

Tiffin City Schools  
Tiffin Columbian Athletic Department



Student Athlete and Parent Handbook

TCS Vision: **Great Schools! Great Students! Great Future!**

The Board of Education  
Tiffin City Schools  
244 South Monroe Street  
Tiffin, Ohio 44883  
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## MESSAGE TO PARENTS AND STUDENT-ATHLETES

This handbook is made available to you because your son or daughter has indicated a desire to participate in interscholastic athletics, and you have expressed your willingness to permit him/her to compete. Your family's interest in this phase of our school is gratifying. We believe that a comprehensive program of student activities is vital to the educational development of our students.

The Tiffin City School District is interested in the development of young men and young women through educational athletics. However, participating in an athletic program is a privilege, not a right. As a student-athlete, you are held to higher standards in the classroom, on the field/court, and in the community. You are representing many people, including past athletes, your family, the community, the school, your coaches, and fellow athletes. Your involvement in athletics can be very rewarding.

As a student-athlete, you have to carry yourself with tremendous pride. You must wear the uniform proudly. Your actions constantly reflect on others. You must realize that you are a role model for the younger members of the community. As a student-athlete, you have an opportunity to set a good example for those who follow you.

As students elect to participate, there are many questions that both you and your son/daughter may have regarding the athletic program. The purpose of this handbook is to answer as many questions about the policies of the program as possible (i.e., keep student-athletes and parents as informed as possible in order to assist in making the athletic experience a positive one for our student-athletes). We are hopeful that this handbook will be of assistance to you as your child participates in the athletic program.

Respectfully,

William Beaston  
Director of Athletics and Activities  
Tiffin City School District

Bradley Scheiber  
Assistant Athletic Director/Middle School Athletic Director  
Tiffin City School District

## I. STATEMENT OF TIFFIN CITY SCHOOL DISTRICT ATHLETIC PHILOSOPHY

The Tiffin City School District Athletic Program should provide a variety of experiences to aid in the development of favorable habits and attitudes in student-athletes that will prepare them for adult life in a democratic society.

The purpose of Tiffin City School District Athletic Program is to:

- Provide a place of all-around growth and development for student-athletes in a competitive setting.
- Build on the values of sportsmanship, respect, and dignity instilled by parents and families.
- Create solid citizens who contribute positively to their communities and their world.
- Develop the whole student-athlete; emotionally, mentally, socially, and physically.

The interscholastic athletic program shall be conducted in accordance with existing Tiffin City School District policies, rules, and regulations. While the Board of Education takes great pride in winning, it does not condone “winning at all cost!” The Board of Education discourages any and all pressures, which might tend to neglect good sportsmanship and good mental health. At all times the athletic program must be conducted in such a way as to justify it as an educational activity. Infractions are all inclusive for disciplinary purposes no matter the nature of the offense.

## II. ATHLETIC DEPARTMENT MISSION STATEMENT

The Tiffin City School District Athletic Programs will encourage high levels of participation that will enable Tiffin Columbian High School and Tiffin Middle School to be the standard of excellence through:

- Fostering, supporting, and promoting student-athlete academic success.
- Promoting self-discipline, a call to serve, and personal development.
- Fostering the development of life skills, teamwork, sportsmanship, ethics, and integrity.

## III. ATHLETIC GOALS and OBJECTIVES

ATHLETIC PROGRAM GOAL: The student-athlete will become a more effective citizen in a democratic society.

ATHLETIC PROGRAM SPECIFIC OBJECTIVES: The student-athlete shall learn:

- **To Work with Others:** In a democratic society a person must develop self-discipline, respect for authority, and the spirit of hard work, sacrifice, and commitment. The team and its objectives must be placed higher than personal desires.

- **To Be Successful:** Our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
- **To Develop Sportsmanship:** To accept any defeat like a true sportsman, knowing we have done our best, we must learn to treat others as we would have others treat us. We need to develop social traits, including emotional control, honesty, cooperation and dependability.
- **To Continually Improve:** Continual improvement is essential to good citizenship. As a student-athlete, you must establish a goal and you must constantly try to reach that goal. Try to better yourself in the skills involved and characteristics set forth as being desirable.
- **To Enjoy Interscholastic Athletics:** It is necessary for athletes to enjoy participation, to acknowledge all of the personal rewards to be derived from athletics, and to give sufficiently of themselves in order to preserve and improve the program.
- **To Develop Personal Health Habits:** To be an active, contributing citizen, it is important to obtain a high degree of physical fitness through exercise and good health habits, and to develop the desire to maintain this level of physical fitness after formal competition has been completed.

#### IV. RESPONSIBILITIES of a TIFFIN CITY SCHOOL DISTRICT STUDENT-ATHLETE

Being a member of a Tiffin City School District athletic team is the fulfillment of an early ambition for many student-athletes. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight. It takes the hard work of many people over many years. As a member of an interscholastic squad, you have inherited a wonderful tradition; a tradition you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our school, and our community. Such a tradition is worthy of the best efforts of all concerned. Over many years, our squads have achieved numerous league/conference and tournament championships. Many individuals have set records and won All-Conference, All-District, and All-State honors.

It will not be easy to contribute to such a great athletic tradition. When you wear our school colors, we assume that you not only understand our traditions, but are willing to assume the responsibilities that go with them. However, the contributions you make should be a satisfying accomplishment to you and your family.

### **Responsibilities to Yourself**

The most important of these responsibilities is to broaden yourself and develop strength and character. You owe it to yourself to get the greatest possible good from your experiences. Your academic studies, your participation in extracurricular activities, prepare you for your life as an adult

### **Responsibilities to Your School/Community**

Another responsibility you assume as a squad member is to your school. TCS cannot maintain the position of having an outstanding school unless you do your best in whatever activity you wish to engage in. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school.

You assume a leadership role when you are on an athletic squad. The student body and citizens of this community know you. You are on a stage with a spotlight on you. The student body, the community, and other communities judge our school by your conduct and attitudes, both on and off the field of competition.

Because of this leadership role, you can contribute greatly to our school pride and community pride. Make Tiffin City Schools proud of you, and your community proud of your school, by your faithful exemplification of these ideals.

### **Responsibilities to Others**

As an athletic squad member, you also bear a heavy responsibility to your home. You must measure up to all of the training rules. You should practice to the best of your ability every day. If you have played the game "all out," you can keep your self-respect and your family can be justly proud of you. The younger students in the school district and the community is watching you. They will copy you in many ways. Do everything you can to make them proud. Always set good examples for our future student-athletes, on and off the field.

## **V. Athletic Code of Conduct and Expectations (12 Month Rule)**

The conduct of a student-athlete is closely observed in many areas of life. It is important that your behavior be above reproach in all of the following areas:

### **Citizenship**

It is a privilege to be a member of the school's athletic team; a right that can only be earned when one abides by the rules of the school and of the game. Each of our student-athletes is expected to be a model of good behavior and, as such, is subject to scrutiny in and out of the community. Like it or not, athletes represent Tiffin City Schools and the Tiffin community, on and off the field of endeavor. We want to be proud of their efforts.

