



Student & Parent Handbook for Heuvelton Central School Athletics

“GO BULLDOGS!”

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PHILOSOPHY & SCOPE

Philosophy: It is the philosophy of Heuvelton Central School that the student-athlete can gain many positive attributes from interscholastic athletics. However, parents and the student-athlete should be aware that there is an inherent **RISK** involved in athletics. Your son/daughter may be injured while participating in practice or games through no fault of anyone involved.

Participation on a Heuvelton Athletic Team is a privilege, which should elicit great pride, in both the student athlete and his/her family. It is also a responsibility, which requires an extra commitment, both academic and otherwise, by those who wear our school colors and represent their teammates, coaches, school and community. Standards of behavior are necessarily high and a willingness to meet these standards is a condition for participating as a member of one of Heuvelton's teams.

Eligibility: As a continuing condition of eligibility, student-athletes are required to formally acknowledge their acceptance of these standards by signing a statement of personal commitment. The Athletic Code of Conduct consists of both academic and behavioral requirements. Participation on any athletic team is contingent upon the student's willingness to commit to its provisions as evidenced by his/her completing and signing an official letter of commitment.

Expectations for Athletes

Exemplary conduct is expected of *all* athletes. The sections that follow outline behavioral, attendance, and academic expectations that may impact athletic participation. Good school and community citizenship is necessary to participate in any activity. All athletes shall abide by a code of conduct, which will earn them the honor and respect that participation and competition in the interscholastic program affords. Conduct that results in dishonor to the athlete, the team or the school tarnishes the reputation of everyone associated with the program and will not be tolerated.

Individual coaches may establish additional rules and regulations with the approval of the Athletic Director for their respective sports (see PROGRAM GUIDELINES, page 5)



CODE OF CONDUCT

The rules and regulations are based upon behavior, attendance, and academics for participation in Heuvelton Central School interscholastic athletics. Each category includes a description of processes and consequences. Both the school and athletic code of conduct will be followed for all athletes while in season.

I. BEHAVIOR: Failure to abide by the behavior guidelines will result in a referral to the Athletic Committee for consideration and potential disciplinary action, with the exception of **In-School/Out-of-School Suspension** (see below).

A. In-School/Out-of-School Suspension: Any student on an athletic team who is suspended from school, whether it be In-School or Out-of-School suspension, will not be allowed to practice or play in any games, until the suspension has been served or at the discretion of the building administrator and athletic director, in consultation with the coach. Any incident

resulting in In-School/Out-of-School Suspension may be considered as a First Offense of the Athletic Code, with the potential consequence of suspension from participation in contests for five (5) consecutive games or three (3) weeks (excluding pre-season practices) whichever comes first. This decision is at the discretion of the building administrator and athletic director, in consultation with the coach.

- B. Court charges/Arrests:** An athlete who participates in activities resulting in his/her arrest or formal charges being filed in Court may face additional penalties under this Code. If the District has adequate and competent evidence that the student participated in the offense for which he or she is charged, a penalty may be imposed pursuant to this Code prior to completion of the criminal proceeding. If the District does not have such evidence and the student is convicted of a crime, the penalty pursuant to this Code will be imposed upon conviction. In the latter case, the athlete may continue to participate in his/her sport until resolution of the matter by the judicial system.
- C. Poor Sportsmanship:** Student-athletes, whether participants or spectators, will display courteous behavior during all sporting events. The District will not tolerate any taunting, name calling or harassment via any source of social media toward Heuvelton players or other school district players. Some examples of poor sportsmanship includes booing, whistling, name-calling, use of profanity, taunting, threatening, obscene gestures, fighting or arguing with the referee, and other similar actions, and will not be tolerated.
- D. Hazing:** Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student-athlete for the purpose of initiation or membership in, or affiliation with, any athletic team. Any hazing activity, whether by an individual or group, shall be presumed to be a forced activity, even if a student-athlete willingly participates. The Athletic Department does not condone any form of initiation or harassment known as hazing, as part of any school-sponsored activity. No student-athlete, coach, volunteer or district employee shall plan, direct, encourage, assist or engage in any hazing activity. Suspected acts of hazing should be reported to the coach, Athletic Director, Principal, or other school administrator.
- E. Alcohol/Tobacco/Drugs/Vape:** In New York State the use or possession of, or an attempt to purchase alcohol by anyone under the age of 21 years of age is against the law. Further, possession of illegal drugs is both punishable by criminal arrest and prosecution. Athletes are **not to use** or to **be in possession** of tobacco, vape devices, alcohol and illegal drugs. Student-athletes are prohibited from hosting/attending gatherings that involve alcohol, drugs, tobacco, vaping, or other controlled substances.

