

South Central Local Schools

Athletic Handbook and Code of Conduct 2017-2018

EDUCATIONAL VALUES OF ATHLETES

We believe in interscholastic athletics.

We believe there are substantial educational outcomes from a soundly conceived and executed program for the players, the student body, and the school as a whole.

We believe the potential values to the participants are genuine. Rigorous competition under prescribed regulations and policies provide for adolescent boys and girls the opportunity to develop ideas and habits of health, fair play, initiative, achievement and emotional control.

We believe students can be taught to win gracefully and to lose in the same fashion.

We believe that many students have found a purpose in their schoolwork and in their lives through the program of athletics.

We believe that athletics provides for the student body tangible values. Athletics can make substantial contributions to morale and can provide an outlet for enthusiasm.

We believe the athletic program though differing in nature from the academic program does justify its existence by providing a profitable educational experience for the participant.

We believe the welfare of the individual student is always to be the primary concern. The game exists for the student--never the student for the program.

The single most important goal for a student athlete-
Whether male or female-Should be to achieve a good Education. Today's student athlete is tomorrow's leader.
Without an Education, it will be impossible
to meet the challenge of our ever-changing world.

The South Central School District feels that participating in athletics and related activities for students are an integral part of the education process. Because of the philosophy, the Board of Education feels that activities should be offered to students at all levels. The sequence for new sports to be added to South Central School will be club status and then Inter-scholastic competition, if the criteria are met.

- A. The SC Board of Education shall determine whether an activity becomes a sport in regards to the best interest of the school.
 - Factors include but not limited to school-size, fiscal considerations, liability considerations, and the status among member Firelands Conference schools.
- B. S C Schools (High School) will participate in Ohio High School sponsored tournaments in sports approved by the BOE
- C. An athletic activity may be recommended for approval as a school sponsored sport if the following criteria are met.
 1. The sport is sanctioned by the Ohio High School Athletic Association.
 2. Facilities are made available and can be coordinated with practices and contests of existing programs.
 3. Funding for the sport is available and does not impact existing teams.
 4. Insurance and liability concerns are addressed satisfactorily for the Board of Education
 5. A competent and qualified coach can be employed.
 6. A schedule must be completed at least six months prior to the first day of official practice.
 7. The new sport will be considered based on its potential for becoming a Firelands Conference recognized sport.
 8. Requirements for a club sport to be recognized as an interscholastic sport includes the following:
Maintain 75% of required participants for that sport for three consecutive calendar years.
During the club status, each participant is responsible for all expenses.
- D. Requirements for an activity to become a club sport.
 1. Adult supervision and leadership must be provided.
 2. All expenses are the responsibility of the participants.
 3. Evaluation of the sport's club status is to be completed by the AD upon completion of the season.

ATHLETICS

We at the South Central Local Schools believe that the opportunity to participate and represent South Central in interscholastic athletics is a distinct privilege. In order to earn this privilege, and keep it, there are certain rules and regulations that must be followed. These have been assembled as an Athletic Code of Conduct.

South Central Athletic Code of Conduct

Any student, who participates in our school sponsored athletic program, must conduct themselves in a way as to reflect favorably on themselves, their team, their school, and their community. Student/athletes are expected to follow the instructions of the coaching staff. Please find below a listing of the South Central Code of Conduct for Athletics.

1. The use of tobacco, in and of its various forms, shall be deemed an infraction, at any time.
2. The use of alcoholic beverages and drugs by any participant shall be deemed an infraction, at any time.
3. Unsportsmanlike conduct, profanity, foul language, or vulgar remarks, lack of respect towards coaches, opponents, teammates, fan, and school personnel, shall be deemed an infraction
4. An unexcused absence from school or practice session shall revert to ineligibility for the next contest. A second offense shall carry a penalty of ineligibility for the next 2 contests. Further infractions of this rule shall result in the athlete being removed from the team for the remainder of the season.
5. A student must be in school the entire day to participate in an athletic event, and must be present for half-a-day of school to practice (except for administratively excused reasons). A student may participate in a contest on a non-school day even though he or she has missed school on the previous day. A student may be prohibited from participating on a non-school day if the previous day's absence was due to truancy.
6. Curfew will be at the discretion of each coach and in compliance with the town curfew.
7. Personal grooming shall be governed by the student conduct code in the student handbook.
8. All school regulations apply to athletes at athletic events and practices.
9. Any time a student is suspended from school, he/she is to be denied the privilege of participating in any event or practice for the duration of the suspension from school.
10. Each participant is responsible for his/her own personal equipment as well as school owned equipment issued to him. School owned equipment must be returned on call to the coach in charge of the sport and be in a condition satisfactory to the coach.
11. A student's attendance at awards banquets is mandatory if he/she desires to receive his/her athletic award. An exception could be made with prior approval from the coach.
12. The head coach of each sport shall have the right to enforce additional rules and regulations that are necessary to maintain a well-balanced climate for the health and welfare of his/her particular sport. A copy of these rules and regulations are to be issued to each participant and posted in the locker room.
13. Even though athletic participation is a privilege, a participant will be afforded due process by the coach or advisor if denial of participation may be necessary for the safety and/or welfare of the participant or others. In such a case, the coach may deny participation on an emergency basis without due process.
14. A member of an athletic team or group shall be denied the privilege to participate for violation of #1 or #2 above.
 - a. First Offense- The student will have to make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for chemical dependency assessment and then follow the recommendations of the counselor. The parent/guardian is responsible for all expenses and for providing the Athletic Department/Other with documentation that the student participant completed all recommendations of the counselor. The student participant will be denied participation for a minimum of 20% of the season. The parent/guardian/custodian and student will meet with the Athletic Director/Other, the coach/advisor, and a building administrator to determine reinstatement. The student may be required, at parent/guardian/custodian expense, to submit to weekly testing for the remainder of the current season.
 - b. Second Offense- The student is denied participation for one calendar year from the date of notification of the violation.
 - c. Third Offense- The student is permanently denied participation in any extracurricular activities for the remainder of his/her school at SOUTH CENTRAL Local Schools.
15. Students are required to ride to and from events in school provided transportation. However, permission to ride with an adult relative may be permitted if the student provides a note from the parents naming the specific driver.
16. Students are required to carry medical insurance. If a student is not covered under a policy at home, students may sign up for the insurance offered at the school each fall.
17. All infractions and punitive measures can be, if requested, reviewed by the Building Principal.