- **In the classroom:** Strong academics reinforce strong athletics. As a student-athlete you must plan your schedule so that you give sufficient time and energy to your studies. In addition to maintaining strong academics, a student-athlete should give respectful attention to classroom activities and show respect for other students and faculty at all times.
- **On the field/court:** In the area of athletic competition, a true athlete does not use profanity or illegal tactics and understands that losing is part of the game. You should be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent on a well-played game after the contest, whether in victory or defeat.
- **In the community:** All student-athletes shall abide by a CODE OF CONDUCT that will earn them the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team or the school will not be tolerated. Acts of unacceptable conduct such as, but not limited to, theft, vandalism, disrespect, immorality or violations of law that tarnish the reputation of everyone associated with the school will not be tolerated. The expectations and consequences are in effect and will be enforced for twelve (12) months of the year and may carry over to the next season of participation.

### **Hazing**

Hazing means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Hazing is unacceptable behavior and violates the Athlete's Code of Conduct. Any student-athlete who reports suspected hazing may do so anonymously, and their identity will be kept confidential to the fullest extent permitted by law and school policy. Retaliation against any individual who reports concerns in good faith is strictly prohibited and will result in disciplinary action in accordance with the Athletic Code of Conduct.

### **Bullying**

Bullying is an intentional written, verbal, electronic or physical act that a student has exhibited toward another particular student more than once. The behavior causes mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. Any student-athlete who reports suspected bullying may do so anonymously, and their identity will be kept confidential to the fullest extent permitted by law and school policy. Retaliation against any individual who reports concerns in good faith is strictly prohibited and will result in disciplinary action in accordance with the Athletic Code of Conduct.

- **Physical Bullying:** Using force toward a person's body or personal belongings. Examples include, but are not limited to, hitting, punching, shoving, kicking, tripping, spitting, elbowing, shoulder checking, pinching, flicking, throwing objects, hair pulling,

restraining, inappropriate touching, and damaging physical property. Any student-athlete who reports suspected bullying may do so anonymously, and their identity will be kept confidential to the fullest extent permitted by law and school policy. Retaliation against any individual who reports concerns in good faith is strictly prohibited and will result in disciplinary action in accordance with the Athletic Code of Conduct.

- **Verbal Bullying:** Repeatedly using negative and/or damaging words (including both spoken and written) toward or in regard to another person (with malicious intent). Examples include, but are not limited to, name-calling, lies, rumors, racial slurs, teasing, cussing, threats, fake compliments and sexual orientation attacks.
- **Cyber Bullying:** Repeatedly using social media, email or electronic devices in a negative manner toward or in regard to another person. Examples include, but are not limited to, posting negative comments, fake profiles, sexting, making fun of photos, tagging photos, Twitter fights, posting negative videos, texting photos, negative status posts, hate blogs, hate pledges, texting rumors, hacking profiles, nasty emails and sending mean forwards. Any student-athlete who reports bullying may do so anonymously, and their identity will be kept confidential to the fullest extent permitted by law and school policy. Retaliation against any individual who reports concerns in good faith is strictly prohibited and will result in disciplinary action in accordance with the Athletic Code of Conduct.
- Permission, consent or assumption of risk by an individual subjected to hazing, bullying and/or dating violence does not lessen the prohibition contained in this policy.
- This behavior is prohibited on school property, on a school bus or at a school sponsored activity, and violates the Athlete's Code of Conduct.

### **Social Media Behavior**

- The use of e-mail messages, text messages, blogs, websites, livestreams, videos, or other electronic communications to make inflammatory or derogatory comments, and/or inappropriate descriptions as determined by Administration using a reasonable person standard. Pictures regarding another team member, another student, a coach, another school or team, or other staff member is unacceptable behavior.
- Sexting, texting and emailing - In accordance with HB 1, HB 132 and Ohio Revised Code 2907.323, the possessing, taking, disseminating, receiving, keeping or sharing of nude, obscene, pornographic, lewd, or otherwise illegal images of photographs, by electronic data transfers does constitute a crime under state and/or federal law. Any person involved in any of the above can be punished under the code of conduct and may be reported to the appropriate law enforcement agencies. Students and families should be aware of these guidelines as legal charges and/or convictions do constitute some long-lasting penalties. For additional clarification, please refer to the state and federal laws mentioned above.

## **Competitive Behavior**

*(Open Gym, Conditioning, Practice, Scrimmages, and Games)*

Competition is difficult and it challenges student-athletes to confront failure and disappointment. Frustrations mount over losses, lack of playing time, individual roles and teamwork.

- Student-athletes must learn to control their emotions and cope with frustration in a positive manner.
- Student-athletes should treat coaches, teammates, opponents, and spectators with respect.
- They should be gracious in defeat and modest in victory.
- Cheating, taunting (officials, players, fans, etc.), fighting, and ejection are examples of unacceptable competitive behavior.
- Specific team rules may be established by the coaches. Any student-athlete that violates Team Rules is subject to the Athlete's Code of Conduct consequences.

## **In-School Behavior**

- In addition to maintaining good scholarship, a student-athlete should give respectful attention to classroom activities and show respect for other students and faculty at all times. Cheating, disrespect, horseplay, fighting and unnecessary boisterousness are examples of unacceptable behaviors.
- Attendance is critical to the academic development of any student. Skipping school or cutting class is an unacceptable behavior.
- Any student-athlete referred to the Principal's office for a Student Code of Conduct issue or an In-School rule violation is subject to the Athlete's Code of Conduct consequences.

## **Community Behavior**

- Any conduct deemed to be in violation of state, local, or federal criminal or juvenile law is a violation of the Athlete's Code of Conduct
- Conduct unbecoming of a student-athlete is unacceptable.
- All athletes assume responsibility for regulating his/her personal life in such ways as will make him/her an efficient member of a team and a worthy representative of his/her school. Any student-athlete may be denied from participating in athletic team practice or competitions for a period of time, designated by the administration, for infraction of school rules and regulations or any other unacceptable conduct in or out of school.

*Unacceptable behavior would include, but is not limited to, such offenses as:*

- Repeated truancy from school or class
- Acts of immorality
- Repeated infractions of school rules, disrespect, or chronic incorrigible behavior
- Abusive language, gestures, or profanity
- Disrespectful behavior or unsportsmanlike conduct at or during athletic contests, practice sessions, or school-sponsored events.

- Inappropriate use of Social Media
- Theft, vandalism, or abuse of any kind

The Athletic Department understands there are varying levels of infractions listed in 1-7. Minor infractions would be handled by the individual program the student is involved in, with appropriate consequences determined by the policies of that specific program. More egregious infractions including criminal activity or violations of the law, would be handled by Administration (the Appropriate Authorities) and may result in reprimand, or the denial of participation, depending on the nature and severity of the offense. If a denial of participation is appropriate, the following guidelines will be used:

Unacceptable Behavior			
VIOLATION	1st Offense	2nd Offense	3rd Offense
Unacceptable Behavior	30% of season with a carry-over penalty	Denial of participation for the remainder of the school year and no local or postseason awards	Denial of participation in athletics for one calendar year

**Drugs, Alcohol, Electronic Devices, and Tobacco**

The use, possession, or purchase of tobacco in any form (cigarettes, cigars, chewing tobacco, snuff, vaping, juuls, etc.) is prohibited. For the purpose of this policy, any form of nicotine is considered “tobacco”.

