

KESHEQUA CENTRAL SCHOOL DISTRICT



CO-CURRICULAR CODE OF CONDUCT

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PHILOSOPHY OF CO-CURRICULAR ACTIVITIES

Athletics and clubs are not extracurricular, but co-curricular activities. The lessons of the classroom do not end when the bell rings at the end of the day. Athletics and clubs are an extension of the school day with coaches/advisors as teachers and the meeting space as the classroom. The lessons taught in this “classroom” are intended to help our students become productive, empathetic citizens.

Our coaches/advisors consider themselves "Double-Goal Coaches/Advisors". They strive to pursue the important goal of teaching life lessons through co-curricular activities. Keshequa seeks to prepare our students for the next level of life.

"Success is a fortunate byproduct of doing the right thing."

GOAL/OBJECTIVES

Our Goal

The experience of participation in athletics and clubs reflects the total educational goals of our district.

Our Specific Objectives

1. To develop an understanding and appreciation of the place which interscholastic athletics and clubs occupy in the American culture.
2. To educate the student body in the appreciation of sports and other co-curricular activities and the importance of displaying good sportsmanship/citizenship at all times.
3. To serve as a focal point for the morale, spirit and loyalty of students by providing a common meeting ground and shared enthusiasm.
4. To allow for the development of physical growth, mental alertness and emotional stability for all those who participate in athletics and clubs.
5. To provide the opportunity for a student to learn to handle winning and losing and to make decisions that affect themselves and members of their team.
6. To learn to develop through hard work and dedication a feeling of self-confidence and self-esteem.

ACADEMIC ELIGIBILITY

At Keshequa, it is CLEARLY recognized that the student's primary responsibility is to maintain acceptable academic standards. To this end, eligibility procedures have been established:

At the beginning of each sport season or club, the coach/advisor shall advise student participants about the academic expectations required for participation in the program.

At the beginning of each sport season or club, all staff members will receive a list of students participating for that season. Students will have their academic performance evaluated by staff members.

Approximately every two weeks, a list of all students failing will be generated and distributed to all coaches and advisors.

The Athletic Office will notify students affected concerning their eligibility status.

ENFORCEMENT

Academics come first. Any student participating in a co-curricular activity receiving a failing grade on any two (2) week report will be dealt with in the following manner:

- a. If a student receives three (3) or more failing grades on any one report, that individual will be ineligible to participate in **practices and contests/meetings and performances** until he/she has reduced the number of failing courses to two (2) or less for that marking period.
- b. If a student receives two (2) failing grades on any one report, that individual will be ineligible to participate in **contests/performances** until he/she has reduced the number of failing courses to one (1) or less for that marking period.
- c. If a student receives one (1) failing grade on any one report, that individual will be required to stay for extra help until passing and being released by the teacher. The proper form to use is the "Academic Eligibility Update Form," which is available in the Athletic Director's office.
- d. If a student drops a course while failing, that course will be counted as a failing grade on the next report.
- e. Any student who feels he/she is working to the best of his/her ability may appeal the ineligibility status in writing to the Principal, Assistant Principal/Athletic Director, and Coach/Advisor for reinstatement of eligibility. The following criteria will be considered when making a determination of eligibility:
 - i. Positive recommendations from the teachers
 - ii. Homework assignments completed on a regular basis to the best of the student's ability
 - iii. Student was a positive participant in classroom learning/activities
 - iv. Student was working hard to be academically successful by attending extra help sessions, working with teachers, counselors and parents/guardians to improve academic performance, and generally demonstrating an overall positive attitude relative to academic performance

Being released will be determined when the student is passing and the teacher determines the student is all caught up with their classwork and feels they no longer need the extra help. A student could be passing the class and participating in contests, but still mandated to get extra help until the teacher feels they don't need it anymore. The student will go for extra help for each course failed until passing and/or cleared by the teacher. Each extra help session will consist of a minimum of 30 minutes. Failure to attend will result in suspension of participation for one school week and/or one contest/performance.

DRUG, ALCOHOL AND TOBACCO USE/ABUSE

Keshequa Central School is a drug-free and tobacco-free campus. It is mandated that all students will abstain from the use/abuse of any legal or illegal substances containing drugs, alcohol, or tobacco including e-cigarettes, and illegal/illicit and/or controlled substances, counterfeit and designer drugs, and other drugs deemed similar by school administration, or paraphernalia AT ALL TIMES. Once a student joins any co-curricular activity, he/she is held accountable to this policy for the remainder of their years at Keshequa Central School. This policy is in effect both during the season and during the off-season.

"Illegal/illicit substances" include, but are not limited to, inhalants, marijuana, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, drug paraphernalia and any substances commonly referred to as "designer drugs."

The purpose of these expectations is to help a co-curricular student become a better person by seeking to model proper behavior and good citizenship at all times. These rules and regulations are designed to instill pride, discipline, and team spirit in the student to enable him/her to achieve maximum physical and/or mental performance in co-curricular activities. Each student is required to make a commitment to community, school, team, coach/advisor, and him/herself by adhering to the established rules and regulations. This is a condition that must be fulfilled for satisfactory participation in any co-curricular activity. Enforcement of the rules and/or adjudication of any violations is the responsibility of each Coach/Advisor, the Assistant Principal/Athletic Director, and the Principal.

