FLUSHING COMMUNITY SCHOOLS

Athletic Department Handbook

&

Code of Conduct

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INTRODUCTION

This booklet is designed for students and parent/guardians to help define the role of athletics in Flushing Community Schools. This ready reference should assist anyone seeking information about the function and governance of athletics in this school district. Further, it should serve as an additional instrument for coaching personnel to communicate with parent/guardians and students.

MISSION STATEMENT

Flushing Community Schools recognizes that extracurricular activities are an integral part of our educational system. Therefore, the Athletic Department in cooperation with the community endeavors to create a sports program to assist students in reaching their potential as individuals and as team members to ensure their positive educational experience.

PHILOSOPHY

High School: The high school athletic program will provide students with an opportunity to be selected as members of a sports team based upon personal physical skill level, motivation and desire. Emphasis will be placed on the improvement of each student's character development and acquisition of the knowledge and physical sports skills. The welfare of the student athlete will be the rule. Efforts will be made to support the activities program with the best facilities, equipment and with the most qualified staff available. The ultimate goal of the activities will be to realize the value of participation, strive for excellence, keep a proper competitive spirit, and develop and improve positive citizenship. Student athletes will apply the knowledge learned to being a lifelong healthy individual.

Middle School: The middle school athletic program will provide opportunity for all students, regardless of personal skill level, to acquire knowledge and physical skill in the areas of their interest. Emphasis will be placed upon the enjoyment of sport and the development of self-esteem, character, and physical skills. All participants will be members of a team and will have an opportunity to apply those skills in competitive situations commensurate with their skill. Middle School athletics provide an opportunity for participants to develop a "team concept," follow the rules of the sport, and the commitment to participate.

The Purpose of a Sound Athletic Program is as follows:

1. To build character within young men and women.
2. To build self-respect, self-concept and the feeling of self-worth within young men and women.
3. To build positive school spirit and cohesiveness within the school population and school community.
4. To provide a focal point for a significant portion of the Flushing Community.

5. To develop physical fitness, good health habits and sport skills that will last for a lifetime.
6. To develop mental alertness.
7. To develop moral qualities.
8. To develop social abilities.
9. To develop emotional maturity.

In order to achieve these purposes, the Flushing Athletic Program shall be organized in a manner consistent with the needs, interest, maturity, and abilities of students and shall be structured as educational activities with competent leadership, established objectives, and standards of behavior.

The program shall be viewed as the means through which optimal physical, mental, emotional, and social growth of the participants is possible. The welfare of students shall be given precedent over pressure to win. Success of a team shall be judged by the conduct of coaches, athletes, and spectators and by the giving of self for the benefit of others, rather than just the number of contests won or lost.

GOVERNANCE

Board of Education: The Board of Education, responsible to the people, is the ruling body for Flushing Community Schools. The Board of Education is responsible for the following:

- Interpreting the needs of the community and requirements of the professional organization.
- Developing policies in accordance with the state statues and mandates in accordance with the educational needs and wishes of the people.
- Evaluating the interscholastic athletic program in terms of its value to the community.

The Michigan High School Athletic Association (MHSAA): Flushing Community Schools are voluntary members of the MHSAA and compete only with member schools. As a member school district, the secondary schools of Flushing Community Schools agree to abide by, and enforce, all rules and regulations promulgated by the MHSAA.

MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION REGULATIONS

(This indented section is taken from the MHSAA Handbook)

To be eligible for athletics a high school student must comply with the following rules and regulations of the MHSAA:

Enrollment: To be eligible for interscholastic athletics, a student must be enrolled in a high school or middle school not later than the fourth Friday after Labor Day or the fourth Friday of February. A student must be enrolled in at least twenty (20) credit hours in the school for which he/she competes.

Age: A student who competes in any interscholastic athletic contests must be under nineteen (19) years of age, except that a student whose nineteenth (19^{th}) birthday occurs on or after September 1 of a current school is eligible for the balance of that school year.

Physical Examination: No student shall be eligible to represent a high/middle school for which there is not on file in the office a statement for the current school year certifying that the student has passed a physical examination and is physically able to compete in athletic practices and contests.

Semesters of Enrollment: A student shall not compete in any branch of athletics who has been enrolled in grades nine to twelve, inclusive, for more than eight semesters. The seventh and eighth semester must be consecutive. Enrollment in a school beyond the fourth Friday after Labor Day or the fourth Friday of February, or competing in one or more interscholastic contests, shall be considered as enrollment for a semester under this rule.

Semesters of Competition: A student, once enrolled in grade nine shall be allowed to compete in only four first semesters and four second semesters.

Previous Semester Record: Deficiencies in credits of the previous semester/trimester (not current semester/trimester), including incompletes, conditions, and failures from a previous semester/trimester may be made up during a subsequent semester/trimester, summer session, night school, by correspondence, online or by tutoring, as long as a school's policies are applied equally to all student-athletes without regard to athletic performance or potential. Eligibility may be reinstated during the next semester/trimester when the school accepts the credit.

Transfers: Unless a high school student meets one of the 15 stated exceptions - most exceptions involve a defined residential change - a student will not be eligible for the next season in a sport he or she participated in at his or her former high school (any level) during the most recent previous school year. A student would be eligible in sports he or she did not participate in during the previous or current school year. Ineligibility is for the next school year in the sport played previously. A student who transfers during a season will not be eligible that season in a sport played that season, and ineligible in that sport the next season.

Undue Influence: The use of undue influence for athletic purposes by any person or persons directly or indirectly associated with the school to secure or encourage the attendance of a student or the student's parents or guardian as residents of the school district, shall cause the student to become ineligible for a minimum of one semester and a maximum of one year.

Awards: A student may accept, for participation in athletics, a symbolic or merchandise award which does not have a fair market value or cost in excess of $40.

Limited Team Membership: A student who, after practicing with or participating in an athletic contest or scrimmage as a member of a high school athletic team, participates in any other athletic competition not

sponsored by his or her school in the same sport during the same season, shall become ineligible for a minimum of the next three days of competition and a maximum of the remainder of that season in that school year.

