

CONCUSSION IN YOUTH SPORTS A Fact Sheet for PARENTS

WHAT IS A CONCUSSION?

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

For more information and to order additional materials free-of-charge, visit: www.cdc.gov/concussioninyouthsports

For more detailed information on concussion and traumatic brain injury, visit: www.cdc.gov/injury

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussions.

- Ensure that they follow their coach's rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

1. **Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
2. **Keep your child out of play.** Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Children who return to play too soon-while the brain is still healing-risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
3. **Tell your child's coach about any recent concussions.** Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

It's better to miss one game than the whole season.

ROCHESTER COMMUNITY SCHOOLS

K-12 ATHLETIC HANDBOOK



2012-2013

ROCHESTER COMMUNITY SCHOOLS K-12 ATHLETIC HANDBOOK 2012-2013

INTRODUCTION

The Board of School Trustees of the Rochester Community School Corporation (RCSC) recognizes the educational values inherent in a broad, varied and well-directed student activities program. Principals will be responsible for the extracurricular programs in their schools, operating them in accordance with board policies, district regulations, and directives of the superintendent.

The board requires that:

- Activities are to be organized only for educational and other worthwhile purposes.
- Only those co/extracurricular activities that are approved by the RCSC Board of Trustees will be permitted to use school facilities free of charge and will be covered by the corporation's insurance coverage. Charters should be approved prior to the any activities taking place. Each sponsor/coach of a proposed school co/extracurricular activity must complete a RCSC charter preview, which details the activity's purpose, major activities, membership, and fiscal compliance. Once an activity has been chartered and approved by the board, sponsors do not need to submit a preview each year. If circumstances or policies within a program change, a new charter should be submitted.
- At the request of the Athletic Director, parents are encouraged to fill out surveys to gauge customer satisfaction at the Awards Night at the end of each season.

MISSION STATEMENT

"The mission of the athletic programs of the Rochester Community School Corporation is to provide student-athletes with a positive environment in which they will learn the values of teamwork, self-discipline, hard work, goal setting, and sportsmanship."

In keeping with this mission, the following framework is intended to give parents, athletes, and school personnel direction in regulating athletic activities. No one can anticipate all the possible situations that may arise in the course of a year, and so handbooks cannot be all-inclusive. If a situation arises that is not covered by this handbook, the administration at each building will be responsible for resolving it with the best interests of all students in mind.

CONCUSSION IN YOUTH SPORTS A Fact Sheet for ATHLETES

WHAT IS A CONCUSSION?

A concussion is a brain injury that:

- Is caused by a bump or blow to the head
- Can change the way your brain normally works
- Can occur during practices or games in any sport
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged"

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light
- Bothered by noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion
- Does not "feel right"

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell you coach if one of your teammates might have a concussion.

It's better to miss one game than the whole season.

- **Get a medical check up.** A doctor or health care professional can tell you if you have a concussion and when you are OK to return to play.
- **Give yourself time to get better.** If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

HOW CAN I PREVENT A CONCUSSION?

Every sport is different, but there are steps you can take to protect yourself.

- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Use the proper sports equipment (such as helmets, padding, shin guards, and eye and mouth guards). In order for equipment to protect you, it must be:

- ⇒ The right equipment for the game, position, or activity
- ⇒ Worn correctly and fit well
- ⇒ Used every time you play

For more information and to order additional materials free-of-charge, visit: www.cdc.gov/concussioninyouthsports

For more detailed information on concussion and traumatic brain injury, visit: www.cdc.gov/injury

ESTABLISHED MEMORIAL AWARDS:

Don Smiley Sportsmanship Award (B&G Basketball)
Jim Ballinger Award for Courage/Leadership/Scholarship (Football)
John McKee Coach's Award (Football)
Ron Shearer Award for Outstanding Defensive Back and Lineman
Nick Patterson Memorial (Mental Attitude B/G Basketball)
Tom Syler Award for Sportsmanship (Baseball)
Dick Gottschalk Award for Courage/Leadership/Scholarship (Wrestling)
Charles Rathburn Award for Courage/Leadership/Scholarship (B&G Tennis)
Gerald Knauff Award for Outstanding Rebounder (B&G Basketball)
Tom Kelly Award for Outstanding Offensive Lineman (Football)

SPECIAL AWARD PATCHES: Athletes that are named first team All-TRC or that advance as Sectional Champions/Regional Qualifiers or beyond in IHSAA competition will receive patches for their awards jacket. Team patches for TRC or Sectional Championships (or beyond) will also be ordered. Individuals that earned varsity awards in that sport will receive team patches. These patches are always ordered at the conclusion of the season and will be provided to the athlete by the Athletic Director when the patches are in. Often, this is not a very timely procedure because companies have a minimum number of pieces that they run in certain colors. Please be patient but if you think the Athletic Department missed a patch, do not hesitate to call or stop by and remind us.

