

# BEAL CITY SCHOOL ATHLETIC POLICY

2011-2012

## ATHLETICS

Beal City High School is a member of the Highland Conference and has a program of inter-scholastic sports for both male and female students. All students interested in athletics are encouraged to participate. Our program is operated under the rules and regulations of the Michigan High School Athletic Association (MHSAA) and the Beal City High School Athletic policy. All coaches will read and post sections of the athletic policy affecting members of their team. The extra-curricular program shall be directed so that sportsmanship is of the highest importance.

## ATHLETIC POLICY

### I. PHILOSOPHY

Athletics are an important part of the educational experience for students. The opportunity to participate in athletics is available to all students who meet the eligibility requirements and follow the rules of conduct established by the school and the coaches for each sport. Participation in athletics is a privilege, not a right. All athletes must comply with the rules of conduct or risk being denied the privilege of participation. The athletic rules have been developed for the welfare and benefit of the athletes. Athletes must observe the rules, train faithfully, and follow the specific instructions of their coaches for each sport each season.

### II. POLICY APPLICATION

The athletic policy and rules of conduct are in effect for all athletes on a year-round basis and are not limited to behavior at school-sponsored activities or on school property. Student athletes represent their school and the community and serve as role models for other students whether the athletes are on or off the field. If you have questions regarding the application of the athletic policy, please contact your coach, the athletic director, and/or the principal.

\* If deemed ineligible, the athlete is not allowed to travel with the team if the team bus leaves before school has been dismissed.

### III. ELIGIBILITY

#### A. MHSAA REQUIREMENTS

Student athletic eligibility is governed by the Michigan High School Athletic Association (MHSAA), as well as this athletic policy. Students must pass (66%) of their classes or more each semester (90 days). If deemed ineligible at the end of a semester, an athlete may not participate in contests for a minimum of 60 scheduled school days, beginning with the first day of a new semester. Any questions regarding the MHSAA rules should be directed to the athletic director.

#### B. ACADEMICS

An athlete shall maintain a "C" academic average without any "E's" to remain eligible to participate in athletic competitions. Once an athlete is deemed ineligible to compete, the athlete will remain ineligible for two weeks. An athlete is only allowed one period of

ineligibility in one season of a particular sport. If an athlete becomes ineligible a second time, the athlete will be dropped from the team for the remainder of the season.

The procedure for determining eligibility is as follows:

1. Teachers will turn in grades every other Wednesday to the Athletic Department.
2. Dual enrolled student/athletes grades will be factored in and monitored every four weeks based on their current grade turned into the counselor's office.
3. The Athletic Director will inform coaches of ineligible athletes on Thursday of that same week, and letters sent to parents of the ineligible students.
4. Coaches will inform athletes of ineligibility that Friday.
5. Athletes will become ineligible the following Monday and remain ineligible until Monday two weeks later.
6. The school district reserves the right to amend the academic requirements for students with disabilities as authorized or required by law.

### **C. PERMISSION AND ACKNOWLEDGMENT / TRAINING CONSENT FORMS**

Students will not be able to participate in athletic tryouts, practices, or competition unless and until written parental/guardian permission is received by the school district. Additionally, all students and parents/guardians must agree in writing to abide by the athletic policy and team rules, as applicable. A copy of the required form(s), which must be completed for each sport each season, will be distributed to all interested students by the coaches.

### **D. PHYSICAL EXAMINATION**

All athletes must successfully pass a physical examination before participating in any phase of the athletic program. A physical examination card indicating that the student has passed the physical examination and is able to compete in athletics must be completed by an examining physician, physician's assistant, or nurse practitioner and returned to the office of the athletic director prior to participation. For the card to be valid, the examination must be given on or after April 15<sup>th</sup> of the previous school year. A physical examination card may be obtained by contacting your coach and/or the athletic director. Only one card must be submitted per school year for each student. However in cases of injury or serious illness, the school district reserves the right to require that an athlete be re-examined by a physician and provide written notice from the doctor before resuming participation in athletics.