**An Athletic Code of Conduct will be provided to each athlete and cheerleader.

JOINING OR QUITTING A SPORT

Athletes have up to the first scheduled athletic contest of a particular sport to change sports. After the first scheduled contest, changes may only occur under unusual circumstances and only with the complete agreement of all parties involved.

If an athlete quits a sport after the first scheduled contest, he/she will be unable to participate in any other sports program until the sport he/she quit has completed its regular season. Being unable to participate as a result of quitting includes any conditioning, weights, open gym or any other form that is in preparation for another athletic program.

After the first contest, no student will be allowed to go out for an athletic team unless under one of the following:

- A. A student transfers from a school district
- B. Is coming off an injury
- C. A student who was academically ineligible becomes eligible.

Carefully read the South Central Athletic Code and the additional rules and regulations from your coach. If you have questions, please do not hesitate to ask for clarification now. Please note #5 on the athletic code of conduct about the attendance at school. Many student/athletes unknowingly violate this regulation and thus miss a game or practice.

I have received a copy of the South Central Athletic Code. I understand the code and will do my best to abide by the rules set forth in that code and the additional rules and regulations of the coach.

Student Athlete Signature

Grade

Date

ATHLETIC ELIGIBILITY POLICY

Applies to all male/female students in grades 7-12

- 1) Any student who receives two (2) or more failing marks in a nine-week grading period is automatically *ineligible* for the following nine weeks. (This policy satisfies the minimum OHSAA Eligibility standard of passing 5 credits). All students entering the 7th grade are automatically eligible at the beginning of the school year.
- 2) Any student who receives one (1) failing mark in any nine-week grading period is *ineligible* for the first week (Sunday to Sunday) of scheduled competition (excluding scrimmages, previews).
- 3) Student tracking of eligibility will take place throughout the entire nine-week sporting season, beginning on the first official day of practice for that sporting season.
- 4) Any student who receives one (1) failing mark during any week will receive a *warning*. Any student who receives additional failing mark(s) during any of the remaining nine-week grading period will result in *ineligibility of play* for the following one week (Sunday to Sunday). [Example: wk 4: F in Algebra II, putting student on warning; wk 6: D in Algebra II, Fin English making student *ineligible*].
- 5) Any student who receives two (2) or more failing marks during any week will automatically be *ineligible* during the following week (Sunday to Sunday).
- 6) All students in grades 9-12 must maintain a minimum GPA of 1.500. Failure to maintain the minimum GPA will result in *ineligibility* for the next nine-week grading period.

PARENT/GUARDIAN SIGNATURE _____

STUDENT SIGNATURE _____

DENIAL OF PARTICIPATION PROCEDURES

To remove a student from a team for a period of time, complete two (2) copies of Form #1 Notice of Intended Denial of Participation From Extra-Curricular Activities to Student. At the bottom of the form, explain the disposition in detail. Hand one (1) copy to the student and turn the other copy into the office. If you deny participation in the disposition, you must also turn in one form #2. Simply sign it. The office will type copies and mail them to the parent/guardian and return a copy of form #1 and #2 to you.

NOTICE OF INTENDED DENIAL OF PARTICIPATION FROM EXTRA-CURRICULAR ACTIVITIES TO STUDENT

Name of Student Date

This notice is to inform you that you may be denied participation in . To be denied participation in this activity means that you are not allowed to come to practice or participate in the activity as a team member. The reason for denial of participation in this activity is:

You will have the chance to meet with me at an informal hearing to ask questions, tell your side of what happened, question my reasons for denial and inform coach/advisor of any information that may be needed for clarification in the final decision.

