



ATHLETIC  
HANDBOOK

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# CONGRATULATIONS

We are delighted that you are trying out for a Jackson-Milton athletic team. As a high school athlete, the positive values you learn in the arena of play now will influence you for a lifetime.

Our tradition has been to win with honor and integrity. We desire to win but only when winning reflects positively on our athletes, our school and our community. Over many years JM teams have won many league and tournament championships. Many individuals have set records and earned honors. When you wear our school colors, you become part of our athletic tradition.

Please take time to review this booklet of responsibilities and guidelines, which state the example we expect our student athletes to display as leaders of our school. We hope these guidelines will become part of your code of behavior, and we hope you have a great season!

## SPORTS AT JM

Jackson-Milton High School offers thirteen (13) varsity and two (2) club sports while the Jackson-Milton Middle School offers nine (9) sports. Additional junior varsity and/or freshman teams may be added depending on the number of athletes.

FALL	Football	V/8-7	Boys
	Cross Country	V/8-7	Boys/Girls
	Golf	V/JV	Boys/Girls
	Soccer	V/JV	Boys/Girls
	Volleyball	V/JV/8-7	Girls
WINTER	Basketball	V/JV/8-7	Boys/Girls
SPRING	Wrestling	V/JV/8-7	Boys
	Track	V/8-7	Boys/Girls
	Baseball	V/JV	Boys
	Softball	V/JV	Girls

## ATHLETIC MISSION & OBJECTIVES

### MISSION:

The mission of the Jackson-Milton Athletic Program is to provide a positive learning environment through supervision and instruction that promotes wholesome competition, physical development, and self-discipline with an emphasis on teamwork. We hope our student-athletes gain an appreciation of the life-long benefits of good health through sports.

### GOALS / OBJECTIVES:

Throughout the season the coaches will make every effort to:

- 1) Improve the skill level of all players.
- 2) Improve the physical fitness of the players.
- 3) Help players enjoy and appreciate the sport.
- 4) Teach players to abide by the rules of the game.
- 5) Instill the principles of fair play and good sportsmanship.
- 6) Encourage the development of patience, cooperation and teamwork.
- 7) Develop mental toughness for competition and success.
- 8) Develop strong moral character

# REQUIREMENTS FOR PARTICIPATION

Athletes are eligible to participate when all of the following items have been properly completed and submitted (forms are available from your coach and the Athletic Director):

1. Signed Insurance Waiver
2. Signed Physical Exam Form
3. Signed Emergency Medical Form
4. Academic requirements have been satisfied
5. Signed Athletic Code of Conduct & Signed Risk of Participation (see last page of handbook)
6. Signed Lindsay's Law Sheet

## GUIDELINES FOR TEAM SELECTION

JM athletes should follow the general training rules and the sport specific rules as prescribed by the coaching staff. The number of athletes in each sport is prescribed by the coach of that team based on many criteria. Some of the selection criteria could include the following items:

1. Talent, attitude and work ethics of those trying out
2. Number of individuals trying out
3. Positions available
4. Number of athletes at various grade levels
5. Optimum number to conduct practices
6. Academic eligibility of students

At the first meeting of all those candidates trying out for a specific sport the coach will outline the tryout procedure and how the "cuts" (if any) will be made including the timetable. For most sports there will be at least three practice sessions prior to any "cuts." Communication regarding selections and rosters should be done in a fair, compassionate, and private manner.

## PARENT-COACH COMMUNICATION

A preseason parent meeting should be held by the head coach 2 weeks after the official start date of the season to review all facets of the program including communication.

### COMMUNICATION YOU SHOULD EXPECT FROM YOUR CHILD'S COACH:

1. Philosophy and expectations of the coach
2. Locations and times of all practices/contests
3. Team requirements---i.e., fees, special equipment, off-season conditioning, etc.
4. Procedure to follow should your child become injured during participation
5. Formal notification of the denial of the privilege to participate
6. Requirements to earn a letter
7. Insurance information
8. Disposition of lost/outstanding equipment at the end of the season
9. Communication between coach and player/parent will be done using a communication app. Social media will not be used as a primary form of communication

### COMMUNICATION COACHES SHOULD EXPECT FROM PARENTS:

1. Concerns should be expressed directly to the coach first
2. Notification of any schedule conflicts well in advance
3. Specific concerns in regard to a coach's philosophy and/or expectations

### APPROPRIATE CONCERNS TO DISCUSS WITH COACHES:

1. The treatment of your child, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

#### ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES:

1. Playing time
2. Team strategy
3. Play calling
4. Matters concerning other student athletes
5. "Cuts" or team selection

#### PROCEDURE FOR DISCUSSING A CONCERN WITH A COACH:

1. Call to set up an appointment. Please do not attempt to contact a coach before or after a contest or practice. These can be emotional times for both parties and meetings at these times typically will not resolve the problem.
2. JMHS/ JMMS office phone is (330) 538-3308.
3. If the coach cannot be reached, call the Athletic Director at JMHS for help with scheduling.
4. If a meeting with the coach does not provide a satisfactory resolution, the parent should call the Athletic Director for an appointment to discuss the situation.

