

**HORSEHEADS CENTRAL SCHOOL DISTRICT**

**INTERSCHOLASTIC SPORTS**



**ELIGIBILITY RULES AND CONSEQUENCES**

**AND**

**ATHLETIC CODES OF CONDUCT**

**Updated 4/2016**

**HORSEHEADS CENTRAL SCHOOL DISTRICT INTERSCHOLASTIC SPORTS  
ELIGIBILITY RULES AND CONSEQUENCES AND ATHLETIC CODES OF CONDUCT**

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# HORSEHEADS CENTRAL SCHOOL DISTRICT INTERSCHOLASTIC SPORTS ELIGIBILITY RULES AND CONSEQUENCES

## I. INTRODUCTION

The Horseheads Athletic Program strives to provide an environment which allows individuals to excel as students, as athletes and as members of the community. As such, athletes are expected to exhibit the highest degree of sportsmanship and self-discipline on the individual, team and academic levels that will allow them to succeed. All participating athletes are required to abide by these eligibility rules. To maintain a standard of excellence at both the academic and athletic level, eligibility rules on the following pages have been established to govern the behavior and conduct of students choosing to participate in interscholastic athletics at the varsity, junior varsity and modified levels. We hope the information provided will help make you and your child's experience with the Horseheads Central School District's Athletic Program less stressful, more enjoyable, as well as rewarding.

1. **Effective date:** Athletes are required to read and sign the attached Eligibility Rules and Consequences Contract before participating on any interscholastic athletic team. The student athlete will abide by the Contract agreement for one calendar year from the date of most recent signature. This contract will be in effect at all times, in all locations, including non-school activities.
2. **Interpretations, Rulings and Appeals:** Eligibility rules are subject to interpretations and rulings by the athlete's immediate coach. Appeals can be made through the athletic chain of command as follows: Head Coach, Athletic Director and **Athletic Council**. A final appeal may be made to the Superintendent of Schools. See Appeal of Decisions on page 7.
3. **Eligibility for multiple sports:** Once an athlete's name is placed on the eligibility list/roster for a sport, that athlete is not eligible to try out for, practice on, or participate in any other interscholastic sports activity until the end of the sports season covered by the original eligibility list/roster. An athlete who wishes to have the **Athletic Council** review his/her eligibility must contact the Athletic Director to arrange for the **Athletic Council** to hear his/her appeal.

## II. DEFINITIONS OF TERMS USED AND UNDERLINED THROUGHOUT THIS DOCUMENT

1. **Academically Ineligible:** Athlete and Parent(s)/Guardian(s) are notified within 24 hours of declaration of academic ineligibility. The athlete can practice with the team but is not allowed to play or dress for any game or travel to away contests with the team.
2. **Athletic Council:** The Athletic Council has the responsibility to hear all sides of any alleged violations of the Athletic Code of Conduct and Eligibility Rules. If possible, the Council shall include a head coach of a varsity male team, a head coach of a varsity female team and a head coach of a varsity male and female team, an assistant principal, and two Parent(s)/Guardian(s) from the Parent Advisory Committee to Athletics. The principal is a member of the Council and acts as its chairperson. The principal may vote only to break ties. The Athletic Director shall present the alleged violation and disposition of the case and is a non-voting member of the Athletic Council.
3. **Athletic Study Hall:** A 3-week supervised study session. There is one 3-week session during fall sports and two 3-week sessions during winter and spring sports seasons.
4. **Citizenship:** A standard of behavior and conduct while in or out of the school setting that reflects positively on the athlete, their family, friends and the community as a whole. Follow all laws, school and government regulations and refrain from interfering with the individual and property rights of others. Prohibited conduct includes, but is not limited to, vandalism, trespassing, sexual harassment or bullying (including cyber-bullying and disruptive communication).
5. **Controlled Substances:** Include, but are not limited to, marijuana, cocaine, crack cocaine, inhalants, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, synthetic marijuana, "bath salts", any substances commonly referred to as a "designer drug", all illegal narcotics, and non-prescription or prescription drugs illegally possessed or used inappropriately.
6. **Curfew:** An athlete must be in his/her home at a specified time. Exceptions to the curfew guidelines may be established by the head coach of the sport involved after conferring with the Athletic Director.
7. **Legally Excused Absence:** Any absence, tardiness, or early departure for which the student has a valid school-approved excuse. For purposes of inter-scholastic athletics, such excused absences shall include, but are not limited to, death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, approved college visits, or other such reasons as may be approved by the building administrator. A note from the Parent(s)/Guardian(s) is required for absence to be considered as legally excused.
8. **Physical Education (P.E.) and/or Personal Fitness Plan:** The activities offered in Physical Education provide an excellent background in physical fitness, lifetime sports and team sports. Students who demonstrate outstanding skill, attitude and effort are encouraged to participate in athletics. Juniors and seniors are required to have a formal P.E. class every other day for one semester and a Personal Fitness Plan during the opposite semester. The Personal Fitness Plan is not credit bearing. However, the successful completion of the plan will be recorded on report cards and transcripts. Students will receive an "incomplete" if they fail to record nine or fewer entries in their fitness log during a 5-week marking period. Students who document ten to thirteen entries will receive a "pass". Fourteen or fifteen entries will receive an "honors" designation. If a student has two or more incompletes in a semester, he or she will receive a "fail" for their fitness plan implementation on their report card and transcript.
9. **Tardy or Tardiness:** An athlete who oversleeps, misses the bus, or is late to school is considered tardy. An athlete who is tardy must sign in at the attendance office and then report to the Athletic Office to get permission to participate in athletic events for that day. Failure to report to the Athletic Director may result in suspension from the next game and/or practice.
10. **Tobacco Products:** Include, but aren't limited to, cigars, cigarettes, chewing tobacco, or snuff.

