

# **HORNELL CITY SCHOOL DISTRICT**



## **EXTRA-CURRICULAR HANDBOOK**

**School Activities, the Other Half of Education**

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Dear Parents and Students:

This handbook has been prepared to be used as a reference by students and parents of students participating in any extracurricular activity at the Hornell Jr/Sr High School.

We would like to thank you for your interest in the many extracurricular activities that the Hornell Jr/Sr High School has to offer.

The National Association of Secondary School Principals (NASSP) says, "Extracurricular activities support the goal of teaching students to be responsible and give them opportunities to develop character, think critically, problem solve, and develop their leadership skills."


Additional research has shown a strong relationship between participation in student activities and academic achievement. Numerous interscholastic sports, clubs and activities are available to meet the many interests of our student body for the 2016-17 school year. Please refer to page 2 of this handbook for a complete list.


It is our goal that every student finds interest in the many extracurricular clubs and activities we offer. Students are highly encouraged to be as active in the school community as possible. If you have suggestions for new clubs or activities please see your respective Dean of Students.

Go Raiders!

Respectfully,

  
Adam Porter  
10-12 Dean of Students

  
Julie Smith  
7-9 Dean of Students

  
Scott Carroll  
10-12 Principal

  
Ted Illi  
7-9 Principal

## **TABLE OF CONTENTS**

<b>Page 2:</b>	Interscholastic Athletic Activities Extra- Curricular Activities
<b>Page 3:</b>	Philosophy Statement To the Parents To the Students
<b>Page 4:</b>	Student- Athletes and Coaches/Advisors Sportsmanship
<b>Page 5:</b>	Code of Ethics Mandatory Meeting Student Accident Insurance
<b>Page 6:</b>	Levels of Participation
<b>Page 7:</b>	NYSPHSAA Advanced Placement Process (APP) Requirements Age Requirements
<b>Page 7-8:</b>	Transporting Students from an Athletic Event
<b>Page 8:</b>	Communication Checklist Failure to Complete a Season
<b>Page 9:</b>	Minimum Season Requirements Chart
<b>Pages 10-13:</b>	Code of Behavior for Extra-Curricular Activities
<b>Pages 13-15:</b>	Code of Behavior for Extra-Curricular Activities con't... Training Rules Enforcement of Code of Conduct
<b>Pages 16-17:</b>	Extra-Curricular Academic Eligibility
<b>Page 18:</b>	APPENDIX A: Sample Eligibility Sign- Off Sheet

## Interscholastic Athletic and Extra-Curricular Activities

The Hornell City School District is proud to offer the following Interscholastic Athletic Activities to resident students who meet all NYSPHSAA standards and are enrolled on a full-time basis in our school district.

<b>Fall</b>		<b>Winter</b>		<b>Spring</b>	
<b>Varsity</b>		<b>Varsity</b>		<b>Varsity</b>	
Boys	Girls	Boys	Girls	Boys	Girls
Cross Country	Cheerleading	Basketball	Basketball	Baseball	Softball
Football	Soccer	Indoor Track	Cheerleading	Golf	Golf
Soccer	Swimming	Swimming	Indoor Track	Tennis	Tennis
	Volleyball	Wrestling		Track	Track
<b>Junior Varsity</b>		<b>Junior Varsity</b>		<b>Junior Varsity</b>	
Football	Cheerleading	Basketball	Basketball	Baseball	Softball
Soccer	Soccer		Cheerleading	Tennis	Tennis
	Volleyball				
<b>Modified</b>		<b>Modified</b>		<b>Modified</b>	
Cross Country	Soccer	Basketball	Basketball	Baseball	Softball
Football	Volleyball	Indoor Track	Indoor Track	Track	Track
Soccer		Wrestling			

**WARNING: Participating in interscholastic athletics does involve some risks. By consenting to participate in school-sponsored athletic activities, a student and his/her parents acknowledge the potential for physical injury to occur.**

<b>Extra-Curricular Clubs and Activities</b>	
Academic All-Stars	Adirondack Club
Art Club	DECA Club
French and Friends Club	Spanish Club
Special Olympics	History Club
Ski Club	Interact Club
Maple Leaf Yearbook	Kaleidoscope
Nat'l Honor Society	Nat'l Jr. Honor Society
Student Council	Color Guard
Pep Band	Marching Red Raiders
Jazz Band	Jazz Choir
Drama Club	Vax Feminam
Show Choir	Musical Productions
Mock Trial Club	Chess Club
Solo Fest	All- County / All- State

## **Philosophy Statement**

The Hornell City School District believes that a dynamic program of student activities is vital to the educational development of the student. Athletics function as an integral part of the total curriculum and life at Hornell High School. Athletics serve as a miniature model of life in that they provide opportunities for students with regard to responsibility, fair play, cooperation, concern for others, leadership, respect for authority, good citizenship and loyalty.

