August 2018

TO: Preseason Participants and Coaches
FR: Richard Lenfest, Athletic Director
RE: Preseason Rules & Regulations

All rules and regulations of the State of Massachusetts, Westfield State University and the Housing Authority will be adhered to with the added regulations set forth by the Athletics Department; being such that we are guests in the halls, all coaches and athletes are to act accordingly. Student-Athletes will be released from preseason if guidelines are not adhered to.

1. **ALCOHOL or ILLEGAL SUBSTANCES** are NOT allowed in the residence halls by anyone connected with athletics during the entire preseason period. Any of these rules being broken will be followed by immediate dismissal and/or team suspension.

2. All halls and temporary rooms will be inspected prior to arrival and again prior to departure. Those listed as occupying the hall and/or room will be held responsible for any damages leading to charges.

3. In the Residential Halls:
   - Do not switch rooms
   - Do not move furniture or micro fridges
   - Do not cut hair
   - Do not leave ice bags in the sinks or toilets-dispose of properly
   - Hold team meetings that do not involve coaches-NO HAZING

4. Any loss of key, damage or extra required cleaning will cost the athlete and his/her team the full cost incurred.

5. Please take your own trash to the dumpsters outside of the building. There will be limited cleaning service during preseason. This includes common areas.

6. **VISITORS ARE NOT ALLOWED IN THE RESIDENCE HALLS.**

7. Violations of alcohol, guest, or noise policies, instances of abuse or unauthorized use of College facilities, or any other significant infraction of policy will result in immediate removal of the resident from the residence halls for the remainder of preseason.

8. There will be a **NIGHTLY CURFEW** of 11:00 p.m. for athletes.

9. Coaches are responsible for their teams and will be held responsible throughout the preseason for their conduct. Coaches are expected to be with their teams at all times with the exception of being in the Residence Halls. No unsupervised team meetings or activities are to take place during preseason. Athletes are not allowed to leave campus during camp unless approved by their coach.

10. Footwear must be worn in the cafeteria and cleaning up after yourself is required. Please enter the door near the campus green and do not arrive to meals early. A staff member must check your name off before entering.

11. Athletes are expected to stay the entire preseason period with the exception of being released from the team. Student-athletes who leave prior to the end of preseason and are in a temporary room MUST return their keys to the Residential Life department between 9am-4pm. Students being released or leaving camp must also return all equipment to the equipment room before departing campus.

12. Student-athletes must leave their cars in the commuter lot.