



Windham Exempted Village School District

Athletic Code of Conduct

2018-2019

*Gregg Isler, Superintendent*

*Laura Amero, Assistant Superintendent*   *Marco Marinucci, Principal*

*Daniel Gross, Athletic Director*

*Daniel Burns, Assistant Principal and Assistant Athletic Director*

**Preface**

To ensure the highest caliber athletic program for the Windham Exempted Village School District, the Board of Education, Administration and coaching staff of the Windham Exempted Village School District subscribe to these regulations and policies.

**Validation**

The regulations and policies herein stated become effective Friday, June 24<sup>th</sup>, 2016 and supersede all other regulations and/or procedures which have been adopted by the Windham Athletic Department, the Administration of the Windham Exempted Village School District and the Board of Education.

**Signed:**

Melissa Roubic \_\_\_\_\_

Windham Board of Education President

Gregg Isler \_\_\_\_\_

Windham Exempted Village School District Superintendent

Laura Amero \_\_\_\_\_

Windham Exempted Village School District Assistant Superintendent

Marco Marinucci \_\_\_\_\_

Windham Exempted Village School District Junior and Senior High Principal

Daniel Gross \_\_\_\_\_

Windham Exempted Village School District Athletic Director

Daniel Burns \_\_\_\_\_

Windham Exempted Village School District Assistant Principal and Assistant Athletic Director

## **Philosophy of the Windham Athletic Department**

The primary objective of the Windham Athletic Department is to promote the school system as an educational institution, as set forth in the philosophy of the Windham Exempted Village School District.

In keeping with this primary objective, the Windham Athletic Department considers the development of the physical and mental growth of each individual athlete of paramount importance. Consequently, the athletic program of Windham Schools is open to ALL students who are enrolled, attend and who meet the academic and citizenship standards of the Windham Exempted Village School District.

The Windham Exempted Village School District shall endeavor to offer attractive and challenging competition for students seeking to be involved in its programs, however, the Windham Athletic Department program is in no way intended to be remedial or rehabilitative in scope.

The purpose of the Windham Athletic Program shall be to provide a successful, efficient, balanced and harmonious program of athletics, giving full consideration to the fundamentals of pupil's health, to emotional and personality growth of the student, and to good sportsmanship in the schools and community.

The athletic programs should provide additional experiences that may not be fostered in the normal classroom setting. However, participation in athletics at Windham Exempted Village Schools is **not a right, but an extension** to those that follow the rules of the Code of Conduct.

## **Eligibility and Training Rules for Athletes**

### **Athlete**

An athlete is any student in grades 7-12 who is currently participating, who has participated, and who will be participating in the future for any Windham interscholastic athletic team.

### **Eligibility**

The Windham athlete will at least meet the standards established by the Ohio High School Athletic Association and the Windham Exempted Village Schools Board of Education. Reference OHSAA.org for the most up to date bylaws.

In order to be eligible for athletics in grades 7-12, a student must be currently enrolled and must have been enrolled in school the immediately preceding grading period. Furthermore, during the preceding grading period, the student must have received passing grades in a minimum of five (5) one-credit courses or the equivalent and the student may not have received a failing grade in two or more classes they were enrolled in. All students entering the 7<sup>th</sup> grade for the first time are eligible for the first grading period. This process refreshes each grading period.

Beginning with the completion of the third week of each grading period, grades will be checked weekly by the administrative staff. If an athlete is not meeting academic expectations at that time, he/she will be given a verbal warning. Each subsequent week that the athlete does not meet academic expectations, he/she will be ineligible. Grades will be reviewed weekly by the administrative staff, and the athlete will remain ineligible until academic expectations are met. This process refreshes each grading period.

Academic support is available for all student athletes at any time as part of the academic intervention program. Student athletes who have been given a verbal warning and/or are ineligible may be required to attend academic intervention to continue to participate.

### **Pre-Participation Requirements**

Completed Physical Exam Form  
Emergency Medical Authorization Form  
Insurance Waiver Form  
Signed Handbook Form  
Concussion Form  
Eligibility (Academically)  
OHSAA authorization form

### **Equipment and Uniforms**

Athletic department equipment and uniforms that are issued to the athlete are the sole responsibility of that athlete; if the equipment and/or uniform is lost or damaged, replacement or repair will be made at the athlete's expense. All equipment and/or uniforms must be returned to the coach at the conclusion of each sport/activity season. Uniforms are not to be used as personal apparel and should only be used during games. The exception to this is the wearing of jerseys on game days (with permission from the coach). Any fees owed for athletic purposes will be treated as a school fee.