At Hornell City School, we believe that the interscholastic athletic program and extra-curricular activities contributes significantly to preparing our students for becoming productive, contributing citizens for our community and society.

Additionally, our aim is to develop a student with an improved self-image, the ability to learn a new skill, and an intrinsic motivation for growth and development. We want to see a student who will demonstrate a willingness to accept responsibility for his/her actions, measure him/herself against standards of quality, express ideas and solutions to problems, and value fair play, honesty, integrity, and cooperation.

Participation in the athletic/extra-curricular programs is a privilege, one in which a student-athlete enters into voluntarily. It is understood that with the privilege comes responsibility to one's self, one's team, and one's school.

At no time will our educational curriculum be placed secondary to athletics/extra-curricular activities. All parents and student athletes need to clearly understand that education and success in school comes first

## **To the Parents**

This athletic/extra-curricular handbook is presented to you because your son or daughter has indicated a desire to participate in our interscholastic athletic program or in one of the many extra-curricular activities Hornell has to offer. Your family interest in and support of our athletic and extra-curricular programs are most welcomed and appreciated.

Children learn by doing and by observation. We ask that you as parents pledge to provide positive support, care and encouragement for your child. That you will show and promote good sportsmanship by demonstrating positive support for all players, coaches, officials and other parents at every game, practice, or other sporting events.

A properly committed, well-organized athletic program meets all students; goals of self-expression, mental alertness and physical growth. It is our hope and belief that the athletic program and extra-curricular activities at Hornell High School helps to meet these goals.

## **To the Student**

A student who chooses to participate in athletics or extra-curricular activities is voluntarily making a choice of self-discipline as well as self-denial. The student athletes who participate in interscholastic athletics or extra-curricular activities should recognize that they have an obligation to themselves, their teammates, and the school community to strive for excellence. Within athletic competition, and within the classrooms, you should strive for excellence and not accept mediocrity.

## **Student-Athletes**

A positive attitude is one of the principle requisites in athletic participation, defined as how the athlete acts, feels, and thinks in showing his/her disposition. There is no place in high school athletics for students who will not discipline their minds and bodies for rigorous competition.

An athlete displays a positive attitude by showing respect, displaying good conduct, cooperating at all times, accepting decisions and avoiding any unsportsmanlike conduct.

It is expected that all athletes will follow this code:

- Learn and understand the rules of the organizations
- Demonstrate self-control and respect for others, including opponents and officials at all times
- Deal with opponents with respect. Shake hands with opponents prior to the game and wish them luck. Congratulate opponents following victory or defeat.

## **Coaches/Advisors**

Coaches/Advisors have special opportunities to work with young people through athletics and clubs, and play a significant role in the development of our students. No doubt coaches and advisors bear the greatest responsibility for good sportsmanship. Coaches/Advisors must teach good sportsmanship through example.

It is expected that coaches/advisors will follow this code:

- Know the rules, abide by and respect the decisions of the officials. This can be accomplished by accepting coach's roles as a teacher, by utilizing appropriate avenues for questioning officials' calls.
- Win with character and lose with dignity. Openly congratulate coaches and players of opposing teams following the game and acknowledge good performances.
- Approach competition as a healthy and constructive exercise, not as a life or death struggle that requires victory at any price.
- Refrain from the use of crude, insensitive or abusive language with players, opponents, officials, and spectators.
- Set the positive example. Instruct players in the elements of good sportsmanship and remove players from competition who demonstrate unsportsmanlike behavior.

## **Sportsmanship/Section V Motto-“Be Loud, Be Proud, Be Positive”**

Sportsmanship is of major importance and highly emphasized at Hornell City School. The ideals of good sportsmanship, ethical behavior and integrity permeate our culture. The value of good citizenship and high behavioral standards apply equally to all educational activities, including athletics. We define good sportsmanship as those qualities of behavior which are characterized by generosity and a genuine concern for others. Good sportsmanship is viewed as a commitment to fair play, ethical behavior, and integrity. The concept of 'sportsmanship' must be taught, modeled, and reinforced in the classroom and in competitive activities. Athletics provide an arena for participants to grow, excel, understand and value the concept of sportsmanship and teamwork. Sportsmanship is good citizenship in action, and during each contest, each season, our students, coaches and spectators are rated by officials to determine our overall sportsmanship rating. We must realize that our actions on and off the field play an important role in establishing a positive reputation for the Hornell City School District.

## **Hornell Athletic Code of Ethics**

It is the duty of all concerned with high school athletics:

1. To emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
2. To eliminate all possibilities which tend to destroy the best values of the game.
3. To stress the values derived from playing the game fairly.
4. To show cordial courtesy to visiting teams and officials.
5. To establish a happy relationship between visitors and hosts.
6. To respect the integrity and judgment of the sports officials.
7. To achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
8. To encourage leadership, use of initiative, and good judgment by players on the team.
9. To recognize that the purpose of athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual players.
10. To remember that an athletic contest is only a game—not a matter of life and death for player, coach, school, fan, community, state or nation.

