

# **HOLTON PUBLIC SCHOOLS**

## **ATHLETIC HANDBOOK**

**2009-2010**

**A PROUD PAST, A PROMISING FUTURE**

## **THE PRIVILEGE**

To represent Holton through interscholastic sport is considered an honor. Once a student achieves a position on a team, that person must abide by certain standards. Athletes represent their community as well as their school and themselves. Holton athletes should set a good example for younger students as well as their fellow students. Be proud of all Holton athletes because only those who maintain satisfactory scholastic standing and good conduct will be a part of your team.

## **SPORTSMANSHIP EXPECTATIONS**

The Six Fundamentals of Good Sportsmanship:

1. Show respect for opponents. They are guests.
2. Show respect for the officials. They are educators who do their job to the best of their ability.
3. Know, understand and appreciate the rules of the contest. Conform to the spirit as well as to the letter of the rules.
4. Maintain self control at all times. The desire to win must not overcome rational behavior.
5. Recognize and appreciate an opponent's good performance. Applauding a quality performance by an opponent is good sportsmanship and good will.
6. Encourage others to be good sports. If you see someone displaying unsportsman like behavior, spend a few moments to remind that person of the role of educational athletics and how sportsmanship is a part of the process.

## **ATHLETIC CODE**

**All students who elect to participate in interscholastic athletics are required to follow the training rules as outlined in this athletic code.**

### **I. COVERAGE:**

1. **ATHLETE DEFINED:** Any student who participates in a practice or contest on an interscholastic team sponsored by Holton Public Schools.
2. **DURATION:** The athlete is subject to this code from their first date of participation in a school and state sanctioned practice until they withdraw or graduate from Holton Public Schools.

## **II. ELIGIBILITY:**

### **1. PRESEASON**

*NO ATHLETE SHALL BE ALLOWED TO PRACTICE OR TRY OUT FOR ANY SPORT UNTIL THE FOLLOWING CONDITIONS HAVE BEEN MET.*

- A. A student must not be 19 years of age on or before September first.
- B. A physical examination completed, passed, and the card turned in to the athletic department. The physical exam must not be dated earlier than April 15 of the previous school year.
- C. The Athletic Permission Form filed with your coach.
- D. Must have passed at least four classes the previous Trimester.
- E. Once enrolled in grade nine, a student will be allowed to compete in athletics in only four first semesters and four second semesters. A student may not compete in athletics if she/he has been enrolled in grades 9-12 for more than eight semesters (7 and 8 semesters must be consecutive).

### **2. DURING SEASON**

*THE FOLLOWING ELIGIBILITY REQUIREMENTS HAVE TO BE MET WEEK TO WEEK.*

- A. A student athlete must not be failing more than one class. Reported grades are the cumulative average for the trimester. Athletes will receive a (W) warning when their overall grade in a given class drops below a C-, and a (F) Failing when the overall grade drops below a D-.
- B. Academic eligibility will be effective from Monday to Sunday. Students failing to meet grade requirements will be ineligible the succeeding week.

*An athlete who is ineligible must practice with the team. While ineligible, an athlete WILL NOT PLAY in any contest.*

### **3. TRANSFER STUDENTS**

- A. A transfer student must practice a minimum of five days before they may play in their first athletic contest. Scrimmages are considered practices.
- B. An enrolled student who joins the team after the first contest must make up all practice sessions missed.

### **III. TRAINING CODE:**

The code will cover inclusively but not exclusively the following violations:

1. The use or possession of tobacco or alcoholic beverages.
2. The presence in any vehicle in which the athlete knows or has reason to know contains alcoholic beverages, unless the alcoholic beverages are in possession and control of an individual over the age of 21.
3. The presence of the athlete at any gathering of individuals the athlete knows or has reason to know that minors at the gathering are consuming alcoholic beverages, unless the athlete's attendance at such a gathering is in the company of the athlete's legal guardian.
4. The use or possession of any drug or controlled substance.
5. The presence in any vehicle or at any gathering in which the athlete knows or has reason to know that any drug or controlled substance is being used unless that drug or controlled substance has been issued pursuant to a doctor's prescription.
6. Being charged with and convicted of breaking a criminal law.
7. The theft or possession of property not belonging to the athlete.
8. Disciplinary problems at school or at extracurricular events (home or away) may be reason for the coach, athletic director, or administration to drop or suspend an athlete from a sport.