TRAINING RULES

The Keshequa district recognizes that the use of certain substances such as tobacco (including chewing tobacco, e-cigarettes and snuff), alcohol, other drugs (including performance enhancing drugs), and illegal/illicit drugs presents a significant health problem for many adolescents. These products can have negative effects on behavior, learning, and the total development of each individual.

KCS expects students to model healthy, chemical-free lifestyles. Therefore, it is the philosophy of KCS to absolutely FORBID any student involved in a co-curricular activity to use, possess, sell, be in illegal presence of, or otherwise distribute these substances or related paraphernalia. Students should avoid situations that could jeopardize their eligibility.

ATTENDANCE AT PARTIES/GATHERINGS/OTHER EVENTS

Students must leave immediately when they find themselves in the proximity of illegal substances or actions. The burden of proof, defined as the provision of factual evidence beyond a reasonable doubt, to demonstrate leaving immediately and the absence of foreknowledge of such circumstances is solely upon the student. It is the district's expectation that students will only be in the proximity of legal consumption of alcohol when the individuals doing so are the student's family members at a family function. Students must leave any location when alcohol/drugs are present or illegal activities are occurring outside of these criteria. In addition, the student and/or parent/guardian are encouraged to contact the Coach/Advisor, Assistant Principal/Athletic Director, or Principal within 24 hours of the party/event to establish their role in relation with any such instance. The purpose of this call is to protect students who have made the right choice from future allegations regarding the specific event. This notification must take place prior to any investigation of the incident but will not recuse the student in the course of an investigation. A phone message will be accepted.

The posting of any words, or pictures on the Internet or apps that resemble or provide an admission to tobacco, alcohol, or illegal drug use by a student may be construed a violation of this policy as well. This includes, but is not limited to, posting on social networking sites such as Facebook, Instagram, Twitter, Snapchat and others.

PERFORMANCE-ENHANCING DRUGS

Use of any performance-enhancing drug is strictly prohibited. Any use of these drugs may result in immediate dismissal from the team.

PENALTIES FOR VIOLATION OF DRUG, ALCOHOL AND TOBACCO USE/ABUSE

The student may be suspended from all co-curricular activities while school personnel determine if a violation has occurred.

An administrator will communicate with the student and parents/guardians to review the situation and explain the course of action.

If it is determined that no violation has occurred, the student will return to full participation. If a violation has occurred, the course of action will follow district policy.

*Any non-school personnel who report a violation, with evidence, will be investigated.

ENFORCEMENT

By signing the Co-Curricular Code of Conduct Acknowledgement Form, you are agreeing to abide by the rules and regulations set forth in the Co-Curricular Code of Conduct. It is the position of the district that any student in violation should seek an assessment and follow any recommended treatment at each level of a violation. Consequences for violating these training rules are as follows:

ALCOHOL, TOBACCO AND OTHER DRUGS DEEMED SIMILAR BY SCHOOL ADMINISTRATION

First Offense:

Suspension from competition will break down in the following manner:

<u>Scheduled Contests</u>	<u>Games Suspended</u>
19 and above	5
11-18	4
10 or less	3

*With co-curricular activities other than interscholastic athletics, the Principal and/or Assistant Principal/Athletic Director will suspend from the activity based on the co-curricular activity.

*Suspensions will carry over from year to year and/or season to season. For example, if a student has a 4 game suspension, but there are only 2 games left in the season, the other 2 games would be added on to the next activity in which they participate.

Second Offense:

Any second offense during the student’s time of eligibility will count towards this suspension. Suspension from competition will break down in the following manner:

<u>Scheduled Contests</u>	<u>Games Suspended</u>
19 and above	10
11-18	8
10 or less	6

- The student will not be allowed to practice or participate in contests for 14 days. Contests that fall during the 14 days will be counted towards the games suspended.
- After the 14 days, the student will be able to practice, but will not be able to play in games until their suspension is finished.
- Once the student verifies that he/she has pursued an evaluation and is participating in any recommended treatment program with a New York State certified substance abuse counselor or agency and finishes an approved 10 hours of Community Service, the student may appeal the length of his/her suspension. The duration of the suspension may be reduced by up to 50%. (The student must serve 50% of the penalty before reductions can be granted.) The student and his/her parents should consult with the Assistant Principal/Athletic Director or High School Principal to obtain an appropriate referral for assessment or counseling. Any assessment of counseling is at the family’s expense. In order for the reduction in suspension to be considered, the student must allow information from the agency to be shared.

*With co-curricular activities other than interscholastic athletics, the Principal and/or Assistant Principal/Athletic Director will suspend from the activity based on the co-curricular activity.

*Suspensions will carry over from year to year and/or season to season. For example, if a student has a 9 game suspension, but there are only 2 games left in the season, the other 7 games would be added on to the next activity in which they participate.

Third Offense:

Any third offense is a one year suspension from co-curricular activities.

Fourth Offense:

Any fourth offense is a suspension from co-curricular activities for the rest of the student's career at Keshequa.

ILLICIT DRUGS, MARIJUANA AND OTHER DRUGS DEEMED SIMILAR BY SCHOOL ADMINISTRATION

First Offense:

Any first offense is a one year suspension from co-curricular activities.

Second Offense:

Any second offense will result in suspension from co-curricular activities until graduation or transfer from Keshequa.