The Flint Metro League Conference: Flushing High School is a charter member of the Flint Metro League Conference. The Flushing Community Schools shall abide by policies and guiding principles of the league set forth in its Constitution and By-Laws. The Flint Metro League Conference will be comprised of 12 schools:

Brandon
Clio
Corunna
Fenton
Flushing
Goodrich
Holly
Kearsley
Lake Fenton
Linden
Owosso
Swartz Creek

Sports offered:

Fall: Cross Country, Football, Golf-Girls, Soccer-Boys, Swim-Girls, Tennis-Boys, Volleyball, Sideline Cheer

Winter: Basketball, Bowling, Competitive Cheer, Hockey, Skiing, Swim-Boys, Wrestling, Powerlifting (non-funded)

Spring: Baseball, Golf-Boys, Lacrosse-Girls, Soccer-Girls, Softball, Tennis-Girls, Track, Lacrosse- Boys, Skeet (non-funded)

Middle School:
The middle school interscholastic teams will schedule athletic competition with other Flint Metro League schools and schools from the Saginaw Valley Conference.

Fall: Cross Country, Football, Basketball-Girls

Winter: Basketball-Boys, Wrestling, Swim, Volleyball, Competitive Cheer, Bowling (non-funded)

Spring: Baseball, Softball, Track

Athletic Board of Control (ABC): The purpose of this council, which is a committee of the Flushing Community Schools, is to integrate all interscholastic athletics of the secondary schools with the total education program of the school district. The function of the ABC is to:

1. Recommend policy for the entire interscholastic athletic program of the school district, subject to approval by the Board of Education.
2. Be an open forum for the discussion and advisement of the athletic concerns of the coaching staff and the student-athletes.

MESSAGE TO PARENTS

This booklet is designed for you because your son/daughter has indicated a desire to participate in interscholastic athletics and you have expressed your willingness to permit him/her to compete. Your family interest in this phase of our school program is gratifying. Participation in sports provides a wealth of opportunities and experiences, which will assist students in personal adjustments and development. A properly controlled, well-organized sports program meets student needs for self-expression, mental alertness and physical growth. Flushing hopes to maintain a program that is sound in purpose and that will further each student's educational maturity.

A student who elects to participate in athletics is voluntarily making a choice of self-discipline and self-denial. These are the reasons we place such stress on good training habits. Failure to comply with the coach's rules of training may lead to dismissal from the squad. This concept of self-discipline and self-denial is tempered by the coach's responsibility to recognize the needs of the individual within the objectives of the team. The Athletic Department does not seek blind conformity as a means for achieving team responsibility and discipline. However, there is no place in high school athletics for students who will not discipline their minds and bodies for rigorous competition.

The athletic department is committed to the following when your son/daughter enlists in one of our sports programs:

1. To provide adequate equipment and facilities.
2. To provide trained qualified coaches.
3. To provide equal contests with skilled officials.

4. To provide adequately supervised transportation.

Similarly, parents have assumed certain responsibilities and obligations. We take this opportunity to acquaint you with challenges that could be detrimental to a well-organized program of athletics if parents are not informed.

The Coach as the Professional:

Inasmuch as athletics are an integral part of the total school program, the coach must be a professional person with a sound educational background. Important considerations are the personal qualities, professional preparation, in-service education, leadership responsibilities, motivational skill, and ethics. The FCS administration recognizes the coach as a professional and will evaluate each head coach every year.

The coach should possess desirable personal qualities in order to satisfactorily achieve projected objectives. Rapid societal and educational change indicates that the highly desired qualities which make for good teaching and coaching include the following:

1. A reasonable flexibility and receptivity to attitudinal changes, in society, that affect youth.
2. An ability to understand and to cope with the problems and concerns of athletes.
3. A well-organized logical and rational approach to coaching which fosters mutual respect among the entire school community.
4. An ability and willingness to communicate with team, parents, teachers, administrators and the public.

Parent/Coach Relationship;

Both parenting and coaching are extremely difficult responsibilities. By establishing an understanding of each position, we are better able to accept the action of the other and provide greater benefit to the children involved. In our program, you have a right to understand what expectations are placed upon your child. This begins with clear communication from the coach of your child's program.

Communication you should expect from your son/daughter's coach will include:

1. Philosophy of the coach.
2. Expectations the coach has for your child as well as for all of the players on the squad.
3. Location and times of practices and contests, communicated in a timely manner.
4. Team requirements, i.e., fees, special equipment, off-season programs, etc.
5. Procedures to follow should your child be injured during participation.
6. Discipline that may result in the denial of your child's participation.

Communication coaches expect from parents will include:

1. Advance notification of any schedule conflicts.

2. Concerns expressed directly to the coach.
   When a person (such as a student, parent, teacher, coach or an administrator) has a question, concern, or complaint regarding an athletic situation we have found the following line of communication is very effective in resolving issues. Parents are requested to follow these steps.
   a. Start with the source. Talk directly with the coach, in private, face to face, away from the practice site or game arena. A telephone call may be necessary to arrange an appointment. After a contest is not a good time.
   b. If necessary, talk next with the head coach of the program.
   c. If necessary, talk next with the Director of Athletics.

As your child becomes involved with the programs at Flushing Community Schools, he/she will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times, discussion with the coaches is encouraged.

Appropriate concerns to discuss with the coaches are:
1. Ways to help your child improve in the sport or academically.
2. Concerns about your child's behavior.
3. The physical or mental treatment of your child.

Coaches are professionals. They may make judgment decisions based upon what they believe to be best for all students involved. As you have seen from the list above, certain things may be discussed with your child's coach. Other things must be left to the discretion of the coach.

Issues not appropriate to discuss with the coaches:
1. Playing time.
2. Team strategy.
3. Play calling, etc.
4. Other student athletes.

