2026-27 BCSD & CHARTER/HOMESCHOOL

Athletic Guidelines

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PURPOSE

This set of guidelines aims to provide students, parents, and the community with a resource for answering questions about the athletic programs of Beaufort County School District (BCSD).

PHILOSOPHY

It is the philosophy of the BCSD that a well-administered and comprehensive athletic program is essential to young people's overall development. A well-designed program features a wide variety of opportunities to meet the needs of a diverse student population, provide well-prepared and student-oriented coaches and advisors, and articulated expectations and regulations regarding participation. Defined roles for students and parents are essential to assuring that programs are operated for the benefit of students and serve as a source of pride for the schools and community.

HOW TO USE THIS MANUAL

This manual is divided into sections according to policies and procedures. Sections are provided for students and parents. In some cases, policies and procedures may be presented in multiple sections.

CHARTER/HOMESCHOOL STUDENT PARTICIPATION

Charter/Homeschool students must meet SCHSL guidelines for eligibility and be approved by BCSD before participating in any extracurricular activities at their zoned school. Information in this guideline applies to all voluntary participation in BCSD athletic and extracurricular activities.



Administrative Organization | Chain of Command

District Director of Athletics

The district director of athletics is responsible for administering BCSD athletics according to the adopted policies of the school board. It is their duty to establish a defined school athletic policy and understand that policy. The director shall represent the school district as its foremost professional educator in dealing with other schools, associations, and social institutions.

Middle School (MS) / High School (HS) Principal

The principal is the school's official representative and is directly responsible for the student body's general attitude and the athletic affairs' conduct by the athletic director and the coach.

Athletic Director (AD)

The AD is directly responsible to the MS/HS principal. The primary responsibility of the athletic director is the administration and supervision of the interscholastic program at BCSD. The athletic duties will be those described in the AD job description and any others as designated by the MS/HS principal. The athletic director will provide the leadership necessary for the day-to-day operation of the athletic department.

Assistant Athletic Director

The assistant athletic director will take on the role given by the athletic director and will be assigned duties by the athletic director. Duties could include setting up and taking down athletic-related events, collecting equipment, collecting, and counting uniforms, and monitoring facilities during practice times, tournaments, and contests.

Head Coach

All head coaches shall be responsible to the athletic director for the total operation of their respective athletic and activity team/group. Head coaches shall act as official representatives of BCSD as they carry out their responsibilities. Head coaches will be responsible for the regular duties required for a school competition, described in the coach's job description, and any duties delegated by the athletic director.

Assistant Coaches

This person will take on the role of assistant and will be assigned duties by the Head Coach, helping to run the overall aspects of the sports team or activity group. Assistant coaches will be responsible for the duties required for school competitions as described in the coach's job description and any duties delegated by the athletic director.

Trip Chaperone

The trip chaperone position is utilized when the athletic department does not have an assistant coach for the team or group, and two people must attend with the group. The trip chaperone will take on an advisory role and help the Head Coach with the duties of an assistant coach during the trip. The Trip Chaperone is not a paid or stipend position, but the school will provide hotel and per diem. The Trip Chaperone must be a BCSD-approved volunteer in good standing.

Volunteer Coach

This person will take on the role given to them by the athletic director or by a head coach in case of being assigned as an assistant coach. This position is not paid or has a stipend. The Volunteer Coach must be a BCSD-approved volunteer in good standing.

Student-Athlete Roles and Responsibilities | Requirements for Participation

Academics

The South Carolina High School League (SCHSL) academic regulations guide student-athletes participating in interscholastic sports. These academic requirements must be met and verified before participation in tryouts, practices, or events. Students or teams that violate these regulations are subject to disciplinary actions by the SCHSL and the school administration.

Middle school students are subject to the SCHSL rules for eligibility. Additionally, BCSD requires a 2.0 GPA for middle school athletic eligibility. All middle and high schools are responsible for sharing these standards with students and parents. All middle and high schools are responsible for enforcing all policies.

Academic Support

All students participating in athletic or extracurricular activities representing the school are subject to Administrative **Regulation SS-36 Student Athletics (Section V.) and IS - 43 Grading/Assessment Systems**. Schools will collect grades bi-weekly and provide tutoring services to assist students who have grades 70 or below in any area. Students will be given at least four (4) weeks to raise their grades or may be subject to non-participation until grades improve.



2.0 GPA Requirement:

BCSD's 2.0 GPA Policy clearly states that for any student to participate in any athletic team or competition, a GPA of 2.0 must exist. All classes are counted in the overall GPA. To be eligible in the first semester, the student must meet the following:

Academic Requirements

To participate in interscholastic activities, students in grades nine through twelve must achieve an overall passing average and either:

1. Pass at least four academic courses, including each unit the student takes that is required for graduation. The required courses are as follows:
    - English/Language Arts 4 Units.
    - US History and Constitution 1 Unit.
    - Economics (1/2 Unit), Government (1/2 Unit) 1 Unit.
    - Other Social Studies 1 Unit.
    - Personal Finance 1/2 Unit.
    - Mathematics 4 Units.
    - Science 3 Units.
    - Physical Education or ROTC 1 Unit\
    - Computer Science 1 Unit.
    - Foreign Language/CATE

or,

2. Pass a total of five academic courses.

Students must satisfy these conditions in the semester preceding participation in the interscholastic activity if the interscholastic activity occurs completely within one semester or in the semester preceding the first semester of participation in an interscholastic activity, or if the interscholastic activity occurs over two consecutive semesters and is under the jurisdiction of the SCHSL.

General Conduct

Students who represent the school through athletics do so as a privilege. BCSD seeks to have our best students, representing high values of integrity, citizenship, and positive role modeling, and represent the school and the community. All students representing the school through athletics are subject to the policies and guidelines of the **BCSD** and the **BCSD Athletic Handbook.** This contract between the school and students is completed each year and applied to all programs outlined by the BCSD or school. Before signing the contract, students must refrain from participating in practice, rehearsals, or events.

Classroom Conduct

Students' leadership in athletics should be demonstrated in the classroom first. When a student plans their involvement in any of the school's activities, they must prioritize doing the best they can in their academic studies and classroom preparation. In addition to good scholarship, the expectation for students who represent the school is that they always respect staff and classmates and are attentive to classroom activities. Good attendance is a primary aspect of this expectation.

While Representing the School

Whether on the field or in the community, student-athletes are expected to represent their school, their team, and themselves in the best way possible; student-athletes are under their coach's strict supervision and direction. Student-athletes will always address these individuals respectfully, using the titles Dr., Mr., Miss, Mrs., Ms., or Coach when speaking to them. Sportsmanship and respectful language to officials, judges, and other participants are always expected, **NO MATTER THE CIRCUMSTANCES**. Fighting and using profanity or obscenities will be grounds for immediate suspension from the activity as determined by the Coach or school administration.

Training Rules

Attendance

Students absent from school for health reasons are ineligible to participate in athletics on the day of their absence. If students are too ill to attend class, they are not physically prepared, and it is unsafe for them to be around other students for athletic participation. If the health reasons are associated with a trip to the hospital or doctor's care, a note from the physician or team trainer may be required to participate in physical contact sports. A high school student must attend at least two of the four blocks a day. A middle school student must attend at least three periods a day.

Practice

Students representing the school must attend all practices for their team; exceptions will only be made with the prior approval of the Coach. Failure to attend practice will result in disciplinary action, which could result in removal from the activity if repeated. Activities are of a group nature; failure to attend practice/rehearsal not only means that the absent student is unprepared, but in most instances, the absence hurts the performance of others.

