

Pottsville Area School District



STUDENT ATHLETIC HANDBOOK

REVISED JULY 14, 2026

ROLL TIDE!

Table of Contents

Mission Statement, Standards, Goal.....	4
Introduction/Contact Information.....	5
Sports Offered.....	6
Classifications.....	6
Affiliations.....	7
Athletic Training Procedures.....	8
Injured Players.....	9
Physicals.....	10
Concussion Procedure.....	10
Thunder/Lightning Procedure.....	11
Heat Procedure.....	11
Athletic Injury Procedure.....	13
Emergency Action Plan.....	13
Sport Registration Information.....	14
Arbiter Registration Instructions.....	14
PIAA Physical Form.....	16
Physicals.....	16
ImPACT Baseline Concussion Test Instructions.....	17
Eligibility Requirements.....	18
Attendance.....	18
Transportation.....	21
Athletic Awards.....	22
Booster Clubs.....	24
Discipline Code of Conduct for Extra-Circular Activates.....	25

MISSION STATEMENT

The Pottsville Area School District's Athletic Department believes that our interscholastic athletic program will help promote the health and well-being of all our student-athletes. This program is intended to develop and maintain the educational values of interscholastic athletics and foster high ideals of good sportsmanship.

STANDARDS/CORE VALUES

The Pottsville Area School District Athletic Program has the following standards, which are the basic core values of our athletic program:

1. The program of athletics should be developed with due regard for health and safety standards of all those involved.
2. Good citizenship and sportsmanship must result from all coaching and from all interscholastic competition.
3. Schools shall fully abide by the spirit and letter of established eligibility requirements which have been democratically developed by local and state athletic associations.
4. Be closely coordinated with the general instructional program and properly articulated with the other departments of the school.
5. Be planned in such a way as to result in opportunity for many individuals to explore a wide variety of sports and school activities.
6. Participation in athletics is a privilege and requires commitments and responsibilities from the student-athlete. In joining a team, the student is accepting direction by the coach and all rules and regulations set forth by the school district and athletic department.

GOAL STATEMENT

To Improve the fundamental skills, team strategy, and sport fitness that are needed to achieve a degree of individual and team success. These, in turn, should lead to the formulation of ethical values, pride of accomplishment, acceptable social behavior, self-discipline, and individual self-confidence.

Introduction

The Pottsville Area School District student athletic handbook aims to inform student athletes and parents on procedures, policies, regulations, and information within the Pottsville Area School District interscholastic athletic program. This handbook will provide clear understanding of PIAA and PASD procedures and policies.

Participation in sports at the Pottsville Area School District is a privilege, not a right. Any student who participates in interscholastic athletics is required to adhere to the policies and procedures set forth by Pottsville Area School District, Pottsville Area Athletic Department, PIAA, and District XI.

The Pottsville Area High School, and DHH Lengel Middle School are members of the Pennsylvania Interscholastic Athletic Association (PIAA) and are bound to the policies and procedures put forth by the PIAA. As well as being members of the PIAA, the Pottsville Area School District is a member of the Schuylkill League and District XI.

Contact Information

Athletic Director: Pete Sanfilippo	psanfilippo@pottsville.k12.pa.us
Assistant Athletic Director: Scott Mattea	smattea@pottsville.k12.pa.us
Athletic Trainer: Jacob Witalec	jwitalec@pottsville.k12.pa.us
Athletic Office Phone Number:	570-621-2977

SPORTS OFFERED AT POTTSVILLE AREA

	<u>FALL</u>	<u>WINTER</u>	<u>SPRING</u>
MIDDLE SCHOOL (GRADES 7 & 8)	7/8--Football 7/8 Cross Country 7th--Girls Volleyball 8th--Girls Volleyball	7th--Boys Basketball 8th--Boys Basketball 7/8 Wrestling 7th-Girls Basketball 8th-Girls Basketball	7/8 Boys Track 7/8 Girls Track 7/8 Softball

	<u>FALL</u>	<u>WINTER</u>	<u>SPRING</u>
HIGH SCHOOL (GRADES 9-12)	Varsity Football JV Football Boys/Girls Golf Varsity Girls Volleyball JV Girls Volleyball Boys Cross Country Girls Cross Country Varsity Boys Soccer JV Boys Soccer Varsity Girls Soccer JV Girls Soccer Girls Tennis Cheerleading	Varsity Boys Basketball JV Boys Basketball Varsity Girls Wrestling Varsity Girls Basketball JV Girls Basketball Varsity Boys Wrestling Boys Swimming Girls Swimming Cheerleading 9 th Boys Basketball	Varsity Baseball JV Baseball Varsity Softball JV Softball Boys Track Girls Track Boys Tennis

PIAA & DISTRICT XI CLASSIFICATIONS

<u>Boys</u>	<u>GIRLS</u>
Football --AAAA	Soccer -- AAA
Cross Country--AAA	Cross Country--AAA
Soccer--AAA	Volleyball--AAAAA
Golf--AAA	Tennis --AAA
Swimming--AA	Swimming--AA
Basketball --AAAAA	Basketball -- AAAAA
Wrestling--AAA	Track--AAA
Tennis--AAA	Softball --AAAAA
Track--AAA	
Baseball--AAAAA	

AFFILIATIONS

Pottsville Area athletic teams participate as a member school in the:

- Eastern Pennsylvania Interscholastic Football Conference Division III South
- Schuylkill Athletic League in the sports of Boys and Girls Cross Country, Football, Golf, Boys and Girls Soccer, Girls Volleyball, Boys and Girls Basketball, Boys and Girls Swimming, Wrestling, Baseball, Softball, Boys and Girls Track.
- Pennsylvania Interscholastic Athletic Association (PIAA) (District XI with classification as identified above)

Requirements for Participation

Consideration for participation on an athletic team requires that a student meet the following conditions:

1. Satisfy all Pennsylvania Interscholastic Athletic Association (PIAA) and Pottsville Area School District (PASD) eligibility and academic standards.
2. Adhere to the policies and procedures of the PASD, the school building you attend, and the athletic department.
3. All students who plan to participate for a school team MUST complete an Arbiter Registration and upload all required athletic documents including the PIAA Sports Physical (Section 6), and a Baseline Concussion Test prior to a week before the official start date of their respective athletic season.

ATHLETIC TRAINING PROCEDURES

Basic Function:

As a staff member of the athletic program **under the direction and supervision** of the Athletic Director, the athletic trainers assists and cooperates with head athletic coaches in providing for the prevention and care of athletic injuries; supplies emergency first aid care for athletic injuries in the absence of an on-site physician; and assists athletic coaches in the implementation of a physician prescribed rehabilitation program for in-season athletes as the Athletic Director may assign.

Scope:

The authority and responsibility of the Athletic Trainers extends to assistance and cooperation with athletic coaches in providing for the health, safety, and welfare of in-season Athletes and to such other activities as the Athletic Director may assign.

Authority and Job Responsibilities:

1. Assist athletic coaches in the care of injured athletes, and in providing emergency first aid care to the injured athlete in the absence of an on-site physician.
2. Assist athletic coaches in contacting parents to request the services of their family physician or a school physician, and/or in an extreme emergency, contacting an Emergency Service Unit to come to the site to attend to and/or transport an injured athlete to a local Hospital Emergency Center.
3. Assist athletic coaches in contacting parents of injured athletes concerning information about the injury, first aid care provided, and the location of the Hospital Emergency Center to which an injured athlete may have been transported.
4. Maintain a daily injury log documenting the types of injuries and illnesses, and the time lost from athletic participation.
5. Assist in the rehabilitation of in-season injured athletes as directed by the athletic coach upon the advice of a physician.
6. Maintain the supplies and equipment used by the athletic trainer on-site and in the training room.
7. Administer Concussion Impact Testing and subsequently re-test individuals who suffer a concussion.
8. Make sure water is available for all athletic contests and practices.
9. Work with the Athletic Director in setting dates for school physicals and in turn coordinating and overseeing the school physicals.

10. Prior to the start of the first practice for each sport, provide the head coach with a list of athletes who have completed the registration process, which includes physical and full registration in Arbiter.
11. Recommend the organization of the areas of responsibility to meet approved objectives of the athletic program.
12. Assist the Athletic Director and athletic coaches in providing information to athletes and parents about injury trends, injury potential, and prevention and care of athletic injuries.
13. Assist the Athletic Director in developing requests for supplies and equipment necessary to maintain the athletic trainer's facility.

INJURED PLAYERS

The following procedures are recommended in the event of an athletic injury.

1. Never move an injured athlete until the extent of the injury is known.
2. If the athletic trainer is available, he/she should make an initial assessment of the injury and recommend further action.
3. If the parents are not present, call the parents and inform them of the suspected extent of the injury and the recommendations of the trainer.
4. If it is determined that the athlete needs treatment, he/she may go to the doctor of choice.
5. The coach must immediately contact the athletic trainer if the injury occurred when the athletic trainer was not present. The coach should know the Trainer's Phone Number.
6. Any injured athlete must be cleared for return to competition by a medical physician, certified athletic trainer, or both. Without this clearance, the athlete may not participate.
7. The school district does not carry insurance.

PHYSICALS

1. The Pottsville Area School District in conjunction with St. Luke's Medicine provides physicals for all student athletes.
2. Normally, prior to each sport season (Fall, Winter, Spring) a physical date will be publicized. If a student cannot make the assigned date, it is their responsibility to receive a physical with a doctor of their choice at their own cost. All PIAA approved paperwork must accompany any student physical, whether given by the school or their own doctor.
3. In order to participate in a PIAA sport, a student athlete needs **one physical** for the sport year. The physical must occur after May 1. Multiple sport athletes will need to complete a recertification form after completing their first sport.
4. If a student athlete would be injured during a sport season and not return, he or she would be required to get an additional physical.

Concussion Procedure

If a student athlete suffers a concussion during any athletic event at Pottsville Area School District, the sports medicine staff will conduct an initial evaluation. The Sports Medicine Staff will utilize the SCAT-6 to complete this evaluation.