In enforcing the Student-Athlete Code of Conduct, please be aware that any identifiable image, photo, or video could implicate a student-athlete to have been in the possession of, or in the presence of alcohol, tobacco, vape or drugs.

The Athletic Committee: The Athletic Committee is composed of the Student-Athlete involved, Parent/Guardian, Coach, Athletic Director, and the Principal. If it is believed that a violation has been committed (First Offense, Second Offense, or Third Offense), this committee will meet to determine which, if any, of the above Rules and Regulations have been violated. Any student-athlete found to be in violation of the Athletic Code of Conduct will not be eligible to receive Sectional and School awards at the end of that sport season, in addition to the consequences noted below.

If it is determined that there has been a violation, the following consequences may be imposed:

First Offense:

1. Suspension from participation in contests for five (5) consecutive games or three (3) weeks (excluding pre-season practices) whichever comes first. This does not include scrimmages.
2. Student must attend practice and must be in full uniform at all contests.
3. Student will be on probation for the rest of that sport season, and the next sport season in which that student participates. An additional offense while on probation is treated as a second offense.
4. All of the above must be met to resume full standing with the athletic team.

Second Offense:

1. Immediate dismissal from the current sport, and up to five (5) games of the next sport season in which that student participates. This does not include scrimmages.
2. In order to be eligible for future sport seasons, the student and parent must agree to submit to provisions for reinstatement as prescribed by the committee.
3. The student will be on probation for the rest of that sport season, and the next sport season in which that student participates.
4. An additional offense while on probation will be treated as a third offense.

Third Offense:

1. Immediate dismissal for remainder of athlete's eligibility at Heuvelton Central School, unless reinstated by the Superintendent of Schools or the Board of Education.

II. ATTENDANCE: Attendance in school is essential. Student-athletes are subject to the guidelines defined below.

A. Daily Attendance: The student-athlete is required to attend school on time each day during the sport season. If a student is tardy or absent for a portion of the day after

11:00 a.m. he or she will not be allowed to participate in the activity of the day. The practice of students staying home on school days to rest for events that day is unacceptable.

EXCEPTIONS

- Specific permission in advance
- Educational absences
- Required court appearances
- Medical appointments
- Funeral
- Board of Education approved senior privileges

The student-athlete should give written documentation to the attendance officer confirming the reason for tardiness or absence.

B. Tardies: Athletes will be allowed 4 unexcused tardies to school per season. The student-athlete will miss one game per unexcused tardiness thereafter.

C. Sports Attendance: Attendance at all practices and games is necessary for appropriate team and player development. Expectations include,

- Being on time to all practices.

- Students who leave school early due to illness are not allowed to participate in athletic practices or games that day. This does not apply to medical appointments.
- Team members, who are ill during school, may be excused from practice sessions by the coach or the school nurse. Students cannot use the Nurse's office to rest for athletic practices or games held that day.
- If he/she is unable to attend practice, (example – Saturday a.m.), the parent should notify the coach or school nurse of the reason for his/her absence. Two unexcused absences from practice may result in dismissal from the squad.
- A student-athlete may work until it interferes with practice and/or games. Then the student-athlete must decide whether to play or work.

III. ACADEMICS: Student-athletes are expected to maintain high academic standards to match their conduct and attendance. Students in grades 7-12 whose average falls below 65% in two subjects will result in becoming ineligible. Other examples that may result in a student's ineligibility would be inappropriate behavior in the classroom, failure on tests, quizzes, and homework and not turning in assignments. The average of the previous week's work will count for the week's participation. Eligibility starts the week of the first games for both Varsity and Modified athletes.

First Time Ineligible:

1. Written notification will be sent to the parents, and/or athlete from the Athletic Director.
2. Student continues to participate in the sport and is expected to get extra help with courses.

Second Time Ineligible:

1. Student cannot play or participate in any contest/scrimmage to be held the following week, but the athlete will continue to practice with the squad.
2. The student will get extra help from the teacher.

Third Time Ineligible:

1. The student will be notified that he/she cannot participate in the above functions.
2. The parents will be notified.
3. The parents can request the Eligibility Committee* to meet.

Fourth Time Ineligible:

1. The student can no longer participate in the activity.

**Any grading mistake made by the Teacher must be corrected by the next morning, to allow the student to be removed from the Eligibility list.