## **Mandatory Meeting**

**Pre-season Parent/Athlete Meeting:** Before the start of each sports season an informative parent/athlete/coach meeting is held to bring all participating parties up to date on changes or new regulations regarding their student athlete's participation on one of that season's athletic teams. Parent and athlete attendance is mandatory. The meeting will contain the following information:

- The Athletic Coordinator will explain the philosophy of the school, and the role of the site coordinator to control disciplinary actions.
- The Varsity coach will introduce the coaches and explain what their basic philosophy is at the different levels of play.

## **Student Accident Insurance**

The Hornell Board of Education subscribes to the Pupil Benefit Insurance. The purpose of this insurance is to assist the parents with expenses. Parental insurance is the primary insurance provider. The policy the Hornell Board of Education subscribes to is excess coverage only. It provides indemnity for medical, dental, and hospital service (in accordance with the company's schedule) for accidental bodily injury occurring while engaged in school sponsored activities. Parents who have medical bills concerning an athletic injury can pick up a claim form at the Business Office or Senior High Main Office. This form will have instructions on how to process the claim with the insurance company. It is the responsibility of the parent(s) to submit the completed form to the insurance company.

## **Levels of Participation (Athletics)**

Depending upon the student athlete's physiological development and skill level at a specific sport, the following levels of interscholastic sports programs are available to students at the Hornell City School District. The basic goals we have established at each level of play are outlined below:

**Modified:** The modified program is available only to students in 7<sup>th</sup> 8<sup>th</sup> and possibly 9<sup>th</sup> grade (depending on a JV squad). The modified program of competition focuses on teaching the fundamentals of the game, skill development, responsibility, and sportsmanship. Maximum participation for all student-athletes is the goal. The role and purpose of the modified sports program:

- Sportsmanship promoted as a function of the athletic experience
- Develop the basic skills, fundamentals, and rules of the sport
- See if it is a sport that the athlete would like to continue
- There is a possibility that some players may be cut during tryouts
- Give all participants fair playing time (coach's discretion)

**Junior Varsity:** Junior Varsity teams are usually comprised of 9<sup>th</sup> and 10<sup>th</sup> grade students. The role and purpose of the Junior Varsity sports program is:

- Sportsmanship promoted as the primary goal of the program
- Further develop the skills and physical condition of the athlete to its full potential
- Prepare for the varsity level
- Place more emphasis on competing but not to the extent of the Varsity level
- There is a possibility that some players may be cut during tryouts
- It is our hope that each member of the team will see some playing time

**Varsity:** The main focus of our Varsity sports program is to compete at the highest competitive level. Players who try out and are determined by the coach not to have the necessary skills, discipline, or positive attitude that will contribute to the winning team may be cut during tryouts. The role and purpose of the Varsity sports program is:

- Sportsmanship displayed at all times
- Playing time is earned, not granted
- Develop skills and physical conditioning of the athlete to its full potential
- Allow the talented athlete the chance to excel and prepare for college level
- Learn to set goals and strive to achieve them
- Be a role model to younger athletes
- Any JV athlete moved up to a Varsity team should see significant playing time unless this move was made to deal with an emergency situation
- Notification will be given during the preseason to those athletes and their parents that the coach feels will see only minimum playing time



## **NYSPHSAA Advanced Placement Process (APP) Eligibility Requirements**

7<sup>th</sup> and 8<sup>th</sup> graders who wish to participate on a JV or Varsity team must meet the NYSPHSAA Eligibility requirements administered by the Director of Athletics. The APP is as follows:

- a. Students will be selected/recommended by the Varsity Coaches and Athletic Coordinator's discretion.
- b. The parent or guardian must request and sign a permission form that outlines the program requirements and goals.
- c. The student must pass a physical administered by the school doctor. The physical tests the students' developmental maturity.
- d. A fitness test will be administered to students who meet the developmental maturity level. The test will be given roughly two-weeks before the first day of each sports season. Students will also have an opportunity (if he/she wish) to pass portions of the fitness test in which they were unsuccessful in meeting the minimum standard(s). **Students will have two (2) chances to pass the test per season.**
- e. **The student-athlete will have three days as a 'try-out' to make the team.**

Additional information outlining participation requirements as outlined by the NYSPHSAA may be obtained upon request to our Athletic Coordinator.

## **Age Requirements**

Outlined below are the age and/or grade requirements a student must meet in order to be eligible for interscholastic sports competition under NYSPHSAA guidelines:

- An athlete's eligibility begins for 4 consecutive years once he/she enters the 9<sup>th</sup> grade
- An athlete's eligibility begins for 5 consecutive years once he/she enters the 8<sup>th</sup> grade if the student meets all selective/classification eligibility requirements.
- An athlete's eligibility begins for 6 consecutive years once he/she enters the 7<sup>th</sup> grade if the student meets all selective/classification eligibility requirements.
- A year of eligibility is determined when a student is a member of a sports team, which has completed at least one contest.
- A pupil is who turns 19 on or after July 1<sup>st</sup> is eligible for participation during that school year in all sports.

