NORTH FORK LOCAL SCHOOLS
ATHLETIC
HANDBOOK

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INTRODUCTION

The athletic program at Utica High School and Utica Middle School is an integral part of the overall education program in North Fork Local Schools.

As with the academic program, we offer levels of competition and strive to be as competitive as possible in those programs while maintaining a caring and positive posture toward students.

In addition to instilling a winning attitude and providing our athletes the desire to gain a competitive edge, we also want to stress the importance of good sportsmanship by all parties involved. Moreover, we want our athletes to follow not only the letter…. but also the spirit….. of the rules.

It is our belief that through diligent perseverance, hard work, and sacrifice, both on the part of coaches and the athletes, we can be competitive and successful in our endeavors on and off the playing fields.

This handbook has been prepared in order to give direction and definition to the athletic program in North Fork Local Schools.

Utica Athletic Department

Mission: To provide an environment through athletics to help students grow and achieve success
Vision: To be a distinguished athletic program that promotes community pride
We Value: Sportsmanship, work ethic, spirited competition, every athlete and the engagement of students, staff, and community

Goals:

- Provide Intentional Communication
- Fostering participation in multiple athletic programs
- Supporting coach development and professional development
- Promoting collaboration between our community and our school

FOCUS AREAS OF
THE NORTH FORK LOCAL SCHOOLS
ATHLETIC DEPARTMENT

Our athletic department will:

- provide the educational benefits available through interscholastic competition to a maximum number of participants that can be efficiently and properly handled.
- provide the best facilities and qualified staff possible
- provide a variety of sports activities according to the interests and needs of our students within the confines of our budget and facility.
- provide a program with the physical welfare and safety of all participants and spectators of prime concern.

The North Fork Local Schools Athletic Department believes the interscholastic athletic program, and other programs which support the interscholastic program, exist for the purpose of:

- Providing boys and girls who have interest and ability in sports with an outlet for the expression of these interests and abilities
- Providing an opportunity to experience important lessons of life which is a part of athletics.
    - The opportunity to see that many limitations, both physical and mental, can be conquered.
    - The ability to accept limitations, which cannot be overcome.
    - The joys of teamwork as well as individual accomplishments.
    - The ability to accept both victory and defeat gracefully.
- Teaching physical skills and good health habits which will be of lasting benefit to the individual.

Although the Athletic Department encompasses both middle and high school students, each sport program should show evidence of articulation from one level to the next. In so doing, it is imperative that each head coach work with the athletic director and building principals.

Utica athletic programs are a means to the end in developing well-rounded individuals. Utica athletic programs are never an end in themselves.

The objectives of the Utica Athletic Programs are to provide:

- Understanding and knowledge of the value of athletics.
- An understanding of why the school has athletics.
- Better health and fitness.
- A desire to succeed and excel.
- The opportunity for developing self-discipline and emotional maturity.

- The opportunity for developing social competence.
- The opportunity for developing an understanding of why rules are necessary
- The opportunity for developing respect for the rights of others
- The opportunity for developing a respect for authority
- The opportunity for developing a sense of fair play and sportsmanship
- The opportunity to think both as a member of a group and as an individual
- The opportunity to develop the values of striving for and reaching group goals

PROGRAM OPERATIONS

Keeping in mind that the head coaches are hired to coach and oversee the entire program and that their philosophy and style permeate the program, the head coaches shall work with all coaches in the total sport program to develop a style of play and direction of the program. The head coaches must set those parameters within the broader scope of the school district's philosophy and goals.

The head coaches shall work with the athletic director and building principals in setting parameters for the program. Specifics of each sport are not addressed in this philosophy because they may change from one sport to another and from one head coach to another.

The participation in an athletic program is a privilege *(not a right!), which the North Fork Local School affords its young people*. Although the department recognizes the value of athletic participation, the department does adhere to the belief that the structure or the interscholastic athletic program is triangular in shape. At the base of the triangle is the physical education/intramural program where everyone who wants to participate can participate. The next step is middle school interscholastic athletics. At this level, there is not universal participation. This is still a learning experience and there is more participation than at the next level of the triangle. At each successive step in the triangle, there are greater demands placed upon each student-athlete, yet more greater rewards. At the varsity level, there is no guarantee of playing time; however, each individual athlete who is part of the team should be made to feel as an integral part of the team.

In building this triangle, the coaching staff for each sport, with the approval of the building administration, does determine the size of it. While it is true that not

every member of the team receives equal playing time, and some may receive very limited playing time, the coaching staff needs to develop each individual athlete as much as possible.

The athletes as team members, must also understand that they are part of the team success and team goals.

Ohio High School Athletic Association

The purpose of this non-profit organization is to regulate, supervise, and administer interscholastic athletic competition among its member schools. This purpose shall be accomplished by cooperating with all agencies concerned with the health and educational welfare of high school and middle school students; determining qualifications of individual contestants, coaches and officials; providing information through literature and other materials to facilitate athletic relations among member schools; establishing standards for sportsmanship and competition and furnishing protection against exploitation of school or student and in any manner directed by member schools.

The management of the Association of the Board of Control, District Boards and Commissioner, and other such persons designated by the Board of Control make up the administrative body of the OHSAA. All sport regulations of the Ohio High School Athletic Association are strictly adhered to by all concerned with the Utica Athletic Department.

Licking County League Athletic Association

Utica High School and Utica Middle School are members of the Licking County League, which is administered by the principal and athletic director of the league schools and the league constitution. The purpose of the league shall be to provide wholesome interscholastic athletic competition, promote sportsmanship among its member schools, and encourage participation in other co-curricular activities.

Coaching Ethics and Responsibilities

All individuals who accept a coaching assignment in the North Fork Local School District are expected to adhere to and enforce all policies, rules, and regulations established by the district. Responsibilities of every coach include:

- To impress upon each athlete that academics is the primary purpose of attending school.

- To support the administration in all policies, rules and regulations.
- To support all other Utica coaches and their teams
- To suggest, recommend, and advise the Athletic Director of matters related to conduct or improvement of the department. Matters should be discussed in a professional manner and final decisions accepted and supported
- To work through the Athletic Director and Principal to minimize school disruptions due to athletic activities. Programs, rallies, and travel itinerary must have advanced approval.
- To encourage each athlete to achieve their potential academically and athletically

Athletic Job Descriptions:

A. Superintendent

1. Shall stay informed of athletic policies and procedures.
2. Shall support and interpret athletic policies and procedures to the public.
3. Shall be attuned to the needs both in facilities and staff for an efficient operation.
4. Shall communicate and interpret the athletic policies and programs to the Board of Education.
5. Shall continually make all athletic personnel conscious of Board policy.
6. Shall maintain a perspective of the role, scope, and influence of the athletic program as an integral part of the total educational experience of the youth and community it serves.
7. Shall be responsible for the total school operation including the athletic program through the delegation of authority to the principals, the athletic director and the coaches.

