

**Penn Yan Central School District
Athletic Handbook
2017-2018**



Dear Athlete and the Parents/Guardians of the Athletes:

The Penn Yan Central School District recognizes the importance of the interscholastic athletic experience in the total development of the student. We believe our interscholastic programs provide unique experiences where the student/athlete can develop: Good Character, Self-Discipline, Leadership, Teamwork, Sportsmanship, Goal Setting and Social Skills.

Mission Statement

The mission of the Penn Yan Central School District's Interscholastic Athletic Department is to promote excellence in athletics as an integral part of our educational mission, creating a positive, balanced, atmosphere of sportsmanship, character, respect, discipline, perseverance, team spirit and fun for students, coaches, parents and our community.

Member of the New York State Public High School Athletic Association



Program Philosophy

The athletic program is an integral part of the overall educational program in the Penn Yan Central School District. The program promotes a desire in our student body and community to take an active part in our sports program either as participants or spectators.

The aim of the Penn Yan Athletic Program is to develop highly competitive student/athletes, but not to lose sight of educational values such as Good Character, Respect, Self-Discipline, Leadership, Teamwork, Sportsmanship, Goal Setting and Social Skills. It is the nature of athletic competition to strive for victory, but the number of victories is only one criterion when determining the success of a

season. Guiding the team and each individual to attain their maximum potential is the ultimate goal. Individual skills, team strategies and participation time also vary with the level of competition.

“Athletic participation is a privilege that carries with it, responsibilities to the school, to the team, the student body, to the community and to the student/athlete.”

Sports Offerings

<u>BOYS</u>	<u>Fall</u> Cross Country Football Golf Soccer	<u>Winter</u> Basketball Bowling Wrestling	<u>Spring</u> Baseball Lacrosse Tennis Track & Field
<u>GIRLS</u>	<u>Fall</u> Cheerleading Cross Country Soccer Tennis Volleyball	<u>Winter</u> Basketball Bowling Cheerleading	<u>Spring</u> Lacrosse Softball Track & Field
<u>Modified</u>	<u>Fall</u> Cheerleading Boys Cross Country Girls Cross Country Football Boys Soccer Girls Soccer Girls Tennis Girls Volleyball	<u>Winter</u> Cheerleading Boys Basketball Girls Basketball Wrestling	<u>Spring</u> Baseball Softball Boys Lacrosse Girls Lacrosse Boys Tennis Boys Track Girls Track

NYS Rules for Interscholastic Athletic Eligibility

A student/athlete is eligible, under New York State Rules, if you meet the following requirement:

1. If you are a bona fide student of the high school grades 9, 10, 11 or 12 and are taking at least four (4) subjects including Physical Education and in regular attendance. You are eligible to compete.
2. If you are in between your 14th and 19th birthday. If the age of 19 is reached on or after July 1st. You are eligible to compete for the remainder of that school year.
3. For eight (8) consecutive semesters beginning with the semester in which you entered the ninth grade.
4. You may only compete in four seasons in one sport.
5. If you have the signed parent consent, medical examination and approval from the School Doctor prior to any interscholastic scrimmage or game.
6. If you enrolled the first 15 days of the semester or in two weeks after transferring from another school.
7. If you have not played or practiced with a College Team.
8. If you are an amateur having never used your athletic skills for gain, and if you have never competed under an assumed name.
9. If you are familiar with the rules of the game and the standards of sportsmanship.

NOTE: You are also eligible if you meet the standards or the Athletic Placement Process. A 7th or 8th grade student that meets the Athletic Placement Process and meets all the school's eligibility standards may participate on a JV or Varsity team.

Levels of Participation

Modified

The Modified level is designed for students in grades 7 & 8 or 7, 8 & 9. This level of competition gives students their first opportunity to participate in our district's athletic program and prepares them as student/athletes by emphasizing personal enjoyment, sportsmanship and healthy competition, the fundamentals of team play and responsibilities of being on a team, development of individual athletic skills, learning of game rules, and physical conditioning.

The modified level prepares student/athletes for the JV level and beyond. All Modified Athletes will receive game opportunities but game time will not be expected to be equal. **However, playing time is influenced by skill level, motivation and attitude, and is the discretion of the coach.**

At this developmental level the focus is on the social and emotional growth of each student/athlete, providing age-appropriate physical demands, and maximizing participation and individual playing time under modified rules specific to this level. At the modified level exclusion of students from our athletic program is not our preferred policy. However, if the number of students trying out for a team(s) creates a situation that is difficult to manage, poses safety issues, or is problematic because of facility considerations, reducing team roster size by "cutting" may be necessary.

Junior Varsity

The Junior Varsity level is designed for student/athletes in grades 9 and 10, but student/athletes in grades 7 and 8 who are recommended for and pass Athletic Placement Process are also eligible. At this level of competition emphasis continues to be placed on personal enjoyment, sportsmanship and healthy competition. Individual athletic skill and ability are further refined, game strategies become more advanced and physical conditioning increased. These components in combination with attitude, motivation and team play factor into making the team when cuts are made.

This program prepares the student/athletes for the Varsity level by continuing their physical, social-emotional and mental development in a competitive environment while helping them develop a clearer understanding of what it means to compete, as well as the important and different role each individual plays in the success of a team. Though winning is a more focused goal, finding opportunities for individual student/athletes to play during the season is an expectation; **however playing time is influenced by skill level, motivation and attitude, and is the discretion of the coach.**

Varsity

The varsity coach is the leader of that sport's program and determines the system of instruction and strategy for that program. The communication among the modified, junior varsity, and varsity programs is the responsibility of the varsity coach. Preparing to win, striving for victory in each contest, and working to reach the group's and individuals' maximum potential are worthy goals of a varsity-level team.