*Any athlete who is found to have violated the above code will be subject to the procedures and penalties outlined in Section IV and V.*

### **IV. TRAINING CODE VIOLATIONS**

Reports of alleged training code violations shall be reported to the coach, athletic director, or principal. Normally, only violations occurring within five school days will be investigated. Upon receipt of a report the Athletic Director will conduct an investigation to determine if there is any validity to the charge. In the event an investigation is conducted, the Athletic director will inform the parents of the allegations. The Athletic Director may also form an athletic council consisting of an administrator, two coaches, and two student athletes to assist in investigating the alleged violation and/or penalty determination.

In the event that an investigation reveals there to be a reasonable basis to believe that a violation has occurred, the athletic director will notify the parents and the athlete of the penalty to be imposed on the athlete.

The student athletes for the athletic council will be chosen from a list of student athletes proposed by the coaches at the start of each year.

If an appeal is made, the student will continue to participate pending the principal's response to the appeal.

## **V. PENALTIES**

### **1a. FIRST OFFENSE:**

An athlete shall be suspended for 1/3 of scheduled contests. Suspension shall begin on the next scheduled contest date after the conditions outlined in section IV have been satisfied and shall run consecutively from that point. If the suspension runs beyond the sport's season, the suspension will take place the next time the athlete participates in any interscholastic sport. Throughout the suspension, the athlete must practice with the team, be in attendance at all contests (not in uniform), and abide by all team requirements. Failure to do so will nullify any suspension time served.

### **1b. FIRST OFFENSE Alternative**

*(This option is only for students who violate rules 1-5 of the training code.)*

The athlete has option of attending approved alcohol or drug awareness classes. An athlete is suspended from competition until first class is attended. The athlete is automatically suspended for 1/3 of the schedule games if the athlete fails to attend any of the classes. Proof of attendance must be turned into the athletic office during the next school day after each class attended.

Holton public schools are not financially responsible for the classes.

**2. SECOND OFFENSE:** Athlete shall be suspended for one full calendar year from athletic participation.

**3. THIRD OFFENSE:** Athlete shall be suspended from participating in all athletic programs for the remainder of their high school eligibility as determined by the MHSAA.

*Under extenuating circumstances, the athletic council may extend or reduce a penalty.*

## **VI. APPEALS PROCESS:**

1. Within three school days following the day on which the parents were first informed of the penalty, the student/ parent may appeal the decision(in writing)to the principal stating why they object to the determination made by the athletic director or athletic council. The principal will respond in writing to the appeal within 3 school days. If the principal agrees with the penalty, the suspension will begin immediately.
2. If the athlete is not satisfied with the principal's decision, he/she may appeal in writing within 3 school days to the Holton Board of Education through the superintendent of schools.

## **VII. REINSTATEMENT:**

A conference with the athlete, parents, coach and the athletic director must be held before eligibility is restored. Restoration of eligibility or reinstatement to a team is not automatic.

## **VIII. ABSENCES FROM PRACTICE**

We expect our athletes to attend all required practices in their sport. However, realizing that there can be conflicts in time and scheduling over which the athlete may have little if any control an excused and unexcused approach will be used by all coaches of high school sports.

1. **Pre-excused:** An athlete knowing that a conflict exists and having an acceptable reason for missing a practice will not be penalized. Acceptability of the reason is at the discretion of the coach. An athlete who missed a practice or practices with a pre-excused, while not being subject to any punitive action, may not be able to perform in a game due to lack of preparation.
2. **Excused:** Absences due to illness, death in the family, and other emergency situations brought to the attention of the coach.
3. **Un-excused:** Any athlete who misses a practice without a pre-excused or excused absence will face the following disciplinary action:
  - a. First offense- one game suspension.
  - b. Second offense- two game suspension
  - c. Third offense- suspension for rest of season.

Any suspension resulting from an unexcused absence will take place on the first playing date following the unexcused absence. Playing dates which involve multiple competitions, such as tournaments, double headers, or double duals shall be counted as two dates in computing the number of contest suspensions.