B. Principal

1. Shall be held ultimately responsible in all matters pertaining to interscholastic athletic activities involving high school (middle schools) and shall fulfill all duties and responsibilities pertaining there to.
2. Establish and restrict expenditures to a definite budget for each sport in cooperation with the head coach and the athletic director.
3. Determines the eligibility of all participants in the athletic program in cooperation with the athletic director.
4. Assists in the coordination of all activities, which may be arranged in connection with athletic contests.

5. Supervises and coordinates activities in relation to pep assemblies and other special athletic events.
6. Insures that all rules of the OHSAA are strictly upheld.
7. Reviews all coaching assignments annually with the athletic director.
8. Determines leave-policy for coaches attending clinics, tournaments, or contests and determine the feasibility of granting early dismissal to athletic teams

C. Athletic Director

1. Reports to the building principal.
2. Provides general supervision in the area of athletic programs, and represents the school in matters related to these fields.
3. Develops an athletic program, which includes participation by as many students as possible, taking into consideration the aspects of health, value of the program to the individual student and overall relation to the total academic program.
4. Cooperates, advises, and assists head coaches in evaluation of coaching staff. Reviews evaluations, adds his comments, and forwards to the building principal for review.
5. Assists the building principal in his selection, retention, and promotion of staff members in the athletic department for initial and renewal of contracts.
6. Coordinates the use of athletic facilities with other departments in the school and the athletic coaches.
7. Plans and recommends maintenance and development of facilities.
8. Recommends to the principal the purchase of equipment and materials that assist in the development of the department.
9. Prepares the athletic budget with the advice and assistance of the Principal and Superintendent.
10. Supervises all interscholastic activity, builds schedules, hires officials, secures all the necessary personnel to insure efficient management of contests.
11. Arranges transportation for athletic events.
12. Serves as treasurer of the athletic funds and supervises all money collected and spent, maintains necessary records of all monies received and dispersed, and makes financial reports to administration.
13. Organizes and operates the Athletic Department in accordance with the Ohio High School Athletic Association rules and regulations, the North Fork Local Schools Board of Education and administrative regulations.
14. Represents the school district in the community in all matters pertaining to his area of athletics.

15. Provides leadership, direction, cooperation, and encouragement to all community and school booster organizations.
16. Coordinates the purchase of all athletic supplies with the respective head coaches. Makes the final decision on purchases of all athletic equipment by coaches.
17. Coordinates and directs the duties of the athletic secretary, the trainer, faculty and ticket managers, game day support personnel, and the publicity personnel.
18. Supervise all athletic awards nights so as to treat all sports equally at the awards level
19. Provides professional development opportunities for the coaching staff.
20. Assume additional duties as assigned by the school administration.

D. Head Coach

Head coaches will be selected on the basis of the most qualified person available for such a position. Ohio Revised Code (RC 3313.53) requires that school districts first seek licensed teachers (any certified staff) to fill supplemental positions; should a licensed teacher (any certified staff) not meet the qualifications for the position, the position may be offered to a non-licensed person if all ORC standards are met (Ohio School Law,7.11). The Superintendent of Schools recommends to the Board of Education a nominee who has the endorsement of the Athletic Director and the Principal. (In hiring assistant coaches, the head coach is involved in this same selection process).

1. Responsible to the Athletic Director.
2. Develops a well-organized program of interscholastic competition at all levels of the program.
3. Selects and organizes a staff at all levels to achieve the highest degree of efficiency.
4. Makes every effort to promote a feeling of good will and cooperation between other coaches and team members.
5. Ensures that all rules and regulations of the OHSAA and LCL are followed and enforced.
6. Plans practices and game sessions so that one coach is present at all times. This includes supervision of the locker room until all athletes have departed
7. Accompanies and supervises the team in buses to and from all athletic events, unless other arrangements have been made. It is necessary to wait

until all athletes have been picked up by their parent/guardian before leaving the building after all events.
8. Maintains good public relations with the community, parents, administration, faculty, media and team members.
9. Establishes and administers all team regulations during the season.
10. Assumes responsibility for conduct of players and coaches and reports athletic discipline using the student athletic discipline form.
11. Promotes sportsmanship.
12. Conforms to the school policies in the ordering and purchasing of equipment.
13. Prepares assignments for all assistant coaches.
14. Works with Athletic Director on recognition events.
15. Appraises his/her coaching staff in cooperation with the Athletic Director.
16. Keeps foremost in mind the health and welfare of the athlete.
17. Conforms to the policies of the Utica Athletic Department.
18. Supports the Utica Athletic Booster Club.
19. Attends all required Athletic Department meetings.
21. Pre-Season responsibilities:
    - require physical exams of all participants before tryouts are conducted.
    - require all athletes to show evidence of having insurance coverage or a signed waiver before starting practice.
    - supervise the issuance of equipment.
    - complete and forward eligibility forms to the Athletic Director as directed by him.
    - check all travel itineraries with the Athletic Director.
    - see that all necessary forms are completed and sent to the proper person.
    - Arrange with the Athletic Director for all facility requests for the season and holidays
    - review the season's schedule with the Athletic Director.
    - conducts informational meeting(s) with athletes' parents.
22. In-Season responsibilities:
    - assume the responsibility for the maintenance and storage of equipment.
    - submit publicity material to the local newspapers and work

cooperatively with the media.
- submit program information to the Athletic Director.
- file student accident reports to the Athletic Director.
- submit team roster information to the Athletic Director.
- scout other schools' teams as necessary.
- submit weekly reports to the Athletic Office with regard to the development of the specific sport program.
- maintain intra-staff communication at all levels.

23. Off-Season responsibilities:
    - prepare presentations at awards banquet, Booster Club, and sport assemblies.
    - complete a detailed inventory of supplies and equipment for entire program (7th through 12th grades).
    - determine needs for the next season.
    - submit information needed for requisitions for the purchase of new equipment.
    - complete all required forms to be filed with Athletic Director (records, evaluations, awards, etc.).
    - attend clinics when possible.
    - assist individual athletes in college choices as needed.
    - assess, evaluate, and confer with returning athletes for developmental planning.
    - organize and implement the off-season conditioning program with the coaching staff.
    - prepare college information sheets on next year's seniors.
    - monitor grades/eligibility throughout the school year while promoting academics.
24. Must possess valid CPR and Pupil Activity Permit
25. Assume all additional duties assigned by administration.

E. Assistant Coach

The position of assistant coach will be filled based upon input from the head coach, Athletic Director, and Building Principal and recommendation of the Superintendent to the Board of Education. The assistant coach must meet all provisions of the North Fork Board Of Education and the OHSAA. The assistant coach will be directly responsible to the head coach.