At the varsity level, the emphasis is on putting forth the best team with the goal of achieving a certain level of success. It is important to note that not all team players will play in contests. Varsity competition is the culmination of each sport's program. Squad size at the varsity level is limited. The number of participants on any given team is a function of those needed to conduct an effective and meaningful practice and to competitively play the contest. While contest participation over the course of a season is desirable, a specified amount of playing time at the varsity level is never guaranteed. A sound attitude and advanced level of skill (both determined by the coach) are prerequisites for a position on a varsity team, as is the realization that a varsity sport requires a significant time commitment. This commitment is often extended into vacation periods for all sports seasons.

The Varsity level is designed for student/athletes in grades 9, 10, 11 and 12, but students in grades 7 and 8 are eligible, who are recommended for and pass Athletic Placement Process. This level of competition is the culmination of our district's athletic program and along with continued individual physical, social-emotional and mental development, the goal is to prepare to win and to strive for victory in every contest while continuing to emphasize personal enjoyment, team play, sportsmanship and healthy competition.

In this program a sound attitude, strong motivation, an advanced level of skill and knowledge of game strategy, and good physical conditioning are determinants for making the team and for earning playing time. While at the Varsity level we strive to help student/athletes understand their individual role and importance to the team's success. **However, playing time is influenced by skill level, motivation and attitude, and is the discretion of the coach.**

Communication Guidelines

Communication Process:

If a student/athlete and/or parents/guardians have any concerns and/or questions during the sport season, the initial steps in resolving the issue and/or concern should follow the Communication Process. It is important that both parties involved have a clear understanding of the other's position. When such a conference is necessary or desired, the following procedure should be followed to help promote a resolution to the issue of concern.

Communication You Should Expect From Your Child's Coach

Throughout the season, the coaches are expected to communicate with student/athletes about the continuous improvement of skills and knowledge of the game of the student/athlete.

1. Philosophy of the coach and program.
2. Expectations the coach has for your child, as well as the entire team.
3. Locations and times of all practices and contests.
4. Team requirements, i.e. special equipment, off-season expectations, etc.
5. Procedure should your child be injured during participation.

The Communication Process is an opportunity for the student /athlete to be an **“ADVOCATE”** for himself or herself. The student/athlete should be able to discuss matters that involve the athletic program they are involved in. It is the responsibility of each coach to develop the social and communication skills of their players so they can approach teammates and coaches with confidence.

Step 1: The student/athlete should discuss the concern with the coach.

Step 2: The student/athlete and parent shall discuss any concern with the coach.

- Playing Time will not be discussed at this meeting.
- Step 3: If the coach, student/athlete and/or parent/guardian are unable to resolve the situation, the concern shall be brought to the attention of the Athletic Director. The Athletic Director will schedule a meeting with all parties.
- Step 4: If the Athletic Director is unable to resolve the situation, the concern shall be brought to the attention of the Building Principal. The Principal will schedule a meeting with all parties.
- Step 5: If the Building Principal is unable to resolve the situation, the concern shall be brought to the attention of the Superintendent of Schools. The Superintendent will schedule a meeting with all parties.

Appropriate Concerns to Discuss with Coaches

1. Ways to help your child improve in their sport.
2. Practice times: schedule and location
3. Game schedule and/or changes in schedule
4. Family Vacations that will occur during the season – prior to start of season
5. Concerns about your child's physical health, academics, college and/or behavior.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals and they make judgment decisions based on what they believe to be the best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things must be left to the discretion of the coach.

Issues not Appropriate to Discuss with Coaches

1. Playing Time – This is not negotiable
2. Positions on the Team
3. Team Strategy
4. Play Calling
5. Other student/athletes, concerning participation
6. Athlete, parent and or guardian should not be texting or emailing the coach with concerns. All concerns shall be set-up as a meeting for discussion. Coaches will not respond to complaints via electronic communication.

24 Hour Rule

Do not attempt to meet with a coach immediately before, during or after a contest or practice. These can be emotional times for the Athlete(s), Parent(s)/Guardian(s) and the Coach. Meetings of this nature do not promote resolution. Wait 24 hours after the event/incident or occurrence to allow time for emotions to calm. One needs to follow the Communication Process and request a formal meeting with the coach (first) to discuss concerns. Do not call coaches at home, nor should they be interrupted during their instructional or work day, unless it is an emergency. If you are unable to contact the coach, leave a message at the school/work and the coach will return your phone call as soon as possible.

All parties agree that if the student/athlete, parent and/or coach fail to abide by the aforementioned rules and guidelines, the student/athlete, parent and/or coach will be subject to disciplinary action that could include, but is not limited to the following:

1. Verbal warning by Administration.
2. Written Warning by Administration and Completion of NFHS Course.
 - a. Website: www.NFHSLearn.com/courses
 - b. Positive Sport Parenting (Free Course)

- c. Engaging Effectively with Parents (Free Course)
3. Student/Athlete, Parent and/or Coach (may be) suspended from game(s), season and or an entire school/calendar year with written documentation of incident kept on file.
4. Law enforcement may be involved in certain cases.
5. All documentation will be kept on file at the Athletic Office.

Try-outs Policy Philosophy

Though exclusion of students from athletic participation is not preferred policy, unfortunately there are times a student may face a situation where he/she does not make a team. Team selection will be determined by a pre-identified process and timeline. This process will involve review by multiple coaches and the criteria will evaluate athletic skill, sport specific skill, knowledge of the sport, teamwork and academic standing. When a student/athlete is not selected, the coach will meet with them individually to explain why he/she did not make the team. It is understood that this is a very difficult time for students, families and coaches, but communication is critically important to the learning process.