#### CHAIN OF COMMAND:

Jackson-Milton follows the chain of command listed below. We ask that you observe it if you elect to pursue any concerns you have regarding the athletic program.

1. Head Coach
2. Athletic Director
3. Building Principal
4. Superintendent
5. Board of Education

#### PARENTAL CONDUCT CODES

Participation in athletics can be a positive force in a young person's life. However, in order for it to be so, the parents/guardians must contribute with the following behaviors:

- 1.) Do not criticize, question or make any unsportsmanlike display (by word or action) of a contest official or his/her judgment
- 2.) Do not antagonize, belittle or ridicule anyone on either team or the coaches
- 3.) Do not display or condone any act of disrespect towards fans, coaches, adults or students of either team
- 4.) Do not engage in any action which is degrading to the self, team, school or community
- 5.) Do not criticize other players or the coach in front of the athletes. If there is a problem, discuss it privately with the coach
- 6.) Do enforce the team and Athletic Department Rules
- 7.) Be positive with your child and all other team members and parents
- 8.) Help the athlete to understand that playing time depends on the level of skills developed, positive attitudes and giving 100% during practices and games
- 9.) Support the athletes, teams, coaches and the program by attending as many contests as possible, by attending awards presentations and not leaving early and by not scheduling vacations during season play
- 10.) Do not participate in any negative, libel or slanderous conversations in any form; especially as pertains to social media.
- 11.) The spectator guidelines listed on the last page of this document, will be enforced when a spectator is removed from an Athletic event. The spectator guidelines are offenses that occur within a school year.

## SPORTSMANSHIP

Our athletes and coaches are expected to demonstrate the attributes of good sportsmanship.

The athletes should:

1. accept the responsibility of representing your school and community.
2. treat opponents as guests and respect them as fellow athletes.
3. shake hands with opponents and wish them good luck before and/or after the contest.
4. exercise self-control at all times, accepting decisions of your coach and the officials and abiding by them.
5. accept both victory and defeat with equal demeanor.
6. be a good role model for teammates and other students.
7. Do not participate in any negative, libel or slanderous conversations in any form; especially as pertains to social media

In athletic competition, there will always be a winner and a loser of the contest or game. Great athletes are gracious in defeat and humble in victory. Enjoy competition and always do your best as a competitor. After the game or match, it is courteous to thank your opponent(s) for the friendly competition, regardless of the outcome.

## ATHLETIC CODE OF CONDUCT

### PHILOSOPHY:

The most important goal of the Jackson-Milton Athletic Program is to provide every participant the opportunity to develop mentally, socially, morally, physically and emotionally. To assure that the program can provide these opportunities, a degree of self-discipline is required of each athlete. Self-discipline involves a voluntary compliance with rules and regulations concerning behavior and attitude. Dedication and personal sacrifice by each athlete promotes a sense of teamwork when trying to achieve a common goal.

Participation in extracurricular activities is not a right but an opportunity. Therefore, all student-athletes must meet the following regulations from the date the student first signs the verification form, the first team meeting, or first practice session, whichever comes first. A student is considered in a program until he/she does not participate in the program again the following year.

Our athletic rules are in effect at all times—during the season and during off-season activities such as camps, open gym, open net, open mat, conditioning, and weight lifting.

### SPORT SPECIFIC RULES:

A coach may develop specific team rules. However, these must be given to the athlete in writing prior to the season, be on file in the athletic office and be approved by the principal and athletic director. The sport specific rules may not conflict with or supersede the rules outlined in this handbook.

### VIOLATIONS IN GENERAL:

The JM community, staff, and the coaches believe that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. It is our intent to maintain rules that pertain to the health and safety of the individual and to the orderly conduct of our athletes and teams. We hope our athletes will create a positive self-image, gain peer acceptance, learn self-control and self-discipline and establish a positive set of values for future success in society.