1. Responsible to Athletic Director and head coach.
2. Attend all meetings scheduled by the head coach.
3. Assist in the administration of the athletic program.
4. Demonstrate loyalty to the head coach and to the program.
5. Maintain good public relations with those groups and individuals involved with the program.
6. Support the Utica Athletic Booster Club.
7. Conduct oneself in a professional manner at all times.
8. Teach the values of good sportsmanship.
9. Be available for Athletic Department meetings as necessary.
10. Works through proper channels and protocol in referring parents or the public to appropriate administrative responses.
11. Assume responsibilities of head coach in matters of supervision in absence of head coach.
12. Pre-Season responsibilities:
    - be in attendance from the first day of practice.
    - assist with the supervision of practices and games.
    - assist with the issuance of equipment.
    - assist in pre-season conditioning as assigned by the head coach.
13. In-Season responsibilities:
    - carry out the duties assigned by the head coach.
    - scout other schools' teams as necessary.
    - observe and communicate with feeder coaches in the program.
14. Off-season responsibilities:
    - assist in the collection, storage, and inventory of equipment.
    - assist with banquet activities.
    - attend clinics when possible.
    - assist with the off-season conditioning program.
15. Must possess a valid CPR and Pupil Activity Permit.

F. Volunteer Coach

Any head coach who desires to have a volunteer coach work with a team in his/her program must make a formal recommendation to the Athletic Department. Upon approval, the selected person will be submitted to the North Fork Board of Education for approval.

1. Responsible to Athletic Director and head coach.
2. Assumes responsibilities as designated by the responsible coach.
3. Must possess a valid CPR and Pupil Activity Permit.

H. Game Manager

The Athletic Director will coordinate the assignment of personnel to assist with game management. Every effort will be made to utilize North Fork Local Schools employees prior to enlisting help from non-school personnel. Assigned game help will be paid at the prevailing rate for such duties.

For each athletic contest where specific supervisory responsibilities are assigned, the Athletic Director will designate a game manager for the event. The Game Manager will assume duties including, but not limited to:

1. Meeting and escorting game officials and opposing teams to and from contest area.
2. Crowd control and fan/participant safety.
3. Addressing of custodial and game site needs.
4. Securing of facility areas as appropriate.
5. Coordinate communication related to event.
6. Designated representative of North Fork administration and athletic department.
7. Setting up and tearing down the field or gymnasium.

I. Procedure for Selecting a Head Coach

The Principal will determine the available teaching positions within the district and initiate the school posting and employment procedures. The Principal, in coordination with the Superintendent and Athletic Director will establish application parameters (acceptance and closing dates), interview timelines, a tentative selection date, and form a hiring committee. The hiring committee will consist of the High School Principal, the Athletic Director, another head coach, a member of the Athletic Boosters, and a parent. The Athletic

Director and Principal will oversee the committee and present a candidate to the Superintendent.

J. Procedure for Selecting Assistant Coaches

Assistant coaching assignments will be recommended by the head coach in consultation with the Athletic Director and Principal. Every effort will be made to utilize North Fork Local Schools employees prior to enlisting help from non-school personnel.

K. Utica Athletic Council

The purpose of the Utica Athletic Council is to improve and maintain the line of communication among coaches, faculty, administration, and community. Major policy changes affecting the administration of the Utica athletic program may be placed before the Athletic Council to review. The Athletic Council may make recommendations through the Superintendent to the North Fork Board of Education for any necessary changes.

The Athletic Council will meet a minimum of two times per academic year: The first week of May and the first week of November. Special meetings can be arranged as necessary. All meetings will be coordinated from the Principal and Athletic Director's offices. Meetings will be announced and agendas provided at least one week prior to the scheduled date. The Athletic Director will prepare the agenda and chair each meeting.

Membership to the Athletic Council includes:

- Superintendent
- High School Principal
- Middle School Principal
- Athletic Director
- One male head coach
- One female head coach
- One parent
- One Utica Athletic Booster Club member
- One female administrator (may be a guidance counselor)

The designated coaches, faculty member, and Booster Club member will be appointed by the high school principal and athletic director for one-year assignments. Rotation of assignments will be utilized to maximize representation from all areas of the athletic program.

L. Individual Sport Offerings (by season)

The following sports programs are offered for high school students:

FALL SPORT:

Cheerleading	Varsity, Junior-Varsity
Cross-Country/Boys	Varsity, Junior-Varsity
Cross-Country/Girls	Varsity, Junior-Varsity
Football	Varsity, Junior-Varsity
Golf/Boys	Varsity, Junior-Varsity
Golf/Girls	Varsity, Junior-Varsity
Volleyball/Girls	Varsity, Junior-Varsity, Freshman

WINTER SPORT:

Basketball/Boys	Varsity, Junior-Varsity, Freshman
Basketball/Girls	Varsity, Junior-Varsity
Cheerleading	Varsity, Junior-Varsity, Freshman
Wrestling/Boys and Girls	Varsity, Junior-Varsity
Bowling/Boys	Varsity, Junior-Varsity
Bowling/Girls	Varsity, Junior-Varsity

SPRING SPORT:

Baseball	Varsity, Junior-Varsity, Freshman
Softball	Varsity, Junior-Varsity
Track/Boys	Varsity, Junior-Varsity
Track/Girls	Varsity, Junior-Varsity

The following sports programs are offered for middle school students:

FALL SPORT:

Golf~~– Club~~
Cheerleading
Cross Country/Boys
Cross Country/Girls
Football
Volleyball/Girls

WINTER SPORT:

Basketball/Boys
Basketball/Girls
Cheerleading
Wrestling

SPRING SPORT:

Track/Boys
Track/Girls

Additional Opportunities

Per Board Policy 2430, we are able to offer additional Club Sport opportunities that will be reviewed on a yearly basis

COACHING GUIDELINES

General Policies

The following is a brief list of general policies that the athletic department of the North Fork Local Schools adheres to.

1) Accountability for the program: Each head coach is given an amount of latitude in directing the program. Each coach is permitted to set guidelines via rules and run their respective program. The coaches, then, are expected to be accountable for their program and their subsequent activities.

2) Communications with student-athletes and parents: Players should feel comfortable enough to discuss with the coach any concerns that they may have. Parents should also feel comfortable in discussing concerns with the coach.

An atmosphere should be created by the coach to insure good communication with the players and parents. There are times when complaints or concerns may arise. The best place to resolve these issues is at the level of the coach. The administration is there and ready to help when the need arises. In any case, coaches are required to discuss these concerns with the athletic director and to keep the athletic director informed of concerns and developments in their programs. A proactive approach with communication is expected by all parties**.**

3) Knowledge of and Adherence to OHSAA By-Laws: All Utica athletic coaches (head and assistant coaches) are expected to have a thorough knowledge of Ohio High School Athletic Association By-laws and Sport Specific Rules that apply to their respective sport(s). Coaches will be expected to follow all OHSAA directives and operate their programs within the spirit of such regulations at all times.

4) Communication with school/local community: Coaches should have avenues to get their message and philosophy to the community. Communication with fellow professionals at the school and with community members and youth programs is encouraged.

5) Hiring: The superintendent, according to the law and practices, does have the final say in recommending a coaching candidate to the Board of Education for hire. The building principal does make the recommendation to the superintendent. Internally, the building principal is encouraged to use resources in making the recommendation. Among the resources are the athletic director and, for assistant coaches, the head coach.

6) Evaluation: The athletic director, with appropriate input from the building administration, shall evaluate each head coach according to the negotiated agreement. The head coach shall provide input to help the athletic director evaluate the assistants, including middle school assistants.

