

**Process for Requesting Gym/Field Space
During the Off-Season
& for Outside Organization**

- **Non-SPS Organization** - Contact the Board of Education business office Carol Mitchell cmitchell@simsburyschools.net to request use of the space.
- **Off-Season** - A parent/volunteer must be the person to organize the space/events (per the CIAC guidelines below, coaches are not allowed to be involved).
- Parent/volunteer must provide proof of insurance to the business office at the Simsbury Board of Education and request a contract for space at Simsbury High School.
- The business office will coordinate space availability once they have a copy of insurance around currently scheduled use of the space. The in-season and previously scheduled use of the space will take priority.

The following are excerpts from the CIAC Off-Season Guidelines and must be followed. The entirety of the CIAC Off-Season rules can be found online by searching CIAC Handbook on pages 71-84. Be sure you are looking at the most up to date version.

2.0 OUT-OF-SEASON (BOTH DURING THE SCHOOL YEAR AND DURING THE SUMMER)

2.1 Individual and Team Sports

- a. Member schools may permit student-athletes whose name appeared on the CIAC eligibility list for the sport in the preceding season and have CIAC eligibility remaining in the sport to participate in non-school contests as individuals or as members of a non-school team.
- b. Member schools may not permit their coaches to coach or instruct their member school athletes whose names appeared on the CIAC eligibility list for the sport in the preceding season and have CIAC eligibility remaining in the sport which they coach except under the exceptions listed in item 2.1.e. below.
- c. Member schools may not organize or permit coaches to organize, supervise or operate athletic practices or interscholastic athletic contests for their school or potential team members. A school or coach may not organize and conduct practices with any incoming ninth graders or students not on the eligibility list prior to the start of the sport season.
- d. Coaches may not run fundraisers or collect money for out-of-season practices, events, leagues or other activities. Member schools may not provide school-owned uniforms, worn by the student in non-school contests, or insurance coverage to students or coaches. Member schools may allow use of equipment that does not identify the name or logo of the school if it is deemed necessary for safety reasons.

2.2 Camps Which Teach the Skills of a Specific CIAC Sport (Camp – An organized non-school program, usually held in the summer months, whose purpose is improving the skill level of athletes in a specific sport. The camp must have liability insurance, open registration and there must be a registration fee to participate.) *CIAC run and operated camps and clinics only are

exempt. a. Member schools may permit students to attend during non-school time provided the following standards are met:

1. Attendance is limited to non-school time.
2. Students may not wear school-owned uniforms or equipment which identifies the school.
3. The camp is not organized, supervised or operated by the school.
4. Booster clubs that are financially independent of the school and the school does not control and/or administer those funds may finance camp expenses.
5. Member schools or coaches employed by member schools may not finance camp expenses.
6. Refer to exception 2.a.b. – Coaching restrictions. 74 3.0 CIAC BY-LAWS

7. A member school coach working in the camp as a volunteer, employee, or employer during the summer, or portion thereof, as a coach where his/her athletes attend, may coach if the following conditions are met: § The contact period between coach and his/her athletes is not more than ten (10) days. § The coach does not coach or instruct his/her team as an exclusive team unit. § The number of potential athletes from a member school team and those with remaining eligibility does not exceed ten percent (10%) of the total number of athletes in attendance at the camp during a specific time period.

2.3 Student Clinics (Student clinics are clinics in which the students attending physically participate in the athletic activity) a. Member schools may permit students to attend during non-school time provided the following standards are met:

1. Attendance is limited to non-school time.
2. Students may not wear school-owned uniforms or equipment that identifies the school.
3. The student clinic is not organized, supervised or operated by the school. (Whereas a clinic other than a “student clinic” has the students attending as observers only.)

b. Clinics shall be limited to no more than one day unless prior approval is granted by CIAC. 2.4 Coaching Clinics (Coaching clinics are clinics where the coach is a presenter or lecturer to a group of coaches and/or students who are NOT a member of his/her school team.)

a. Member schools may permit their coaches to use their athletes and school-owned equipment in clinics, not student clinics, when the coach is a presenter and the athletes are used to demonstrate what is being presented. There may be no more than three (3) such clinics per year. School time may not be used. Using players as instructors or demonstrators is permitted at student clinics where participants are NOT from the school’s athletic team. Students may wear school uniforms.

b. Clinics shall be limited to no more than one day unless prior approval is granted by CIAC. 2.5 Try-outs for School Teams

2.6 Physical Fitness Programs (Conditioning)

a. Member schools may conduct physical fitness programs in accordance with the following standards:

1. Physical fitness programs may be conducted indoors or outdoors, as long as there is no coaching and instruction of sport techniques and skills. Cardiovascular conditioning derived from running type activities is permitted.
2. Equipment used in playing a sport is prohibited in physical fitness programs.
3. Weight machines and indoor weight rooms may be utilized in physical fitness programs.

4. Out-of-season physical fitness programs may be conducted for a select group of athletes. Member schools must assure that students are not coerced to participate and that these programs do not hinder or interrupt any of the students other educational, athletic, or family commitments. These programs must be school sponsored and under the direct supervision of the school.

5. Mandatory attendance at out-of-season physical fitness programs is not permitted.

2.7 Open Gymnasium / Playing Fields / Natatorium a. Member schools may conduct “Open Gyms,” “Open Fields,” “Open Natatoriums” for their students ONLY in accordance with the following standards.

1. Opening gymnasium, fields or a natatorium of a school district for recreational purposes is permitted provided it is not for a select group of athletes. (Recreational Purposes – are designed to provide an opportunity to “play” the sport, have fun, socialize, be a means of diversion, and experience the joy of participation. Conversely, the teaching of skill, and/or the provision of instruction or coaching to increase or to improve individual and/or team play, should not be present.)

2. Member schools may not open the gymnasium, fields or natatorium of a school during the non-CIAC sport season including the summer for a sport for a select group of students to practice individual skills.

3. Member school must discontinue the “Open Gym / Playing Fields / Natatorium” when 50% or more of the participants are members of that school’s sport team.

4. Opening the gymnasium, fields or natatorium of a member school for school team competition during the non-CIAC season including the summer for a sport is not permitted.

5. Member schools may not permit their high school coaches to coach or instruct member school athletes in an “Open Gym,” “Open Fields,” or “Open Natatorium” program.

Frequently Asked Questions

1. Q.Can a booster club run through SHS provide the insurance?

A. No, any SHS provided insurance would mean that the event is school sponsored which would be a violation of off-season CIAC rules

2. Q. How do I go about getting insurance if not through the school?

A. Youth teams, local travel teams or national level organizations (USA Soccer, Field Hockey, Rugby, Football etc.) can all provide insurance. If you need help reaching out for this let me know and I can connect you with someone to help.