

## **ATHLETIC HANDBOOK FOR STUDENT-ATHLETES**

This athletic booklet is designed to inform athletes and their parents or guardians of the rules, regulations and information that have developed the tradition of competition at Anderson High School.

### **ATHLETIC STATEMENT**

Participation in high school athletics is a privilege that carries with it varying degrees of honor, responsibility and commitment. Since competition is a privilege and not a right, those who choose to participate will be expected to follow the Code of Conduct established by the administration and other specific coaches' rules of their sport. Athletes represent their school and student body. It is the athlete's duty to conduct himself or herself in a manner that is becoming to the athlete, their family, Anderson High School and community.

### **ATHLETIC PHILOSOPHY**

The goal of the Anderson Athletic Department is to provide the best opportunities for its student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character. The purpose is to provide each participant with experiences that will be positive, memorable and help him or her develop the capacity for commitment to a cause, acceptance of responsibility and loyalty towards any chosen endeavor.

### **ATHLETE DEFINED**

The Anderson High School athlete is defined as and includes all young men and women who represent a team that engages in interscholastic competition and further includes cheerleaders, mascots, student managers, student trainers and statisticians.

### **RESIDENCY REQUIREMENTS**

Student-athletes, managers, student staff or support groups must be eligible to attend Anderson High School or be sanctioned through court mandate in order to participate in athletics at Anderson. That means that the student must reside within the legally defined attendance areas of the Anderson school district and must conform to the legal settlement statues as defined in Indiana Code 20-8.1-6.1-1.

### **ACADEMIC ELIGIBILITY**

Every student-athlete, manager, student trainers, cheerleader, and mascot must be passing in five credits each nine weeks grading period (semester ending grades take precedence) in order to continue to participate as a team member. Coaches and sponsors can check progress of students by talking with teachers, issuing periodic grade checks and checking grade cards at the end of grading periods. It is the policy of the athletic department to work closely with the academics of each participant to try to affect them in a positive way. Students with failing grades may attend practice during the periods of ineligibility.

### **PHYSICAL EXAMINATIONS**

Every Anderson athlete, student manager, student trainer, cheerleader and mascot is required by Anderson and the IHSAA to have a physical examination completed and on file with the athletic office before practicing any sport. Physical exams are the responsibility of the athlete and his or her parent.

### **WHAT MUST BE DONE BEFORE YOUR FIRST PRACTICE**

The following items are to be completed by the athlete and parent/guardian before the first practice with any team:

1. Take and pass a physical examination and have supporting student, parent and doctor signatures.
2. Meet academic requirements.
3. Attend team meeting or meet with coach before first practice.
4. Have an athletic transfer field (transfer students to Anderson High School cannot compete in interscholastic contest until an athletic transfer is complete.)
5. Read and sign the Code of Conduct agreement that you and your parent/guardian understand will abide by the athletic handbook code of conduct.

6. Read and sign the Drug and Alcohol Testing pledge and consent form.

## **CODE OF CONDUCT**

Statement - The following rules are in line with the Indiana High School Athletic Associations Constitution that states:

"Contestants' conduct, in or out of school, shall be such as: 1) not to reflect discredit upon their school or the Association or, 2) not to create a disruptive influence on the discipline, good order, moral or educational environment in a school. It is recognized that principals, by the administrative authority vested in them by their school corporation, may exclude such contestants from representing their school." Rule 8, Section 1, IHSAA by-laws.

## **ENFORCEMENT OF THE CODE OF CONDUCT**

The principal and athletic director shall enforce all rules and regulations as described in the code of Conduct for Athletes. All rules regarding behavior and/or training as outlined in IHSAA regulations apply. The coach of each sport will enforce the code throughout the school year. Parents and athletes are asked to sign the Code of Conduct agreement document stating that they understand the Code and the athlete is subject to disciplinary measure should he/she violate the Code.

## **THE CODE IS IN FORCE TWELVE MONTHS OF THE YEAR, GRADES NINE THROUGH TWELVE.**

Any alleged violation of the code shall be reported first to the principal or his/ her designee and then is to be followed by an investigation by the coach, sponsor, principal, or his/her designee and the athletic director.

**Important:** Anderson High School is not asking athletes to make sacrifices. Sacrifice implies giving up good things. We are asking our athletes to do the opposite: live clean, think clean and do those things that make them keener, finer and more competent individuals and team members.