If you have a concern to discuss with a coach, the procedure you should follow is:
1. Call to set up an appointment with the coach. (810-591-3776)
2. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

What can a parent do if the meeting with the coach did not provide a satisfactory resolution?
1. Call and set an appointment with the Athletic Director to discuss the situation. (810-591-3776)
2. At this meeting the appropriate next step can be discussed.

MESSAGE TO THE STUDENT ATHLETE

Being a member of an athletic team is the fulfillment of an ambition for many students. A wholesome athletic tradition is not established overnight; it is the result of hard work by many people over many years. It is a "Tradition." You inherited a wonderful tradition that you are now challenged to maintain. A good athletic tradition is worthy of the efforts of all concerned. Over many years Flushing Community School teams have won more than their share of league and tournament championships. Many individuals have set records and won many honors.

It will not be easy to represent your school in interscholastic athletics and to uphold a great athletic tradition. However, the contributions you make should be a satisfying accomplishment to you and your family.

DO:

- Develop your sport skill to the best of your ability.
- Achieve a thorough knowledge of your sport
- Strive for further excellence in your sport by maintaining proper training and conditioning habits.
- Establish good nutritional habits.
- Conduct yourself in an appropriate manner within the classroom, the fields of play, and within the community.
- Adopt good study habits so that you maintain an acceptable scholastic standard.
- Respect and protect school equipment.
- Accept sports participation as an opportunity to foster a better understanding of others value systems.
- Accept sports participation as another opportunity to improve your educational opportunities.
- Learn the team specific and/or coach specific rules/guidelines for your particular sport or team.

DO NOT:

- Lose sight of values inherent in athletic participation.
- Be an attendance problem at school.
- Neglect classroom work and studies.
- Drop out of sport participation without consulting your parents or coach.
- Miss a practice/event without consulting your coach.

Responsibilities to Yourself:

The most important of these responsibilities is to develop strength of character. You owe it to yourself to get the greatest possible good from your high school experience. Your

studies, your participation in other extra-curricular activities, as well as in sports, prepare you for your life as an adult.

Responsibilities to Your School:

Another responsibility you assume as a squad member is to your school. Flushing cannot maintain its position as having outstanding schools unless you do your best in whatever activity you wish to engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school.

You assume a leadership role when you are on an athletic team. The student body and citizens of the community know you. You are on stage with the spotlight on you. Your school is judged by your conduct and attitudes, both on and off the field. Because of this leadership role, you can contribute greatly to school spirit and community pride. Make Flushing proud of your school by your faithful exemplification of these ideals.

Responsibilities to Others:

As a team member, you also bear heavy responsibilities to your home. If you never give your parent/guardian anything to be ashamed of, you will have measured up to the ideal. When you know within your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability every day and that you have played the game "all out," you maintain your self-respect, and your family can be justly proud of you.

CONDUCT OF AN ATHLETE

On the Field:

In athletic competition a real athlete does not use profanity or illegal tactics, and learns that losing is part of the game. One should be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent on a well-played game after the contest, whether in defeat or victory.

False athletes display fits of temper, clowning, taunting, etc. Real athletes have complete control of themselves at all times.

Officials in a game are there for the purpose of ensuring equity for both teams. Officials do not lose a game. It is athletic tradition that no one except the appointed captain talks to the official and he/she should speak in a tone of respect for the purpose of clarifying a rule.

In the Classroom:

Athletes must plan their schedules so they have sufficient time and energy for their studies and must maintain good attendance. A student-athlete must be in attendance at

school the entire day to be eligible to participate in practice and/or games. When missing school for a medical appointment, the student athlete must submit a doctor's note to the athletic office upon returning to school. Without a note verifying the appointment and clearing the student athlete to participate, he/she will not be allowed to participate that day.

Special circumstances will be determined by the Athletic Director.

On the Campus:

The way we act and look on the campus is of great importance. Athletes should be leaders, and worthy of respect from their fellow students. Athletes should not wear apparel that promotes alcohol, drugs, tobacco, nicotine, etc. This sends the wrong message.

GENERAL POLICIES AND PROCEDURES FOR ATHLETICS

Losing Equipment:

Each athlete accepts full responsibility for all Athletic Department equipment issued to him/her, and must return all items at the conclusion of the season. Any athlete losing equipment will not be allowed to participate in another sport until the equipment is returned or paid for. Payment for these items will be made at full replacement value and paid to "Flushing Athletic Department". Athletic Department equipment, including practice gear, game jerseys, and warm up uniforms are to be worn only during official team functions.

Dual Participation:

When a student-athlete wishes to participate in two sports during the same season the coaches of the two sports involved must agree to this arrangement before an athlete is allowed "dual participation." The coaches will then agree, before the season begins, as to the student's attendance at practices and events. The coaches and the student will meet with the athletic director to finalize this plan.

Quitting a Team:

Any athlete who quits a team or is dropped by a coach for disciplinary reasons after the first scheduled contest will not be permitted to participate in any other sport, including unofficial workouts, including intramural sports, until the final game of that sport season is completed.

Team Membership:

Once an athlete has started practicing in a sport, the student may not change to another current sport unless he/she has permission from both coaches. A student who is cut from one sport may try out for another.

If an athlete is dropped from a team for disciplinary reasons, the student will not be allowed to try out for another sport during the same season. He/she will not be permitted to be involved with out-of-season practice or conditioning for a succeeding sport until completion of the current sport's season.

Squad Cuts:

High/Middle School athletics exists for skilled and advanced athletes. Although "cutting" players from the athletic teams is discouraged, in certain sports maximum student participation levels must be established. The coach will explain to the athletes the criteria for gaining membership to the team before practice begins. Those students not making the team will be entitled to have a personal interview with the coach.

Severe Weather Conditions;

Each building, as well as Central Office, monitors the weather conditions daily through an Early Warning Weather Radio. When severe weather conditions exist, Central Office will initiate a "Fan Out Procedure", with specific directions for the buildings and outdoor facilities. At athletic events the official(s) assigned by the state will follow the MHSAA guidelines for postponing and/or canceling events.