### **Quitting a Team**

Any athlete who quits a sport after 50% of the maximum total allowed games per season per sport, he/she may not participate in organized open gyms, training or practices of another sport until the season of the sport in which he/she quit is completed. If an athlete wants to contest the ruling, he/she has 10 school days to request a hearing, in writing, to the principal. The athlete and his/her guardian will meet with the Athletic Appeals Board. The Athletic Appeals Board consists of: An administrator, assistant athletic director, athletic director, and a WEVS Board Member. *Exception:* an athlete left a sport for medical reasons, or has a signed multi-sport participation form on file.

## **One Sport One Season**

A student may be a member of more than one interscholastic team in any one-sport season. The contract for multi-participation can be obtained from the Athletic Director or other administrative staff.

## **Appearance**

The head coach of each sport will establish specific rules of appearance.

## **Riding Home with Parents/Guardians After a Contest**

Student-athletes are only permitted to ride to and from athletic contests with their parents/guardians with written consent from the parent/guardian at the coach's discretion. No exceptions without written permission from the administration/Superintendent.

## **N.C.A.A Requirements**

Any student enrolling in a Division I or II College or University and interested in participating in athletics must meet specific eligibility requirements. You must be registered and certified by the N.C.A.A. Initial Eligibility Clearinghouse prior to participation. Please contact your guidance counselor at the end of your junior year for the proper clearinghouse registration forms or visit [www.eligibilitycenter.org](http://www.eligibilitycenter.org) and [www.ncaa.org](http://www.ncaa.org).

## **Athletic Association Award System**

The Windham athletes will be honored three times each year: fall, winter, and spring. Coaches will submit names of players, managers, and cheerleaders for awards to the Athletic Director. Head coaches will be responsible for their awards program. The Windham Athletic Association will award athletes as follows:

### ***Varsity***

One letter will be given for all sports. This will be a 6" black with gold letter for boys and girls with a shade background of either gold or white. A sport indicator for each sport will be given for placement on letters for each varsity letter earned/ only one letter will be issued. A plaque will be given to four-year award winners.

***Junior Varsity:*** One reserve award will be given for each sport. This will be a certificate naming the recipient as a reserve award certificates an athlete is awarded.

***Special Awards:*** League/Conference awards will be presented to the first team all-league selections. Coaches are permitted to award special awards for their sports for individual efforts. These must be cleared through the Athletic Director's office before presentation and are to be kept to a minimum in order to preserve the prestige of the award.

***Championship Team:*** Special plaques or awards may be awarded to varsity letter winners and coaches for a championship season or by advancement (usually, but not restricted to a district championship or higher) in any adopted Ohio High School Athletic Association tournament. This will be at the request of the head coach and approved by the Athletic Director when it involves purchase by the Athletic Department.

\*Student athletes and/or parents will be made aware of lettering requirements for each individual sport at the mandatory parent meeting which is held at the beginning of the year.

## **Coach/Athlete Relationship**

Coaches will notify the athletes at the beginning of the season of all rules, regulations, game and practice schedules, and other information that will help avoid possible conflicts during the season.

Athletes will follow all such rules and procedures established by the coach, or face denial of participation.

When concerned or confused about such rules and procedures, the athlete will approach the coach as soon as possible for clarification and any explanation. Athletes should not bring complaints or questions to the attention of others before the coach is asked for clarification and explanation.

The coach will respond to questions from athletes concerning any such rules and procedures and explain when necessary the purpose and reasons behind the rules.

## **Citizenship**

The Windham Athletic Department expects correct conduct by the participating athlete at all times in the following situations:

1. Daily school activities and functions.
2. Special school activities and functions
3. Practice
4. Athletic trips
5. Athletic contests

## **Improper conduct in any phase may lead to direct disciplinary action by the principal, athletic director, coach, and or the Windham Exempted Village School District.**

A violation of any of the following rules may result in denial of the right to participate in the activity for the duration of the season, a semester, a year or longer, as prescribed by this Code of Conduct. A student's participation will be denied or limited for violations of this Code of Conduct and/or team rules, as well as the School Student Code of Conduct.

In addition to Code of Conduct rules, the coach may establish rules that are applicable to their own sport/activity as long as those rules represent the spirit of the rules included here. The rules established by a coach must be on file with the athletic director.

All school rules, as listed in the Student Conduct Code, apply in conjunction with rules in this Athletic Code of Conduct and the individual rules established by head coaches.

## **Code of Ethics for Student/Athletes**

- Remember that academic performance is your primary responsibility
- Read, familiarize yourself and comply with policies outlined in the Athletic Handbook AND your coach's specific set of team policies.
- Treat advisors, coaches and opponents with respect.
- Respect officials and accept their decision without argument or gesture.
- Exercise self-control at all times, setting an example for others to follow.
- Win without boasting, lose without excuse and never quit.
- Always remember that you represent Windham High School and the community, and it is a privilege.