When lowering the numbers on teams becomes a necessity, a coach will provide the following opportunities for each player:

- Be prepared to speak to parents about the selection. Have criteria & process clearly defined
- Lists or rosters of team membership will not be posted. Each coach will meet with each individual candidate individually to discuss strengths, weaknesses, and squad membership or reason for non-membership.
- If the team does not have a tryout. The coach will still use some form of evaluation process to determine the placement of the student/athlete on the team.
- Suggest Alternatives: Coach will discuss options or alternatives for those individuals who do not make the team. Such alternatives could include participation with another program or manager position on the team.

Athletic Placement Procedure

The New York State Education Department has developed a new process for screening seventh and eighth grade student/athletes to determine their readiness to safely tryout for and possibly compete on a Junior Varsity or Varsity team. Criteria are established by the State and must be met to be eligible for a team tryout. The “APP” must be completed prior to proceeding to the next step. If the student/athlete is not able to complete a step, the “APP” will stop at that point and will not be able to compete at either JV or Varsity level.

The Athletic Placement Procedure & criteria:

1. Coach meets with Athletic Director on potential candidates.
2. Coach meets with parent/guardian to get written parental approval to potentially move up their son or daughter.
3. Athletic Director meets with Middle School Personnel to review the student/athlete’s academics, discipline record and attendance record.
4. Medical Clearance (Tanner Scale and Growth Charts) by the District’s School Physician.
5. Sports Skill Evaluation must be completed by the Coach to determine if the individual will move up.
6. Completion and Passing of the Physical Fitness Test (Must pass 4 of 5 skills for the required sport to be considered).

7. Try Outs by the Coach to determine at what level the individual will compete at.

Athletic Trainer & Training Room

Penn Yan Academy has an Athletic Trainer on site to evaluate and treat student/athlete injuries as they may occur. The Athletic Trainer provides medical assistance or treatment for athletic contests and practices, but is limited to being at one place at any one time. In case of injury, the Athletic trainer will evaluate and recommend care of the injury to the parent/guardian. If a visit to the hospital or physician is necessary, a written medical note releasing the student/athlete from treatment or permitting them to return to participation is mandatory. Student/Athletes may report to the Athletic Trainer after school. The hours may vary depending on contests on any given day.

Expectations and Protocol for Student/Athletes

Requirements for Participation:

Physical Requirements: All athletes who wish to participate in the Athletic Program must have a current physical prior to the start of a sports season. Student/Athletes must have a physical within the past 12 calendar months to participate in any sport. Prior to each season a physical recertification form (Health History Update) must be completed and returned to the school nurse.

Acceptable Attendance and Behavior: All student/athletes who wish to participate in the Athletic Program must be in good standing and have acceptable attendance and behavior.

Satisfactory Academic Achievement: In order to be eligible to participate in the Athletic Program, a student/athlete must have achieved, and maintain, satisfactory academic achievement.

1. **Class Attendance** – Every student/athlete must attend classes regularly and on time. Student/athletes will be governed by any and all policies regarding medical and academic eligibility that are in place in the district as approved by the Board of Education.
2. **Absences and suspensions** – All student/athletes must be in **regular** attendance by **7:35 a.m. @ PYA & 7:30 a.m. @ PYMS** on the day of practice or contest **unless excused for good cause, the sole discretion of the administration. If the student/athlete is illegally absent from school, he/she will not be able to participate in practice or games for that day.** If a student is in In-School Suspension or Out-of-School Suspension, he/she will not participate in that day's practice and/or contest.
3. **Team Practices and Games** – All team members are expected to attend all practices and games unless excused by the coach. To be excused, the student/athlete must be in direct contact with the coach prior to the practice or game from which the athlete wishes to be excused. Team members will not be excused from athletic contests or practices for work-related reasons. Parents and student/athletes are required not to schedule non-emergency appointments during practice and game time. Unexcused absences will result in disciplinary action by the coach.
4. **Vacations** – Vacations by athletic team members during a sport season are discouraged. Parents and student/athletes wishing to go away during a particular season may want to defer participation so as not to create conflicts. In the event that a family vacation is unavoidable the student/athlete must contact the coach at the beginning of the season. When parents and students choose to take family vacations during the season, it must be understood that the time missed by the student/athlete may affect team chemistry, personal conditioning, or activity readiness. To be fair to all members of the team, student/athletes who miss practices or competitions for any

reason may see adjustments in positions and/or playing time. The coach may determine that those student/athletes who were present for the practices/competitions are better conditioned and prepared for participation in competitive athletics.

5. **Squad Morale** – Any student/athlete whose attitude, in the opinion of the coach and the Athletic Director, has an adverse effect on the squad morale may be dismissed from the team.
6. **Dismissal After Athletic Contests** – Each team members is expected to stay until the end of the contest. Dismissal will be made by the coach.
7. **Transportation** – Buses are provided for all away contests. Student/athletes are expected to ride the buses to and from away contests unless there is an extenuating circumstance. In that case, alternate means of transportation must be requested in writing and approved by their coach and/or Athletic Director.
8. **Care of Equipment** – All student/athletes are responsible for equipment issued to them and will be subject to replacement costs of any equipment that has been assigned to them and lost or damaged. All student/athletes are responsible for equipment issued to them and will be subject to replacement costs of any equipment that has been assigned to them and lost or damaged.
9. **Dropping a Sport or Transferring to Another Sport** – If a student/athlete wishes to drop or change to another sport. The following procedure must be followed:
 - The student/athlete must talk with their immediate coach,
 - The student/athlete must talk with the Athletic Director
 - The student/athlete must return all issued equipment.
10. **Conflicts in School Activities** – An individual student who attempts to participate in several school activities will be in a position of a conflict of obligations.
 - The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of school activities and will attempt to schedule events in a manner that minimize conflicts.
 - The student/athlete has a responsibility to do everything they can avoid conflicts. This would include being cautious about belonging to too many activities which conflicts. It also means notifying the coach and advisor involved immediately when a conflict does arise.
 - When a conflict arises with a scheduled practice and school activity, the student/athlete(s) will notify the coach as soon as possible. The coach with the help of the Athletic Director will attempt to adjust practice times to resolve the conflict.
 - When a conflict between a game and school activity does arise, the coach/advisor will attempt to work out a solution so the student/athlete does not feel caught in the middle. If a solution cannot be found, the parent will assist the student/athlete in making a final decision based on the following:
 - The relative importance of each event.
 - The importance of each event to the student.
 - The relative contribution the student can make.
 - How long each event has been scheduled.
 - Once the decision has been made and the student/athlete has followed that decision, he/she will not be penalized in any way by either coach/advisor. If a student/athlete cannot fulfill the obligations of a sport or school activity, he/she should withdraw from one or the other.
11. **Out of Season Sports Involvement** – Participation in off-season training, weight room, clinics, camps, leagues and/or other related sports activities is encouraged, but strictly up to the discretion of the student /athlete and his/her parents. Although likely to improve one's

