

SOUTHEAST BULLOCH HIGH SCHOOL

Bulloch County School System

Athletic Handbook 2026-2027



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SEBHS Administration and Staff

Principal	Nate Pennington
Athletic Director	Mark Oliver
Assistant Principals	David Elmore, Mark Oliver , Karla Wiley
Athletic Administrative Assistant	Janet Jeffcoat
Head Football Coach	Jason Anthony
Assistant Football Coaches	Donnie Carr, Randy Lee, Rand Morgan, Brent Osborne, Brandon Peterson, Johnathan Roddie
Head Softball Coach	Matthew Meeks
Assistant Softball Coaches	Megen Conner, Hilarie Jackson, Lindsay Purvis
Head Cross Country Coach	Laurie Pitts
Assistant Cross Country Coach	Janelle Aldridge, Toby Davis
Head Cheerleading Coach (Competition)	Gillian McGalliard
Assistant Cheerleading Coach (Competition)	Maria Oliver, Calista Brogdon
Head Cheerleading Coach (FB Sideline)	Gillian McGalliard , Maria Oliver
Head Cheerleading Coach (FB Sideline)	Calista Brogdon
Head Flag Football Coach	Curtis Bruer
Assistant Flag Football Coaches	Mikayla Kinsey
Head Boys Basketball Coach	Tony Raymond
Assistant Boys Basketball Coach	Giovanni Jackson
Head Girls Basketball Coach	Kristen Knaack
Assistant Girls Basketball Coach	Mikayla Kinsey, Janet Jeffcoat
Head Baseball Coach	Chris Bishop
Assistant Baseball Coaches	Donnie Carr, Tyson Harnage, Randy Lee, Rand Morgan
Head Boys Soccer Coach	Antonio Mireles
Assistant Boys Soccer Coach	Angelina Hedden
Head Girls Soccer Coach	Aimee Civalier & Sabrina Civalier
Assistant Girls Soccer Coach	Kristen Knaack
Head Track Boys Coach	Jason Anthony
Assistant Track Coach	Janelle Aldridge, Johnathan Roddie, Laurie Pitts,
Head Swimming Coach	Elizabeth Hartley
Head Tennis Coach	Long Lieu
Assistant Tennis Coach	Riley Rice
Head Boys Golf Coach	Monte Major
Assistant Boys Golf Coach	Maria Oliver
Head Girls Golf Coach	Anthony Hammett
Assistant Girls Golf Coach	Maria Oliver
Head Rifle Coach	Steven Colon
Head Volleyball Coach	Stephanie Lane
Assistant Volleyball Coach	Billy Lane, Hannah Lane
Head Wrestling Coach	Aimee Civalier
Assistant Wrestling Coach	John Kirkpatrick, Dylan Finch

A Word from the Athletic Director

Welcome to the Southeast Bulloch Athletic Program. Research indicates that students involved in extracurricular activities benefit students in several ways. Participation in extracurricular activities helps to provide the opportunity for social, emotional, and physical growth. It also provides the opportunity for development of skills necessary to be successful in life. Student-athletes who are successful in the classroom and on the playing field have developed life skills such as self-discipline, time management, and goal setting. We applaud the efforts of our student-athletes as they represent Southeast Bulloch High School in competitive sports arenas while working to develop physically and grow personally. Please remember that in the phrase ‘student- athlete’ the word ‘student’ comes first. **Academic success must be our priority.**

Statement of Philosophy and Purpose of Handbook

Southeast Bulloch High School is committed to providing a diversified, participatory, and successful athletic program that is available to all students. Our school believes that such a program is a vital and integral part of the total school environment as well as playing a key role in the overall development of each student who is involved in the athletic program. It is our belief that the athletic program at Southeast Bulloch High School should assist students in developing positive self-esteem and the qualities of good citizenship as well as promoting school spirit, fellowship and pride in serving and positively representing the institution.

It is the purpose of this handbook to set forth the operating procedures for the students, parents and athletic staff at Southeast Bulloch High School. It is designed as a reference source that will facilitate the process of seeking and clarifying information concerning administrative and athletic policies and procedures as well as promote a framework that will lead to the effective and efficient application of those policies and procedures.