Athletic/Extracurricular Policies

Eligibility

The student and their family must ensure that the student meets all the school's eligibility requirements, BCSD, and the SCHSL. Students may only participate in tryouts, practice/rehearsal, or events once they have met all aspects of eligibility. No student is permitted to participate in open season or regular season unless they meet all requirements to be listed on the SCHSL team roster. All athletes listed on the SCHSL team roster are covered by BCSD Insurance and SCHSL Catastrophic Insurance. ***It is the responsibility of the student and their family to understand the eligibility rules of the BCSD and the SCHSL; school officials can and will assist, but issues of grade calculation, number of passed credits, and the minimal number of credits required are primarily the responsibility of the family and student. (Revised July 2024)***

Tryouts

Any student who is qualified under the rules of the school, the BCSD, and the SCHSL is eligible to try out for an athletic team. The length of the tryout period should be enough to give students adequate time and opportunity to demonstrate their skills. In the case of athletic teams, this should be a minimum of three (3) days, which may include practice time to learn routines for an activity, such as cheerleading. No student should be coerced into participating in one sport or activity over another. Coaches and advisors shall not use their authority to influence or limit participation or to direct a student toward a particular sport or activity. If the tryout period is missed due to unforeseen circumstances, the parent/athlete may appeal to the school's athletic director and the principal.

A student becomes a member of a team or activity on the first day of practice if no tryout is involved, or when the team list is posted after tryouts are completed. Coaches, directors, and advisors are responsible for speaking with students about their tryouts. For students who do not make the team or activity, coaches are expected to explain why they did not qualify and what they might do to improve. As teachers, coaches are responsible for providing feedback that will help students grow.

Transferring to Other Teams or Activities

Once students have been placed on a team roster or activity due to attending practice or a tryout, they are expected to complete their involvement with that team. All team obligations must be met before joining off-season conditioning/workouts or trying out for another activity. Once the athlete has completed the activity, they must be allowed the minimum three (3) day tryout. Appeals may be made to the athletic director of the school and then the principal.

Suspended Students

SS – 18 Student Code of Conduct and SS – 39 Suspension, expulsion, and alternative program assignment of students

In School or Saturday School Suspensions

If a student is assigned to In-School Suspension (ISS) or Saturday School (SS) attendance for two (2) or more periods/blocks, they are ineligible on the day of the assigned ISS or SS.; this includes practice.

Out of School Suspensions

Suppose a student is assigned Out of School Suspension (OSS). They are ineligible for practice and contest from when the suspension begins and will continue until the day the student returns to school. Students who are assigned out-of-school suspension Tuesday through Friday may practice on Monday.

Assignments to Alternative Program or placed on Home-based (IEP)

Students assigned to the alternative program are not eligible for participation in school activities.

Equipment/Uniforms

BCSD schools issue uniforms and equipment to students. BCSD shall ensure that equipment is safe and meets the requirements of the sport or activity as required by the NFHS and SCHSL. Equipment issued is the student's responsibility; it cannot be used without authorization or be loaned to others. Students are responsible for keeping equipment in good condition to function correctly. Students are responsible for reporting unsafe equipment to their coaches and may not use equipment that the SCHSL, coach, or school has not approved.

Uniforms are only to be worn by those individuals to whom they have been issued. Students involved in athletics may only wear uniforms and accessories approved by the coach and the AD. For safety reasons, jewelry is not to be worn during athletic sporting events or competitions.

Travel

Students will only travel to contests away from school in vehicles provided by and operated under the supervision of the school or district unless prior approval has been obtained from the District's Risk Manager. Before contests, it is crucial for the student to be focused, remain a part of the group, and be subject to the supervision of their coach. Following the completion of the contests, a student may travel home with a parent/guardian but only with the express approval of the coach or administrator of the school; this should be done in advance. See **Appendix A-3.**

Dual participation (two school-sponsored activities)

When both coaches have granted prior approval, the AD or school administration for involvement in conflicting activities or on two or more athletic teams simultaneously, all parties shall agree on a schedule of practice times and contests. Follow this regulation to avoid removal from the school athletic team or activity.

Participation in External/Non-School Teams

It is common for students to participate or want to participate in an athletic activity outside the regular school program. The student and their parent/legal guardian should make this known to the school and the coach of the school-sponsored team. A meeting will be held involving the student, parent/guardians, external team coach, and representatives from the school. The purposes of this meeting are:

a) To ensure that a schedule of participation is established that protects the health and safety of the student to establish the student's primary involvement with the school-sponsored team during its season and that the outside organization is secondary regarding practice and competitions.
b) The coach of the school-sponsored team maintains the right to determine if the student's outside participation harms their school participation and make participation decisions based on such observations.

Quitting a Team or Activity

Quitting a team or activity is a serious action. Students who choose to leave a team or activity will have up to 24 hours to reflect on their decisions and to seek reinstatement through a meeting with the coach. Parents/legal guardians are encouraged

to attend this meeting. The coach will decide whether to make a recommendation to reinstate a student to the AD or the school administration. Students who quit a team will not be allowed to join another team or activity until the team they quit has concluded its season. Appeals may be made to AD and then the school principal.

Playing Time and Participation

Coaches decide who plays, how much they play, and what roles students take in activities. Students may legitimately question their role; in these cases, they must consult the coach in a one-on-one conference to clarify their role or make a case for playing more often or taking a greater role in an activity.

Middle School Student Participation on High School Teams

Middle School students may join high school sports at the middle school level, provided the following guidelines are followed:

- Parents/legal guardians meet with both the high school and middle school Athletic Directors to complete the **Middle School Student-Athlete Participation Form.**
- Middle school athletes added to sub-varsity or varsity teams cannot return to the middle school team for the same season.
- Parents/legal guardians acknowledge the maturity differences between pre-teens and teens in athletic settings and recognize potential challenges.
- Parents/legal guardians understand that there are no guarantees of playing time on sub-varsity and varsity teams.
- Parents/legal guardians recognize that remaining with their appropriate age group at the middle school level may lead to future opportunities at higher levels.
- Transportation from the middle school to sub-varsity or varsity events is not provided; parents/legal guardians are responsible for transporting the student-athlete.
- Parents/legal guardians acknowledge the possibility that the student- athletes may be transferred to sub-varsity or varsity teams when appropriate, after the middle school sports seasons have concluded.

NCAA Contacts and Eligibility

Student-athletes contacted by post-secondary coaches must immediately inform their coach and the AD. Because of the intensity of some recruiting efforts, students and their parents must do this to avoid violating recruiting regulations which may impact the student's present and future eligibility. Additionally, students and parents interested in post-secondary athletic participation can expect the school's AD and their coach to have information regarding academic eligibility and other regulations regarding NCAA, NAIA, and other organization rules for participation.

Students and parents/legal guardians serious about post-secondary athletic participation at an NCAA school can become familiar with regulations by viewing the website at: www.eligibilitycenter.net. This site contains academic preparation and qualifications information and provides a sign-up form for prospective student-athletes.

Your guidance counselor, AD, and coach should be able to help you interpret the regulations to determine if you qualify. The school's Guidance Office will have a list of NCAA-qualified courses. Student-athletes should register with the NCAA Eligibility Center.

Parent/Legal Guardian Roles and Responsibilities

Expectations-Supporting Your Child

Parents and legal guardians are encouraged to support their child's participation in athletics. We hope parents/legal guardians will positively approach their son's/daughter's participation. Outside of their everyday classwork, students involved in extracurricular activities, to include athletics, perform better academically and learn important skills. Examples of skills taught include participating as a group member toward achieving a common goal and time management. Parents and legal guardians will manage their schedules to attend their child's events, showing support and pride in the development of their adolescents.

A student's participation in sports is sure to be a source of pride for the family. A student's participation is usually public. Performance can be both good and bad; it is important to make participation positive. Congratulating students for having the courage to perform when others avoid it is an important aspect of helping students prepare for disappointment. Students develop self-esteem through extracurricular involvement as they move into college, the military, or the workplace. Poor performance should not be a source for criticism or belittling; it should, however, provide a foundation for growth and constructive analysis of what needs to be done to improve.