knowledge and skill, it is the individual's decision whether or not they wish to participate. (This must be non-mandatory)

12. Social Media Policy – Social Media refers to internet-based applications designed to create and share user generated content. Any form of digital magazines, internet forums, web-blogs, podcasts, photographs, video, rating and social bookmarking found on websites or applications, such as Twitter, Facebook, Instagram, or etc. that is open to public viewing is considered to be social media. This rapidly changing network as we moving through the 21st Century, and many more not mentioned will arise, which are also included in the Athletic Code of Conduct. Violations of this policy are subject to investigation and sanctions outlined in the Code of Ethics of the New York State Public High School Athletic Association (N.Y.S.P.H.S.A.A.) (as stated in the NYS Students' Eligibility Booklet) and Penn Yan Central School District Student Code of Conduct and Penn Yan Athletic Code of Conduct Handbook are also subject to review by law enforcement. Any and all disciplinary measures may apply depending on the severity of the infractions.

Penn Yan student/athletes are expected to conduct themselves in a respectable manner as a member of their teams and our Athletic Program. As a student/athlete you are responsible for your social media use. Any malicious use of social media platforms shall not be tolerated. Malicious use may include, but not be limited to:

- Derogatory language or remarks regarding fellow athletes, student, coaches, administrators, faculty and staff of Penn Yan CSD.
- Demeaning statements or threats that endanger the safety of another person.
- Incriminating photos or statements regarding illegal criminal behavior, underage drinking, use of illegal drugs, sexual harassment or violence.

As a student/athlete I have reviewed and carefully read, with my parent(s) / legal guardians, the Social Media Policy and agree to abide to all provisions contained within. Furthermore, I understand that a violation of said rules may result in loss of athletic privileges and/or suspension from participation.

Athletic Code of Conduct 2017-2018

The Penn Yan Central School District believes that participation in the Athletic program is a privilege and honor, which carries responsibilities. When a student/athlete accepts the **privilege**, he/she must live up to the athletic code of conduct beyond that of the general student body on and off school property **during the 2017-2018 Academic School year**. The student/athlete should remember that participation in the Penn Yan Athletic Program is a privilege, not a right, which is earned by proper expected behaviors.

In addition to the Penn Yan Athletic Code of Conduct, we emphasize and follow the Code of Ethics of the New York State Public High School Athletic Association (N.Y.S.P.H.S.A.A.) (as stated in the NYS Students' Eligibility Booklet) and Penn Yan Central School District Student Code of Conduct.

As a pre-requisite for participation, student/athletes and parents/guardians must sign a statement that commits the athlete to follow the established training rules and requires parent/guardians to do everything in their power to make sure their child abides by the established Athletic Code of Conduct.

- Student/athletes will be required to sign a training rule contract annually regardless if they signed one in the previous year. Records will be maintained in the Athletic Office.
- Student/athletes who intends to play only one sport is still under training rules guidelines throughout the school year, even if that student does not have a signed training rules agreement on file.
- At the beginning of the school year, at a required meeting of student/athletes, parent/guardians and coaches the Athletic Director will review the Athletic Code of Conduct.

The Athletic Code of Conduct is applicable during the entire school year from the start of the fall season (8/14/17) until graduation (6/22/18). Any penalty will be administered during the school year.

RULES and REGULATIONS

The Penn Yan Central School District is concerned with the good citizenship, sportsmanship and health habits of the athletes of this community. Athletes perform their best when they follow intelligent training rules, which prohibit the use, sale, consumption, possession, exchange, or being under the influence of alcoholic beverages, illegal drugs, tobacco products, look-a-like drugs, synthetic drugs and/or over the counter/prescription drugs. The following is a list of training rules and regulations, which govern the eligibility of our athletes. They are to be read, understood and signed by the athlete and his or her parents.

GENERAL RULES and REGULATIONS

Rules and Regulations for Good Citizenship and Sportsmanship

As a school and community we have established guidelines and rules to govern our behavior and actions. No set of rules can include every possible infraction, hence the need for good judgment on the part of all members of the school community, including students, teachers, coaches,

administrators and parents. Nor will the consequences fit every situation. The Coach, Athletic Director and the Building Administrator reserve the right to use their good judgment to modify these guidelines and consequences when appropriate.

1. The student/athlete will follow all rules that are established in the PYCSD Code of Conduct, the Student Handbook and the Athletic Code of Conduct.
2. The athlete will follow all rules that are established by the particular sport/coach that they are participating in. The student/athlete may be asked to sign an additional contract per team. The Team Rules will be presented to each athlete and Athletic Director prior to the start of the season.
3. Any student/athlete who fails to respect the authority of coaches or officials or is found in violation of written code of conduct and /or team rules will be subject to disciplinary action.
4. Good community citizenship is required of all student/athletes. Good community citizenship involves following a high standard of behavior and conduct while in or out of the school setting. Student/athletes are expected to follow all laws, school and government regulations, and are expected to refrain from interfering with the individual and property rights of others. Prohibited conduct includes but is not limited to fighting, vandalism, sexual misconduct, trespassing, theft and possession of stolen items.
5. Sportsmanship: Student/athletes, along with coaches and spectators, must recognize that their conduct plays an important role in establishing the reputation of our school and community. Student/athletes who do not display good sportsmanship, fair play and a sense of respect for team members, officials and opponents will be disciplined.

