

Charlotte Valley
Central School
Interscholastic
Athletic Training and
Conduct Rules
Handbook

Student Athlete Name: _____

Please fill out this handbook and
return to the school nurse.

Introduction

The athletic department has prepared this handbook with input from members of the administration, faculty, and coaching staff for your personal use in assisting you in understanding our interscholastic athletic program.

Philosophy

At Charlotte Valley Central School, we believe that athletics is an integral part of a student's life. Desire, dedication, and self-discipline should be developed in order to insure the commitment and personal self-sacrifice required to be an athlete.

Objectives

The athletic program at Charlotte Valley Central School is intended to:

1. Promote athletic and academic excellence
2. Promote good sportsmanship and fair play
3. Provide a safe and chemically free environment
4. Set and strive to reach team goals

The values learned by following the objectives listed above can be of vital importance to a healthy and productive student lifestyle.

NYSPHSAA

Charlotte Valley Central School has been and continues to be an active member of Section IV of the New York State Public High School Athletic Association.

We benefit from this Association by trying to meet the following goals:

1. To strengthen the work of our local schools in developing good sportsmanship and high ideals among contestants and teams.
2. To promote all forms of athletics for boys and girls.
3. To adopt, strengthen, and enforce uniform eligibility rules and game standards governing participation in interschool athletics.
4. To plan for and conduct sectional and intersectional contests.
5. To provide for the enforcement of the constitution bylaws, rules, regulations, and game standards adopted by the association; its section and leagues.
6. New York State requires its coaches of interscholastic athletics to be certified in First Aid, CPR, and coaching. It is the coach's responsibility to maintain proper certification.

Insurance

Athletes: All injuries must be reported to your coach and/or the school nurse immediately or not more than 24 hours after the occurrence of the accident. The accident report will then be completed.

Parents/Guardians:

1. Parents/Guardians must use your own insurance before you file a claim with the school's insurance company.
2. For claiming bills which were not covered by the parent's medical insurance, the following procedure should be followed:
 - You must secure a claim form from the school nurse.
 - The top part of the claim form must be completed by the school nurse.
 - The doctor or hospital to which you owe money must fill out the bottom part of the insurance claim form.
 - A parent or guardian must fill out the back of the claim form.
 - The completed claim form must be sent into the Pupil Benefits Plan, Inc.
 - A statement from the parents' insurance indicating what benefits have been paid on the injury must accompany the claim form.
 - If the claim is allowed, a check for all or part of the claim will be sent directly to the parents. It will be your responsibility to forward the payment to the doctor or hospital.

Physical Examinations

1. No student may practice or play in any contest unless he or she passed a sport physical by the school physician or their own care provider within the past 12 months. This includes cheerleading.
2. School medical examinations are generally given in May or June. A parent, prior to the exam, must complete a health history form. Extenuating circumstances may allow a school sports physical to be scheduled at other times of the year.
3. The results of the examination shall be valid for qualifying a student's participation for a period of 12 continuous months, unless the student has undergone a change in health history during the twelve month period.
4. Before participation in each sports season, the student's parents will complete an interval history form to update health status.
5. These are the rules of the New York State Education Department and must be observed at all time.

Athletic Training Rules and Code of Conduct

Athletics at our school are considered a privilege for the participants and not a right, thus the following rules and code of conduct shall apply to all participants.