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### III. ACADEMICS

Horseheads student athletes will:

- Put forth a conscientious effort to fulfill academic responsibilities and work to the best of their ability and strive toward the highest level of achievement possible.
- Attend school every day unless **Legally Excused**.
- Be on time to all classes, come prepared to learn and thoroughly complete all homework assignments as assigned by teacher(s).

Conduct	Support to Meet Expectation	Consequence
Lack of effort and/or difficulty meeting academic expectations	Athlete is placed in <b><u>Athletic Study Hall</u></b> for a 3-week probationary period until course teacher evaluation shows that improvement and/or progress toward improvement is made, or sufficient effort to improve is made. Use of other academic resources is encouraged during this time period.	If, after 3-week probation, course teacher evaluation shows that the athlete has not met expectations, the athlete will be declared <b><u>Academically Ineligible</u></b> . If an athlete is absent from athletic study hall, they are not to participate in the next scheduled athletic event (practice/game).
Athlete is <b><u>Academically Ineligible</u></b>	Athlete continues in <b><u>Athletic Study Hall</u></b> Weekly course teacher evaluations are made until the athlete shows that improvement and/or progress toward improvement is made, or sufficient effort to improve is made.	Athlete continues to be <b><u>Academically Ineligible</u></b> to play until improvement is shown or until athlete's season ends.
<b><u>Physical Education (P.E.)</u></b> and/or <b><u>Personal Fitness Plan</u></b> Participation	All athletes are required to participate in either the <b><u>P.E.</u></b> and/or <b><u>Personal Fitness Plan</u></b> programs throughout the year. N.Y.S.P.H.S.A.A. regulations state that a student must be enrolled in <b><u>Physical Education</u></b> or have a <b><u>Personal Fitness Plan</u></b> to participate in athletics.	<ul style="list-style-type: none"> <li>▪ The <b><u>P.E.</u></b> teacher will notify the Athletic Director, who will notify the coach, if a student receives a written warning to the Parent(s)/Guardian(s) for conduct, lack of participation or unexcused absence. The student is ineligible to participate in that day's practice session or game, but is still required to attend.</li> </ul>

### IV. GENERAL RULES OF CONDUCT

#### 1. ATTENDANCE, **TARDINESS**, **CURFEW** AND INSUBORDINATION

Conduct	Consequence or Action Required
<b><u>Legally Excused Absence</u></b> from School	<ul style="list-style-type: none"> <li>▪ School week competitions <ul style="list-style-type: none"> <li>○ In case of <b><u>Legally Excused Absence</u></b> (other than illness): The athlete is allowed to participate (game or practice).</li> <li>○ In case of illness: The athlete is not allowed to participate (game or practice).</li> </ul> </li> <li>▪ Weekend or Non-school day competitions <ul style="list-style-type: none"> <li>○ In case of <b><u>Legally Excused Absence</u></b> (other than illness) on the last school day before going to any weekend or non-school day competition: The athlete is allowed to participate.</li> <li>○ In case of illness on the last school day before going to any weekend or non-school day competition: The athlete cannot play without a note, signed by the Parent(s)/Guardian(s), giving permission to participate. The coach may contact the Parent(s)/Guardian(s) regarding the absence.</li> </ul> </li> </ul>
Unexcused Absence, Truancy, in/out of school suspension	<ul style="list-style-type: none"> <li>▪ Athlete may not participate (game or practice) that day.</li> <li>▪ Truancy due to leaving school grounds without permission or not attending classes may result in suspension from the next scheduled game.</li> </ul>
<b><u>Tardy</u></b> Or <b><u>Habitual Tardiness</u></b>	<ul style="list-style-type: none"> <li>▪ An athlete who is <b><u>Tardy</u></b> must sign in at the attendance office and then report to the Athletic Office to get permission to participate in athletic events for that day. Failure to report to the Athletic Director may result in suspension from the next game.</li> <li>▪ An athlete who is <b><u>Habitually Tardy</u></b> may be denied permission to participate for that day and/or suspended from participating in the next scheduled game by the Athletic Director.</li> </ul>
Absence following athletic events	<ul style="list-style-type: none"> <li>▪ Athlete must make every effort to attend school the day following athletic events. Habitual after-event absences may result in disciplinary action, warning or possible suspension from participating.</li> </ul>
<b><u>Curfew</u></b>	<ul style="list-style-type: none"> <li>▪ 11 p.m. during sports seasons.</li> <li>▪ 12 a.m. on Saturday night with no practice or game on Sunday.</li> <li>▪ Exceptions may be allowed after conferring with the Head coach or Athletic Director.</li> <li>▪ Violations may result in disciplinary action, warning or possible suspension from participating.</li> </ul>
Insubordination	Insubordination in school, or during any practice or game, may result in disciplinary action, warning or possible suspension from participating.