- Any student athlete that suffers from a concussion must be cleared by a licensed physician.
- After clearance from a licensed physician, the student athlete **MUST** go through a 5-day Return to Sport progression with the Athletic Trainer **BEFORE** being cleared to return without restrictions.
- The 5-day Return to Play progression is set by the overseeing physician of the Athletic Trainers at Pottsville Area School District.
- The Pottsville Area School District Sports Medicine staff uses the following return-to-play protocol
 - Day 1: Full day of normal cognitive activities and walking at school without return of signs or symptoms. Introduce light aerobic exercise - 15-20 minutes on stationary bike, no weightlifting, resistance training, or any other exercise.
 - Day 2: Moderate aerobic exercise - 30-45 minutes of conditioning/running and light weightlifting.
 - Day 3: Moderate aerobic exercise and activities without the threat of contact from others
 - Day 4: Non-contact practice and normal training activities.
 - Day 5: Unrestricted training and practice
 - Day 6: Return to Play

- Each student athlete will begin on Day 1. If any symptoms return during the activity, the athlete will stop the activity immediately and restart that activity the following day. When the athlete becomes symptom free, they must wait 24 hours before attempting Day 1. The athlete cannot progress until the next day in the cycle until the previous day passes.
- The following links will provide information pertaining to the ImPACT test and at home instructions for athletes that suffer concussions.
 - ImPACT test instructions
 - At Home Instructions for Concussion

Thunder/Lightning Procedure

- The Pottsville Area School District Athletic Director and Sports Medicine Staff will make all decisions regarding suspensions of practice and assist the competition officials if lightning activity imposes a potential danger.
- If thunder is heard, or lightning is seen, all events will be immediately suspended, and shelter should be taken. All appropriate personnel will be notified if there is a lightning strike within 10 miles of the site
- The event will be suspended for 30 minutes upon the first strike of lightning or hearing thunder. Any subsequent lightning or thunder after the 30 minutes has started will reset the clock, and another 30-minute count should begin.
- Designated personnel will utilize reliable weather monitoring systems to aid in monitoring weather conditions. The designated personnel will meet with officials and coaches to discuss the procedures of severe weather.
- In the event of an evacuation due to lightning, every person at the event should seek immediate shelter in a safe structure. A safe structure is considered to be:
 - A substantial building with plumbing and wiring where people live or work, such as a school, gymnasium or library.
 - A fully enclosed metal car (not convertible or soft top) or school bus
 - Any open aired structures ARE NOT considered safe structures
- The Pottsville Area School District Lightning Safety Procedure will be reviewed with all appropriate staff members annually

Heat Procedure

Exertional Heat illness includes exercise-associated muscle cramps, heat syncope, heat exhaustion, and exertional heat stroke (EHS). Current best practice guidelines suggest that the risk of exertional heat injuries can be minimized with heat acclimatization and diligent attention to monitoring individuals participating in activities that place them at a higher risk for these types of injuries. In the event an athlete sustains a heat illness, immediate and proper treatment is needed.

National governing bodies, such as the National Federations of High School Associations (NFHS), Pennsylvania Interscholastic Athletic Association (PIAA), have published guidelines for the prevention, monitoring and treatment of exertional heat illnesses. In addition, national authorities such as the National Athletic Trainers' Association (NATA) and the Korey Stringer Institute have published research to support best practices in this area. The development of the organization's heat acclimatization guidelines will be based on the current best practice documents

Definitions of Exertional Heat Illnesses

- Exercise-Associated Muscle Cramps (EAMCs) - Sudden or sometimes progressive and noticeably evolving, involuntary, painful contractions of skeletal muscles during or after exercise.
- Heat Syncope - Often occurs in unfit or heat-unacclimatized people who stand for a long period of time in the heat or during sudden changes in posture in the heat, especially when wearing a uniform or insulated clothing that encourages and eventually leads to maximal skin vasodilation.
- Heat Exhaustion- The inability to effectively exercise in the heat, secondary to a combination of factors, including cardiovascular insufficiency, hypotension, energy depletion, and central fatigue. This condition is manifested by an elevated core body temperature and is often associated with a high rate or volume of skin blood flow, heavy sweating, and dehydration.
- Exertional Heat Stroke - Exertional heat stroke is the most severe heat illness. It is characterized by neuropsychiatric impairment and a high core body temperature, usual >105°F. This condition is a product of both metabolic heat production and environmental heat load and occurs when the thermoregulatory system becomes overwhelmed due to excessive heat production or inhibited heat loss or both.

Exertional Heat stroke Procedure

1. Remove all equipment and excess clothing
2. Cool the athlete as quickly as possible within 30 minutes via whole body ice water immersion. Stir water and add ice throughout the cooling process.
3. If immersion is not possible, (no tub or water supply) take athletes into a cold shower or move to a shaded, cool area and use rotating cold, wet towels to cover as much of the body surface as possible.
4. Maintain airway, breathing and circulation.
5. After cooling has been initiated, activate EMS by calling 911.
6. Monitor vital signs such as rectal temperature, heart rate, respiratory rate, blood pressure, and monitor CNS status.
 - a. If rectal temperature is not available, DO NOT USE AN ALTERNATE METHOD (oral, tympanic, axillary, forehead sticker etc.) These devices are not accurate and should never be used to assess an athlete exercising in the heat.
7. Ice Water Immersion /cooling should continue for 10-15 minutes prior to transport. (3 mins. of ice water immersion lowers the core temperature by one degree. 15 mins lowers the core temperature by 5 degrees)
8. ALWAYS COOL FIRST THEN TRANSPORT

Heat Acclimatization

Heat Acclimatization period is defined as the initial 14 consecutive days of preseason practice for all student athletes. A proper heat acclimatization plan is essential to minimize the risk of exertional heat illnesses during the preseason practice period. Gradually increasing student-athletes' exposure to the duration and intensity of physical activity and to the environment minimizes exertional heat-illness risk while improving athletic performance.

