

Pottsville Area School District



COACHES ATHLETIC HANDBOOK

REVISED JULY 30, 2026

ROLL TIDE!

TABLE OF CONTENTS

Mission Statement, Standards, Core Values	3
Sports Offered	4
PIAA Classifications, by sport	4
Affiliations	5
Head Coach Duties and Responsibilities	5
Approval of Coaches and Salaries	8
Requirements to Coach at Pottsville	9
Athletic Trainer	10
Injured players	12
Physicals	12
Eligibility of Athletes	13
Release Time	14
School Closings and Early Dismissal	14
Practices	14
Coaching Clinics	15
Transportation	15
Individual Athletic Awards	16
Title IX--Women's Participation	18
Booster Clubs	18
Additional Information/Forms	18

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.

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

Boys

Football --AAAA
Cross Country--AAA
Soccer--AAA
Golf--AAA
Swimming--AA
Basketball --AAAAA
Wrestling--AAA
Tennis--AAA
Track--AAA
Baseball--AAAAA

GIRLS

Soccer -- AAA
Cross Country--AAA
Volleyball--AAAAA
Tennis --AAA
Swimming--AA
Basketball -- AAAAA
Track--AAA
Softball --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)

HEAD COACH DUTIES & RESPONSIBILITIES

The head coach of a varsity sport is charged with the responsibility for providing leadership, coordination, and supervision of that sport. Example -- the varsity head football coach is responsible for the entire interscholastic football program in grades 7-12. Furthermore, all head coaches are responsible for the behavior, safety, and welfare of the members of his squad during practice and games. The varsity head coach has the following duties:

HEAD COACH--PRE-SEASON AND IN-SEASON DUTIES:

1. Report any facilities needing repairs and/or maintenance.
2. Prior to the start of your season submit/enter your practice schedule into Master Library (All levels 7/8, 9th, JV, Varsity). Communicate with athletic trainers and building staff on any special situations.
3. At least 10 days prior to the start of your first athletic contest, submit a roster (including first name, last name, grade, jersey number, position to the athletic office. Rosters can be generated from Arbiter.
4. Prior to the start of your first practice, make sure all athletes that are going to practice have been approved to practice by the head trainer. (A complete physical and full registration in Arbiter is required) **When registering in Arbiter, students agree to the Athletic Handbook/Code of Conduct.
5. At the conclusion of each contest, contact the appropriate media outlets to notify them of the results of your contest and text the results to the athletic director.
6. Check your email daily and periodically check your mailbox in school.
7. On a daily basis, check the school attendance of all your players. An absentee list will be emailed to you. (Please see the Eligibility section of this handbook for a detailed explanation of when athletes can and cannot participate in practices and/or contests)

8. Monitor the eligibility of all members of your program. (**Eligibility requirements are listed in the eligibility section of this handbook**)
9. To assist the student-athlete who is interested in continuing their athletic careers in post-secondary education.

HEAD COACH--END OF SEASON DUTIES

1. Collect and inventory all equipment.
2. Identify equipment that needs to be reconditioned, cleaned and/or discarded.
3. Store all equipment (disassemble if necessary) and supplies as quickly and as orderly as possible. We must do our utmost at all times to protect and preserve our equipment and supplies.
4. Attend a post-season meeting with the Athletic Department. At this meeting, the following will occur:
 - Season end evaluation will be conducted
 - Assistant coach evaluations will be submitted and any staff changes will be discussed.
 - The names of any players who have not turned in any school issue equipment (this includes uniforms, warm-ups, etc.)
 - Submit equipment requisitions for next season for all levels
 - Submit award report and date of year end banquet.
 - Submit team record form for all levels of competition.
 - Submit team stats and accolades
 - Nominate any worthy senior members of their team for the Most Outstanding Athlete Award.
 - Discussion on future scheduling.

HEAD COACH-GENERAL RESPONSIBILITIES

To provide appropriate measures that will insure:

1. The safety of all athletes.
2. The proper care of facilities and equipment.
3. A program that will be a credit to the Pottsville Area School District.
4. Supervision of their athletes at all times.
5. **At no time should a door be “propped” open.** A staff member should be present to let team members into the facility.

To refrain from leaving your assigned area before:

1. Facilities and area are made presentable
2. All athletes have left the facilities
3. Turning off lights, securing all doors, and putting away all athletic equipment.

Keep assistant coaches informed of the following responsibilities:

1. Be present before the players arrive and refrain from leaving your assigned area before all athletes have left the facilities.
2. Be on time for all practices.
3. Leave the practice area in satisfactory condition.
4. Not allow anyone to use any apparatus except under their supervision.
5. Be responsible at all times for proper language and conduct.
6. Allow only authorized personnel in the practice area during practice sessions.
7. Should lock all doors and windows, check all lights, and be the last to leave the quarters.
8. Control all keys in his or her charge.
9. **PAID ASSISTANT COACHES ARE EXPECTED TO BE PRESENT FOR ALL CONTESTS AND PRACTICES.** IF at any time, a paid assistant coach is not present for a practice and/or contest, the head coach should record the assistants' absence/s and provide them to the Athletic Director.