Suspension from School:

Any athlete suspended or expelled from school is automatically suspended from all athletic teams during that period of time.

Insurance:

Athletics is a voluntary, extra-curricular program in which the student may participate if he/she so desires but does so at his or her own risk of injury. Flushing Community Schools does not assume financial responsibility relative to doctor, ambulance or medical expense. Parents are encouraged to obtain adequate insurance coverage for their children, either through a family insurance policy or through the commercial insurance plan made available by the school district. It must be remembered, however, that because the coaching staff encourages students to enroll in an insurance program, this in no way exposes the coach, school, or Board of Education to liability in case of injury.

Pay-to-Participate

The Pay-to-Participate fee is structured in that the fee is a one-time yearly payment that is valid for all three seasons. The fee is not on a per sport basis and the fee does not guarantee playing time.

The Pay-to-Participate fee structure beginning this fall will be as follows:

Flushing High School Athletics
$200 annual fee for a student in grades 9-12.
$100 annual fee for a student in grades 9-12 who qualifies for Reduced Lunch.
$0 for a student who qualifies for Free Lunch.

Flushing Middle School Athletics
$100 annual fee for a student in grades 7-8.
$50 annual fee for a student in grades 7-8 who qualifies for Reduced Lunch.
$0 for a student who qualifies for Free Lunch.

In addition, there will be a family yearly cap of $500, which means regardless of how many students attend Flushing Middle School or Flushing High School, the total yearly amount for pay-to-participate cannot exceed $500.

The pay-to-participate fee will be due prior to the first athletic contest for each sport.

Refunds will not be made to students who:

- Drop out of a sport before the season has ended
- Are suspended from a sport because of a rule violation
- Become academically ineligible
- Move out of the district

Transportation:

All students are expected to ride with the team to and from each activity. If a parent/guardian chooses to drive their own child home from a contest, this would be acceptable under the condition that these arrangements are made with the appropriate staff (coach) prior to the trip. This requirement may be waived by filling out a one- year transportation waiver before the season begins. It is not acceptable for a student to drive home from a school-sponsored activity with anyone other than his/her parent or guardian. If students are not riding home with their parents or guardians, they shall ride with the team.

The Athletic Department has initiated two changes in the transportation policy. First, two or more teams will travel on the same bus when the teams are small and are traveling to destinations near each other. Second, we will no longer provide transportation for teams or team members for **Saturday or Sunday** events. Exceptions to this will be when teams are attending MHSAA events.

A "Blanket Transportation Waiver" may be filled out by parents for students to ride with other student's parents, etc.

Athletic Trainers:

Flushing High Schools has a certified athletic trainer (A.T.C.) on staff. Student/athletes are encouraged to inform the trainer of any injury they incur. Should their condition merit, the parent/guardian will be notified. If a doctor holds the athlete out of play, then a doctor's note allowing the student/athletes to resume participation MUST be presented to their coach or trainer.

Athletic Training Room Rules:

1. The training room is for medical purposes ONLY. It is not a lounge, locker room or equipment room.
2. NO cleats in the training room.
3. No more than five (5) athletes at a time in the training room. Wait your turn patiently in the hall.
4. Sign in on the daily treatment log to receive treatment.
5. To receive treatment, arrive at least ½ hour before you are supposed to be ready for practice or game.
6. Do not take supplies without permission.
7. If you receive permission to use something from the training room you must sign it out on the equipment log. You are expected to return any loaned equipment promptly, or you will be charged for it.

Practice Policies:

All sport teams MUST conform to the MHSAA regulation regarding in-season and out-of-season limits and dates.

Length of practice will vary due to coaching circumstances. A time limit determined by the coaching staff (usually two hours) should be adhered to as much as possible. Athletes must have time for normal home activities, study and other school activities. Sunday practices should not be mandatory.

If school is called off during the school day or before the start of the school day, the decision to participate in athletic practices or games will be made prior to 12:00 p.m. by the athletic director, principal, superintendent or designee. Practices will stay at normal

scheduled times unless changed by the athletic department. Only varsity teams are allowed to practice on these days. These practices cannot be made mandatory.

Ticket Prices (Admission) for Athletic Events:

Admission prices for athletic events as determined by the Flushing Athletic Department are:

Please check the district website for up to date admission prices.

Athletic Awards:

An athletic award is given by the school as a special recognition of athletic performance. To qualify for this honor, a student should meet the established qualifications of the coach and be a team member in good standing in the sport in which the award is granted.

A student may be denied an athletic award for the following:

- Any student who is dismissed from any team or who leaves the team, even though he/she has satisfied the requirements for an award.
- Any student who has not properly accounted for all equipment issued.
- Any other circumstance deemed necessary by the coach.
- At the discretion of the coach with notification to the building administrator.

Team Awards:

Numerals	First time playing a sport (one time)
Junior Varsity Letter	First time on JV (one time)
Varsity Letter	First time on Varsity (one time)
Varsity Certificate	Second time on Varsity (per sport)
Sport Pin	First time on Varsity (per sport)
Sport Bar	Given 2nd, 3rd, and 4th year on Varsity Sport (per sport)
Captain Pin	Must be a team captain
Manager Pin	Must be a team manager
Raider Plaque	Varsity Only
Team MVP, Most Improved, Most Spirited	
Flint Metro League Conference Certificates	Varsity Only
1st Team	
2nd Team	
Honorable Mention	

Academic Awards:

Flint Metro League All Academic Certificate	3.5 or higher cumulative GPA

Flushing Athletic Department Scholar Athlete Awards-3.6 GPA (previous marking period)

1st-Scholar Athlete T-shirt (Black)
2nd-Scholar Athlete Patch
3rd-Scholar Athlete (Raider Pin)

Sportsmanship:

The ideals of good sportsmanship, ethical behavior and integrity are important to our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines. In perception and practice, good sportsmanship shall be defined as those qualities of behavior, which are characterized by generosity and genuine concern for others. Awareness is expected of the impact of an individual's influence on the behavior of others. Good sportsmanship is viewed by the Flushing Community Schools as a concrete measure of the understanding and commitment to fair play, ethical behavior and integrity.
The Flushing Athletic Department continues efforts to maintain "Excellence in Athletics" through good sportsmanship. If sportsmanship is not made our highest priority, our programs will be no different than most of the non-school athletic programs. The most important sportsmanship guideline is practicing the Golden Rule—treating others the way you want to be treated, with respect. Everyone represents our schools at an athletic event. One act of sportsmanlike or unsportsmanlike behavior paints a picture of how we are perceived by neighboring communities, schools and the media. Maintaining the proper perspective about school sports will help us in our quest for good sportsmanship, show what is good about our school district and remind us that school sports are here to educate students and have fun. Any spectator that exhibits behavior contrary to this guideline may be removed from the sports activity for that event or longer.