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2. TOBACCO, CONTROLLED SUBSTANCES, ALCOHOL AND STEROIDS/PERFORMANCE ENHANCING DRUGS

Conduct	Consequence or Action Required
<p><b><u>ILLEGAL POSSESSION OR USE OF:</u></b></p> <p><b><u>Tobacco Products</u></b> <b><u>E-cigarettes</u></b> <b><u>Vapor pens</u></b></p> <p><b><u>Controlled Substances</u></b></p> <p>Alcohol</p> <p>Steroids</p> <p>Performance Enhancing Drugs</p> <p><b><u>OTHER OFFENSES:</u></b> Knowingly remaining at an event where drugs and/or alcohol are being illegally consumed</p> <p>Illegally selling or distributing any of the above substances</p> <p>Cyber/Image Documentation of any of the above (reference Cyber/Image Policy - this page)</p>	<p><b><u>1<sup>st</sup> Offense</u></b></p> <ul style="list-style-type: none"> <li>▪ The consequence for 1<sup>st</sup> offense will be a 10 school-week suspension from any athletic participation. The suspension period will be reduced by 50% to 5 school weeks if the student-athlete admits to violation when first questioned by the coach or school administrators. During a five-week suspension, the athlete must continue to practice with the team, but shall not be allowed to participate in contests. In addition, the athlete must attend an initial screening/assessment session with a prevention counselor and must complete a drug-alcohol awareness program offered by Trinity of Chemung County. Any cost incurred will be paid by the student-athlete or his/her parents. Note: If the above conditions are not met, the suspension will revert to 10 school weeks.</li> </ul> <p><b><u>2<sup>nd</sup> Offense</u></b></p> <ul style="list-style-type: none"> <li>▪ The consequence for a 2<sup>nd</sup> offense will be a 20 school-week suspension and participation in a mandatory intervention program mutually agreed to by the athlete's Parent(s)/Guardian(s) and the school administration.</li> </ul> <p><b><u>3<sup>rd</sup> Offense</u></b></p> <ul style="list-style-type: none"> <li>▪ The consequence for a 3<sup>rd</sup> offense will be a 1-year suspension from any athletic participation.</li> </ul> <p><b><u>Restoration</u></b></p> <ul style="list-style-type: none"> <li>▪ After any violation, before once again being allowed to participate in the athletic program, the student athlete must address the Athletic Director and coaches, admit to the violation and show remorse. The student athlete must recommit to the provisions of the Eligibility Rules and Consequences and Codes of Conduct by re-signing them in front of the Athletic Director and coaches.</li> </ul> <p><b><u>Reinstatement</u></b></p> <ul style="list-style-type: none"> <li>▪ After serving a one-calendar year suspension (for 3<sup>rd</sup> offense), a suspended athlete must apply for reinstatement before once again being allowed to participate in the athletic program. The athlete must demonstrate that sufficient changes in behavior have occurred to justify restoration of the privilege of participation in interscholastic sports. Application for reinstatement will be made to the Athletic Director who will convene the Athletic Council. The Council will make the decision whether or not to approve reinstatement.</li> </ul> <p><b><u>Other guidance</u></b></p> <ul style="list-style-type: none"> <li>▪ Athletes whose 10 school-week, 20 school-week or 1 year suspension carries over into a subsequent sport season may try out at the beginning of the next sports season in which they would be eligible providing: <ul style="list-style-type: none"> <li>○ The eligibility to return after suspension falls within the first half of that season (based on the number of weeks in the statewide sports season). Athletes whose suspension ends in the second half of the sports season are not eligible for that season.</li> <li>○ They sign the code of conduct for the entire sports season.</li> <li>○ They attend all team practices and games, and participate in all practices but not games (until the suspension is over).</li> </ul> </li> <li>▪ A chemical test may be requested for reasonable suspicion of <b><u>Controlled Substances</u></b>. The chemical test will be arranged, <u>and</u> paid for, by the School District. The failure of a student to submit to a chemical test will result in the athlete being removed from the team.</li> <li>▪ If a violation occurs out of season, the penalty begins at the start of the athlete's next sports season.</li> </ul> <p><b><u>Cyber/Image Policy</u></b> The above consequences also apply if, after review, any identifiable image, photo or video establishes that a student/athlete was either using, possessing, distributing or selling tobacco products, e-cigarette and/or vapor pens, controlled substances, or alcoholic beverages or was at an event where drugs and/or alcohol were being illegally consumed.</p>

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**3. CITIZENSHIP, BEHAVIOR AND CONDUCT**

Conduct	Consequence or Action Required
Poor <u>Citizenship</u>	Warning, suspension or dismissal from the sports team, as determined by the Athletic Director.
Physical Altercations	<ul style="list-style-type: none"> <li>▪ Any athlete participating in a physical altercation <u>with a fellow student</u>, and is referred to the school office, may be subject to disciplinary action which may range from a warning, suspension from participating or dismissal from the sports team.</li> <li>▪ If an athlete is determined to be an active participant in a physical altercation <u>with a school district employee</u>, the athlete will immediately be dismissed from the team he/she is participating on for the remainder of the current season.               <ul style="list-style-type: none"> <li>○ Beginning from the date of dismissal, the athlete will be ineligible to participate in any interscholastic sports activity for a period of 10 school-weeks in the case of the first incident and ineligible for 20 school-weeks following the second incident.</li> <li>○ If the athlete's suspension carries into the following sports season, the athlete will not be eligible to participate in the next sports season.</li> <li>○ For an athlete to be eligible to participate in the next sports season, the athlete must have completed an Anger Management program offered through the Horseheads Village Youth Bureau.</li> </ul> </li> </ul>
Criminal Activity, including but not limited to: --vandalizing school property --stealing or possession of stolen items --arrest or appearance ticket	<ul style="list-style-type: none"> <li>▪ Warning, suspension, or dismissal from the sports team, as determined by the Athletic Director</li> </ul>
Unauthorized possession of school athletic equipment	Any athlete in unauthorized possession of school athletic equipment or uniforms will not be permitted to participate in another interscholastic sports activity until all equipment or uniforms have been returned.