Objectives of Participation

The athletic program at Southeast Bulloch High School will provide each participating student adequate opportunities for:

- a. physical, mental and emotional growth and development
- b. the acquisition and development of special skills in the activities of each student’s choice
- c. directed leadership and supervision that stresses self-discipline, self-motivation, excellence and the ideals of good sportsmanship exemplified through winning and losing graciously
- d. being a part of a unified team composed of the student body, faculty and community
- e. the achievement of goals established by the individual student, the team and the school
- f. the development of skills and an appreciation of sports that may be used throughout life as a participant and / or spectator.

Role of the Athletic Director

The School Athletic Director is responsible for the following job duties and responsibilities.

- Student Eligibility
- Game Management
- Physicals for All Student-Athletes on Campus
- Game Day Operations
- Pre-Planning Coaches Meetings

- Coaches Evaluations
- Sign off on Game Contracts
- Assist in Hiring of Coaches
- Oversee On-Campus Facilities
- Oversee On-Campus Keys for Coaches and Facilities
- Handle any Issues with parents/players/coaches
- Work with coaches on Transportation Request and Transportation Issues
- Work with County AD to make sure all coaches are certified
- Work with the Principal/County Athletic Director with any other duties as assigned
- GHSA Fines for Staff & Coaches/GHSA Sanctioned Events Applications
- Work with Media as a liaison between media and coaches
- Summer Camp Information and Summer Field Usage

Role of the Head Coach

In the Bulloch County School System, when you assume the title of Head Coach, you are responsible for all things that involve your program and sport. It is the job of the Head Coach to accept full responsibility for everything that happens within the sports program. This is a great opportunity to grow your sport that many school systems do not allow. By assuming this job, you are taking responsibility for ALL of the following:

- Managing Coaching Staff at High School Level or Middle School Level
- Developing a positive relationship with any booster club and parent groups
- Managing Game Days - Transportation, Scheduling, Itinerary, etc.
- Player Eligibility-Work with School AD to make sure all players are eligible
- Monitor and work with feeder programs
- Promote your program as much as you can
- Communicate effectively with athletes, parents, administration, and other support staff
- As Head Coach, you are responsible for following all GHSA rules and regulations that pertain to your sport or middle school bylaws. Please refer to www.ghsa.net for all information on GHSA Rules and By-Laws.
- High School Head Coaches are responsible for ensuring that all staff complete the GHSA Rules Clinics.

Role of the Assistant Coach

By assuming this job, you are taking responsibility for ALL of the following:

- Preparing and maintaining training equipment and facilities.
- Assisting with the recruitment of students for the program.
- Monitoring and evaluating team performance.
- Maintaining records of students, training sessions, games, performance statistics, and equipment.
- Assisting with budget preparations and the development of training plans.

- Facilitating and supervising training sessions and individual workouts.
- Organizing travel arrangements including transport, accommodation, and meals.
- Fulfilling other duties as assigned by the head coach.
- Building a positive team environment.

Process for Physicals and Forms

Required Forms

- DragonFly Account = All Green Checks / A current and complete physical examination form on file with the school Athletic Director and the Head Coach of the sport in which the student-athlete wishes to participate stating that the student-athlete is cleared to participate without restrictions or with specific restrictions noted; the only physical form accepted will be the GHSA forms that can be obtained from the school or www.ghsa.net.
- In addition to the physical examination form, the following forms must be current and complete. A copy should be on file with the Athletic Director and Head Coach before the first day of participation.
 - Permission Form for Athletic Participation
 - Insurance Information Form
 - Student/Parent Concussion Awareness Form
 - Athletic Handbook Acknowledgement Form (includes heat policy)
 - Optim Form
- In the event of an injury, a written doctor's medical release must be on file with the school Athletic Director and the Head Coach before the student-athlete will be allowed to resume participation.