REDUCTION OF SUSPENSION

Students may request a one game reduction in first offense suspension time once during their career at Keshequa Central School in the ***alcohol, tobacco, and other drugs deemed similar by school administration category***. A 5 hour school/community service project initiated and organized wholly by the suspended student will be considered by a committee made up of the Coach/Advisor, Assistant Principal/Athletic Director, and Guidance Counselor or School Psychologist. If the committee approves the proposed project, the committee will receive progress reports from the student and meet to determine the impact of the student's effort. A supervisor of the project must sign off upon completion. The total penalty cannot be reduced under this provision by more than one game/performance of the penalty imposed. If the committee determines that the student is not truthful in any part of the process, this provision will not be available for him/her. The committee must take into account the grade level of the student, the timing of the next contest/performance, and the end of the season as they consider each proposal.) A first offense reduction of suspension in the ***illicit drugs, marijuana and other drugs deemed similar by school administration category*** is possible at the discretion of the Assistant Principal/Athletic Director and Principal.

SEVERITY OF VIOLATION

There is no distinction in the severity of the offense. If the rules are broken in any manner, the process will be applied fairly and consistently. If students transfer from Keshequa and back to Keshequa, their co-curricular suspension resumes.

SELF-REFERRAL BY STUDENT

Students may take advantage of the self-referral procedure to seek information, guidance, counseling and assessment in regard to student use of tobacco, alcohol and other drugs. Voluntary referrals **may** carry punitive consequences related to the previously mentioned penalty phases.

Referral must be made only by the student or a member of his/her immediate family.

Referral cannot be used by students as a method of avoiding consequences once a Co-Curricular Code of Conduct rule is violated and a student has been identified as having violated one of the Co-Curricular Code of Conduct rules.

Referral must be made to a coach/advisor, Assistant Principal/Athletic Director, teacher, administrator, school psychologist or guidance counselor.

SEASON SUSPENSION

If several students violate the Co-Curricular Code of Conduct during the season/performance calendar, an entire season/performance may be forfeited. Any single violation deemed serious enough may also require forfeiture of the season/performance. Example: Hazing.

APPEAL PROCESS

The student and/or parent/guardian has the right to appeal any determination made by the Principal, Assistant Principal/Athletic Director and Coach/Advisor to an Appeal Board. Such an appeal must be made in writing to the Assistant Principal/Athletic Director within three (3) school days of the suspension or dismissal. The appeal must state reasons for the appeal with emphasis given to due process violations or the availability of new evidence.

Students who decide to appeal will not be able to practice or participate in any games during the time period that the appeals process takes place.

The Appeal Board will consist of an Elementary Principal or a designee, a School Counselor or School Psychologist, and one Faculty Member or Coach appointed by the High School Principal. All parties are entitled to be present and address the Appeal Board. The decision of the Appeal Board will be made known to all parties. The penalty could then be increased, decreased, or remain the same. The decision will be made according to majority rules. However, the individual votes of each member will be kept confidential.

SCHOOL/COMMUNITY CITIZENSHIP

Students are role models in our school. As such, they are expected to conduct themselves appropriately and respectfully in the school and community. Failure to do so may result in suspension or removal from a co-curricular activity.

EXAMPLES OF POOR CITIZENSHIP

Legal Matters

Any matters based on illegal conduct in or outside of school may result in co-curricular suspensions.

Poor School Citizenship

Students may be suspended or removed from a team/club when the school Code of Conduct has been violated. Students may also be suspended, put on probation, or removed from an elected office when that student is not doing the job they were chosen to do (i.e. captain, officer of clubs, etc.).

Conduct Detrimental to Team/Club/Individual

Examples: Hazing, drug sale/distribution, fighting, vandalism, theft, violations of the law, misuse of social media, etc.

Bullying/Cyberbullying/DASA

All forms of bullying and cyberbullying by students are prohibited. Anyone who engages in bullying or cyberbullying in violation of this policy shall be subject to appropriate discipline.

“Bullying” shall mean a hostile activity which harms or induces fear through the threat of further aggression and/or creates terror.

The Dignity for All Students Act (DASA) is an official policy of New York State that requires all students in public schools to have the right to an education free of discrimination and harassment. This right is carried over into all co-curricular activities. If you feel this right has been infringed upon, please make school personnel aware immediately.

Physically, emotionally, or mentally harming a student;

Damaging, extorting or taking a student’s personal property;

Placing a student in reasonable fear of physical, emotional or mental harm;

Placing a student in reasonable fear of damage to or loss of personal property; or

Creating an intimidating or hostile environment that substantially interferes with a student’s educational opportunities.

Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or social media (including blogs) which has the effect of

Physically, emotionally or mentally harming a student;

Placing a student in reasonable fear of physical, emotional or mental harm;

Placing a student in reasonable fear of damage to or loss of property; or

Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

Behavior

Good sportsmanship and citizenship are required of all students. A student's conduct is to be guided by the following principles:

To have respect for the rights and feelings of others

To behave in a manner that reflects favorably on him/her, his/her family, teammates/classmates, school and community.

Outside of School

Students are expected to conduct themselves at all times in a manner which will reflect positively on Keshequa Central School teams/clubs and themselves. Inappropriate behavior as defined by the KCS Code of Conduct and any involvement with police including accusations and/or arrests at any time may result in a disciplinary review and may be subject to disciplinary action, up to and including possible suspension and/or dismissal from the co-curricular program upon administrative review.

On the Field

In the area of athletic competition, a student-athlete must not use profanity or illegal tactics. He or she learns fast that losing is part of the game and that he/she should be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent on a well-played game after the contest whether in defeat or victory. Game officials will always be treated with respect and a sense of understanding of the critical role that they play. Any ejections may result in additional suspensions.