The following are a few suggestions to the coaches in the handling of their respective squads:

1. The athlete should attend all practices and should be punctual unless he or she has a reasonable excuse.
2. Measures must be taken to prohibit the use of profane language.
3. Good sportsmanship should be encouraged both in victory and defeat.
4. There must be respect for authority both on and off the field of play. (Student athletes should not be receiving unsportsmanlike penalties and if one does, the appropriate action should take be taken)
5. Since the athlete represents his or her school and community, he or she should be neatly groomed and properly dressed.
6. Smoking and drinking of alcohol or the use of any drug is strictly forbidden.
7. Encourage your athletes to develop good study habits and work to their maximum scholastically.
8. Athletes should be reminded that they are leaders and therefore must assume their responsibilities at home, in school, and in the community.
9. The coach should know the health status of his players. Be sure all injuries are given proper attention and are addressed with the athletic trainers.
10. Players must be supervised at all times when under the coach's jurisdiction. This includes in the locker room, on the bus, and also on the field of play.
11. At athletic contests in the absence of the principal and/or director of athletics, the coach is the acting authority of the school district.
12. If any athlete is suspended from the team, the athletic director or principal must be informed immediately.
13. Prior to the selection of your team, if necessary, conduct a **tryout period of at least three days.**

14. Team banquets and gatherings require approval from the Athletic Director and must be organized through each sport's booster organization rather than the coaching staff. Team events are not permitted to be held in the homes of Pottsville Area School District Coaching Staff. Booster organizations wishing to hold events on District property must submit a facilities request following the Pottsville Area School District's standard process.
15. **Communicating with student athletes via text messaging or various social media outlets is prohibited.** *The only approved methods of electronic communication are district email or ParentSquare. Electronic communication between district employees and students, student-athletes, or parents is permitted only for legitimate educational purposes. All such electronic communication must use district-provided tools—such as district email or ParentSquare—or other district-approved communication devices. Using non-district approved communication methods is prohibited and may violate District Policy #824.*
16. The head coach or assigned staff member should be the first to arrive at a practice or game and the last to leave the area. Ultimate responsibility for the condition of the area and the behavior of the players rest with the head coach.
(At no time will students be allowed to let players into an area until the head coach or assigned staff member is present.)

APPROVAL OF COACHES AND SALARIES

1. The Head Coach of each program can interview his or her assistant coaches for each paid position in the program with the Athletic Director. The interested paid assistant coach is required to email the Athletic Director a letter of interest, resume and clearances. If selected, an interview with the Head Coach and Athletic Director will be scheduled once all items are sent to the Athletic Director. The Athletic Director will submit the names of these coaches to the Board of Education for hire.
2. Volunteer coaches are an asset to any athletic team. If someone is interested in giving his or time, they must be recommended by the head coach and send a letter of interest to the Athletic Director. If approved by the Athletic Director, this will be submitted to the Board of Education for approval.
3. Since the District does not grant multi-year contracts, all coaching positions will be considered open following the conclusion of each season. All positions will be reviewed following the conclusion of the sports season at the end of season evaluation with the Athletic Director. To be or not to be recommended for contract renewal will be discussed during the end of season evaluation.

4. Salaries are paid over the course of the respective season, in four equal payments (Fall—September, October, November, December; winter—December, January, February, March; Spring—March, April, May, June). The last payment may be held until the coach has fulfilled all end of the season requirements set by the Athletic Department.
5. Salaries are set by the collective bargaining agreement between the Pottsville Area School District Education Association and the Pottsville Area School District. In this agreement there is a listing of all paid coaching positions (**list is in the forms section of this handbook**) a minimum salary for each paid coaching position. That amount is the least amount the coach can be paid. When initially hired a salary above the minimum can be recommended by the Athletic Director to the Superintendent, who will then ask for board approval.
6. **Post Season Pay** - Paid members of each coaching staff are entitled to post season pay when their team qualifies for the post season. **Specific post season pay information is in the forms section of this handbook.**

REQUIREMENTS TO COACH AT POTTSVILLE AREA:

The Pottsville Area School District along with the Pennsylvania Interscholastic Association (PIAA) has several requirement for an individual to serve as Paid and/or volunteer coach. They are as follows:

1. **On a yearly basis**, all coaches (paid and volunteers) must complete a training in Concussion/Head Injury Education. This training must be completed every year prior to working with their programs. **PLEASE NOTE THIS CANNOT BE COMPLETED PRIOR TO JULY 1 FOR THE SUBSEQUENT SCHOOL YEAR.** This training will be completed through the Vector Solutions Training Program that the school district uses. Each coach will be assigned this training and be given login information to access the training.
2. **On a yearly basis**, all coaches (paid and volunteers) must complete a training in **Cardiac Arrest Education**. This training must be completed every year prior to working with their programs. **PLEASE NOTE THIS CANNOT BE COMPLETED PRIOR TO JULY 1 FOR THE SUBSEQUENT SCHOOL YEAR.** This training will be completed through the Vector Solutions Training Program that the school district uses. Each coach will be assigned this training and be given login information to access the trainings.
3. **Every five years**, complete Act 126 Training (Part 1 and 2). These training will be completed through the Vector Solutions Training Program that the school district uses. Each coach will be assigned these trainings and be given login information to access the trainings.