**V. HAZING**

1. New York State law strictly forbids hazing in any form. It is understood that hazing of any kind is not allowed on this campus or in athletics. It is further understood that we have a duty to report any acts of hazing we see, or know of, to a coach or administrator. Participation in, or failure to report, any hazing will result in disciplinary review and possible suspension and/or dismissal from their athletic team.
2. In the Horseheads School District engaging in “HAZING” in any form by an athlete prior to, during school, or during any setting outside regular team activities is unacceptable and prohibited. It shall be considered a violation of the Interscholastic Sports Eligibility Rules and Consequences Contract as well as dangerous, compromising to an athlete’s well being and counter-productive to a team’s positive growth.
3. Hazing shall be defined as any intentional action; situation created; group conduct or method of intimidation to/by a group (or individual) that is designed to deny (or results in denying) a person her/his rights within the school society or as a member of the team.
4. This shall also include any action that seriously impacts or compromises an athlete’s physical or psychological safety, (demeaning by nature) by inflicting mental anguish, physical discomfort/pain, severe embarrassment, harassment, hurtful pranks, psychological pressure, intimidation, ridicules or endangers another person whether in public or private.
5. This definition shall also include any action or coercion that typically pressures an individual to agree to be involved in a humiliating action/task(s) that suggests the athlete will be more fully accepted into a group/team irrespective of team status or playing time.
6. The Horseheads Interscholastic Athletic Program teaches respect for all athletes and this policy embraces this lesson.

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**VI. GAMES, PRE-CUTTING SESSIONS, PRACTICE AND TRANSPORTATION**

Conduct	Consequence or Action Required
Game Attendance	<ul style="list-style-type: none"> <li>▪ Athletes must be present and on time for all scheduled practice sessions and games. Athletes who are present in school but absent or late to the athletic event without prior permission from the coach will be subject to disciplinary action ranging from a warning, to suspension, to dismissal from the team. The days/times for practice sessions will be announced at the beginning of each sports season.</li> <li>▪ Any athlete who is illegally absent from school and subsequently absent from practice may be suspended or dismissed from the team.</li> </ul>
Pre-cutting sessions	<ul style="list-style-type: none"> <li>▪ To be eligible to participate on an athletic team, athletes must attend all practices or pre-cutting sessions established by the head coach. Exceptions are limited to:               <ul style="list-style-type: none"> <li>○ Sickness</li> <li>○ Emergency appointment (doctor, dentist, court appearance)</li> <li>○ Funerals</li> <li>○ Special examinations, tests, or overlapping seasons</li> <li>○ Transfers from another district, meeting N.Y.S.P.H.S.A.A. regulations</li> <li>○ Unusual situations will be given consideration by the Athletic Director and the Athletic Council, who must be made aware of the situation prior to the season.</li> </ul> </li> </ul>
Practice Attendance	<ul style="list-style-type: none"> <li>▪ An athlete, who misses practice during the season for more than a period of 5 consecutive days, must have a minimum of 2 days of reconditioning practice prior to participation in a game or scrimmage. If an athlete misses 3 or 4 consecutive days of practice, 1 day of reconditioning practice must take place before participating in a game or scrimmage. Excuses from practice for an extended period of time during a season will be limited to:               <ul style="list-style-type: none"> <li>○ College visitations.</li> <li>○ Family vacations where the athlete must attend at Parent's/Guardian's request.</li> <li>○ Emergency situations.</li> <li>○ Religious obligations.</li> <li>○ Sickness or injury (if medical attention is required, a written physicians approval to return to practice must be submitted to the coach prior to participation).</li> </ul> </li> <li>▪ Excuses (except in the case of illness or emergency situation) must be submitted to the coach and approved by the Athletic Director prior to missing practice. For the athlete's safety, the Athletic Department ensures that athletes returning from absences have sufficient reconditioning practice sessions before participation.</li> <li>▪</li> </ul>
Team Support, Team Conduct, Team Transportation	<ul style="list-style-type: none"> <li>▪ Players will sit with their own team during the entire athletic event.</li> <li>▪ No athlete will leave the site of an athletic activity without permission from the coach.</li> <li>▪ Players who miss a scheduled bus for an away sports activity will not be permitted to participate in that activity. A player must use school transportation to athletic events except when the athlete has secured prior written permission from the Athletic Director, his Parent(s)/Guardian(s) and the coach to ride with his/her Parent(s)/Guardian(s).</li> <li>▪ A coach may approve written Parental/Guardian permission requesting alternate transportation home from an athletic event.</li> <li>▪ Players riding school transportation are subject to conduct regulations for regular bus students. No food or beverages are permitted on the bus, unless the coach and driver first give permission.</li> </ul>
Poor Sportsmanship	<p>Student athletes, whether participants or spectators, will observe courteous behavior during all sporting events. Booming, whistling, name-calling, obscene gestures, fighting or arguing with the referee, etc. will not be tolerated.</p>

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**VII. VIOLATION AND APPEALS PROCEDURES**

1. The community, school administrators, school staff and the coaching staff all value the maintenance of a sound program of athletics. It is our intent to establish rules that provide for the health and safety of the individual and for the orderly conduct of athletics. The welfare of the athlete is our major consideration. What happens to them is of primary importance.
2. In the event an athlete is found in violation of these standards, the coach will initiate a written conduct report. A copy will be forwarded to the Athletic Director. It will be the responsibility of the coach to inform the Parent(s)/Guardian(s) of the violation. Violations will result in penalties ranging from a warning, to suspension, to dismissal from the team as listed in section IV GENERAL RULES OF CONDUCT.