The dates for the Awards Programs for the 2012-2013 school year are as follows:

FALL SPORT WEDNESDAY OF IHSAA WEEK #20 (11/14/12)

WINTER SPORTS WEDNESDAY OF IHSAA WEEK #37 (3/13/13)

SPRING SPORTS WEDNESDAY OF IHSAA WEEK #49 (5/29/13)

ALL AWARDS WILL BE GIVEN AT THE AWARDS PROGRAMS.

There will be no meal connected with the Awards Nights. The programs will take place in the Auditorium at 6:30 PM. The Athletic Department will print up a program for the evening. All trophy and special award presentations will be given at the beginning of the program when everyone is together as a group. At the conclusion of these awards, each coach will take his/her team and their parents to a designated room and present the individual awards and make comments about the season. If coaches still wish to have a banquet or a meal for their athletes with a speaker or a special program of some type, they should ask for permission from the Athletic Director. The Athletic Department will not be responsible for paying for any part of the banquet.

ATHLETIC AFFILIATIONS

Rochester Middle School is a member of the Running Rivers Middle School Conference. Members of the conference include Manchester, North Miami, Northfield, Tippecanoe Valley, Southwood, Wabash, and Rochester Middle School.

Rochester High School is a member of the Three Rivers Conference. Members of the Conference include Manchester, Northfield, North Miami, Tippecanoe Valley, Southwood, Whitko, Wabash, and Rochester.

The purpose of athletic conferences is to foster and promote athletics through policies and regulations determined by the member schools' principals and athletic directors. For more information on the Three Rivers Conference, consult the RHS Athletic Handbook Supplement.

Rochester High School is a member of the Indiana High School Athletic Association, which has determined the governance for interscholastic athletics in the state of Indiana since 1904. The IHSAA is a member of the National Federation of High School Athletic Associations. The control of the IHSAA rests with high school principals, who elect an eighteen-member legislative body to represent three IHSAA districts and four classes of schools. The classes are determined on the basis of enrollment. The by-laws of the IHSAA state "The purpose of this corporation shall be to encourage, regulate, and give direction to wholesome amateur interschool athletic competition between the schools who are members of the corporation."

ATHLETIC AWARDS

See page 17.

ATHLETIC INJURIES

All athletic injuries should be reported to the building principal on the approved form. These forms should be filed as soon as possible after the injury. Coaches are urged to err on the side of caution when responding to athletes' injuries; treat all injuries as serious. The RCSC trainer should always be consulted when injuries occur.

ATHLETIC SCHOLARSHIPS

One of the potential benefits of participation in high school sports is the possibility of an athlete receiving a scholarship to a college or university. It

shall be the responsibility of the high school head coach to help facilitate this process by being available to the athlete, his/her parents, and college personnel.

ATHLETES WISHING TO PARTICIPATE AS AN NAIA, NCAA DIVISION I OR II ATHLETE AS A FRESHMEN IN COLLEGE **MUST FILL OUT THE NCAA or NAIA CLEARINGHOUSE FORM.** THESE FORMS ARE AVAILABLE ON LINE AT www.ncaaclearinghouse.net or www.playnaia.org. THEY SHOULD BE FILLED OUT NO EARLIER THAN THE END OF THE ATHLETE'S JUNIOR YEAR OR DURING THE 1ST SEMESTER OF HIS/HER SENIOR YEAR.

Full-ride scholarships are given to only the most outstanding student-athletes and most schools below Division I level offer only partial scholarships. If an athlete receives a mailing from a major college, the odds are still about one in 320 that the athlete will receive a scholarship. Only 2% of high school athletes receive scholarships, and most of those are partials.

IT IS CRITICAL THAT STUDENTS AND THEIR PARENTS REALIZE THAT REQUIREMENTS FOR SCHOLARSHIPS ARE SET BY THE NCAA and NAIA. STUDENTS WILL BE REQUIRED TO MEET THE FOLLOWING REQUIREMENTS FOR ELIGIBILITY FOR AN ATHLETIC COLLEGE SCHOLARSHIP:

A sliding scale will be used to determine an athlete's eligibility. The lowest acceptable core-course GPA will be a 2.0/4.0 (C). However, with a 2.0 GPA, the athlete must score a minimum of 1010 on the SAT or 86 (sum of scores) on the ACT college entrance exams. The lowest acceptable score on the SAT will be 400, and on the ACT it will be 37 if the athlete has a 3.55 core GPA or higher.