When or if things go poorly, public criticism of your child, another child, or the coach does little to improve the situation. These kinds of behaviors only embarrass your child and possibly others listening. When parents/legal guardians have a difference with the coach of an activity, they are encouraged to meet with the coach privately to discuss concerns. Coaches make the final decision but are responsible for explaining how they made their decisions. Face-to-face conversations provide an excellent time for constructive ideas on how students might improve.

Insurance

Although the BCSD carries limited insurance for all athletes and the SCHSL carries catastrophic insurance for severe injuries that require treatment beyond the limited coverage provided by the BCSD, parents are encouraged to assess the coverage and determine the appropriate level of insurance coverage for their child and to purchase any desired additional coverage privately.

Injury Protocol

Students and parents/legal guardians must immediately report all injuries to the head coach or athletic trainer as soon as symptoms occur. Only injuries sustained from practice or contests under BCSD-sponsored athletic activities will be covered. *(Please see the athletic trainer or athletic director for the BCSD insurance form.)*

Eligibility

All athletic teams have eligibility rules. It is the student's responsibility to meet these rules before participation. Parents/legal guardians can help by being aware of these rules as well. Many of these rules have been defined earlier in the section on "Student Roles and Responsibilities"; however, here are some general rules for review:

- All students participating on an athletic team or in an extracurricular activity where they will represent the school must read and sign Parent's Permission & Acknowledgement of Risk and Parental Permission Agreement Form "The Contract for Athletic Participation." This document must also be signed by the parent/legal guardian. The Agreement must be signed each school year and will cover the student for all activities they are involved in that term.
- All members of athletic teams must have a physical exam completed by a licensed medical provider on file before participating in any practices, scrimmages, or games; a physical is good for the entire school year. Per SCHSL, a physical must be dated after April 1st of the current school year and required for participation in the BCSD Open season on June 1st of the same school year.
- All members of athletic teams subject to the SCHSL must meet the academic requirements of the BCSD and the South Carolina High School League; these may be different at different schools due to the school's class schedule. Athletes and parents/legal guardians should check with the school's coach or AD.

Charter School and Homeschool Student Participation

Charter school and homeschool students must meet SCHSL guidelines for eligibility and be approved by BCSD before participating in any extracurricular activities at their zoned school.

Middle School Activities

Students below the seventh grade may not participate in interscholastic athletics. Students in grades 7 and 8 will not be permitted to participate on varsity interscholastic teams in football, wrestling, lacrosse, and soccer.

Age

A student who becomes 15 years of age prior to July 1 of the upcoming school year, will not be able to compete on an 8th grade and under team in any athletic activities. A student who becomes too old for a 7th and 8th grade team may be considered as enrolled in the 9th grade for eligibility purposes.

Advance Participation

A middle school student who participates for their team and then is promoted to a high school varsity, junior varsity, or other interschool squad, may not return to middle school competition during the current year in the same sport if he/she has participated in a game played by the advanced squad.

Play-Offs

No play-off beyond region level is permitted between 7th and 8th grade teams.

Travel

Middle schools will not permit their athletic teams to travel more than 150 miles round trip for any contest.



School's Role and Responsibilities

The BCSD believes that any quality, comprehensive school program includes an organized, diverse, and clearly defined athletics program.

Safety

Individual schools have a responsibility, in general, to conduct activities safely and to ensure, as much as practical, that students are properly prepared, and that the equipment students use is safe and properly certified for use. Schools provide regarding safety:

A. Ensure that all equipment has been approved for use and that the equipment has been certified using national or state standards (if appropriate).
B. Adequate and timely transportation to school-sponsored events with the team and maintain a cell or home phone listing to contact parents/legal guardians in case of late return. Coaches will remain until the campus is cleared of students.
C. The BCSD has implemented policies regarding severe weather, including heat stroke and lightning strikes.



Random Drug Testing of Students - Admin. Reg. SS-57
February 2023

I. Introduction. This Administrative Regulation establishes the Superintendent's expectation for the structure of random drug testing of students in the Beaufort County School District (BCSD). The BCSD strongly believes that drug use and substance abuse can be detrimental to its students' physical and emotional health and academic performance. It is from this belief and out of concern for students' well-being that the BCSD initiates a random drug-testing program. This drug testing program aims to help students and not be punitive. Therefore:

A. A positive test arising from this random drug testing program will not result in academic or disciplinary sanctions or notification to legal authorities, and,
B. A first positive test will not automatically result in ineligibility from any school activities.

However, this Administrative Regulation does not limit the application of any other BCSD administrative regulation or policy which allows for disciplinary sanctions or other consequences to be taken against a student who is using, in possession of, or distributing drugs or alcohol on school property or at school events.

II. Findings. The BCSD enacts this Administrative Regulation governing random student drug testing based on the following findings:

A. Drug and substance abuse by students is a serious problem throughout the nation;
B. Beaufort County, due to its demographics and status as a tourist destination, is particularly susceptible to substance abuse problems;
C. The BCSD wants to take a proactive stand on student drug and alcohol violations among Beaufort County students;
D. While the primary responsibility for addressing substance abuse by students rests with parents, the BCSD and the community at large also have a responsibility for addressing substance abuse by students;
E. The BCSD has implemented various prevention, education, and intervention programs to reduce substance abuse among Beaufort County students and is committed to continuing to address the substance abuse problem head-on rather than ignoring it;
F. The US Supreme Court has authorized the use of random drug testing of students who elect to participate in voluntary school activities that are privileges rather than rights;
G. An increasing number of school districts across the country have enacted random drug testing policies;
H. School districts that have enacted random drug testing policies report positive results in reducing drug use and discipline problems and in fostering a school culture resisting drug abuse;
I. Students who participate in athletics and other voluntary extracurricular activities are representatives of the BCSD and their schools and are often role models for other students;
J. Students who voluntarily drive to and from school are permitted to park on campus as a privilege. The school district has a particular interest in assuring the safety of these drivers, in campus parking lots, and of others on and near school campuses; and
K. A random drug testing policy for students engaged in voluntary school activities will likely be effective in reducing substance abuse.

III. Goals of Random Drug Testing Program. The random drug testing program is not intended to punish students but to help them. The goals of the random drug testing program are:

A. To educate the student population about the vast array of negative health and social consequences of drug use;
B. To deter drug use/abuse by students;

C. To identify students participating in extracurricular activities or driving to a school who may be abusing drugs and to determine the identity of the drug(s);
D. To provide information to parents so that parents can take appropriate steps at the family level;
E. To motivate students to resist negative peer pressure;
F. To provide opportunities for counseling and treatment for any student who is determined to be using/abusing drugs;
G. To help ensure the safety of students who participate in athletics, extracurricular activities, or driving privileges;
H. To remove the stigma of drug use/abuse from those students who do not use drugs;
I. To develop a drug-free program that produces students who can serve as role models and influence their peers to lead healthy and responsible lives; and
J. To complement the BCSD overall drug education program and encourage a 100% drug-free school environment.