Students who choose to participate in any athletic program must sign and comply with the athletic rules listed in this booklet, as well as, abide by the general JM Student Code of Conduct, The JM Board of Education Policies, and the rules of the Ohio High School Athletic Association. The JM schools will follow the due process and right of appeal process that follows this section for all infractions by student-athletes.

All student athletes are subject to a random drug testing policy, please see the JM random drug testing policy for guidelines

Disciplinary action for a student who violates the alcohol and/or drug policy outside of the random drug testing policy is a three-step process in effect during the athlete's high school career.

Alcohol/ Drugs: Student-athletes shall not at any time possess, use, sell, deliver, conceal, consume, or be under the influence of any form of tobacco, alcoholic beverages, drugs of abuse or any substance that is directly or indirectly represented to be a drug of abuse (or look-alike). Moreover, student-athletes shall not possess, use, sell, deliver, offer to sell, or conceal any instruments or paraphernalia for use with drugs. Use of drugs authorized by a physician or wine consumed as part of a religious or family ceremonial occasion shall not be considered in violation of this policy.

1<sup>st</sup> Offense: (Formal Notification to the parent/guardian and principal). A formal letter will be sent by the Athletic Director to inform both parties of a level 1 offense and the consequences that will follow—denial of participation for 10% of consecutive scheduled events and/or state tournaments. The percentage of denial of privilege is calculated on the number of events within the sport/activity and may carry over into the next season of the same sport/activity or a different sport/activity. (Student may participate in all scheduled practices during this denial of participation period at the discretion of the coach/advisor). The athlete will also lose any leadership position that he or she holds, such as team captain.

2<sup>nd</sup> Offense: (Formal Notification to the parent/guardian and principal). A formal letter will be sent by the Athletic Director to inform both parties of a level 2 offense and the consequences that will follow—denial of participation in all athletics (including any weight-lifting or any off-season program) for one calendar year. The athlete will also be mandated to participate in a health assessment and educational program related to the infraction and to follow the recommendations of a health care professional. He/she must provide notice of completion of any screening/counseling program before they may return to athletic participation.

3<sup>rd</sup> Offense: (Formal Notification to the parent and principal). A formal letter will be sent by the Athletic Director to inform both parties of a level 3 offense and the consequences that will follow—the athlete will be totally denied of all extra-curricular activities for the remainder of his/her school career at Jackson - Milton.

*\*Assessment and program costs are the responsibility of the athlete and his/her parent(s). Failure to comply with this requirement shall result in immediate dismissal from all activities, including forfeiture of awards, until this obligation is met.*

#### DUE PROCESS:

1. When an infraction of a code of conduct or the team rules occurs, the coach has the right and responsibility to discuss the incident with the athlete.
2. The coach will meet with the athlete and give the athlete an opportunity to explain his/her position.
3. If the disciplinary action results in the removal from the activity for twenty-four (24) hours or less, no written notification is required.
4. When an athlete is to be denied participation for more than twenty-four (24) hours because of a conduct or rule violation, a formal notification will be sent to the parent to explain the infraction and the proposed disciplinary action.
5. The parent has the right to appeal the decision of the coach.

#### APPEAL PROCESS:

##### First Level of Appeal

1. The parent of any athlete who has been denied participation for more than twenty-four (24) hours has the right to appeal the disciplinary action. This appeal must be made in writing to the principal within two (2) days of the beginning of disciplinary action and will be heard within two (2) days from the receipt of the written appeal.
2. During the appeal process the participant shall not be permitted to participate in the activity.
3. The final decision at this level shall be the authority of the principal.

##### Second Level of Appeal

1. The parent of any athlete who wishes to appeal the decision of the principal has the right to appeal to the superintendent in writing within 24 hours of principal's decision.
2. The superintendent shall hear the appeal within ten (10) days from receipt.
3. The decision of the superintendent is final and represents the last avenue of appeal within the school.
4. During the 2<sup>nd</sup> appeal the participant shall not be permitted to participate in the activity.

The coach will be invited to attend all meetings in regards to the appeal.

## GENERAL ATHLETIC DEPARTMENT POLICIES

#### QUITTING A TEAM OR TRANSFERRING SPORTS:

On occasion, an athlete may find it necessary to drop a sport for a good reason. If this is the case, the following procedure must be followed:

1. Talk with the head coach.
2. Report your situation to the athletic director.
3. Return all equipment issued to you.

If you plan to join another team, it must be within the following guidelines:

1. Comply with 1, 2, and 3 above.
2. The change of sports must occur before the first scrimmage of that season or within 2 weeks after the official OHSAA start date.
3. The athlete must receive the approval of the receiving coach.
4. The athlete will serve at least a 1 week acclimation period before beginning competition.