For Division I, student-athletes must have sixteen core classes:

- (4 years) English **
- (3 years) Mathematics (Algebra I or higher level)
- (2 years) Social Sciences
- (2 years) Natural/Physical Science (1 must be a Lab Course)
- (1 year) extra year of English, Math, or Science
- (4 years) extra classes (from any category above, or foreign language, non-doctrinal religion or philosophy)

For Division II athletes, 14 core courses are needed to be eligible. Beginning in August, 2013, students planning to attend an NCAA Division II institution will be required to complete 16 core courses.

AWARDS AND RECOGNITION

The following trophies/plaques will be provided by the Athletic Department for presentation at the Awards Night for each individual sport. These will be the only trophies given at the program with the exception of those awards that are donated by individuals and designated as Memorial Awards.

ALL PROGRAMS: Most Valuable Athlete
 Most Improved Athlete
 Mental Attitude Award Winner
 Most Promising Athlete
 Team Captains

STATISTICAL/UNDERCLASS AWARDS:

Football:

Outstanding Frosh Player Outstanding Defensive Player
Outstanding JV Player Outstanding Offensive Lineman
Outstanding Offensive Back

Volleyball:

Outstanding Frosh Player Outstanding JV Player
Best Server Best Spiker

Boys/Girls Basketball:

Outstanding Frosh Player Outstanding JV Player
Most Assists Best Free Throw %
Outstanding Defender

Wrestling:

Outstanding JV Wrestler Most Pins
Most Takedowns

Boys/Girls Swimming:

High Point Swimmer High Point Diver

Baseball/Softball:

Outstanding Pitcher Outstanding Offensive Player
Outstanding JV Player Outstanding Defensive Player

POINT SYSTEM FOR THE SENIOR BLANKET:

2 POINTS -Goaltenders, Mat Maids, Statisticians, JV or Frosh Cheerleaders for each season of participation.

3 POINTS -Freshmen or JV Athletes and Freshmen or JV Managers for each season of participation.

5 POINTS -Varsity or Head Manager (as determined by the coach) for each season of participation.

7 POINTS -Varsity Athlete or Cheerleaders earning a varsity award for that season of participation.

Athletes transferring to RHS may have their previous awards apply to the RHS awards system. However, this athlete must earn a varsity award at Rochester before becoming eligible.

EARNING OF VARSITY AWARDS

IN EACH SPORT, THE COACHES WILL DISTRIBUTE TO ALL PLAYERS AND PARENTS THE CRITERIA NEEDED TO EARN VARSITY AWARDS. THE FOLLOWING GENERAL GUIDELINES WILL BE CONSIDERED IN MAKING AWARDS:

THE ATHLETE MUST:

1. Be academically eligible a the end of the season for which the awards are presented
2. Observe all training rules and complete the season successfully
3. Attend practice regularly
4. Meet the minimum criteria set up by the coach in the sport. In most sports this will either be a minimum number of quarters of contests, such as in football or tennis, or a minimum number of points scored such as in track or swimming
5. Have the recommendation of the coach in order to earn a varsity award. If the athlete has not lived up to the standards set up in numbers 1 through 4 above, the coach may decide not to give him/her a varsity award. By the same token, a coach may decide to give a varsity award to an outstanding performer who may not have met the lettering criteria because of illness or injury or who may have made outstanding contribution to the team late in the season (i.e. state tournament competition).

Students who do not meet the minimum NCAA requirements will not be allowed to enter college as freshmen scholarship athletes. They will be referred to as Proposition 48 candidates and must successfully complete a full year at the university level before being put on scholarship and allowed to participate. Any students attending special education classes at Rochester High School may not qualify for scholarships based upon the above requirements. Students who are tested and identified as having a learning disability can apply to the NCAA and receive scholarship consideration.

****Any course taken before the fall semester of a student's freshman year does not count toward NCAA requirements. This means that Composition classes taken by incoming freshmen in the summer and math classes taken as eighth graders (for high school credit) will not count toward the fourteen core-course requirement.**

BOOSTERS CLUB

The Rochester Boosters Club is an integral part of the athletic programs throughout the Rochester schools and community. The purpose of the Boosters is to promote athletics and to support and recognize athletes regardless of sport or sex. The Boosters meet once a month on the third Wednesday at the Rochester High School library at 7:00 p.m. Parents and patrons are welcome to join the 500 Club which is the funding source for the Boosters Club.

CHEERLEADERS

Cheerleading at Rochester schools is considered a support group to the athletic program. The focus of cheerleading in Rochester schools shall be to support all athletic teams and encourage positive audience participation during competition. While participation in cheerleader competitions may be a part of the overall experience, it is secondary to support of athletics. Cheerleading is designed to achieve the following:

- Stimulate and control crowd response.
- Have the crowd cheering the right cheers at the right times.
- Lead cheering by others in such a way as to not taunt or inflame the audience.
- Generally direct crowd response so that the team is supported in a positive manner, and visitors are treated with good sportsmanship.