SECTION A - TOBACCO			
VIOLATION	1st Offense*	2nd Offense	3rd Offense
Tobacco	30% of season with carry-over penalty	Denial of participation for the remainder of the school year and no local postseason awards	Denial of participation in athletics for one calendar year
*In the case of a tobacco violation, if the athlete agrees to go through a tobacco educational program approved by the school administration, and to follow the program recommendations, the denial of participation will be modified upon completion of the program to 20% of the contests in that sport’s season with a carry-over penalty.			

The use, possession, or purchase of alcohol in any form, mind-altering chemicals and their related paraphernalia or build-altering chemicals is prohibited.

<b>SECTION B - ALCOHOL</b>			
<b>VIOLATION</b>	<b>1st Offense**</b>	<b>2nd Offense</b>	<b>3rd Offense</b>
Alcohol	Denial of participation for the remainder of the school year and no local postseason awards	Denial of participation for one calendar year and no local postseason awards	Denial of participation in athletics for the remainder of high school
**In the case of an alcohol violation, if the athlete agrees to go through an alcohol rehabilitation program approved by the school administration, and to follow the program recommendations, the denial of participation will be modified upon completion of the program to 40% of the contests in that sport's season with a carry-over penalty.			

The use, possession, or purchase of mild-altering chemicals and their related paraphernalia or build-altering chemicals is prohibited.

<b>SECTION C – MIND ALTERING CHEMICALS AND BODY ALTERING CHEMICALS</b>			
<b>VIOLATION</b>	<b>1st Offense**</b>	<b>2nd Offense</b>	<b>3rd Offense</b>
Drugs	Denial of participation for the remainder of the school year and no local postseason awards	Denial of participation for one calendar year and no local postseason awards	Denial of participation in athletics for the remainder of high school
**In the case of a drug violation, if the athlete agrees to go through a drug rehabilitation program approved by the school administration, and to follow the program recommendations, the denial of participation will be modified upon completion of the program to 60% of the contests in that sport's season with a carry-over penalty.			

### **SELF-REFERRAL POLICY**

If an athlete seeks assistance for dealing with a tobacco, alcohol or drug problem by self-referral to a coach or administrator, and agrees to participate in a tobacco, alcohol and/or drug rehabilitation program approved by the school administration and agrees to follow the program recommendations, there shall be NO denial of participation but the self-referral will still be considered as a first violation. (Please see "Definitions")

**NOTE:**

*A self-referral can only be used once during the time that an athlete is in the middle school and once during an athlete's high school career.*

**Any combination of three (3) offenses or violations from sections A, B, & C will result in a denial of participation for one calendar year with no reduction in the consequences or penalty.**

The sale, supplying or transmitting of alcohol in any form, or any mind-altering chemicals is prohibited.

<b>SECTION D – SALE OF, SUPPLYING OF ALCOHOL, MIND OR BODY ALTERING CHEMICALS</b>			
<b>VIOLATION</b>	<b>1st Offense**</b>	<b>2nd Offense</b>	<b>3rd Offense</b>
Sale or Supplying of Alcohol and/or Drugs	Denial of participation for one calendar year and no local postseason awards	Denial of participation in athletics for the remainder of high school	Not Applicable
**In the case of a drug violation, if the athlete agrees to go through a drug rehabilitation program approved by the school administration, and to follow the program recommendations, the denial of participation will be modified upon completion of the program to 60% of the contests in that sport’s season with a carry-over penalty.			

**VI. SPORTSMANSHIP PHILOSOPHY and GUIDELINES**

The Tiffin City School District Athletic Department believes that interscholastic competition involving member schools of the Ohio High School Athletic Association should be governed by the basic principles of good sportsmanship. This document has been prepared to ensure that all participants have a common understanding of those basic principles.

We believe that participation is as important as winning. We believe the student-athletes should be coached to play to the best of their ability and to understand that to play well is to play honorably. The promotion of sportsmanship is the obligation of all school personnel (Administration, Athletic Director, and Coaches) and is directed to the behavior of spectators, coaches, and players.

We believe the development of good sportsmanship through the practice of ethical behavior and moral reasoning is one of the acknowledged objectives of interscholastic athletics. We, therefore, expect school administrators, coaches, athletes, cheerleaders, and spectators to know and embrace the following fundamentals of sportsmanship:

- Respect should be demonstrated for an athletic opponent and for the school at all times. TCHS and TMS should treat visiting teams and their supporters as guests and accord them the consideration all human beings deserve. Visiting schools should respect the property and dignity of their host school and its athletic teams.
- Respect should be demonstrated for the officials at all times. As impartial arbiters who are trained to do their jobs to the best of their ability, officials should be given respect and an attitude of good sportsmanship regardless of the outcome of the contest.

- Knowledge of and a proper respect for the current rules of the contest should guide the behavior of all participants. Rules are essential for a fair contest. Good sportsmanship suggests the importance of conforming to the spirit as well as to the “letter’ of the rules.
- All participants (coaches, players, and spectators) should strive to maintain self-control at all times. The desire to win should not be accepted as a reason for abandoning rational behavior. A proper perspective must be maintained by all if the potential educational values of athletic competition are to be realized.
- All participants should learn to recognize and appreciate skill in performance regardless of affiliation. Recognition of the good performance of an opponent is a demonstration of generosity and good will that is encouraged in all member schools. In order for good sportsmanship to prevail, it is essential that all participants understand their individual responsibilities and expected modes of behavior, before, during and after contests.

### **PLAYERS / CHEERLEADERS**

Because student-athletes are admired and respected, they exert a great deal of influence over the actions and behavior of spectators. It is important that they embrace the following behaviors:

- Treat opponents, officials, and game administrators with the respect that is due them as guests and as fellow human beings.
- Shake hands with opponents and officials, wish them a good game when appropriate.
- Exercise self-control at all times, accepting the judgment of the officials as just that, the best judgment they could make given what they know and see. Never argue or make gestures indicating the lack of respect for the officials’ judgment.
- Accept both victory and defeat with pride and compassion. Congratulate opponents in a sincere manner following either victory or defeat.
- Accept seriously the responsibility and privilege of representing the school and community.
- Athletes must follow team rules established by coaches as well as the Code of Conduct.