Sportsmanship #1 Rule

CHEER for your Team
NOT at the other Team

Athletic Booster Groups:

The Flushing Athletic Boosters club was created to provide an organizational means of community support for Flushing athletes. The support is in the form of community spirit work when needed, and fund raising projects to supplement team budgets by funding special needs. The club usually meets on a monthly basis, the first Monday of the month.

Physical Examinations:

Athletes must have on file in the athletic office a physician's statement for the current school year (after April 15 of the previous year) certifying that he/she is physically able to compete in athletic practices and contests. The Flushing Community Schools also requires that each athlete have on file an "Emergency Card" with the high school or middle school.

Risk of Injury:

By its nature, participation in interscholastic athletics includes risk of injury, which may range in severity. Although serious injuries are not common in school athletic programs, it is impossible to eliminate the risk. Participants have the responsibility to help reduce the chance of injury.

Soliciting Funds:

The policy of the Board of Education is to forbid financial drives or solicitations of any nature unless specifically approved in advance. Contact the building administrator for permission and guidelines.

State Tournament Reimbursement:

The following procedures will be used by a head coach when his/her team or player(s) qualifies for a final MHSAA state meet.

1. The head coach will request the appropriate forms from the Athletic Office to prepare forms for reimbursement. This process must begin the first Monday after qualifying for the state tournament. Any delay may result in late check distribution.
2. The head coach shall submit reimbursement forms to the Athletic Department indicating the amount needed for lodging, meals and mileage.

Guidelines for Qualification for meal reimbursement at MHSAA Athletic Events:

- Amount per athlete is $20 (including tax and gratuity)
- Only for athletes that qualify for competition at a MHSAA state sanctioned event.
- Head and assistant coaches also qualify for meal reimbursement provided they are authorized to coach in Flushing Community Schools.
- Any amount over the limits in Section A per athlete will be the responsibility of the coach.
- Athletes must be academically eligible for the meet to qualify.
- Athletes with any behavior or discipline issues which keep them from participating in the MHSAA State meet will not qualify for meal reimbursement.
- Athletes disqualified from a MHSAA state meet will not qualify for meal reimbursement.

Meal reimbursement limitations:

- $5.00 per athlete that qualifies for state participation for breakfast (if not served at hotel, i.e. free continental breakfast). If breakfast is served at the hotel, no breakfast allowance will be provided.
- $5.00 for lunch per athlete that qualifies for state participation.
- $10.00 per athlete that qualifies for state participation for dinner.

The specific meal allowances are not be exceeded per each meal. If funds from one meal are not used, the money will not be spent on a future meal. Meals are only provided for days of competition. Should a team not qualify for a second day of competition, meal money allowance will be void and not provided. Coaches will also be given the same meal reimbursement privileges as athletes.

Medication:

For students to have, used or distribute any type of drug (medication) in school or at school functions, places the student in violation of the Drug Free School Act. Any medication, either prescription or non-prescription, which a student must take at school or at a school function must have an "Authorization For The Use of Medicines At School" form completely filled out and on file in the school office. If the student's authorization form requires them to take the medication at games or practices, that medication must be held and dispensed by the coach (or trainer) in accordance with the medical authorization form. Otherwise, the coach (or trainer) cannot dispense any type of internal medication.

Inhalers:

Students may possess and use metered dose inhalers or a dry powder inhaler for the relief of asthma symptoms while at school or on any school sponsored activity when approved by a physician and requested in writing from the student's parent/guardian. "Authorization for Use of Medicines at School" form must be completely filled out by the student-athlete and parent.

Criteria for Adding/Deleting a Sport:

All requests to add or delete a sport must be made through the Athletic Director's office or the Principal's office. This will enable the appropriate district administration or individual an opportunity to adequately evaluate the request. Consideration should be given that no sport be added or deleted in the immediate school year in which the request was authored; allowing for a feasibility study to take place, diffuse a sense of immediacy that accompanies a request, provide adequate time to secure competent coaches, necessary equipment, and establish a competitive schedule for the sport. All programs will be reviewed annually by the Athletic Director to determine whether or not a program retains sport status. The review will be based on the standards described above.

For a sport to be considered for "team" status by the Flushing Athletic Department, it must meet the following criteria:

- Must have operated successfully as a club/intramural sport within the district for three consecutive years.
- Must have demonstrated adequate student interest, defined as double the minimum squad size for the preceding three years.

- Must have adequate competition for the given sport, defined as five interscholastic opponents with a geographic area established by MHSAA standards.
- The sport must be sanctioned at the state level (MHSAA) and the local level (Flint Metro League Conference) for applications of common rules, eligibility, allowable contests, starting dates and regulations of coaches.
- Must consider the impact of additional costs to the athletic budget when granting and continuing varsity status. Adequate funding must be available so that the sport can be appropriately supported. Funding will not be diverted from existing programs to create new programs.
- Must evaluate and consider safety and risk factors when adding and continuing varsity sport status.
- Must be a competitive athletic activity, requiring participants to obtain a high level of physical conditioning, training and skill.
- Adequate school facilities must be available.
- Must be possible to secure qualified and competent coaches.