The cheerleader selection processes are detailed in the charters presented for board approval. Cheerleaders in grades 6-12 are subject to the Code of Conduct contained in this document.

COSTS TO STUDENTS ASSOCIATED WITH PARTICIPATION

Most athletic activities carry associated costs. For instance, students playing sports are required to pay for their own special athletic footwear. Practice packs are required for most sports. The cost of these is usually the responsibility of the athlete. Students who have limited resources should contact their coach for help with the personal costs associated with athletic programs. Coaches will, in turn, contact administrators for help with these costs. Cost should not be a barrier to participation.

The Rochester Athletic Department is being charged \$0.75 per mile by the Board of Education for all athletic trips. The cost to the Athletic Department is estimated to be approximately \$11,900. In an effort to help the Athletic Department with part of these transportation costs, RHS athletes will be asked to participate in a program promoting and selling the All Sports Passes.

Any athlete that participates in the program and sells 3 All Sports Passes or one Family Pass will not have to pay a transportation fee for participation in our athletic programs. Any athlete that sells 6 All Sport Passes (or the equivalent) will not have to pay a transportation fee and will receive a free All Sports Pass in their name.

The price of All Sport Passes (good for regular season admission to all contests at RMS and RHS) are as follows:

ADULT ALL SPORTS ZEBRA PASS: \$60

STUDENT/SENIOR CITIZEN'S GOLD PASS: \$30

ALL SPORTS FAMILY PASS: \$175 for Family of 4

\$200 for Family of 5 or more

If an athlete does not participate in the All Sports Pass program, they will be charged a transportation fee of \$10 for every sport that the athlete participates in during the school year.

CUT POLICY

While all coaches realize that the policy of cutting participants at a young age is difficult and not very appealing to anyone, the reality is that in a few cases cuts must be made. Cuts can be made in cases where there would be too large a number of players for a coach to work with effectively, in cases where it is obvious that the player is a disruption to everyone else in the program because of attitude or lack of any basic skills, and in cases where a coach has to deal with a restricted number of athletes as in golf where numbers of players on the course can become a problem or in basketball

CHEERLEADERS WILL ALSO BE AWARDED THE FOLLOWING TROPHIES AND AWARDS AT THE WINTER SPORTS BANQUET EACH MARCH:

Most Promising Cheerleader
Mental Attitude Award Winner
Most Improved Cheerleader
Most Valuable Cheerleader

MANAGERS: Managers will be identified as Freshmen, Junior Varsity, or Varsity Managers. A maximum of two Head or Varsity Managers is permitted per sport.

Freshmen managers will receive numerals and participation certificates. Junior Varsity managers will receive participation certificates. Varsity Managers will receive the Zebra "R" with the manager's emblem for his/her first award and then chevrons and the Varsity Foil certificates upon receiving subsequent awards.

NOTE: Coaches that utilize statisticians may decide to award a varsity letter to the statistician providing that the statistician is present at all contests and is responsible for just more than taking stats at the contests. They should also be responsible for compiling stats, posting stats, entering stats on a computer, etc. The statistician's letter will be treated the same as a letter for a Head or Varsity Manager.

SPECIAL CIRCUMSTANCES: as relates to any of the above awards may be considered by members of the Athletic Council.

JACKET AWARD: The Rochester High School Awards jacket will be earned by any athlete, manager, or cheerleader that receives a Varsity Award in their sport and receives the recommendation of the coach. Upon reception of an athlete or manager's first varsity award, he/she will receive a Jacket Certificate, which will allow them to purchase the Rochester Awards jacket at the Winning Edge sporting good store in Rochester.

SENIOR AWARD: The "R" blanket will be awarded at Honors Night to those Senior Athletes who have earned 60 points according to the point system below. The athlete must have defended all letters earned during junior year in his/her senior year. Good citizenship and good behavior through Honors Night are also criteria for the award.

ROCHESTER COMMUNITY HIGH SCHOOL *ATHLETIC AWARDS*

THE FOLLOWING AWARDS ARE GIVEN TO RECOGNIZE ATHLETIC PARTICIPATION AND PERFORMANCE:

FRESHMAN AWARDS: Numerals will be awarded at the conclusion of the first sports season that a freshman completes. A special participation certificate will be awarded at the conclusion of each sports season. Upperclassmen, who did not participate as freshmen, will also receive numerals at the conclusion of their first season.

JUNIOR VARSITY AWARDS: A junior varsity participation certificate will be awarded at the conclusion of each sports season.