1. Participants are expected to comply with the School Conduct and Discipline Code as well as the school Academic Policy.
2. To be a true dedicated athlete, one must have self-discipline and be willing to make sacrifices. The strength of a team lies in each team member working as one with a willingness to give of themselves to and for the good of the team.
3. Unsportsmanlike conduct or insubordination during practices or games may result in disciplinary action at the coach's discretion. Any player showing disrespect toward a teammate, coach, fan, opposing player or coach, or official may be subject to the listed range of penalties by the coach or athletic director.
4. An athlete may not drop one sport to participate in another sport after one calendar week of the start of that sports season. Any athlete not completing a full sports season will not be eligible for an award, certificate, or letter; and will be ineligible to participate in the next sports season.
5. Scheduled practices are not optional. Participants are to report to all practice sessions or games on time. If a participant is to miss a practice or to be late for practice it is the responsibility of the participant to notify the coach personally prior to the practice or game. If you miss practice the day before a contest, you will not start the next contest. If you miss a contest, you will not start the next contest with exceptions to be determined by the coach, athletic director, and/or principal.
6. The school upholds and reaffirms the team togetherness concept. However, due to the travel times of our league we realize that it is often more realistic for parents or guardians to transport students' home after athletic contests. Therefore, riding on the bus as a team shall be at the discretion of the coach. If a coach so chooses they will be able to release athletes to their parents for transportation after athletic contests by signing the approved release of liability form provided by the coach.
7. All participants representing the school are expected to demonstrate the highest level of sportsmanship and to act responsibly at all times. Any athlete abandoning a team during a contest will be subject to the listed range of penalties.
8. Students are expected to be in first period class by the bell. Students coming in tardy may not start the game that night. Those coming in after 10am may not practice or play that day, unless they were at an appointment. Proof of these appointments may be required. Students who leave early due to illness may not practice or play that day. Exceptions to this section to be determined by the coach, Athletic Coordinator, and/or Principal.
9. If a student becomes too ill to either start the school day or continue the school day and is sent home, that student is not eligible to participate in practice or play for that day. If a student endured an injury that required medical attention, that student is not eligible to participate until written medical clearance from the treating doctor is provided.

10. In order to maintain peak performance by each athlete, no member of any team will be allowed to smoke tobacco products or use smokeless tobacco. No member of any team will be permitted to consume any alcoholic beverage except within the context of a recognized religious practice; or to take or consume any drug or controlled substance including marijuana, except when such a drug is taken in accordance with a current prescription.

ANY ATHLETE WHO IS FOUND IN VIOLATION OF THE ALCOHOL, TOBACCO AND OTHER DRUG RULE WILL BE SUBJECT TO ADMINISTRATIVE DISCIPLINARY ACTIONS LISTED BELOW.

ANY ATHLETE FOUND IN VIOLATION OF THE ATHLETIC RULES AND/OR CODE OF CONDUCT AS STATED ABOVE WILL BE SUBJECT TO ONE OR MORE OF THE DISCIPLINARY ACTIONS BY THE COACH AND/OR ATHLETIC DIRECTOR.

| Administrative Disciplinary Actions For Tobacco, Alcohol, & Other Drugs | Athletic Director & Coach Disciplinary Actions |
|---|--|
| <p>First Offense</p> <ul style="list-style-type: none"> • Immediate suspension of games. • Game suspension will include half of scheduled regular season games regardless of number of contests already played. If the number of suspended contests is greater than number of remaining games, then suspended games will continue into the next season that the athlete participates. If this carry over of seasons occurs, athletes will be allowed to participate in practices of that new season. • During the time of suspension, athletes will be required to attend practices and contests with their team. During such contests athletes will dress in full uniform, but not participate in warm up activities or game play. <p>Second Offense</p> <ul style="list-style-type: none"> • Suspension of athletics for one calendar year. | <ul style="list-style-type: none"> • Extra Physical Activity • Conference with Coach • Conference with Coach and Athletic Coordinator • Conference with Parents • Suspension from Practice • Suspension from Athletic Events Such as Practices and/or Games • Permanent Removal from Team • Exclusion from All Athletic Activities for a Designated Period of Time • Other penalties as set forth in the School Conduct and Discipline Code |

The coach, athletic director, principal, or superintendent shall administer investigations, violations, and penalties. Suspended athletes are to remain involved with their team by attending practices, but not participating; and games which they will dress in full uniform for, but may not participate in warm up or game play.

As part of the appeals to discipline process, appeals shall be made through the established administrative chain of command. The athlete and parents have seven calendar days to appeal. While an appeal is being made, the athlete may participate in practice sessions and attend games with the team. To begin the appeal process, parents will contact the athletic director.

In certain cases students can be placed on probation by entering into a contract of conduct. The contract of conduct will be considered in appropriate circumstances and will be discussed with athlete at the time of imposition of the penalty.

Sportsmanship and Spectator Code of Conduct

Interscholastic athletic contests must be conducted in the proper climate to attain the desired educational outcomes. The Charlotte Valley Central School Board of Education supports the NYSPHSAA, Section IV, and Delaware League Sportsmanship and Athletic Codes.

