

# **Niles City School District**



## **Student - Parent Athletic and Activity Handbook 2019 - 2020**

## Athletic Activities

The Niles City School District offers a variety of athletic programs and activities/clubs for the students within the district. For the purpose of this handbook, interscholastic athletic/activities programs shall include the following:

<b>Boys' Athletics</b>	<b>Girls' Athletics</b>
<b>Fall</b> Cross Country * Football * Golf Soccer	<b>Fall</b> Cheerleading* Cross Country * Golf Soccer Tennis Volleyball *
<b>Winter</b> Basketball * Bowling	<b>Winter</b> Cheerleading* Basketball * Bowling
<b>Spring</b> Baseball Tennis Track *	<b>Spring</b> Softball Track *
<b>*Denotes Middle School Program</b>	

<b>Activities/Clubs</b>	
Art Club *	Prep Bowl *
Anti-Bullying League	Panda *
Choir *	Red Dragon Gaming Society
Drama Club *	SADD
English Festival *	Spanish Club
French Club	Speech/Debate
Future Teachers of America	Student Council *
Italian Club	Students for the Environment
Key Club	Yearbook *
National Honors Society	Web *
<b>*Denotes Middle School Program</b>	

## Section 1

### OHSAA School Participation Guidelines

A player must:

- Be under the age of 20 years old
- Have received passing grade in a minimum of five classes

To determine credit equivalency, multiply full year courses by a factor of 1: semester courses by a factor of 2. Physical Education class does not count toward Athletic Eligibility at the High School level.

Summer school grades shall not be used for fall eligibility purposes.

Your semester and yearly grades have no effect on eligibility.

Those taking postsecondary school courses must comply with the OHSAA scholarship guidelines.

It is the responsibility of the student athlete to schedule adequate credits to remain academically eligible.

Students will remain ineligible until the start of the fifth school day of the next grading period. The 4<sup>th</sup> nine weeks report is used to determine the eligibility for fall interscholastic activities.

#### Residence and Transfer of Schools

You may attend any public or non-public high school in which you are accepted when you enter high school (grade 9) from a 7<sup>th</sup> – 8<sup>th</sup> grade school. Eligibility at that school is established by:

1. Participating in a contest (scrimmage, preview or regular season game) prior to the first day of school, or
  2. Attending the first day of school at any high school.
- Once you establish eligibility at a high school, a transfer to a different high school will mean you will be ineligible for athletics for one year from the date of enrollment in the new school.
  - There are eight (8) exceptions to this regulation. To see if you qualify for an exception, you and your parents should arrange a meeting with your principal or athletic administrator and review the document entitled "*The OHSAA Transfer Bylaw*," which is found online at [www.ohsaa.org](http://www.ohsaa.org), prior to transferring to another school.
  - If your parent or legal guardian lives outside Ohio, you are ineligible unless one of the four (4) exceptions to the regulation is met. These exceptions to the out-of-state residency rules are found in Bylaw 4-6 at [www.ohsaa.org](http://www.ohsaa.org).
  - If additional questions concerning these regulations remain, school principals or athletic administrators should contact the OHSAA.
  -

## **Semesters of Enrollment**

After establishing ninth-grade eligibility, you are permitted eight (8) semesters of athletic eligibility.

- The semesters are taken in order of attendance once ninth-grade eligibility has been established.
- Semesters are counted toward eligibility whether you participate in interscholastic athletics or not.
- Those with a disability may qualify for an exception to this regulation and should arrange a meeting with the principal or athletic administrator to review the exception.

## **Pre-Season Parent/Athlete Meetings**

All coaches will conduct pre-season parent/athlete meetings. While 100% attendance by parents and athletes is our goal, we realize that said goal is not always attainable. All meetings will be held in advance of the official season starting date.