VARSITY AWARDS: The Zebra "R" is awarded for the first varsity award by any athlete. Chevrons are awarded for each varsity award in every sport. The special Zebra certificate will be awarded for every varsity sport. A captain's star with a sports emblem will be awarded to a maximum of three captains as designated by the coach.

CHEERLEADERS: All cheerleader awards will be given at the conclusion of the cheerleading season, which has been defined as the Fall and Winter Sports season. Awards will be made each March.

Freshmen cheerleaders will receive numerals and certificates at the Winter Banquet.

JV Cheerleaders will be awarded a Zebra megaphone. Juniors, who are a member of the JV squad and who have cheered all three years, may earn a varsity award upon recommendation from the cheer sponsor.

First year varsity cheerleaders will receive a certificate for a Rochester High School varsity award jacket, a "Cheer" letter, and the Varsity Certificate at the Winter Banquet.

Second Year cheerleaders will receive a certificate and chevrons at the Winter Banquet.

Third year varsity cheerleaders will receive the varsity award certificate and chevrons at the Winter Banquet.

where the number of uniforms might cause a problem. When cuts are necessary, the coach should sit down with the student-athlete in a conference and explain the situation thoroughly to the athlete in an attempt to make it as positive of an experience as possible. The student should be encouraged to tryout again - that students grow bigger, taller, and stronger at different ages and that interests change over the years. Positive encouragement is expected. There are certain sports that should maintain a no-cut policy at the middle school level. Cross country, track, football, and wrestling should be no-cut sports at the middle school level.

DAYS/TIMES OF NO PARTICIPATION

In accordance with board policy, no school-chartered activities shall be scheduled on Wednesday nights after 6:00 p.m. at Rochester Middle School and Riddle and Columbia elementary without prior board approval during the school year. Sunday practices, team meetings, or team activities of any kind are prohibited during the school year. At the high school level, a Sunday activity during the school year is in violation of IHSA rules and will lead to sanctions by the IHSA against the school.

DISMISSAL OF AN ATHLETE FROM A TEAM

A coach may dismiss an athlete from a team for just cause at any time. It is recommended that the coach first conference with the athlete and try to prevent or remedy any student behavior leading to problems and give warnings of impending dismissal when possible. It is also recommended that parents be informed of any difficulties early in the process. It is understood that single incidents may be so serious as to require immediate dismissal. In these cases parents should be informed as soon as possible. All dismissals should be reported to the administration.

ELIGIBILITY FOR ATHLETICS

Student participation in extracurricular activities will depend on satisfactory grades in school subjects and good citizenship. This policy is not designed to punish students. Its intent is to focus students' attention on the primary objectives of academic growth and good citizenship. The policy will be enforced so that students will remain aware of their citizenship responsibilities and will not neglect their academic responsibilities by devoting more time than they can spare to extracurricular activities.

Athletes, parents, and staff should be familiar with the rules of eligibility for athletes. A list of general rules follows. Additionally, IHSA rules are described in greater detail on the IHSA physical forms. RMS, Riddle,

and Columbia may also have grade level rules as detailed in their school handbook.

- All students grades K-12 who participate in athletics must have a RCSC Emergency Medical Authorization Permit on file with the building principal before participating in athletic activities. An *IHSAA Pre-participation Physical Evaluation/Parent Consent and Release Certificate* must be on file in the Athletic Office before participation in practice or interschool competition for students in grades 6-12. These forms are provided by the school and must be completed by a physician with an unlimited license to practice medicine in Indiana.

- A student-athlete must attend regularly scheduled practice sessions to be eligible for interschool athletic competition. In general, athletes must have participated in at least ten separate days of practice before being eligible for participation in an interschool contest. When returning from an absence of five to ten consecutive days from school and/or practices/contests, the athlete must attend and actively participate in at least four separate regularly scheduled practices before returning to interschool competition. If more than ten consecutive days are missed, the student-athlete must attend and actively participate in at least six separate regularly scheduled practices before returning to interschool competition. In cases of injury or illness, the athlete must present a signed doctor's release before returning to practice.

- In accordance with board-approved policy, no student may participate in athletics on a day when he or she has missed one or more classes without permission from the building principal or his designee. Missing in excess of five minutes in any class is considered an absence. Pre-arranged absences (funeral attendance, medical or dental appointments, etc) will not cause an athlete to sit out of practice or competition.

- The athlete must receive five RCSC credits the last semester he/she attended school or the most recent grading period of the current semester. Semester grades take precedence over semester-ending or nine-weeks grades.