### **E. ATTENDANCE**

Athletes who are absent from school any part of the school day may not participate in that day's practice or competition unless authorized by the athletic director or principal. Parent excused absences will not necessarily be authorized by the athletic director or the principal, (examples of excused absences: funerals, doctor's appointments, family emergencies)

## **IV. CODE OF CONDUCT**

The following behaviors violate the Beal City Public Schools' Athletic Policy and subject the athlete to discipline as outlined in this policy or authorized by school policy.

#### **A. ALCOHOL, DRUGS, AND TOBACCO**

The use, possession, concealment, distribution, sale, or being under the influence of the following substances is prohibited:

1. Tobacco or tobacco products in any form.
2. Alcohol or alcoholic beverages in any form. This includes beverages labeled as nonalcoholic which contain minimal amounts of alcohol (e.g. nonalcoholic malt beverages),
3. Illegal drugs, including, but not limited to, those substances defined as "controlled substances" under federal or state law.
4. Steroids, human growth hormones, or other performance-enhancing drugs.
5. Any abusable glue, aerosol or other chemical substance, including, but not limited to, petroleum distillates, lighter fluid, and reproduction fluid for inhalation.
6. Substances purported to be illegal, abusive, or performance-enhancing, i.e., "look alike" drugs.

It shall not be a violation of this policy for an athlete to use or possess a prescription or patent drug when taken pursuant to a legal prescription issued by a licensed medical professional for which permission to use/possess in school or at school-sponsored events has been granted in accordance with school policy. Subject to the disciplinary provisions of athletic and school policy, an athlete who is involved in the use or possession of alcohol or drugs during the season shall be suspended from competition until the athlete makes an appointment for substance abuse counseling. The appointment must be confirmed by the coach. The athletic director will provide the athlete with additional procedural instructions. Failure to keep the appointment shall result in suspension from competition until the appointment is kept. The athlete shall comply with the recommendations of the counselor.

#### **B. VIOLATIONS OF LAW ON SCHOOL PROPERTY OR AT SCHOOL SPONSORED EVENTS**

Athletes shall be subject to discipline under this policy for any violations of federal, state, or local law/ordinance that occur on school property, in school vehicles, or during school-sponsored events on or off school property.

#### **C. THEFT, VANDALISM, DESTRUCTION OF PROPERTY**

Athletes shall be subject to discipline under this policy for theft, vandalism, or destruction of property belonging to our school district or another school district.

#### **D. OTHER CRIMINAL/CIVIL ACTS**

Athletes shall be subject to discipline under this policy for felony or misdemeanor criminal or civil acts (other than minor traffic offenses) whether or not they occur on school property, in school vehicles, or at school-sponsored events. Determination of the validity of such charges must be based upon reliable information, but conviction of the offense is not necessary for disciplinary action to be taken.

#### **E. SCHOOL POLICIES**

Athletes are expected to comply with all school policies and regulations as contained in the student handbook and/or promulgated by school officials. Violations of those rules may result in discipline under the athletic policy, as well as general school policy.

#### **F. CONDUCT AT ATHLETIC EVENTS/TRANSPORTATION**

Athletes shall conduct themselves as representatives of the school district at all athletic events. Athletes shall dress appropriately for all athletic events and shall behave with good sportsmanship. A player ejected from an athletic competition for a violation shall be suspended from the next competition in accordance with the MHSAA. An athlete must successfully complete the sport in which he/she is serving the suspension. A dual sport athlete must set out the suspension in t

Their primary/sport. If the athlete drops the primary sport he/she must set out the suspension in the secondary sport in the same season.

#### **G. TEAM RULES**

Coaches for each sport may develop additional team rules for their sport at their discretion upon approval by the athletic director. Athletes are required to comply with those team rules. A violation of team rules subjects the athlete to discipline prescribed in those rules and/or policy.

#### **H. UNIFORMS AND EQUIPMENT**

Students are expected to turn their uniform in at the end of the season immediately. Students will not be able to participate in the next season sport/activity unless they have turned in their equipment and uniforms from the previous season.

#### **V. DISCIPLINARY SANCTIONS**

Disciplinary sanctions may range from verbal reprimands, a one-game or one practice suspension, up to and including exclusion from athletics for the remainder of one's school career - depending on the nature and severity of the offense. Law enforcement authorities will be contacted as appropriate. Athletes must successfully complete the season in which they are serving their suspension or the suspension will be recalculated for the next season that the student - athlete participates. Student/Athlete's who have had an athletic violation(s) before the 2006/2007 school year begins will be grandfathered under the previous athletic policy. However, any student/athlete's who receive an athletic violation(s) beginning with the 2006/2007 school year will be held accountable under the new athletic policy.