7) Non-renewal: Non-renewal of a coach shall be in accordance with the negotiated agreement and the Ohio Revised Code.

Accreditation (of coaches)

Utica High School encourages and supports the professional development of all interscholastic coaches. All Utica coaches will be expected to meet the following requirements as approved by the North Fork Board of Education:

- All Utica coaches (paid and volunteer) must be approved by the North Fork Board of Education.
- All Utica coaches (paid and unpaid) will be required to produce a valid Ohio BCI and FBI check ***PRIOR*** to being approved by the North Fork Board of Education.
- All Utica (paid and unpaid) athletic coaches must provide a valid Ohio Pupil Activity Permit and a current CPR validation.
- The Utica athletic director will verify all NFHS course completions

Assemblies

Athletic/Pep assemblies may be requested by the cheerleader coach, student council advisor, or the head coach(es). Assembly requests should be arranged through the building principal. A detailed agenda should be submitted at least 48 hours in advance of the assembly.

Assessment/Evaluation

Each head coach and their respective sport program will be assessed on an annual basis. This evaluation process will incorporate a multi-step routine:

a. Creation of seasonal "Goals and Objectives" (developed jointly by the head coach and athletic director).
b. In-season update sessions.
c. Administrative observations and feedback opportunities.
d. Post-season evaluation meeting.

Athletic facilities usage

It is the general policy of the North Fork Local Board of Education that school facilities be made available for community use when such use does not interfere with school operation, school functions, school events. School organizations, activities, and athletic teams have priority over outside groups. All requests for facility usage from non-school groups should be referred to the Athletic Director at 740-892-2855. The Athletic Director will then coordinate with building Principals and the Maintenance Department to fulfill requests.

Booster Club

The Utica Athletic Booster Club is an independent organization whose sole purpose is to support and promote interest in all Utica High School and Utica Middle School sports. The Athletic Boosters provide financial assistance to the athletic department and assist in a variety of projects to promote cooperation, spirit, and assistance to the athletic programs.

Athletic Booster Club meetings are held the fourth Wednesday of each month except for December. The board of directors or the athletic director may call special meetings as necessary. All athletic coaches are encouraged to attend each meeting of the Athletic Boosters and head coaches are required to attend a minimum of three during the school year. The head coach should be prepared to give a short update of his/her program at each meeting.

Special projects or request to the Utica Athletic Boosters should be addressed through the athletic director; the athletic director may then present the request to the Boosters or develop an alternative-funding plan.

Budget and Purchases

The athletic department budget is prepared annually by the athletic director and reviewed by the superintendent, the treasurer, and the high school principal. All budgetary accounts and activities will be in accordance with Ohio Revised Code, Section 3315.062 and 3313.811 and State Auditor Circular No. 81-9.

The total amount of the athletic budget will be based upon gate carry-over balance from the preceding year and projected gate revenue for the coming year. The appropriation for each sport will be based on the proposed detailed budget as submitted by each coach. The final sport appropriation shall be set up by the athletic director in conference with the head coach and then submitted to the building principal before June 1 or each school year.

Purchases are limited to those items necessary for the operation of each sport program. The following sequence must be followed for athletic purchases:

1. Head coach obtains prices in writing.
2. The athletic director will originate a purchase requisition and purchase order.
3. The order is placed by the athletic director.
4. The head coach notifies the athletic director when orders are received in their entirety.
5. The athletic director shall approve all bills for payment.

Head coaches are responsible for operating within their designated sport budget and for the payment of any purchases which exceed their budget. Head coaches are responsible for the payment of any purchases which have not received the prior approval of the athletic director or which have not been prior and properly requisitioned.

Generally, fall and winter sports will establish their budgets for the next school year following their seasons; spring sports will establish their budgets by mid-season. Budget monies not spent by mid-May are no longer spendable.

Club Sports

The Utica Athletic Department and North Fork Board of Education may choose to recognize club sports. The leader of the club activity must work with the Athletic Director and Building Principal to establish proper requirements that align with the Utica Athletic Department, LCL, and OHSAA standards.

Coaches of club sports are volunteers. They may be required to obtain proper certification including background checks, CPR, and a Pupil Activity Permit.

After 3 years of participation as a recognized club sport the sport can apply to be a varsity sport. The leader of the club activity, the Athletic Director, and the Building Principal will work together to make a recommendation based on participation, cost, equipment, and facilities. The Superintendent has the ability to decide if the recommendation will go to the board of education for a vote.

Conflicts in Extracurricular Activities

The Utica Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities and to this end will attempt to schedule events in a cooperative manner to minimize conflicts. *The student has a responsibility to do everything they can to avoid continuous conflicts*. This might include participating in only one athletic activity each sport season and being cautious about belonging to too many activities where

conflict may occur. It also means notifying all advisors/coaches well in advance of any potential conflict in activities.

A performance (athletic event, contest, play, concert, etc.) normally has priority over any practice or rehearsal. When two events of equal value conflict, the student may participate in the event of his/her choice without fear of penalty or consequence. Should a conflict arise, the advisors/coaches will meet to work out a solution so conflict is minimal. If the parties are not able to create a solution, the athletic director and building principal will make the decision based upon:

a. Relative importance of each event.
b. Importance of each event to the student.
c. Relative contribution the student can make.
d. Parental input.

Once the decision has been made and the student has followed the decision, there will be no student penalty imposed by any advisor/coach. In some cases, withdrawal may be suggested. Additionally, coaches should be alert for other potential school-related conflicts in scheduling. Every attempt should be made to avoid conflict of interests in scheduling contests on dates involving activities.

Emergency Medical Authorization

Any time a student or a group of students are taken out of the district as participants in a school event, the responsible staff membe***r*** in charge of the event must take the Emergency Medical Authorizations for those students (per Ohio Revised Code 3313.71.2).

Equipment

Issuing, collecting, purchasing, and inventory of equipment will be the responsibility of the head coach. The head coach may delegate this duty to an assistant coach. The head coach will recommend the purchase of new equipment and the repair/reconditioning of used equipment to the athletic director. Issued equipment to a student-athlete is to be worn only at practices, scheduled events, or as directed by the coach in charge. Equipment purchased with athletic department monies or donated equipment is property of the North Fork Local Schools. No such equipment may be borrowed or otherwise utilized without the express approval of the athletic director.

Fund-Raising

Coaches who have a need for additional funds may raise monies via a fund-raiser. The coach must submit a "Fund Raiser Request Form" to the athletic director with all appropriate data included at least two weeks prior to the fund-raiser. Upon approval of the athletic director and Treasurer's office, the fund-raiser must meet all established criteria. At the completion of the fund-raising effort, a full accounting, along with a completed "fundraising form", will be provided to the athletic director and approved by the building principal. All monies raised will be deposited into an account with the North Fork Local Schools. All fund-raising activities must comply with board policy and state regulations.

Gym Banners (Team Recognitions)

Any board-approved athletic team winning the following Licking County League or OHSAA-sanctioned championships will have an appropriate recognition banner displayed in the High School Gym.