Rochester Middle School student-athletes must pass all classes at mid-term and 9-week reporting intervals to be eligible for competition. The dates these reports are distributed to the students will be the day the student-athlete will become eligible or ineligible for competition. The office should be contacted for the specific dates these reports are to go home. (Please note that make-up dates may cause these dates to change.) An "I" is NOT considered to be a

e. As per the RCSC substance abuse policy, a student who seeks help from a school official and who follows the recommendations of a school counselor, school nurse and administrator will not be subject to suspension, extra-curricular ineligibility, or other disciplinary actions for violation which occurred prior to the self-referral. A self-referral will have no effect if school personnel or law enforcement officers learn of a violation beforehand or if the student is making the self-referral knowing that a report may be made to the school.

f. When a violation occurs outside of school time, it is the expectation of the administration that parents will make coaches and officials aware of these violations immediately so they can be dealt with in a timely manner. Oftentimes, when student-athletes and parents do not report violations, the administration learns of them through reports provided to RHS by the Fulton County Probation Department. When reports are received of a student-athletes being on probation, an investigation follows immediately.

5. Code Enforcement - Alleged violations of the above general rules shall be reported to the school employees. An investigation by the coach, principal, assistant principal, and/or athletic director will follow if necessary. Any of these individuals may investigate.

The Indiana High School Athletic Association (IHSAA) is an organization controlled by high school principals in Indiana. The IHSAA acknowledges that the principal is the primary authority regarding enforcement of all rules and prescription of punishments. Because the high school principal is the person solely responsible to the IHSAA, he/she reserves the right to act unilaterally to impose, rescind, or amend any penalty to a student-athlete.

Appeal Procedure

Any student-athlete has the right to appeal a suspension. The student-athlete or parent of the student-athlete must notify the principal of their desire to appeal in writing within five school days from the receipt of the notice of suspension. The administrator will then notify the parent(s) of an appeal hearing. The confirmation and date of appeal will be sent within five days via certified mail. Any parent or guardian that fails to show up for an appeal meeting will forfeit their right to appeal. Any appeal that is denied by the principal may be heard by the superintendent. Any appeal that is denied by the superintendent may be heard by the Board of Education.

Note:

The penalty for the second and succeeding alcohol or drug related violations may be reviewed and reduced. The student and parents must undergo a certified educational program, treatment, or counseling and the parents must request a review in writing to the building principal. Upon release by a certified substance abuse counselor and with a parent and student's permission, the student-athlete's case would be subject to review by the school administration.

Student-athletes and their parents can request to serve school community service hours in lieu of part of a suspension. The request must be made in writing to the building principal. Upon receiving the request, the administration can choose to substitute school community service hours at a rate of one hour for every percent of suspension up to a maximum of 50 hours. The principal or his designee will assign school community service hours. These hours cannot be done during the school day and court ordered community service will not count towards fulfillment of those hours. For example, an athlete who has a full season suspension that sat out the remaining fifty percent of a fall sports season could serve fifty community service hours instead of sitting out an additional fifty percent of a spring sport or the next year's fall sports season.

3. Violations of the Law – Student-athletes charged with misdemeanors or felonies (or what would constitute these offenses in adult court) bring disrespect and discredit on the school and its athletic programs. When school officials learn of suspected violations of the law an investigation will follow if necessary. Student-athletes can expect suspension from athletics until matters are resolved. Student-athletes found guilty of, or admitting to any of these charges may have their suspension from athletic activity extended. The length of suspension will depend upon the circumstances surrounding the offense and will be determined by the administration. Past practice will be considered when making these determinations. Very strong punishment, including permanent suspension, may result from charges being brought against a student-athlete.

4. Investigative Procedure

- a. Eye-witness accounts of a code violation by school employees are sufficient evidence of guilt.
- b. Reports from the police, probation office, or other official government agencies are sufficient evidence upon which to act.
- c. An athlete may admit a violation. A student-athlete's parent may also report his/her student-athlete's violation. In both of these instances the school will usually consider these as sufficient evidence of guilt.
- d. Reports from other parents, other students, or school patrons will be used in investigations, but are not, in and of themselves, sufficient evidence to suspend a student-athlete.

passing grade. The student-athlete will be ineligible for competition. When the student-athlete has made-up all the required work and has a passing grade they will become eligible for competition on the day the teacher notifies the coach, head teacher and/or the principal. An athlete may be on a team and practice with a team during academic athletic ineligibility. However, the athlete is considered to be on probation until they become academically eligible scholastically during the period of probation. If an athlete has transferred from another middle school, she/he must have a transcript on file with the middle school principal before competition occurs. The transferee must meet RMS guidelines of eligibility to participate in sports at RMS.

PARTICIPATION

Students are permitted to freely select the sports in which they wish to participate. No coach should ever attempt to influence a student not to go out for or drop a sport under the direction of another coach. Students must be assured that their opportunity to participate in a sport will not be hampered because of their participation in another sport. An athlete should be free to concentrate on only one sport at a time. He or she should not be torn between the interests of two sports. Coaches must realize that there are times when another coach will have to have a call out meeting or a meeting to order equipment (shoes, practice packs, etc) during another's season.