* The Eligibility Committee will be composed of:

1. Those teacher(s) whose course(s) are below 65%
2. The Athletic Director and Coach.
3. A member of the Administration.



PROGRAM GUIDELINES

Individual Coaches Rules: Coaches shall establish additional rules and regulations with the approval of the Athletic Director for their respective sports. These additional rules must be stipulated in writing to all team members and parents and explained fully at the start of the season. Penalties for violation of team rules will also be in writing and shall be administered by the coach. Copies of all additional team rules by coaches are on file in the Athletic Director's office.

Quitting a Team: Any student who quits a squad will be allowed a 24 hour "cooling off" period during which time they may ask the coach involved for reinstatement, who may or may not reinstate him/her. If at the end of the 24-hour period, the request for reinstatement has not been made, the student-athlete will be considered permanently dropped. The Parent/Guardian must request a meeting with the Athletic committee within 36 hours, to appeal the ruling.

No student/athlete may quit a team and join another team in the same season.

Curfew: It is strongly recommended by the coaching staff that student-athletes are in their home during the week by 10:00 p.m., or by 9:00 p.m. if it is the night before a game. Weekends are an opportunity for student-athletes to catch up on sleep so parents are asked to use discretion in extending curfews.

Transportation: Student-athletes are transported to and from contests by school-authorized transportation **ONLY**.

For away games, athletes may ride home with parents, after signing the Athlete Release Form. An athlete may ride home with another athlete's parents, provided written permission has been attained and given to the coach, by 3 p.m. that day. A written statement from an athlete's parents that will release their child to another athlete's parent(s) during the entirety of that season will be honored for that sport season only. The designated parent is still required to sign the Athlete Release Form to take that athlete home.

School Equipment: School equipment used by student-athletes is his/her responsibility. He/she is expected to keep it clean and in good condition. Loss of any equipment is the Athlete's financial obligation. Three days after the last contest, all equipment shall be returned to the coach. The athlete will not be able to play the next sport, unless all obligations have been met, and may be charged for the full cost of the equipment issued.

Injuries: It is the student-athlete's responsibility to immediately report to their coach any injury during practices or games. The coach will then fill out an accident report. If a student-athlete has been removed from participation because of any injury, the student-athlete cannot return to practice or competition without a physician's release approved by the school nurse and school physician.

Sport Sign-ups: The student/athlete must complete all necessary medical forms and paperwork according to the date established by the nurse and Athletic Director for each Season. Any student/athlete who fails to turn in a sign-up sheet on or before the given deadline date may not participate that sport season. The student/athlete will also be required to pay for a physical by the school doctor if the student/athlete misses the deadline date.

As always, when we enter a “new season” or start a “new sport”, every potential student/athlete is required to pick up and submit a new Health History form, which is the “sign-up sheet”. These are available in the Athletic Office.

Student-Athletes and Parent(s)/Guardian(s): Please sign on the appropriate consent form at the end of this packet and return a copy to the coach. Keep this handbook for your future reference. It is also found online at the Heuvelton Central School website. Please contact the Athletic Director with questions. Thank you.



PROGRAM DESIGN

Our school district believes that a comprehensive program of student activities is vital to the education development of the students. We believe the primary objective of a well-designed program is that participants have fun. We further realize in having fun, our student athletes should expect proper coaching, enforcement of responsibility and self-discipline.

Our program is designed to allow for individuals to participate at their level of readiness, and be able to achieve personal satisfaction and enjoyment. The program shall emphasize fun, enjoyment, opportunities for all students, and a strong emphasis on building skills at all levels.

The following guidelines have been developed to help students, parents, and coaches understand the objectives and guidelines of participation in athletic activities at each grade level.

GRADES 7 – 9 (Modified Teams)

1. The program design at the modified level will lend itself to increased interscholastic competition.
2. A major focus on participation will continue by developing innovative ideas for allowing continued opportunities for each athlete to participate in practices and during scheduled contests.
3. The program will be designed to allow for individual differences in growth patterns. Each coach should be looking for the potential in each athlete.
4. The continued emphasis on skill development will be stressed with an introduction of more defined team concepts in all aspects of play.

GRADE 9 & 10 (Junior Varsity Teams)

Recognizing a major transitional period at the tenth grade level.

1. During this transitional period the program design calls for a balance between participation and winning. Whenever possible, the program will allow each athlete the opportunity to participate in practice and scheduled contests.
2. This grade level indicates a need for coaches to communicate with athletes regarding areas for improvement.
3. Our major focus continues to be teaching the basic fundamentals to further develop the skill level of each participant.