Athletes may not join a team once that sport's regular season has begun. The only exception, if a student moves into the district. If an athlete is dismissed from or quits an activity for any reason then he/she cannot join another sport (including conditioning) for the duration of that season.

Those individuals finally selected as squad members on any athletic team shall be considered as members of the team through the completion of that regular sport season unless they are removed for disciplinary reasons, scholastic ineligibility, or mutual agreement between player and coach. Coaches have the responsibility for the selection of specific squad members for tournament competition and at that time may release certain members who will not be on the tournament team.

#### Mandatory Day Off

Each sport will have one mandatory day off in a calendar week with the week starting on Sunday and finishing on Saturday. On the day off there will be no mandatory, non-mandatory, or any type of activity. Varsity teams are permitted to practice on Sunday if they play a game on Monday or have been given permission by the administrative team. Middle school teams are not permitted to practice on Sundays.

#### SCHOOL BEHAVIOR:

Athletes should have good school attendance and plan their schedules to allow sufficient time and energy for school studies and other responsibilities. Make every effort to attend school every day and to conduct yourself in a positive manner.

#### DRESS CODE:

Proper attire is required for all athletes and coaching staff members.

All athletes and coaches are to come to practice, games, and athletic awards celebrations, in attire that is modest and proper. Any clothing or dress which would detract from the practice or game process, or cause concern for the health, safety, and general well-being of the students will be considered improper.

Clothing with messages – Students shall not wear clothing items that contain messages that are vulgar, offensive, obscene, or libelous; that denigrate others on the basis of race, color, religion, creed, national origin, gender, sexual orientation, or disability; that promote alcohol or drug use, cigarettes, or violence; or that are otherwise contrary to the school's educational mission.

**DRESS CODE VIOLATION CONSEQUENCES** All dress code violations will be rectified immediately.

1st Offense: Warning/Parental notification

2nd Offense: 1 game suspension

3rd Offense and beyond: 2 game suspension and subject to removal from the team

#### MULTIPLE EXTRACURRICULAR:

Student-athletes are permitted to compete in more than one sport per season under these guidelines:

1. Coaches agreement before the season, and
2. Parental consent.

#### IN-SCHOOL SUSPENSION:

As a means for keeping a student in school rather than suspending him/her out-of-school, JM maintains an in-school suspension program. The student is removed from regular classes and assigned to in-school suspension. He/she is also denied participation in any school activity during the suspension. At the coach's discretion, a student-athlete may participate in practice only. The suspension concludes at the end (2:35 PM) of the last school day of the suspension.

#### OUT-OF-SCHOOL SUSPENSION:

For some infractions, a student may receive an out-of-school suspension. The student-athlete is denied participation in any school activity, including practice, for the length of the suspension. During that time, the absences from the sport are considered unexcused.

#### ATTENDANCE AT SCHOOL FOR GAMES AND PRACTICES:

A student must be in school at least one-half of the school day in order to participate in practice or games after school. If a game or contest is to be played on Saturday or during a holiday break, the student/athlete must be present at least one-half of the last school day that week in order to participate. Vacations are not considered an excused absence. An athlete should always consult with his/her coach before missing practice; good communication avoids problems and disagreements.

AAU, JO Volleyball, Soccer Summer Baseball and Softball, Non-Interscholastic Competition

According to OHSAA regulations, student-athletes are not permitted to attend a tryout, attend a practice or game for any other non-interscholastic team until their season is over. The two ways that a season is considered officially over would be elimination from OHSAA state tournament or release by the head coach. All non-interscholastic teams must follow a 50% rule that limits the number of players from the same school on their team. An athlete should always consult with his/her coach; good communication avoids problems and disagreements.

EQUIPMENT RESPONSIBILITY:

School equipment checked out by the student-athlete is his/her responsibility. Each athlete is expected to keep equipment clean and in good condition. Loss of any equipment is the athlete's financial obligation. Student can't start another sport or receive awards until equipment is turned in for previous sport.

COLLEGE RECRUITMENT POLICY/SCHOLARSHIPS:

The chances of receiving a college athletic scholarship are very slight. Less than 1% of high school athletes receive college scholarships. If you are an exceptional player, seek advice from your coach in pursuing scholarship opportunities. If an athlete is contacted by a college recruiter, the athlete and his/her parents should inform your coach of such a contact as soon as possible.

Scholarship candidates must complete the NCAA Clearing House application. Those forms are in the guidance office and should be completed before your senior year. Discuss the regulations and procedures pertaining to scholarships with the guidance counselor.