CONSEQUENCE for VIOLATIONS:

Student/athletes violating the Code of Conduct and/or Team Rules will be subject to disciplinary action. That action may range from a warning to suspension to dismissal from the team. Student/athletic Team Rules will be enforced by the coach of that particular sport. The Code of Conduct consequences will be rendered by the Athletic Director and/or Principal with input from the coach of that sport.

SUBSTANCE ABUSE RULES and REGULATIONS

Rules and Regulations for Alcohol, Tobacco, Drug use, Over the Counter/
Prescription Drugs and Illegal Performance Enhancing Substances

1. No use, sale, consumption, possession, exchange, or being under the influence of alcoholic beverages.
2. No use, sale, consumption, possession, exchange, or being under the influence of any look-a-like drug, synthetic drug or illegal drug and possession of paraphernalia, regardless of the quantity or circumstance.
3. No use, sale, consumption, possession, exchange, or being under the influence of tobacco or tobacco products, regardless of the quantity or circumstance. This may include but is not limited to; E-cigarette, cigarette, cigar, pipe, any other type of tobacco consuming device(s), chewing tobacco, smokeless tobacco, or igniters such as lighters, matches, etc.

4. No use, sale, consumption, possession, exchange, or being under the influence of any substance (over the counter/prescription) used to alter mind or health, regardless of the quantity, without a physician's or a parent's written permission.
5. Penn Yan Central School District does not condone the use of performance enhancing substances. There shall be no sale or exchange of any performance enhancing substance (over the counter/prescription) regardless of the quantity.
6. No student/ athlete is permitted to remain present at a party/gathering/event where minors are illegally consuming alcoholic beverages, illegal drugs, tobacco products, look-a-like drugs, synthetic drugs and/or over the counter/prescription drugs regardless of the quantity or circumstance.
7. Student/athletes will be subject to all the above rules (1 through 6), but if any violation that occurs on School Grounds or a School Function, the student/athlete will first be subject to the School District Code of Conduct. If the athlete is required to serve a long-term suspension he/she will be required to complete all necessary practice requirements after the long-term suspension as stated in the NYSPHSAA Handbook prior to participation in any contest. The Athletic Code of Conduct will be administered concurrent with all School District Disciplinary Consequences.

Choosing to violate the aforementioned rules during the student/athlete's tenure at Penn Yan Central School will result in the following penalties administrated by the coach under the direction of the Athletic Director.

Note: In event that a Middle School student/athlete is found to be in violation of the training rules, disciplinary suspension will not carry over to an athlete's high school experience (except those students Selectively Classified). Any such student/athlete will be given the opportunity to enter high school with a clean slate.

The student/athlete will be made aware of the reasons for the suspension. The parent will be notified of any decision being made by either the Coach and/or Athletic Director.

CONSEQUENCE for VIOLATIONS:

Penalty for Violation (During the Sport Season):

- **1st Violation** – Suspension from participation in the regular scheduled contests of the team (Category) he/she is playing on and meet with the Social Worker.
- **2nd Violation** – Suspension from participation in the regular scheduled contests of the team (Category) he/she is playing on and Mandatory Substance Abuse Diversion Program.
- **3rd Violation** – If there is a third violation at any time within the student's remaining career as an athlete at Penn Yan, suspension from participation in the regular scheduled contests of the team (Category) he/she is playing on and the student/athlete will be required to go before the Athletic Board.
- **4th Violation** – This will end a student/athlete's eligibility at Penn Yan.

1st, 2nd and 3rd Violations will result in the following:

Category A: Teams that play up to 10 contests during the regular season.

Category B: Teams that play up to 11-15 contests during the regular season.

Category C: Teams that play up to 16-20 contests during the regular season.

Category D: Teams that play up to 21-24 contests during the regular season.

Category A: 1st Violation – loss of 2 contests, 2nd Violation – loss of 4 contests
3rd Violation – loss of 4 games and a review by Athletic Board

Category B: 1st Violation – loss of 3 contests, 2nd Violation – loss of 6 contests
3rd Violation – loss of 6 games and a review by Athletic Board

Category C: 1st Violation – loss of 4 contests, 2nd Violation – loss of 8 contests
3rd Violation – loss of 8 games and a review by Athletic Board

Category D: 1st Violation – loss of 5 contests, 2nd Violation – loss of 10 contests
3rd Violation – loss of 10 games and a review by Athletic Board

****Carryover of violations would be a one game suspension of the next complete season****

*Scrimmages will not be counted toward the total number of consecutive contests.

*It is the responsibility of the coach and parent/guardian to make sure the student/athlete attends and participates in all scheduled practices during the suspension. Suspended student/athletes will not be in uniform for pre-game and games, but will be on the bench. Failure to meet these requirements will result in dismissal from the team.

*If the duration of the consequence goes beyond the end of the current season, it will carry over into the next season in which the athlete participates. The consequence will not affect the try-out for the next season.

Athletic Awards:

The student/athlete will automatically lose all sports awards (letter, pin, etc.) for that particular sport season. The Senior Athletes will be able to receive his/her Senior Athletic Award at the Annual Awards Banquet. The student/athlete is still eligible for any other sports award during that school year, pending the completion of all consequences for any violations.