High School Athletic Eligibility:

High School students must pass five (5) out of six (6) classes to be eligible each semester. A student who fails two (2) classes at the end of a semester shall be ineligible for 60 school days unless the deficiencies are made up during a subsequent semester, summer school session, night school, by correspondence, online or by tutoring. A student has the opportunity to make up a maximum of two failing grades at an approved alternative educational setting. Eligibility may be reinstated during the next semester when the school accepts the credit.

Marking period/Weekly Eligibility: A student-athlete must be passing five out of six classes at the end of each week. If a student-athlete is not passing at this point in time, they become ineligible for the upcoming week (Sunday through Saturday). An exception will be made for the first two weeks (10 school days) of a new Marking Period where a student must be passing four out of six classes. The first two weeks of a new marking period will be a probationary period for eligibility purposes.

Weekly Grade Reporting will be initiated on each student-athlete during his/her athletic season. This Grade Report will be given to the student-athletes coach. Coaches are encouraged to develop plans for student-athletes who are deficient in their grades on the Weekly Grade Report.

Middle School Athletic Eligibility:

A seventh grade student who competes in any athletic contest must be under fourteen (14) years of age, except that a student whose birthday occurs on or after September 1 of the current school year is eligible for the balance of the school year.

An eighth grade student who competes in any athletic contest must be under fifteen (15) years of age, except that a student whose birthday occurs on or after September 1 of the current school year is eligible for the balance of the school year.

A middle school student must be passing five (5) or six (6) classes to be eligible to participate in an athletic contest. Eighth grade students transitioning to the high school must have passed three (3) out of six classes to be eligible as a freshman.

NCAA Eligibility Center:

A student-athlete who is planning to enroll in college as a freshman and wishes to participate in Division I or Division II athletics, must be certified by the NCAA Eligibility Center. The Center ensures consistent interpretations of NCAA academic requirements for all prospective student-athletes at all member institutions. Please see your high school counseling office for information about the NCAA Eligibility Center. Parents and students can go to the FCS web site (**www.flushingschools.org**), go to the "Athletic" site and see information regarding the NCAA and college recruiting process at the "The Student-Athlete & College Recruiting" tab. You can also go to the NCAA web site at www.eligibilitycenter.org.

Performance Enhancing Supplements:

The National Federation of State High School Associations (NFHS) has re-emphasized its original 1998 position against improper use of supplements that are unregulated by the Food and Drug Administration and which contain harmful ingredients such as creatine, ephedrine or excessive amounts of caffeine. The 1998 position statement on this matter was and continues to be:
"All student-athletes and their parents/guardians should consult with their physicians before taking any supplements. In addition, coaches and school staff should not recommend or supply any supplement product to student-athletes".

In addition, Michigan Public Law 187 prohibits any public school employee/volunteer from promoting or supplying dietary supplements, which carry claims of enhanced athletic performance. The law covers androstenedione, creatine and any compound labeled as performance enhancing.

Accordingly, no staff member, volunteer, or contractor shall knowingly sell, market, distribute, or promote the use of a dietary supplement that contains a performance-enhancing compound or a performance-enhancing drug (e.g., anabolic steroids) to a student with whom the staff member, volunteer, or contractor has contact as a part of his/her duties. Furthermore, the staff member, volunteer, or contractor shall not endorse or suggest the ingestion, intranasal application, or inhalation of a dietary supplement that contains a performance-enhancing compound or a

performance-enhancing drug by a student with who he/she has contact as part of his/her duties.

ATHLETE'S CODE OF CONDUCT

While a student has a legal right to attend school, the courts have held that the same right does not extend to participating in athletics. As a result, when a student elects to participate in a co-curricular activity, he/she is agreeing to abide by the standards of conduct established for that activity. Therefore, it is vitally important for both the student and the student's parents to carefully review the expected standards of conduct established in an athletic code or any special rules established by the athletic department/coach for that given activity. And, if for whatever reason the student feels that he/she cannot abide by such, then the student should not elect to engage in the activity.

Above all else, it is important to remember that when a student-athlete chooses to violate the Athletic Code of Conduct, it is the athlete who has violated his/her own oath of participation.

Administrative Points of Emphasis:

Because infractions are taken seriously, the coach involved and the athletic director shall meet and determine the penalty according to the degree of the infraction. The student-athlete and his/her parents should be notified before the penalty is determined and provided the opportunity to present their position on the incident. An Athletic Discipline Report form will be completed for each violation and maintained by the athletic director.

These rules and regulations are in effect twelve months of the year.

Depending on the severity or repetitions of violations, Group I or Group II violations may be elevated to a higher level of enforcement.

All penalties for violation of this Code of Conduct shall be cumulative beginning with the student's participation in the Middle School (grades 7-8) and again in High School (grades 9-12). Suspensions may carry over from one year to the next.

Any behavior contrary to which has been stated is a direct reflection on the school, team, coaches, and will not be tolerated. Suspension from athletic events may result.

Student-Athletes shall not be able to practice or participate in events during an out-of-school suspension. Student-Athletes may practice during a disciplinary period from athletic participation. Student-Athletes who are serving an after-school detention will not be allowed to leave early to participate in a practice or event.

The athletic director, building administrator or the coach will recognize only coaching staff, supervisory staff, and teaching staff and police agencies as reliable sources of violations of the code of conduct.

The following procedure is applicable for all penalty stages:

- If a student-athlete chooses to go out for a sport in which they have not participated in previously as their "next interscholastic sport season", the coach of the sport in which the student usually would participate in as the next season and the coach of the new sport must agree in this participation. The student-athlete and the coaches must agree that the student must begin and complete a full season.in good standing after the student-athlete serves his/her suspension.
- If the second season has a different number of "competitive dates" then the season in which the violation occurred, the number of suspended events may be adjusted by the athletic director.