HAZING & BULLYING: (Harassment, Intimidation and Dating Violence)

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that uses or creates a substantial risk of causing mental or physical harm to any persons. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

Throughout this policy the term bullying is used in place of harassment, intimidation and bullying. Bullying, harassment and intimidation is an intentional written, verbal or physical act that a student has exhibited toward another particular student more than once. The intentional act also includes violence within a dating relationship. The behavior causes both mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. This behavior is prohibited on school property or at a school-sponsored activity.

Permission, consent or assumption of risk by an individual subjected to hazing, bullying and/or dating violence does not lessen the prohibition contained in this policy.

**The District includes, within the health curriculum, age-appropriate instruction in dating violence prevention education in grades 7 to 12. This instruction includes recognizing warning signs of dating violence and the characteristics of healthy relationships.**

Prohibited activities of any type, including those activities engaged in via computer and/or electronic communications devices, are inconsistent with the educational process and are prohibited at all times. No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing and/or bullying activities. No students, including leaders of student organizations, are permitted to plan, encourage or engage in any hazing and/or bullying.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, bullying and/or dating violence. If any of the prohibited behaviors are planned or discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all such activities immediately. All hazing, bullying and/or dating violence incidents are reported immediately to the Superintendent/designee and appropriate discipline is administered.

The Superintendent/designee must provide the Board President with a semiannual written report of all verified incidents of hazing and/or bullying and post the report on the District's web site. The administration provides training on the District's



hazing and bullying policy to District employees and volunteers who have direct contact with students. Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying. Administrators, teachers, other employees and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law.

No one is permitted to retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing and/or bullying of an individual.

The prohibition against hazing, dating violence, harassment, intimidation or bullying is publicized in student handbooks and in the publications that set the standard of conduct for schools and students in the District. In addition, information regarding the policy is incorporated into employee handbooks and training materials.

#### School Personnel Responsibilities and Complaint Procedures

Hazing, bullying behavior and/or dating violence by any student/school personnel in the District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. Hazing, bullying and/or dating violence means any intentional written, verbal, graphic or physical acts, including electronically transmitted acts, either overt or covert, by a student or group of students toward other students/school personnel with the intent to haze, harass, intimidate, injure, threaten, ridicule or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity; in any District publication; through the use of any District-owned or operated communication tools, including but not limited to District e-mail accounts and/or computers; on school-provided transportation or at any official school bus stop.

Hazing, bullying and/or dating violence can include many different behaviors. Examples of conduct that could constitute prohibited behaviors include, but are not limited to:

1. physical violence and/or attacks;
2. threats, taunts and intimidation through words and/or gestures;
3. extortion, damage or stealing of money and/or possessions;
4. exclusion from the peer group or spreading rumors;
5. repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other web-based/online sites (also known as “cyber bullying”), such as the following:
  - A. posting slurs on web sites, social networking sites, blogs or personal online journals;
  - B. sending abusive or threatening e-mails, web site postings or comments and instant messages;
  - C. using camera phones to take embarrassing photographs or videos of students and/or distributing or posting the photos or videos online and
  - D. using web sites, social networking sites, blogs or personal online journals, e-mails or instant messages to circulate gossip and rumors to other students.excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

In evaluating whether conduct constitutes hazing or bullying, special attention is paid to the words chosen or the actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim and the motivation, either admitted or appropriately inferred.

#### Teachers and Other School Staff

Teachers and other school staff who witness acts of hazing, bullying and/or dating violence as defined above, promptly notify the building principal/designee of the event observed, and promptly file a written incident report concerning the events witnessed.

Teachers and other school staff who receive student or parent reports of suspected hazing, bullying and/or dating violence promptly notify the building principal/designee of such report(s). If the report is a formal, written complaint, the complaint is forwarded to the building principal/designee no later than the next school day. If the report is an informal complaint by a student that is received by a teacher or other professional employee, he/she prepares a written report of the informal complaint that is forwarded to the building principal/designee no later than the next school day.

## Complaints

### 1. Formal Complaints

Students and/or their parents or guardians may file reports regarding suspected hazing, harassment, intimidation, bullying and/or dating violence. The reports should be written. Such written reports must be reasonably specific including person(s) involved; number of times and places of the alleged conduct; the target of suspected harassment, intimidation and/or bullying and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator. They are promptly forwarded to the building principal/designee for review and action.