## **Transporting Students from an Extra-Curricular Event**

Each student who participates in an extra-curricular event at the Hornell City School District is expected to ride the bus to and from all school sponsored activities and if applicable, practices. If parents wish to take their children home after an extra-curricular event it will be necessary to sign out with the advisor/coach after the event on the form provided by the advisor.

If parents wish to have their children ride home with another adult, a signed note will need to be provided. This note should include the child's name, date, name of the event and the name of the adult who will be taking the child. Permission notes need to be signed by the Athletic Coordinator or administrator and given to the coach/advisor prior to the event. It is the parent's responsibility to notify the adults in advance who will be transporting their children. The adult to whom the student will be released will need to sign the child out with the coach/advisor at the event on the form provided.

If an emergency arises to prevent a student from riding the bus to or from an away event, contact the school immediately.

### **Communication Checklist**

During the course of the season, concerns may arise. The following communication process should be followed:

- 1. Player arranges meeting with the coach/advisor**
- 2. Parent arranges meeting with the coach**
- 3. Parent arranges meeting with Athletic Coordinator**
- 4. Parent arranges meeting with the Superintendent**

### **Failure to Complete a Season**

Any student who fails to complete a season, who is dismissed or quits a team will forfeit any athletic awards they may have otherwise earned. The athlete who fails to complete a season will receive a three (3) game suspension from all interscholastic contests/competitions of the next sports season that he/she competes in. In order to fully serve this penalty, the athlete must finish that season in good standing. All athletes who decide not to finish a season will be required to meet with the Athletic Coordinator and complete a "Failure to Finish Season Form". **There may be certain cases where it is in the best interest of a student-athlete to not continue participation. This will be assessed on a case-by-case situation. It will then be left to the decision of the Coach, Athlete, Athletic Coordinator and parent to make a decision whether the student will be penalized or not. All decisions made may be appealed to the Athletic Council.**

**Once a student is dismissed from a team or chooses not to finish the season with a team, he/she will not be allowed to compete on any other team during the same sports season.**

## Minimum Sport Season Requirements

The chart on the following page outlines minimum requirements for practice, scrimmages, and number of contests of each sports season.

### SPORTS STANDARDS CHART FOR INTERSCHOLASTIC COMPETITION

Sport	# of Practices Prior to 1 <sup>st</sup> Scrimmage		# of Practices Prior to 1 <sup>st</sup> Contest		Team & Individual Maximum # of Contests	Minimum Time Between Contests	Individual Limitations per Day	Time & Distance Limits
	Team	Ind.	Team	Ind.				
<b>Varsity &amp; J.V. Sports Teams</b>								
Soccer	8	6	10	8	16	1 night	1 contest	n/a
Cross-Country	10	8	10	10	16	2 nights	5000m or 3.1 miles	n/a
Volleyball	6	4	8	6	20	1 night	Tournament: 15 games 2 matches/day	n/a
Football	11	11	15	15	9	4 nights (1)	1 contest	n/a
Golf	Training			Training	18	1 night	1 match	
Tennis	6	4	8	6	18	1 night	2 matches ++	n/a
Basketball	8	6	10	8	18	1 night	1 contest	n/a
Wrestling	10	8	15	13	20 pts.+	1 night	4 bouts	n/a
Baseball	10	6	15	8	20	1 night	2 contests	n/a
Battery	10	8	15	13				
Softball	6	4	8	6	20	1 night	2 contests	n/a
Swimming/Diving	12	10	12	10	16	1 night	4 events 1 contest	
Track	10	8	10	10	16+	1 night	4 events	n/a
<b>Modified Sports Teams</b>								
	<b>Team &amp; Ind.</b>		<b>Team &amp; Ind.</b>					
Soccer	9		11		12	2 nights	1 game	15 min. quarters
Cross-Country	10		13		10	3 nights	1 run	n/a
Basketball	9		11		14	2 nights	1 game	7 min. quarters
Wrestling	13		15		12 pts.	2 nights	2 bouts*	Max of 8 pts. Thru 2 pt. contests
Baseball	10		15		14	1 night	2 games*	7 innings
Pitcher						2 nights	1 game	Pitchers*
Softball	8		10		14	1 night 2 nights	2 games* 1 game	7 innings Pitchers (1)
Track	10		15		10	2 nights	3 events	n/a
Volleyball	8		10		14	2 nights	2 matches	

#### Legend:

+ Maximum number of contest in which an individual competitor may participate

++ A modified scoring must be used

\* See details in Game Rules Section

Note: Except in Cross-country contests may be played with only 1 night's rest 3 times per season for rescheduling purposes only.