Athletic Injury Procedure

- To be cleared, each athlete must have a complete physical examination, complete a full health history, and all required athletic documents completed and uploaded in Arbiter.
- A student athlete should inform the Athletic Training Staff (ATS) of any injury as soon as possible. The ATS will complete an initial evaluation and determine the next course of action.
- In the event a student athlete goes to a doctor on their own, or advised by the ATS, a note is needed. **Medical releases are required for any physician appointment(s) to ensure the student athlete is cleared for participation in athletic activity. Unless a medical release is provided following a physician visit, the ATS will assume the student athlete is not cleared to participate.**
- In the event of any injury when an athletic trainer is not present, the coach will be responsible for immediately contacting the Athletic Trainer. In the event of an emergency, the coach should immediately call EMS.
- The athletic training staff will have direct communication with coaching staff on the availability of their student athletes. The athletic training staff will communicate with the parents/guardians of the student athlete with any important information or instructions about their injuries.

Emergency Action Plan

An emergency action plan (EAP) provides guidelines and templates for documentation of emergency planning to help prepare individuals for a catastrophic injury situation within sports. A specific EAP for every athletic site at Pottsville Area School District has been developed. Before the start of each season, the athletic training staff will go over the emergency action plan with all important personnel (coaches, game managers, event staff).

In the event that any athlete is in serious need of emergency care, the Emergency Action Plan should be activated. During an emergency, all staff members should know their responsibility, and act accordingly. The following steps are a guideline for activating the Emergency Action Plan.

1. Provide immediate care to injured
2. Activate EMS
 - a. Call 911

- b. Identify yourself: "My name is _____ and I am a(n) _____ at Pottsville Area school District."
 - c. Give the number of individuals injured
 - d. Describe the condition of the injured: "We have an emergency please send EMS right away for (Nature of Injury)."
 - e. Describe care being provided
 - f. Give specific directions to the site
 - g. Give other information as requested
 - h. Hang up only after the dispatcher has instructed you to do so.
3. Retrieve emergency equipment
4. Direct EMS to scene
 - a. Open gates as need
 - b. Designate an individual to direct EMS to scene
 - c. Control the scene: Limit only to first responders, direct bystanders away from the area.

Once the emergency has been handled, the following people must be contacted:

- Athletic Trainer (if not already on scene)
- Parent or Guardian
- Athletic Director

Sport Registration Information (can be found on the school website under athletics)

All students who plan to try-out for a school sport MUST complete an Arbiter Registration, PIAA Sports Physical, and an ImPACT Baseline Concussion Test prior to a week of the official start date of their respective athletic season

Arbiter Registration Instructions

Dear Pottsville Area Parent or Guardian,

Students are now required to be registered online through Arbiter Sports for all Schuylkill Haven athletic programs. When you register through Arbiter Sports, the system keeps track of student information in your profile to create an easy submission process for you as the parent/guardian across all school sanctioned sport activities. Necessary information including the PIAA Physical Evaluation Forms, PASD Athletic Code of Conduct, and the PASD Athletic Department Student Athlete Handbook are now compiled together on the Arbiter Portal.

REGISTRATION PROCESS:

Please be sure to follow these steps to complete your registration and ensure that your student is registered for athletic participation:

1.) Create an Arbiter Registration account (you only need one account for your whole family)

a. You may create your account by visiting ArbiterSports.com

b. Click the Log In icon on the top right of the home page

c. Select For Families/Students

d. On the bottom center of the screen in blue letters, select If you don't have an account sign up

2.) Activate your Arbiter Registration account, from the activation link that will be automatically sent to your email. (Note: this email may go into your junk folder).

a. If you are having trouble creating your account, receiving the activation email, or logging in, you may contact support at registration@arbitersports.com or call 800-311-4060.

3.) Registering with the High School

a. Once you log into your Arbiter Sports account, select the find organization tab

b. Type in Pottsville Area and select Pennsylvania as the State

c. Select the Pottsville Area High School registration option

d. Select the applicable sports registration form and fill out/upload all required athlete information on the registration page

4.) Once you have completed your registration, you will receive an email notification to let you know we have received your registration. Students MUST be registered and cleared to be eligible for participation.

Support: If you need assistance with registration, contact Arbiter at: support@arbitersports.com or 800-311-4060

PIAA Physical Form:

- • Every student who goes out for a sport is required to complete a PIAA Comprehensive Pre-Participation Physical Evaluation (CIPPE). The CIPPE only needs to be completed ONCE per academic year.
- • **IMPORTANT: Physicals must be dated ON OR AFTER MAY 1ST. Physicals before May 1st will not be valid or accepted.**
- • **Only Section 5: Health History and Section 6: Evaluation and Certification of Authorized Medical Examiner of the Comprehensive Pre-Participation Physical Evaluation (CIPPE)** need to be completed. You DO NOT need to fill out Sections 1-4 as they are done via Arbiter Registration. The parent/guardian and the athlete need to fill out and sign Section 5. Section 6 of the PIAA Physical must be completed, signed, and dated by a physician.
- • To print Sections 5 and 6: After filling out Section 5, click on “Print/Upload Here” link that is found at the top of the form. This will print a completed Section 5 form, and a blank section 6 to take to the doctor.
- • Copies of the PIAA CIPPE are available in the Athletic Training Room, or you can download and print it here: [PIAA Sections 5 & 6](#)
- • You can download Spanish versions of the PIAA CIPPE here: [Espanol PIAA CIPPE](#)

Recertification form (Not Applicable for Fall Sports)

- • Student-athletes who are competing in a subsequent sport will be required to complete the recertification form and complete Section 9 if required by the Athletic Trainer.