Procedure	Action Required
Reporting Violations	<ul style="list-style-type: none"> <li>▪ Reports of alleged violations of the eligibility rules coming from the individuals listed below must be investigated. Reports should be made in writing to the Athletic Director within three school days of the actual occurrence of the incident, or within three school days of the incident being reported to any one of the individuals below:               <ul style="list-style-type: none"> <li>○ Any district employee or school board member.</li> <li>○ Any adult acting as a chaperone or assisting with a school activity at the request of a district employee.</li> <li>○ Any law enforcement officer or agency.</li> <li>○ Parent(s)/Guardian(s) of the athlete involved.</li> </ul> </li> <li>▪ Reports of alleged violations from persons other than those mentioned above must be made by a person who has first hand knowledge of the incident. These reports must be investigated if it is determined that the allegation has merit.</li> <li>▪ Investigations include pictures and images from cell phones, cameras, ‘Facebook’ or any other means.</li> </ul>
Investigative Procedure	<ul style="list-style-type: none"> <li>▪ The Athletic Director receives a written or verbal report of a potential violation from any individual outlined above.</li> <li>▪ The Athletic Director will conduct an investigation, interviewing any relevant individuals and reviewing any applicable materials.</li> <li>▪ The athlete is given an opportunity to explain his/her involvement in the violation to the Athletic Director and, when possible, the head coach or his/her designee.</li> <li>▪ An athlete may be suspended from participation in athletics until the completion of the investigation.</li> <li>▪ Upon completion of the investigation, the Athletic Director will notify the athlete and the Parent(s)/Guardian(s) of his/her findings and outline any disciplinary action. Consideration in determining the action(s) to be taken will be given to the type of violation and previous involvement in other violations by that particular athlete.</li> <li>▪ Parent(s)/Guardian(s) will also be notified of the appeal procedures.</li> </ul>
Disciplinary Actions	<ul style="list-style-type: none"> <li>▪ The Athletic Director, with input from the respective coach, will use the information from the athlete’s interview(s) and the investigation to determine appropriate disciplinary action.</li> <li>▪ Consideration in determining the action(s) to be taken will be given to the type of violation and previous involvement in other violations by that particular athlete.</li> <li>▪ The respective building principal will be informed of each violation and will be given the opportunity for input.</li> </ul>
Notification of Disciplinary Action	<ul style="list-style-type: none"> <li>▪ The respective coach notifies the athlete and the Parent(s)/Guardian(s) within 24 hours of the determination of suspension or dismissal.</li> <li>▪ Parent(s)/Guardian(s) will also be notified of the appeal procedure.</li> </ul>



Appeal of Decisions	<ul style="list-style-type: none"> <li>▪ If an appeal is to be made by the athlete, the Athletic Director shall be notified within 10 school days from the date of notification (via phone or letter), and a meeting of the Athletic Council will be scheduled.</li> <li>▪ The Superintendent of Schools or his/her designee along with representation from the Board of Education hears appeals of the decision of the Athletic Council.</li> <li>▪ Minutes of the Athletic Council meeting will be kept and made available to all parties in the event the decision is appealed.</li> </ul>
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**VIII. COMMUNICATION GUIDELINES FOR THE STUDENT-ATHLETE, PARENT(S)/GUARDIAN(S), COACH**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide great benefit to children. As Parent(s)/Guardian(s), when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

**COMMUNICATION YOU SHOULD EXPECT FROM YOUR CHILD'S COACH**

1. Philosophy of the coach and program.
2. Expectations the coach has for your child, as well as the entire team.
3. Locations and times of all practices and contests.
4. Team requirements, i.e. special equipment, off-season expectations, etc.
5. Procedure should your child be injured during participation.
6. Disciplinary action(s) that may result in the denial of your child's participation.

**COMMUNICATION COACHES EXPECT FROM PARENT(S)/GUARDIAN(S)**

1. A concern expressed directly to the coach and only after the student-athlete has talked with the coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations.

As your children become involved in programs at the Horseheads Middle School and High School, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you and your child wish. At these times, discussion with the coach is encouraged.

**APPROPRIATE CONCERNS TO DISCUSS WITH COACHES**

1. The treatment of your child, mentally and physically.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals and they make judgment decisions based on what they believe to be the best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things must be left to the discretion of the coach.

**ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES**

1. Playing time; Team strategy and/or play calling; other student-athletes.

There are situations that may require a conference between the coach and the Parent(s)/Guardian(s). These are to be encouraged. It is important that both parties involved have a clear understanding of the others' position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

**PROCEDURE TO FOLLOW TO DISCUSS A CONCERN WITH A COACH**

1. The student-athlete meets with the coach first to resolve the problem. Coaches support and encourage student-athlete independence. This first step is crucial in this endeavor.
2. If resolution is not reached, the Parent(s)/Guardian(s) will contact the coach to set up a meeting with the coach, the athlete and the Parent(s)/Guardian(s).
3. If coach cannot be reached call the Athletic Office @ 739-5601 ext.8-4254 to assist in arranging a meeting.

4. **Please do not attempt to meet with a coach immediately before or after a contest or practice. These can be emotional times for both Parent(s)/Guardian(s) and the coach. Meetings of this nature do not promote resolution. (Please wait 24 hours after the event, incident or occurrence, to allow time for your emotions to calm).**

**WHAT CAN A PARENT(S)/GUARDIAN(S) DO IF THE MEETING WITH THE COACH DID NOT PROVIDE A SATISFACTORY RESOLUTION?**

1. Call the Athletic Office to set up an appointment with the Athletic Director. The Parent(s)/Guardian(s), athlete, coach and Athletic Director will meet to discuss the problem.
2. At this meeting, the appropriate next step can be determined.
3. Parent(s)/Guardian(s) are encouraged to discuss issues and problems with the Athletic Director. However, if a Parent(s)/Guardian(s) has specific complaints regarding a coach, then the coach must have the opportunity to be present to meet with the Parent(s)/Guardian(s).