(Coach or Advisor)

I have received a copy of this notice of intended denial of participation.

Signature of Student

For 18 year old students only

I hereby consent to your release of this notice to my parent/guardian. Signature of Student

DENIAL OF PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES TO PARENT/GUARDIAN

Name of Parent/Guardian Date

Address

City Zip

You are hereby advised that (Student/athlete)

has been denied participation in (Sport)

from to (Date)

The reason for the denial is as follows:

You may appeal this decision to the Building Principal. Please notify me immediately if you intend to appeal so that a hearing can be scheduled.

(Coach or Advisor)

GENERAL INFORMATION

1. Coaches do not need to present requests for the Athletic Boosters to the Athletic Council. Coaches should present such requests to the high school principal. The principal will clear the request or refer it to the council (if necessary) The coach may present the request to the Boosters.
2. Students are not to run, jog, or walk on state, county, township, or city roadways. All running must be on school property or non-traffic areas.

3. Athletic Participation Policy: Grades 9-10-11-12

Athletic participation may be in one or two athletic teams or squads per sports season.

Student **must** declare which sport is their primary sport. **Team sports** will take precedent over individual.

Mascot

A Trojan Mascot for Varsity football and basketball may be selected from interested candidates from grades 9- 12.

Mileage for scouting will be paid upon request at the rate of ,__per mile (current fee)

Chain of Command

**Procedures that must be followed when there is a reasonable complaint...

High School Student/athlete and Parent/Guardian

1st step talk with his/her coach

2nd step High School Athletic Director

3^d step High School Principal

Junior High Student/Athlete and Parent/Guardian

1st step talk with his/her coach

2nd step Junior High Athletic Director

3^d step Junior High Principal

4th step HS Athletic Director

(Inform Head coach of complaint)

ATHLETIC AWARDS

Junior High - 7th and 8th gr-metal pin

Junior Varsity -certificate

Varsity Participation- certificate

Varsity- 1st year letter and numerals, 2nd year chevron, 3rd year chevron, 4th year chevron and plaque

*Lifetime pass for the equivalent of 10 varsity letters in any combination.
Numerals given with first varsity letter*

Individual Awards

Captains	Plaques
Most Improved	Trophy/plaque
MVP	Trophy/plaque
Most Points	Trophy (track) Boys and girls
Highest Batting Ave	Trophy/plaque
Medalist in golf	Trophy/plaque

To earn varsity Letter

Football must play $\frac{1}{2}$ of the total quarters(20) 3 plays per quarter denotes a

Basketball quarter must play $\frac{1}{2}$ of the total quarters B&G

Baseball must play $\frac{1}{2}$ of the total innings, except pitchers

Softball must play $\frac{1}{2}$ of the total innings, except pitchers

Track average 1 1/2 points per meet throughout the season (15

Golf pts)

must participate in the matches, must score or be within the top 5 (

Volleyball matches)

Wrestling $\frac{1}{2}$ varsity games played

Must be present at 92% of practices

Must participate in 10 varsity matches and earn 12 or more team points

Cheerleaders Jr High-metal pin

1st SC letter with insert 2nd, 3rd, 4th Chevron

Cheerleaders will receive a letter for FB and BK Season

A varsity SC letter will be awarded to any senior athlete participating in the same sport for three years and has not previously earned a varsity letter in that sport.

YOU MUST BE PRESENT AT THE AWARD CEREMONY TO RECEIVE YOUR AWARD

Title: HIGH SCHOOL PRINCIPAL

Qualifications: Masters Degree- Principal's Certificate

Reports to: Superintendent

RESPONSIBILITIES

1. Meet regularly with the Athletic Director to review the programs and recommend possible action(s).
2. Interpret the rules of the state, conference and local policies.
3. Maintain records to evaluate the total athletic program and its component parts.
4. Review discipline problems and recommend or take action as needed.
5. Meet regularly with the Local Superintendent to update him on the operation of the South Central Athletic Program.
6. Have final say in student eligibility.

SECURITY CONTROL

1. There will be pass outs for fans that need to leave the field or building. There should be no loitering on the school grounds, parking lots, or hallways.
2. Please assist in crowd control if and when necessary.
 - a. Protection for players and game officials
 - b. Obscene gestures, signs, language, etc.
 - c. Watch crowd during last few minutes of game for any unruliness
3. Report school age children who cause a problem to the Athletic Director or Building Principal
4. At basketball games, please discourage groups from congregating in the halls
5. Keep crowd moving after an event.
6. We respect your knowledge of law enforcement
And trust that problems can and will be kept to a minimum.

Title: ATHLETIC DIRECTOR

Qualifications: Certified Teaching Certificate (Ohio)
B.S. Degree and Prior Coaching Experience

Reports to: High School Principal

RESPONSIBILITIES:

Within the school an athletic director can be a very effective extension of the administration. By working closely with the principal, who by policy of the South Central School Board and the policies of the OHSAA, the Athletic Director can bring about a competent and vital athletic program. Through the athletic director comes accountability for the investment in athletics.