Process for Checking Eligibility

High School Eligibility

All of the following criteria must be satisfied prior to any student-athlete's participation in any athletic practices, games, or team function:

- Eligibility status filed and verified by the Georgia High School Association as well as any and all local requirements as specified by the Bulloch County School System and / or Southeast Bulloch High School; the GHSA requirements for eligibility are as follows:
- All student-athletes must have passed a minimum of THREE out of FOUR classes taken during the previous semester; this does not apply to 1st time 9th graders for the fall semester of their 9th Grade year.
- Student-athletes in grades 10 – 12 must have accumulated the following minimum number of required Carnegie Units to be declared "On-track" for graduation (for GHSA purposes --- not Bulloch County requirements):
 - Grade 10 – 5 Carnegie Units
 - Grade 11 – 11 Carnegie Units
 - Grade 12 – 17 Carnegie Units

SEB High and Middle School Participation Policy

No middle school athlete will be allowed to participate in a high school sport if the middle school offers that sport anytime during the school year. This includes middle school sports which finish their season before the high school finishes their season. Middle school eighth graders can participate on sub-varsity teams only sixty percent of the varsity schedule. Again this is following above guidelines when sports are not in season and is in

good standing with our middle school athletic policies. All middle school eighth graders must be invited through a try-out process to become a part of a sub-varsity team. Middle school eighth graders have to be filed on the GHSA class D eligibility report prior to participating.

Tryouts, Team Selection, and Making Cuts

Student-athletes at Southeast Bulloch High School participate in interscholastic sports. Parents and student-athletes should have a clear understanding that interscholastic sports are competitive and successful programs combine the attributes of winning with the objectives and philosophies of participation as stated earlier in this handbook. The staff of dedicated, committed and professional coaches must make decisions on the playing status of all student-athletes on the basis of what are the best options for the team and program to be successful. The Athletic Director, Principal and Head Coaches will operate with an open door policy with parent(s) and student-athletes to discuss any issues that need to be addressed concerning the various aspects of the student-athletes participation in the sport. **However, the parent(s) and student-athlete must make prior arrangements for an appointment with all parties to ensure that the most productive atmosphere exists in discussing issues of concern. 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 and generally do not promote a resolution.** Appropriate concerns to discuss with coaches are: (1) ways to help your child improve; and (2) concerns about your child's behavior. Issues that are not appropriate to discuss with coaches are: (1) team strategy; (2) play calling; (3) playing time; and (4) other student-athletes.

Discipline

All student-athletes are to abide by all rules, regulations and policies of the Bulloch County Board of Education at all times.

Each coach will provide written rules, regulations and policies governing participation for his or her respective team. It is the responsibility of the student to read and abide by all written correspondence regarding discipline or academic matters. Each coach reserves the right to limit playing time or invoke other penalties for violation of team or school rules, regulations and policies.

Each student-athlete is a representative of Southeast Bulloch High School, the community, his or her family and themselves. Failure to abide by all rules, regulations and policies may result in suspension or dismissal from the team. Dismissal or suspension will be at the discretion of the Head Coach and Athletic Director and Principal. The actions and appearance of the student-athlete will be viewed by others as a direct reflection of each of these entities. It is the responsibility of each student-athlete to conduct himself or herself in such a manner as to not bring shame and ridicule to any and all of these entities. **(The use or possession of alcohol or drugs away from school or a portrayal to use or have in his or her possession on social media is in violation of the entities above)** Any actions that violate this principle will not be tolerated and severe or continuous behavior to that effect may result in suspension of playing privileges or permanent removal from the team or activity. **The coach, Athletic Director, and Principal has the authority to place an athlete on a conduct contract if so deemed necessary for previous violations to the sport or athletic program. The contract, if violated could result in suspension or expulsion from the team.**

Practices: In – Season

Although practice schedules differ from sport to sport it is our philosophy that our student–athletes are **students first and athletes second**. We strongly encourage our coaching staff to take this philosophy into consideration when developing practice and game schedules. There may not be any mandatory practices on Sundays and any Sunday practices are highly discouraged by the administration of Southeast Bulloch High School. Any attendance at Sunday practices must be strictly voluntary and non-attendance by a student–athlete may not be used as a reason to disallow a student–athlete from any game participation time nor can a student–athlete be disciplined in any way for non-attendance of a Sunday practice.

Practices: Off – Season

Practices held during the off–season may not be mandatory nor may they be a prerequisite for participation or membership on a team. This means that a coach cannot require a student–athlete to make up a practice he or she misses out of season. While rewards and incentives may be used to encourage attendance, participation may not be made mandatory. Please note that the GHSA does permit some off-season practices to take place in some sports and under certain circumstances. Please feel free to call the Athletic Director if you have any questions about off – season practices or visit www.ghsa.net and read GHSA Rule 2.69.