Physicals

1. The Pottsville Area School District in conjunction with St. Luke's Medicine provides physicals for all student athletes.
2. Normally, prior to each sport season (Fall, Winter, Spring) a physical date will be publicized. If a student cannot make the assigned date, it is their responsibility to receive a physical with a doctor of their choice at their own cost. All PIAA approved paperwork must accompany any student physical, whether given by the school or their own doctor.

3. In order to participate in a PIAA sport, a student athlete needs **one physical** for the sport year. The physical must occur after May 1. Multiple sport athletes will need to complete a recertification form after completing their first sport.
4. If a student athlete were injured during a sport season and not return, he or she would be required to get an additional physical.

ImPACT Baseline Concussion Test Instructions

- Every 7th, 9th, and 11th grade student athlete is required to complete the ImPACT test prior to the start of their season (once per academic year)
- Every New athlete, regardless of grade, must complete the ImPACT Test prior to the start of their season.
- An athlete only has to take the ImPACT Baseline Concussion Test once per academic year.

ImPACT Baseline Concussion Test Instructions:

The code is AZYV8QSNXT

1. The test must be taken on a computer, laptop, or tablet. It cannot be taken on a cell phone. If using a browser other than Chrome, you may need to disable popup blockers.
2. The test will take approximately 20-30 minutes to complete. It must be completed in one session.
3. Put away all cell phones and other devices. Make sure you are in a quiet room without any distractions. It is possible to have an invalid test if it is not taken seriously. If that happens, a PASD Athletic Trainer will contact you and you will have to take the test a second time.
4. Go to [ImPACT Test Online](#)
5. Enter the code: AZYV8QSNXT
6. Hit Validate
7. St. Luke's Primary Care Sports Medicine will display. Select Pottsville Area School District from the drop-down menu, then click Launch Baseline Test.
8. Follow the instructions through the rest of the test. Once you have completed the Baseline Test, you DO NOT need to print or email the results to anyone. To exit the test when finished, simply close the window.

If you have any questions or are having trouble accessing the test, visit the ImPACT Test Help Center [ImPACT Baseline Test](#) or feel free to contact your Athletic Trainers. ImPACT Baseline Test

If you are interested in what the ImPACT Test is and why the Athletic Training Staff requires it, you can find more information here: [What is ImPACT](#)

Eligibility Requirements

Age - (PIAA Constitution and By-Laws: Article I)

A student-athlete may not have reached their 19th birthday by the date of June 30 that immediately precedes at the beginning of the school year. In sports where interscholastic competition is limited to grades 7 through 9, the student-athlete may not have reached their 16th birthday by the date of June 30 that immediately precedes the beginning of the school year. In sports where interscholastic competition is limited to grades 7 and 8, the student-athlete may not have reached their 15th birthday by the date of June 30 that immediately precedes the beginning of the school year.

Amateur Status - (PIAA Constitution and By-Laws: Article II)

To be eligible to participate in a sport, a student must be an amateur in that sport. A student loses amateur status in a sport if the student, or the student's parent(s) or guardian(s), receives money or property for or related to the student's athletic ability, participation, performance, services, or training in a sport. A student may accept awards from the student's school or the student's school-affiliated booster club, the sponsor of an athletic event, a non-profit service organization approved by the student's school Principal, or the news media. Permissible awards are items of apparel, a blanket, watch, ring, scroll, carry-on or warm-up bag, photograph, medal, plaque, or similar award, with appropriate institutional insignia or comparable identification. The fair market value of items provided to any such student may not exceed \$200.

Attendance - (PIAA Constitution and By-Laws: Article III)

A pupil must be regularly enrolled in a secondary school in full-time attendance. A student is eligible only at the school at which the student is enrolled. Exceptions exist for home-schooled students and students enrolled in Charter or Cyber Schools. A pupil who has been absent from school for a total of twenty or more days in a semester shall not be eligible to participate in any athletic contest until he/she has attended school for a

total of forty-five (45) school days following the twentieth day of absence. A PIAA district committee may consider an exception when there is an extended absence because of approved reasons.

Middle school- student athletes must be in attendance for at least the four (4) class periods of the school day immediately prior to dismissal time in order to participate in an interscholastic practice or competition on that day.

High school- student-athletes must comply with the 8:00 a.m. sign-In/Attendance time in order to participate in interscholastic practice or competition on that day. If there is a delayed start to the day, student-athletes are expected to be on-time.

The following absences may be waived by the District Committee:

1. Days when the student was required to serve as the primary caregiver to a member of the student's immediate family or a near relative or a death in that student's immediate family or of a near relative, both as defined in Section 1154 of the Public School Code of 1949, as amended;
2. Days when the student was absent due to the student's compliance with a court subpoena;
3. Days when the student was confined by quarantine;
4. Days when the student attended a religious activity/function which the church requires its members to attend
5. Days when the student has an excused absence of five (5) or more school days due to the same confining illness or injury.