IV. Students Subject to Random Drug Testing Program.

A. All eligible students in grades 7-12 who desire to participate in any of the following voluntary school activities or privileges must agree to participate in the random drug testing program:
    1. Interscholastic athletics – High School Level only;
    2. Other voluntary extracurricular activities – High School Level only;
    3. Campus parking privileges – High School Level only.
B. participation in the random drug testing program is mandatory only for students who elect to participate in the above voluntary activities, which are a privilege, not a right. Participation in the random drug testing program shall not be required as a condition of attending school or enrolling in any for-credit class.
C. Any parent of a student in grades 7-12 can consent to the student voluntarily participating in the random drug testing program, whether or not the student participates in any of the privileged activities listed above. As outlined in this Administrative Regulation, the same procedures will apply to all students participating in random drug testing.
D. The BCSD administration shall prepare a Drug Testing Consent Form to be signed by the student and the student's parent/legal guardian before the student tries out, practices, or otherwise participates in any voluntary activities. The consent requires students to submit to urinalysis testing for the presence of illegal drugs, performance-enhancing drugs, or other banned substances. The parent/legal guardian shall be given a copy of the signed Drug Testing Consent Form and a copy of or link to this random drug testing administrative regulation. The original Drug Testing Consent Form shall be kept in the student's official file.
E. Students who desire to participate in the voluntary activities or privileges covered by this program shall annually sign the Drug Testing Consent Form before participation in the activity listed in section IV.A., above, each school year. The Drug Testing Consent Form will only authorize random drug testing for the then-current school year. A new Drug Testing Consent Form must be executed each school year. If a parent/legal guardian or student refuses to sign the Drug Testing Consent Form, the student will be ineligible to participate in voluntary activities.
F. A signed Withdrawal of the Drug Testing Consent Form may revoke the Drug Testing Consent Form. A student who withdraws will no longer be subject to random drug testing and will be immediately removed from any voluntary activity and not be eligible for participation in the voluntary activities or privileges covered by this administrative regulation for 365 days from the withdrawal date.

G. A student who begins an extracurricular activity covered by this administrative regulation and then ceases the activity, voluntarily or involuntarily, will remain in the pool of students to be randomly drug and alcohol tested.

V. Implementation.

A. Key Implementation Roles.
   1. Contracted Test Administrator. The drug testing program will be implemented on the BCSD by a Test Administrator, an independent agency, or an entity operating under contract with the BCSD. The contracted Test Administrator shall have experience in implementing a drug testing program.
   2. Medical Review Officer (MRO). The contracted Test Administrator shall employ or provide by subcontract a licensed physician as a Medical Review Officer. The MRO will be certified by a national MRO certification organization.
   3. **Delegation to BCSD District Athletic Director.** The Superintendent delegates management authority of the random drug testing program to the BCSD District Athletic Director or their designee.
   4. Licensed Substance Abuse Professional (LSAP). Licensed substance abuse professionals with professional credentials acceptable to the Superintendent's designee shall conduct all substance abuse assessment and counseling services.

B. Role of BCSD employees. **BCSD personnel shall not assist with the actual testing or physical collection of the samples, shall have no access to the test samples, and shall not select the students who will be randomly tested.** The contracted Test Administrator will carry out these functions. BCSD employees will be expected to call students from class and assist with coordinating testing as needed.

C. Random Selection. Eligible students will be randomly selected for testing by the contracted Test Administrator using the following process:
   1. The BCSD District Athletic Director shall maintain a list of all eligible students who have signed Consent Forms. The list shall be updated before each testing date.
   2. Each eligible student on the list shall be assigned a number by the BCSD District Athletic Director or their designee.
   3. The BCSD District Athletic Director or their designee shall provide the contracted Test Administrator with a list of the students' numbers, categorized by the school.
   4. Before each testing date for each school, the BCSD District Athletic Director or their designee will notify the contracted Test Administrator as to what number or percentage of students will be tested.
   5. Before each testing date for each school, the contracted Test Administrator shall randomly generate a list of student numbers representing students to be tested at each school. Students absent on a testing date after their previous selection under this random selection process shall be added to the next randomly generated list. The list shall be maintained by the Test Administrator. It shall be provided only to the school Principal or their designee upon arrival at a school to begin testing students under this Administrative Regulation.
   6. On the date of each test administration at each school, the school principal or their designee will match the randomly generated student numbers with students' names and notify the students selected.
   7. Selected students shall be pulled from class for testing-on-testing day. There should be no notification given 24 hours prior to the administration and testing. The BCSD District Athletic Director's designation shall give enough notification for an assembly of students in time for the arrival of the testers to begin. Documentation of the selection process shall be maintained.

D. Absences. A student absent on a test day shall be excused from testing but added to the sample to be tested on the next testing date. However, a student present at school on the day of testing and avoids testing by leaving campus (or cutting class) without a valid excuse for that day shall be considered as having refused to be tested.
E. Refusal to Test or Tampering with a Test. A refusal to be tested, or an attempt to alter, substitute, degrade, or otherwise tamper with a test sample, shall result in the same consequences as a positive test.
F. Frequency of Tests. Random drug testing will be conducted at least monthly during the academic year. The dates of testing will not be publicized in advance.
G. Location of Tests. Testing will occur at each high school once per month from September through May of each school year. Testing may or may not occur on the same dates at multiple high schools each month. Testing dates will be assigned randomly by the Superintendent's designee and may be conducted on consecutive school days in different months.
H. Number of students tested. The BCSD intends to test at least fifteen (15%) percent of eligible students at each high school each year during each testing event.
I. Urine tests. Testing will be by urine specimen.
J. Confidentiality. All test results will be strictly confidential, including the maintenance of the sample throughout the collection and testing process. All reported results will be maintained by the Superintendent's designee in a locked file cabinet. Disclosure of test results will be limited to those who need to know to implement this administrative regulation.
K. Notification to Coach or Sponsor. When under this Administrative Regulation, a student becomes ineligible to participate in any voluntary activity, the principal shall inform the school's athletic director and the student's coach or sponsor (or administrator for parking permits) that the student is ineligible. Upon notification to the principal from the Superintendent's designee and from the principal to the coach or sponsor, the principal, school athletic director, coach, and sponsor are responsible for ensuring the ineligible student is allowed to participate only if allowed by this Administrative Regulation. Failure of the Principal, school athletic director, coach, and sponsor to adhere to the ineligibility notice may result in disciplinary action.

VI. Substances Tested. Substances for which students will be tested shall include:

Amphetamines, Barbiturates, Benzodiazepines, Cocaine, Ecstasy, Marijuana, Methamphetamines, Methadone, Opiates, PCP, and Propoxyphene.

Fentanyl will be added to the list of substances to be tested when determined it is needed.

At the recommendation of the contracted Test Administrator and determination by the Superintendent, students may be tested for other or additional substances for which use by a minor is illegal.

VII. Student Self-Reporting. Suppose a student, on any day before the day on which the student receives notice that they will be submitted to a drug test, voluntarily notifies their coach or the BCSD District Athletic Director of the possibility of a positive test result. In that case, they will be allowed to continue participation in interscholastic athletics. The self-report will be otherwise treated as the first positive test result to assign consequences. The student's parent/legal guardian will be notified, and the student will be required to follow the procedures for a first positive test noted below in Section VIII. B. Future instances of self-reporting will result in applying the consequences for the second and third positive test results, respectively.

VIII. Consequences of Positive Tests. Violations of this Administrative Regulation shall be cumulative. They shall carry over from the beginning of a student's first inclusion in the group of students eligible for this random drug testing to the student's graduation from the BCSD. For example, suppose a student who violated this Administrative Regulation in the prior school year again violates this Administrative Regulation in the current school year. In that case, the current school year violation shall be considered the student's second violation of this Administrative Regulation. Testing records will be maintained separately from a student's permanent academic record. They will be destroyed when the student graduates or is otherwise not enrolled in the BCSD for one year.

A. The BCSD drug testing program is not designed to detect medical conditions or the presence of authorized prescription medications; therefore, in the event of positive results, the student's parent/legal guardian is notified and is offered the opportunity to respond to the positive test by providing information regarding medications the student has been prescribed directly to the MRO. No such information should be requested or given directly to the BCSD personnel.

