

Fairview High School

ECA Parent Information Guide



July 2011

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Fairview High School Athletic Administration

| | | |
|---------------------------------|----------------|--------------------|
| Athletic Director | Jerry Lightner | 474-2600 ext. 3218 |
| Asst. Athletic Director/Trainer | Nicole Parker | 474-2600 ext. 3008 |
| Assistant Principal | Dale Lewis | 474-2600 ext. 3103 |

NOTE: For daily practice, scrimmage and game schedules, check <http://www.fairviewschools.org>. Click on high school and athletics to access *Schedule Star*.

ACTIVITY FEES

An activity fee is required from all students who wish to participate in the following activities:

FHS

| | |
|---------------|---------------|
| Marching Band | Cross Country |
| Cheerleading | Football |
| Golf | Soccer |
| Tennis | Basketball |
| Swimming | Diving |
| Wrestling | Track & Field |
| Baseball | Softball |
| Volleyball | |

FMS

| | |
|---------------|------------|
| Marching Band | |
| Cheerleading | Football |
| Soccer | Basketball |
| Wrestling | |
| Volleyball | |
| Cross Country | |

\$45.00 is required for all High School activities.

\$25.00 is required for all Fairview Middle School activities.

** Checks are to be made payable to the Fairview School District*

This fee must be paid before the 1st game or the student will be unable to participate. It only needs to be paid once per each school year. For example, if a student participates in a Fall activity, then he or she would NOT have to re-pay for a Winter or Spring activity. Coaches need to maintain an up-to-date list of their athletes who have paid. Any special hardship about which a coach may be aware should be discussed with the Athletic Director or Assistant Principal.

PHYSICALS

All students who wish to play or compete in the following activities must have a pre-participatory physical AND concussion screening before each sport season:

FHS

| | |
|--------------|---------------|
| Band | Cross Country |
| Cheerleading | Football |
| Golf | Soccer |
| Tennis | Basketball |
| Swimming | Diving |
| Wrestling | Track & Field |
| Baseball | Softball |
| Volleyball | Lacrosse |
| Water Polo | |

FMS

| | |
|--------------|---------------|
| Band | Cross Country |
| Cheerleading | Football |
| Soccer | Basketball |
| Wrestling | Lacrosse |
| Volleyball | |

Athletes must have a sport physical once per year. The athletes need to have a private physical, but they must take the PIAA physical form with them to the doctor to be signed. The physical evaluation must be done after June 1st and all physicals expire May 31st.

Physical forms can be picked up in the main office at the High School or from the nurse at Fairview Middle School. A copy is also provided at the district web site.

ELIGIBILITY

There are three ways a student may become ineligible to participate in athletics.

1. Disciplinary Ineligibility: Any student who is sent to the Refocus Room for disciplinary reasons will be considered ineligible to participate or attend a school function for the entire day, including the evening. This means no practice, competitive events, or artistic performance on every day of Refocus Room Assignment. If there is no performance or competitive event on the day of the Refocus Room assignment, the student will miss the practice that day (if they are a team/cast member) AND the next scheduled event – even as a spectator.

Any student who is assigned OSS will be considered ineligible to participate or attend a school function for the entire day, including the evening. This means no practice, competitive events, or artistic performance on every day of OSS assignment. If there is no performance or competitive event on the day(s) of the OSS assignment, the student will miss the practice that day (if they are a team/cast member) AND the next scheduled event (including a spectator).

2. Academic Ineligibility: Only full time students can practice/participate in athletics or extracurricular activities. All students must be passing a minimum two full-credit subjects at any one time. Teachers will report the names of failing athletes to the Athletic Department every Thursday. The Athletic Director will notify the coaches of any of their athletes are ineligible to participate in athletics for the next week.

3. P.I.A.A. Ineligibility: The P.I.A.A. has a number of rules regarding which students are eligible to participate in athletics. A student may be ineligible to participate in a sport due to age, number of years of prior competition, physical condition (this is the reason the school needs to have the copy of the physical on hand) etc. For more information on a specific concern look in P.I.A.A. section of the handbook or ask the Athletic Director.

NOTE: According to the student handbook - A student athlete must be in school by 8:00 a.m. and may not have an early dismissal -- if either of these occur the student is considered ineligible for practice, game, match or meet that day. Exceptions to this rule are 1) Doctor's/Dentist's excuse (must have written excuse by Dr/Dentist); Funeral of family member; education reason(s); others at discretion of administration.