- Return any equipment; uniforms issued to the participant must be returned in the same condition at the end of the activity. Equipment that is lost, damaged or stolen is the responsibility of the participant, and it is the responsibility of the participant to make restitution to the school.
- Report any injury to the coach no matter how slight the injury may appear. If the injury requires a physician’s care, the participant must have written permission from the doctor before returning to the activity.
- Attend classes the day of, and after, a competition.

**Suspensions and Detention (Per Season)**

Detentions

1. All penalties for detentions will be at the discretion of the head coach
2. Students who skip assigned detentions to attend a practice or game will be subject to additional disciplinary action from administration.

In-school Suspensions

1. 1<sup>st</sup> suspension: All penalties will be at the discretion of the head coach upon notification of the principal.
2. 2<sup>nd</sup> suspension: 1 game suspension
3. Subsequent suspensions: Denial of participation for 1 additional game and or possible removal from team

Out of School Suspensions

The punishment for out of school suspensions will be assessed according to the number of days suspended.

<u>Days suspended out of school</u>	<u>Games missed</u>
1-3	10%
4-6	20%
7-10	30%

*% of games is calculated by the total number of regular season scheduled contests allowable by OHSAA*

Note: Disciplinary action begins on the first day of the suspension

\*A student athlete will be suspended for one athletic contest in the next participated sports season if the student athlete was unable to complete the prior suspension. *For example, if a student athlete was suspended for three baseball games, but there was only one game remaining, the student athlete would sit out the first football game during the next season.*

**Serious Offenses**

Some offenses, as defined by the Code of Conduct, involving the participating athletes, that are punishable by direct disciplinary action from the school office, may lead to denial of participation of these athletes from that sport for a designated time period. This will take place only after a meeting of the head coach, athletic director and the building principal. Direct communication with the athlete’s parent(s) is important and will take place when any disciplinary action is taken.

## **Attendance**

Unless there is a notified absence cleared through the principal's office, athletes must be in attendance for a minimum of 4 hours that day if they are to participate in a contest or practice. Notification must be made by the start of the school day. In absence of the principal, the assistant principal, the athletic director and the head coach will make a determination. Examples of possible excused absences could include but not to be limited to:

1. Certified doctor / dental appointments
2. College visitation
3. Deaths / Funerals in the immediate family

## **Social Media/Electronic Transmissions**

Athletes are responsible for any information contained in their written or electronic transmissions (i.e. texts, tweets, etc.) and any information they have posted to social media. Athletes are representatives of their team and school and inappropriate information or pictures should not be posted online. Harassment of teammates, fans or opponents through such postings will not be tolerated and could result in athletic discipline. Any athlete who is identified on a social networking site which depicts illegal behavior or a Code of Conduct violation will be subject to athletic discipline as determined by the athletic director, the principal and the coach.

## **Tobacco**

Tobacco infractions will be dealt with as outlined in the student code of conduct.

## **Drugs- Alcohol**

Drugs/alcohol shall not be used by *or be in the possession of* any Windham student wishing to participate in athletics during the school year. This policy applies both on and off school grounds. The school year shall be defined as all days, starting with the first day of school for students in the fall until the final day of school for students in the spring, plus any extension of that period during which the athlete is participating in a sport or in practices.

### *First Violation*

1. The athlete will be suspended for 30% of scheduled contests. This will include any post-season play. There will be a carry over with any sport during that school year.
2. Counseling service plan will be implemented by administration.
3. Follow all procedures of the Windham High School Code of Conduct.

### *Second Violation*

1. The athlete will be suspended for the remainder of that sport season or semester (whichever is greater) and forfeit the right to receive any awards associated with that sport season.
2. Follow all procedures of the Windham High School Code of Conduct.

### *Third Violation*

1. The athlete will be suspended for the duration of one school year (180 days).
2. Follow all procedures of the Windham High School Code of Conduct.

*Fourth Violation:* Student will be denied participation for the remainder of his or her high school career.

## **Criminal Activity**

Student athletes and or their parent/guardian must report any arrest of said student or behavior in which law enforcement is involved, to their high school administration or coach within 48 hours of the arrest or behavior. The time frame includes weekends, school holidays and summer vacation. Failure to report arrest or behavior may result in additional consequences for the behavior in question.

## **Felonies (Including Felonies Relating to Drugs or Alcohol)**

A student who is arrested for, or charged with a felony or charged with an act that would constitute a felony if committed by an adult shall be automatically suspended from interscholastic OHSAA activities. Students will not be permitted to participate in preseason activities. The student shall remain suspended until: (1) The charges are completely dismissed; (2) The charges are reduced to a misdemeanor in which case the student may be subject to penalties outlined for misdemeanors or alcohol/drugs; (3) The student is found not guilty; or (4) The student successfully completes the consequences assigned by the judge or agreed to by the student, including probation or diversion, the student may be permitted to participate in extracurricular activities. Evidence that the probation period has expired, fines have been paid and/or community service has been completed is required.