If the establishment of any requirement necessary for the District Committee to exercise its discretion to grant a waiver of five (5) or more excused absences results from illegal conduct on the part of the student, other than absences during which the student, without there having been a criminal conviction or an adjudication of delinquency, is admitted to a substance abuse treatment facility, the District Committee may not grant the waiver. Attendance at summer school does not count toward the forty-five (45) school days required

Consent of Parent/Guardian - (PIAA Constitution and By-Laws Article IV)

A student shall be eligible for participation in each sport only when there is on file with the principal a certificate of consent signed by a parent or guardian consenting to that student-athletes participation in practices, inter-school practices, scrimmages, and/or contests in the particular sport involved.

ELIGIBILITY OF ATHLETES

In order for a student to compete in interscholastic athletics, they must fulfill all the regulations and requirements set forth by the PIAA and the Pottsville Area School District. The major requirements are as follows:

1. (4) Maximum number of seasons of participation in a sport grades 9-12.
2. (6) Maximum number of seasons in a sport grades 7-12.
3. (8) Maximum semesters of attendance grades 9-12.
4. Cannot turn the age of 19 before July 1 of the following school year.
5. (20) Days of absence in a semester deems athlete ineligible to participate until student attends (45) days of schools after the 20th day of absence.
6. Behavior unbecoming an athlete could result in the administration revoking the privilege of a student to participate in an athletic event.
7. On a weekly basis, must receive a passing grade in four major subjects cannot be failing three (3) or more classes.
8. At the end of each grading period and semester, must be passing four (4) major subjects, however, cannot be failing two (2) or more.
9. Weekly Eligibility reports will be run on Friday morning at 6:00 AM. A student who is declared ineligible on this report will be ineligible for the period of one week (Monday through Sunday) and will not be allowed to participate in an athletic contest (he or she may practice) until the next eligibility report is submitted and he or she meets the eligibility requirements.
10. If a student is absent from school, he or she **may not** participate in any after-school practice or activity for that day. Any exception to this rule must have prior approval from the Principal or Athletic Director. Exceptions may include: a funeral, college visit, etc.
11. If a student is assigned either In-School or Out of School Suspension, he or she **may not** participate in any after school practice or athletic contest for that day.
12. If a student athlete attends a half day of school and then is sent home sick by the school nurse, he or she **may** participate in any after school practice or athletic contest for that day.

13. If the day following a legal absence from school is a non school day (i.e. Saturday, the student **may** participate.
14. Students must be in school before 8:00 to be eligible for practice or game. This is waived if the lateness has been previously approved (i.e. doctor appointment, funeral, college visit, etc.).
15. No athlete may participate in a sport until all equipment of a prior sport has been returned.

TRANSPORTATION

1. Transportation for all athletic contests, scrimmages and when necessary, practices will be arranged by the athletic director. Departure times will be scheduled and published for coaches, players, custodians, faculty and administration. It is the responsibility of the coach to have members of his or her squad ready to board the bus at the designated time.
2. It is required that all student athletes need to ride to and from the athletic contest in the school provided transportation. At times, situations arise where a student athlete may request to ride to or home from an event with a **parent**. If the request is to the event, then this request will only be considered upon receiving written request by the parent or guardian prior to the team leaving for the event. This request should be submitted to the coach, who in turn will sign it and submit it to the athletic director for approval. If approved, this written request will be filed by the athletic director and kept on file. If the request is from the event, then the procedure is for the parent to do a face-to-face sign-out with the coach after the completion of the event. The coach will have a sign out sheet with them for all away contests and the coach will keep the sign out sheet for their records.
3. No athletic team or cheerleaders will be transported in private cars without permission from the Athletic Director and Principal.
4. Coaches are required to accompany players on the bus. In special circumstances with the approval of administration and if other arrangements for supervision can be made, the coach is permitted to travel to an event without accompanying his/her players.
5. Bus conduct must be closely supervised. Infractions of proper bus conduct should be reported to administration for appropriate disciplinary action. Athletes are students of the district and are therefore subject to the rules and regulations of the district approved Discipline Code.

6. For all away contests, the school district will provide transportation via school district owned buses and/or vehicles. In situations where a team would like to take a "chartered bus" in place of school district bus and/or vehicle, the school will reimburse the funding source \$150 per chartered bus. The chartered bus company used must be approved by the Superintendent's Office and the contract must be signed by the Business Office.

INDIVIDUAL ATHLETIC AWARDS

1. The coach shall recommend the members of his/her squad who have met the requirements for a letter. If any problems arise due to extenuating circumstances, a committee composed of the principal, athletic director, and coach shall make the final decision.
2. **Awarding of Letters are as follows:**
 - A. During the school year, the first time an athlete meets the requirements for a letter, he/she shall receive the Seven inch Chenille Letter "P", an Insignia for the sport, and a Certificate.
 - B. If the athlete participates in more than one sport and earns a letter, he/she will receive an Insignia the first time he/she qualifies for a letter in each additional sport. He/she also receives a Certificate.
 - C. Each additional year, he/she will receive a Gold Bar and a Certificate.
 - D. Any athlete expelled from a team will forfeit their right to earn a school award in that team sport.
3. **General Guidelines in Meeting the Requirements for a Letter**
 - A. **Attendance**--Athletes should attend all practices unless excused by the head coach.
 - B. **Sportsmanship** - Athletes should realize that they are representing their school and community and should conduct themselves in such a manner that they are unquestionable assets to both.
 - C. **Adherence to Team Rules** - Athletes must abide by the team rules as set forth by the coach.