In the Classroom

Students must plan their schedules so that they give sufficient time and energy to their studies to ensure acceptable grades. They should plan ahead and be organized. In addition to maintaining good scholarship, a student should give respectable attention to classroom

activities and show respect for other students and faculty at all times. Horseplay and disrespect are not approved habits of behavior.

Profanity, Abusive Language and/or Actions

The conduct of a student is closely observed in many areas of life. His/her conduct is a reflection of the total educational institution he/she represents. It is important that his/her behavior be above reproach in all the following areas. The use of profane or abusive language/action is not acceptable and will not be tolerated. Furthermore, if profanity, abusive language or action is directed toward a person (coach/advisor, official, etc.) the participant will be removed from the situation for a cooling-off period. This action can result in a period of suspension from the team/club determined by the coach/advisor and/or the Assistant Principal/Athletic Director.

*All discipline matters and consequences concerning any of the above circumstances will be handled on an individual basis through the Principal, Assistant Principal/Athletic Director, and Coach/Advisor.

ATTENDANCE

The school feels it is vital for students to have excellent school attendance. All students must be in attendance for the entire school day. A student will not be allowed to participate in that day's practice, activity or game/performance if he or she:

- A. Is absent all day from school (with the exception of verified full day medical appointments-verified means a note from doctor or follow up call by school nurse to the doctor).
- B. Comes to school after 8:00 a.m. Students with late entry privileges must be in class on time for their first scheduled class or will be counted as tardy. Students are allowed 1 unexcused tardy per season. This unexcused tardy needs to be reasonable. Final decision on a reasonable unexcused tardy lies with the Assistant Principal/Athletic Director.
- C. Leaves school during the day (with the exception of verified medical appointments or permission of an Administrator). Extenuating circumstances will be considered with prior notification of the Assistant Principal/Athletic Director.
- D. Leaves school due to illness/injury during the school day.

DETENTION

Any time a student's scheduled detention would conflict with a co-curricular activity, serving the detention takes precedence. Students will serve the entirety of their detention before reporting to a co-curricular activity. Any student found to be present at a co-curricular activity instead of a scheduled detention shall be subject to a suspension from participation at the discretion of the administration.

SUSPENSION FROM SCHOOL

ISS – When a student is suspended in ISS, he/she cannot participate in practice, activities or contests that day.

OSS - Students are not permitted on school property at any time during their suspension.

FAMILY VACATIONS

When parents/guardians and students choose to take their vacations during the sports/performance season, it must be understood that the time missed can affect personal conditioning and team/club chemistry. Students who miss practice or competition/performance for any reason may have their role on the team/club adjusted.

COLLEGE VISITATIONS

Students must notify their coach/advisor and the Assistant Principal/Athletic Director a minimum of 24 hours prior to college visitation. Students must provide documentation from the college stating they visited.

MEDICAL APPOINTMENTS

Students attending any appointment during the school day must bring a note from the doctor in order to participate that day. The doctor's note must clear the student to participate.

KESHEQUA ATTENDANCE POLICY

An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observations, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations or such reasons as may be approved by the Board of Education.

If a student's attendance record meets expectations during his/her athletic/club season, but does not meet expectation outside his/her athletic/club season, then he/she may become ineligible to start that specific sport the next season. One example is if a student receives an attendance notification letter from the office reminding them of the attendance policy. Final determination lies with the Assistant Principal/Athletic Director and Principal.

*Special circumstances may be reviewed by the Assistant Principal/Athletic Director and Principal.

CO-CURRICULAR CONFLICTS

Advisors and coaches should make every effort to coordinate schedules annually, and/or seasonally, to minimize scheduling conflicts. Students are to make their coach/advisor aware of any conflicts as far in advance as possible. When a conflict occurs between scheduled practices, the student may choose either activity without loss of membership,

academic penalty or status in the other activity. However, if it occurs more than once, the student must rotate between the two activities. When a conflict occurs between a competition or performance and a scheduled practice, students are expected to attend the competition or performance without loss of group membership, academic penalty or status in the other activity. When a conflict occurs between a competition and a performance, the student may choose either activity after consulting with the advisors and coaches in a timely manner. However, if it occurs more than once, the student must rotate between the two activities. If a serious difference of opinion arises, the conflict will be resolved jointly by the Student, Advisors, Coaches, and the Assistant Principal/Athletic Director or Principal.

ATHLETICS ONLY

SECTION V SPORTSMANSHIP POLICY

The Section V Athletic Association is committed to promoting the proper ideals of sportsmanship, ethical conduct and fair play at all Section V activities. Section V will oppose instances and activities which run counter to the best values of athletic competition in order to ensure the wellbeing of all individual players. Section V will expect acceptable standards of good citizenship and propriety with proper regard for the rights of others.

Section V is further committed to the belief that schools participating in Section V activities should be held responsible for the conduct of their players, coaches, faculty members and spectators. Conduct which is detrimental to the educational value of athletic activities may be deemed just cause for the school's reprimand, probation, suspension from a particular sport or suspension from sectional activities.