Coaches, school personnel, athletes, and spectators are expected to be sportsmanlike when they are representing the district in an athletic contest. Such actions as taunting, jibes, vulgar language, and disrespectful attitudes are unacceptable at any time.

Coaches are encouraged to follow the Code of Ethics established by these organizations. School officials, in turn, will enforce rules and regulations regarding spectators and spectator action.

An athlete expelled from a league or non-league contest for unsportsmanlike conduct will be subject to section, league, and/or school penalty. Penalties imposed may be considered minimal; but do not prevent any school from bringing more stringent punishment to its own students, coaches, or staff officials.

A spectator may be denied the privilege and invitation from attending athletic contests for actions referred to previously if this action is directed towards a coach, school personnel, athletes, game officials, or spectators.

The Superintendent of Schools or his/her designee is authorized to take all necessary steps to implement such standards of conduct for all interscholastic athletic contests consistent with this policy and the School Conduct and Discipline Code.

As parents, you will not always agree with a coach's decision. However, it is important to recognize that the coach's role is to make decisions for the team first and a player second. Also, you need to understand that most players are not aware of any problem until you, as parents, bring it to their attention. For parents, it is important to separate their child's sports development from game time emotions. For this reason, we adopted the "24 HOUR RULE" which simply states; coaches will not discuss a game, or situation in a game, until at least 24 hours after the fact. Parents/guardians are not allowed to confront a coach, team, player, athletic director, board member, or league official to discuss any "negative" game or practice situation(s) until at least 24 hours has passed from the completion of the game or practice. A confrontation shall consist of any conversation, conversation elevated from a normal speaking tone and demeanor to one which involves yelling, profanity, or derogatory comments toward said coach, team, player, athletic director, board member, or official.

Parent Signature: _____ Date: _____

Risk of Injury Statement

I am aware that competing or practicing in any athletic activity can be a dangerous activity involving risk of injury. I understand that the dangers and risks of competing and practicing in an activity include, but are not limited to: death; head, neck, and back injury; spinal injury which may result in complete or partial paralysis; brain damage; injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the muscular skeletal systems; injury or impairment of future abilities to earn a living, to engage in business, social, and recreational activities; and to generally enjoy life.

If I am a participant in baseball, softball, soccer, or basketball; I specifically acknowledge that these are contact sports involving even greater risk of injury than other sports.

Because of the possible dangers of participating in these activities; I recognize the importance of following the coach's instructions regarding playing techniques, training, and other team rules, and agree to obey such instruction.

In consideration of the school district's permitting me to try out for and/or engage in activities related to the team including, but not limited to: trying out, practicing, and participating; I hereby assume all risks associated with participation.

Student Athlete's Signature

Date

The undersigned parent or guardian of the individual who has signed the risk of injury statement; hereby acknowledges the receipt of the risk of injury statement and acknowledges awareness of the various risks set forth in the statement. In considering such risks the parent or guardian gives permission for the student to participate in an extracurricular athletic activity. If I withdraw my permission, I understand that the withdrawal must be in writing and given to the principal, and coach of that particular activity.

Parent/Guardian Signature

Date

CHARLOTTE VALLEY CENTRAL SCHOOL
DAVENPORT, NEW YORK

STUDENT PARTICIPATION PERMISSION

I give _____ permission to

play the following sport(s) for the _____ school year, please list level and sport:

It is important that all student athletes, participants, and parents have received, read, understand, and will be able to abide by the Charlotte Valley Central School Interscholastic Athletic Training and Conduct Rules Handbook. Please sign and return the handbook to the school nurse if you have not yet done so. Without the completed handbook on file, a student cannot participate in the interscholastic athletic program.

By signing this form, you are verifying that both the student and his or her parents/guardians have read and signed the Interscholastic Athletic Training and Conduct Rules Handbook; and that to the best of their knowledge this handbook is on file in the school health office.

Furthermore, any violation of this code of conduct will result in stated penalties.