The following items define in detail many of the duties of the Athletic Director:

1. Develop inter-scholastic athletic schedules w/ final approval by principal/ be sure that each/is covered by a contract.
2. Contract officials for both boys and girls athletics
3. Keep track of income and expenditures
4. Review budgets for all athletic programs
5. Be custodian of all athletic equipment
6. Act as secretary of Athletic Council
7. Work with the Athletic Boosters
8. Coordinate use of athletic facilities by developing practice schedules
9. Make recommendations for improvement in athletic program
10. Help to maintain athletics in an educational setting
11. Maintain harmony in athletics in an education setting.
12. Administer the sale of tickets for athletic events
 - a. Sign up workers
 - b. Set up facilities
 - c. Close out after events
 - d. Coordinate with workers outside of school
13. Responsible for closing building after all events are over
14. Make arrangements for team travel
15. Check on eligibilities
 - a. Check on insurance of participants
 - b. Check on physical examination requirements
 - c. Be sure coaches enforce attendance rules and participation
16. Meet OHSAA registration deadlines
17. Coaches meet requirements as prescribed by OHSAA
18. Check conditions of athletic facilities/repairs
19. Co-ordinate with custodian for mowing the facilities.
20. Responsible to see that athletic areas are properly prepared (*linings, scoring equipment in place and functional).
21. Keep the principal informed of the athletic situation
22. With the principal's aid, maintain a set of Firelands Conference materials
23. Advise the principal on athletic decisions and conference decisions which come up for consideration
24. Attend Firelands Conference meetings as requested by the principal
25. Be involved when designated by the principal in athletic drawings
26. Compensation for position is determined by the BOE -based on the salary schedule as are other athletic positions.
27. Will be granted daily a free period to carry out the duties of the Athletic Director which need to be done during a school day when other schools are in session
28. Review policies/activities see that each area is compatible to each other/school, and the best interests of the students
29. Call to the attention of the principal any conflicts between coaches; coaches/participants; coaches/other personnel.
30. Make arrangements for the printing and distribution of posters with athletic schedules.
31. Act as coordinator for any tournaments or invitational held or sponsored by the school.
32. Recommend new athletic programs or changes to the administration.
33. Be responsible to see that any money received from the selling of materials such as practice shirts, teeth guards, etc., equal at least the cost of the items. Financial accountability requires any money turned in must be identified
34. See that money is not accumulated in the athletic office.
35. Meet and see to facilities and needs of officials.
36. Be present for non-varsity boys and girls athletics when held in the home school.
37. Perform such other duties (athletic) as may be required or assigned by the Principal.
38. Greet visiting team.

Title: JR HIGH ATHLETIC DIRECTOR

Qualifications: Certified Teaching Certificate (Ohio)
--Optional

Reports to: Jr. High Principal and High School Athletic Director

RESPONSIBILITIES:

The Jr. High Athletic Director shall be responsible for supervising the 7th and 8th grade athletic contests.

1. Set up the facility for the event(s).
2. Schedule needed workers and help.
3. Maintain the necessary atmosphere at each contest so as to insure the safety of the participants and spectators.
4. Secure the building or facility after the event(s).
5. Contract officials for events (7 & 8).
6. Schedule events in conjunction with the Athletic Director.
7. Work with the Athletic Boosters.
8. Coordinate use of facilities by developing practice schedules.
9. Make recommendations for improvement in athletic program.
10. Help to maintain athletics in an educational setting.
11. Maintain harmony in the total athletic program.
12. Administer the sale of tickets for athletic events.
 - a. Sign up workers
 - b. Set up facilities
 - c. Close out after events
 - d. Coordinate with workers outside of school.
13. Responsible for closing up building after all events are over
14. Check on eligibilities.
 - a. Check on insurance on participants
 - b. Check on physical examination requirements for participants
 - c. Be sure coaches enforce attendance rule and participation
15. Check conditions of athletic facilities and make recommendations for repair.
16. Responsible to see that athletic areas are properly prepared.
17. Keep the principal informed of the athletic situation.
18. With the principal's aid, maintain a set of Firelands Conference materials.
19. Attend Firelands Conference meetings as requested by the principal.
20. Be involved when designated by the principal in athletic drawings.
21. Compensation for the position is determined by the Board and is based as are other athletic positions on the salary schedule.
22. As in a coaching position, a free period to carry out the duties of athletic director will not be granted even though occasionally some things need to be done during a school day when other schools are in session.
23. Review policies and activities within each athletic area to see that each area is compatible to each other, the school, and the best interests of the students.
24. Call to the attention of the principal any conflicts between coaches, coaches and participants, coaches and other personnel.
25. Act as coordinator for any tournaments or invitational held or sponsored by the school.
26. Recommend new athletic programs or changes to the administration.
27. Be responsible to see that any money derived from the selling of materials such as practice shirts, teeth guards, etc., equal at least the cost of the items. Financial accountability requires any money turned in must be identified as to the items covered.
28. See that money is not accumulated in the office.
29. Meet and see to facilities and needs of officials at athletic contests.
30. Perform such other duties (athletic) as may be required or assigned by the Principal.