Consequences for Quitting a Sport During the Season

Student – Athletes are expected to complete the season of the sport in which they are participating in its entirety. However, we recognize that conflicts do arise and that there may be no other satisfactory solution than for a student–athlete to leave the team. If such a situation occurs, it is requested that the student–athlete and his or her parent(s) meet with the Head Coach, the school Athletic Director, and / or the Principal to discuss the reason(s) for quitting the sport. If a resolution cannot be reached that would allow for continued participation, then all parties will agree that this is the best course of action.

If a student–athlete quits one sport, he / she will not be allowed to participate in another sport until that sport is out of season. Strong consideration will be given as to whether or not the student–athlete will be able to try-out and compete in another sport that year. In this case, the determination will be made by the Athletic Director in conjunction with the head coach of the sport that was quit, the head coach of the sport the student-athlete will be trying out for, and the parents of the student-athlete.

Conflicts Among Extracurricular Activities

Southeast Bulloch High School encourages students to become involved in a variety of extracurricular activities according to their individual interests and skills. The faculty and staff at Southeast Bulloch High School are committed to working together to allow maximum student involvement. We recognize that this philosophy will result in conflicts between the many extracurricular activities from time to time. Head Coaches and / or Sponsors, the school Athletic Director and / or Academic Events Coordinator along with the student and parent(s) will meet together to work out a satisfactory solution based on the following considerations:

- a. best interests of the school
- b. best interests of the student
- c. best interests of the team / activity as a whole

A key component in reaching an agreement on the best course of action will be a priority statement by the student– athlete and his or her parent(s) identifying which activity takes priority over another in the case where conflicts occur among activities.

Absences

Bulloch County School System policy prohibits participation in any extracurricular activity if a student is not present at school for at least one-half of the school day unless there is a clear and justifiable reason for the absence. Any student who is absent for more than one-half of a school day and wishes to participate in an extracurricular activity, including practices, on that day must receive approval to do so by **school administration before the absence occurs.**

Lettering Policy

The determination of whether or not a letter is awarded to a student–athlete participating in a varsity sport is the responsibility of the Head Coach in each sport in conjunction with the approval by the school Athletic Director. A student –athlete may be awarded a letter by completing the season in a **varsity** sport only and the letter should be earned through dedication and commitment to that sport by making a significant contribution to the total team effort throughout the entire season. The criteria for lettering will be if a student–athlete completes the varsity season in good standing **as determined by the Head Coach** of the sport. Sport specific lettering policies that include additional parameters and/or detail may be issued by each coach, but are nonetheless in line with the state criteria above.

Process for Letterman’s Jackets

Each student–athlete in grades 9th-12th will be eligible to participate without paying an annual participation fee. However, the student-athlete will be responsible for purchasing their letter jacket. The cost of the jacket will be paid fully by the student. Patches and bars for the letter jacket will be purchased by the respective sport and/or student–athlete. State champion or state runner up patches will be awarded to the members of these respective teams. All eligible student-athletes will have the opportunity to order their letter jacket fall or spring of each school term and must be present for the actual letter jacket fitting and measurement with the sales representative in order to process order forms.

Awards

Each student–athlete at Southeast Bulloch High School who completes their team’s season in good standing will be awarded either a:

- (1) Certificate of participation for Junior Varsity competition
- (2) Varsity letter for varsity competition. (Certificate also)

****NOTE** A student–athlete is permitted to purchase a letter jacket during his or her high school athletic career. The cost of the jacket will be paid fully by the student-athlete. The student-athlete must pay the entire balance before the jacket is ordered.**

Individual awards for student–athletes will be at the discretion of the Head Coach and the coaching staff.

Gender Equity

Southeast Bulloch High School is committed to providing equal opportunities and treatment for both sexes under the guidelines of Title IX. Any concerns regarding such issues should be brought to the attention of and discussed with the school Athletic Director, Principal and Head Coach of the sport in which the concerns exist.