1. Licking County League Champions
2. District Champions
3. Regional Champions
4. State Finalist or Champions

Injury/Accident Procedures

When a student-athlete is injured in competition or practice, the following protocol is the responsibility of the Athletic Trainer. If no Athletic Trainer is present the responsibility falls on the coach in charge:

1. Take appropriate steps to insure the safety and comfort of the injured athlete.
2. Notify the athlete's parents or designee on the medical form.
3. In the event the athlete needs transported to a medical facility, a coach or responsible adult must accompany and stay with the athlete.
4. Complete an accident/injury report with the athletic office as soon after the accident as possible. A copy of this report should be filed with the trainer.
5. A doctor or appropriate medical personnel will determine when the athlete may return to activity.
6. Athletic Trainer and Coaches should follow all guidelines related to blood-borne pathogens prevention.

In-Season / Out-of-Season Preferences

In-season sports and club sports will have preference of facilities over out-of-season sports and club sports. It is assumed that all coaches will work together to bring about a schedule that is agreeable to everyone. Scheduling conflicts which may arise from non-school requests and will be handled and communicated via the office the Athletic Director.

Keys/Swipe Cards

All athletic-related keys and electronic "swipe cards" must be signed for and filed with the athletic director. All keys must be returned upon the completion of the season unless other arrangements are made with the athletic director. The head coach is responsible for all staff keys and their accounting. No keys are to be reproduced or lent without the express approval of the athletic director. Violation of key privileges will result in immediate return of all keys to the athletic office. Upon a coach's non-renewal, retirement or otherwise leaving of the Utica athletic department, all keys and "swipe cards" must be returned to the Utica athletic office.

Official School Colors / Nickname

The official school colors for Utica athletic teams are Scarlet Red and Gray with Black being utilized as a trim color (NOT a primary color). The North Fork Local Schools is not responsible for paying for any uniforms or game apparel which are not in compliance with the official school colors. Likewise, any team apparel, worn as a group "dress" or as a function of the team will follow the same school color expectations.

The official nickname for Utica athletic teams is “Redskins”, or “Lady Redskins”. The officially adopted team/school logo is:





“Open Gyms” / “Open Fields”

Coaches may open facilities for unstructured free play provided the activity is supervised by a North Fork Local school employee and does not conflict with an in-season facility use. The supervisor may designate the sport to be played, but may not limit participation to a select group of students. Requiring student-athletes to attend such sessions or implying that a student-athlete’s selection to an interscholastic squad is contingent upon participation at the open session is prohibited.

Parent Meetings

In coordination with the athletic director, each head coach will schedule a pre-season meeting each sport season. Areas which will be covered at this meeting include (but are not limited to) safety concerns and warnings, eligibility and lettering requirements, discipline and team rules, practice schedules, administrative (paperwork) details, and the general goals and objectives the coaching staff seeks with the student-athletes and their parents. As there will be necessary paperwork shared with parents, attendance at these meetings are required by each student-athletes parent(s) or guardian.

Further, the OHSAA mandates that all student-athletes and parents attend a pre-season information meeting prior to the start of each sport season in which the respective student-athlete participates. Parents will sign-off on an attendance form at such meetings and the form will be maintained for OHSAA audits.

Passes / Complimentary Tickets

Each employee of the North Fork Local Schools and one guest is entitled to free admission to all home events (except for tournaments and OHSAA-sanctioned events). All employees will appear on a “Pass List” at the entrance gate for such events and employees must show identification upon request**.** Any guest must accompany the NFLSD employee at the time of entry.

The Licking County League will provide administrators’ passes for the superintendent, each board of education member, each building principal, and the athletic director. Individual Licking County League sports passes will be distributed to the head coach by the athletic director.

College/University coaching staff members wishing to attend contests for the purpose of evaluating prospective student-athletes will be admitted free of charge with appropriate college/university identification.

Personnel Recommendations

The assessment and evaluation of each Utica athletic coach and sport program is an on-going process. The general sequence in the assessment and recommendation process is as follows:

1. The athletic director and head coach will have a pre-season conference to establish goals and parameters for the sport program and coach.
2. The athletic director and head coach will meet periodically throughout the sport season to review the goals and parameters of the program.
3. The athletic director and head coach will complete their evaluation within four weeks of the conclusion of the season. The head coach's evaluation of assistant coaches is due within two weeks following the conclusion of the season.
4. The athletic director and principal will be responsible for all contract recommendations to the superintendent.

Individual head coaches may suggest personnel change (replace or remove) to the athletic director to present to the principal. The athletic director may suggest change to the principal. The principal may suggest change to the athletic director and superintendent. The superintendent will have the final say in personnel change.

Postponements / Cancellations

It is the policy of the North Fork Local Schools that the following protocol be effect on days of school cancellation due to weather:

1. All Middle School events (practices and games) are canceled.
2. All High School contests *may* be played upon the mutual consent of the superintendents of the participating schools. Consideration of existing driving and potential weather conditions will be utilized.
3. Efforts will be made to reschedule canceled events through the athletic director. Licking County League events will receive first priority.
4. The athletic director will be responsible for publicizing any postponements or cancellations through media and appropriate game personnel.

Practices

All coaches are required to submit in writing a season practice time schedule to the athletic director two weeks prior to the start of official practices. In situations where facilities are shared with another in-season sport or activity, the coaches/advisors of these sports/activities will meet first to devise an appropriate schedule of usage.

When changes to the practice schedule are necessary, the athletic director and all participants (and parents) should be notified as far in advance as possible. Changes should be kept to an absolute minimum. Other practice-related concerns:

1. Generally, any one practice period should not exceed two hours in length.
2. Coach(es) are responsible to secure locker room/facilities after each use.
3. There are to be no Sunday practices (only the superintendent may grant an exception to this situation).
4. "Snow Days": All Middle School events (practices and contests) are canceled. High School practices *may* be held after 12:00 p.m. in "Level 1" weather

conditions when cleared through the AD and building principal. There will be NO practices during countywide "Snow Emergency" conditions of Level 2 or higher.

Recognition Nights (Awards Nights)

The athletic director will work with Head Coaches to establish the dates for the fall, winter, and spring "Awards Nights". The objective of "Awards Nights" is to provide a celebration of our student-athletes' achievements within each sport season. The North Fork community strongly supports its young people and we want to provide appropriate public recognition for the many good things these student-athletes accomplish.

The Head Coaches will work with the Athletic Department to assist in the ordering of special awards and trophies, varsity letters, plaques, and scholar athlete certificates.

Senior Nights

Senior student-athletes within each sport season will have an opportunity to be recognized at one selected "Senior Night" during their sport season. The Utica Athletic Department will provide flowers for the parents of seniors on the designated night. The format listed below will be utilized. Any changes to this format must be approved by the athletic director.

Fall Sports: Volleyball—At final home match of the season. All other fall sports at late-season home football game.
Winter Sports: Wrestling & Girls Basketball--At final home match of the season.
All others--At late-season home boys basketball game.
Spring Sports: At designated events as determined by respective head coaches.