### **Athletes are to refrain from the following inappropriate behaviors:**

- Taunting officials, opponents, or spectators.
- Violation of bench rule: If an athlete leaves the bench area and is involved in an altercation on the playing field/area, the student-athlete will be suspended a minimum of **Two Contests**. The suspension should include non-conference/conference and tournament contests, as well as carry over into the next sports season if it occurs at the end of a sports season. If an athlete leaves the bench area and is involved in an altercation in the stands, the student-athlete will be suspended from contests for one calendar year.
- Racial, sexist, or abusive comments or actions directed at others will not be tolerated and will result in suspension and additional school consequences.
- Damage and/or destruction of school property.
- Theft of school or personal property.

**Disciplinary Actions Include:**

- Denial of participation in an event.
- Removal from contest.
- Suspension for a portion of the season.
- Restitution.
- Conference and/or hearing with school officials.
- Violations of the Code of Conduct may result in additional school discipline.

**SPECTATORS**

Spectators, by their behaviors and reactions, play an important role in their school's reputation for sportsmanship. Spectators should be reminded and should keep in mind that athletes are friendly rivals as members of opposing amateur teams. They are expected to be treated as such. Spectators should be reminded, too, that the contest should be between the teams engaged in the competition and not between their supporters. It is important that all spectators embrace the following:

- Know and demonstrate the fundamentals of sportsmanship.
- Respect, cooperate, and respond enthusiastically to the cheerleaders, coaches, and athletes of all teams.
- Censure fellow spectators whose behavior is inappropriate.
- Be positive toward players, coaches, and officials regardless of the outcome of the contest.
- Respect the judgment and the professionalism of the officials and coaches.

*Spectators are to refrain from inappropriate behaviors:*

- Verbal / physical abuse of officials and coaches.
- Profanity, and/or racist, sexist, or abusive comments or actions directed at officials, opponents, coaches, or team representatives will not be tolerated and will result in removal from contest.
- Berating players, coaches, or other spectators through chants, signs, and/or cheers.
- Interruption of contest by behaviors such as throwing objects on the playing area, entering the playing area and/or disruptive behavior.

**Disciplinary Actions Include, But Are Not Limited To:**

- Removal from contest.
- Conference/hearing with school officials.
- Removal from future athletic contests.
- Violations of the Code of Conduct may result in school discipline.
- Entering the playing area may result in a suspension from all athletic contests for one calendar year from the event.

## **VII. SPECTATOR CODE OF CONDUCT**

The Tiffin City School District, in association with the Ohio High School Athletic Association (OHSAA) promotes interscholastic events and sportsmanship. Sportsmanship is an essential part of any athletic competition and is expected from athletes, coaches, officials, and fans. As a fan/spectator of the Tiffin City School District we implore you to be an example of positive encouragement while supporting our student-athletes, coaches, cheerleaders, and officials. Our behavior should be positive, respectful and encouraging of the participants, coaches, officials, and the game.

Failure to be an example of these athletic practices and/or ejection from an athletic contest will result in the following procedures to be taken:

### **FIRST OFFENSE:**

The spectator is banned from attending the next two (2) Tiffin City School athletic events, as determined by Administration, home or away, regardless of regular season or post season schedule. During the ban from athletic events, the individual is required to meet with school administration to review the school's expectations. Failure to meet with the administrative team during this period will result in an extended ban from athletic events. If the ejection occurs within the last games of the regular season or school days, the suspension will carry over to the tournament or to the next sport season. A letter will be sent from the Athletic Department office notifying the spectator of the ejection and the events he/she is prohibited to attend.

### **SECOND OFFENSE:**

The spectator is banned from attending any Tiffin City School events, home or away, for the remainder of the school year. All other requirements set forth in the first offense also apply.

### **THIRD OFFENSE:**

The spectator is banned from attending any Tiffin City School events, home or away, for a period of one (1) calendar year, from the date of the 3<sup>rd</sup> offense. All other requirements set forth in the first offense also apply.

On the day of the ejection, a fan that has been disqualified shall be ejected from the vicinity of the playing area and is prohibited from further contact, direct or indirect, with team members, managers, coaches, and contest officials during the remainder of the contest. No refund will be given.

Any athletic official, including but not limited to, officials, athletic directors/game management, principals, assistant principals, site directors, or anyone else in an administrative role on the site, may enforce the exclusion.

### **APPEALS PROCESS:**

Any spectator who has been ejected can appeal the decision by meeting with the Director of Athletics, High School Principal, Superintendent, and Board of Education President to discuss the decision within 48 hours of the suspension. The meeting will take place at a time and location that is agreed upon by all parties. The appeal meeting does not imply that the suspension will be reversed.

## **VIII. REQUIREMENTS FOR PARTICIPATION IN ATHLETICS**

Eligibility requirements for participating in athletic programs must conform to regulations of the OHSAA and the Tiffin City School District. They include the requirements that a student-athlete have the written permission of his/her parent and/or guardian(s) and shall have been determined as physically fit for the chosen sport by a licensed physician.

### **A. Academic Eligibility**

It is maintained that every athlete is a student first. This belief reflects a greater emphasis on classroom achievements and with participation in athletics viewed as a privilege. Therefore, the athlete must maintain their academic standing in order to participate in interscholastic athletics. Both Columbian High School and Tiffin Middle School are members of the OHSAA and adhere to and enforce the eligibility rules of the OHSAA.

#### **STUDENTS ENROLLED IN GRADES 9 - 12**

- A student-athletes eligibility will be determined according to his/her GPA (grade point average) for the immediately preceding nine-week grading period. Semester and final exams are not to be calculated in the nine-week GPA assessment because of the comprehensive nature of exams. A student's eligibility will be determined by examining each student-athletes nine-week grade independent of grading periods. Student-athletes must maintain a quarterly GPA of at least 1.5 (based on a 4.0 scale).
- In the grading period immediately preceding, a student-athlete must receive a passing grade in a minimum of five (5) one-credit courses or the equivalent, which count towards graduation. Any student-athlete with grades that result in two failing marks (F's) will automatically be declared ineligible.
- Incoming freshmen must be passing a minimum of five (5) courses taken during the final grading period of their eighth-grade year to be eligible and have a GPA of 1.5 for the fourth quarter.
- A grade of "incomplete" will be considered a failing grade until work is completed per the OHSAA by-law 4-4-1, exception 3.
- Summer school and other educational programs may NOT be used to substitute for failure to meet the academic standards during the last grading period of the academic school year.
- A student enrolled in CCP courses must, at the conclusion of the high school's grading period, provide proof of "passing" their CCP course(s) in order for them to be counted towards the five-one credit (or equivalent) courses used to establish athletic eligibility.
- Students who are home-schooled and who desire to participate in athletics and extracurricular activities must fulfill the requirements established by the Tiffin City School District related to eligibility, attendance, enrollment, and participation guidelines.
- Year-long on-line courses may not be used to compensate for a lack of courses taken in the preceding grading period.

- Student-athletes who do not meet the minimum eligibility requirements at the end of a quarter will be ineligible to participate for the entire following quarter.
- Individuals declared academically ineligible may not attend practices, games, or travel with the team during the period of ineligibility unless approved by the athletic program head coach and administration.