Interscholastic Sports

Student-athletes at Southeast Bulloch High School participate in interscholastic sports. Parents and student-athletes should have a clear understanding that interscholastic sports are competitive and successful programs combine the attributes of winning with the objectives and philosophies of participation as stated earlier in this handbook. The staff of dedicated, committed and professional coaches must make decisions on the playing status of all student-athletes on the basis of what are the best options for the team and program to be successful. The Athletic Director, Principal and Head Coaches will operate with an open door policy with parent(s) and student-athletes to discuss any issues that need to be addressed concerning the various aspects of the student-athletes participation in the sport. **However, the parent(s) and student-athlete must make prior arrangements for an appointment with all parties to ensure that the most productive atmosphere exists in discussing issues of concern. 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 and generally do not promote a resolution.** Appropriate concerns to discuss with coaches are: (1) ways to help your child improve; and (2) concerns about your child's behavior. Issues that are not appropriate to discuss with coaches are: (1) team strategy; (2) play calling; (3) playing time; and (4) other student-athletes.

Accident / Injury Reporting

When a student-athlete has an accident or is injured during practice or competition, the student must notify the coach immediately so that appropriate action may be taken and so that the parent can be notified. Parents are encouraged to notify the coach immediately if they become aware of an injury sustained at practice that the student did not report to the coach.

Athletic Banquets

Each individual sport will schedule the date, time and place of the athletic banquet following the completion of the season. Each student-athlete and his or her parent(s) and family is encouraged to attend the event so that each participating member of the team can be recognized for his or her hard work, commitment and contributions to the team's season.

NCAA Clearinghouse

The NCAA Clearinghouse is a service provided to potential college-bound athletes to ease their transition to college athletes. It is mandatory that students seeking to play college athletics go through the clearinghouse. The guidance office at Southeast Bulloch High School has many helpful publications concerning the NCAA Clearinghouse and will be willing to assist any student and the parent(s) in obtaining information and registering with the clearinghouse. Information is also available online at www.ncaaclearinghouse.net

Inventory Process

Coaches will inventory uniforms and equipment before and after each season.

Fundraising

Student-athletes may be expected to assume some of the responsibility for fundraising (commodity sales, car washes, and other revenue generating activities) for their respective sports so that a concerted effort (school, community, coach and student-athlete) can be directed toward funding programs and toward providing a quality experience. **Individual coaches and supporters of programs should not begin any activities or approach**

area merchants for donations without permission from the Athletic Director and Principal, and must complete a “Fundraiser Proposal Form” on docefil two weeks prior to the fundraiser.

Transportation Processes

Students involved in all extracurricular activities in the Bulloch County School system will be provided transportation to and from all away games/meets/matches. There will be instances where a student-athlete will be required to drive to a different location for practice. In these cases, a release for this travel must be on file with the Head Coach of that sport as well as the Athletic Director’s office.

 [Transportation Release Form.pdf](#)

A student-athlete may NOT transport another student-athlete unless he or she is a member of the same immediate family.

Bulloch County students will not be released to any individual to ride private transportation following contests except the student–athlete’s parent(s) or legal guardian, and a release must be signed by the parent/guardian after the contest; no pre-approvals for being released to someone other than a parent/guardian will be allowed.

Transportation Release Form

Bulloch County Policy on Private Vehicles:

- No student, while participating in a school designated activity, shall be transported in an employee’s privately owned vehicle or a vehicle that is not owned by Bulloch County Schools.
- Exceptions to the above policy are as follows:
 - Chartered Buses - company must provide certificate of insurance
 - Children riding with their parents
 - Children riding with other adult(s) in a privately owned vehicle
 - These children must have a signed release form from their parent/guardian that releases Bulloch County Schools from any and all liability resulting in harm to said child while in a privately owned vehicle.

Bus Process/Requests

Bus requests are to be submitted to Ms. Deloach and Mr. Oliver.

Accident / Injury Reporting

All sports related injuries must be reported to the athletic trainer and a student may not return to competition without clearance by the athletic trainer, which may also include written permission from a physician. Student-athletes who have been treated for an injury must be cleared by the Athletic Trainer prior to resuming participation.

Use of Community Coaches

Community coaches' names must be submitted for approval each year. If it is their first year they must pass a background check (good for three years) through the Board of Education and all high school lay coaches must take the GHSA community coach course. It must be determined at the time of submission if they will be paid.

Athletic Trainer

On school days our athletic trainer's hours usually begin after school and last until the conclusion of the last practice or home game. During weekends and times when school is not in session, the athletic trainer is required to be on site only for contests and for some scheduled scrimmages. Occasionally, the athletic trainer will be on site for non-school day practices.