### 2. Informal Complaints

Students, parents or guardians and school personnel may make informal complaints of conduct that they consider to be harassment, intimidation and/or bullying by verbal report to a teacher, school administrator or other school personnel. Such informal complaints must be reasonably specific as to the actions giving rise to the suspicion of hazing, harassment, intimidation and/or bullying, including person(s) involved, number of times and places of the alleged conduct, the target of the prohibited behavior(s) and the names of any potential student or staff witness. The school staff member or administrator who receives the informal complaint promptly documents the complaint in writing, including the above information. This written report by the school staff member and/or administrator is promptly forwarded to the building principal/designee for review and action.

### 3. Anonymous Complaints

Students who make informal complaints as set forth above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. The anonymous complaint is reviewed and reasonable action is taken to address the situation, to the extent such action (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of hazing, bullying and/or dating violence.

## Intervention Strategies

### 1. Teachers and Other School Staff

In addition to addressing both informal and formal complaints, school personnel are encouraged to address the issue of hazing, bullying and/or dating violence in other interactions with students. School personnel may find opportunities to educate students about harassment, hazing, intimidation and bullying and help eliminate such prohibited behaviors through class discussions, counseling and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating or intimidating another student/school personnel, even if such conduct does not meet the formal definition of harassment, hazing, intimidation or bullying.

### 2. Administrator Responsibilities

#### A. Investigation

The principal/designee is notified of any formal or informal complaint of suspected harassment, hazing, intimidation or bullying. Under the direction of the building principal/designee, all such complaints are investigated promptly. A written report of the investigation is prepared when the investigation is complete. The report includes findings of fact, a determination of whether acts of hazing, bullying and/or dating violence were verified, and when prohibited acts are verified, a recommendation for intervention, including disciplinary action, is included in the report. Where appropriate, written witness statements are attached to the report.

Notwithstanding the foregoing, when a student making an informal complaint has requested anonymity, the investigation of such complaint is limited as is appropriate in view of the anonymity of the complaint. Such limitation of the investigation may include restricting action to a simple review of the complaint (with or without discussing it with the alleged perpetrator), subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

## B. Nondisciplinary Interventions

When verified acts of hazing, bullying and/or dating violence are identified early and/or when such verified acts do not reasonably require a disciplinary response, students may be counseled as to the definition of the behavior, its prohibition and their duty to avoid any conduct that could be considered harassing, hazing, intimidating and/or bullying.

If a complaint arises out of conflict between students or groups of students, peer mediation may be considered. Special care, however, is warranted in referring some cases to peer mediation. A power imbalance may make the process intimidating for the victim and therefore inappropriate. The victim's communication and assertiveness skills may be low and could be further eroded by fear resulting from past intimidation and fear of future intimidation. In such cases, the victim should be given additional support. Alternatively, peer mediation may be deemed inappropriate to address the concern.

## C. Disciplinary Interventions

When acts of harassment, intimidation and bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Anonymous complaints that are not otherwise verified, however, cannot provide the basis for disciplinary action. In and out-of-school suspension may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation.

Expulsion may be imposed only after a hearing before the Board of Education, a committee of the Board or an impartial hearing officer designated by the Board of Education in accordance with Board policy. This consequence is reserved for serious incidents of harassment, intimidation or bullying and/or when past interventions have not been successful in eliminating prohibited behaviors.

Allegations of criminal misconduct are reported to law enforcement, and suspected child abuse is reported to Child Protective Services, per required timelines.

### Report to the Parent or Guardian of the Perpetrator

If, after investigation, acts of harassment, intimidation and bullying by a specific student are verified, the building principal/designee notifies the parent or guardian of the perpetrator, in writing, of that finding. If disciplinary consequences are imposed against such student, a description of such discipline is included in such notification.

Strategies are developed and implemented to protect students from additional harassment, intimidation or bullying, and from retaliation following reporting of incidents.

### Reports to the Victim and His/Her Parent or Guardian

If, after investigation, acts of bullying or hazing against a specific student are verified, the building principal/designee notifies the parent/guardian of the victim of the finding. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator.

Bullying matters, including the identity of both the charging party and the accused, are kept confidential to the extent possible. Although discipline may be imposed against the accused upon a finding of guilt, retaliation is prohibited.

School administrators shall notify both the parents of a student who commits acts of harassment, intimidation, bullying and/or dating violence and the parents or guardians of students against whom such acts were committed, and shall allow access to any written reports pertaining to the incident, to the extent permitted by law.

### Police and Child Protective Services

In addition to, or instead of, filing a complaint through this policy, a complainant may choose to exercise other options including, but not limited to, filing a complaint with outside agencies or filing a private lawsuit. Nothing prohibits a complainant from seeking redress under any other provision of the Ohio Revised Code or common law that may apply.