NYSPHSAA CODE OF ETHICS

IT IS THE DUTY OF ALL CONCERNED WITH HIGH SCHOOL ATHLETICS:

1. To emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
2. To eliminate all possibilities which tend to destroy the best values of the game.
3. To stress the values derived from playing the game fairly.
4. To show cordial courtesy to visiting teams and officials.
5. To establish a respectful relationship between visitors and hosts.
6. To respect the integrity and judgment of sports officials.
7. To achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
8. To encourage leadership, the use of initiative, and the exhibition of good judgment by players on the team.
9. To recognize that the purpose of athletics is to promote the physical, mental, moral, social and emotional well-being of the individual players.
10. To remember that an athletic contest is only a game, not a matter of life and death for player, coach, school, fan, community, state or nation.

SPECTATOR'S CODE OF BEHAVIOR/ETHICS

It is the responsibility of the spectator to:

1. Keep cheering positively. There should be no profanity, degrading language or gestures.

2. Avoid actions which offend visiting teams or individual players.
3. Show appreciation of good play by both teams.
4. Learn the rules of the game in order to be a better-informed spectator.
5. Treat all visiting teams in a manner in which you would expect to be treated.
6. Accept the judgment of coaches and officials.
7. Encourage other spectators to participate in the spirit of good sportsmanship.
8. Avoid the use, abuse and resulting negative influence of drugs, including alcohol and tobacco.

STUDENT ATHLETE'S CODE OF BEHAVIOR/ETHICS

It is the responsibility of the student to:

1. Demonstrate self-control and respect for others at all times including officials, spectators and other athletes.
2. Remember that participation in athletics is a privilege that is not to be abused by unsportsmanlike conduct.
3. Deal with opponents with respect. Shake hands after the competition and congratulate them on their performance.
4. Respect the integrity and judgment of the officials.
5. Understand that improper behavior while in uniform reflects poorly upon the student-athlete, family, school and community.
6. Understand and abide by the rules and regulations of the game.
7. Accept victory with grace and defeat with dignity.
8. Understand that the use, abuse and resulting negative influence of drugs, including alcohol and tobacco, is detrimental to the game and its participants.

COACH'S CODE OF BEHAVIOR/ETHICS

It is the responsibility of the coach to:

1. Promote good sportsmanship by setting a positive example while coaching athletes.
2. Respect the integrity and judgment of the sports officials.
3. Approach competition as a healthy and constructive exercise, not a life-and-death struggle that requires victory at any price.
4. Recognize that the participants in individual or team sports are young men and women who are capable of making mistakes due to their human frailties and limitations.
5. Refrain from the use of crude or abusive language with players, opponents, officials and spectators.
6. Instruct the players in the elements of good sportsmanship and remove players from competition who demonstrate unsportsmanlike behavior.
7. Avoid behavior that will incite players, opponents or spectators.
8. Avoid and eliminate negative comments to radio, TV and newspaper reporters.
9. Avoid the use, misuse and negative impact of drugs, including alcohol and tobacco.

PHILOSOPHY BY SPORT LEVEL

MODIFIED

The modified level of athletic competition focuses on the fundamentals of the game along with team play, rules, training and basic skills. At this introductory level, a large emphasis is placed on academics, team play, sportsmanship, a chemical-free lifestyle, and socio-emotional growth along with commitment and dedication. A smaller emphasis is placed on winning, and maximum participation is desired. Playing time will be directly linked to practice time; however, a specified amount of playing time is never guaranteed.

At Keshequa Central School, the number of teams and size of the squad in any sport will be determined by the availability of 1) financial resources, 2) qualified coaches, 3) suitable indoor or outdoor facilities, and 4) a safe environment.

In order for the desired development of the adolescent athlete and team to occur, practice sessions are vital. The New York State Public High School Athletic Association publishes regulations by which practice sessions are governed. Occasionally, practice or contests will be scheduled for Saturdays. Opportunities for meaningful contest participation for each team member will exist over the course of the season.

Exceptional seventh and eighth graders may be permitted to try out for a junior varsity or varsity team under the State Education Department program called the Athletic Placement Process.

JUNIOR VARSITY (JV)

The junior varsity level of athletic competition places an increased emphasis upon team play, physical conditioning and refinement of basic skills. The junior varsity level is intended for those who display the potential of continued development into productive varsity level performers. Winning at the junior varsity level is considered important, and participants should be taught how to cope with game situations and how to win and lose graciously. An attempt will be made to play all participants throughout the season. It should be recognized that not all members of the team will receive equal playing time.

At this level, athletes are expected to have visibly committed themselves to the program, team and continued self-development. To this end, increased emphasis is placed on physical conditioning, refinement of fundamental skills, elements and strategies of team play in addition to socio-emotional development. Junior varsity programs work towards achieving a balance between continued team and player development. There continues to be very strong emphasis on academics, sportsmanship, chemical-free lifestyle and community service.

VARSITY

The varsity level of athletic competition is the culmination of the high school athletic program. Normally, seniors and juniors make up the majority of the roster. Occasionally, a sophomore and, infrequently, a freshman may be included on the team providing that evidence of advanced levels of physical development, athletic skill and appropriate socio-emotional development is demonstrated. It is possible, but rare, for a 7th or 8th grader to be included on a varsity roster.

Squad size at the varsity level is limited. The number of participants on any given team is a function of those needed to conduct an effective and meaningful practice and to play the contest. It is vital that each team member has a role and is informed of its importance. The number of roster positions is relative to the students' acceptance of their individual roles in pursuit of the team's goals. While contest participation over the course of a season is desirable, a specified amount of playing time at the varsity level is never guaranteed.