## **HORNELL CITY SCHOOL DISTRICT**

### **Code of Behavior for Extra-Curricular Activities**

All of this information pertains to team members during their seasons of participation. Furthermore, it is the desire of all coaches/advisors that all students involved in the program, in any capacity, will have enough responsibility to follow these guidelines on a continual basis. Individual action is a reflection of athletics in general, a specific sport, our school, your teammates, and your coaches. Thoughtful consideration and decisions are necessary at the beginning of each sport season... it's your opportunity and it's your school, but when you are part of a team, you must be concerned with others as well as yourself. We would encourage and stress the idea of team cooperation, togetherness, and school spirit. Such factors are essential to the success of our athletic program.

Individuals who have earned the privilege of being selected to represent our school as members of an athletic team must adhere to the codes established. The following information is provided as a guide for the student athletes and the parents.

#### **Conditions for Participation**

All students are required to meet the following standards in order to participate on any interscholastic team / Extra-curricular Activity at the Hornell City School District:

1. Physicals (athletics/cheerleading club only): Each year, every athlete must pass an approved physical examination prior to participating in an interscholastic contest. Physicals are good for one calendar year. **NO ATHLETE CAN PARTICIPATE IN A SCHEDULED COMPETITIVE CONTEST OR PRACTICE WITHOUT AN UPDATED PHYSICAL.**
2. Consent Forms: Students shall be provided and must read a copy of the Extra-curricular Activities Handbook. The student and parent or guardian must sign the consent form before the first day of practice. A student may not practice without the signed consent form. A consent form will be signed for every sport season the student wishes to participate.

#### **Minimum Training Rules for Continued Participation**

Since participation in our athletic program is a privilege, living by the training rules is a responsibility that each athlete accepts when he/she becomes a member of an interscholastic team. These regulations are intended as a minimum expectation of all athletes. Individual coaches may insist on higher expectations. In such cases, the coach must present the expectations in writing to both the athlete and the Athletic Director.

#### **Attendance**

Students must abide by the following minimum attendance requirements:

- a. Students must be in school by 8:45 **unless legally excused** in order to be eligible for a practice, scrimmage, or game that day.
- b. The student must attend all classes that day in which the activity occurs.
- c. Students must also attend school and practice the day before and after a competition in order to compete in the next game, unless they were legally excused.

- d. Excused absences (Doctor's appointments, dentist, college visits, etc.) will be left to the discretion of the Athletic Coordinator or building administrator. For an absence to be considered excused, a note from a doctor, college recruiter, etc., must accompany the student upon arrival to school.
- e. If a student is illegally absent from school on Friday, or released from school due to illness, the student will not be able to participate in practice and/or contest that day or the following Saturday, **unless the nurse sends the student home. Therefore, the student may not participate in a practice/game on Friday night. However, they will be able to participate in a practice/game on Saturday.**

### **Academics**

Effort and ability should be applied to academics as well at extra-curricular activities. Your studies and grades are important! The ineligible review is practiced each five weeks of a marking period.

### **In School Suspension or Out of School**

If a student has received an in-school (ISS) or out of school (OSS) suspension he/she will not be able to participate in practice, games, contests or activities during the day of the suspension.

### **Practice/Contest Attendance**

All student-athlete participants are expected to attend all practices and games. All absences without prior notification given to the coach are considered unexcused. Student participants are allowed two unexcused absences. Be on time and prepared for practices and contests.

### **Equipment/Uniform**

It is expected that equipment, supplies and uniforms will receive adequate "care". Monetary compensation will be made for destruction or loss of any of the above.-

- Athletic uniforms and equipment must be used only at scheduled practices and contests. The athlete is responsible for all equipment issued to him/her and must return all of it at the coach's request.
- Steps for uniform collection:
  - Team collection time will be determined by faculty athletic manager
  - Individual contact with student
  - Parent contact by coach
  - Awards withheld at banquet
  - Bill for unreturned equipment will be sent by certified mail to the students' mailing address. This will be done by the Athletic Coordinator.
  - Athletic Coordinator notifies office
- The athlete will not be allowed to participate in the next sport season until the uniform or equipment is returned or paid for.

### **Stolen Equipment**

Equipment that has been taken from another school must be returned to the Athletic Coordinator at that school with an apology for such misconduct. A second offense will be suspension from the team for the remainder of the sport season.

### **Damage to the Facility**

An athlete who damages our school facility or another schools facility will pay for the cost of repairs. The athlete will be suspended from the team for the remainder of the sports season

### **Team Travel**

When your team is on an athletic trip you are expected to travel to and from the contest with your team. Parents must have written a note prior to the contest that their child will be riding home with them or another parent.

### **Injuries**

The athlete, parent or guardian must report all injuries to the coach within 48 hours. If notification is not given, be advised that the injury may not be covered by school insurance. (What the school insurance covers) Coaches have been instructed to fill out an accident report after being notified.