GRADE 11 & 12 (Varsity Teams)

1. Varsity competition lends itself to an emphasis on winning. Although winning is a point of emphasis, the program should never sacrifice winning at the expense of rules governing play, good sportsmanship, or the welfare of the team members.
2. Recognition of performance will be judged on the basis of improvement shown during the entire season.
3. Individuals should be making maximum contribution within the limits of their abilities.
4. The program continues to lend itself to participation through the establishment of well-designed junior varsity competition.



ATHLETIC DEPARTMENT GOAL & OBJECTIVES

OUR GOAL – Research indicates a student involved in sports activities has a greater chance for success during adulthood. Many of the character traits required to be a successful participant are exactly those that will promote a successful life after high school. We hope the information provided within this handbook makes both your child’s and your experience with the athletic enjoyable.

OUR SPECIFIC OBJECTIVES – The student athlete shall learn teamwork. To work with others in a democratic society, a person must develop self-discipline, respect for authority, the spirit of hard work and sacrifice, and to place the team and its objectives higher than personal desires.

1. To be successful. Our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel
2. Sportsmanship. To accept success and defeat like a true sportsman, knowing we have done our best, we must learn to treat others, as we would have others treat us. We need to develop desirable social traits, including emotional control, honesty, cooperation, and dependability.
3. To improve. Continual improvement is essential to good citizenship. As an athlete, you must establish a goal and you must constantly try to reach that goal. Try to better yourself in the skills involved and in those characteristics set forth as being desirable.
4. Enjoy athletics. We acknowledge the personal rewards we derive from athletics and strive to give sufficiently of ourselves in order to preserve and improve the program.
5. To develop desirable personal health habits. To be an active, contributing citizen, it is important to obtain and maintain a high degree of physical fitness through exercise and good health habits.



RESPONSIBILITIES OF A HEUVELTON CENTRAL SCHOOL ATHLETE

Being a member of an athletic team fulfills an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities. A great athletic tradition is not built overnight. It takes the hard work of many people over many years. As a member of an interscholastic squad, you will inherit a great tradition – a tradition you are challenged to uphold.

Our tradition will be to win with honor. We desire to win but only with honor to our athletes, our school, and our community. Such a tradition is worthy of the best efforts for all concerned. Over many years our squads have achieved more than their share of league and tournament championships. Many individuals have set records and won All-State, All-Conference, and All-American honors.

It will not be easy to contribute to such a great athletic tradition. To compete for your school may mean that you will have to say “no” to pleasures an athlete cannot afford. When you wear the colors of your school, we expect that you not only understand our traditions but also are willing to assume the responsibilities that go with them.

Responsibilities to Yourself

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

Responsibilities to Your School

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

You assume a leadership role when you are on an athletic squad. The student body, our community, and other communities judge our school by our conduct and attitudes both on and off the field. Because of this community pride, make Heuvelton proud of you and your community proud of your school by your faithful exemplification of these ideas.

Responsibilities to Others

As a squad member, you also bear a responsibility to your home. If you never give your parents anything to be ashamed of, you will have measured up to the ideal. When you know in your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability every day, and that you have played the game “all out”, you gain self-respect and we can all be justly proud of you.

Conduct of an Athlete

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

On the field – A real athlete does not use profanity or illegal tactics, and learns fast that losing is part of the game. You should be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent in a well-played game after the contest, whether in defeat or victory.

In the classroom – A good athlete becomes a good student. A person cannot be lax in the classroom and think he or she can be an outstanding athlete. If you are lazy on the practice field or court, you will never reach your full potential. As an athlete, you must plan your schedule so that you give sufficient time and energy to your studies and achieve acceptable grades.

In addition to maintaining good scholarship, an athlete should give respectful attention to classroom activities and show respect for other students and faculty at all times. Horseplay and unnecessary boisterousness are not approved habits of behavior.

A healthy athlete should have a good attendance record. Never cut classes or school.

The way we act and look at school is of great importance. Athletes should be leaders, and fellow students should respect and follow your positive behaviors.



PARENT-COACH COMMUNICATION GUIDELINES

Parent-coach relationship

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents whose children are involved in our athletic programs, you have a right to understand what expectations are being placed on your child. This begins with clear communication from the coach of your child's program.

Communication you should expect from your child's coach

1. The coach's philosophy.
2. Expectations the coach has for your child as well as all the players on the squad.
3. Locations and times of all practices and contests.
4. Team requirements, i.e., fees, special equipment, off-season conditioning.
5. Procedures we follow should your child be injured during participation.
6. Discipline resulting in the denial of your child's participation. (academic eligibility, etc.)