ACADEMIC ELIGIBILITY

A student who is receiving failing grades cumulative to the beginning of the marking period in *at least two courses* or the equivalent during a given week shall be subject to the following sequence:

1. During the **FIRST** week with a failing grade in *at least two courses*, , the student shall be placed on **ELIGIBILITY INACTIVITY** at which time the head coach(es)/activity advisor(s) shall help that student develop a schedule and provide reasonable support for the necessary remedial work, the student *is still permitted to practice but not attend, dress for, or participate in any competitive school-related activities*.

2. During the **SECOND** consecutive week with failing grades in more than one subject, regardless of whether the subjects are the same as those affected in either the first week, the student shall be placed on **ELIGIBILITY SUSPENSION** at which time the head coach(es)/activity advisor(s) shall schedule, support, and assume responsibility for supervising the necessary remedial work during the time that the student is on eligibility suspension and during this week the student *may not practice, or attend, dress for, or participate in competitive school-related activities*.

Each step in this procedure shall be applicable on the Monday immediately following notification of the student participant. Eligibility monitoring and notification shall be the responsibility of the principal or his designee.

SPECIAL NOTE FOR END OF BOTH SEMESTERS – A student whose final grade for two courses is lower than 70% will be ineligible for the first 10 school days of the following semester. Example: A student getting a failing grade in math and science for the spring semester would not be able to participate in the extra-curricular activity for 10 days at the start of the following school year.

TEAM SELECTION AND CUTTING PROCESS

The Fairview School District believes that when cuts to a team are necessary in the head coach's judgment and/or to secure a workable number of competitive players on any given team, the following guidelines are to be followed:

1. Seniors retained on the team will be those capable of contributing to the team greatly in some fashion.
2. The athletes should know what the criteria are for making the team before the try-outs begin. This information should also be communicated to parents.
3. Players moving up from 8th, 9th, and through J.V. levels whose ability level shows he/she may not be capable of attaining a varsity position as a junior or senior should be encouraged to try another activity.
 - Remember--the degree of cutting at the varsity level will diminish if proper steps are taken at lower levels and as a program matures.

Our philosophy for the 8th, 9th, and J.V. sports levels is to serve as a feeder program for the varsity level. Fundamentals and understanding of the sport will be stressed at the

lower levels as well as the potential for the individual's development - not the win/loss records of the different teams.

LETTERING

Lettering is at the discretion of the Head Coach. To avoid controversy, coaches are required to submit a measurable, concrete lettering policy in writing to the athletes, to the Athletic Director, and to the Assistant Principal. Standards and expectations for lettering should be high but attainable.

PRACTICE SESSIONS

1. All practices need to be supervised by a Fairview School Board approved coach or advisor AT ALL TIMES
2. The coach must arrange practice time with the Principal and Athletic Director: A specific start and termination time is required. Practices are generally two hours in length. Any changes of approved practice times must also be confirmed with the Principal, Athletic Director and the Athletic Trainer. Students should wait for practice to begin in the cafeteria or an area designated by the coach.
3. At least one Board-approved coach must remain with the team until all the athletes leave a practice or competition. This can be done on a rotating basis among coaches in a particular sport or however the head coach sees fit.
4. The coach can not permit any pupil not present in school by 8:00 a.m. , or leaving early from school to practice or compete on that particular day without an excuse signed by a medical professional.
5. Athletes will not be permitted in any area of the school building after school except those areas designated and supervised by the coaches who should gain permission for use of the said areas from the Principal.
6. It is expected that practice periods be scheduled on days when school is in session. However, if practices are held on non-school days, such as Saturdays or Sundays, over vacation, special arrangements must be made through the Athletic Director. If such arrangements are not made, entry onto the school grounds will not be permitted.
7. If it is necessary to practice on a Sunday, coaches are encouraged to schedule around religious services and activities (ie..... Religious Education Classes).