During such meetings, the following will be addressed:

- Niles Schools Student/Parent Handbook
- Athletic Academic Eligibility
- The forms which must be completed in order for students to participate
- Booster groups
- Questions from parents

## **Section 2** **General Information**

### **Required Forms must be turned into the Athletic Office**

As an athlete you **ARE NOT** eligible to participate in any sport **UNTIL** the following forms have been completed and turned in:

- Emergency Medical Authorization (2 pages)
- OHSAA Authorization Form (2 pages)
- OHSAA Eligibility Checklist
- Insurance Form
- Concussion Form
- OHSAA Pre-participation Physical Evaluation (4 pages)-Good for one calendar year
- Code of Conduct Form
- Cardiac Arrest (Lindsay's Law)

### **Risk of Participation**

All athletes and their parents must realize the risk of serious injury which may be a result of athletic participation. The Niles City School District will use the following safeguards to make every effort to eliminate injury:

- Maintain a continuing education program for coaches to learn the most up-to-date techniques and skills to be taught in their sport.

- Instruct all athletes about the danger of participating in a particular sport.
- Conduct a preseason parents/athlete meeting to fully explain the athletic policies and to advise, caution, and warn parents/athletes of potential for injury.
- Maintain safe equipment and facilities.
- Provide a trainer at most home sporting events.

### **Injuries and Insurance or Waiver**

Niles City School District does not assume, financial responsibility for medical, hospital or ambulance expenses incurred because of athletic injuries. Athletics is a voluntary program in which students participate if they desire.

### **Attendance Guidelines**

Students are expected to attend school in order to participate in all practices and contest. Consequently, students must adhere to each of the following guidelines:

- A student must arrive at school before the start of the second period on the day of an activity in order to participate. This includes practices, games and meetings.
- A student must be present at the time of dismissal from school.
- The following exceptions will be excused- school sponsored field trips, college visits, funerals, or doctor's appointments (with an excuse), or approvals from the school administration.
- A student who has received either an in school suspension or an out of school suspension, may not participate or attend any athletic event.

### **Selecting a Team**

While our ultimate goal is to promote the greatest athletic participation possible at all levels of Niles City Schools' athletics, it may be necessary in some sports to "make cuts". This may occur due to any number of reasons, but usually the nature and limitations specific to some sports.

Every coach has the ultimate responsibility and authority for selecting their team. The criteria for selecting the team are developed by the coach.

It is also important to remember that there are no guarantees. Players from the previous year's team, for example, do not automatically make the upcoming team, nor does being a senior ensure that an athlete will make the squad.

Both parents and prospective team members should expect that every candidate is treated fairly and given every opportunity and consideration. Coaches will be sensitive to feelings of disappointment, will handle the task as positively as possible, and will be available to answer athlete's questions.

While we understand that being cut is disappointing for many athletes and even for their parents, anyone cut from a team is welcome to try out again next season or try another sport. When parents and athletes understand and support the coach's decision, this difficult process becomes a less painful experience for all.

## **Expressing Parental Concerns**

When expressing an occasional concern with a coach, parents are asked to refer to and use the following guidelines:

- Always follow the proper athletic chain of communication-
  - o 1<sup>st</sup> Coaches
  - o 2<sup>nd</sup> Athletic/Activities Director
  - o 3<sup>rd</sup> Principal
  - o Superintendent
- Never approach a coach at a time when the coach's responsibility is the supervision of their athletes (i.e. at practice or before or immediately after a contest. Neither is the time or place for a discussion concerning your child or the team)
- Appropriate concerns to discuss with coaches include the treatment of your child mentally and physically, ways to help your child improve, and concerns about your child's behavior
- Inappropriate concerns to discuss with coaches include playing time, team strategy, play calling, and other student athletes.
- Call the school the following day and make an appointment which is convenient for both you and the coach to meet.
- Raise your concerns in a calm and civil manner. Yelling, being rude or using foul language is totally unacceptable and will bring an immediate end to the meeting.
- Once you have stated your question or concerns, listen to the explanation. Often a parent may be blinded by emotion and this overrides logic and reason.

## **Transportation to and from Athletic/Activity Events**

Students are to ride to and from all athletic/activity events in buses provided by the Niles City School District unless the student is released to the custody of his/her parents only.

Special provisions and parental request must be accompanied by the Transportation Release Form and turned in to the coach at the event.