Approved by Board of Education July 12, 2012

Revised and Approved by the Board of Education: June 20, 2013; March 27, 2014

## **IX. PURSUING VICTORY WITH HONOR\* CODE OF CONDUCT FOR STUDENT-ATHLETES**

*We believe that athletic competition of interscholastic age students should be fun and should also be a significant part of a sound educational program, embodying high standards of ethics and sportsmanship while developing good character and other important life skills. Essential elements of character building are intrinsic in the concept of sportsmanship and six core ethical values: trustworthiness, respect, responsibility, fairness, caring and good citizenship, (the “Six Pillars of Character”). The highest potential of sports is achieved when learning from the T.E.A.M. concept (Teaching, Enforcing, Advocating and Modeling these values) and by committing to the ideal of pursuing victory with honor. Good-faith efforts to honor the words and spirit of this Code will improve the quality of our programs and the well being of all teammates. This Code applies to all student-athletes involved in Horseheads Interscholastic Athletics.*

### **TRUSTWORTHINESS:**

*Trustworthiness – Be worthy of trust in all you do.*

*Integrity – Live up to high ideals of ethics and sportsmanship and always pursue victory with honor. Do what’s right even when it’s unpopular or personally costly.*

*Honesty – Live and compete honorably. Don’t lie, cheat or steal or engage in any other dishonest or unsportsmanlike conduct.*

*Reliability – Fulfill commitments. Do what you say you will do. Be on time to practices and games.*

*Loyalty – Be loyal to your school and Team. Put the team above personal glory.*

### **RESPECT:**

*Respect – Treat people with respect all the time and require the same of other student-athletes.*

*Class – Live and play with class. Be a good sport. Be gracious in victory and accept defeat with dignity. Help up fallen opponents, compliment extraordinary performance, and show sincere respect in pre- and post-game rituals.*

*Disrespectful Conduct – Don’t engage in disrespectful conduct of any sort including profanity, obscene gestures, offensive remarks of a sexual or racial nature, trash-talking, taunting, boastful celebrations, or other actions that demean individual players or the sport itself.*

*Respect for Officials – Treat game officials with respect. Don’t complain about or argue with calls or decisions during or after an athletic event.*

### **RESPONSIBILITY:**

*Importance of Education – Be a student first, and commit to earning your diploma and getting the best education you can. Be honest with yourself about the likelihood of getting an athletic scholarship or playing on a professional level and remember that many universities will not recruit student-athletes who do not have a serious commitment to their education, the ability to succeed academically or the character to represent their institution honorably.*

*Role Modeling – Remember, participation in sports is a privilege, not a right, and that you are expected to represent your school, coach and teammates with honor, on and off the field. Consistently exhibit good character and conduct yourself as a positive role model.*

*Self-Control – Exercise self-control. Don’t fight or show excessive displays of anger or frustration. Do not retaliate.*

*Healthy Lifestyle – Safeguard your health. Don’t use any illegal or unhealthy substances, including alcohol, tobacco, drugs and some over-the-counter nutritional supplements, or engage in any unhealthy techniques to gain, lose or maintain weight.*

*Integrity of the Game – Protect the integrity of the game. Don’t gamble on Horseheads Athletics.*

*Sexual Conduct – Sexual or romantic contact of any sort between student-athletes and adults involved with the Horseheads Interscholastic Athletic Program is improper and strictly forbidden. You must report misconduct to proper authorities immediately.*

### **FAIRNESS, CARING AND CITIZENSHIP:**

*Fairness and openness – Live up to high standards of fair play. Be open-minded, always be willing to listen and learn.*

*Concern for Others – Demonstrate concern of others. Never intentionally injure any player or engage in reckless behavior that might cause injury to yourself or others.*

*Teammates – Help promote the well-being of teammates through positive counseling and encouragement or by reporting any unhealthy or dangerous conduct to coaches.*

*Playing by the Rules – Have a thorough knowledge of and abide by all applicable game and competition rules.*

*Spirit of Rules – Honor the spirit and the letter of the rules. Avoid temptations to gain competitive advantage through improper gamesmanship techniques that violate the highest traditions of sportsmanship.*

*I agree that if I fail to abide by this Code of Conduct, I will be subject to disciplinary action that could include, but is not limited to the following: Warning, Single or Multiple Game Suspension, 5, 10 or 20 Week Suspension or Dismissal as set forth in the Horseheads Interscholastic Sports Eligibility Rules and Consequences and Athletic Codes of Conduct.*

*Our athletic program subscribes to the Pursuing Victory with Honor Arizona Sports Summit Accord. “Pursuing Victory with Honor” and the “Six Pillars of Character” are service marks of the CHARACTER COUNTS! Coalition, a project of the Josephson Institute of Ethics.*

*[www.charactercounts.org/sports](http://www.charactercounts.org/sports)*

## **X. PURSUING VICTORY WITH HONOR\* CODE OF CONDUCT FOR PARENTS**

*We believe that athletic competition of interscholastic age students should be fun and should also be a significant part of a sound educational program, embodying high standards of ethics and sportsmanship while developing good character and other important life skills. Essential elements of character building are intrinsic in the concept of sportsmanship and six core ethical values: trustworthiness, respect, responsibility, fairness, caring and good citizenship, (the “Six Pillars of Character”). The highest potential of sports is achieved when learning from the T.E.A.M. concept (Teaching, Enforcing, Advocating and Modeling these values) and by committing to the ideal of pursuing victory with honor. Good-faith efforts to honor the words and spirit of this Code will improve the quality of our programs and the well being of all teammates. This Code applies to all student-athletes involved in Horseheads Interscholastic Athletics.*

### **TRUSTWORTHINESS:**

*Trustworthiness – Be worthy of trust in all you do.*

*Integrity – Live up to high ideals of ethics and sportsmanship and always pursue victory with honor. Do what’s right even when it’s unpopular or personally costly.*

*Honesty – Live and compete honorably. Don’t lie, cheat or steal or engage in any other dishonest or unsportsmanlike conduct.*