If a student has been arrested or charged with an offense, but the matter has been expunged, sealed, removed from a student's record, or the behavior has not been prosecuted (nolle prosequi), that student should present or obtain documentation as required by the school to determine the circumstances of the matter. These circumstances may not be sufficient to lift the student's consequences.

## **Misdemeanors Not Related to Drugs and Alcohol**

A student who is arrested for, charged with, or found guilty of a misdemeanor shall receive consequences as outlined below. However, minor offenses that result in fines alone may be dealt with in the discretion of the administration.

1st and Subsequent Offenses: Minimum suspension from activities for one (1) school day up to a maximum of permanent suspension from extracurricular activities. If the student produces proof that the charges are completely dismissed or the student is found not guilty, these consequences may be lifted.

If a student has been arrested or charged with an offense, but the matter has been expunged, sealed, removed from a student's record, or the behavior has not been prosecuted (nolle prosequi), that student should present or obtain documentation as required by the school to determine the circumstances of the matter. These circumstances may not be sufficient to lift the student's consequences.

## **Due Process**

The building principal will meet the student athlete to review the complaint. Based on the review of the facts in this meeting the decision will be made by the building principal to deny participation or not to deny participation. The student and the parent/guardian will be notified in writing if the decision is to deny participation. The athlete may appeal this decision to the superintendent of schools. The athlete's appeal must be in writing and submitted to the superintendent of schools within 3 business days after receiving the written notification from the building principal or the right of appeal will be waived. The superintendent shall convene a meeting with the Executive Council within 5 business days. All decisions of the Executive Council are final. Until a decision is reached on the appeal, the student will be denied participation.

## PARENTS/GUARDIANS CODE OF CONDUCT

We believe that athletics will contribute significantly to the overall development of your student. As with academics, parental involvement in these programs helps to ensure a quality experience for all concerned. The coaches and athletic administration encourage you to be an active participant in the following ways:

1. Read this handbook with your student and be familiar with the policies and procedures.
2. Promote good study habits and the importance of high academic, as well as athletic performance.
3. Encourage good attendance in classes in addition to practice and games.
4. Help your athlete develop sound nutritional and rest habits.
5. Enforce the fact that use of alcohol, drugs, and tobacco has no place in athletics.
6. Demonstrate good sportsmanship toward officials, visiting teams, and fans.
7. Support athletics by taking an active role in various fund-raising efforts through the booster club.
8. Know your athlete's schedule and assist him/her with transportation to and from school.
9. Support your son/daughter by attending as many of his/her athletic events as possible.
10. Keep lines of communication open by talking to coaches and athletic administrators when questions arise.
11. Use the following guidelines to address questions and concerns with regard to athletic participation:
  - a) Encourage your son or daughter to talk to his/her coach first.
  - b) Set up a meeting with the coach to discuss concerns yourself.
  - c.) If a satisfactory solution has not been achieved, make an appointment to meet with the athletic director.

### Coach/Parent Relationship

Coaches should seek to be as cooperative as possible with parents. However, parents should realize that decisions concerning starting line-up, playing time, play calling, skill techniques, and other items are, by their very nature, the objective and/or subjective judgment of the coach, and though discussable, are still the eminent domain of the coach. So that the privacy of all athletes is protected, coaches will only discuss the child of the parent or guardian involved in the meeting.

The coaches will communicate with the parents at the beginning of the season and explain all rules, procedures, game and practice schedules, and other information the parents will need in order to help their child meet his/her obligations to the team. **It is required that the student athlete attends this meeting.** This should be in the form of a team and parent meeting to explain all such rules etc.

Coaches will explain such rules and other information to parents when they need clarification. However, coaches will not meet with parents immediately before, during or after a practice, a game, or other times when the coach has the responsibility of care for other students or athletes. Appointments should be made with the coach involved to discuss individual athletes.

**When a parent/coach meeting is necessary, the athlete involved must be present.**

Athletic Code of Conduct

*Signature Page*

Please retain the copy of the Athletic Code of Conduct in the previous pages. Please read, sign and return the section below to the coach/advisor.

I (printed student name) \_\_\_\_\_, have read the Windham Exempted Village Athletic Code of Conduct and will abide by its rules and regulations.

Student's Signature Date: \_\_\_\_\_

I (printed parent/guardian name) \_\_\_\_\_, have read the Windham Exempted Village Athletic Code of Conduct and the Parental Code of Conduct and will abide by its rules and regulations.

Parent/Guardian(s) Signature: \_\_\_\_\_