Violations of the Athletic Code of Conduct:

Group I Violations:
(On or Off School Grounds)

- **Violation of Group I in the "Student and Parent Handbook"**
  - **Including, but not limited to: cheating, class disruption, driving/parking violations, hazing/bullying, obscenity, possession/use of tobacco, nicotine, vandalism.**
- **Suspension from an Athletic Event: When a student/athlete is disqualified (suspended) during a contest for flagrant or unsportsmanlike conduct, that student shall be withheld by his/her school for at least the next day of competition.**

Group I (2-3 day suspension) Penalty Enforcement:

First Violation Penalty:

After the school discipline has been assigned for the first violation, the student will be suspended immediately, not to exceed 10% of the regular season contests. If the penalty is not fully administered using regular and postseason contests, the remainder of the penalty will be applied to the next interscholastic sport season in which the athlete participates.

Second Violation Penalty:
After the school discipline has been assigned for the second violation, the student will be suspended immediately from the contest not to exceed 20% of the regular season contests in the sport in which the student is a participant. If the penalty is not fully administered using regular and postseason contests, the remainder of the penalty will be applied to the next interscholastic sport season in which the athlete participates.

Third Violation Penalty:
After the school discipline has been assigned for the third violation, the student will be suspended immediately from contests not to exceed 50% of the scheduled contests in the sport in which the student is a participant. If the penalty is not fully administered using regular and postseason contests, the remainder of the penalty will be applied to the next interscholastic sport season in which the athlete participates.

- Hazing/Initiation of Student-Athletes are Illegal.
    - If a student-athlete is involved in hazing or initiations, the student-athlete will face disciplinary action from the school, which could lead to expulsion. The Flushing Administration will work with the Flushing Township Police Department to see that students are punished under any and all statutes that apply to the alleged crimes that the student may have committed.

Group II Violations:
(On or Off School Grounds)

- **Violation of Group II in the "Student/Parent Handbook.**
    - **Including, but not limited to: arson, assault, fighting, possession/use/influence of unlawful drugs, sexual harassment, theft, vandalism, hate speech.**

Group II (4-5 day suspension) Penalty Enforcement:

First Violation Penalty:
After the school discipline has been assigned for the first violation, the student will be suspended immediately from a minimum of 25% of the regular season contests in the sport in which the student is a participant. If the penalty is not fully administered using regular season and postseason contests, the remainder of the penalty will be applied to the next interscholastic sport season in which the athlete participates.

Second Violation Penalty:
After the school discipline has been assigned for the second violation, the student will be suspended immediately from a minimum of 50% of the regular season contests in the sport in which the student is a participant. If the penalty is not fully administered using regular season and postseason contests, the remainder of the penalty will be applied to the next interscholastic sport season in which the athlete participates.

Third Violation Penalty:
After the school discipline has been assigned for the third violation, the student will be suspended from athletics immediately for twelve (12) months from the date of the infraction.

Group III Violations:
(On or Off School Grounds)

- **Violation of Group III (6+ day suspension) in the "Student and Parent Handbook"**
  - **Including, but limited to: physical assault, sale or distribution of unlawful drugs, theft greater than $100, weapons.**

Steroid Policy: Flushing Schools and the Flushing Athletic Department recognize the use of androgenic steroids as a significant health problem for students that can result in negative effects on behavior, learning development of the individual and team or school morale. In order to protect the health and safety of students and promote fair competition, the Flushing Athletic Department prohibits the use, possession and distribution of anabolic androgenic steroids. It is not a violation for students to be in possession or use of a drug prescribed for the students use by his/her physician.

Performance/Enhanced Drugs/Compounds:
The Board of Education recognizes that the use of dietary supplements that contain performance-enhancing compounds and/or performance-enhancing drugs poses a serious health risk to students.

Group III Penalty Enforcement:

First Violation Penalty:
After the school discipline has been assigned for the first violation, the student will be suspended immediately from a minimum of 50% of the regular season contests in the sport in which the student is a participant. If the penalty is not fully administered using regular and postseason contests, the remainder of the penalty will be applied to the next interscholastic sport season in which the athlete participates.

Second Violation Penalty:
After the school discipline has been assigned for the second violation, the student will be suspended from athletics immediately for twelve (12) months from the date of the infraction.

Third Violation Penalty:
The student-athlete found in a third violation shall be denied athletic participation for the remainder of their high school (middle school) athletic career. After one calendar year from determination, an appeal can be made to the Athletic Board of Control for reinstatement contingent upon substantiated rehabilitation.

Assessment:
Any student-athlete who is in violation of or has referred him/herself for use of drugs or alcohol MUST complete the assessment and referral processes through an approved agency by the building administration. This assessment and referral will be completed before the athlete can continue to participate in the present sport or before the athlete can go out for the next sport.

Individual Coaches Rules & Regulations:
Coaches may establish additional rules and regulation with the prior approval of the building athletic director. These additional rules for a particular sport must be stipulated in writing to all team members and parents and explained fully at the start of the season. Copies of all additional team rules by coaches are on file in the athletic director's office. All athletes will follow team rules regarding missing practices, arriving late for practices or games, not following directions, etc. Violations of these team rules may result in discipline by the coach.

Self-Referral:

Self-Referral by Student-Athlete:
Student-athletes may take advantage of a self-referral procedure to seek information, guidance, counseling and assessment in regard to student-athlete use of tobacco, nicotine, alcohol and other drugs. Voluntary referrals do not carry punitive consequences.

a. Referral is allowed one time in a student's four-year high school career (two-year middle high school)
b. Referral must be only by the athlete or a member of the immediate family.
c. Referral must be before the first violation.
d. Referral cannot be used by athletes as a method to avoid consequences once a code of conduct rule is violated and a student has been identified as having violated one of the code of conduct rules.
e. Referral must be made to a coach, athletic director, and teacher, building administrator, guidance counselor or the district police liaison officer.

APPEAL PROCEDURE:

The student-athlete may appeal the decision of the building committee (coach and Athletic Director) to the Athletic Discipline Review Committee (Athletic Director, two head coaches). The appeal will require the following:

a. The written appeal must be presented to the Athletic Director within five school days of the initial ruling.
b. The student shall have the privilege of representation even though it is not a legal process.
c. The Athletic Discipline Review Committee shall render a decision within five days, in writing, to the student and his/her parents or guardian.