4. **One Time Certification in Principles of Coaching**--Each coach (paid and volunteer) must complete this training one time prior to working with their programs. This training will be completed through the Vector Solutions Training Program that the school district uses. Each coach will be assigned these trainings and be given login information to access the trainings. When this training is completed, the certificate must be uploaded to the coaches' PIAA account. Each "new" coach will be assigned this course and be given login information to access the course along with how to create a PIAA account.
5. **One Time Certification in First Aid, Health, & Safety**--Each coach (paid and volunteer) must complete this training one time prior to working with their programs. This training will be completed through the Vector Solutions Training Program that the school district uses. Each coach will be assigned these trainings and be given login information to access the trainings. When this training is completed, the certificate must be uploaded to the coaches' PIAA account. . Each "new" coach will be assigned this course and be given login information to access the course along with how to create a PIAA account.
6. **CLEARANCES** - All Coaches (paid and volunteer) are required to secure the following clearances:
 - **Paid or volunteer coach**: Criminal Background Check (Act 34 Form),
 - **Paid or volunteer coach**: Child Abuse Form (Act 151),
 - **Paid coach**--FBI Finger Print Verification.
 - **Volunteer coach**--in lieu of FBI Fingerprint, you will complete an affidavit You will need to read, sign and date it. A witness will need to sign and date as well.

NOTE: Information on how to obtain clearances will be given to coaches.

ATHLETIC TRAINER

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.

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.

RELEASE TIME

1. It is the policy of the Pottsville Area School District to keep to the very minimum the number of times a student is given permission to leave class for extracurricular activities. The time that students are to be dismissed for athletic activities will be decided by the athletic director.
2. Under normal conditions, 15 minutes before bus departure is allowed for school dismissal. **It is the duty of the coach to make arrangements to notify the teachers of early dismissal.**
3. **Release of Coaches during the school day**--It is the responsibility of coaches to seek approval from the principal and/or vice-principal for early dismissal to meet the departure time for away athletic events. Coaches are responsible to notify the administration at least one day in advance.

SCHOOL CLOSINGS AND EARLY DISMISSALS

1. On days when school is canceled due to inclement weather, practices cannot be held unless administrative approval is given. If practice is approved, this practice must be voluntary and be held at a time designated by the administration.
2. If school is dismissed early due to inclement weather, practices cannot be held unless administrative approval is given. If practice is approved, this practice must be held at a time designated by the administration.

PRACTICES (SUNDAY AND LEGAL HOLIDAY PRACTICES)

1. All evening practices should end by 9:00 pm unless prior approval from the Athletic Director.
2. Sunday practices are permitted. Consideration should be given to Sunday church services. Therefore, early morning practices on a Sunday may not be the best option.
3. Teams will not be permitted to practice on any legal holidays (as well as Good Friday) without permission from the Athletic Director.

COACHING CLINICS

The Pottsville Area School District believes coaches have a responsibility for continued professional development to themselves and those they teach. Furthermore, the PASD believes professional development of coaches provides positive value to the overall educational experience of student-athletes. Therefore, the following policies are in place in regards to coaching clinics:

1. Varsity Head Coaches may request money to be used for the purpose of attending clinics to enhance knowledge of skills and strategies related to the sport they coach. Varsity Head Coaches may permit **paid** assistants to attend clinics.
2. Any coach wishing to attend a clinic must have the Varsity Head Coach of their program submit the clinic registration and brochure to the Athletic Director a minimum of four (4) weeks prior to the start of the clinic.
3. A Pottsville Area School District employee may miss a maximum of one school day per sport, per year for clinic purposes. (Prior to attending the clinic, school district employees must submit a conference request form to the Superintendent's Office). If additional Clinic days are needed, approval may be given by the High School Principal and/or Superintendent.
4. The Athletic Department will pay 100% of each coach's clinic registration fee and round trip mileage for approved clinics. All other costs must be absorbed by the coach attending the clinic.
5. Coaches are reminded that when attending clinics, they are a representative of the school, and they should conduct themselves appropriately. Coaches who do not attend conferences for which a registration fee has been paid by the Athletic Department will be required to reimburse the Athletic Department 100% of the registration fee.

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 signed 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.

TITLE IX - WOMEN PARTICIPANTS

In the event that there is participation in a sport by females, and that sport is coached by a male, that coach shall be absolved of all responsibility involved in the supervision of said female athletes during such periods of times when it is not possible for the coach to be present, i.e. dressing room prior to and after the athletic event, practice, etc.

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.