Title: HEAD COACH

Qualifications: Prior Experience preferred
Knowledge of and familiar with the sport

Reports to: Athletic Director

JOB GOALS: To help each participating student achieve a high level of skill, an appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem.

RESPONSIBILITIES:

1. Responsible for written notices to prospective student candidates announcing events prior to first practices such as-- but not limited to
 - a. Physical examination
 - b. Insurance coverage
 - c. Issuing Equipment
 - d. Individual personal equipment (shoes)
2. Responsible for providing each student candidate a set of rules the first week of practice to include; but not limited to.
 - a. Conduct at practice
 - b. Conduct during games
 - c. Conduct on Athletic Department sponsored trips
 - d. Expected time on field or floor
3. Responsible for discussing with the Athletic Director any problems or situations that may affect your athletic program or the total school athletic program.
4. Responsible to direct the coaching duties of all assistant coaches in their sport and their conduct.
5. Responsible to follow and abide by the Code of Athletic Conduct set forth by the South Central Athletic Board and The South Central Board of education, responsible to follow the regulations of the conference and the State.
 - a. Mark all equipment before issued. An equipment card file on all candidates, signed for issued equipment.
 - b. Responsible for equipment not issued.
 - c. Inventory of all equipment must be turned into the AD before receipt of final coaching payment.
 - 1) At close of season all equipment must be checked for reconditioning and cleaning.
 - d. To make sure all candidates have physical exams, emergency medical forms on file and proper ins. either thru school or family coverage.
 - e. Shall adhere to practice schedules developed by the Athletic Director.
 - 1) Shall present AD and Principal a copy of first complete practice schedule on week before season begins.
 - 2) A weekly practice schedule shall be given to the AD to include starting time and ending time.
 - f. Shall assign a coach
 - 1) To be on the floor or field by the time the first candidate appears.
 - 2) To secure the building, turn out lights and see that all players are out of the buildings (not a manager).
 - g. Shall provide
 - 1) Each student candidate with rules/regulations governing Athletes conduct while a member of the team.
 - 2) Each student candidate the physical conditioning as prescribed by the OHSAA
 - h. Prepare a detailed budget as requested by AD
 - i. Attend state rules meeting
 6. Coaches influence not only the conduct of the players under their direction, but also that of the student spectators, school facilities, parents of squad members, and interested citizens who attend our athletic contests. Since the coach is influential in setting the tone, must visibly show that he values self-restraint, fair play/sportsmanlike behavior.
 7. The behavior of the coach must at all times be marked by dignity and self-control. He should not, at any time, use provocative language or engage in any unsportsmanlike actions or tactics. He must avoid any actions or remarks, which would tend to incite the displeasure of the spectators or provoke disorderly behavior.
 8. If the coach, as a professional educator, cannot exercise control under stress, then it cannot be expected from the young people on the team nor from the heterogeneous combination of spectators in the stands.
 9. The coach will immediately discipline any player who intimidates an official, or displays unsportsmanlike behavior.
 10. Deliberate attempts to humiliate an opponent or athlete should not be tolerated by school officials.
 11. Coaches are encouraged to substitute when possible, especially when the outcome of the game has been decided.
 12. Control his emotions and eliminate any show of outraged discontent over an official's call.
 13. Never seek out an official during half-time or at the conclusion of a contest.
 14. Evaluate his/her assistants/ consultation with AD
 15. Must handle themselves above reproach and are expected to be role models for our students on/off the playing field.

Title: ASSISTANT COACH

Qualifications: Knowledge of/familiar with the sport

Reports to: Head Coach

GOALS: To help each student achieve a high level of skill, an appreciation for the values of discipline and sportsmanship and an increased level of self-esteem.