*Reliability – Fulfill commitments. Do what you say you will do. Be on time to practices and games.*

*Loyalty – Be loyal to your school and Team. Put the team above personal glory.*

### **RESPECT:**

*Respect – Treat people with respect all the time and require the same of other student-athletes.*

*Class – Live and play with class. Be a good sport. Be gracious in victory and accept defeat with dignity. Help up fallen opponents, compliment extraordinary performance, and show sincere respect in pre- and post-game rituals.*

*Disrespectful Conduct – Don’t engage in disrespectful conduct of any sort including profanity, obscene gestures, offensive remarks of a sexual or racial nature, trash-talking, taunting, boastful celebrations, or other actions that demean individual players or the sport itself.*

*Respect for Officials – Treat game officials with respect. Don’t complain about or argue with calls or decisions during or after an athletic event.*

### **RESPONSIBILITY:**

*Importance of Education – Be a student first, and commit to earning your diploma and getting the best education you can. Be honest with yourself about the likelihood of getting an athletic scholarship or playing on a professional level and remember that many universities will not recruit student-athletes who do not have a serious commitment to their education, the ability to succeed academically or the character to represent their institution honorably.*

*Role Modeling – Remember, participation in sports is a privilege, not a right, and that you are expected to represent your school, coach and teammates with honor, on and off the field. Consistently exhibit good character and conduct yourself as a positive role model.*

*Self-Control – Exercise self-control. Don’t fight or show excessive displays of anger or frustration. Do not retaliate.*

*Healthy Lifestyle – Safeguard your health. Don’t use any illegal or unhealthy substances, including alcohol, tobacco, drugs and some over-the-counter nutritional supplements, or engage in any unhealthy techniques to gain, lose or maintain weight.*

*Integrity of the Game – Protect the integrity of the game. Don’t gamble on Horseheads Athletics.*

*Sexual Conduct – Sexual or romantic contact of any sort between student-athletes and adults involved with the Horseheads Interscholastic Athletic Program is improper and strictly forbidden. You must report misconduct to proper authorities immediately.*

### **FAIRNESS, CARING AND CITIZENSHIP:**

*Fairness and openness – Live up to high standards of fair play. Be open-minded, always be willing to listen and learn.*

*Concern for Others – Demonstrate concern of others. Never intentionally injure any player or engage in reckless behavior that might cause injury to yourself or others.*

*Teammates – Help promote the well-being of teammates through positive counseling and encouragement or by reporting any unhealthy or dangerous conduct to coaches.*

*Playing by the Rules – Have a thorough knowledge of and abide by all applicable game and competition rules.*

*Spirit of Rules – Honor the spirit and the letter of the rules. Avoid temptations to gain competitive advantage through improper gamesmanship techniques that violate the highest traditions of sportsmanship.*

*We agree that if we fail to abide by this Code of Conduct, we will be subject to disciplinary action that could include, but is not limited to the following: Verbal Warning (Yellow Card), Ejection (Red Card), Single or Multiple Game Suspension, a Season Suspension or Permanent Ban from attending home contests.*

*Our athletic program subscribes to the Pursuing Victory with Honor Arizona Sports Summit Accord. “Pursuing Victory with Honor” and the “Six Pillars of Character” are service marks of the CHARACTER COUNTS! Coalition, a project of the Josephson Institute of Ethics.*

*[www.charactercounts.org/sports](http://www.charactercounts.org/sports)*

XI. STAC SPORTSMANSHIP POLICY

**Southern Tier Athletic Conference**

*Whereas good sportsmanship is a major concern among the member schools of the Southern Tier Athletic Conference, a season commitment with the student athletes, coaches, and their parents/guardians, is being made for the purpose of promoting good conduct among all players, coaches, cheerleaders and fans of the member schools.*

*Therefore, we are asking all team members, (Varsity, JV and Modified) and parents/guardians, to certify and honor the following sportsmanship guidelines.*

*The home school Athletic Director will collect and maintain the records certifying each team member to the STAC Sportsmanship Policy.*

**ALL CONCERNED AGREE:**

*To live up to a high standard of good sportsmanship at all times.*

*To be a good host and treat all visitors as guests.*

*To treat the opponents with respect.*

*To respect the judgment of the contest officials.*

*To avoid profane and abusive language and obnoxious behavior.*

*To always set a good example for others to follow.*

*To accept both victory and defeat with pride and compassion, never being boastful or bitter.*

*To remember that an athletic contest is only a game, not a matter of life or death for all players, coaches, schools, officials, fans, communities, New York state or our nation.*

*Founded in 1966, a member of the Section Four Athletic Association and the NYPHSAA.*

**STAC West**

*Corning East  
Corning West  
Elmira Free Academy  
Elmira Southside  
Horseheads*

**STAC METRO**

*Binghamton  
Ithaca  
Union Endicott  
Vestal*

**STAC CENTRAL**

*Johnson City  
Maine-Endwell  
Norwich  
Oneonta  
Owego Free Academy*

**STAC EAST**

*Chenango Forks  
Chenango Valley  
Seton Catholic  
Susquehanna Valley  
Windsor*

## XII. HORSEHEADS HEAD INJURY AND CONCUSSION FACT SHEET

**What is a Concussion?** Concussion is a brain injury which results from a bump, blow or jolt to the head. Even a ‘ding’ or bump to the head can be serious. Concussion is an injury that cannot be seen; some of the symptoms can be observed, but some can only be reported by the student. Honesty in reporting symptoms is essential. Second Impact Syndrome (a second blow to the head before full recovery from a concussion) can be dangerous; it can result in permanent brain damage and in rare cases, it can be fatal.