If a game or meet is cancelled while an athlete is serving their suspension, it will only count towards their suspended events if the game or meet is not made up. If the game or meet is rescheduled, or a game(s)/meet(s) is added in replacement the suspended athlete will have to serve their suspension then. The following progressive discipline shall be used for the more serious violations of the athletic policy (e.g., the offenses listed as A-F in the Code of Conduct). Contest suspensions will be rounded up.

**1st Violation:** The athlete will be suspended from 30% of a season's contests. If the season is more than 75% complete, the remainder of the suspension will be served in the next sport in which the athlete participates. \* The athlete will be expected to practice with the team throughout the suspension period.

**2nd Violation:** The athlete will be placed on a one year (365 calendar days) suspension from all school sponsored athletic activities. The athlete may not practice with a team during the suspension period.

**3rd Violation:** The athlete will be permanently ineligible to participate in school-sponsored athletic activities within the school district.

- An athlete must successfully complete the sport in which he/she is serving a suspension.

## **VI. DUE PROCESS & APPEALS**

An athlete subject to discipline under the athletic policy and or team rules shall be given written notice of the charges and an opportunity to discuss the matter with the coach, principal, or athletic director. Violations of the athletic policy may be verified by:

1. Athlete or parent/guardian admission.
2. Law enforcement reports
3. School Staff member reports detailing observed violations.

### **A. UNJUSTLY DISCIPLINED**

Any athlete who believes that he or she has been unjustly disciplined may appeal the decision to the athletic council within 3 (three) school days of the decision and the decision(s) must be communicated in writing within those three school days. Athletes appealing decisions will **NOT** be eligible to participate in athletic events during the appeals process.

### **B. ATHLETIC COUNCIL**

The Athletic Council consists of all head coaches, the athletic director and the principal. At least 7(seven) coaches need to be present. The principal serves as secretary and the athletic director serves as a chairperson. Upon receipt of an appeal, the athletic director shall call a meeting of the athletic council within seven days.

### **C. NOTIFICATION OF MEETING / VOTING BY ATHLETIC COUNCIL MEMBERS**

The athlete and parents/guardians shall be notified of the meeting in advance and shall be allowed to attend if desired. The athletic council will review the evidence of the charges and will either uphold, overrule, or amend the decision. The votes of the athletic council members shall be made part of public record. The athletic council will render a decision and provide written notice to the athlete and parents/guardians within three school days. Records of the meeting shall be maintained by the athletic director.

The athlete may further appeal to the Beal City Board of Education within three school days of written notice of the Athletic Council's decision. The Board shall review and decide the matter at its next regularly-scheduled board meeting, or sooner at the discretion of the

Board. The Board's meeting shall be conducted in accordance with applicable law. The Board's decision shall be final.

Each appeal must be made within three school days of the decision and the decision(s) must be communicated in writing within three school days.

1. Athletes appealing decisions will not be eligible to participate in athletic events during the appeal process.
2. The Athletic Council members are only able to abstain on decisions that involve their immediate family (brothers, sisters, cousins, aunts or uncles, etc.)

## **VII. TRANSPORTATION POLICY**

### I. Policy

Beal City Public schools will provide transportation to all games scheduled Monday - Friday and all MHSAA tournament events. Parents are responsible for transporting their son/daughter to and from regular season contests scheduled on Saturday.

### II. General Guidelines

- A. When Beal City Public Schools provides transportation it is required that all athletes ride to the event with the team and it is highly recommended the athlete ride home on the team bus. In extreme situations, this may be exempt with the completion of the driver approval form. First, to be completed and signed by a parent/guardian, secondly, signed by an administrator.
- B. When parents are unable to make arrangements for their child to be transported to the event, the coach will meet the athlete and transport him/her.
- C. Student/athletes are not permitted to drive themselves to a contest, unless accompanied by a parent/guardian. (Discipline action may be taken per student handbook if infringed upon.)
- D. In the event, there is an abundance of athletes that do not have parental transportation, school bussing may be considered.