RESPONSIBILITIES

1. Acts in a coaching capacity as directed by the head coach.
2. Assumes scouting responsibilities needed.
3. Attends meetings and clinics as schedules.
4. Assists the head coach in all facets of planning and evaluation for current and past seasons
5. Maintains all criteria of the head coach, athletic director, and administration.
6. At the junior high level, provide for a stress on basic skills through thoroughly planned practices. Also provide for equal participation at practice and games when possible.
7. Coaches influence not only the conduct of the players under their direction, but also that of the student spectators, school facilities, parents of squad members, and interested citizens who attend our athletic contests. Since the coach is influential in setting the tone of conduct, he must visibly show that he values self-restraint, fair play, and sportsmanlike behavior.
8. The behavior of the coach must at all times be marked by dignity and self-control. He should *not*, at any *time*, use provocative language or engage in any Unsportsmanlike actions or tactics. He must avoid any actions or remarks, which would tend to incite the displeasure of the spectators or provoke disorderly behavior.
9. If the coach cannot exercise control under stress, then it cannot be expected from the young people on the team not the heterogeneous combination of spectators in the stands.
10. The coach will immediately discipline any player who intimidates an official, or displays Unsportsmanlike behavior.
11. Deliberate attempts to humiliate an opponent or athlete should not be tolerated by school officials. Coaches are encouraged to substitute whenever possible, especially when the outcome of the game has more or less been decided.
12. No person should be coaching who does not realize that the future of high school athletics is more important than the winning or losing of a particular game.
13. Control his emotions and eliminate any show off outraged discontent over an official's call
14. Never seek out an official during half time or at the conclusion of a contest.
15. The coach must also exercise good taste in decisions both on and off the playing field and be a positive role model for our student athletes.

Title: HEAD CHEERLEADER ADVISOR

Reports to: Athletic Director

JOB GOAL: To coordinate and supervise the Cheerleaders in becoming an integral part of the total school program by promoting and building spirit and enthusiasm within the school and community.

Qualifications:

1. Whenever possible a valid Ohio Teacher Certificate.
2. Knowledge in cheerleading activities
3. Certified in Sports Medicine and CPR according to State of Ohio

Duties and Responsibilities:

1. Coordinates the high school cheerleading program.
2. Plans and supervises the cheerleader tryouts in the spring to select the varsity, reserve and freshman cheerleaders for the next school year.
3. Submits budget for uniforms and awards.
4. Plans all pep assemblies through the Head Coach, Athletic Director, and Principal.
5. Follows all cheerleading guidelines as determined by the conference, school, and OHSAA.
6. Displays sportsmanship, courtesy and ethical conduct, which transcends to all cheerleaders.
7. Evaluates the assistant cheerleader advisor.
8. Responsible for informing the squads of all-necessary regulations and responsibilities.
9. Attend all football and boys' basketball contests.
10. Supervise the transportation to away contests.
11. Direct the assistant cheerleader advisor.
12. Store and inventory all uniforms and equipment.
13. Schedule clinics and provide instruction to all prospective cheerleader candidates in the spring.
14. Inform the Athletic Director and/or Principal of any problems or concerns that might arise during the season.
15. Present cheerleading squads that are well organized, disciplined, motivated and enthusiastic and displaying sportsmanship that will represent South Central School in a first class manner.

Title: ASSISTANT CHEERLEADER ADVISOR

Reports to: Head Cheerleader Advisor

Job Goal: To assist the Head Cheerleader Advisor in building a cheerleading squad that is spirited and enthusiastic and conveys this enthusiasm to the student body and community.

Qualifications:

1. Whenever possible a valid Ohio Teacher Certificate.
2. Knowledge in the operations of cheerleading.
3. Certified in Sports Medicine and CPR by the State

Duties and Responsibilities:

1. Assist the Head Cheerleader Advisor in supervision, selection and instruction of cheerleaders.
2. Responsible for the freshman cheerleaders and any assignments as delegated by the Head Cheerleader Advisor.
3. Attend and supervise cheerleaders at football and boys' basketball contests.
4. Display good sportsmanship, courtesy and ethical conduct.
5. Present cheerleaders that are well organized, spirited, enthusiastic, disciplined, motivated and displaying sportsmanship that will represent South Central School in a first class manner.

COACHING RESPONSIBILITIES OBJECTIVES

1. Decisions concerning team members must be made following try-outs. Encourage students to try out for a team.
2. Keep a close watch on student academic work, attendance, and conduct.
3. Follow the practice schedule. Parents, other school activities and community affairs depend upon your schedule.
4. If you plan to eat on an away trip, it must be approved prior to the trip and written on the Bus Request Slip.
5. Keep the shower room doors locked. Issue each athlete a lock.
6. Set up facilities if there is a home game, following your practice.
7. Call in all game results to the local papers.
8. Keep accurate and up to date statistics.
9. Refrain from any and all profane or "foul" language.
10. Distribute copies of your athletic regulations and the school's athletic code to each student. Cover each item orally and have students sign that they received written copies of the regulations.
11. Insure the safety of all participants by carefully checking equipment.
12. When traveling in student cars or parent's cars, etc., follow these procedures.
 - a. Assign student drivers-choose best drivers
 - b. Assign student riders to certain driver-eliminate clicks, potential problems
 - c. Advise parents that there will be student drivers
 - d. Make sure all students are accounted for in proper cars on returning
 - e. Employ a convoy method. All drivers must follow the teacher or advisor
13. Include EHOVE in all correspondence to team members if applicable. All EHOVE correspondence must be approved by the high school principal.
14. Provide the direction and leadership necessary to guarantee sportsmanlike conduct. Direct the team so that it reflects a positive image of our school and community. Display feelings of impartiality and fairness.
15. Students performance must be evaluated as it relates to the total school program and the total student. An athlete is more than a performer. A coach must be flexible in his/her demands on the athlete as it relates to other school programs. Remember that education is first and all athletic programs must fit that framework.
16. Student performance must be evaluated as it relates to the total school program and the total student. An athlete is more than a performer. A coach must be flexible in his/her demands on the athlete as it relates to other school programs. Remember that education is first and all athletic programs must fit that framework.