Decisions rendered by the Discipline Review Committee may be appealed to the building principal. The decision of the building principal is final and cannot be appealed beyond his/her decision.

The student is allowed to participate in events during the appeal process as long as the offense does not warrant AN out-of-school suspension.

ATHLETIC SAFETY – CONCUSSION POLICY

Per Michigan State law effective June 30, 2013, the following policies regarding concussion are in place to protect students during MHSAA activities and in physical education classes, intramural activities, and out-of-season camps or clinics.

MHSAA policy dictates the following:

Each school shall designate the person who shall evaluate suspected concussions. If a student is withheld from competition due to a suspected concussion, he or she may not return at all on that day and only on a subsequent day with the written clearance of an MD, DO, NP and PA. This is more stringent than the new law and must be followed for MHSAA competition and practices. Not adhering to this protocol results in ineligibility of the student and forfeiture of contests. If a student-athlete is diagnosed with a concussion by an MD, DO, NP and PA they must be cleared by an MD, DO, NP and PA and then complete the return-to-play protocol provided by the MHSAA and overseen by the athletic trainer.

Compliance with other respects of the new concussion law is accomplished through a website of the Michigan Department of Community Health (MDCH) michigan.gov/sportsconcussion.

Below is a brief summary of what the new law is requiring youth sports organizations and schools to do for non-MHSAA sport activities such as physical education, intramurals and out-of-season or summer camps and clinics:

1. Adults (coaches and teachers) must complete the established free online training course. There are two options on the MDCH website, one through the Centers for Disease Control (CDC) and one through the National Federation of State High School Associations (NFHS.org). These courses are the only options to fulfill the adult training requirement. Schools should collect and file the certificate of completion for each adult.

2. Sponsoring organizations must provide educational training materials to students and parents and collect and maintain their signed statement of receipt of that information for

the duration of the student's involvement with the organization, or age 18. The MDCH website's educational material is found under "Information for Parents & Athletes." The content of this material may not be altered, but it may be reformatted.

The website also links to an "Acknowledgement Form" (under Popular Documents and Links). This form can be used as the signed statement, or the sponsoring organization may create its own form provided the content is similar. Some schools are including concussion information and signed statements with school registration and handbook materials, at first for all students and in subsequent years for new students.
3. Sponsoring organizations must follow the same concussion protocols for non-MHSAA events as is currently done for MHSAA sports when a student is suspected of a concussion. Sit them out, find out and do not al-low them to return to practice or competition until cleared in writing. The new law requires sponsoring organizations to maintain a copy of any written clearance until the student is 18 years of age.

ATHLETIC SAFETY – HEAT & HUMIDITY MANAGEMENT

To minimize the risk of heat-related illness in interscholastic athletic programs, Flushing High School will follow the following MHSAA model policy proposed for adoption by the Representative Council on March 22, 2013:

Thirty minutes prior to the start of an activity, and again 60 minutes after the start of that activity, temperature and humidity readings will be taken at the site of the activity. These readings will be recorded and kept. The temperature and humidity will be factored into the Heat Index Calculator and Chart to determine the Heat Index.

If the Heat Index is below 95 degrees:

- All Sports
  - Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire.
  - Optional water breaks every 30 minutes for 10 minutes in duration.
  - Ice-down towels for cooling.
  - Watch/monitor athletes carefully for necessary action.

If the Heat Index is 95 degrees to 99 degrees:

- All Sports
  - Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire.
  - Optional water breaks every 30 minutes for 10 minutes in duration.
  - Ice-down towels for cooling.
  - Watch/monitor athletes carefully for necessary action.

- Contact sports and activities with additional equipment
  - Helmets and other possible equipment removed while not involved in contact.

- Reduce time of outside activity. Consider postponing practice to later in the day.
- Recheck temperature and humidity every 30 minutes to monitor for increased Heat Index.

If the Heat Index is above 99 degrees to 104 degrees:

- All Sports
  - Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire.
  - Mandatory water breaks every 30 minutes for 10 minutes in duration.
  - Ice-down towels for cooling.
  - Watch/monitor athletes carefully for necessary action.
  - Alter uniform by removing items if possible.
  - Allow for changes to dry t-shirts and shorts.
  - Reduce time of outside activity as well as indoor activity if air conditioning is unavailable.
  - Postpone practice to later in the day.

- Contact sports and activities with additional equipment
  - Helmets and other possible equipment removed if not involved in contact or necessary for safety. If necessary for safety, suspend activity.

- Recheck temperature and humidity every 30 minutes to monitor for increased Heat Index.

If the Heat Index is above 104 degrees:

- All sports
  - Stop all outside activity in practice and/or play, and stop all inside activity if air conditioning is unavailable.

Note: When the temperature is below 80 degrees there is no combination of heat and humidity that will result in a need to curtail activity.

ATHLETIC SAFETY – AIR QUALITY INDEX (AQI) MANAGEMENT

The MHSAA offers the following guidance to institutions seeking to make decisions about the appropriateness of practice or competition in questionable air quality situations. These guidelines are consistent with NCAA and NFHS position statements on air quality and were adopted by the MHSAA Executive Council on August 7, 2023. The MHSAA recommends using the www.airnow.gov application for the purpose of tracking AQI.

- Monitoring of local AQI and associated air quality alerts, especially during times of extreme environmental conditions is recommended. Advice and monitoring are best done by the primary athletic health care providers (athletic trainers, school nursing staff, team physicians) who have training in such monitoring. Schools may choose to delegate this responsibility to a staff member with knowledge of AQI.

- At AQI values **above 150**, local host consideration should be given to shortening, delaying, modifying, rescheduling the activity or moving it indoors, if possible. Prolonged exposure and heavy exertion should be reduced, shortened or even avoided.

- At AQI values **above 200**, outside events should be rescheduled, postponed or canceled.