The training program exists to help athletes receive the best possible care. At certain times, however, the athletic trainer and training room facilities are extremely busy. Consequently, access to the training room and its services is limited to athletes who require care only. Training services are granted on a first come, first served basis on practice days. On game days, students will be treated in an order that will allow bus and/or game commitments to be met.

In the event of an athletic injury, the athletic trainer is in immediate control. At away contests, if the athletic trainer is not present, the host school medical personnel are in control. If no medical personnel are present, members of the coaching staff are instructed to "take charge" of the situation and, if warranted, call for emergency care. All sport related injuries must be reported to the athletic trainer and a student may not return to competition without clearance by the athletic trainer, which may also include written permission from a physician.

Student-athletes who have been treated for an injury must be cleared by the Athletic Trainer prior to resuming participation. In game injuries where a trainer is not needed it is up to the coaches discretion on when the student-athlete will return to the contest.

Role of the Game Management

Prior to the contest each school should have a plan for hosting an event that includes the aspects of safety for players, coaches, spectators, and the officiating crew. This plan should be well-communicated with the staff members involved in hosting the event. Host schools should communicate with officials about where the designated parking and secure dressing areas are located, but do NOT put signage to announce those areas. This can be potentially dangerous for contest officials.

During the contest make sure that the Game Manager/Administrator is readily available if needed by contest officials. Be aware of escalating unacceptable spectator behavior, and defuse it before it becomes a hindrance to the administration of the contest. Escort officials on and off the court/field with security and/or administration. Following the conclusion of the contest, provide security and/or administration escorts off the court/field, and ensure the officials are able to get their vehicles safely. Keep all unauthorized individuals out of the contest officials' dressing area. This includes players, coaches, and spectators, even though the dressing area may be a coaches' office/dressing area. Prior to the officials leaving the site, check with the officials about anything of concern during the contest.

Role of the Student Resource Officer or other Law Enforcement

Schools must have a School Resource Officer present for all home events where a crowd is expected. If larger crowds are expected, other law enforcement support should be obtained. The use of School Resource Officers or other law enforcement personnel at athletic events is designed to help prevent incidents from occurring. The SRO is working in an official law enforcement capacity and is not under the direct supervision of the school.

While law enforcement is willing to support the administrator on duty, their involvement should be related to the safety and security of the event.

Emergency Action Plans

Each coach will create an Emergency Action Plan (EAP) using the template below. The EAP will be shared with the team, assistant coaches, and athletic administration.

 GHSA EAP.pdf

Fundraising

Student-athletes may be expected to assume some of the responsibility for fundraising (commodity sales, car washes, and other revenue generating activities) for their respective sports so that a concerted effort (school, community, coach and student-athlete) can be directed toward funding programs and toward providing a quality experience. **Individual coaches and supporters of programs should not begin any activities or approach area merchants for donations without permission from the Athletic Director and Principal, and must complete a “Fundraiser Proposal Form” on Etrieve two weeks prior to the fundraiser.**

All fundraisers must be submitted to the school administration for approval using the [BCS Fundraising Guidelines and Procedures](#).

Purchase Order Process / Paying Bills

 Financial Guidelines for SA Funds_FY 24 - updated 1.30.24.docx

All purchases through the school account, Donors Choose and any donations must be approved by the AD or Principal in writing prior. If it is going to be used by student athletes it must be approved by administration.

- a. No order should be placed without a physical PO number.
- b. Purchasing procedures
 - i. Obtain a quote from the vendor (all vendors must be approved and it must read “QUOTE”)
 - ii. Complete a Purchase Requisition form and attach the quote
 - iii. Turn in to AD for approval (if AD is not available, turn in to Principal). AD will turn into bookkeeper.
 - iv. You will get a Purchase Order number emailed to you from the bookkeeper
 - v. The purchase order number must be communicated with the vendor and must be on the invoice when they submit it.
 - vi. When items arrive the bookkeeper will verify the items before they can be picked up from the front office.
- c. **If these procedures are not followed YOU WILL BE RESPONSIBLE FOR PAYING THE INVOICE - no questions asked!**

Social Media Accounts

Option 1

In order to maximize reach to all audiences and to ensure compliance with updates to the Americans with Disabilities Act, coaches are encouraged to provide each school's social media manager with information to post to the school's official social media accounts. No individual team pages representing school social media should be created or maintained. Coaches are welcome to create their own personal social media accounts in which they communicate with interested parties, but the name of the page should not represent itself as a school/team page. Boosters are welcome to create their own personal social media accounts in which they communicate with interested parties, but the name of the page should not represent itself as a school/team page.