Sportsmanship

Each Utica athletic coach is expected to set a good example for participants and fans in regards to sportsmanship. Coaches should specifically address and instruct all participants in matters of acceptable sportsmanship and reinforce appropriate behavior that impacts their respective program and the ensuing athletic venue (crowd control, student support, and general contest atmosphere). Coaches are expected to work with the athletic and school administration to create a positive sportsmanship environment at all Utica activities.

Spectator Removal

Any spectator that is removed from a game involving a Utica High School or Middle School team by an official, administrator, game manager, or security will be banned from attending any Utica HS or MS contest for a minimum of 1 week. This applies to both home and away events.

Sports Medicine

The North Fork Local School District, in cooperation with Knox Community Hospital, provides daily, professional assessment and evaluation of all Utica student-athletes during the regular sport seasons. This service is provided free of charge to our student-athletes; however, each family should coordinate and communicate related health issues and concerns through both their personal health-care provider and the school athletic sports medicine personnel/trainer. Student-athletes will be seen by the trainer at posted hours throughout the school year, regardless of the current status of the student-athlete as it relates to being "in-season" or "out-of-season".

Team Selection

The assigned coach shall select the team based upon the sport program's selection criteria. When "cuts" for selection are necessary, coaches should provide ample opportunity for each candidate to appropriately represent their skills; this typically requires a minimum of two days of tryouts. Final selection of team members rests solely with each head coach**.** Coaches that select or "cut" to finalize team rosters are expected to meet with individual student-athletes to discuss options for improvement and general assessment of skills. No "Cut Lists" are to be posted by coaches in notifying squad members of their status.

Texting/ Electronic Communication w/students

In the present culture of multi-media communication, the texting of information is familiar and common to many of our students. However, as educators, coaches are expected to maintain high levels of professionalism and behavior. The following expectations are required of North Fork Local coaches and teachers in ANY type of adult-to-student contact and communication:

- The text/message/information should be transparent and accessible to parents
- Must be professional in content and tone
- Avoid texting individual students; text entire teams, groups (e.g., captains, seniors, etc.)
- Information should be limited to "*need to know*" basics (e.g., time, place, day, etc.) and must be related to the sport/activity under the charge of the coach
- Employees should be respectful and professional in all communications by word, image or other means.
- Employees should avoid use of obscene, profane or vulgar language on any social media network or engage in communications or conduct that is harassing, threatening, bullying, libelous, or defamatory or that discusses or encourages any illegal activity or the inappropriate use of alcohol, use of illegal drugs, sexual behavior or sexual harassment. If you post information or comments that are not related to the District, your activities may still result in professional and/or personal repercussions. Such actions include, but are not limited to:
    - Posting of photographs or documents, regardless of the content, which could be considered offensive to other parties and be a violation of state and/or District rules and policies;
    - Posting of information that is considered to be proprietary, copyrighted, defamatory, libelous or obscene (as defined by the courts) may be a violation of state and/or District rules and policies.
    - Posting as a citizen about a non-job related matter of public concern (elections, environmental issues, etc.) and making comments that negatively affect the district's effectiveness or efficiency or otherwise disrupt the workplace.
    - Posting or blogging about personal subjects (i.e. dating, romance, drug or alcohol use).
    - Your blog or web page should not contain any references to sexual subjects or contain vulgar or profane language or graphics. If your blog or web page was a movie, it should be rated "G".

Transportation / Cancellation of Bus

All transportation for athletic events will be requested through the athletic office. Each coach will consult with the athletic director prior to the start of the respective season for purposes of establishing departure and return times per date.

Team members are never permitted to drive to out-of-district scrimmages or contests. North Fork Schools will provide transportation to and from events. Team members are expected to ride the bus to and from the event on the team bus. An exception may be made for a student to travel to an event with their parent/guardian with a prior written request and coach approval.

Coaches shall ride the bus to the athletic event involving their assigned team. Exceptions may be made if the coach needs to drive so they have a ride home.

Coaches transporting student-athletes for sponsored or sanctioned activities: The North Fork Local School District will only assume responsibility under the following circumstances. Any driver of such vehicle(s) must meet the requirements and criteria established by the state of Ohio regarding the transportation of students for any school-related activities and events. This includes coaches, trainers, and any other personnel assigned to supervise individuals who are involved with activities under the name of North Fork Local Schools. Coaches may only transport those students who have properly filled out the Transportation Waiver prior to the trip.

Note: For any non-NFLSD-sanctioned activity (e.g., summer camps, summer leagues, non-sanctioned work-outs, or other competitions), coaches are HIGHLY DISCOURAGED from providing transportation for student-athletes. Any coach providing such transportation will be doing so AT THEIR OWN LIABILITY RISK!

Every effort will be made to notify all parties when changes in transportation are necessary. Coaches are expected to contact the athletic secretary or the athletic director directly to cancel or change any transportation request.

Trophies/Trophy Cases

Utica High School takes great pride in the sports heritage of all Utica athletic teams. Championship trophies will be showcased for the following durations:
Event Championship (individuals, tournaments, etc.): 2 years
League Championship: 15 years
District/Regional Championship: 20 years
State Championship: Infinite
Special Recognitions (local, state, national): Varies
Retirement of trophies will take place each August. Coaches will be notified of trophy retirements; the public will be notified second through local print (newspaper) media. Coaches/public will have the option of securing retired trophies. Unsecured trophies will be removed from cases and placed in storage for one year. Upon space availability, trophies may be maintained in cases.

STUDENT-ATHLETE GUIDELINES

Athletic Award System

Utica athletic awards will be presented according to the following guidelines:

Varsity Awards:

- 1st Year - 7" red with gray background "U" with a sport insert
- 2nd Year - A certificate and a service bar
- 3rd Year – A plaque and a service bar
- 4th Year – A plaque and a service bar

Junior Varsity Awards:

- Shall receive a certificate
- Junior Varsity award shall be given to those athletes who participated on the reserve team.
- A coach/advisor may give a reserve award to an athlete he/she feels has not earned a varsity award.

Freshman Awards:

- Shall receive a certificate
- All Freshman will receive their graduating year numerals upon the completion of their 1st Freshman sport season

Middle School Awards:

- All participants shall receive a certificate.

Statistician and Manager Awards:

- In a like manner as to the team they have represented

Minimum Requirements for earning a Varsity Letter

- Athletes must participate in one-half of the quarters or innings played
    - In Bowling, Track, Wrestling, and Golf the athlete must score points in at least 1 varsity event.
- Be on the team through the end of the season
- Coaches discretion

Athlete (Definition of)

For all purposes of interpretation, a student is considered to be an "athlete" when he/she first indicates an intention to try-out for any interscholastic sports team (for example, attending a preseason information meeting).

Attendance

Extra-curricular participants (which includes student-athletes) must be in attendance at school for a minimum one half of the school day. Absence for medical or school-related circumstances should be verified by official documentation. Any additional exceptions must be approved by a building administrator. This applies to practices, meetings, performances, contests, and any team/sport-related activity.