EXPECTATIONS OF THE COACHING STAFF

Each coach will be expected to comply with the terms of his/her contract. Any absence from practice or meetings **must** be approved by the Head coach **and** Athletic Director or Principal. Coaches should make arrangements to attend all practices either during vacation periods or after school.

The desire to win should be stressed, but winning must not be accomplished at the expense of the players' well being. An individual player should never be allowed to shoulder the burden of defeat; neither should an individual be given the entire credit for the success of any team's effort.

Coaches should continue to **LEAD BY EXAMPLE**. School personnel are always in the public eye (whether we like it or not) and in particular **--COACHES**. We ask and demand a lot of our young athletes; it seems only fair that we practice what we preach. Young athletes are easily influenced. Please use proper judgment when at functions where you are visible to your young athletes, other students and parents.

Show enthusiasm for your sport, athletes, and school. If you do not, your athletes will not. Insist that the players remain eligible. Be willing to aid the individual who is having difficulty in the classroom. Coaches should make an effort to attend the Junior High contest of his/her sport if it does not conflict with practice/contest times. Coaches must assume the responsibility for the care and maintenance of athletic equipment.

Coaches should have good relations with other faculty members and coaches within the district. An effort should be made to support and attend other athletic functions sponsored by the school. Coaches must be willing to be friendly with the news media and the public. Public relations are a vital factor in an athletic program. Criticism of the athletic programs should be avoided. Coaches must be professional in his/her dealing with the Administrations, staff, and players of not only the South Central School District but also of opposing schools.

Coaches of sports where freshman do not have their own team but must compete on the varsity/reserve level should watch the older athletes so that they do not intimidate the younger athletes.

Process for Approving a Sport for Interscholastic Competition

The South Central Schools feel that participating in athletics and related activities for students are an integral part of the education process. Because of the philosophy, the Board of Education feels that activities should be offered to students at all levels. The sequence for new sports to be added to South Central School will be club status and then interscholastic competition, if the criteria are met.

- A. The South Central Board of Education shall determine whether an activity becomes a sport in regards to the best interest of the school. Factors include **but not limited to** school-size, fiscal considerations, liability considerations, and the status among member Firelands Conference schools.
- B. SC Schools (High School) will participate in Ohio High School sponsored tournaments in sports approved by the BOE
- C. An athletic activity may be recommended for approval as a school sponsored sport if the following criteria are met.
 - 1. The sport is sanctioned by the Ohio High School Athletic Association.
 - 2. Facilities are made available and can be coordinated with practices and contests of existing programs.
 - 3. Funding for the sport is available and does not impact existing teams.
 - 4. Insurance and liability concerns are addressed satisfactorily for the Board of Education.
 - 5. A competent and qualified coach can be employed.
 - 6. A schedule must be completed at least six months prior to the first day of official practice.
 - 7. The new sport will be considered based on its potential for becoming a Firelands Conference recognized sport.
 - 8. Requirements for a club sport to be recognized as an interscholastic sport includes the following:
 - Maintain 75% of required participants for that sport for three consecutive calendar years.
 - During the club status, each participant is responsible for all expenses.
- D. Requirements for an activity to become a club sport.
 - 1. Adult supervision and leadership must be provided.
 - 2. All expenses are the responsibility of the participants.
 - 3. Evaluation of the sport's club status is to be completed by the Athletic Director upon completion of the season.

PROCEDURES FOR INJURIES AND ILLNESS

It is the responsibility of the head coach to have available at all times the Emergency Medical Forms for every athlete under his/her supervision. When an athlete is injured in athletic participation, the following steps or procedures are the responsibility of the coach.

- 1. Notify the family and set necessary steps to be taken.
- 2. Follow through on necessary steps--hospital, doctor, home, etc.
- 3. Fill out and file accident report for AD
- 4. Coaches encouraged to follow-up on injury by visiting the hospital/athlete's home/phone call, etc.

When an athlete has been the victim of an illness or injury which requires professional medical attention, the athlete shall not be permitted to return to practice or participation until a written permission from his/her doctor is received by the head coach. When the athlete has been a victim of an illness or injury which, in the opinion of the parents, does not require professional attention, that athlete will not be permitted to return to practice or participation until written permission from his/her parents is received by the head coach. When an injured athlete requires being transported to the hospital, clinic, or doctor's office, an adult (preferably a coach) should accompany and remain with the injured until the parents have been notified and have arrived at the emergency site.