B. First Positive Test:

1. The MRO shall notify the BCSD District Athletic Director or their designee, who shall notify the principal of the student's school.
2. The Principal or his designee (who shall be an assistant principal) shall schedule a meeting with the student and the student's parent/legal guardian.
3. If a student tests positive for drugs, the student shall be ineligible for participation in extracurricular activities or use a parking permit on campus for 365 calendar days. However, suppose the student is assessed or schedules an assessment and begins treatment/counseling as contemplated in Section VIII below. In that case, the student's ineligibility will be waived, and they will remain eligible.
4. To maintain eligibility, within ten (10) calendar days of notification of a positive test, the student or their parent/legal guardian must provide the principal or their designee with written evidence from a licensed substance abuse professional the student has been assessed and has attended at least one (1) treatment or counseling session as contemplated in Section VIII, below. The written evidence shall include the projected length of treatment/counseling prescribed for the student. Suppose the student makes attempts to schedule the assessment and, due to the schedule of the licensed substance abuse professional, is unable to meet the ten (10) calendar day deadline. In that case, the student can provide a letter from the licensed substance abuse professional indicating the date scheduled for the assessment and that this date is due to the licensed substance abuse professional availability, and that the licensed substance abuse professional will notify the school if the scheduled assessment is not met.
5. At the end of the projected length of treatment/counseling prescribed for the student by a licensed substance abuse professional, the student or their parent/legal guardian shall be required to provide the principal, or their designee written evidence the student has completed the treatment/counseling, or the length of treatment/counseling has been extended. Failure to provide written evidence of successful completion or extension shall render the student ineligible for 365 calendar days or until written evidence is provided, whichever first occurs.
6. If the student elects not to provide proof of or fails to complete assessment and treatment/counseling, they shall be ineligible for 365 calendar days.
7. The student shall be subject to a mandatory retest after thirty (30) calendar days but within ninety (90) days of the first positive test. The contracted Test Administrator will identify the student for retesting on a regularly scheduled test date. School officials will need to find out whether the

student is being retested as a mandatory retest or whether the student's number was randomly drawn.

C. Second Positive Test:

1. The MRO shall notify the BCSD District Athletic Director or their designee, who shall notify the principal of the student's school.
2. The Principal or their designee (an assistant principal) shall schedule a meeting with the student and the student's parent/guardian.
3. The student will be ineligible to participate in the voluntary activities covered by this administrative regulation (interscholastic athletics, other extracurricular activities, and parking privileges) for 365 calendar days unless the student regains eligibility earlier, as provided below.
4. The student may regain eligibility before 365 calendar days upon compliance with all of the following requirements:
    a. The student shall satisfy Section VIII's substance abuse assessment/counseling requirement below. The student shall be considered in compliance once they have completed the substance abuse assessment and any recommended counseling/treatment program.
    b. The parent/legal guardian shall provide written certification to the principal or (who shall be an assistant principal) that the student has completed the required assessment and counseling/treatment program.
    c. A student must also test "negative" on a retest before regaining eligibility. This retest may be the mandatory retest provided in Section VII.B.5., below, or a privately arranged test by a licensed drug testing agency acceptable to the BCSD District Athletic Director or their designee. A privately arranged drug test shall be at the expense of the parent/guardian.
5. The student will be subject to a mandatory retest after thirty (30) calendar days but within ninety (90) days of the second positive test.

D. Third Positive Test:

1. The MRO shall notify the BCSD District Athletic Director or their designee, who shall notify the principal of the student's school.
2. The Principal or their designee (an assistant principal) shall schedule a meeting with the student and the student's parent/guardian.
3. The student will be ineligible to participate in the voluntary activities covered by this administrative regulation for at least 365 calendar days.
4. The student may regain eligibility after 365 calendar days upon compliance with all the following requirements:

    a. The student shall satisfy the substance abuse assessment/counseling requirement of Section VIII below and provide written proof of such completion to their principal or their designee.
    b. The student will be subject to a mandatory retest before regaining eligibility and must test negative at the mandatory retest.

IX. Substance Abuse Assessment/Counseling Requirement. Whenever a student is required to satisfy the substance abuse assessment/counseling requirement of this administrative regulation, the student shall:

A. Undergo a substance abuse assessment by a licensed substance abuse professional. A licensed substance abuse professional can be a psychologist, psychiatrist, or counselor licensed by SC LLR and trained in substance abuse counseling.
B. Provide the school principal or their designee (who shall be an assistant principal) with written certification by the licensed substance abuse professional that the substance abuse assessment has been completed.
C. Undergo counseling/treatment or other intervention, if any, as the licensed substance abuse professional recommends. The BCSD will not specify the requirements of any such counseling/treatment or intervention, as this will be based on the student's individual needs. The BCSD's interest is that the student receives whatever assistance is appropriate for the individual.
D. After a first positive test, eligibility may be regained prior to completion of the counseling/treatment program, as long as the student has undergone a substance abuse assessment and has begun a recommended counseling/treatment program. Suppose at any time during the recommended counseling/treatment program; it comes to the attention of the BCSD that the student needs to complete or comply with the program. In that case, the student will again be ineligible for 365 calendar days from the positive test date.
E. After a second positive test, eligibility may be regained upon successful completion of the assessment and counseling/treatment program. If the student fails to complete an assessment and counseling/treatment program, the student remains ineligible for 365 calendar days from the positive test date.
F. After a third positive test, the student will be ineligible for 365 calendar days from the positive test date. Eligibility will not be regained until the licensed substance abuse professional certifies that the student has completed any recommended counseling/treatment program.
G. Failure to fully cooperate or comply with substance abuse assessment or any counseling/treatment program recommended by the licensed substance abuse professional shall make the student ineligible for participation in the voluntary activities covered by this administrative regulation.

X. Test Procedures and Safeguards.

A. Students will be notified that they have been selected for testing up to 15 minutes before testing procedures begin. Students will be escorted to the testing location by a BCSD employee and will always remain under the employee's supervision and will not be permitted to leave the holding area at any time before the test is conducted. All samples will be collected following SAMHSA guidelines. Personnel from the testing laboratory will conduct testing; however, a BCSD employee of the same gender as each student tested will always remain in the vicinity of testing.

B. Urine test. Testing will be by urine specimen.
   1. No purses, bags, or containers may be taken into the collection area with the student. Students will be asked to empty their pockets before entering the restroom. All extra coats, vests, jackets, sweaters, etc., must be removed before entering the collection area
   2. The collector adds a bluing agent (food coloring) to the water in the urinal or toilet.
   3. The student is asked to rinse their hands and dry them. If no water is easily accessible, a non-alcoholic wipe may be used instead.
   4. The student and collector complete the drug testing custody and control form.
   5. The student is told to urinate directly into the provided container and should provide sufficient urine (at least 30ml) in one attempt. The student is also told to hand the urine container to the collector.
   6. The student enters a closed stall to collect the specimen, then hands the container to the collector.

7. The collector checks the volume, reads, and records the temperature within four minutes of collection, and looks for evidence of tampering. If tampering is suspected, a second specimen will be requested. A second suspected tampered specimen will be considered a refusal to test, and the BCSD District Athletic Director will be notified.
8. With the student watching, the collector will pour the specimen into the two bottles and recap the specimen bottles tightly.
9. The collector takes the bottle seals and places them over the caps and sides of the bottles, and ensures they are properly signed and initialed.
10. The sealed bottles are placed inside the transport bag.
11. The top lab copies of the drug testing custody and control form are folded with the top portion visible to the outside and placed in the Requisition Pouch. The transport bag and pouch are sealed as indicated. The student completes the COC and is given the donor copy of the form.
12. The student may then wash their hands and is then sent back to class.
13. The collector distributes the remaining copies of the form as required, being responsible for getting the appropriate copy of the form to the MRO promptly.

C. Screening test. The urine specimen shall be screened using an enzyme immunoassay (EIA) test or other screening test approved by the National Institute for Drug Abuse (NIDA).

D. I am confirming the test. If the screening test indicates the presence of a controlled substance, the specimen shall be subject to a confirming test by gas chromatography/mass spectrometer (GC/MS).