An athlete shall practice in only one sport during a season. He/She cannot practice in another sport even though there is an overlap of seasons of the two sports without the complete agreement of both coaches involved.

A student that quits or is dismissed from a particular sport will not be eligible to participate in a second sport, either through practice or actual competition, until the season of the dropped sport is completed. An exception to this rule can be made only through written permission from the athletic director or head teacher. All such requests must include the signature of the student athlete and his parent or legal guardian. The athletic director or head teacher will confer with the affected coaches prior to a decision.

Dual participation by athletes

While the athletic department at Rochester School Corporation wants to provide Rochester student-athletes with as many opportunities to participate and compete as possible, dual participation during a single sports season is undesirable in most cases. Whenever a team sport is involved, athletes must choose one sport and will not be allowed dual participation within a season. With two team sports, the athlete cannot do justice

to both programs, and it is not fair for teammates who are at practice every night to be replaced by an athlete who is not able to practice with the team on a regular basis.

If an athlete wants to participate in two individual sports during a particular season, the following guidelines must be met:

- The athlete must have an accumulated GPA of 8.0 (B) or better
- Both coaches must agree to the athlete's dual participation
- The parents must sign a dual participation agreement. The athlete must declare one of the sports as a priority sport. When contests in both sports are scheduled for the same night, the athlete will participate in the priority sport. Conference contests will take priority over non-conference contests. IHSAA tournament participation will take priority over all other events for grades 9-12.

PHYSICAL EXAMS

All students who are planning on participating as cheerleaders or participants in interscholastic sports in grades 6-12 must have a physical exam on file in the office of the school they are attending. Any physical dated on or after April 1st will be good for the next full school year.

Woodlawn Medical Professionals and Woodlawn Pediatrics will continue to offer a number of dates for free physicals during the summer. Families that have Medicaid insurance are encouraged to contact their family doctors and set up well check visits. These visits can serve as IHSAA athletic physicals for students in the Rochester school district, as long as the proper IHSAA physical form is completed.

All physical forms must be turned in to the athletic office or coach BEFORE the student can begin participating with the team.

The following general rules for athletes also apply:

- A. Student-athletes shall be governed by local and state law, IHSAA regulations, and the Rochester Community School Corporation Code of Conduct for Athletes.
- B. Student-athletes must attend school all day on the day of competition, performance, or practice with the exception of pre-arranged absences. An absence may be excused by the principal or his designee.
- C. Suspension from school carries with it an automatic suspension from all athletic practices and contests, or athletic-related activity for the same period of time.
- D. While attendance at social functions is up to the athlete and parents, attendance at parties where the illegal consumption of alcohol and drugs occurs is strictly prohibited. Athletes are expected to avoid such occasions and are expected to leave them immediately. If transportation by self, parents, or relatives is unavailable, the athlete is expected to call the coach, the cheerleader sponsor, the athletic director, or administrators to obtain transportation.

1. Tobacco, Alcohol, or Drugs (Use or possession)

First Violation - a 25% suspension of the contests for the squad or team. Practice for the suspended student-athlete is at the discretion of the coach. (For all violations when the percentage of the season as indicated by the penalty does not remain, the remainder of that penalty will be served at the beginning of the next season in which the student-athlete competes.) Penalties are not considered fulfilled unless/until the student-athlete successfully completes that sport's season.

Second Violation - a minimum of one sport season suspension.

Third Violation - a minimum of one calendar year suspension.

2. Attendance at Parties

First Violation - 1 calendar year probation.

Second Violation - 25% suspension of a sport's season contests.

Third Violation - minimum of one sport's season suspension.

ROCHESTER COMMUNITY SCHOOL CORPORATION CODE OF CONDUCT FOR STUDENT ATHLETES

IHSAA By-Laws Rule 8 Section I

The following is taken from the Indiana High School Athletic Association By-Laws:

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

Participation in school athletics at any grade-level is a privilege (not a Constitutional right) which carries with it a greater degree of RESPONSIBILITY and SACRIFICE. Student-athletes represent themselves, the student body, and the community. Accordingly, it is their responsibility to behave in an exemplary manner on and off the field and in and out of season.

The use or possession of tobacco products, alcohol, and other illegal drugs is regarded as detrimental to good health. All student-athletes, managers, and cheerleaders (all of whom are considered student-athletes for purposes of this document) are expected to abstain from such use. Abstinence is a year-round responsibility. (Exception: Students may consume alcohol in the presence of parents or guardians when a cultural background dictates such use, but only at non-school family functions when no school related activity follows that day. Alcohol consumption connected with religious observances is also exempt.)