Transportation Release Forms can be obtained in the Athletic Department, from the coach, or on the Niles City School website.

## **Equipment Policy**

All students must return school equipment in the condition it was received, within 1 week (7 days) of the last contest. Students must reimburse the Niles Board of Education the replacement cost of lost or damaged equipment prior to receiving any athletic award, report cards, or diploma. A student must fulfill obligations from the previous season before he/she will be permitted to begin participation in any other activities.

## Athletic Award System

All awards will be made on the recommendation of the head coach of each respective sport. To be eligible for an award the student athlete must be a member in good standing for the season with the exceptions listed under Varsity teams. Special awards depend on the sport in question.

### Middle School

- Each middle school athlete will receive one (1) trophy regardless of the number of sports played.
- Trophies and/or individual awards won by competition in a post season tournament may be accepted.

### Freshman Teams

- All members of any freshman team who remains with the team for the entire season will be awarded certificates of merit in recognition of their participation.
- Trophies and/or individual awards won by competition in a post season tournament may be accepted.

### Junior Varsity Teams

- Athletes who have been a member of the Junior Varsity team for the entire season and has not earned enough quarters for a varsity letter will receive a junior varsity certificate.
- Only one certificate in each sport can be earned per season.

### Varsity Teams

- **The Varsity monogram will be a 7" block "N". An athlete may receive only one varsity monogram throughout high school. The first letter in any sport after the initial letter in another sport will earn an insert of that sport plus a certificate of participation.**
  - o Other restrictions or guidelines to the issuance of varsity awards are as follows:
    - A letter will be awarded to all seniors who participate in athletics
    - A letter will be awarded to a starter who is injured during the season and does not have the opportunity to fulfill the necessary requirements.
    - A pre-season injury to a starter or letter winner results in an automatic letter or award
  - o **In order to be eligible to receive an award an athlete must be recommended by the coach, and meet the following basic requirements**
    - Must participate in minimum games/meets/matches, as stated below.
    - Must attend practices/games unless sick or excused by coach.
    - Must remain academically eligible.
    - Must display good sportsmanship.
    - Must demonstrate good school citizenship.
    - Must be a member of the squad at the end of the season.
    - Must return all issued equipment or pay for replacement of equipment.

- Requirements of individual sports
  - Football/Basketball/ Soccer
    - Participate in more than half of the total quarters/halves.
  - Baseball/Softball/Tennis/Golf/Volleyball
    - Participate in more than half of the scheduled contest/matches.
  - Cross Country
    - Must average in top seven (7) places on team or earn 15 points according to the following point system:
      - 5 points- earning all-conference team honors/qualifying to regionals or state/one of the top for runners in event on the team/ earning top twenty or better at an invitational.
      - 4 points- making all practices.
      - 2 points- earning top 15 or better places at a regular season meet.
  - Track and Field-
    - Must earn 20 points from meets/invitational.
  - Cheerleaders
    - Must be a member of the varsity squad.

### Special Awards

- Each varsity coach will be permitted to award a maximum of three (3) special plaques at the end of each season. These will be uniformed in size and ordered by the athletic office.
- The Academic Award is awarded to all students in grades 10-12 who maintain an accumulative GPA of 3.0 or higher. The student with the highest accumulative GPA will also receive the Academic Plaque.

### Removal from a sport/Quitting a sport

An athlete, who is denied participation in one sport, may not participate in organized open gyms, training, or practices of another sport until the season of the sport denied is completed. If a student quits a sport, he/she may not practice in open gyms, training, or practices of another sport until the season of the sport in which he/she quit is completed.

### Social Media/Electronic Transmissions

Athletes are responsible for any information contained in their written or electronic transmissions (i.e. Texts, tweets, etc.) and any information they have posted to social media, Athletes are representatives of their team and school and inappropriate information or pictures should not be posted online. Harassment of teammates, fans or opponents through such postings will not be tolerated and could result in athletic discipline. Ant athlete who is identified on a social networking site which depicts illegal behavior of a Code of Conduct violation will be subject to athletic discipline as determined by the athletic director, the principal and the coach.