### IV. Bus Courtesy

- A. Coaches will require team members to use respect and courtesy with all drivers. Common sense dictates that we will treat those that help us with respect.
- B. If radios are "allowed" by the coach, please see that the noise level is kept down.
- C. On returning, buses must be picked up by the team and/or coaches. Please leave the bus in satisfactory condition.
  1. Muddy cleats or shoes should be taken off before boarding the bus.
  2. Extremely muddy jerseys should be taken off -- when and where possible.

3. If the team is allowed to eat on the bus, please have all waste paper put in a proper receptacle.

## **VII. GUIDELINES & PROCEDURES FOR ADVANCING AN ATHLETE TO A HIGHER LEVEL**

As stated in the Athletic Policy Philosophy, "participation in athletics is a privilege not a right." The philosophy also states "The athletic rules have been developed for the welfare and benefit of athletes." In regards to advancing a player to a higher level, in particular freshman to varsity, certain guidelines must be met prior to any mention of the change. If it is the coach's intent to move up a freshman to varsity at the beginning of the season, the following steps need to be taken two weeks prior to the first practice. It is also understood that during the first three days of practice (try-outs) all athletes have the opportunity to be evaluated for consideration. If a coach sees it necessary to bring up a freshman the coach must meet with the Athletic Director to discuss the need and readiness of the athlete both physically and socially. There shall be no mention to the athlete regarding his/her participation on varsity. An athlete who moves up should receive significant playing time. \* Steps 1-4 must be followed if a freshman is moved to varsity at any point during the regular season.

1. Upon approval from the athletic director, the parents of the athlete will be contacted to inform them of the invitation to the varsity team and to discuss advantages and disadvantages. At this point it is the parents' right to make the best decision for their athlete.
2. Once parental consent has been given, a meeting with the athlete, parents, athletic director, principal, and coach must be held to inform the athlete of the invitation and allow the athlete to decide whether or not he/she would like to accept the invitation. Under these guidelines it is the responsibility of the coach to ensure the athlete understands the pressure he/she may face and to give guidance to the athlete and parents as to how to deal with such pressures.
3. If the athlete accepts, the following shall occur:
  - ◆ A conference with the coach and athlete one week after he/she is moved up to see how things are going.
  - ◆ A meeting with the above mentioned people in item 3 one week after the first game to discuss how things are going.
  - ◆ A follow up meeting halfway through the season again to make sure the athlete has adjusted well and address any concerns.
4. Freshman may be allowed to attend a varsity team camp. In-district camps must provide an equal opportunity to all high school athletes.
5. At no time may a coach offer an invitation to a freshman without following this procedure.

## **VIII. MODEL POLICY FOR TRANSFERS FOLLOWING VIOLATIONS OF A SCHOOL'S STUDENT/ATHLETIC CODE**

Beal City High School will enforce upon a transfer student any period of ineligibility to which that student would have been subject as a result of student or athletic code violation(s) as

that student's most recent previously attended school. A student who transfers to Beal City High School after becoming ineligible because of a student or athletic code violations(s) at the previously attended school shall remain ineligible at Beal City School for not less than the period of ineligibility imposed by the previously attended school. This would be the case even if the student's situation would otherwise satisfy one or more of the exceptions to the transfer regulation of Beal City High School and the Michigan High School Athletic Association (Regulation 1, Section 9), and even if the act which caused the students ineligibility at the previous school would not be a violation or cause the same period of ineligibility at Beal City School. That Student was subject to the rules and penalties of the previous school and shall not be allowed to escape the consequences of his/her conduct and, in doing so, displace students of Beal City School from teams, positions, events and awards at least until the full period of ineligibility has been served.