E. Split sample. Each student's urine sample shall be split into two samples. In the event of a confirmed positive test, a student may request that another NIDA-approved laboratory test a portion of their urine sample at the student's/parent's expense. If this test result is negative, the student/parent will be reimbursed by the BCSD.

F. Standards for a positive test. The contracted Test Administrator will use the standard cutoff scores generally used by the National Institute on Drug Abuse (NIDA) and the Substance Abuse and Mental Health Services Administration (SAMHSA) for determining a positive test result.

G. Use of licensed laboratory only. The contracted Test Administrator must use a laboratory appropriately licensed by the NIDA or SAMHSA.

H. Expense. The expense of the assessment or counseling/treatment program shall be the responsibility of the parent/legal guardian, not the BCSD. Grants are sometimes available to defray costs.

XI. Medical Review Officer.

A. Any confirming test reported as “positive” for the presence of a tested substance shall be reported directly to the MRO.

B. The MRO shall notify the student and the student’s parent/legal guardian of the test results and provide an opportunity to present information, such as the documented use of a prescription medication or an over-the-counter drug, which would render an apparent “positive” result invalid or “negative.”

C. Failure or refusal of the student or the student's parent/legal guardian to cooperate with the MRO shall constitute a refusal to test, considered a positive test.

D. The MRO shall inform the student and the student’s parent/legal guardian of the opportunity for an additional confirming test at the student’s/parent’s expense on the remaining sample of the student’s urine. If the additional confirming test is negative, the student/parent will be reimbursed by the BCSD.

E. If the MRO determines that an apparent “positive” test result is the result of a lawful use of a prescription or non-prescription drug, the test result shall be considered as “negative.”

F. If the MRO determines that the test results are verified and positive, the MRO shall inform the Superintendent's designee of this determination.

XII. Method of Sample Collection. The following procedures shall be used to collect urine specimens at individual schools.

A. Notice of Collection**.** All students selected for testing at a school **shall not** be notified simultaneously. A school administrator, counselor, or nurse will notify each student personally that they have been selected for testing immediately before testing. The student shall be required to proceed directly to the collection location upon being notified of selection. The student shall not be allowed to go to their locker, the restroom, or any other location for any reason before arriving at the testing site. The student may not leave the testing area until they have provided a urine specimen. Failure to follow these guidelines will result in consequences for a "positive" test result for the offending student.

B. Cooperation. If the student refuses to cooperate with school employees or the contracted Test Administrator's staff, the student's refusal to cooperate shall be treated as a "positive" test result.

C. Time of Collection**.** In general, urine specimens will be collected as determined by the contracted Test Administrator in conjunction with a school administrator.

D. Collection Location, Supplies, and Equipment**.** Each school and the contracted Test Administrator shall select by mutual agreement one (1) or two (2) restrooms to use for collecting urine samples.

E. Protection of Student's Privacy**.** The contracted Test Administrator's staff shall not view a student in the act of providing a specimen but shall monitor each student in a non-intrusive but controlled manner to detect any attempt to provide a false urine specimen. Immediately upon receipt of a urine specimen, it shall be tested to determine its temperature. All specimens outside of normal temperature limits will be considered invalid, and the student must provide another urine sample.

F. Chain of Custody**.** The contracted Test Administrator shall implement procedures to ensure that each student's urine sample is appropriately labeled and secured to prevent each sample from being lost, misplaced, or contaminated. At a minimum, the contracted Test Administrator shall:

1. Provide each student with a sanitized kit containing a specimen bottle. The bottle will remain in the student's possession until the collection staff places a seal on the bottle. The student will sign a form certifying that the bottle contains their urine sample, and that the specimen has been sealed. The seal may be broken only by the lab testing the specimen.
2. After the specimen has been sealed, the specimen shall be transmitted to the testing laboratory by the contracted Test Administrator.
3. To maintain confidentiality, the specimen bottle shall be labeled with the student's number, not the student's name. In addition, the results sheet mailed by the laboratory to the contracted Test Administrator or MRO shall report the results by student number and not by student name.

G. Inability to Provide Sample**.** The contracted Test Administrator shall implement appropriate procedures if a student refuses to provide a urine sample or states that they are physically unable to provide a urine sample. If a student says that they cannot provide a urine specimen, they will be given a reasonable amount of fluid to drink distributed reasonably through up to three hours. The student is not required to drink the fluids offered during the waiting period. The student will remain under observation by a district staff member for the duration of the waiting period. Any student who cannot provide a sample specimen at the time of the test after being provided ample time (three (3) hours) to do so, will be referred to Beaufort Memorial Express Care to provide a specimen within 24 to 72 hours. Beaufort Memorial Express Care locations include Port Royal, Okatie, and Bluffton. For testing with an outside

testing agency, the principal or their designee shall contact the parent, and the parent must agree to the following conditions:

1. Transportation shall be provided by the student or legal guardian to the testing facility.
2. The testing and reporting of the results shall occur within 72 hours.
3. The student shall be provided with the paperwork for a designated testing location. The student shall use the designated testing location. All testing fees will be covered by the Contracted Test Administrator.

XIII. Appeals.

A. Testing Result. A student may appeal a testing result to the BCSD District Athletic Director. The request for appeal should be made in writing within three school days following notice of the positive result. The student will not be permitted to participate in interscholastic athletics during the pendency of the appeal.

B. Imposition of Consequence. A student may also appeal the imposition of a consequence under this Administrative Regulation. The request for appeal should be made in writing within five school days following notice of imposition of the consequence to the BCSD District Athletic Director. The student will not be permitted to participate in interscholastic athletics during the pendency of the appeal.

XIV. EVALUATION AND REVIEW OF ADMINISTRATIVE REGULATION. The contracted Test Administrator shall provide periodic statistical reports (without identifying students' names) to the BCSD District Athletic Director, indicating the number of students tested and the numbers of first, second, and third positive test results by substance and by the school. The BCSD District Athletic Director will make an annual report to the Board regarding the impact of this Administrative Regulation.

Adopted: June 2015
Revised: February, 2016; January, 2018; September, 2019; February, 2023

Legal References:

A. US Const., Amend. IV

B. Federal Cases:
1. *Bd. Of Education of Independent School Dist. No. 92 of Pottawatomie County v. Earls*, 122 S. Ct. 2559 (2002).
2. *New Jersey v. TLO*, 469 US 325 (1985).
3. *Veronia School District 47J v. Acton*, 515 US 646 (1995).

C. Beaufort County Schools Coherent Governance Manual:
1. GC-1 Board Purpose.
2. GC-2 Governing Commitments (GC 2.1, 2.2, 2.3).
3. GC-3 Board Job Description (GC-3.4.b.c.d., 3.17).
4. GC-6 Annual Work Plan.
5. GC-11 Diversity Statement and Goals.
6. B/SR-4 Authority of the Superintendent.
7. B/SR-5.8 Superintendent Accountability.

8. OE-1 Global Operational Expectation.
9. OE-3 Treatment of Stakeholders (OE-3.1, 3.3).
10. OE-10 Communicating with the Board (OE-10.1, 10.2, 10.4, 10.6, 10.12, 10.16).
11. OE-11 Communicating with the Public (OE-11.1, 11.2.a.b.c).
12. OE-15 Safety and Security.

APPENDICES

Appendix A-1 Intra-District Transfer of Student-Athletes

1) There will be no approvals from the Student Services Office for any student wishing to transfer schools based solely on participating in athletics. However, the Student Services Officer (SSO) will grant approvals based on academic needs (i.e., Eagles Scholars, ECCO at WBECHS, IB, Aeronautical studies, CATE, Cambridge) not being met by a particular school. When this occurs, the student's transcript and course schedule will be reviewed first and then periodically to ensure that the reason(s) given are legitimate.