The District must also investigate incidents of hazing, bullying and/or dating violence for the purpose of determining whether there has been a violation of District policy or regulations, even if law enforcement and/or the public children's services are also investigating. All District personnel must cooperate with investigations by outside agencies.

The Jackson-Milton Board of Education believes that hazing is inconsistent with the educational process and is prohibited at all times. No administrator, staff member, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student shall plan, encourage, or engage in any hazing.

#### MEDICAL INSURANCE:

JM does not maintain medical coverage for student-athletes. Therefore, student-athletes are responsible for any medical expenses that may result from an athletic-related injury. At a reasonable premium, the school offers a supplemental insurance program through an outside company that does provide coverage in situations when the parents' insurance policy is not adequate.

#### TRAVEL/TRANSPORTATION:

All athletes must travel to and from athletic contests, scrimmages, and practices in transportation provided by the Jackson-Milton Board of Education. These vehicles will be operated by properly trained and licensed drivers whose prime concern is the student's safety and well-being.

Students are expected to conduct themselves in a responsible manner and abide by all regular school bus rules. The coach is ultimately responsible and should anyone become unruly, and/or disruptive, he/she may be excluded from school transportation. Athletes should dress appropriately and in good taste when traveling to another school.

Athletes must remain with their squad and under the supervision of a coach/advisor when attending away events. Parent must sign out student if not riding the bus home.

Coaches, athletes currently on the team, camera operators and statisticians are the only people permitted to ride the bus to/from contests.

#### AWARDS CEREMONY:

1. Athletes are expected to attend the awards ceremony. Any athlete who is not present, will forfeit their athletic letter and awards unless a valid excused absence is provided.
2. If equipment/uniform is not returned before the awards ceremony, the athlete will not receive his/her awards.
3. If after the awards ceremony the issued equipment/uniform is still not returned, the athlete will not be permitted to participate in the next sport season. The obligation will continue until paid in full.

## ATHLETIC ELIGIBILITY REGULATIONS

#### AGE LIMITATION:

If a student enrolled in high school attains the age of 19 (or 15 in MS) before August 1 of a given year, the student shall be ineligible to participate in the interscholastic athletic program. On 20<sup>th</sup> birthday, you are deemed ineligible by OHSAA. Students in MS who turn 15 years of age before August 1<sup>st</sup>, can play on the high school team but only allowed 8 semesters of eligibility.

#### PHYSICAL EXAMINATION:

The athlete must have been certified by a physician as physically able to participate. Physical examinations are good for one calendar year. The OHSAA physical examination cards will be on file with the Athletic Director.

## ACADEMIC ELIGIBILITY:

### Nine-Week Checks:

1. The nine-week eligibility will be based on a GPA of 1.0. Students in 9-12 must be passing at least five one credit subjects or the equivalent which count toward graduation. Students in grades 7-8 must be passing at least four one credit subjects.
2. Students declared ineligible for a nine week grading period will be given notification by the athletic director and/or the head coach. Nine-week ineligibility consists of the following next nine weeks. All head coaches will be notified by the principal and/or athletic director of students that are ineligible.
3. Athletes' are NOT permitted to participate in any games or contests while ineligible.
4. The last grading period of the school year is the eligibility for the first grading of the next school year.

## RESIDENCE:

To be eligible to participate, the JM student-athlete and his/her parents (or guardian) must be a legal resident of the Jackson-Milton School District. Any modification of this rule must be approved by the Jackson-Milton Superintendent and the Commissioner of the OHSAA.

## OPEN ENROLLMENT:

The Jackson-Milton Local Schools will follow the OHSAA rules and regulations regarding the eligibility of open enrollment students.

## FOREIGN EXCHANGE PARTICIPATION:

Only those foreign exchange students who appear on the OHSAA list approved by the State Commissioner are eligible to participate.

## RISK OF PARTICIPATION:

All athletes and parents must realize that participation in athletic competition carries with it the risk of injury, which at times may be serious in nature. The Jackson-Milton Schools will reduce this potential through the following actions:

1. Conducting mandatory preseason parent meetings to fully explain the athletic policies and to discuss the potential for injury.
2. Maintaining a continuing education program for coaches to learn the most up-to-date techniques and skills to be taught in their sport.
3. Requiring current CPR certification for all coaches.
4. Requiring criminal background checks for all coaches.
5. Requiring current Pupil Activity Validation Permits (sports medicine) for all coaches.
6. Maintaining safe and healthy facilities.
7. Teaching athletes the proper techniques of the particular sport.