## **ATHLETIC COUNCIL**

The athletic council is composed of the principal, athletic director, and two coaches that are not directly involved with the athlete in question. The athletic council is in existence to hear appeals of accused athletes and to make recommendations on the hearing of evidence to those in attendance. Following the hearing, the parents or guardian will be notified within five days by the principal of the decision of the council. The council's decision may accept, reduce or revoke the exclusion decision for violations, but may not invoke a penalty more severe.

## **APPEALS/HEARING**

An athlete and his or her parent(s) or guardian has the right to a hearing on exclusion by so notifying the principal in writing within five school days after the exclusion decision. The right of appeal is forfeited if this is not requested within the five-day limit. The purpose of the appeal hearing is to inquire into the athlete's alleged violation and to allow the athlete and parents or guardian to speak in the student's behalf. The entire hearing will be taped recorded with copies available upon request.

## **EXPECTED STANDARDS OF CONDUCT FOR ATHLETES**

\*The good of the team is first and foremost. Once a team is eliminated the individual becomes the most important.

No player(s) will ever employ illegal tactics to gain an undeserved advantage. All players will devote themselves to being a true sports person.

\*All athletes will care for all equipment as though it was their own personal property. If equipment is destroyed

through practice, the school will replace it. If equipment is lost or stolen the athlete(s) will fulfill their responsibility by paying for replacement of item(s).

\*All athletes will obey the specific training and practice rules of their team as given to them by the coaching staff of that team.

\*Athletes should not engage in doing negative things. Drinking alcohol, taking controlled drug substances, using tobacco products, using profanity and being disobedient are harmful to athletes and their team. Maximum effort and performance cannot be attained doing these things.

\*Athletes must pass five credits each grading period to be eligible to participate in athletics. (the same as the I.H.S.A.A rule). Team members should plan their time so that they devote energy to their studies to ensure passing grades that represent their true abilities.

\*An athlete should be a positive influence in all that he/she tries to do. Work for the betterment of Anderson and what is right for all activities and yourself. Set a good example by always doing what is right and good.

\*Officials deserve courteous respect. An athlete should appreciate that coaches, teachers, and school officials have the best interest of all athletes in mind as they equip, schedule and conduct the athletic program.

\*All Anderson athletes must comply with standards of our athletic Code of Conduct and school rules or be subject to disciplinary action or dismissal from a team as determined by the rules, coaching staff, athletic director, and/or principal of Anderson High School

## **ANDERSON TRAINING RULES**

### **CODE OF CONDUCT**

Participation in school athletics is a **privilege** that carries with it varying degrees of responsibility, recognition and reward. Participating students represent their school and other members of the student body, and it is their duty to conduct themselves in a manner that is positive for themselves, their families, their school and their community. The following training rules shall apply to all athletes, cheerleaders, mascots, student managers, student trainers, or any other Anderson student associated with athletic teams in grades 9-12. Training between seasons is important. The following training rules apply at all times throughout the calendar year.

**RULE 1:** An athlete's actions which result in criminal arrest, conviction, or produce evidence of criminal wrongdoing including felonies, misdemeanors, and acts of delinquency or acts result in status offenses.

#### **PENALTY:**

The athlete may be excluded from athletics for 365 days from the day the violation is confirmed. The length of the penalty is to be determined by the athletic council. Any student arrested, or detained as a juvenile, because of such actions will be suspended from any participation pending investigation of the incident.

Rationale: Rule 8, Section 1 of the IHSAA by-laws states that the conduct of an athlete in and out of school shall be such as (1) not to reflect discredit upon his/her school or association, or (2) not to create a disruptive influence on the discipline, good order, moral or educational environment in the school.

**RULE 2:** Athletes shall not possess, use, transmit or be under the influence of narcotic drugs, hallucinogenic drugs, stimulants, depressants, marijuana, counterfeit caffeine pills, steroids, or alcohol. In addition, athletes shall not possess, use or transmit paraphernalia for use of such substance. (Use of an authorized drug as prescribed by a registered physician shall not constitute a violation of this rule.)

#### **PENALTY:**

**FIRST VIOLATION:** Suspension 30% of the total scheduled athletic competitions or contests.

**SECOND VIOLATION:** Suspension 50% of the total scheduled athletic competitions or contests.

**THIRD VIOLATION:** Suspension for 365 calendar days from participation in any athletic competitions, contest and activities.