#### **STUDENTS ENROLLED IN GRADES 7 - 8**

- In order to participate in an interscholastic sport or to cheerlead, a student-athlete must be passing five (5) courses and have a minimum 1.5 GPA in the preceding nine-week grading period.
- A student-athlete enrolled in the first grading period after advancement from the seventh to the eighth grade must have passed *a minimum of five classes* during the preceding grading period in which the student was enrolled.
- A student enrolling in seventh grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must be currently enrolled in school the immediately preceding grading period and received passing grades during that grading period in a *minimum of five* of those subjects in which the student received grades.

#### **B. Physical, Emergency Medical Form, and Assumption of Risk/Insurance**

- OHSAA rules require student-athletes to have a current and valid physical on file in the athletic department prior to beginning participation in conditioning, practice, scrimmages, or contests. Physicals are valid for thirteen (13) months from the date of the physical as defined in the OHSAA handbook.
- Emergency Medical Forms (EMF) must be completed online via Final Forms prior to beginning participation in conditioning, practice, scrimmages, or contests.
- Student-athletes participating in the athletic program must be protected by an accident insurance policy. Insurance information must be provided online via Final Forms prior to beginning participation in conditioning, practice, scrimmages, or contests.

#### **C. Final Forms: List of Forms to be Completed and Description**

- *Athletic Code of Conduct (Student-Athlete Handbook)*: Details all rules and regulations as set forth by the Tiffin City School District Board of Education pertaining to all aspects of athletic participation.
- *Assumption of Risk*: Governs the student-athletes and parent/guardians understanding that the potential for injuries is possible given participation in athletics.
- *OHSAA Preseason Parent Meeting*: Acknowledges that the student-athlete and parent/guardian have gone over the OHSAA rules, regulations, and guidelines for athletic participation.
- *OHSAA Student Athlete Eligibility*: Covers certain OHSAA requirements necessary to for the student-athlete to be eligible to participate in athletics.
- *Concussion Acknowledgement*: Information sheet concerning head injuries, as well as the ability to report any signs or symptoms of a concussion or head injury to coaches,

administrators and my student-athlete's doctor. Must be signed by student-athlete and parent/guardian for every athletic sport the student is participating in.

- *ImPact Testing Consent*: Form to provide consent (or decline) the pre-season testing of the brain of the student-athlete, utilized to establish a baseline for participation in athletics, in the unfortunate case that the student-athlete experiences any head injury or develops symptoms that alert potential head injury.
- *Sudden Cardiac Arrest Awareness*: Otherwise known as Lindsay's Law. Details Sudden Cardiac Arrest in all student-athletes age 19 or younger that are participating in activities sponsored by a school or club.
- *OHSAA Authorization*: authorization to release and disclose the personal health information of the student-athlete as described to Columbian High School / TMS and medical care professionals retained by the Tiffin City School District.
- *OHSAA PPE Physical (for physicians)*: Acknowledgment of completed Health History / Medical Profile, along with a hard copy physical, that will be kept on file in the Athletic Department.

#### **D. Registration**

Student-athletes must register for each sport in which they intend to participate. Registration is done electronically online via Final Forms. Final Forms can be accessed at <https://tiffin-oh.finalforms.com>.

- Parents and/or Guardians must complete and electronically sign all forms.
- Student-athletes must electronically sign all forms prior to beginning participation in any sport.
- Proof of health care insurance must be provided.

#### **E. Transfers**

Student-athletes in grades 9 - 12 that have transferred into Tiffin City Schools after attending another high school (no matter the length of time) are subject to OHSAA transfer rules for athletics and may be deemed ineligible for the last 50% of the maximum allowable regular season contests and all OHSAA tournaments in each sport the student-athlete participates in the 12-month period immediately after the date of the transfer. Exceptions to the ineligibility rule are outlined in the OHSAA Bylaws (<https://ohsaa.org/eligibility/transfers>). Please contact the athletic department for further details.

### **IX. DISTRICT ATHLETIC POLICIES**

#### **A. Privilege versus Right**

- Participating in extracurricular activities with the Tiffin City School District is not a right but a privilege that is regulated by the Tiffin City School District Board of Education.
- It is required that student-athletes participating in athletic activities become familiar with and understand the rules and regulations required of student-athletes participating in athletic activities within the TCS District.
- Student-athletes participating in athletic programs are required to abide by the rules and regulations as set forth in the policy at all times regardless of whether or not the student is on school grounds, attending a school function or activity, on private property, or at a private party.
- It must be understood by all student-athletes and their parents/guardians that a condition to participating in the athletic program at the Tiffin City School District requires a commitment to

follow the rules, regulations, policies, and procedures established by the district for the implementation of its athletic program(s).

- It should also be understood that a student-athlete who violates these rules, regulations, policies, and procedures, shall face disciplinary action. Disciplinary action may include removal from participation in athletic activities and possible suspension, expulsion, or removal from school pursuant to the student code of conduct and the Ohio Revised Code 3313.66.

## **B. Attendance**

A major factor in being a productive member of society is dependability and a large part of that is just showing up for the task at hand. It is imperative that student-athletes regularly attend class, conditioning, practice, and contests.

- A student-athlete must attend school or school related assignments (field trips, internship, etc.) for a minimum of ½ of the school day in order to participate in a practice or contest that same day. ½ of the school day is defined as 50% of student-athletes scheduled in school classes and study halls (excluding CCP courses).
- Student-athletes cannot exceed the district unexcused absence limit stated in the student handbook.
- Team attendance rules are addressed, set, and monitored at the team level.
- Vacations by athletic team members during the sport season are extremely discouraged.
  - Student-athletes that go on vacation during the season are subject to consequences for violating team rules.

## **C. Finish What You Start**

It is expected that the student-athlete finish the season he/she started.

- A student-athlete leaving a team for any reason must do so within the seven days from when the student-athlete is eligible to attend or prior to the first scheduled scrimmage/contest, whichever comes first.
- A student-athlete leaving a team after the seven-day period will not be able to participate in another sport (including organized conditioning/weight training, and/or use of the Tiffin City Schools Weight Room) until the current sports season is completed, unless consent of the head coach and athletic director is given.
- If a student-athlete is denied participation from a sport because of a violation, he/she is not eligible to join an organized conditioning/weight training program, try out for or participate in another sport until all members of the sport from which he/she is denied participation are also eligible or until such time as the denial of participation is over.
- Any student-athlete suspended or expelled from school is also suspended from athletic activities including, but not limited to, conditioning/weight training, practices, scrimmages, team activities, and games.

## **D. Dual Sports Policy**

It is recommended that a student-athlete be a member of no more than one interscholastic team during the same season. However, dual sports requests may be approved by the Athletic Department, the student-athlete, and the respective coaches for which the student-athlete wishes to participate for.