Signature of Parent/Guardian

Date

Signature of Participating Athlete

Date

Signature of Coach

Date

PASS RESTRICTION-

DEFICIENCY – FAILURE POLICY updated 8/16/2018

| NUMBER OF DEFICIENCIES – FAILURES | STUDENT CONSEQUENCES | ACTION TO BE TAKEN BY <u>STUDENT</u> |
|-----------------------------------|---|--|
| 1 AND 2 | <p>INELIGIBLE AFTER 8 SCHOOL DAYS IF NO FORM IS RETURNED <i>or if student did not attend tutoring (core areas only).</i></p> <p>FORMS MUST BE RETURNED WITH IN 8 SCHOOL DAYS OF RECEIVING PROGRESS REPORTS AND/OR REPORT CARDS.</p> | <p>BRING FORM HOME TO PARENT OR GAURDIAN</p> <p>BOTH PARENT AND STUDENT SIGN AND RETURN DEFICIENCY REPORT TO THE APPROPRIATE TEACHER</p> <p>ESTABLISH PLAN OF ACTION DURING <i>which must include after school tutoring (core areas only).</i></p> <p><i>The number of sessions will be determined by the classroom teacher.</i></p> |
| 3 OR MORE | AUTOMATICALLY INELIGIBLE FOR 14 DAYS (MINIMUM) STARTING ON THE 1 ST DAY OF DEFICENCY PERIOD. | REMAINS INELIGIBLE UNTIL: ALL FAILING GRADES ARE REPLACED WITH PASSING GRADES (REVIEWED EVERY FRIDAY BY THE ATHLETIC DIRECTOR). EVEN IF THE 14 DAYS HAVE GONE BY, THE STUDENT WILL NOT BE ELIGIBLE UNTIL ALL GRADES ARE PASSING. |

INELIGIBLE: MAY NOT PARTICIPATE IN SPORTS AND CLUB MEETINGS AND ACTIVITIES, AFTER SCHOOL ACTIVITIES, SCHOOL SPONSORED FUNCTIONS, DANCES, ATTEND ATHLETIC EVENTS, ETC.

FORMS MUST BE SIGNED BY STUDENT AND PARENT. THE STUDENT IS RESPONSIBLE FOR COMPLETION OF THIS FORM.

PLAN OF ACTION MAY CONSIST OF:

DESCRIPTION OF HOW STUDENT WILL WORK TOWARD IMPROVEMENT, RECEIVE EXTRA HELP DURING SCHOOL AND AFTER SCHOOL, LIST OF ASSIGNMENTS TO BE COMPLETED AND OR EXTRA CREDIT.

IF PLAN OF ACTION IS NOT FOLLOWED, STUDENT WILL IMMEDIATELY BECOME INELIGIBLE.

THIS IS IMPORTANT FOR YOU TO KNOW: IF AT ANY TIME A STUDENT FAILS TO FOLLOW THE ESTABLISHED PLAN OF ACTION **OR** IS NOT PASSING THE CLASS IN WHICH THEY RECEIVED A DEFICENCY, THAT TEACHER CAN DISCONTINUE ALL ELIGIBILITY. IN THAT CASE, THE STUDENT IMMEDIATELY BECOMES **INELIGIBLE** (SEE ABOVE).

CHARLOTTE VALLEY * EMERGENCY CARD INFORMATION
PLEASE PRINT

Date of Last Tetanus Shot: _____

Where Can Parent or Guardian Be Reached if Not at Home - Phone: _____

I/We being the parent(s) or legal guardian(s) of the above named minor do hereby appoint the following people:

1) Name: _____

Relationship to Minor: _____

Phone: _____

2) Name: _____

Relationship to Minor: _____

Phone: _____

to act in my/our behalf in authorizing unexpected medical, dental, surgical care and hospitalization for the above named minor in the event I am unable to be reached.

In case of accident or serious illness; I request the school to contact me, and if necessary in the judgement of the school officials, a medical facility. If the school is unable to reach me, I hereby authorize the school to call the physician indicated below and to follow his instructions. If it is impossible to contact this physician, the physician on call may make whatever arrangements that are necessary.

Signature of Parent or Guardian: _____

Date: _____

Physician's Name: _____

Office Phone: _____ Other Phone: _____

**ATHLETIC DEPARTMENT RELEASE OF LIABILITY REQUEST FOR
PARENT OR GUARDIAN TRANSPORTATION**

Level & Sport: _____ Date: _____

Game Played At: _____

I hereby give permission for my child to ride home with me after this athletic contest

| Signature of Parent/Guardian | Name of Student Athlete – Please Print |
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