There continues to be very strong emphasis on academics, sportsmanship, chemical-free lifestyle and community service. A sound attitude and advanced level of skill are prerequisites for a position on a varsity team, as is the realization that a varsity sports requires a six-day-a-week commitment. This commitment is often extended into vacation periods for all sport seasons. While contests and practices are rarely held on holidays and Sundays, the dedication and commitment needed to conduct a successful varsity program should be taken seriously.

The varsity coach is the leader of that sport's program and determines the system of instruction and strategy for that program. The communication among the modified, junior varsity, and varsity programs is the responsibility of the varsity coach.

TEAM SELECTION (TRY-OUTS)

1. All student-athletes will be given a minimum of three (3) try-out sessions from the start date of the sport.
2. Out-of-season camps and conditioning will enhance abilities but will have no bearing on the athlete making the team during the tryout period.
3. Objective tests and subjective ratings will be used in the selection process.
4. Student-athletes will be personally notified regarding the results of the try-out.
5. Student-athletes who are unable to begin tryouts due to overlapping seasons or major illness or injury may be considered for an individual tryout. These individual tryouts will not negatively impact the current roster for the team.
6. Student-athletes must be at all try-outs. Failure to do so will greatly diminish the student's chances of making the team. Any absence must have prior approval from the coach.

** Special circumstances may be reviewed by the Assistant Principal/Athletic Director.

ATHLETIC PLACEMENT PROCESS

The Athletic Placement Process (APP) is a program for evaluating selected students who want to participate in sports at higher or lower levels. The intent of the APP is to provide a protocol to allow students in grades 7 and 8 to move up or for students in grades 9-12 to move down, allowing them to participate safely at an appropriate level of competition **based upon physical and emotional readiness and athletic ability** rather than age or grade alone.

Students do not mature at the same rate, and there can be tremendous developmental differences between students of the same age. The APP is not to be used to fill positions on teams, provide additional experience, provide an opportunity for middle school or junior high students when no modified program is offered, or to reward a student. Instead, it is aimed at the few, select students who can benefit from such placement because of their level of readiness.

The APP can be initiated by the Athletic Director, physical education teacher, and/or varsity coach of the specific program. A parent/guardian or student may ask the Athletic Director to evaluate a student using the APP, but students will not be processed through the evaluation procedures without a request from the varsity coach, physical education teacher, and/or the Athletic Director. The APP must be completed in its entirety before the first day of the tryout period. Certain situations involving unique circumstances will begin with a discussion between the Athletic Director and coaching staff.

***It is important to note that passing all levels of the APP does not guarantee placement on a higher level team. It allows the athlete to try out for that team.**

CONCUSSION POLICY

In order to help protect the student athletes of Keshequa Central School this policy is designed to inform all athletes, parents/guardians and coaches about the dangers of concussions.

A concussion is a brain injury and all brain injuries are serious. It may be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. It can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child/player reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

1. Headache
2. Nausea/vomiting
3. Balance problems or dizziness

4. Double vision or changes in vision
5. Sensitivity to light or sound/noise
6. Feeling of sluggishness or fogginess
7. Difficulty with concentration, short-term memory, and/or confusion
8. Irritability or agitation
9. Depression or anxiety
10. Sleep disturbance

Signs observed by teammates, parents/guardians and coaches may include:

1. Appears dazed, stunned, or disoriented
2. Forgets plays or demonstrates short-term memory difficulties (e.g. is unsure of the game, score, or opponent)
3. Exhibits difficulties with balance or coordination
4. Answers questions slowly or inaccurately
5. Loses consciousness
6. Demonstrates behavior or personality changes
7. Is unable to recall events prior to or after the hit

What can happen if my child/player keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents/guardians and students is the key for student-athlete's safety.

If you think your child/player has suffered a concussion:

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear. Close observation of the athlete should continue for several hours.

An athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time and may not return to play until the athlete is evaluated by a medical doctor trained in the evaluation and management of concussion and received written clearance to begin return to play protocol.

You should also inform your child's coach, and/or Athletic Director, if you think that your child/player may have a concussion. When in doubt, the athlete sits out.

Step-Wise Concussion Return-to-Participation (RTP) Protocol Review

KCS concussion policy requires a Step-Wise return to play progression be completed before final release of a concussed student-athlete to play, practice, and/or return to physical education class/athletics. The student-athlete must be asymptomatic prior to the initiation of the RTP progression.

The following Step-Wise progression is listed below. The athlete must be **symptom free** in order to initiate this RTP protocol. A minimum of 24 hours is required between steps.

If signs and symptoms rated at 3 or greater appear, stop activity, wait until asymptomatic, return to last asymptomatic Step-Wise stage and begin progression anew.

Step 1:

10 - 15 minutes of aerobic activity at 30 - 40% of maximum heart rate using stationary bike, seated elliptical, swimming or walking on a treadmill. Exercise in a quiet area such as a rehabilitation or treatment room if possible. No impact or resistance activities. Limit head movement and positional change. Limit concentration activities. If athlete is symptom free during and after workout, 24 hours must pass before starting the next step.

Step 2:

20 - 25 minutes of aerobic activity at 40 - 60% of maximum heart rate using stationary bike, seated elliptical, swimming or walking on a treadmill. Exercise in area using various Nautilus style equipment, such as a weight room or fitness center if possible. Allow some positional changes and head movement. If athlete is symptom free during and after workout, 24 hours must pass before starting the next step.