A student may reduce his/her first or second offense suspension by 1% per hour of verified professional counseling if the student follows the recommendations of the treatment center or other appropriate Health Care provider. To be eligible for such reduction, the Athletic Council or designee must approve the counselor or other Health Care provider, in advance. Any assessment, counseling, or treatment by the student or parent/guardian will be at the expense of the student or parent/guardian. This is the only basis for reduction of any suspension period. This reduction can only amount to 10% of the total suspension on the first offense. The reduction can only amount of 10% of the total suspension on the second offense.

**RULE 3:** Use or possession of tobacco products (any form)

**PENALTY:**

**FIRST VIOLATION:** The student may be excluded from athletics 20% of an athletic season.

A the student may reduce the penalty to 10% of an athletic season by submitting to a tobacco use education program approved by the Athletic council or designee, The student will serve the entire 20% suspension upon notification that the student violated any of the conditions of the tobacco use education program. The cost of the program is the responsibility of the student and/or his parents or guardians.

**SECOND VIOLATION WITHIN 365 DAYS:** The student may be excluded from all athletics for 30% of an athletic season, on the second offense the athlete may reduce the suspension to 20% of said season by completion of 10 hours of community service approved by the athletic council or designee.

Rational: The use of tobacco is injurious to one's health and in many cases is prohibited by law.

**THIRD VIOLATION:** Suspension for 365 calendar days from participation in any athletic competitions, contest and activities.

**RULE 4:** Violation of School Rules

**PENALTY:**

Students may not compete, practice or participate in any way with an athletic team during suspension or expulsion from school. Less serious violations of school rules are to be handled by the head coach.

**RULE 5:** Any athlete who commits acts of theft at school or as a member of an Anderson High School athletic program shall:

**FIRST VIOLATION:** If more than 50% of the regular season remains, the athlete is removed from the team for the remainder of the season. If less that 50% of the regular season remains, the athlete is removed from the team for the remainder of the season and will serve a suspension carrying over to the next sports season which will total 50% of regular season contests.

**SECOND VIOLATION:** 1 calendar year of suspension from athletics.

**THIRD VIOLATION:** Removal of all athletic privileges for the remainder of the high school career

**PROBATION-** any student who violates any provision of this policy shall be considered to be on probation or a period of 365 days from the day that the violation is confirmed. A second or subsequent violation of any

training rule while on probation may result in the student be excluded from all athletics for 365 days from the day that the second or subsequent violation is confirmed. The principal or designee shall determine the penalty of a second or subsequent violation of the policy while on probation.

## **RULES, CONSEQUENCES AND PROCEDURES**

### **CODES OF CONDUCT**

**Students who do not represent Anderson High School in a becoming manner or whose habits, conduct, or character IN OR OUT OF SCHOOL, are such as to reflect discredit upon our school shall be subject of disciplinary measures. This could result in suspension to dismissal from an athletic team as determined by the coach, athletic director or principal.**

RULE 1 - Athletes (as defined on page 1) shall not possess, use, transmit or be under the influence of an narcotic drugs, hallucinogenic drugs, stimulants, depressants, marijuana, counterfeit caffeine pills, steroids,

### **NOTES:**

#### **OUT-OF-SEASON VIOLATIONS:**

Violations of rules 1, 2, 3 and 4 will result in a percentage suspension in the athlete's next sports season. Athletes violating these rules will be suspended for a percentage of the regular season beginning with the first regular season contest.

Athletic rules and consequences are cumulative and in effect year round.

For Example: If an athlete is caught consuming alcoholic beverages during the summer that would be his first offense. Since the offense occurred out of season, the athlete would be suspended for 30% of the regular season contests in his next sport's season; the same athlete is then caught smoking. This is his/her **second offense** and he/she would be suspended from all athletics for 50% of calendar year. **Third offense** he/she would be suspended from all athletics for one calendar year.

If the athlete does not complete the season in good standing, he/she will forfeit any award(s) earned.

When serving a percentage of a season suspension, the athlete is expected to be present at all athletic contests and practices involving his/her team or squad. The athlete is a member of the team and is expected to fulfill this responsibility. If the athlete does not attend the contest, credit will not be given toward fulfilling the requirements of the suspension, the athlete must also complete the season in good standing for credit to be given toward fulfilling the requirements of suspension.

### **APPEALS:**

An athlete and his/her parent(s) guardian have the right to appeal a ruling by so notifying the Assistant Principal in writing within five (5) business days after notification of the decision. If written notification is not received within five (5) business days requesting a hearing, the right of appeal is forfeited.

The athletic Appeal Board is composed to two deans, Athletic Director, two school officials not affiliated with the athletic department, and the coach of the sport involved with the athlete in question. The coach of the sport involved with the athlete in question is a non-voting member of the Athletic Appeal Board.