Option 2

- **Official Communication:** To ensure compliance with updates to the Americans with Disabilities Act (ADA) and to maximize audience reach, all team-related social media content must be posted through the school's official social media accounts. Coaches are required to submit content to the school's social media manager for this purpose.
- **Prohibited Accounts:** The creation or maintenance of individual team pages representing school social media is strictly prohibited.
- **Personal Accounts:** Coaches and boosters may maintain personal social media accounts for communicating with interested parties. The name of any personal page, however, must not represent itself as an official school or team page.

Roles of Booster Clubs

Booster Clubs are welcome additions, However, they must operate separately from school funds. Booster club support is essential to providing a quality athletic program at the high school level. We encourage all parent(s) and other people and businesses of the community to join our booster club so that Southeast Bulloch High School can provide the best opportunities for student-athletes to attain success through quality equipment and facilities.

Best Practices for Boosters, PTOs and Athletics

Organizations such as PTO's or Booster Clubs, although they are school-related, are separate entities. They should raise their own funds, keep their own books, and be accountable to their respective memberships. The school may not assume responsibility for the financial records and transactions of any supporting organization. It is strongly recommended that these organization's books be examined annually by an independent accountant. Schools should cooperate with them as much as practical. When these organizations give money or property to schools, the money or property should be treated as outlined in Section 4.3, Donations to the School. A file should be maintained to retain these for five years. **These organizations may not use the school's federal tax ID number or sales tax exemption forms (ST-5). The school should not be making purchases for the PTO or Booster Club for the purpose of circumventing sales tax being paid by the PTO or Booster Club**

Behavior Expectations for Coaches

All coaches are expected to behave in a professional manner at all times and follow the educator code of ethics.

Facility Use & Rentals

Facilities must be rented through Facilitron or School Administration.

Facility Rental Information

Public Relations /Speaking to the Media

All coaches speaking to the media should keep after-game comments broad and positive. There should not be negative comments about officiating, players, fans, or opposing teams regardless of the outcome of the game.

1. BY-LAW 2.67 – “Practice Policy for Heat and Humidity

Schools must follow the statewide policy for conducting practices and voluntary conditioning workouts in all sports during times of extremely high heat and/or humidity that will be signed by each head coach at the beginning of each season and distributed to all players and their parents or guardians. The policy shall follow modified guidelines of the American College of Sports Medicine in regard to:

1. The scheduling of practices at various heat/humidity levels;
2. The ratio of workout time to time allotted for rest and hydration at various heat/humidity levels, and
3. The heat/humidity level that will result in practice being terminated.

PMHS uses scientifically approved instrument to measure heat and humidity. The Wet Bulb Globe Temperature (WBGT) reading must be utilized at each practice to ensure that the written policy is being followed properly.

GUIDELINES FOR HYDRATION AND REST BREAKS

1. Rest time should involve both unlimited hydration intake (water or electrolyte drinks) and rest without any activity involved.
2. For football, helmets should be removed during rest time.
3. The site of the rest time should be a “cooling zone” and not in direct sunlight.
4. When the WBGT reading is over 86.
 - a. Ice towels and spray bottles filled with ice water should be available at the “cooling zone” to aid the cooling process.
 - b. Cold immersion tubs must be available for practices for the benefit of any player showing early signs of heat illness.

DEFINITIONS

1. **PRACTICE:** the period that a participant engages in a coach-supervised, school-approved sport or conditioning-related activity. Practices are timed from the time the players report to the field until they leave.
2. **WALK THROUGH:** This period shall last no more than one hour, is not considered to be a part of the practice time regulation, and may not involve conditioning or weight-room activities. Players may not wear protective equipment.

PENALTIES: Schools violating the heat policy shall be fined a minimum of \$500.00 and a maximum of \$1,000.00.