Penalty for Violation (Out of Season Offense):

- **1st Violation** – Suspension from participation in the first 10 % of their contests of the next season and meet with School Social Worker and/or participate in another available program.
- **2nd Violation** – Suspension from participation in the first 20 % of their contests of the next season and meet with School Social Worker and/or participate in another available program.
- **3rd Violation** – Suspension from participation will be equivalent to an in-season violation of the next sport season and meet with School Social Worker and/or participate in another available program.
- **4th Violation** – Athletic Review Board will convene to determine further sanctions.

Community Service:

By mutual agreement, the Athletic Director, coach and the student/athlete may agree to substitute community service for suspensions for out of season violations. The service recommended would be **8** hours for the first violation and **16** hours for the second violation.

The community service must be initiated within two weeks of the offense committed, and the completion date agreed upon with the Athletic Director. A meeting involving the parents, coach, substance abuse prevention counselor and Athletic Director will take place upon any violation. The coach participating will be the coach of the next sports season of which the athlete will participate.

Athletic Board will be composed of the following:

- Athletic Director
- Building Principal or Assistant Principal
- A Coach not directly involved with the sport in question
- One Parent/Community Member
- One member in good standing from Varsity Club/GAA not directly involved in the sport in question

SUBSTANCE ABUSE DIVERSION PROGRAM:

Mandatory – In addition to the suspension penalty, any athlete who violates regulations for tobacco, alcohol or other drug use must participate in the Substance Abuse Diversion Program with the School Social Worker and/or participate in another available program. Failure to participate will result in continued suspension until the requirement is met. The student/athlete will participate in the Substance Abuse Diversion Program and the referral will be made by the Athletic Director within a week of the violation. If an outside agency is used, it will be at the cost of the parent/guardian. A good faith timely commitment to the mandatory diversion program is a prerequisite to being reinstated to the team.

VOLUNTARY ADMISSION

The Voluntary Admission exists for the student/athlete who has a substance abuse problem. The Voluntary Admission Program does not exist for the student/athlete who has violated the code and has been caught and/or turned in.

If a student/athlete realizes they have a substance abuse problem, either during or outside of a sports season and they (1) admit to the problem, (2) seek assistance in dealing with the problem, (3) agree to enter treatment at an outside agency specializing in substance abuse problems, participation in treatment needs to be communicated to the school social worker for verification and will be kept confidential, (4) refrain from further use of the substance in question, they shall not be penalized according to the above procedures. They will be allowed to continue with a team (if during a season) with no penalty. If they are found to violate these conditions, they will immediately be placed at the proper offense level. Treatment costs will be the responsibility of the student/athlete and/or their family.

APPEAL PROCESS

All decisions are subject to appeal. The student/athlete and/or parent may direct an appeal in the following order: the Athletic Director, Building Principal, Superintendent and Board of Education. **Each appeal must be made within “5 school days” and by 3:00 pm on the fifth day.**

Appeal Process and Timeline:

Step 1: The student/athlete and/or parent/guardian must contact the Athletic Director to initiate the appeal. **In the absence of the AD, the appeal must be initiated through the Principal.** The initial appeal must be made within “5 school days” after the start of the suspension. The student/athlete and/or parent/guardian may appeal by calling the Athletic Director at the AD Office number – 315-536-7748.

Step 2: The Athletic Director convenes the Athletic Board to meet with the student/athlete and parent/guardian to discuss and present issues. If not resolved at this step, the appeal moves to Step 3. The appeal to the Superintendent of Schools must occur within “5 school days”

after the ruling administered by the Athletic Board.

Step 3: The Superintendent of Schools hears the appeal.

During the appeal process, the student/athlete's suspension will remain in effect. If the Athletic Board made the initial determination regarding the athlete's penalty, the first step of the appeal process will be to the Superintendent.

At any time during the above process, the Athletic Director may convene a committee to review a student/athlete's history and make a recommendation concerning the continued participation of the student/athlete in the Athletic Program. It is suggested this committee include, although not be limited to, the Athletic Director, the Principal or Assistant Principal, a coach from a different program, a member of GAA/Varsity Club, and a parent/community member.

CONCUSSION MANAGEMENT IN INTERSCHOLASTIC ATHLETICS

IMPACT Testing

Penn Yan CSD will continue the use of the IMPACT Testing program for the **2017-2018** school year. It is a computerized exam that the athlete takes prior to the season and is good for up to two years. If the athlete is believed to have suffered a head injury, the athlete will re-take the exam to help determine the extent of the injury, the location of the injury and when the injury has healed.

The Base-line testing (IMPACT Testing) will be done at school. The exam takes about 25 to 35 minutes, and is non-invasive. The program is basically set-up as a “video game” type format. For example, in one part of the exam, a dozen common words appear at one time on the screen for about one second each. The athlete is then later asked what words were displayed. What it is doing is giving the brain a preseason physical of its cognitive abilities. It tracks information such as memory, reaction time, processing speed and concentration. It is simple, and actually, most that take it enjoy the challenge of the test.

Given the inherent difficulties in concussion management, it is important to manage concussions on an individualized basis and to implement baseline testing and/or post-injury neurocognitive testing. This type of concussion assessment can help to objectively evaluate the concussed athlete’s post-injury condition and track recovery for a safe return to play, thus preventing the cumulative effects of concussion.

If a concussion is suspected, the test is re-taken, and the information can be used to better determine recovery from concussion. The information may be shared with your regular doctor, school nurse, athletic trainer and/or school physician and a sound decision can be made as to when return-to-play is appropriate and safe. At PYCSD, we understand the competitive nature of sports, but we always hold the athlete’s health and safety as our top priority.

The student/athletes that show signs and/or symptoms of a concussion will be asking to follow the “Return to Play Protocol”. The Protocol will be administered by the Athletic Trainer.