2) When a transfer for a student-athlete is sought, the following persons must be notified before seeking signature from the District Director of Athletics for the SCHSL (coaches of said sport, school AD, and school Principals). Signatures on the final letter will include both schools' Principals.

3) All conflicts must be resolved and communicated to the families involved before seeking approval from the District Director of Athletics or the SCHSL. Be honest in communicating to families that a student may only be deemed eligible to participate in sports if all steps are handled properly.

4) Follow these steps, and there will be no reason for any school to feel another school is recruiting athletes. Recruiting any student from one school to another to participate in a sport is not a practice, neither expected nor tolerated, in the BCSD. The focus should always be on academic attainment and educational achievement. Sporting programs are important to those participating but are still secondary to academics.

Appendix A- 2 Concussion Management Protocol

SCHSL Concussion Return to Play Form

This form is adapted from the Acute Concussion Evaluation (ACE) care plan on the CDC web site. www.cdc.gov/injury. All medical providers are encouraged to review this site if they have questions regarding the latest information on the evaluation and care of the scholastic athlete following a concussion injury. **Please initial any recommendations that you select.**

Athlete's Name _____ Date of Birth _____

Date of Injury _____

This return to play plan is based on today's evaluation. Date of Evaluation _____

Return to this office: Date/Time _____ Care plan completed by _____

Return to school on (date) _____

RETURN TO SPORTS

Please Note

1. **Athletes should not return to practice or play the same day that their head injury occurred.**
2. **Athletes should never return to play or practice if they still have ANY symptoms.**
3. Athletes, be sure that your coach and /or athletic trainer are aware of your injury, symptoms, and has the contact information for the treating physician. The following are the return to sports recommendations at the present time

The following are the return to sports recommendations at the present time:

PHYSICAL EDUCATION:

- ☐ Do Not Return to PE class at this time.
- ☐ May Return to PE class.
- ☐ Do not return to sports practice or competition at this time.
- ☐ May gradually return to sports practices under the supervision of the health care provider for your school or team.
- ☐ May be advanced back to competition after phone conversation with attending physician.
- ☐ Must return to Physicians for final clearance to return to competition.

OR

- ☐ Cleared for full participation in all activities without restriction.

Medical Office Information (Please Print/Stamp)

Physician's Name _____ Physian's Office phon:e _____

Physician's Signature _____ Office Address: _____

Gradual Return to Play Plan

Return to play should occur in gradual steps beginning with light aerobic exercise only to increase your heart rate (e.g. stationary cycle); moving to increasing your heart rate with movement (e.g. running); then adding controlled contact if appropriate; and finally return to sports competition.

Pay careful attention to your symptoms and you're thinking and concentration skills at each stage or activity. After completion of each step without recurrence of symptoms, you can move to the next level of activity the next day. Move to the next level of activity only if you do not experience any symptoms at the present level. If your symptoms return, let your health care provider know, return to the first level and restart the program gradually.

Day 1: Low levels of physical activity (i.e., symptoms do not come back during or after the activity). This includes walking, light jogging, light stationary biking, and light weightlifting (low weight – moderate reps, no bench, no squats).

Day 2: Moderate levels of physical activity with body/head movement. This includes moderate jogging, brief running, moderate intensity on the stationary cycle, moderate intensity weightlifting (reduce time and or reduced weight from your typical routine).

Day 3: Heavy non-contact physical activity. This includes sprinting/running, high intensity stationary cycling, completing the regular lifting routine, non-contact sport specific drills (agility – with 3 planes of movement).

Day 4: Sports Specific practice

Day 5: Full contact in a controlled drill or practice.

Day 6: Return to competition

Appendix A- 3 Student Driver Rules and Responsibilities

A student who desires to drive a private vehicle to or from a school district-sponsored, off-campus event and the student driver's parent(s) or legal guardian(s) must agree to abide by the rules and responsibilities below and must sign the release below. The option to drive a private vehicle is offered for the convenience of the student and their parent(s) or legal guardian(s) only.

Rules and Responsibilities

1. A student driver must have a valid South Carolina driver's license.
2. A student driver must have liability insurance as required by law.
3. A student driver must obey the school's rules regarding driving and parking vehicles on school property. Unsafe or illegal driving and unauthorized parking on school grounds are prohibited and may result in a revocation of the privilege to drive a private vehicle to off-campus events.
4. A student driver and their parent(s) or legal guardian(s) assume sole responsibility for the student driver driving to and from an off-campus event efficiently and safely. The school district has no duty to supervise the student driver's off-campus driving or to provide directions, driving advice, guidance, or vehicle maintenance/repairs.
5. Although the school district assumes no responsibility for policing or supervising a student driver's off-campus driving, a student driver should obey all traffic laws, rules, and regulations. A report to school district officials of unsafe or illegal driving by a student driver may result in a revocation of the privilege to drive a private vehicle to off-campus events.
6. A student driver and their parent(s) or legal guardian(s) have read and fully understand these rules and responsibilities and agree to abide by them.

_____	_____	_____
Student Name	Student Signature	Date
_____	_____	_____
Parent/Legal Guardian Name	Parent/Legal Guardian Signature	Date
_____	_____	_____
Parent/Legal Guardian Name	Parent/Legal Guardian Signature	Date

Release and Indemnity Agreement

I, the undersigned, understand driving a motor vehicle involves health and safety risks, including but not limited to automobile accidents, which can result in death, serious injury, and property damage. I knowingly accept complete responsibility for any injury or accident that may occur involving my child and the driver named below, and I assume any risks associated with any off-campus travel involving my child and the driver named below. I, at this moment, release and hold harmless the Beaufort County School District ("BCSD"), its Board of Trustees, employees, former employees, agents, representatives, attorneys, and insurers from any actions, causes of action, claims, damages, costs, attorneys' fees, loss of services, expenses, and compensation arising out of, in whole or in part, any off-campus travel and any injury occurring during such off-campus travel and involving the student and the driver named below. I also, at this moment, knowingly waive any such claims I may have. I further promise to indemnify and repay the BCSD, its Board of Trustees, employees, former employees, agents, representatives, attorneys, and insurers any sum or money they may be compelled to pay as a result of any claim arising out of or connected to the off-campus travel of the driver named below. These promises shall be binding on my heirs, legatees, administrators, and assigns. I have carefully read the preceding Release and Indemnity Agreement, know the contents thereof, and sign the same as my free act.

_____	_____	_____
Student Name	Student Signature	Date
_____	_____	_____
Parent/Legal Guardian Name	Parent/Legal Guardian Signature	Date
_____	_____	_____
Parent/Legal Guardian Name	Parent/Legal Guardian Signature	Date

Appendix A - 4 Off-Campus Student Pick-up Form

Release and Indemnity Agreement

I, the undersigned, understand driving a motor vehicle involves health and safety risks, including but not limited to automobile accidents, which can result in death, serious injury, and property damage. I knowingly accept complete responsibility for any injury or accident that may occur involving my child and the driver named below, and I assume any risks associated with any off-campus travel involving my child and the driver named below. I, at this moment, release and hold harmless the Beaufort County School District ("BCSD"), its Board of Trustees, employees, former employees, agents, representatives, attorneys, and insurers from any actions, causes of action, claims, damages, costs, attorneys' fees, loss of services, expenses, and compensation arising out of, in whole or in part, any off-campus travel and any injury occurring during such off-campus travel and involving the student and the driver named below. I also, at this moment, knowingly waive any such claims I may have. I further promise to indemnify and repay the BCSD, its Board of Trustees, employees, former employees, agents, representatives, attorneys, and insurers any sum or money they may be compelled to pay because of any claim arising out of or connected to the off-campus travel of the driver named below. These promises shall be binding on my heirs, legatees, administrators, and assigns. I have carefully read the preceding Release and Indemnity Agreement, know the contents thereof, and sign the same as my free act.