Denial of Participation ("Due Process")

The following procedures apply only to students while they are participating in an activity/athletic season. The procedure for denial of participation of students who violate one or more rules during school will be handled by the high school principal as part of the suspension process being sure to follow all rules of due process. The denial of participation for students convicted by law or observed by a school employee violating one of the above rules while off of school property and while not attending a school activity will be handled by the athletic director.

1. All advisors/coaches will discuss the school and individual training rules with the students prior to the beginning of the season.

2. Parents will either meet or talk with the individual advisors/coaches or staff to discuss the rules and sign a release that states they have reviewed and discussed the rules with their student.
3. There shall be on file in the activities director's office a signed statement that the rules have been reviewed by both the student and parents.
4. If a student is charged with a violation of the rules, the procedure will be as follows:
    A. The advisor/coach will give written and verbal notice of the violation to the student and the parent. There will be a discussion between the advisor/coach and the student.
    B. If, after the discussion, the advisor/coach feels the need to refer the student to the athletic director, the activities director will have an informal hearing with the student (the student's coach/advisor and principal, may be included in the informal hearing). When the student is being considered for a denial of participation, the activities director will notify the student of the reason. The student will then be given the opportunity to explain his/her side. After the informal hearing, the athletic director will make a decision whether or not to deny participation. If a student is denied participation, the student and the parent will be notified within one day the reason and the length of time and/or the number of games of the denial of participation.
    C. The student and his/her parent or guardian may request an appeal of the denial. The appeal must be made within 24 hours of the denial of participation notification. The review board shall consist of the principal or his designate, advisor/head coach (1) from another activity/sport, and a teacher not involved in an activity/athletic program. The review board's decision is final.

Eligibility

FOR STUDENTS ENROLLED IN GRADES 9-12:

- In the immediately preceding grading period, a student must receive a passing grade in a minimum of five (5) one-credit courses, or the equivalent, which count toward graduation; AND can't have 2 F's in the grading period.
- A student enrolled in the first grading period after advancement from the eighth grade must have passed a minimum of four subjects in the preceding grading period in which the student was enrolled AND can't have 2 F's in the grading period.

FOR STUDENTS ENROLLED IN GRADES 7 & 8:

- A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must have received passing grades in a minimum of four subjects in the preceding grading period in which the student was enrolled AND can't have 2 F's in the grading period.

All PARTICIPANTS

- Will have their scholastic eligibility checked at the midterm each 9 weeks. Students may be placed on Academic Probation for 1 week if they meet any of the following conditions: 1. The student is not passing 5 classes. 2. The student has at least 1 F in a core class. The student must be passing 5 classes AND have Zero F's in core classes by the end of the 1-week probation period to remain eligible. If the student is still not passing 5 classes AND is still failing a core class at the end of the probation period they will become ineligible for 1-week periods until they meet the requirements.

Eligibility requirements are clearly defined in the Ohio High School Athletic Association Constitution and Bylaws. Ultimately, the understanding of and acknowledgement to meet all eligibility requirements falls upon the student-athlete and his/her parent/guardian.

Equipment/Uniform Loaning

All uniforms, practice gear, and associated sport equipment loaned to the student-athlete remain the property of the North Fork Local School District. Student-athletes, upon the completion of the respective season and with the direction of the coach, shall return all such property in a clean and appropriate condition when requested. Failure to do so will result in the student-athlete's reimbursement for repairs, cleaning or replacement costs to the Utica athletic department**.**

OHSAA Regulations

The eligibility standards for the OHSAA have been adopted by member schools and were accepted by the LLSD when it became a member of the OHSAA.

1. Scholarship: Do not change your course schedule or drop a course without first consulting your guidance counselor or athletic director to determine whether it will affect your eligibility. Eligibility for each grading period is determined by grades received in the preceding grade period. Semester and yearly grades have NO effect upon eligibility. Grades 9-12: To be eligible, you must be currently enrolled in a member school and have received passing grades in a minimum of five one credit courses, or the equivalent, in the immediately preceding grade period.
Grade 7 & 8: To be eligible, you must be currently enrolled in a member school and have received passing grades in a minimum of five subjects in the preceding grade period.
For eligibility purposes, summer school grades may not be used to substitute for failing grades received in the final grading period of the regular school year or for lack of enough courses taken the preceding grading period.
Students taking post-secondary school courses must comply with these standards. Please see your guidance counselor or athletic director if you have questions.

2. Residence: A student is eligible at the school located in the Ohio school district where the parent or legal guardian resides when all other eligibility standards are met. If your parent/legal guardian lives outside Ohio, you are not eligible unless you meet one of the exemptions to the residency bylaws. When there has been a court-ordered change in custody, the student must reside in the same school district with the legal guardian ("legal guardian" will be defined by court paperwork).

3. Age Limitations: If you are 19 years of age prior to August 1, you are ineligible for the current school year.

4.Instructional Programs: Camps, clinics, workshops, etc. that involve team play may be attended from May 15-July 30 only. Team play is defined as any activity of individuals with more than one player opposing one player. There is no limit on the number of players from the same school participating on the same team from May 15- July 30. An athlete may have no instructional contact with the school coaching staff except during the season of the sport or for 13 days from May 15-July 30.

5. Non-Interscholastic Participation: Participation by an athlete in a non-interscholastic program (tryouts, practice or contests) while a member of a school squad in the same sport is PROHIBITED. An athlete becomes a member of a team by participating in an interscholastic contest (scrimmage, preview, or regular season contest). Exceptions: In individual sports, an athlete may practice and try out for a non-school team but may NOT compete in a contest.

Participation Fee

Per North Fork board policy 6152, student fees, each athlete who participates in an extra-curricular activity will owe a fee of $100. The household cap for a school year is $200. The $100 fee must be paid in full or a payment plan must be established before they can play in a game or contest. No fees will be returned after an athlete has participated in a scrimmage, game, or contest. Any athlete who plays multiple sports must have the first sport paid for in full before they may begin the next season.

Pre-Participation Exams ("Physicals")

Each athlete must have a physical examination form completed and on file in the activities director's office before he/she will be permitted to practice. The school will attempt to sponsor an examination for a minimal fee; any athlete not getting a physical on the scheduled examination date must do so at his/her own expense.

Sportsmanship

North Fork student-athletes are expected to treat all opponents and contest officials with respect and abide by all respective rules for their sport. Student-athletes are expected to accept seriously the responsibility and privilege of representing North Fork Schools and the North Fork community and display positive actions.

Rules of Participation

PREFACE Students who have the possibility of participating sometime during the year will be deemed participants or student athletes during the entire school year.

RULE 1

Each participant shall comply with a code of conduct which will entitle him/her to the honor and respect which he/she has rightfully earned through competition. Conduct resulting in dishonor to a participant reflects not only on him/her but also on his/her team and school. Any act of unacceptable conduct which violates the Utica High School Student Code of Conduct, the Student Activities Conduct Code and Rules, and/or team rules makes him/her unqualified to represent the ideals, principles, and standards or his/her school.