Step 3:

25 - 30 minutes of aerobic activity at 60 - 80% of maximum heart rate using stationary bike, seated elliptical, swimming or walking on a treadmill. Exercise in any environment (indoor or outdoor). Initiation of agility drills appropriate at this stage, however, with no contact. Modify drills to ease the athlete back into sport specific activity. If athlete is symptom free during and after workout, 24 hours must pass before starting the next step.

Step 4:

Sport performance activities can be allowed. No contact activity allowed. Exercise with enough intensity to reach 80% or maximum heart rate. If athlete is symptom free during and after workout, 24 hours must pass before starting the next step.

Note: Clearance needed from school nurse, Athletic Director and/or Physician before moving on to Step 5.

Step 5:

Sport performance activities with full exertion. Initiate contact activities as appropriate to sport activity.

TEAM/ATHLETIC DEPARTMENT EXPECTATIONS

UNIFORMS/EQUIPMENT/SUPPLIES

Students are responsible for returning their uniform and equipment at the end of the season. Students are fiscally responsible for all items that are not returned. **Students will not be given any further uniforms/equipment until accounts are paid in full.** This policy includes all future athletic seasons.

QUITTING/DISMISSAL/TRANSFER FROM TEAM

- a. A student is allowed to quit any team during the tryout period.
- b. Students quitting a team after the tryout period is over (including postseason play and/or last contest of the season) will be ineligible to participate in another sport offered during the same season AND will miss a certain number of contests in the next sport they participate in unless the student leaves for a reason deemed appropriate by the Athletic Director and coaches of both programs.

<u>Scheduled Contests</u>	<u>Games Suspended</u>
19 and above	3
11-18	2
10 or less	1

- c. If a player is cut from a team, they may try out for another team with no penalty.
 - i. Note - Practices do not carry over if athlete is allowed to switch to a new sport.

AFTER-SCHOOL EXPECTATIONS

Middle School students staying on campus after school must report to sports study hall, teacher classrooms, the fitness center or intramurals. Any student found in an unsupervised area will not be eligible for participation on that day. Multiple infractions of this rule may result in removal from the team. Students in middle school that are playing a JV/Varsity team will be mandated to attend sports study hall. All other students staying on campus after school must report to teacher classrooms or the fitness center. Any student found in an unsupervised area will not be eligible for participation on that day.

OUTSIDE SPORT PARTICIPATION

The NYSPHSAA allows participation in outside sports. KCS student athletes must understand that commitment to the school team comes first, and outside participation should not be detrimental to an individual or to a KCS team. There will be many circumstances where a student-athlete should not participate in any outside activity due to the possible effect on themselves or the team. Student-athletes need to check with their coaches prior to participating in outside activities. Student-athletes who miss practice or competition for any reason may have their position or playing time adjusted.

TRANSPORTATION

Players are expected to ride the bus to and from athletic events. Please note the following regulations pertaining to transportation of students to and from away athletic events.

A. Parental Transportation Consent

Students shall ride the bus to and from the away athletic events. However, students may ride home from an away event with their parent/guardian or with an immediate member of the family, 18 years of age or older, if the appropriate permission slip/text is completed by the student's parent/guardian prior to departure home. Students riding with another player's parent/guardian must also have a permission slip/text completed in advance. Before the student leaves the site of the contest, the adult he/she is riding with must see the coach personally. The coach will be allowed to use his/her discretion if a student's safety is an issue.

B. Violations

If a student violates the rules as stated above, one or more of the following consequences may be issued depending on the severity of the incident. The student athlete may be required to ride the bus only to and from the games, and/or the student may be suspended from upcoming games.

C. Student-Athlete Pickups

Student-athletes must be picked up within 15 minutes after the end of a practice or game.

PRE-SEASON TEAM MEETINGS

Prior to the first contest, the coach will hold a meeting for all student-athletes and parents/guardians. **All student-athletes AND at least one parent/guardian must attend.** If a student and parent/guardian does not attend, then they will need to make an appointment for a separate meeting with the coach. This meeting will cover the policies of this code of conduct and the expectations of the coach. Enforcement of these guidelines will be the responsibility of the coach. Any violations and consequences will be reported, in writing, to the Athletic Director.

Coaches have the authority to discipline a student-athlete for violations of team rules (eg. coming late to practice) or for other incidents not specifically covered by the Co-Curricular Code of Conduct. This necessary discipline is not to be taken lightly by either coach or

student-athlete. Our philosophy is that student-athletes are an integral part of the total educational program and every effort will be made to make each situation a learning one.

PHYSICAL EDUCATION REQUIREMENTS

The NYSPHSAA regulations state that a student must be a bona fide pupil and be enrolled in Physical Education to participate in athletics. Athletics is an outgrowth of the Physical Education program. The wide range of activities in Physical Education gives the student an excellent background in physical fitness, lifetime sports and team sports. Because of the importance of physical education, **all athletes will be required to participate in Physical Education throughout the year.** Athletes who are illegally absent from and/or do not participate in Physical Education classes will not be permitted to participate in games or practices on the day of the infraction.

MEDICAL CLEARANCE

Health Examinations

Student-Athletes must receive medical clearance from the school health office before they may practice or tryout for an athletic team.