### Section 3 Code of Conduct

Participation in interscholastic athletics is a privilege and is not a right. Athletes participating for the Niles Middle School and Niles McKinley High School teams are role models for others in and around our community and therefore are a direct reflection of the school district. Along with other life lessons, interscholastic athletics exist to teach good habits of health, teamwork, sportsmanship and dedication to a common goal. This Code of Conduct applies to all students who participate in any extra-curricular activity, which is not required as a part of the regular school curriculum.

This Code of Conduct is in effect during the school day, at school sponsored or school related activities, regardless of whether on or off school property, and any time the student is out of school, including breaks and vacations. Therefore, a student may be prohibited from participating in extra-curricular activities for misconduct, regardless of where or when such misconduct occurs.

**THIS CODE OF CONDUCT MUST BE SIGNED BY THE FIRST DAY OF PRACTICE (AS DEFINED BY THE OHIO HIGH SCHOOL ATHLETIC ASSOCIATION) FOR THE FIRST SPORT/ACTIVITY YOU PARTICIPATE IN EACH YEAR AND WILL BE IN EFFECT TWENTY-FOUR HOURS PER DAY, SEVEN DAYS A WEEK FOR ONE CALENDAR YEAR-BOTH ON AND OFF SCHOOL GROUNDS.**

#### Code of Conduct for Niles City Schools-Rules

A violation of any of the following rules may result in the denial of the right to participate in the activity for the duration of the season, a semester, a year or longer, as described by this Code of Conduct. A student's participation will be denied or limited for violations of this Code of Conduct and/or team rules, as well as the School Student Code of Conduct

In addition to the Code of Conduct rules, the coach may establish rules that are applicable to their own sport/activity as long as those rules represent the spirit of the rules included here. The rules established by a coach must be on file with the athletic/activities director.

#### General Conduct Violations

##### **a. Types of General Conduct Violations**

The coach or advisor in charge of any activity or athletic team or an administrator may limit or deny a student's participation in all extra-curricular activities as a result of the student's misconduct which is reasonably determined by the coach, advisor, or administrator to be disruptive of the activity, good order and discipline of school, or the authority of the school personnel in charge.

**Examples of the type of misconduct, which may result in such disciplinary actions, but are not limited to, the following:**

1. Failure to follow the rules and regulations of the Niles City School District Student/Parent Handbook.
2. Failure to follow any team/group rules established by the coach/advisor.
3. Failure to follow any training regulations, safety requirements, or other directions set forth by the coach/advisor.
4. Any form of insubordination toward a coach/advisor.
5. Engaging in any conduct, which materially and substantially interferes with the educational process of activity/event, including the use of obscene or profane language or gestures.

**b. Penalty Assessments for General Conduct Violations**

A student may be removed from participation in the specific activity for a period to be determined by the coach, advisor, or administrator. Other actions may be taken as deemed appropriate by the administration or the person responsible for the team or activity.

**Major Conduct Violations**

**a. Types of Major conduct Violations**

The coach or advisor in charge of any activity or athletic team, or an administrator may limit or deny a student's participation in all extra-curricular activities as a result of a student's major misconduct.

**Examples of the types of major misconduct, which may result in such disciplinary actions includes, but are not limited to, the following:**

1. Possession, handling, transmitting, concealing, using, consuming, selling, conspiring to sell, purchasing, or under the influence of illegal drugs, counterfeit controlled substances, look-alike substances, drug paraphernalia, inhalants, tobacco, and/or alcohol.
2. The unauthorized use and/or distribution of over-the-counter medication or prescription medication.
3. A charge, conviction and/or adjudication of a criminal activity in a court of law (other than a minor traffic violation).
4. Theft and/or destruction of personal or school property.
5. Possession, concealment, threat of use, or exhibition of a firearm or other weapon, or look-alike weapon.
6. Harassment, bullying, or hazing of others.