#### STUDENTS PARTICIPATION IN DUAL – SPORT ACTIVITIES DURING THE SAME SEASON

- Students are allowed to participate in two co-curricular athletic activities during the same season. Students wishing to participate in two sports during the same season will need to obtain a request form from the Director of Athletics and follow the guidelines set forth by the athletic department involving dual-sport participation.
- Student involved with dual-participation is not allowed to participate in “open gyms / fields” as well as other non-school competition in another sport on the same day that they are participating in a school sponsored co-curricular athletics activity without permission from the head coach of the sport in which they are currently participating and the Director of Athletics.

#### POLICY FOR DUAL – SPORT PARTICIPATION

- A student-athlete who wishes to participate in two sports during the same season must designate a primary sport one week prior to the beginning of the official practice start date for each sport involved as determined by the Ohio High School Athletic Association.
- A primary sport is defined as the sport which takes precedence over another sport in the event there is a conflict of schedule or any other matter that could lead to a conflict. The student-athlete must adhere to the primary sport in the event of any and all conflicts of schedule. If one sport has a contest and the other has a practice, the contest will take precedence. As such, primary sport practice takes precedence over secondary sport practice.
- The student-athlete and parent/legal guardian must sign a contract of dual-sport participation and submit to the Director of Athletics one week prior to the first practice session he or she attends.
- The student-athlete must practice, as close as possible to an equal amount of time in both sports. The amount of practice time for each sport must meet the agreed upon requirements of the head coaches of those sports involved. A practice and contests schedule, detailing the primary and secondary sports will be agreed upon by all parties involved, no less than one week prior to the start of practice for each sport.
- The student-athlete is not allowed to leave the primary sport practice to attend secondary sport practice without the approval of both the primary sport and secondary sport head coach.
- There will be no punishment for the student-athlete by either sport for missing practice / contests for either sport if proper procedure is followed. If there is not a direct conflict of practice of the primary sport, the student-athlete is required to attend the secondary sport practice. If missing practice for either sports results in the student-athlete not being proficient enough to perform up to team and coached standards, then participation in contests may be reduced or removed up to the coach’s discretion and with approval from the Director of Athletics.

- If at any time the student-athlete does not get approval for the above-mentioned items, they will / can be disciplined by the primary sport coach. During the disciplinary period, the student-athlete will not be allowed to participate in any practice / contests for the secondary sport. Any discipline handed down by the Athletic Department will be applied to both the primary and secondary sports. For example: Student A is suspended for two weeks for drug use; that suspension to be served for both the primary and secondary sport.
- Dual-participation approval may be denied at any time during the athletic season due to concerns over academic and health related concerns of the student-athlete involved.
- The Director of Athletics or designated Administrator will serve in the capacity of an advisor and final judge on all matters concerning dual-sport participation.

#### **E. Teams**

- Coaches have the sole authority and responsibility to construct the team best suited for competition. Player personnel decisions are difficult, always challenging, and somewhat controversial. Many factors contribute to those decisions including, but not limited to, attitude, role acceptance, team orientation, coachability, and talent.
- Coaches may establish additional rules and regulations for their respective athletic programs. Team rules will be distributed to the student-athletes and their parent/guardians to review and sign their acknowledgment prior to the onset of the season. Penalties for Team Rules violations will be designated and handled by their respective coach(s).

#### **F. Transportation**

- Rules for school bus travel shall be essentially the same as for students being transported to and from school.
- When transportation is provided, student-athletes are required to ride the bus, to and from events.
  - On an exception basis, a parent/guardian may transport his/her own student-athlete home from an event with the coach's permission by submitting a signed note to the Head Coach. A parent/guardian of the athlete is the only person who can submit such a note.
  - Student-athletes may not leave a contest/event with anyone other than a parent/guardian.
- Student-athletes that violate transportation rules are subject to consequences for violating team rules.

#### **G. Uniforms and Equipment**

All student-athletes are responsible for the proper care and security of uniforms and equipment issued to them.

- All equipment issued to a player is to be worn only at practice, scheduled contests (scrimmages, games, etc.), and other team functions deemed appropriate by the respective sports coach(s).
- Before any item is attached, added to, removed from or worn with a uniform that is issued to a student-athlete for a specific sport, the student-athlete must secure permission from the coach.

- Each student-athlete is responsible for all equipment issued. Keep it clean and in the best possible condition. Tiffin City School District is not responsible for lost or stolen equipment. Student-athletes are required to supply and use a lock on athletic lockers to avoid theft.
- All athletic equipment is the property of the Tiffin City School District Board of Education and the Athletic Department; therefore, school equipment may not be taken from the school building for the use of any other organization for personal use. Any exception must be approved in writing by the head coach or the Athletic Director.
- All equipment issued to a student-athlete must be returned at the end of the school season. Equipment that is not returned for any reason or is damaged beyond normal wear and tear must be paid for at REPLACEMENT cost. Equipment is to be returned or lost equipment paid for within one week of the last contest of that sport.

**Any student-athlete who has not returned or paid for lost equipment within one week will be denied the right to participate in athletics until the equipment is returned or paid for.**

#### **H. Risk of Participation**

All student-athletes and parents/guardians must realize the risk of serious injury, permanent disability or death that may be a result of athletic participation. Tiffin 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 student-athletes about the dangers of participation in their respective sport.
- Student-athletes and parents/guardians need to report injuries to the Athletic Trainer. Trainers are to assist and assess all sports-related injuries.

#### **I. Athletic Participation after Injury / Medical Consent (Non-Concussion)**

One of the most critical concerns in student-athlete safety is the avoidance of unnecessary recurrence of injury or illness after return to activity. This requires that the athlete be fully recovered and properly reconditioned before returning to the rigors of practice and competition. The following principles apply to any situation requiring return to activity:

- If the injury or illness is of a minor nature, not requiring advanced medical care, the Athletic Trainer (ATR) shall be responsible for making the decision whether the athlete is fit for return to activity.
- If the injury or illness has required advanced medical care, written clearance from the treating physician (or team physician, if appropriate) shall be required for the athlete's return to activity. This written clearance shall reference the specific injury/illness and any limitations to be imposed upon the athlete.
- Following receipt of the physician's clearance, the athletic trainer shall evaluate the athlete and provide any necessary reconditioning for the athlete's safe return to full participation.
- Following completion of reconditioning, the athletic trainer shall notify the site Athletic Director that the athlete is ready for return to full activity.

## **J. Athletic Participation After Injury (Concussion Only)**

Any athlete who receives a traumatic brain injury/concussion should be removed from the practice/contest immediately and not return to that game/practice. According to the Ohio High School Association guidelines, only a Medical Doctor (MD), Doctor of Osteopathic Medicine (DO), or Athletic Trainer (AT) licensed in Ohio can return an athlete to play following a TBI/concussion.

It is important to note that studies show that adolescents' brains may take several weeks to heal following a concussion, with as many as 20% of all high school concussions taking more than 3 weeks to return to baseline. In addition, studies also show that symptoms tend to worsen when physical and cognitive exertions are introduced too early, therefore, special attention needs to be made when reinforcing the need for rest until concussion symptoms have resolved and neurocognitive testing scores have normalized.