The following guidelines outline the process for obtaining this clearance:

1. Physical exams must be done by the school district physician or family doctor and are considered current for 12 continuous months.
2. Student athletes are required to obtain a completely new physical if the previous physical date expires before the upcoming sports season.
3. Questions or information regarding medical clearance can be obtained by calling the school health office.

Returning to an Athletic Team after an Injury or Illness

Any student athlete who is seen by a doctor must be released (signed statement) by the doctor who treated the athlete in order to resume participation with his/her team. If a student athlete goes to the emergency room for care, the student athlete must obtain a written release before leaving the hospital, because many times the attending physician will not be there the next time he/she visits. This release needs to be filed with the school nurse. It is the student athlete's responsibility to get the release to the school nurse.

AWARDS/BANQUETS

Criteria for Receiving Awards/Letters/Pins – Athletes must complete the season in order to receive a letter or pin. Students who violate the Drug, Alcohol and Tobacco Use/Abuse policy are not eligible for awards for that season.

CHAIN OF COMMUNICATION

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, both parents/guardians and coaches are better able to

accept the actions of the other and provide greater benefit to the student-athlete. When a student athlete becomes involved in a KCS athletic program, parents/guardians have a right to understand what expectations are placed on their child. This begins with clear communication from the coach.

Communication expected from the coach:

1. Philosophy of the coach and program.
2. Expectations the coach has for the student-athlete, as well as the entire team.
3. Locations and times of all practices and contests.
4. Team requirements (e.g. special equipment, off-season expectations, etc.)
5. Procedure should the student-athlete be injured during participation.
6. Disciplinary action(s) that may result in the denial of the student-athlete's participation.

Communication coaches expect from parents/guardians:

1. Concerns expressed directly to the coach only after the student-athlete has talked with the coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations. As student-athletes become involved in programs at Keshequa High School, he/she will experience some of the most rewarding moments of their lives. It is also important to understand that there may be times when things do not go the way parents/guardians and student-athletes wish. At these times, discussion with the coach is encouraged.

Appropriate concerns to discuss with coaches:

1. The treatment of the student-athlete, mentally and physically.
2. Ways to help the student-athlete improve.
3. Concerns about the student-athlete's behavior.

It is very difficult to accept the student-athlete not playing as much as parents/guardians may hope. Coaches are professionals and they make decisions based on what they believe to be the best for the team as a whole and all students involved. Based on the list above, there are certain things that can and should be discussed with the coach. Other things must be left to the discretion of the coach.

Issues not appropriate to discuss with coaches:

1. Playing time.
2. Team strategy and/or play calling.
3. Other student-athletes.

There are situations that may require a conference between the coach and the parent/guardian. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

Procedure to follow to discuss a concern with a coach:

1. Student-Athlete will contact the coach in an attempt to resolve the situation.
2. If resolution is not reached, the parent/guardian is to contact the coach to set up an appointment with the coach.
3. If the coach cannot be reached, call the Athletic Office to assist in arranging a meeting.
4. Please do not attempt to meet with a coach before or after a contest or practice. These can be emotional times for both the parent/guardian and the coach. Meetings of this nature do not promote resolution.

The Next Step

What can a parent/guardian do if the meeting with the coach did not provide a satisfactory resolution?

1. Call the Athletic office to set up an appointment with the Athletic Director. The parent/guardian, coach and Athletic Director will meet to discuss the problem.
2. At this meeting, the appropriate next step can be determined.
3. If the problem is still not resolved then the Principal should be contacted.

ATHLETIC TEAMS

Fall

Volleyball	V/JV/Mod	Boys Soccer	V/JV/Mod
Girls Soccer	V/JV/Mod	Cross Country	V/Mod

Winter

Boys Basketball	V/JV/Mod	Girls Basketball	V/JV/Mod
Skiing	V/Mod	Cheerleading	V/JV/Mod
Wrestling	V/Mod		

Spring

Baseball	V/JV/Mod	Softball	V/JV/Mod
Boys Track	V/Mod	Girls Track	V/Mod
Golf	V/JV		

CLUBS

Yearbook	Drama Club	Musical	Marching Band
Color Guard	Masterminds	Odyssey of the Mind	Art Club
Varsity Club	Computer Club	NHS/NJHS	Student Council
Valley Vocalizers	Chess Club	Ski Club	Class Officer
Page Turners	Earth Club	Key Club	

CO-CURRICULAR CODE OF CONDUCT ACKNOWLEDGMENT FORM

Participation on a Keshequa Central School athletic team or club is a privilege which should elicit great pride in both students and parents/guardians. Standards of behavior are high and a willingness to live up to them is part of being a member of a team/club. This signature indicates the student's personal commitment to the district's co-curricular program. This signature will recognize the student's responsibility to the team/club. It will also reflect their willingness to set a positive example, adhere to basic concepts of good citizenship, and follow proper training practices. **By signing the Co-Curricular Code of Conduct Form, you are agreeing to abide by the rules and regulations set forth in the Co-Curricular Code of Conduct.**

Student Pledge

I have received, read and understand the information provided in the Keshequa Central School Co-Curricular Code of Conduct. I agree to abide by all rules and regulations set forth in said document.

Printed Name: _____

Signed Name: _____

Date: _____

Parent/Guardian Pledge

As a parent/guardian of the above named student, I have received, read and understand the information provided in the Keshequa Central School Co-Curricular Code of Conduct. I agree to support the school in enforcing the rules and regulations set forth in the above document.

Printed Name: _____

Signed Name: _____

Date: _____