**IX. Athletic Participation Fee Guidelines and Procedures**

Due to financial conditions, the Beal City Public Schools Board of Education has instituted a fee for participation in interscholastic sports. The fee will generate revenue to help supplement the athletic budget necessary to maintain a comprehensive Interscholastic Athletic Program. The fee for participation is set as follows:

	<u>H.S. Athletes</u>	<u>Jr. High Athletes</u>
1 <sup>st</sup> season	\$60	\$30
2 <sup>nd</sup> season	\$40	\$20
3 <sup>rd</sup> season	\$30	\$15

\* Maximum fees charged per family per year is limited to \$225.00

**THE PARTICIPATION FEE IN NO WAY GUARANTEES THE PARTICIPANT PLAYING TIME IN ANY CONTEST NOR DOES IT GUARANTEE THE PARTICIPANT OR HIS/HER PARENT(S) CONTROL OVER ANY CONDITIONS OF THE TEAM OR ATHLETIC DEPARTMENT.**

**A. Payment**

A deadline for payment will be established for each of the athletic seasons. A student/athlete will not perform in a contest until payment has been received or a payment plan has been established. Payment may be made at the time of uniform distribution or payments may be mailed to:

Beal City Public Schools  
 Athletic Department  
 3180 W. Beal City Rd. Road  
 Mt. Pleasant, MI 48858

Or, they may be dropped off at the Beal City Public Schools office. Checks are to be made out to Beal City Public Schools. If paying with check, please include student's name and sport participating in.

**B. Refund Guidelines**

Refunds will not be made for any reason once the team has been determined. For example, refunds will not be made to students who:

1. Drop out of a sport before the season has ended.
2. Are suspended from a sport because of a rule violation.
3. Become academically ineligible.
4. Are injured and unable to compete.
5. Move out of the district.

**C. Economic Help**

While the district feels the necessity to cut costs in order to stay financially healthy, it is not the intention of the Board of Education to create a barrier for students to participate in athletics if the sports fee proves to be a true financial hardship. Any student who wishes to participate, but is unable to because of finances, should complete the Scholarship Form available from the school offices or the athletic director. The guidelines for determining that a student will have the participation fee waived will be determined by guidelines similar to those of the district's free and reduced lunch program.

It will be necessary for concerned citizens and community groups to support the efforts to fund cases of economic hardship. Donations may be made to the Scholarship Fund and may be made in general/or designated for an individual or specific sport.

Any questions regarding these guidelines and procedures may be directed to the Superintendent's Office, or the Athletic Director's office.

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You must return this portion to your **coach** with both signatures before participating in practice or events. Thank you!

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I read and understand the Beal City Athletic Policy

Student Signature: \_\_\_\_\_

Grade: \_\_\_\_\_

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

APPENDX A:

Dual Sport Athlete

Athletes at Beal City High School are allowed to participate in more than one Sport during a particular season. If a student decides to participate in more than one sport at a time, a coach shall in no way discourage this decision. Rather, the coaches involved should work together to make this situation as smooth as possible. Realizing that there is potential for conflicts arising when an athlete is participating in two sports at the same time, the following guidelines will be adhered to:

1. The athlete will declare a primary sport and a secondary sport.
2. A contest will always take precedence over practice in the other sport.
3. A league contest will always take precedence over a non-league contest.
4. A league meet (ex-track) will take precedence over any contest.
5. If league contests are scheduled on the same day, the athlete will participate in his/her primary sport.
6. MHSAA tournament events will take precedence over non-league or league events. In the event that two MHSAA tournaments are held on the same day, the primary sport will take precedence as in #5.
7. If non-league contests are scheduled on the same day, the athlete will participate in his/her primary sport.
8. In the event that it would be possible for an athlete to participate in both sports on the same day, he/she will not be allowed to drive to the second contest. Only an athlete's parent or guardian will be allowed to transport the athlete.
9. Coaches are not to discipline an athlete for a missed practice on a day that the athlete is competing in his/her other sport.
10. On days that an athlete is not in competition, he/she should make an effort to practice both sports. If only one sport can be practiced, it should be the primary sport.
11. All eligibility rules will remain the same.
12. An athlete must begin practicing in each of the two sports at the beginning of each sport's season.
13. **Before being allowed to participate in two sports during a season, the athlete, his/her parents/guardian, AD, and the two coaches involved must meet and sign below.**

(Student Athlete)\_\_\_\_\_

Date: \_\_\_\_\_

(Parent/Guardian)\_\_\_\_\_

Date: \_\_\_\_\_

(Primary Sport)\_\_\_\_\_

(Coach)\_\_\_\_\_

(Secondary Sport)\_\_\_\_\_

(Coach)\_\_\_\_\_