Communication coaches expect from parents

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts well in advance of the practice or event.
3. Specific concern in regard to a coach's philosophy and expectations.
4. Encourage your son/daughter to communicate concerns as a first step when seen as appropriate.

As your child becomes involved in the programs at their high school, they will experience some of the most rewarding moments of their lives. It is important to understand that there may also be a time when things do not go the way you or your child wishes. At these times, we encourage discussion with the coach. ***Please note that conversations with coaches should not take place immediately following a contest. Coaches are directed to wait 24 hours after a contest before meeting with parents and/or players. All parties are expected to honor this.***

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved.

When conferences are necessary, the following procedures should be followed to help promote a resolution to the issue of concern:

If you have a concern to discuss with a coach,

1. Call to set up an appointment.
2. The school telephone number is 344-2414.
3. If the coach cannot be reached, call the Athletic Director. The director will set up a meeting with you.

4. **PLEASE** do not attempt to confront a coach immediately before or after a contest or a practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

What can a parent do if the meeting with the coach did not provide a satisfactory resolution?

1. Call and set up an appointment with the Athletic Director to discuss the situation.
2. At this meeting the appropriate next step can be determined.



BEING A GOOD SPORT PARENT

1. Encourage – and don't pressure – your athlete to play.
2. Provide a supportive atmosphere at home by accepting your athlete's performance goals and allowing your child to succeed or fail without your interference.
3. Keep winning in perspective, and help your athlete do the same. Focus on the life lessons of life that can be learned from playing these games. Remember the sport is only a game and you should not portray it as more than that. Encourage your children by making positive comments and finding the good in every situation.
4. Help your athlete set realistic performance goals that are measurable (such as improving one's time in the 200 – meter dash), controllable, and attainable. However, individual statistics should not compromise team goals.
5. Help your athlete meet team duties and responsibilities, such as caring for uniforms, filling out the necessary forms for participation, informing the coach of allergies or other medical problems, and informing the coach of tardiness or absence.
6. Give up your athlete to the coach at practices and contests. Don't interfere with coaching or team decisions. Attend preseason meetings with your athlete to learn more about the program.
7. Model good sportsmanship behavior at contests.
8. Communicate with the coach when you have a question about rules, policy, or informational items. Involve the coach to help you when you are experiencing difficulties with the athlete at home or in the classroom.
9. If you have a concern about the coach's ability to develop the athletes psychologically, socially, or physically, make an appointment with the Athletic Director to discuss these concerns.



PARENTS AS SPECTATORS

Parents play an important part in the athletic program as spectators at events. It is important that parents model sportsmanlike behavior and insist the same of other spectators. Remember that actions speak volumes. You might remind parents that the opposing team is not an enemy, just a group of competitors who are youngsters much like their own children. The opponents work as hard preparing for the contest as do their own kids, and they have the same emotional needs as have their own children.

- Cheer in support of our team. Do not cheer against the opposing team.

- Be enthusiastic for your child and others on the team. Don't act as if your child is the only one on the team.
- Stay in control of your emotions. Do not yell at officials, coaches, or players. In other words, don't act like a young child who doesn't know better.
- Respect the coach by not giving instructions to your child, especially at a contest.
- Never leave a contest in anger or disgust. This kind of behavior is embarrassing to everyone who sees it.
- Never go to a contest or any school-sponsored event after having been drinking or doing drugs.
- Regardless of the outcome of the game, get in the habit of thanking the coaches and volunteers who helped conduct the events.



ACKNOWLEDGEMENT OF RECEIPT OF ATHLETIC HANDBOOK & CODE OF CONDUCT

PLEASE DETACH THIS PAGE AND RETURN TO YOUR COACH

Parents/Guardians must understand and agree to the conditions for involvement for their son or daughter in order for them to participate in athletics.

The parent(s) or guardian(s) shall read all of the enclosed material and acknowledge understanding of the athletic eligibility rules and policies. This acknowledgement of Receipt of Athletic Handbook form shall be signed by the parent(s)/Guardian(s) and student/athlete and returned to the Athletic Director prior to participating in any practice or contests.

I have read the Heuvelton Central School District Code of Interscholastic Athletics, including the rules, regulations and policies. I fully understand its meaning and consequences and support its enforcement by persons responsible.

Please sign and return to your coach or Athletic Director. A student/athlete may not participate in interscholastic athletics until this form is signed and returned to your coach.

_____ SIGNATURE OF STUDENT/ATHLETE

_____ SIGNATURE OF PARENT OR GUARDIAN

_____ SIGNATURE OF ATHLETIC DIRECTOR

Received by the Athletic Department _____
(Date)