PENALTY

Alleged infractions of this rule shall be considered by the advisor/coach, activities director, and principal. Denial of participation in activity/athletics from one game (or event) to

one calendar year from the date of the incident depending on the seriousness of the infraction may be imposed.

RULE 2

There will be no use or sale of any drugs (alcohol, marijuana, narcotic drugs, hallucinogens, amphetamines, barbiturates, look-alike, or intoxicants of any kind) by students during the school year at any school activities, home or away. Students found to be using or possessing drugs anytime during the school year by a school employee or law enforcement officer, a positive test result, using or possessing drugs at school, coming to school or activities after using drugs or those who admit to using drugs at school or activities will be handled as follows:

PENALTY

For a first offense, the student will be denied participation in 20% of the current season or activity. The student will participate and complete a drug assistance program*. A second violation will result in being denied participation for one calendar year from the date of the infraction. To reestablish eligibility, the student must participate and complete a drug assistance program*. A third violation will result in being barred from participation for the remainder of his/her high school or junior high career. *Failure to complete the drug assistance program will result in an extension of the denial of participation in the activity/sport until the drug assistance program has been completed.

RULE 3

All participants in extracurricular activities must submit to random drug testing and complete the Informed Consent Agreement. Students found to be using or possessing drugs anytime during the school year by a school employee or law enforcement officer, a positive test result, using or possessing drugs at school, coming to school or activities after using drugs or those who admit to using drugs at school or activities will be handled as follows:

PENALTY

See "Procedures in the Event of a Positive Result" per North Fork Local School District Mandatory Drug Testing Policy, adopted October 2012.

RULE 4

There will be no use or possession of tobacco by a student during the season. A season shall be defined as a period from the first day of organized practice (which includes conditioning periods) until the completion of the final game/activity of the season. (This applies to all 5 forms of tobacco- snuff, cigarettes, cigars, pipe tobacco, and chewing tobacco.)

PENALTY

For a first offense, the student will be denied participation in 10% of the current season or activity. A second violation will result in being denied participation for one calendar year from the date of the infraction. A third violation will result in being barred from participation for the remainder of his/her high school or junior high career.

RULE 5

All students shall abide by the curfews set forth by the advisor/coach while their activity/sport is in season. (Exceptions to the curfew exist upon special permission granted by the advisor/coach.)

PENALTY

The advisor/coach will determine the punishment which could range from a reprimand or extra work during practice to suspension from participation.

RULE 6A

Students may not quit a sport or activity during the season. If the student is cut from a squad, the student may try out for another sport at the discretion of the second advisor/coach.

PENALTY

The student cannot participate in another activity/sport until that activity/sport has completed its last contest/performance. Students who quit after the first practice or activity may not try out for another sport/activity in the same season unless both advisors/coaches mutually agree. If a student quits a sport or activity during the season, the student may participate in that sport or activity the next season.

RULE 6B

Students wishing to participate in an activity/sport have one week from the last contest/activity to begin participation in the next activity/sport. After that one week grace period, a student will not be allowed to participate in that activity/sport. If a student is under a doctor's care or participating in an event which prohibits them from attending the beginning of practice when an activity/sport is starting to practice, contact must be made with the head advisor/coach of the particular sport to explain why the student is not able to begin participation. New students moving into our district will have one week from enrollment to begin participation in an activity/sport already in progress providing they are deemed eligible by the OHSAA. The athletic council may 6 supersede the rule in an extreme situation by a majority vote.

PENALTY

After the one week period, a student is then ineligible to participate in that particular activity/sport.

RULE 7A

Refer to Eligibility Page 28.

PENALTY

Denial of participation of the participant for one week (starts midnight Saturday and ends midnight the following Saturday) or until all requirements are met. An ineligible athlete/participant may not dress but may sit on the bench

RULE 7B

To be eligible during any grading period, a student must have been in school and received passing grades in a minimum of five (5) graded subjects for High School and (4) graded subjects for Middle School. Physical Education does not count in High School as it is a ¼ credit. No special recitations, make-up work, tests, or other considerations are to be given for the purpose of

making a student eligible. Eligibility starts new each nine-week grading period. Rule 7B is in accordance with OHSAA guidelines.

PENALTY

The student is denied participation for the entire grading period in question (OHSAA guidelines).

RULE 7C

Scholastic deficiencies at the end of grading periods 1, 2, & 3 cannot be removed by night school, tutoring, or by examinations other than accorded every other student because of illness certified to by a physician and concluded within five days after the official close to the grading period. If, at the end of the school year, a student meets the academic requirements of the OHSAA, but falls short of the Utica High School/Junior High School requirements, that student will be permitted to make up his/her deficiency in summer school approved by the high school or junior high principal. The following year's eligibility will be determined by the OHSAA rules. If a student fails to meet the eligibility requirements of the OHSAA, he/she is not permitted to make up the deficiency in summer school. PENALTY Loss of eligibility for one grading period (OHSAA guidelines).

RULE 8

Students must be in attendance for a minimum of five class periods (in a ten period schedule) the day of a game, practice, or activity unless excused by principal (it must be an excusable absence).

PENALTY

The student will be denied participation on the day of the absence.

RULE 9

Unauthorized wearing of equipment, failure to return issued equipment and/or stealing of school equipment.

PENALTY

Student cannot participate in another activity/sport or the present sport until the season ends. Student cannot participate in a new sport season until all equipment has been returned or restitution has been made. Stealing of school equipment will result in additional punishment from the school code of conduct.

RULE 10

Student ejected for unsportsmanlike conduct or flagrant foul.

PENALTY

Any student ejected for unsportsmanlike conduct or flagrant foul shall be ineligible for the remainder of that contest. The student shall be ineligible for the next football game or a minimum of two contests in any other sport. If the ejection occurs in the last contest of the season, the student shall be ineligible for the same period of time as stated above on the next sport in which the student participates. A student who is ejected a second time shall be

suspended for the remainder of the season in that sport. (At minimum, OHSAA guidelines must be followed.)

RULE 11A

Practices during the regular season will be mandatory. Regular season shall be defined as the period of time from the date set forth by the OSHAA to begin regular practice until the final game of the season.

RULE 11B

Disrespect to coaches, officials, school personnel, or any unbecoming behavior during a contest will not be tolerated.

RULE 11C

Improper language should never be used.

RULE 11D

Students who are suspended from school or classes shall not be permitted to practice or participate during the entire period of the suspension. If a student is assigned to a detention, he/she shall not participate in any contest/activity on that day until the detention has been served. DETENTIONS COME FIRST!

RULE 11E

All additional rules and regulations set forth by their coaches/advisors will be followed by students. RULE 11F Students will follow all rules and regulations set forth in their student handbook. READ YOUR STUDENT HANDBOOK.

PENALTY

Rules 11A-F shall be dealt with by the individual advisor/coach. Repeated violations (3 or more) could result in removal from the activity/sport. Advisors/coaches have the following options of discipline available for violations of the above listed training rules:

A. Extra workouts (after practice has completed)
B. Denial of participation (for a game/performances/practices)
C. Denial of participation (remainder of season)
D. Denial of student letters or awards.