Protocol following a Concussion

When a student/athlete shows **ANY** signs or symptoms of a concussion:

1. The student/athlete will not be allowed to return to play in the current game or practice.
2. The student/athlete needs to be medically evaluated following the injury (Family and/or School Physician).
3. The student/athlete should not be left alone, and regular monitoring for deterioration is essential over the initial few hours following injury.
4. The student/athlete will perform the post-injury “ImPACT” testing (day # 4) with positive benchmarks.
5. The return to play must follow a medically supervised (School Physician and/or School Athletic Trainer) stepwise process.

Return to School Activities

Once a student/athlete diagnosed with a concussion has been symptom free at rest for at least 24 hours, a private medical provider may choose to clear the student to begin a graduated return to activities. If a district has concerns or questions about the private medical provider’s orders, the District School

Physician should contact that provider to discuss and clarify. Additionally, the District School Physician has the final authority to clear students to participate in or return to extra-class physical activities in accordance with 8NYCRR 135.4(c) (7) (i).

Student/athletes should be monitored by district staff daily following each progressive challenge, physical or cognitive, for any return of signs and symptoms of concussion. Staff members should report any observed return of signs and symptoms to the school nurse, certified athletic trainer, or administration in accordance with district policy. A student/athlete should only move to the next level of activity if they remain symptom free at the current level. Return to activity should occur with the introduction of one new activity each 24 hours. If any post-concussion symptoms return, the student/athlete should drop back to the previous level of activity, and then re-attempt the new activity after another 24 hours have passed. A more gradual progression should be considered based on individual circumstances and a private medical provider's or other specialist's orders and recommendations.

Return to Play Protocol following a Concussion

"ONCE A STUDENT/ATHLETE HAS BEEN RELEASED FROM CONCUSSION STATUS, THE STUDENT/ATHLETE WILL BE OUT OF FULL CONTACT PARTICIPATION UNTIL THE SIXTH DAY of the RETURN TO PLAY PROTOCOL"

Phase 1- Student/Athlete starts with light low impact, non-strenuous, light aerobic activity (i.e. such as walking or riding a stationary bike). If tolerated without return of symptoms over a 24 hour period proceed to;

Phase 2- Higher impact, higher exertion, and moderate aerobic activity such as running or jumping rope. No resistance training. If tolerated without return of symptoms over a 24 hour period proceed to;

Phase 3- Sport specific non-contact activity, low resistance weight training with a spotter. If tolerated without return of symptoms over a 24 hour period proceed to;

Phase 4- Sport specific activity, non-contact drills. Higher resistance weight training with a spotter. If tolerated without return of symptoms over a 24 hour period proceed to;

Phase 5- Full contact training drills and intense aerobic activity. If tolerated without return of symptoms over a 24 hour period proceed to;

Phase 6- Return to full activities without restrictions.

If any concussion symptoms recur, the student/athlete should drop back to the previous level and try to progress after 24 hours of rest. The student/athlete should also be monitored for recurrence of symptoms due to mental exertion, such as reading, working on a computer, or taking a test.

**Penn Yan Central School District
Parent Athletic Code of Conduct
2017-2018**

I hereby pledge to live up to the following standards designed by Penn Yan CSD for all Parent/Guardians(s).

1. I hereby pledge to provide positive support, care, and encouragement for my child participating in sports by following this Parent Code of Conduct.
2. I promise to help my child enjoy the sport's experience by doing whatever I can; such as attending as many games as possible, being a respectful fan, or sharing in transporting my child to and from practice.
3. I realize that my child's playing time is determined by his/her awareness of the game, his/her ability, his/her maturity and all as evaluated at the coach in his/her sole discretion.
4. I will encourage good sportsmanship by demonstrating positive support for all players, opponents, coaches and officials at every game, practice, or other sporting events.
5. I will place the emotional and physical well-being of my child ahead of my personal desire to win and remember that the game is for the student/athlete not the adults.
6. I will conduct myself in such a manner as to give positive feedback to our athletes, our school and community. I will refrain from undermining or spreading ill will by passing gossip, rumors and innuendos which could destroy team morale and cohesiveness.
7. I will support the 24 Hour Rule: Parents are not permitted to discuss athletic concerns with the coach for at least 24 hours after an issue arises at a game, practice or otherwise. I will schedule an appointment with the head coach if an issue arises. It is never acceptable for a parent to attempt to discuss any student's playing time.

Conduct Subject to Discipline

Examples of words or actions which will constitute a violation of the Athletic Code of Conduct include, but are not limited to the following:

1. Making physical contact with any player, coach, official, school representative or spectator.
2. Taunting or threatening any player, coach, official, school representative or spectator.
3. Using profane and/or vulgar language or mannerisms.
4. Going into locker/dressing room area or obstructing access to or exit from the locker room or going onto the field, court, mat and or dugout.
5. Throwing any object onto the playing area or at another individual.
6. Defacing or damaging property belonging to any individual, team association or school.
7. Instigating any person(s) to become involved in any of the above-listed behaviors.
8. Being involved in any activity that would warrant the summoning of law enforcement officials.
9. Any other conduct that is not in compliance with the tenants of the Penn Yan Central School District Athletic program.
10. Making personal verbal attacks on any other person or remarking upon his/her race, sex, creed, poverty ethnicity, sexual preference, weight or personal appearance.

**Penn Yan Central School District
Parent Athletic Code of Conduct
2017-2018**

I (we) have read and fully understand the Penn Yan CSD Parent Athletic Code of Conduct and fully accept the responsibility as a parent/guardian of a son/daughter on a Penn Yan Athletic Team.

Penalties for Violation of Parent Code of Conduct

Violation of the Athletic Code of Conduct:

Parent/Guardians(s) will demonstrate positive behavior at all athletic events. If a violation does occur, the parent/guardian(s) must meet with administration to discuss the violation. If the parent/guardian(s) are absent from this meeting, the result may be an indefinite suspension from all athletic events. School officials may issue a suspension based upon the seriousness of the infraction.