Team practices are to be ran by the board approved coaching staff once all of their necessary credentials are met and/or approved by the athletic department. Individuals who have not met this criteria should not be practicing with the team.

## ATHLETIC AWARDS

7<sup>th</sup>, 8<sup>th</sup> - Participation Certificate

9<sup>th</sup>-12<sup>th</sup> Non-Letter winners- Participation Certificate

First Varsity Award – Letter, Insert and Bar

2<sup>nd</sup> Year Varsity Award – Small Plaque and Bar

3<sup>rd</sup> Year Varsity Award – Medium Plaque and Bar

4<sup>th</sup> Year Varsity Award – Large Plaque and Bar

Ed Milo Award, Colleen Carney Award, Chuck Ripley Award, Clyde Lay Award, Billy Patton Award, Tiffany Obradovich Award

### EARNING A VARSITY LETTER:

In all sports the athlete must complete the season as a squad member in good standing. In addition the athlete must meet the following criteria by sport:

BASEBALL, SOFTBALL, GOLF: Must have participated in one-half of the contests at the varsity level.

VOLLEYBALL: Participate in two consecutive serves in one half of all games played by the team..

FOOTBALL, & BASKETBALL: Must have participated in one-half of the varsity season total quarters.

TRACK: Must earn 15 individual points throughout the season. Breakdown of points is in the coach's rules packet.

CROSS COUNTRY: Earn 12 points in the season. Breakdown of points is in the coach's rules packet.

SOCCER: Must have participated in one-half of the regular season halves.

WRESTLING: Must earn 50 individual points throughout the season. Breakdown of points is in the coach's rules packet.

## SPORTS AND WEATHER

Generally speaking, practices and games will still be played when it is raining or snowing. Only during extreme weather will events be canceled. The cancellation of school will cause the postponement of all games, unless the Athletic Director and Superintendent from both schools decide to play. For outdoor sports, at the first sight of lightning and/or thunder, play will be suspended until 30 minutes after the last bolt of lightning has been seen, as per OHSAA guidelines.

If school is canceled, it is the head coach's discretion to conduct practice that day. The following guidelines will apply:

1. Practices may be held after 12:00 noon once the roads have been cleared;
2. Practices are for varsity programs only; middle school teams will not practice.
3. Athletes will not be punished for not attending.

## TICKET POLICIES

- Student /Athlete Pass—admission to home events for athletes in grades (7-12) during both the fall and winter sports seasons. These passes are mandatory for admission.
- Athletic Pass—admission to All Home Regular Season Events during the fall and/or winter seasons. Cost: Prices Vary
- All ticket prices are adopted by the MVAC Board.

## BOOSTERS

The JM-Sports Club works with the athletic department to generate thousands of dollars for the student/athletes of our school district and annually awards a scholarship to a male and a female student-athlete. The JM Foundation, Inc. also contributes significant funds to the athletic department to help support and improve JM athletic programs. Their fundraising activities and contributions are essential to our programs, and we appreciate and encourage parents and community members involvement in this work

All fundraising done by teams will be ran through the JM-Sports Club. The coach will work directly with the JM-Sports Club to ensure all fundraising requirements are met. Coaches should discuss all fundraising and team purchases with the athletic department BEFORE taking any action.

# Spectator Removal Guidelines

The following guidelines will be enforced when a spectator is removed from an Athletic event. The following guidelines are offenses that occur within a school year.

## First Offense:

1. Meet with the High School Principal and Athletic Director prior to the next athletic event. The Principal and/or Athletic Director will contact the spectator following the day of removal.
2. The spectator will be banned from ALL athletic events for one (1) week, from the date of removal. A minimum of 2 games.
3. A written statement will be provided to the spectator of the ban and filed in the Athletic Director's office.
4. If the removal is the last contest of the season and/or school year the ban will carry over to the next sporting season and/or school year.

## Second Offense:

1. Spectator will be banned from ALL athletic events for the remainder of the sporting season. A minimum of 5 weeks.
2. High School and/or Athletic Director will notify the spectator by phone and by a written letter of the ban. The letter will be filed in the Athletic Director's office.
3. If the removal occurs prior to the season ending and/or school year the ban will carry over to the next sporting season and/or school year.

## Third Offense:

1. Spectator will be banned from ALL athletic events for one (1) calendar year of the date of removal incident.
2. High School and/or Athletic Director will notify the spectator by phone and by a written letter of the ban. The letter will be filed in the Athletic Director's office.