### **Locker Room**

- a. No food or drink is allowed in the locker room or practice area.
- b. No glass containers are allowed in the locker rooms.
- c. Please keep your locker clean and your clothing washed regularly.
- d. Please report locker room misconduct as soon as it is observed.

### **Joining a Team Already Practicing**

If a student wishes to join a sport that has already started, he/she must sign up before the first week of practice is completed. After the first week of practice is over, the student may not join unless:

- a. The student could not participate due to an injury and needed a doctor's release.
- b. The student is a legal transfer.
- c. The student is completing Training Rules suspension from a previous sport.
- d. The previous season sport had extended post season play.

### **Hazing**

No Hornell High School student will participate in any activity that might be considered as "hazing". Such activities are intended to bring physical, emotional embarrassment or attention to an athlete due to the athlete's participation on a sports team. Such activities which discriminate between athletes based upon age, gender, years of participation experience, and school class will not be permitted. Actions which include (but are not limited to) initiations, 'rites of passage', and entry rituals will not be permitted. Coaches and athletes will not condone such activities, and athletes may receive disciplinary actions up to game suspensions or dismissal from the team for such actions.

## Concussions

As many of you already know, concussions are a hot topic in athletics. All students who participate in our interscholastic athletic program must complete an online concussion test. (ImPACT). If a concussion occurs, the student then goes through a post-concussion “return-to-play” protocol. The final approval must come from our school doctor. We are also starting a ‘return-to-academics’ protocol. Continued research reveals that a student’s best chance for a timely recovery hinges on two critical components (cognitive and physical rest).

## Social Media

In order for our students participating in extra-curricular activities to meet the expectation of serving as role models, this responsibility also extends to social media. It is unacceptable for any student to post or communicate anything through social media that disrupts the educational or athletic environment. Inappropriate posts or communication may result in disciplinary action.

## Training Rules for Extra-Curricular Activities

It is the purpose of the Hornell City School District to provide a safe, drug-free environment in which our student participants can strive to reach their fullest potential. The training rules, as set forth below, have been established for the benefit of our students and our interscholastic athletic program and extra-curricular activities. They have been established to insure the physical well-being, mental alertness and the moral characteristics that are so necessary for the participation in athletics. A student that violates the student handbook rules and regulations regarding substance possession/use during school hours will be dealt with according to the student handbook. If the violation occurs after school hours, the student will be dealt with according to the Training Rules of the Hornell City School Extra-Curricular Handbook.

Since participation in our athletic program and extra-curricular activities is a privilege, living by the training rules is a responsibility that each student accepts when he/she becomes a member of an interscholastic team. Since a student may be of legal age (18 years-old) to purchase, possess, and use tobacco while still an enrolled student, he/she will be held accountable as per the guidelines stated in the Board of Education Policy governing Alcohol, Tobacco, Drugs and Other Substances for Students (Policy #7320). Any violation of this policy will also be considered a violation of the training rules in the Extra-Curricular Handbook.

The training rules are as follows:

1. A student shall be subject to disciplinary action for possession or use of tobacco products. Examples include but are not limited to: cigarettes, snuff or chew, including vaporizers and e-cigarettes.
2. A student shall be subject to disciplinary action for possession, consumption, or being under the influence of an alcoholic beverage, **smoking, illegal substance use, or any other substance being consumed. *If a student is present at any time where underage consumption of alcohol is occurring, it is the student’s responsibility to leave immediately.*** Alcoholic beverages examples include but are not limited to: rubbing alcohol, spirits, liquor, wine, beer, cider and non-alcoholic beverages.

3. A student shall not use, be in possession of, sell, or make a gift of any drug or controlled substance, including marijuana or any instruments for the use of such drugs, such as a pipe, syringe, or other paraphernalia. Excepted is any drug taken in accordance with a current prescription signed by a physician or with approval of the school doctor which is to be taken by that particular student at the time in question.

Violation of the training rules will result in the following, during a student's 7-12 extra-curricular career:

a. **First Offense-immediate dismissal and....**

- The student will serve a forty-five (45) (**Constitutes when a team would have practice during a season, including games, practices over a break and Saturday practices.**) school day suspension from extra-curricular activities. If there are less than 45 days left in the season, the student will finish the suspension during the season immediately following the season in which the violation occurred. The 45 days will count days that fall within the dates of any particular sports season. Therefore, down-time between sports seasons and extra-curricular activities will not count towards the 45 days. If the infraction occurs with less than 30 days remaining during a extra-curricular activity, the suspension will carry over to the next extra-curricular activity the student participates in. Within two days of the hearing, the Athletic Coordinator or building administrator will provide in writing to the student; the date that he/she will be able to resume participation in extra-curricular activities at Hornell.
- Student is encouraged to attend **one** counseling session (Steuben County Councils on Addictions/Catholic Charities at Wildwood or in house at Hornell) dealing with the dangers of substance abuse and provide documentation of completion to the Athletic Coordinator or building administrator. After documentation is presented, the suspension may be reduced up to 10 days.

b. **Second Offense**

- Student will be suspended from participating in all extra-curricular activities for ninety (90) (**Constitutes when a team would have practice during a season, including games, practices over a break and Saturday practices**) school days. The 90 school days will count days that fall within the dates of any particular sport season or extra-curricular activity. Therefore, down-time between activities will not count toward the 90 days. If the infraction occurs during a spring extra-curricular activity, the suspension will carry over to subsequent extra-curricular activity that the student participates in during the next school year. Within two days of the hearing, the Athletic Coordinator or building administrator will provide in writing to the student the date that he/she will be able to resume participation in extra-curricular activities at Hornell.