My child has traveled or will travel to a school district-sponsored event with a team, squad, club, or organization affiliated with a BCSD school involved in the event. My child will be picked up from the
event site by_____(an authorized adult). My child will not be transported back with the team, squad, club, or organization involved in the event. I accept full, complete, and sole responsibility for my child's supervision, protection, care, and custody as of the date and time below, and I release the BCSD from any such duties or liability.

_____	_____
Student Name	Event
_____	_____
Parent/Legal Guardian Name	Parent/Legal Guardian Signature
_____	_____
Date	Time

Appendix A- 5: Substance Abuse Counseling Sign-off Sheet SS-57-E(1)

Name of Student: Date:

School:

Date of Competed Assessment:

Counseling/Treatment Log:

Date of Counseling/Treatment Session	Counselor's Initials

Please check all that apply:

___ Individual Counseling
___ Family Counseling
___ Problem Solving Counseling
___ Contingency Management for Parents
___ Continued Therapy is not recommended at this time
___ Psychoeducation
___ Coping Skills
___ Behavior Modification

_____
Signature

_____
Name of Licensed Substance Abuse Professional

Date: _____

Contact Telephone Number: _____

Appendix A-6: Drug Testing Consent Form SS-57-E(2)

I desire that (student) be able to participate in some or all of the following voluntary activities or privileges offered by the Beaufort County Schools: interscholastic athletics, other voluntary extracurricular activities, and campus parking privileges.

I, at this moment, agree that:

- I have read and understand the Beaufort County School District Administrative Regulation governing random student drug testing. I have read and understand the regulation.
- (student) shall be enrolled in the Beaufort County Schools random drug testing program beginning with this school year and maybe drug-tested by the random drug testing regulation at any time during this school year while enrolled in the Beaufort County Schools.
- Drug tests of students under the random drug testing regulation are completely voluntary, and a student is never forced to undergo a drug test. However, a refusal to take a drug test will have the same consequences as a positive drug test.
- Drug test results may be released to the student, the parent/guardian, the contracted Test Administrator for Beaufort County Schools, the Medical Review Officer, the Superintendent's designee, and the school principal.

Dated: _____

Name of Student _____ Name of Parent/Guardian _____

_____ _____

Signature of Student Signature of Parent/Guarding

Appendix A-7: Drug Testing Opt-In and Consent Form SS-57-E(3)

While (student) might not participate in any of the following voluntary activities or privileges offered by the Beaufort County Schools: interscholastic athletics, other voluntary extracurricular activities, and campus parking privileges; I desire to participate in the Beaufort County Schools random drug testing program.

I, at this moment, agree that:

- I have read and understand the Beaufort County School District Administrative Regulation governing random student drug testing. I have read and understand the regulation.
- _____ (student) shall be enrolled in the Beaufort County Schools random drug testing program beginning with this school year and maybe drug-tested by the random drug testing regulation at any time during this school year while enrolled in the Beaufort County Schools.
- Drug tests of students under the random drug testing regulation are completely voluntary, and a student is never forced to undergo a drug test. However, refusing a drug test will have the same consequences as a positive one.
- Drug test results may be released to the student, the parent/guardian, the contracted Test Administrator for Beaufort County Schools, the Medical Review Officer, the Superintendent's designee, and the school principal.

Dated: _____

Name of Student _____ Name of Parent/Guardian _____

_____ _____

Signature of Student Signature of Parent/Guarding

Appendix A- 8: Withdrawal of Drug Testing Consent Form SS-57-E(4)

(Sign and return this form only if you wish to opt your 7th-12th grade child out of privileged activities and the drug testing program.)

I now withdraw consent for (student) to participate in the Beaufort County Schools random drug testing program. I understand, once this form is submitted, the student will not be eligible to participate in interscholastic athletics in 2015-2016. Beginning 2016-2017, all voluntary extracurricular activities privileges will be lost, and beginning 2017-2018, students will lose all campus parking privileges as well, 365 calendar days from the date on this form.

Dated: _____

_____ _____

Name of Student Name of Parent/Guardian

_____ _____

Signature of Student Signature of Parent/Guardian

_____

Name of School Official

_____

Signature of School Official

BEAUFORT COUNTY
SCHOOL DISTRICT

Middle School Student-Athletic Participation in High School Programs

Requirements and Expectations

Purpose
These guidelines are designed for students, parents, and the community to clarify questions related to middle school student participation in high school athletic programs of the Beaufort County School District (BCSD).

Philosophy
BCSD believes that a well-managed and comprehensive athletic program is essential for the overall development of young individuals. An effective program should provide diverse opportunities for a varied student population, feature well-trained and student-focused coaches and advisors, and establish clear expectations and regulations for participation. Clearly defined roles for both students and parents are crucial for ensuring that programs benefit students and cultivate pride within schools and the community.

Middle School Student Participation on High School Teams
Middle School students may join high school sports at the middle school level, provided the following guidelines are followed:

- Parents/legal guardians meet with both the high school and middle school Athletic Directors to complete the **Middle School Student-Athlete Participation Form**.
- Middle school athletes added to sub-varsity or varsity teams cannot return to the middle school team for the same season.
- Parents/legal guardians acknowledge the maturity differences between pre-teens and teens in athletic settings and recognize potential challenges.
- Parents/legal guardians understand that there are no guarantees of playing time on sub-varsity and varsity teams.
- Parents/legal guardians recognize that remaining with their appropriate age group at the

middle school level may lead to future opportunities at higher levels.

- Transportation from the middle school to sub-varsity or varsity events is not provided; parents/legal guardians are responsible for transporting the student-athlete.
- Parents/legal guardians acknowledge the possibility that the student-athletes may be transferred to sub-varsity or varsity teams when appropriate, after the middle school sports seasons have concluded.

Characteristics of an Exceptional Middle School Student-Athlete

- Learns easily and quickly
- Thinks clearly and comprehends sport-specific drills and progression
- Retains demonstrated skills in practice with minimal individual attention from the coach
- Exhibits independence, individualism, and self-sufficiency
- Focuses intently
- Adapts swiftly to complex maneuvers and ideas during drills
- Demonstrates skills, performance, maturity, and attitude at a level comparable to sub-varsity and/or varsity teams

Tryouts

All students who meet the eligibility criteria established by the high school, BCSD, and the South Carolina High School League (SCHSL) may try out for athletic teams. The tryout period must be a minimum of three (3) days, allowing students to adequately showcase their skills. This duration may include practice sessions for routine learning, such as cheerleading.

- No student should feel pressured to choose one sport over another.
- Coaches and advisors must not use their authority to influence or restrict participation in specific sports.
- If a student misses the tryout period due to unforeseen circumstances, parents or athletes may appeal to the school's Athletic Director and Principal.
- A student officially joins a team on the first day of practice if no tryout is required, or when the team list is posted after tryouts.
- Coaches must discuss tryout outcomes with students. If a student does not make the team, feedback on areas for improvement should be provided.

MIDDLE SCHOOL ATHLETIC DIRECTOR

(*Student Name)* _____ is currently a student at _____ (*Name of Middle School*) and will try out at _____ **(***Name of High School***)**

The parent/legal guardian and student-athlete have been informed of the competition level expectations at his/her zoned high school.

Middle School Athletic Director Signature**:** _____
Date: _____
Parent/Legal Guardian Signature: _____
Date: _____

HIGH SCHOOL ATHLETIC DIRECTOR

(*Student Name*) _____ will try out at _____ (*Name of High School*)

We have communicated with the Middle School Athletic Director, and I support the choice of the parent/legal guardian for this student-athlete to have immediate athletic eligibility at the high school upon successful completion of tryouts.

High School Athletic Director Signature: _____
Date: _____
Parent/Legal Guardian Signature: _____
Date: _____

APPROVAL STATUS

Approved: _____
Denied: _____
Signature: _____
Date: _____