After an athlete is removed from an event, they will be evaluated by the AT for a TBI/concussion. The AT will complete a VOMS and a SCAT-5 assessment. If it is determined that the athlete has sustained a concussion, the athlete, parent, coach, and athletic director will be notified.

### **Parents' Communication:**

- No driving, texting, or computer use
- Return to Play Protocol
- Explain the OHSAA/NFHS guidelines
- Recommendations related to immediate follow-up with medical care are communicated and documented (i.e., emergency department, scheduling an appointment the following day with a sports medicine physician, follow-up with the AT at school tomorrow, etc.)
- Parents should be notified that if symptoms worsen or there is a significant change in behavior, the athletes should be taken to the ED

### **Education of the Parents**

- Mandatory parent's meetings: Staff (AT or one of the sports health physicians) should be involved in these meetings to discuss the guidelines and procedures related to TBI management, RTP decisions, and the 5-phase progression in activity
- Pass out educational information to all parents during team meetings

### **TBI/Concussion Symptoms:**

#### *Physical Symptoms*

- Headache (severity doesn't matter)
- Headache that is progressive
- Headache brought on by physical exertion
- Headache brought on by mental activity
- Nausea/vomiting
- Fatigue
- Visual problems (blurred vision, double vision, trouble focusing, etc.)
- Balance problems
- Sensitivity to light/sound
- Numbness or tingling
- Dizziness

#### *Thinking/Cognitive Symptoms*

- Feeling mentally foggy
- Problems concentrating
- Problems remembering

#### *Emotional Symptoms*

- Irritability
- Sadness
- Feeling more emotional
- Nervousness

#### *Symptoms Related to Sleep*

- Drowsiness
- Sleeping more than usual
- Sleeping less than usual
- Trouble falling asleep

#### **When to Recommend Referral to the ED:**

- If the athlete is experiencing any loss of consciousness (LOC) unless team physician evaluates the athlete and takes responsibility
- Any LOC and no sports physician are available
- Symptoms are worsening despite removal from play
- Prolonged “severe” symptoms, then the athlete should be sent to the ED

*NOTE: ED referrals are by no means all-inclusive*

**Any concussion disqualifies the athlete from the rest of that contest/practice and they enter the concussion protocol.**

#### **A Note about Headaches:**

- They will tend to get worse as the day goes on (if related to the concussion)
- They tend to get worse with physical and mental exertion
- Ask the athlete to describe headache symptoms related to morning, afternoon and evening times
- Ask the athlete to describe how headaches feel while at school, studying/reading, etc.

#### **Driving:**

In the event an athlete sustains a TBI/concussion, the parents should be notified immediately. Every attempt should be made to keep the athlete from driving home the day/night of the injury.

#### **Classroom:**

Based on the severity of the TBI/concussion, the physician may recommend that the athlete be removed from some or all of his/her classes for a short time to allow decreased exertion and improved recovery. The physician may also ask that more time be given to the athlete to complete timed tasks and homework. (See Return to Learn Document in Ellucid).

**Physician Follow-Up and Return to Play:**

Once an athlete is concussed, the athletic trainer should monitor the athlete. The athletic trainer will refer the athlete to the ED and/or physician. If symptoms are severe or there is a question, the athlete should be referred to the ED. It is recommended that the athlete be seen by someone who is experienced in sports concussions, neurocognitive testing interpretation, and/or is a Certified Impact Consultant.

If the athlete has a neurocognitive post-concussion test, the physician should receive a copy of the test from the athlete at the appointment. If the athlete has a baseline SCAT5 test and a post-concussive SCAT-5 test, those should be sent to the physician as well.

Once the physician has seen the athlete, the athlete will return the OHSAA concussion form stating “Return to play protocol for concussion required under direction of Licensed Athletic Trainer or other qualified Licensed medical provider as approved in above directive”. If any other directions are checked, the athlete will have to go through the Return to Learn and Return to Play Protocol once symptom-free.

Documentation from the treating physician related to the exercise progression and return-to-play should be on file with the athletic trainer before any advancement towards return to play.

*NOTE: Some physicians may provide the athletic trainer with the responsibility to begin the 5-phase exercise progression once the athlete is symptom-free. This transfer of responsibility should be communicated in writing or the verbal order documented.*

**Physical/Mental Activity Recommendations:**

Rest is key. The athlete should not participate in any exertional activities (e.g., sports, physical education, riding a bike, band practice, or practicing the instrument at home etc.) if the athlete has any symptoms. It is important to limit activities that require a lot of thinking or concentration (e.g., homework, video games, computer, screen time, driving, job-related activities), as this can also make the symptoms worse and delay healing. Follow the return to learn progression.

**5-Phase Return to Play Activity Progression: Recommended Activity Levels\***

- **Day 1:** Light aerobic activity
- **Day 2:** Moderate/Intense Activity (60-80% Effort)
- **Day 3:** Sport-Specific Activities (90% Effort)
- **Day 4:** Non-Contact Practice
- **Day 5:** Full Contact Practice (Cannot be a Game or event versus an opposing team)

**Return to Play Criteria:**

- No athlete shall return that day if experiencing any signs/symptoms of a TBI/concussion
- The athlete will be monitored daily during progression.
- The athlete will complete a neurocognitive test (when applicable) once symptoms have subsided or have a score <10 on the symptom score
- The athlete must be returned fully to classroom activity, homework, etc. prior to initiation of the 5-phase return to play progression.
- The athlete must have clearance from a qualified physician/athletic trainer, in writing and on letterhead/prescription

- Once the athlete is symptom-free, the 5-phase exercise progression may be initiated
- The athlete must not be experiencing any signs or symptoms at rest or with activity
- The athlete must have completed a 5-phase exercise progression, under the direction of the licensed athletic trainer or treating/team physician
- If neurocognitive testing is available, the athlete must be back to baseline per the treating/team physician or licensed athletic trainer prior to returning to play

#### **K. Participation on Independent Teams / Offseason Workouts**

Participation by a student-athlete in a non-interscholastic program (tryouts, practice, contest) while he/she is a member of the school squad in the same sport during the same season is prohibited. Penalty for violations is ineligibility for the remainder of that season. For cheerleading purposes, this is defined as competition cheerleading on a school team versus on a club (outside) team.

- The number of players from the same school squad (roster) is limited, as follows: soccer –6; baseball/softball - 6; volleyball - 3; boys/girls' basketball – 3; Football – 7.
- In addition, interscholastic coaches in team sports of baseball, basketball, football, soccer, softball, and-volleyball may provide individual instruction in small groups. Each group cannot exceed the number aligned to each sport in Section A. Ex. Soccer groups cannot exceed 6.
- Penalty for violation of out-of-season regulations is subject to OHSAA Rules and Regulations.