- Student is encouraged to attend a minimum of three (3) counseling sessions dealing with the dangers of substance abuse and provide documentation of completion to the Athletic Coordinator or building administrator. After documentation is presented, the suspension may be reduced up to 15 days.

**c. Third Offense**

- Student will be suspended from all extra-curricular activities for a period of **ONE YEAR**. The suspension will begin the day of the hearing and end one year from that particular date. Within two days of the hearing, the Athletic Coordinator or building administrator will provide in writing to the student, the date that he/she will be able to resume participation in extra-curricular activities at Hornell.

NOTE: At the conclusion of any hearing held by the Athletic Council, such committee shall prepare its finding of fact and determination of penalties within one (1) school day of the conclusion of such hearing. It will provide the information to the student, and shall file the same with the Superintendent.

Student and parent will be advised of resources available to them to deal with substance abuse.

4. Each student will conduct him/herself as a good school and community citizen. Discipline problems in and out of school (including criminal conduct) may result in disciplinary action by the Advisor, Athletic Coordinator and/or the Athletic Council.
5. **Unsportsmanlike conduct:** Respect will be shown to all decisions made by officials for athletic contests. There is to be no visible show of anger regardless of how you may personally view the situation. A student or parent(s) ejected from a contest will abide by the Section V policy. If an athlete receives **any disciplinary action; for example** a technical foul or red card during a competition, **or is removed/ejected from a contest or game**, the following steps shall be taken:
  - a. **1<sup>st</sup> offense:** Meet with the Athletic Coordinator.
  - b. **2<sup>nd</sup> occurrence:** Meeting with the Athletic Coordinator, Coach and parents, disciplinary action may be taken.
  - c. **3<sup>rd</sup> occurrence:** Three game suspension.

Note: This rule also applies to coaches and volunteer assistants. It is the responsibility of the coaches to let the Athletic Director know of any student/coaching yellow or red cards and/or technical fouls administered during a contest.

**Out of Season Violations**

**1<sup>st</sup> Violation:** Warning to the student and certified letter of notice to the parents.

**2<sup>nd</sup> Violation:** 45 day suspension from the next extra-curricular activity in which the student participates.

**Subsequent Violations:** Subsequent violations will be handled by building administration.

**Enforcement of the Code of Conduct**

Situations requiring a decision or discipline will be handled on an individual basis and after thorough examination warranted action will be taken.

Athletic Council: This group will convene on any discipline case, if requested by an individual coach. It is also possible for a student and student athlete to appeal to this group following any discipline levied by the Athletic Coordinator that the individual may feel is unfair. The Athletic Council is composed of two out-of-season coaches currently employed by the school, the Athletic Coordinator, Faculty Athletic Manager, and HS Principal. Any student who desires such an appeal may do so by written request through the Athletic Coordinator.

## EXTRA-CURRICULAR ACADEMIC ELIGIBILITY FOR GRADES 7-12

Participation in extracurricular activities is deemed a privilege to be enjoyed by students who are attending to their academic responsibilities in a satisfactory manner. Students who do not maintain a satisfactory level of performance in their class work jeopardize their participation in these activities. **Extracurricular activities include but are not limited to events such as dances, Dodgeball, a play or musical, and athletic contests.** Ineligible students are still allowed to participate in all practices. Ineligible students will be allowed to attend all contests with their teams, but they will not be allowed to participate in those contests.

In order for a student to participate in a school-sponsored activity or athletic contest, it is necessary that the student attend all classes during the day unless they have been legally excused. The school day is defined as follows: From 8:45 a.m. until the end of the day.

Any student who has been given an in-school suspension or out of school suspension cannot participate in any activities for that day or days.