Levels of Suspension:

School officials may issue a suspension based upon the seriousness of the infraction. All violations will require the individual to take the NFHS course:

Website: www.NFHSlern.com/courses - Positive Sport Parenting

Possible Levels of Suspension:

- Warning
- Suspension from all athletic contests for a period of not less than 2 games of their child's current season, including post season games.
- Suspension for the remainder of the school year from all athletic events
- Suspension for one calendar year from all athletic events

Before the student athlete is eligible to compete this form must be on file with the Head Coach or Athletic Director and signed by all parents and/or guardians of the athlete.

Student/Athlete's Name (Please Print)

Grade

Parent/Guardian Signature

Date

Acknowledged by Athletic Director

Date

**Penn Yan Central School District
Athletic Handbook
2017-2018**

Printed Name of Student/Athlete: _____ Date: _____

_____ BASEBALL
_____ BOWLING
_____ FOOTBALL
_____ SOCCER
_____ VOLLEYBALL

_____ SOFTBALL
_____ CHEERLEADING
_____ GOLF
_____ TENNIS
_____ WRESTLING

_____ BASKETBALL
_____ CROSS COUNTRY
_____ LACROSSE
_____ TRACK & FIELD

Acknowledgement of Risk and Informed Consent

I (we) realize participation in high school athletics carries with it the very real potential for injury. It is reasonable to believe that at least once during their career, our student/athletes will face an injury that will result in missing one or more days or practice and/or contests. It must be understood by our student/athletes and their families that even with the proper coaching and support of our coaching staff, the use of proper equipment and tremendous facilities, injuries will take place. These injuries can range from, but are not limited to, soreness, bruises, sprains, strains, dislocations, broken bones and concussions. It should also be clearly understood that some of these athletic injuries may be catastrophic, including partial or full paralysis and in some instances the student/athlete may die. Because of the possible dangers of participating in the activities, I (we) recognize the importance of following the coaches' instructions regarding playing techniques, training and other team rules and agree to obey such instructions. Remember, proper rest, nutrition, fitness and adherence to rules and guidelines established by the Penn Yan District, coaches of your sport will go a long way to assure that injuries do not happen. I understand and accept this risk of injury.

Responsibility to Inform

I (we) understand and fully accept the responsibility to immediately inform the coaching and medical staff (school nurse, certified athletic trainer, emergency personnel, etc.) of any medical conditions that may arise and limit, restrict or prohibit my ability to safely participate in interscholastic athletics while a student/athlete at Penn Yan Central School District. These conditions include but are not limited to: signs/symptoms of a head injury (concussion), pregnancy, viral or bacterial infection/illness as well as any musculoskeletal injuries. I understand and accept the responsibility to inform.

Release Form for Student Interviews, Photographs and Videos Information

I (we) hereby grant the Athletic Department and Coaches permission to release my daughter's/ son's information:

1. Name, address and phone number to College Coaches and College Recruiters.
2. Name and picture/videos to the local media for print and/or TV for broadcast.

I (we) consent to the release of information: YES _____ NO _____

Athletic Code of Conduct

Members of a District Athletic Team are, in fact, representatives of the District, and are expected to conduct themselves properly at all times and to abide by the provisions of the Athletic Code of Conduct and the Penn Yan Central School District Student Code of Conduct. This is true whether or not they are engaging in school-related activities and whether or not they are on school grounds. Team members who are found to have violated the Athletic Code and /or the Student Code of Conduct will be subject to appropriate penalties set forth in those codes. Both students and parents have the responsibility to read and understand the requirements of the Athletic Code and the Student Code of Conduct. Any questions concerning the Athletic Code of Conduct should be referred to the Athletic Director. Questions concerning the Student Code of Conduct should be referred to the Building Principal. A punishment given under the Athletic Code will not preclude the District from also taking appropriate disciplinary action under the Code of Conduct.

I (we) have read and fully understand the Penn Yan Athletic Handbook and fully accept the responsibility as an athlete and parent / guardian of a Penn Yan Athletic Team.

Signature of Student/Athlete: _____ **Date:** _____

Signature (Consent) of Parent or Guardian: _____ **Date:** _____

An athlete may not participate in a contest/practice until this permission slip is on file in the AD Office.

SPORTS CANDIDATES QUESTIONNAIRE – HEALTH HISTORY UPDATE

(Must be filled out at the start of each season)

Name of Sport: Fall: _____ Winter: _____ Spring: _____

Name: _____ Birth date: _____ Grade: _____

History:	Yes	No
1. Any injury requiring medical attention?	_____	_____
2. Any illness lasting more than 5 days?	_____	_____
3. Taking any medication or under the care of physician at this time?	_____	_____
4. Any feeling of faintness, dizziness or fatigue after heavy exertion?	_____	_____
5. Wear glasses or contact lenses?	_____	_____
6. Any surgical operations or fractures?	_____	_____
7. Treated in a hospital or emergency room?	_____	_____
8. Any reason candidate cannot participate in any sport?	_____	_____
9. Any known allergies?	_____	_____
10. Any chronic disease?	_____	_____
11. Have any close relatives (brothers, sisters, parents, grandparents, aunts, uncles & first cousins) died under age 50?	_____	_____
12. Do the parents of the athlete or athlete have any questions about the athlete's health or any specific concerns about general symptoms?	_____	_____

If **YES** to any of the above, describe:

PARENT/GUARDIAN PERMISSION

We understand clearly that the questions are asked in order to decide if this student is in proper condition to participate in the athletic activity named above. The answers are correct as of the date signed. All answers will be kept confidentially in the athlete's health record. The parent/guardian will have access to all medical records at Penn Yan School District, if requested.

In giving my permission for my child's participation in the Penn Yan Sport Program, I understand and recognize the potential hazard of participation in sports and that injuries may occur as a result of this participation.

Signature of Parent or Guardian **Date**

Signature of Student/Athlete **Date**