The purpose of the appeal hearing is to inquire into the athlete's alleged violation and to allow the athlete and parent(s) guardian to present evidence on the student's behalf, the entire hearing will be tape recorded with

copies available upon request to the parties involved.

Within five (5) days after the hearing the parent(s) guardian will be notified of the Athletic Appeal Boards decision, the athlete in question is not eligible for competition during the appeal process.

Important: Anderson High School is not asking athletes to make sacrifices. Sacrifice implies giving up good things. We are asking our athletes to do the opposite: live clean, think clean and do those things that make them keener, finer and more competent individuals and team members.

**Contestants'** conduct, in and out of school, shall be such as (1) not to reflect discredit upon their school or the Association, or (2) **not to create** a disruptive influence on the discipline, good order, moral or educational environment in the school.

NOTE: It is recognized that principals, by the administrative authority vested in them by their school corporation, may exclude such contestants from representing their school.

ACS adopted a Drug and Alcohol testing policy for students. Any young man/woman who plans to be involved in any extra-curricular activity or operate a motor vehicle to school **MUST CONSENT TO THIS NEW POLICY OR BE DENIED THE OPPORTUNITY TO PARTICIPATE.**

## **AWARDS SYSTEM**

1<sup>st</sup> Varsity Letter- an athlete will receive a certificate of varsity achievement, an 8" A letter and sport chevron.

2<sup>nd</sup> Varsity Letter- an athlete will receive a certificate of varsity achievement and a chevron.

3<sup>rd</sup> Varsity Letter- an athlete will receive a certificate, a 3 year medal and a chevron.

4<sup>th</sup>/5<sup>th</sup> Varsity Letters- an athlete will receive a certificate and a chevron.

6<sup>th</sup> Varsity Letter- an athlete will receive a certificate, a plaque and a chevron.

7<sup>th</sup>/8<sup>th</sup> Varsity letter- an athlete will receive a certificate and a chevron.

9<sup>th</sup> Varsity letter- an athlete will receive a certificate, a watch and a chevron.

10<sup>th</sup> and more- an athlete will receive a certificate and a chevron

### **PARTICIPATION AWARDS**

Certificates of participation will be given to athletes who complete the season in a sport to the coach's satisfaction and requirements and do not receive a major varsity award.

**\*\* ALL FINAL LETTERING DECISIONS ARE DETERMINED BY THE HEAD COACH AND THE ATHLETIC DIRECTOR**

**\*\*TRANSFER STUDENTS CAN TRANSFER VARSITY LETTERS FROM THEIR PREVIOUS SCHOOLS WITH PROPER DOCUMENTATION.**

**\*\*\* ALL ATHLETES MUST COMPLETE THE SEASON IN GOOD STANDING.**

## **INFORMATION FOR ATHLETES**

### **ACCIDENTS/INJURIES**

All accidents or injuries home or away are to be reported to the certified athletic trainer and/or coach immediately. An acknowledgement of receipt pertaining to concussion information must be signed by both the student and parent.

### **ATTENDANCE: SCHOOL AND GAME DAY**

Daily attendance to school and practice is expected. All student-athletics must have attended classes for One-half day (four periods), the day of or the day before a Saturday contest to be able to participate in his/her

next athletic event. Approved field trips or school activities constitute attending school. Any exceptions must be approved through the principal's office and/or the athletic office.

### **CHANGING A SPORT**

If an athlete is cut from a team, he/she may join another team or program in that sports season. An athlete cannot quit one sport to join another sport until that sport season is concluded. Example: the athlete cannot quit football to go out for basketball until football season is completed. However, athletes will be allowed to transfer from one sport to another during a given season if mutually agreed upon by both coaches and the athletic director.

### **CLASS RELEASE**

There are a few times or reasons why a student-athlete should miss class. State series practice/contests, conference tournaments and rain outs are examples of excusable releases by the school. Excused release from class is handled through the attendance office and requires a field trip form to be on file in the athletic office.

### **COLLEGE-BOUND ATHLETICS AND RECRUITING**

College recruiters will visit Anderson to talk about and with athletics. NCAA Eligibility Clearinghouse rules determine who is eligible for scholarships. Student-athletics must maintain a "C" average in core classes as determined by the NCAA, score well on the Scholastic Aptitude Test or the American College Test and have the recommendation of his/her coaches. These booklets and applications are available online @ [www.eligibilitycenter.com](http://www.eligibilitycenter.com). There is time set aside for recruiter-athlete visitations. Your coach and guidance counselor will arrange the visitation. Transcripts will be provided to the University through the guidance office.