Inappropriate behavior means acting in a manner that brings embarrassment or shame to yourself and/or your school, or that negatively impacts the reputation of yourself or your school. Examples of such conduct include any illegal activity; any non-illegal activity that is lewd, vulgar, obscene, indecent, or that portrays sexual conduct done in a manner whereby the community learns of such activity; or any activity that degrades, demeans, or disparages any coach, activity sponsor, school official or student.

ANY VIOLATION OF THE STUDENT /PARENT HANDBOOK, INCLUDING THOSE REGARDING ALCOHOL, DRUGS; AND TOBACCO, WILL BE CONSIDERED A VIOLATION OF THE ATHLETIC CODE OF CONDUCT.

PRACTICE

The K-12 athletic director will be responsible for practice schedules. He/She will work with the RMS Head Teacher, elementary principals, and head coaches involved so as to avoid conflicts of time and place. Please remember that, especially in the winter months, our facilities are overcrowded, and we must have cooperation on everyone's part regarding the use of facilities.

A coach must be present at all practices to ensure proper supervision of student-athletes, school facilities, and equipment.

Student-athletes are expected to be in attendance at all practices unless excused for illness or injury. There are certain circumstances when coaches must realize that the classroom comes first, and students might need to be excused for additional help or tutoring during practices. Each coach will be responsible for setting up his/her guidelines and making written copies available to athletes and parents in the pre-season meeting. Those guidelines should include a penalty for missed practices as well as the number of practices that an athlete might miss before he/she is dismissed from the squad. Detentions assigned before or after school by teachers or administrators will take precedence over athletic practices.

PRE-SEASON/POST-SEASON PROCEDURES

Pre-season A parent and student-athlete meeting MUST take place prior to or during one of the first days of practice. RCSC K-12 Athletic Handbooks shall be passed out and discussed. Written policies and expectations for the athletes should be handed out and discussed at this time.

These materials should include:

- Practice and contest schedules
- Transportation information
- Lettering requirements (if any)
- The athletic handbook and code of conduct
- Practice and game attendance procedures and expectations
- Insurance coverage and procedures
- Eating policies for away contests
- Dress policy (if any) for home and away contests
- Emergency procedures that will be followed in case of an accident at practice, a home game, or an away contest

- Care of equipment (all distributed equipment is the property of the RCSC)
- Need for medical release whenever there is an extended illness

Student-athletes must know that they now are privileged to represent RCSC, the athletic program, and the community of Rochester. Many people see student-athletes' actions. The athletic department requires student-athletes to conduct themselves properly on and off the courts and fields.

Code of Conduct acknowledgement forms should be signed by parents and student-athletes and picked up by the coaches at the end of the meeting if possible.

Equipment may be issued but no participant may practice until physical forms are on file in the Athletic Office. Emergency medical forms and code of conduct/athletic handbook signoffs must be on file prior to the first contest in a sport.

Post-season Coaches will collect uniforms and equipment. At the request of the athletic director or RMS head teacher, a student-athlete survey may be administered by a coach to get feedback at the end of the season. The results of these surveys will be shared with the K-12 athletic director, RMS Head Teacher, and building principal and board of education upon request.

PUBLIC RELATIONS

Communities are judged by their institutions and by the people who represent them. The administration, coaches, student-athletes, cheerleaders, parents, and the entire spectator-base serve as public relations agents at home and away during athletic contests.

Student-athletes occupy a strategic and sensitive position with regard to the public image of the school. Team members' actions are closely observed by the general public. The team's appearance, conduct on buses, language, playing field behavior, and reaction to adversity reflect on the entire school community. This reflection must always be positive. Administrators, student-athletes, coaches, students, parents, and fans are expected to demonstrate good sportsmanship. The only time many people see the Rochester community is through the actions of coaches, student-athletes, and adults and students in the stands.

TRANSPORTATION

Bus transportation will be arranged by the athletic director. All student-athletes are expected to ride RCSC transportation to and from athletic events.

Requests for exceptions should be made in writing by a

the coach prior to the event. These requests should include the following information:

- Name of adult to transport student
- Phone if available
- Parent's signature and phone number

Departure times will be listed on the composite schedule for each sports season. Every effort has been made to schedule a departure time that would allow the student-athletes a minimum of thirty minutes prior to the time of the contest. Coaches need to understand that in most cases, the earliest that we can get a bus is 3:40 p.m. after normal routes have run. In cases where a team needs to dress at another school, a fifteen minute dressing period will usually be added. Coaches may request to reschedule times to suit the needs of their teams as long as sufficient notification is given to the athletic director, and the time requested does not involve leaving during school hours unless previously approved by the principal.