Student's eligibility for extracurricular activities and interscholastic athletics will be based on their individual course averages as reported on their interim (five-week) progress report or ten-week report card. The passing averages for the 7<sup>th</sup> thru 12<sup>th</sup> grades are:

7 <sup>th</sup> -8 <sup>th</sup> grade Junior High passing average:	65%
9 <sup>th</sup> -12 <sup>th</sup> grade High School passing average:	65%

When a student is failing two or more courses, the student will become ineligible on the next school day following the day that five-week progress reports and ten-week report cards go home. In addition to the student being notified in writing, parents will be notified by the district's automated calling system. Below is a guide to student eligibility:

1. The minimum amount of time a student must remain ineligible is one school week.
2. Students can regain their eligibility by having the teacher of each failed course sign off on the "Eligibility Sign- Off Sheet" (see Appendix A for example). Sign off sheets will only be given to students on the last day of the school week.
3. The Hornell City School believes every student can succeed, in turn students may regain their eligibility up until the release of the new ineligibility list, regardless of the number of classes failed.

***\*\*Please note, this exception will only be made once during an academic school year. If a student fails four (4) or more classes two (2) or more times during the school year, that student will be ineligible until the release of the new ineligibility list.\*\****

4. Any student who receives a grade of Incomplete on an interim progress report or marking period report card will be ineligible for a minimum of one school week.

Procedure to cover unusual circumstances:

- A student who has failed two or more courses (cumulative average) at the end of the school year will be ineligible to compete in any school activities or contests until at least the end of ten full school days. At that time they are required to take a sign off sheet to the teachers of the courses they are presently in to receive confirmation that

they are passing these courses. If they are still failing two or more courses they will continue to be ineligible. They will be allowed to practice during the 10 day period but not compete.

- Summer School – We realize that the courses offered during the summer may not include those that were failed by our students during the school year especially at the 7<sup>th</sup> or 8<sup>th</sup> grade levels. If a student has failed two courses at the end of the year and that student completes a course at summer school they will be deemed eligible on the first day in the fall. If a student was failing three courses at the end of the school year they will need to successfully complete two courses at summer school. A student who finishes the year failing four or more courses cannot become eligible until the first regularly scheduled interim period.
- The does not apply to a student participating in an after school activity which is required for a credit bearing course.
- If a student if failing a course but has received an S to indicate satisfactory effort is being made they will not have that course count in determining eligibility.

**APPENDIX A**

**ELIGIBILITY SIGN- OFF SHEET**

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_ GRADE: \_\_\_\_\_

Time Period: \_\_\_\_\_ week report

**\*\*Teachers, please note:** Only sign this sheet if you feel the above student has met your requirements to regain eligibility and is doing satisfactorily at this time.

SUBJECT	TEACHER'S SIGNATURE	DATE

Please obtain the proper signatures from the teacher of each failed course or a course you have received an Incomplete in and return this form to the main office. Without every signature you will not be considered for eligibility.

Do you currently play a sport?    YES                      NO                      (please circle one)

If so, who is your coach? \_\_\_\_\_



Main Office Personnel Initials: \_\_\_\_\_                      Date: \_\_\_\_\_

First Day of Eligibility: \_\_\_\_\_

**Required Signatures**

## Participation Agreement

Your son/daughter \_\_\_\_\_ has expressed a desire to participate in \_\_\_\_\_ and to represent our school in interscholastic competition in the (Sport) \_\_\_\_\_ above named sport.

Before any student is allowed to participate in interscholastic sports, he/she is required to pass a physical examination by the school doctor and to return this form with your signature of approval. Parents are reminded that the potential for injury exists in any athletic activity.

\_\_\_\_\_ and to represent our school through participation in the activities of (Club/Extra-Curricular Activity) \_\_\_\_\_ above named Club/Extra-Curricular Activity.

Your signature below grants permission for your child to participate in and represent the Hornell City School in the interscholastic competition / extra-curricular activity as designated above.

\_\_\_\_\_  
Signature of Parent/Guardian

## Training Rules

Your signature concerning the Training Rules is required and implies that you understand the expectations.

Signatures:            Student \_\_\_\_\_            Date \_\_\_\_\_  
   Parent \_\_\_\_\_            Date \_\_\_\_\_

## Emergency Contact Information

Please complete the following information to be used in case of emergency:

Phone Numbers:    Home \_\_\_\_\_  
   Work \_\_\_\_\_  
   Cell/Other \_\_\_\_\_

Name of individual to be contacted if parent/guardian cannot be reached: \_\_\_\_\_  
   Phone \_\_\_\_\_

## RELEASE AND INDEMNIFICATION AGREEMENT

Each student who participates in athletics at the Hornell City School District is expected to ride the bus to and from all athletic contests and if applicable, practices. If parents wish to take their children home after a contest it will be necessary to return this form with proper signatures. Parents will also need to sign their child out with the Coach at the event.

If an emergency arises preventing a student from riding the bus to an away contest, contact the school immediately. Present district procedures stipulate that students must ride the bus to the athletic contest.

### IN FURTHER CONSIDERATION:

- a. I hereby agree to comply with all the rules and regulations listed above.
- b. I ALSO WAIVE AND RELEASE any and all claims that I may have against the Board of Education, the school district, administration, and the coaches for allowing another adult or myself to transport my child from the athletic contest.

\_\_\_\_\_  
Signature of Parent/Guardian