STUDENT/PARENT CONCUSSION AWARENESS FORM

SCHOOL: Southeast Bulloch High School

DANGERS OF CONCUSSION

Concussions at all levels of sports have received a great deal of attention and a state law has been passed to address this issue. Adolescent athletes are particularly vulnerable to the effects of concussion. Once considered little more than a minor “ding” to the head, it is now understood that a concussion has the potential to result in death, or changes in brain function (either short-term or long-term). A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. Continued participation in any sport following a concussion can lead to worsening concussion symptoms, as well as increased risk for further injury to the brain, and even death.

Player and parental education in this area is crucial – that is the reason for this document. Refer to it regularly. This form must be signed by a parent or guardian of each student who wishes to participate in GHSA athletics. One copy needs to be returned to the school, and one retained at home.

COMMON SIGNS AND SYMPTOMS OF CONCUSSION

- Headache, dizziness, poor balance, moves clumsily, reduced energy level/tiredness
- Nausea or vomiting
- Blurred vision, sensitivity to light and sounds
- Fogginess of memory, difficulty concentrating, slowed thought processes, confused about surroundings or game assignments
- Unexplained changes in behavior and personality
- Loss of consciousness (NOTE: This does not occur in all concussion episodes.)

BY-LAW 2.68: GHSA CONCUSSION POLICY: In accordance with Georgia law and national playing rules published by the National Federation of State High School Associations, any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion shall be immediately removed from the practice or contest and shall not return to play until an appropriate health care professional has determined that no concussion has

occurred. (NOTE: An appropriate health care professional may include a licensed physician (MD/DO) or another licensed individual under the supervision of a licensed physician, such as a nurse practitioner, physician assistant, or certified athletic trainer who has received training in concussion evaluation and management.

a) No athlete is allowed to return to a game or a practice on the same day that a concussion (a) has been diagnosed, OR (b) cannot be ruled out.

b) Any athlete diagnosed with a concussion shall be cleared medically by an appropriate health care professional prior to resuming participation in any future practice or contest. The formulation of a gradual return to play protocol shall be a part of the medical clearance.

c) It is mandatory that every coach in each GHSA sport participate in a free, online course on concussion management prepared by the NFHS and available at www.nfhslearn.com at least every two years – beginning with the 2013-2014 school year.

d) Each school will be responsible for monitoring the participation of its coaches in the concussion management course, and shall keep a record of those who participate.

Athletic Code of Conduct & Reminders:

Daily Attendance:

To participate in any scheduled game or practice, student-athletes must be present in school for at least 3 ½ hours on that day. Absence from school or skipping classes will result in ineligibility for participation.

Students in “Good Standing”:

All athletes must maintain “good standing” for athletic participation, which includes:

- Adhering to school rules regarding behavior and attendance
- Showing respectful behavior towards all members of the school community

Students are considered not in good standing if they experience a suspension, ISS/OSS, or skip school/classes during the season. Those not in good standing may be denied participation in interscholastic sports or extracurricular activities.

Academic Duty:

Students should effectively manage their time to ensure they dedicate sufficient effort to their studies, reflecting their true abilities in grades.

Taunting:

Taunting by team members or spectators is strictly prohibited and may result in suspension or dismissal from the team and/or event.

Honesty and Integrity:

Honesty is mandatory. Theft and dishonesty will not be tolerated and may lead to immediate dismissal from the

team. Possession of another person's property will result in a one-year ban from participating in any SEBHS athletic team, contingent upon a hearing with SEBHS Administration and the Athletic Director after the suspension.

Representation:

Student-athletes represent the school at all times during practices, contests, and events. Proper conduct is expected while traveling, and inappropriate behavior or profanity is discouraged.

Respecting the Spirit of the Game:

Officials are present to ensure fair and safe competition. Student-athletes must show respect to officials and refrain from using illegal tactics to gain advantages.

Respect for the Coaching Staff:

Coaches have the athletes' best interests in mind. Students should follow the specific rules set forth by their coaches.

Respect for School Buildings and Grounds:

Any damage to school property will lead to immediate suspension from the team, with the length determined by the Athletic Director and Coach. Cleats must not be worn inside the building or on the gym floor at any time.

Final Message to All Student-Athletes, Spectators, and Parents:

Support Southeast Bulloch High School Athletics by:

- Attending sporting events
- Providing positive support to teams and coaches
- Encouraging all players, regardless of their role
- Assisting other spectators and parents in maintaining sportsmanlike conduct
- Showing respect for coaches and officials
- Enjoying the Southeast Bulloch High School athletic experiences