### **EQUIPMENT**

All athletes will care for all equipment as though it was their own personal property. If equipment is destroyed through practice, the school will replace it. If the equipment is lost or stolen, the athlete will fulfill their responsibility by paying for replacement of the item(s). Remember that stealing or wearing stolen equipment is a violation of the Code of Conduct and punishable by suspension from athletics. Equipment may not be worn during the school day without the approval of the coach for that sport.

### **PARTICIPATION IN TWO SPORTS IN ONE SEASON**

Athletes may participate in more than one sport during the season. Coaches involved with athletes wanting to do this will meet and discuss the possibilities. Practice schedules will be worked out between the coaches involved. The student must declare a primary sport and a secondary sport. If contests conflict, the primary sport will take precedence over the secondary sport unless it involves a conference opponent or a state series contest. The athlete must realize the extra time for practice that is necessary to compete in two sports in one season. The athlete must meet the requirements of both sports. If the requirements of one or both sports are not met, the athlete may be cut from the team(s).

### **PARTIES**

We all know what can and often does happen at parties. Attendance at social events such as parties, dances, etc. is up to the athlete and parent or guardian. Athletes are expected to leave social events immediately where illegal use of chemical substance materials is allowed by the host. Do not be guilty by association.

### **PRACTICES; REGULAR, VACATION AND SCHOOL CLOSING**

All team members are expected to attend all practices. The coach sets practice schedules during school vacations and only the coach can excuse an athlete from practice. The Anderson Community School's policy states that if we are under a weather emergency there are to be no practices. Other weather related practice cancellations are to be determined by the administration.

### **QUITTING A TEAM**

If an athlete participates in ten practices (pre-season), they cannot quit that sport and join another team until the sport season is completed. Example: An athlete cannot quit cross-country to join the football team or basketball teams until the cross-country season is completed. Mutual consent by both coaches can waive this rule if the

student athlete and the team are better off for the change.

### **SCHOLAR-ATHLETES**

Student athletes have the opportunity to be recognized through awards, newspaper team dinners and school publications concerning the grades that they earn. Those students who earn a 3.5 GPA during the last two consecutive semesters and are a senior varsity letter winner will be recognized by a special academic "A" award. This will be presented at senior awards night. Those who earn a 3.5 GPA during their senior year are also eligible to be named academic all conference.

### **SUPPORT FEES**

The Anderson Community School Board has instituted an athletic program support fee for student athletes. This fee is due by the end of the student's sports season. If the fee is not paid, the student athlete will be ineligible to receive athletic awards until the fee is paid.

### **SUSPENSIONS VIA DUE PROCESS**

A due process suspension (in school or out of school) makes a student athlete ineligible for competition and practices for the duration of the due process.

**ATHLETIC RESPONSIBILITY ACKNOWLEDGEMENT**

Athlete's Name \_\_\_\_\_ Year \_\_\_\_\_

Prior to participating in any practice or tryout sessions for any interscholastic sport, each student athlete must:

1. Successfully pass a physical examination by a registered physician and a copy of such examination must be on file in the athletic office. One current physical examination is sufficient for all sports during the school year.
2. Return the athletic Responsibility acknowledgement form properly signed.
3. Have a signed drug consent form on file.

As a school's student-athlete participating voluntarily in interscholastic athletics, I understand that:

1. I will abide by the school's student Code of Conduct, the school's athletic handbook, the coach's team rules and the rules of the state association.
2. I will conduct myself in an exemplary social manner at all times
3. I will be responsible for all athletic equipment throughout the season.
4. I understand the drug testing policy and that I will be subject to disciplinary actions as outlined in the handbook.
5. I give consent for contracted certified athletic trainers to provide injury evaluation and apply follow-up as well as, consultation and education to the student athlete.
6. I, along with my parents, certify that I have read and understand all of the school district athletic policies in the athletic handbook. In order to be eligible for participation, I understand I must comply with all requirements listed.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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**PARENT TRAVEL PERMIT**

I hereby give my consent for \_\_\_\_\_ to travel to and from  
(Name of Athlete)

athletic events scheduled by the Anderson High School Athletic Department. I understand the department policy will be to provided transportation bus school bus or mini bus but in the event a bus or mini bus is not available, private transportation may need to be utilized. These vehicles will be driven by a responsible adult (coaches or parent of athletes), and they cannot be held responsible for any accident or injury that may occur.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