**b. Penalty Assessment for major Conduct Violations**

**1) First Offense: removal from extra-curricular activities**

- a) A meeting with the coach, advisor, administrator, student, and parents/guardian regarding the misconduct; AND

- b) The student shall be suspended from participating in 20% of the scheduled activities in which the student participates. If 20% of the activity does not remain, the penalty will be carried over into the next activity in which the student participates; AND
- c) Suspension from all extra-curricular activities will continue for one year, from the date of the meeting, unless the student:
  - 1. Cooperates with an agency or individual approved by the Administration that addresses the students misconduct
  - 2. Enrolls in and participates in a program designed to assist students who are at-risk or involved with drugs and/or alcohol.

**2) Second Offense: Removal of Extra-Curricular Activities for One Year**

- a) A meeting with the coach, advisor, administrator, student, and parents/guardian regarding the misconduct; AND
- b) The student will be removed from all extra-curricular activities for one year, from the date of the meeting; AND
- c) Suspension from all extra-curricular activities will continue indefinitely, unless the student:
  - 1) Cooperates with an agency or individual approved by the Administration that addresses the students misconduct
  - 2) Enrolls in and participates in a program designed to assist students who are at-risk or involved with drugs and/or alcohol.
- d) A student may re-enter the extra-curricular activities if the following criteria are voluntarily accepted and successfully completed:
  - 1. Removal from the activities the student is participating in for the duration of that activity (minimum participation loss of 40% of the activity time). If that full 40% is not possible for that particular activity, the total and/or remaining percentage will carry over to the student's next activity in which he/she participates: AND
  - 2. Attend appropriate meetings and/or educate the student as to what the consequences may be if this type of behavior continues.

**3) Third Offense: Removal from Extra-Curricular Activities for the Entire High School Career**

- a) A meeting with the coach, advisor, administrator, student, and parents/guardian regarding the misconduct; AND
- b) Removal from extra-curricular participation, from the date of the meeting, for the duration of the student's high school career.
- c) The student may, after one year, from the date of the meeting, request the Board of Education, or its designee, reconsider the third offense penalty.

## Due Process and Right of Appeal for Athletic/Activity Participants

### First Level of Appeal

- a. Any member of an athletic team or activity who has been dismissed or suspended from a team for more than one scheduled event has the right to appeal this disciplinary action. Any such appeal must be made in writing to the Athletic/Activity Director within five (5) days and be heard within one week from the receipt of this written appeal by an Appeal Board.
- b. During the appeal process, the student shall not be permitted to participate in the activity.
- c. The Appeal Board shall consist of the Athletic Director, Building Principal/Assistant Principal, and two building teachers.
- d. The Appeal Board shall be responsible to make a recommendation relative to the appeal to the Building Principal.
- e. The final authority to accept or deny the appeal at the first level shall be the responsibility of the Building Principal.

### Second Level of Appeal

- a. If a student or parent wishes to appeal the decision of the Building Principal, this action must be initiated by the student or parents in writing to the Building Principal within five (5) days of the decision.
- b. The Superintendent shall hear this appeal within five (5) days from receipt.
- c. This decision of the Superintendent is final and represents the last avenue of appeal within the school district.
- d. The coach will be present at all appeals.

### Suspensions- In/Out of School

Any student who is suspended from school is not eligible to participate in a practice or a contest during their suspension. This applies to in-school-suspension and out-of-school suspensions.

*Nothing in this Athletic/Activity Code of Conduct shall prevent a coach, activity advisor or administrator from removing a student on an emergency basis for a specific period of time, if the student's conduct threatens the health and safety of any individual, or disrupts the good order and discipline of the environment of the athletics or activities.*

# Niles City School District Athletic and Activity Code of Conduct

Date: \_\_\_\_\_

Athletic Team or Activity: \_\_\_\_\_ Grade: \_\_\_\_\_

Student Name: \_\_\_\_\_

Please Print Clearly

- We understand that the activity listed above is a school-sponsored activity.
- We understand that the Niles City School District Athletic and Activity Code of Conduct applies.
- We understand that violations of said Code may result in the loss of the privilege to participate in athletics or activities and/or result in implementing the appropriate school disciplinary procedures.
- We have read the Niles City School Students/Parents Athletic and Activity Handbook.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Date

**This form needs to be signed and returned to:  
Niles McKinley High School Athletic Office**