#### **L. Calamity Day Policy**

- All Middle School activities will automatically be cancelled on a calamity day. The Administration has the authority to waive the calamity day policy on special occasions and tournaments at his/her discretion.
- The decision on any High School games / events scheduled on said calamity day will be made prior to, but no later than Noon. The decision to play or cancel will be made at the discretion of the Superintendent and Athletic Director, through feedback with all parties involved.
- The decision on any High School practices on said calamity days will be made prior to, but no later than Noon. The decision to play or cancel will be made at the discretion of the Superintendent and Athletic Director, through feedback with all parties involved.
- If there is a Level One weather alert on the day of a scheduled away contest, the Director of Operations, Transportation Supervisor and the Athletic Director will decide to play or cancel the contest based on route, distance, weather forecast, etc. All activities scheduled during a Level Two weather alert will be automatically cancelled.
- Decisions on playing or canceling home contests will be determined by the Administration and the willingness of the opponent to travel.
- It is to be understood that athletes may not be able to attend practice due to weather and/or weather-related circumstances. Athletes will not be penalized for missing practice due to the weather.

## **M. Parents and Staff Communication**

We are continually attempting to improve communication with the student-athletes and parents/guardians. For our programs to be truly successful, it is necessary that everyone involved understand the direction of the program. Effective communication requires a commitment from student-athletes, parents, coaches, and advisors. We ALL must be committed to quality communication.

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

- Concerns expressed directly to the coach.
- Notification of any schedule conflicts in advance.
- Support towards the commitment of the program

### **Communication parents/guardians should expect from your student-athletes coach:**

- When and where are practices, scrimmages, contests, and other team related events.
- The coach's philosophy and expectations for all players on the squad.
- Requirements to be part of the team (i.e., equipment, conditioning/training, etc.)
- When and how your child is injured during any team activity
- Any discipline action of your child that results in removal from participation.

### **Appropriate concerns for parents/guardians to discuss with coaches:**

- The treatment of your child; mentally and physically.
- Skill improvement and development.
- Concerns about your student's behavior.

### **Items not appropriate to discuss with coaches:**

- Playing time.
- Team strategy
- Play calling.
- Other student-athletes.

### **Procedure to follow when a parent/guardian has a concern to discuss:**

- Have your son/daughter request a meeting with the coach to discuss concerns.
- Call and set up an appointment with the coach(s). The student-athlete meeting must happen in order for this meeting to occur. The student-athlete will be present at the meeting.
- Call and set up an appointment with the Athletic Director. Steps 1 and 2 must happen in order for this meeting to occur. Athlete, Parent(s) and Coach(es) will attend.
- Call and set up an appointment with the Principal. Steps 1, 2 and 3 must happen in order for this to occur. Athlete, Parent(s), Coach(es), and Athletic Director will attend.
- Call and set up an appointment with the Superintendent. Steps 1, 2, 3, and 4 must happen in order for this to occur. Athlete, Parent(s), Coach(es), Athletic Director and Principal will attend. Please do not attempt to immediately communicate with a coach before, during or following a practice or contest. These are emotional times for all parties involved and this period does not promote objective analysis of the situation.

## **N. Denial of Participation and Due Process**

In the event of a violation of the Athletic Code of Conduct and/or training policy established by the coach and/or administrator, the following procedure will take place:

- The Administrator / Coach will conduct an informal hearing to allow the student-athlete to explain his/her actions.
- The Administrator / Coach will inform the student-athlete of what the violation is and what discipline might take place.
- If the Administrator / Coach denies the student-athlete the opportunity to participate, he/she shall inform the student-athlete and his/her parent/guardian of that fact in writing.
- The student-athlete and his/her parents/guardians shall be informed that they may appeal the decision to an appeals board (see description below).
- If appealed, the appeals board will meet with the student-athlete, his/her parents/guardian, and the coach to hear the issue. The appeals board will then decide to uphold, vacate, or modify the decision.

Appeals Board: A three-person panel consisting of an administrator, head coach, and a teacher. The head coach hearing the appeal will be a head coach of a male sport for a female appealing a denial or participation, and the head coach hearing the appeal of a female sport for a male appealing a denial of participation

## **X. DEFINITIONS**

### **Appeals Board**

A three-person panel consisting of an administrator, head coach, and a teacher. The head coach hearing the appeal will be a head coach of a male sport for a female appealing a denial of participation, and the head coach hearing the appeal will be a head coach of female sport for a male appealing a denial of participation.

### **Athlete**

Any student participating in an athletic sport as an eligible contestant, manager, statistician or cheerleader.

### **Build-altering Chemicals**

Includes, without limitation, anabolic steroids, growth hormones, testosterone or its analogs, human chorionic gonadotropin (HCG) and other hormones.

### **Calendar year**

Shall mean the period of twelve (12) consecutive months from the date of a determination pursuant to the principal's, AD's, coach's judgment.

### **Carry-over Penalty**

The consequences may extend into another sport season or a new school year.

### **Counterfeit**

Any drug that bears, or whose container or label bears, a trade mark trade name, or other identifying mark used without authorization of the owner of rights to such trademark, trade name, or identifying mark.

### **Controlled Chemicals**

Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed, packed, or distributed by a person other than the person that manufactured, processed, packed, or distributed it.

Any substance that is represented to be a controlled substance, but is not a controlled substance or is a different controlled substance. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size, and color or its markings, labeling, packaging, distribution or the price for which it is sold or offered for sale.

### **Drug/Alcohol Rehabilitation Program**

A recognized treatment program with a history of tangible positive results. (All costs for assessment, treatment, rehabilitation, or counseling shall be the responsibility of the athlete and his/her family.)

### **Mind altering**

Includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit controlled substances, marijuana, and prescription drugs, unless authorized by a medical prescription from a licensed physician and kept in the original container, which container shall state the athlete's name and the directions for proper use.

### **Participation**

Participation is defined as competing in contests against other schools.

- An athlete, under denied participation may be allowed, with coach's/advisor's permission, to practice with the team and attend team meetings.
- An athlete, under denied participation, is expected to follow all training rules and requirements of the sport.
- During athletic events, while under local denial of participation, the coach/advisor will determine if the athlete may:
  - Travel to and from contests with the team
  - Enter the team locker room
  - Sit on the team bench
- Up to two (2) scrimmages can equate one (1) game.

### **Possession**

Possession is defined as physical control of alcohol, mind-altering chemicals, illegal build-altering chemicals, or tobacco or permitting other persons to possess the aforementioned substances in locations (automobile, private or public property, etc.) for which the athlete has responsibility, in the absence of a responsible adult to exercise meaningful supervision.

Athletes will not attend gatherings or parties with the presence of alcohol and/or drugs. The athlete must , make a conscientious effort to leave the party immediately. Remaining at the gathering or party constitutes possession.

### **Self-referral**

When an athlete seeks assistance for dealing with a problem (alcohol or drug) by self-referral to his/her coach/advisor and/or school administrator before a violation is detected.

**Note:** A self-referral can only be used once during the time that an athlete is in middle school and once during an athlete's high school career.

### **Sport Season**

The season begins with the first day of organized practice, as per the OHSAA handbook, and ends with the conclusion of the respective regular season.



