletes understand academics are priority at our School, and student-athletes must remain in good academic standing in order to be eligible for their season of sport.

Eligibility:

No student-athlete will be allowed to participate in any interscholastic athletics contest or team practice without having all **ON-LINE** required ATHLETIC FORMS completed, signed by parent's or caregivers before the first try

out of each season. UNIS Athletics complies with the eligibility requirements mandated by NYSAISAA and NYCAL.

Coach Responsibilities and Expectations

The coaches will maintain a role of coach as professional and will keep the role of coach in proper perspective by:

- Developing and communicating clear and specific goals for the team and individual players throughout tryouts and the season.
- Maintaining open, honest and productive communications with students, parents, and other coaches.
- Developing and demonstrating a good knowledge base of best practice specific to their sport.
- Modeling and teaching skills necessary to succeed.
- Supporting student academic expectations, responsibilities, and achievements.
- Promoting and enforcing the student athlete code of conduct.

Communicating with Students:

Outside of games and practices, coaches communicate with athletes using their UNIS e-mail address only. Texting the athletes, directly calling the athletes or using any form of social media to communicate with the athletes is strictly prohibited and against UNIS policy .

Communicating with Parents:

When coaches communicate to the parents of an athlete they have the option to either email the parent or calling the parent, the Athletics department expects a coach to respond to a parent within 24 hrs of receiving a communication.

Adding a Practice:

If a coach would like to schedule or cancel a practice you must put in the request to the Athletics Office.

Game Day and Practice setup:

The coaches will refer to the handouts provided by the Athletics Office in regard to their respective venue, taking into account that some teams are in an indoor facility and others out in an outdoor arena. Please see the following handout for game day setup of indoor events : [Responsibilities of the Coach at Home Games](#)

Daily Reporting and Recording of Non-Emergency Injuries:

It is the student-athlete's responsibility to report to the Athletic Trainer. The coaches' responsibility is to report all athletic injuries associated with athletic participation within 2 hours of the event ending. In the event that a student-athlete sustains an injury an incident report must be completed, these are available in the athletics office.

When the Athletic Trainer learns of such an injury, he/she will notify the appropriate coach, assistant coach and Nurse. Similarly when a coach learns of an injury he/she will notify the ATC.

Coaches will not refer student athletes out to physicians. The first and only referral by a coach is to be to the ATC

(excluding 911/EMS emergencies.) The ATC will make the necessary medical referrals as indicated.

In the event of an injury:

- 1) Athletes will report to the Athletic Trainer regarding the injury. If the injury is severe and student athlete cannot be moved the coach should contact the Athletic Trainer via phone for the Athletic Trainer to meet the student athlete at the injury location or if the student is at an off campus venue the Athletic Trainer will wait on school grounds for the athlete to return.
- 2) The Athletic Trainer will evaluate the injury and report findings to student athlete, and their guardian
 - a) If the injury is to remain confidential, the Athletic Trainer will not report exact finding to the coach, the Athletic Trainer will report to the Coach that the student athlete will be unable to participate due to injury.
- 3) The Athletic Trainer will notify parents or legal guardian, or if unable to do so the alternative name on the emergency database. The Athletic Trainer will provide current information regarding options for follow-up care, EMS or current transport.
- 4) The Athletic Trainer will maintain accurate records of athletes who report for care:

LOCKER ROOM:

Students are not permitted into the changing rooms without a staff member present. They are expected to change quickly and display appropriate behavior at all times. All students are expected to be ready and outside the changing room for their practice/game asap.. Students are required to bring a lock to place on their locker in the changing rooms for the duration of their practice/game. All belongings should be placed in the locker for safety and security and are the responsibility of the student at all times. No mobile phones are to be used within the changing rooms.

No items of jewelry shall be worn during any physical activity. This includes watches, fit bands and studs. If ears have recently been pierced the students must tape them using medical tape or band-aids for practice but can not participate in games.

GYMNASIUM AND WEIGHT ROOMS:

For reasons of safety, an athlete will only be allowed in a gymnasium or the weight room during a practice or when supervised by an authorized member of the staff.

Unless a coach supervises you, you may not work out in the gymnasium or weight room while another team is having an official practice.

Student-Athlete Grievance Policy and Procedure

The United Nations International School Athletic Department is committed to protecting the health, safety, welfare, and fair treatment of student-athletes at all times. This policy describes the process available to student-athletes who believe that they have been subject to inappropriate, unprofessional or unfair conduct by a coach.

UNIS has institutional processes in place for handling certain types of complaints, including discrimination, harassment on the basis of sex, race, sexual orientation, or gender identity, sexual assault and sexual misconduct.

The athletics department will make every effort to protect the privacy of individuals pursuing grievances and will refrain from discussing complaints or sharing written materials with anyone other than those who, in their best judgment, have a need to know. Similarly, student-athletes and witnesses are expected to refrain from discussing a complaint or its details with anyone other than those who have a need to know.

When a coach or athletics department staff member receives a complaint or grievance from a student-athlete, it is their responsibility to assure that the grievance is treated seriously and as privately as possible. Retaliation against a student-athlete for reporting a grievance is a serious violation of this policy and may result in disciplinary action.

A student-athlete should follow the guidelines below to resolve an issue with a coach:

Informal Grievance Process:

Step 1:

In many cases, informal discussion can be useful in resolving perceived or real issues with coaches. Whenever possible, a student-athlete should attempt to resolve the issue directly with the coach.

Step 2:

If the student-athlete cannot reach a satisfactory resolution of the issue through direct communication, or is uncomfortable making direct contact with the coach, the student-athlete should report the grievance to the Athletic Director or Assistant Athletic Director. In an effort to resolve the matter, the Athletic Director may pursue a number of informal options such as providing advice or facilitating a conversation between the involved parties.

Formal Grievance Process

Step 1:

If the issue cannot be resolved informally, or if a student-athlete is uncomfortable pursuing their concerns with the coach, the student-athlete may report their grievance to the athletic director or assistant athletic director. The student-athlete's statement should include the nature of the concern, the steps that have been taken, and the outcome that the student-athlete is seeking. Upon receiving the student-athlete's grievance, the athletic director

will take the necessary steps to address the grievance and/or consult with other UNIS staff who offer certain expertise or have a need to know.

Step 2:

The athletic director will inform the student-athlete and coach that the review has been completed. The athletic director will determine any action(s) to be taken as a result of the investigation. The athletic director has broad discretion to determine what information from the report is shared but generally the coach will be informed of any action that is determined by the athletic director.