After the injured athlete has been attended to and the parents are notified, the accompanying adult shall then notify the AD, who shall then notify the Principal. An injured athlete shall not be left alone in the locker room or any other area. An assistant coach or responsible trainer shall be assigned to remain with the athlete for observation purpose until a final determination of his/her condition has been made. Any injury that occurs whether in practice or in a contest must be submitted to the AD on the accident report form within 24 hours. Coaches are expected to keep abreast of the latest practices for the care and prevention of athletic injuries. They are further encouraged to attend injury symposiums, trainers' clinics, taping workshops, etc.

MEDICAL FACILITIES AND EQUIPMENT

Every coach should have planned access to a medical facility, including procedures for quick communication and transportation. This includes away games and practice sessions. School personnel and athletic staff should be aware of the facilities available at various hospitals and of those equipped to handle serious emergencies. This information should also be available for away games. The training room should be off-limits to all athletes except in the case of being treated by a trainer or doctor. The head coach shall appoint the trainers to make sure that the training room is clean and stocked with the proper medical supplies to treat minor injuries. Emergency first-aid equipment should be at the field or playing area.

ATHLETIC EQUIPMENT

Equipment issued to a player is to be worn only at practices and scheduled games. The only exception to this rule is that on the day of a contest, the athlete may wear his/her jersey to school. At the end of the sport season, no equipment or uniforms will be given to any player without administrative approval. All equipment issued to a player must be returned or paid for *before* awards or grades will be issued. The student is responsible for all equipment issued to him/her. Lost, stolen, or damaged equipment must be paid for before any grades are issued. No equipment will be issued to a student for any other sports season if that student has not paid for or turned in equipment that was issued from a previous season, which may have been misplaced, lost or stolen. An athlete representing SC Schools in any contest is to wear the athletic apparel provided by the SC Athletic Department. No rock or slogan shirts, caps, headbands, etc. are to be worn

PURCHASING SUPPLIES

All purchases of athletic materials and supplies from the athletic fund will be made by the A.D. Head Coaches will submit a list of their needs to the Athletic Director. All purchases, grades seven through twelve, must be submitted through the high school AD and high school Principal. Purchases not approved will be at the personal expense of the purchaser. All purchase requests must have prior approval.

BUDGET AND INVENTORY

All head coaches are responsible for presenting to the AD a complete inventory of his/her sport at the close of the season and to clean and store equipment. The head coach of each sport will present to the AD, no later than two weeks after the close of his/her season, a well-defined budget for the coming year--complete, sound and economical. Items are to be listed in priority of need. The head coach is responsible for the return of all issued equipment.

GAME AND PRACTICE SCHEDULES

The AD is responsible for the scheduling of athletic events. Scrimmages are the responsibility of the Head Coach. A Coach's request for a change in schedule is to be presented to the Athletic Director. Final approval of scheduling must come from the AD and High School Principal. There shall be no games scheduled, whenever possible on Wednesday, nor practice scheduled on Wednesday after 6:00pm. On Wednesday, all practices shall be concluded and students dismissed from school supervision by 6:00pm. Exceptions shall be determined by the Board of Education on an individual and specified basis. There shall be no contests or practice on Sunday.

There shall be no practice without administrative approval on days when school has been canceled. Holiday practices must be cleared through the AD, Principal and Superintendent. There must be a special need for this request to be considered (game next day).

INSURANCE

All participants on South Central School's athletic rosters are covered by a catastrophe policy by the OHSAA.

Parents must have insurance for all sports including varsity football, grades 9-12. Parents may purchase school insurance or carry insurance from an independent agent providing a signed statement is provided indicating waiver of school plan.

ATHLETIC BOARD CONSTITUTION

ARTICLE I

The name of this body shall be the South Central Local School Athletic Board.

ARTICLE II

The Athletic Board shall be composed of the Local Superintendent, the HS Principal, and the A. Directors, appointed School Board member, JH Principal, and head coaches.

ARTICLE III

The officers shall consist of a Chairman and a Secretary. The H S Principal shall be the chairman. The AD shall serve as Secretary.

ARTICLE IV

The Chairman shall have the authority to call a special meeting of the Athletic Board. Each member must be notified of the time and place 24 hours in advance of such meetings. The Chairman shall conduct all meetings. The Secretary shall keep a record of business transacted. He shall carry on such correspondence as may be required by the Athletic Board and preside at meetings when the Chairman is absent.

ARTICLE V

A meeting will be held during each of the three seasons.... Any two members of the Athletic Board may request the Chairman to call a special meeting. 24 hours notice must be given to each member. A quorum shall consist of three members.

ARTICLE VI

The Athletic Board shall determine the general policies of the Athletic Program. Nothing in the program approved by the Athletic Board shall be in conflict with the OHSAA regulations or those of the Board of Education. The Athletic Board shall be concerned with promoting the welfare of the Athletic Program. The Athletic Board shall have the power to exercise such measures as it deems necessary in any disciplinary cases related to Athletics.

ARTICLE VII

This Constitution, having been approved by the Board of Ed, may be amended by the Athletic Board, subject to the approval of the Board of Education.