4. **Guidelines in meeting the requirements for a Varsity Letter**

Listed below are individual sport guidelines in meeting the requirement for a Varsity Letter. Please note that these are guidelines and not mandates. But coaches should have a procedure in place regarding to the requirements of obtaining a varsity letter.

Baseball and Softball--Position Players- play 50% of the innings **Pitchers** pitch 25% of the innings or one-third of the games

Basketball (Boys and Girls)-Play in 50% of the quarters

Cross Country (Boys and Girls)-Be one of the first five Pottsville runners in 50% of meets Be ahead of the fifth runner of the opposing school in 50% of the meets.

Football-Play in 50% of the quarters

Golf-Compete as a varsity member in at least 50% of the matches

Soccer (Boys and Girls)-Play in 50% of the quarters

Swimming (Boys and Girls)-Accumulate an average of 4 points per meet

Tennis (Boys and Girls)-Participate in 33% of the matches

Track (Boys and Girls)-Earn a minimum number of points. Points are earned by scoring points as a member of the team

Volleyball (Girls)-Play in 60% of the matches

Wrestling-Wrestle in 50% of the dual meets

Special Situations:

--Varsity Team Managers/Scorekeepers--Will receive a letter on the recommendation of the head coach.

--Athletes Injured --Will receive letter on recommendation of the head coach.

--Seniors--Any senior who is a member of the varsity team may be recommended for a letter by his or her coach.

--Coaches Discretion--A head coach may give a letter to any member of his or her team at their discretion.

BOOSTER CLUBS

1. Booster clubs are private parent-run organizations with no authority or control over any aspect of the athletic programs at Pottsville Area High School. Booster clubs in many areas provide assistance to athletic programs and parents and community members work diligently on behalf of our athletes.
2. In order to be recognized by the school as a fully operational booster club, the booster club must adhere to the Booster Club Policy #915 that was revised approved by the board of education on July 15, 2015. This policy requires that booster clubs run all of their finances (deposits and payments through the athletic office)
3. When using school district facilities, Booster Clubs are required to use the Master Library facility software program to reserve the date, time and location. This request must be approved in Master Library before using the facility.

Discipline Code of Conduct Extra-Curricular Activates.

- A. All participants are subject to the Pottsville Area School District Code of Conduct, as stated in the student handbook, and the Athletic Training Code of Conduct when involved extra-curricular activates and/or athletic programs.
- B. All students will show proper decorum and courtesy to fellow participants, and good sportsmanship to coaches, referees and members of the opposing teams.
- C. A student is required to abide by the rules of the Pottsville Area School District Discipline Code. Any infraction by the student while participating in an athletic event or school activity will be treated the same as if it occurred during the school day and in school—it will be handed by the coach and administration.
- D. If the violation involves an exclusion from school (suspension), In-school suspension (ISS) or Out-of-School suspension (OSS), the student will be suspended from athletic activities for the same calendar days. Students who receive In-School Suspension will be scheduled for the first available day. Scheduled events do not take precedent over assignment of suspension. Students who have In-School Suspension may not attend any school activities that evening.
- E. If the student has detention, they must report directly to the coach and inform them of the date that the deletion will be served.
- F. A student who represents PASD must be a team player and avoid any actions that would be determined to the unity of those involved with him/her in any sports or activities.

Pottsville Area Athletic Training Code:

- A. Ejection for misconduct during an athletic contest:
 - a. 1st offense---one game suspension
 - b. 2nd offense---two game suspension
 - c. 3rd offense—administrative review
- B. Use of Profanity is prohibited. All offenses will be addressed by the coach. The coach must contact the Building Administrators and inform them in a timely manner to enact a disciplinary consequence,
- C. Conduct unbecoming a student representing PASD during an activity will be addressed by the coach and may result in:
 - a. 1st offense---1 game suspension
 - b. 2nd offense---2 game suspension
 - c. 3rd offense---suspension from the team
- D. Tobacco
 - a. During the athletic season no student/athlete shall use possess or distribute tobacco or tobacco products
 - b. If the offense takes place on school property, the administration shall enforce the Code of Student Conduct Rights and Responsibilities
- E. Alcohol and other Drugs