## **IX. ABSENCES FROM SCHOOL**

1. Athletes must attend **all** classes to participate in practice or contests unless they have been excused or pre excused by the principal or athletic director.
2. A student suspended out of school is forbidden from being present at any school-sponsored event scheduled for that day, either home or away.

## **X. ATHLETIC PARTICIPATION:**

1. Each coach, with the approval of the athletic director, will determine the number of athletes kept on a team. The judgment of the number kept will be based on the number that can reasonably be handled within our facilities and budget and to the relative ability of the group.
2. In keeping with our philosophy of providing opportunity for the greatest participation possible a coach will consider the following guidelines:
  - A. A coach will not be expected to play athletes who have discipline, attitude or attendance problems.
  - B. Making the team in no way guarantees an athlete playing time.
  - C. A coach will play as many as possible, with the coach's judgment or as regulated by the rules.
  - D. Athletes in seventh, eighth, and ninth grade teams can generally be expected to participate in each contest.
  - E. If an athlete leaves the team after the end of the first three weeks of scheduled practice, he or she may not participate in another sport for the duration of the sport season, unless approved by the athletic council.

## **XI. PARENT / COACH PROTOCOL**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children.

There are situations that may require a conference between the coach and parent. These are to be encouraged and it is important both parties understand each other's position.

When a concern arises, a parent should first approach the coach to set up a meeting to discuss this concern. If the concern is not addressed, than the parent should schedule a meeting with the athletic director and coach.

### **Communication you should expect from your son/daughters coach:**

1. Philosophy of the coach.
2. Expectations the coach has of each team member.
3. Locations and times of all practices and games.
4. Team requirements, i.e. fees, special equipment, off-season conditioning, etc.
5. Discipline resulting in the denial of your child's participation.

### **Communication coaches expect from parents:**

1. Concerns expressed directly to the coach.
2. Concerns about your child's behavior.
3. All athletes must travel to and return from all contests with the team. Exception to this rule will be made only at the discretion of the coach. No exception will be made without written permission from the legal guardian.
4. Notification of schedule changes in advance.
5. Specific concerns regarding coaches philosophy and or expectations.

### **Inappropriate issues to discuss with coaches**

1. Playing Time
2. Team strategy
3. Play calling
4. Other team members

### **Coaches treatment of athletes**

1. The coach shall strive to set an example of the highest ethical and moral conduct.
2. The coach will develop fair, unprejudiced relationships with all team members.
3. Give the highest degree of attention to the athletes' physical well being.
4. The coach will listen to the concerns of team members.

## **XII. ADMINISTRATIVE SUMMARY**

The school administration reserves the right to establish fair and reasonable rules and regulations for things requiring actions that are not expressly covered in this handbook.

**ATHLETIC PERMISSION FORM**

Your son/daughter has indicated an interest in interscholastic athletes. In order for them to compete, please read the Student Athletic Handbook and fill out the following information. Please keep in mind that this document once signed, is applicable to your child as long as they are an athlete as defined in section I of the Athletic Handbook.

I ATHLETIC HANDBOOK

I have read the Athletic Handbook and I agree to abide by the regulations stated herein. I have also discussed this with my parents (or legal guardian) and they attest to this by their co-signature.

\_\_\_\_\_  
Athlete's Signature

\_\_\_\_\_  
Parent/ legal Guardian Signature

II. INJURY CONSENT WAIVER

In case of medical treatment, a representative from the Holton Athletic Department will contact you for permission and direction. **If we are unable to contact you, we will seek the necessary care.**

**I have read the above statement and agree to the procedure involved.**

\_\_\_\_\_  
**Parent/legal guardian Signature**

I do not agree to the above procedure and will accept full responsibility in case medical treatment is necessary.

\_\_\_\_\_  
**Parent/legal guardian Signature**

\_\_\_\_\_  
Family Doctor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Hospital

III. FINANCIAL RESPONSIBILITY:

Each athlete is responsible for their athletic equipment issued to them by the coaching staff. If this is lost or stolen they will be held responsible for the cost.

\_\_\_\_\_  
Athlete's Signature

\_\_\_\_\_  
Parent/ legal Guardian Signature

**Athletes are to return this form to their coach before they will be allowed to tryout or practice.**