### **Prevention:**

Follow your coach’ rules for safe practices and play; understand the rules of the sport and instill sportsmanship; wear protective equipment properly; be honest in reporting the symptoms of the injury; coaches should be prompt in their recognition of signs of concussions on the sidelines; provide prompt medical treatment and evaluation; finally, return to activity slowly and gradually based on the disappearance of concussion like symptoms.

**Signs of concussions that you can recognize:** Appears dazed and confused; is confused about the plays or assignment in the game; is unsure of the score or who is the opponent; moves clumsily; answers questions slowly; shows behavior or personality changes; loses consciousness and can’t recall events before and/or after being ‘struck or hit’.

**Symptoms reported by the student athlete:** Headache; nausea; balance problems or dizziness; double or fuzzy vision; sensitivity to light or noise; feeling sluggish or very tired; feeling groggy or foggy; concentration or memory problems and feeling confused.

**What to do if you think your athlete has a concussion:** Seek medical attention immediately; keep your athlete ‘out of the game’; tell all of your coaches about any recent concussion and follow doctor ordered restrictions for all sports and activities; remind your student athlete that it is better to ‘miss one game than the whole season’.

### **Policy on Returning to Physical Education and Athletics Following a Concussion Injury**

The coach or athletic trainer will evaluate the athlete on the sidelines – if a concussion is suspected, the student athlete will be taken out of ‘play’ for the remainder of the game/day. The athlete must be evaluated by your private healthcare provider and a note must accompany the athlete with clearly written restrictions listed as to what the student can and cannot do. This note must be submitted to the School Nurse as soon as the student returns to school.

**Re-entry to Physical Education class and athletics:** Re-entry will be allowed in gradual steps. The student must be free of signs and symptoms for at least 24 hours at each ‘step’ before being released to the following step. The following steps are to be followed in order to be ‘cleared’ to begin participation in both PE class and athletics. There must be six days of care with no signs of injury, in order to be cleared to participate. Each day must be symptom free as follows:

Day 1 = No participation in PE class or any athletic practices (complete rest).

Day 2 = Light aerobic exercise (walking, stationary bike, light resistance training).

Day 3 = Sport specific exercise like running during soccer drills.

Day 4 = Non contact training drills. (After Day 4, a note from the private healthcare provider must be secured and given to the School Nurse before the athlete can be cleared to participate in Day 5 activities. This signature must be obtained by the private health care provider on the daily chart provided by the School Nurse. The athlete must take this form with him/her to their provider’s office for this signature.

Day 5 = Full contact training drills.

Day 6 = Full participation – game play.

**Notes** – there six days to this procedure therefore a minimum of six days before a student athlete can return to participation. If a symptom re-occurs, during any of these days during this process, a 24 hour wait must happen before moving on to the next step. The premise is that once a concussion has occurred, we want to be sure we place as much rest in between a potential second injury. In other words, the more time that occurs between injuries to the head, the better chance of full recovery for the athlete. Some student athletes will take more time to recover than others in moving through this process. The School Nurse Practitioner (NP), Nurse (RN) and/or the Athletic Trainer (AT) are the only people who can give clearance for the athlete to progress to the next ‘step’. They may ask for input from the coach, athlete, parents and teachers when assessing the student athlete’s progress. At no time, should a student athlete be told to ‘suck it up’ and under report their symptoms. Concussion is a different and much more complex injury and is not like a muscle strain or ache; playing through the pain will increase the risk for more serious brain injury.

**XIII. INTERSCHOLASTIC SPORTS ELIGIBILITY RULES AND CONSEQUENCES CONTRACT**

**PLEASE SIGN AND RETURN ONLY THIS PAGE TO YOUR COACH!**

*We have read and understand the Interscholastic Sports Eligibility Rules and Consequences and Athletic Code of Conduct. As a Student Athlete, I agree to abide by these rules as a member of the Horseheads Varsity JV Modified (please circle) \_\_\_\_\_ team.*

*We have read the STAC Sportsmanship Policy and agree to abide by its rules and regulations.*

*We have read the Pursuing Victory with Honor Code of Conduct for Student Athletes and Parents and agree to abide by its contents.*

*We have read the Horseheads Central School District Concussion Management Program Handout and understand that each athlete will be given an ImPact baseline concussion management test at the start of the sports season. In the case of a concussion, the athlete will be given a post-concussion test by trained personnel. The ImPact test numbers are another tool the medical personnel use to evaluate and help clear an athlete as part of the Concussion Management Protocol. The ImPact test is one of several tools used when giving clearance to an athlete after a concussion.*

*We agree to undergo an ImPact baseline concussion management test at the start of the sports season and to follow the procedures listed in the Concussion Management Protocol if a concussion is suffered during practice and/or contests.*

*We have read the Horseheads Central School District Concussion Management Program Handout and agree to follow the procedures as listed, if I receive a concussion during practice and/or contests.*

*Athlete's Signature (please print) \_\_\_\_\_ Date \_\_\_\_\_*

*Athlete's Signature \_\_\_\_\_ Date \_\_\_\_\_*

*Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_*

*At this time, we do \_\_\_\_\_, do not \_\_\_\_\_ have family health insurance. (Please check one only).*

**Please sign and return only this page to your coach!!**

*(All other paperwork is for your safekeeping. Please do not discard these pages, as it is important to be able to refer back to these documents if necessary).*

**\*\*THIS CONTRACT IS VALID FOR ONE CALENDAR YEAR FROM THE DATE OF SIGNING. PLEASE REMEMBER TO MAINTAIN APPROPRIATE BEHAVIOR BEFORE, DURING AND AFTER YOUR RESPECTIVE SEASONS.\*\***

*Please call us at 739-5601 ext 4254 so we can answer any of your questions!!*