- a. No student/athlete shall use, possess, or distribute alcohol, drugs, steroids, controlled substances, look-alikes, or possess drug related paraphernalia on or off school property
- b. If the offense takes place on school property or during a school sponsored activity, the following apply:
 - i. 1st Offense
 - 1. Suspension of a number of pre-determined contests by sports-see listing
 - 2. 3-10 days if ISS/OSS according to the PASD Code of Conduct and situation
 - 3. Referral to SAP
 - 4. If appropriate, referral to Law Enforcement Officials.
 - ii. 2nd Offense
 - 1. Dismissal from team for the remainder of the season
 - 2. 3-10 days of ISS/OSS according to the PASD Code of Conduct and situation
 - 3. Referral to Student Assistance Program (SAP)
 - 4. Referral to the proper Law Enforcement Officials
 - 5. Possible recommendation for expulsion
- c. Distribution of alcohol, drugs, steroids, controlled substances, look-alikes, or drug-related paraphernalia
 - i. 1st Offense
 - 1. Suspension of a pre-determined number of sports contest(s).
 - 2. 3-10 days of ISS/OSS as per the PASD Code of Conduct and situation.
 - 3. Referral to Student assistance Program
 - 4. Law Enforcement Notification.
 - ii. 2nd Offense
 - 1. Dismissal from the team for the reminder of the season
 - 2. 3-10 days of ISS/OSSas per the PASD Code of Conduct and the situation.
 - 3. Referral to SAP
 - 4. Law Enforcement Notification
 - iii. Possible recommendation for expulsion
- d. Any Student/Athlete who has been charged as an adult or juvenile with a crime committed off school property which constitutes a misdemeanor or felony related to the use, possession or distribution of alcohol, drugs, controlled substances, look-alikes and drug paraphernalia:
 - i. Upon conviction, a plea of guilty or molo contender, the student/athlete will be:
 - 1. 1st Offense
 - a. Suspended from a predetermined number of contests by sport/
 - b. Referral to Student Assistance Program
 - 2. 2nd Offense
 - a. Dismissal from team for remainder of season

- b. Referral to Student Assistance Program
- e. Except as otherwise provided under section E, for all incidents occurring off school property where there exists a reasonable suspicion that inappropriate behavior as defined in this Athletic Code has occurred, the coach and District/Building Administration may take one or more of the following steps:
 - i. Parent Conference with student, Athletic Director, District/Building Administration and coach/advisor
 - ii. Possible referral to Student Assistance Program
 - iii. Notify District/Building Administration
- f. If the student/athlete does not follow the procedure and recommendation in either section A,B,C, he/she will not be permitted to participate in any future Pottsville Area extra-curricular programs until the student/athlete comes into compliance
- g. A student/athlete with a drug and alcohol problem may voluntarily come forward to request assistance without consequence. He/she will receive a referral to Student Assistance Program.

Parental Involvement

- A. All Parents and guardians will be expected to demonstrate good sportsmanship and regard while attending programs, events, practices at both home and away games and/or competitions
- B. All parents and guardians are expected to respect the decision made by game officials
- C. All parents and guardians are expected to respect the decisions made by the coaching staff/advisor regarding our son(s)/daughter(s) role(s) in extra-curricular activities/sports.
- D. All parents and guardians are required to follow these steps to help resolve potential misunderstandings and disagreements with coach/advisor and/or admiration:
 - a. Step 1--Student/player should ask the head coach/advisor for a face-to-face meeting to address the misunderstanding or problem.
 - b. Step 2—If the issue is not resolved, the parent/guardian may then contact the head coach/advisor and request a meeting with the head coach/advisor, parent/guardian, and student/player.
 - c. Step 3—If the issue is still not resolved, the parent/guardian may then contact the Athletic Director and request a meeting with the Athletic Director, the head coach/advisor, parent/guardian, and student/player.
- E. Parents and guardians are expected to not seek a conference with a coach/advisor after practice, event, or game. This will need to be scheduled ahead of time.
- F. Parents and guardians are asked to respect the private family lives of all the coaches/advisors and not call them at their private residence unless it is an emergency.

A parent or legal guardian and the student-athlete must sign the Pottsville Area School District Extra-Curricular Code of Conduct consent form and upload it in their Arbiter Account before the season starts. This will assure the athletic department and coach/advisor that the student and parent/guardian have read this Code and agree to abide by it. This is found on the Arbiter Registration, Pottsville Area School District webpage, under athletics and coaches forms. Under the Extra-Curricular Code of Conduct.

Pottsville Extra-Circular Code Suspension Chart

The following chart is used to determine the length of suspension for a violation of the Pottsville Extra-Curricular Code of Conduct rules. The number of games/contests a student is suspended is determined as a third of the regularly scheduled contests allowable by PIAA rules. It was determined that Cheerleading would mirror the sports it is associated with on a seasonal basis. All club sports that follow the PECC would also follow a suspension practice of a third of their scheduled regular season contests.

Scrimmages and practice games are not counted as contests under suspension. All student athletes under suspension should attend all practices and games in street clothes but are prohibited from participation. This rule will not apply to any student who is suspended from school, as they are not allowed on school property. The PASD administration reserves the right for the final decision of the consequences.

Fall Sports	Winter Sports	Spring Sports
Cross Country-5 Meets	Boys BBall-7 Games	Baseball-6 Games
Football-4 Games	Girls BBall-7 Games	Softball-6 Games
Golf-6 Matches	Swimming/Diving-6 Meets	Boys Tennis-6 Matches
Boys/Girls Soccer-6 Games	Wrestling-7 Competitions	Track-5 Meets
Girls Tennis-6 Matches	Cheerleading-7 Contests	
Girls Volleyball-7 Contests	Girls JR High Basketball-7 Games	
Cheerleading-4 Games	Boys JR High Basketball-7 Games	

CONSENT FORM

I HAVE READ THE POTTSVILLE AREA SCHOOL DISTRICT EXTRA-CURRICULAR
CODE OF CONDUCT AND AGREE TO ABIDE BY IT.

STUDENT'S NAME (PRINT)_____

SIGNATURE_____

DATE_____

SPORT_____

PARENT/GUARDIAN NAME(PRINT) _____

SIGNATURE_____

DATE_____

RELATIONSHIP (CIRCLE) MOTHER FATHER GUARDIAN