INJURY / ACCIDENT PROTOCOL

- At all sporting events the team athletic trainer will provide initial evaluation and aid. (This would be *our* athletic trainer for home events and the *other* school's athletic trainer for away events). (The parent of the athlete may also become involved if in attendance). If the parent is not in attendance an attempt should be made to phone them in the case of a serious injury.
- FOR ALL SERIOUS INJURIES REQUIRING MEDICAL ATTENTION, especially back, neck, and head injuries involving lost consciousness, and if shock is occurring, THE ATHLETE SHOULD BE TAKEN TO THE HOSPITAL IN AN AMBULANCE. *The only exception to this is if a parent/guardian is present and insists on taking the athlete him/herself.*
- If the athlete's injury is not deemed serious enough for ambulance transport, but he/she is in too much pain to comfortably ride the school bus back from an away event the only other option is for the student to be taken home by his/her parents or an ambulance.
- At an away event if the opposing team's athletic trainer indicates that the student should *not* be transported in an ambulance, *our coach* can override this decision and call an ambulance. If the opposing team's trainer indicates that he/she believes the student SHOULD be transported by ambulance, our coach should abide by that decision.
- At no time is any athletic program employee to transport a student in a private vehicle either to or from an event.
- The coach needs to complete an accident report form and submit it to the Athletic Trainer. The form can be found in the back of the Coaches Handbook in the forms section.

NOTE: The Principal and the Athletic Director need to be informed of all serious injuries / incidents within 24 hours.

SUPERVISION OF AFTER SCHOOL ACTIVITIES

(AP 707.C)

When a building is being used beyond the regular school day for any school activity, the Principal, assigned Coach/Advisor, or Teacher properly authorized by the Principal, shall be responsible for the building and all school property. Pupils may not remain in the building at any time without an authorized person directly responsible for them. This designated person must remain in the some location of the building of the pupils are occupying.

The building principal and athletic director will approve ALL dates and times for the use of school facilities for extra-curricular activities. The coach and or advisor must agree to be responsible for supervising the activity to assure that it begins and ends as scheduled and that participants in the activities conduct themselves in a proper manner.

RIDING THE BUSES

- The bus driver is in charge of the bus at all times. They are required to stay with the bus at all times with the exception of a 1 hour or less meal break.
- The coach/advisor is in charge of his/her team members and their behaviors when they are on the bus. If students are on the bus they must be accompanied by a coach even if the bus is parked at an event. The drivers are not responsible for the students/athletes on that bus.
- The HIRED coach/advisor MUST ride the bus to and from all events.
- Athletes must ride the bus to and from all events unless prior permission is granted in advance by the coach. A parent must personally present a written request to the coach. A note from a player/student is unacceptable. A student/athlete can only be released to their parent or guardian. A parent or guardian cannot drive an athlete who is not his or her son or daughter home from an event. **(Even with a note from the other student's parent.)**

Use of Private Cars

It is the preference of the Board of Education and the Administration that private vehicles NOT be used for transportation of participating students to or from events. If this is necessary due to certain circumstances the student must submit a permission slip signed by his/her parents in advance of the event.

ATHLETIC BOOSTERS

The general objective of the Association shall be to sponsor, promote, support and encourage activities and programs that will provide an additional funding source to enhance the extra curricular athletic programs of the Fairview School District.

ASSOCIATION PROGRAMS BY THE ATHLETIC BOOSTERS

All-Sports Banquet

The Association shall organize and present an annual spring All-Sports Banquet. All athletes, managers, coaches, cheerleaders and their families will be invited. The most valuable senior athlete in each individual sport will be recognized with a plaque. All senior athletes will receive gifts as determined by the Officers and the Banquet Committee. These gifts may include but are not limited to a Fairview High School blanket and sports cutout. The Association will have the inscription of the nameplates for

the most valuable senior athlete and the Sportsmanship Award prepared and hung in the hallway at the Fairview High School.

Awards

The Association will present the following awards at the annual All-Sports Banquet:

1. The MVP Award to the most outstanding senior athlete for each team as determined by Coach
2. The Sportsmanship Award to a male and female senior displaying the best attributes of sportsmanship throughout their high school career. The award recipient will be determined, after careful research, by the Officers.
3. The Outstanding Freshman Athlete Award to a male and female that most distinguishes himself/herself in athletics during their freshman year. The award recipient will be determined, after careful research, by the Officers.
4. The Triple Crown Athlete(s) Award to any student that participates in three or more Sports. The Officers and the Banquet Committee will determine the award type, style and color.
5. The Association will provide annual scholarships to graduating seniors attending college in the amount of \$250.00 per student, to a maximum of \$1000.00. Recipients for the scholarships shall be drawn randomly at the All-Sports Banquet, and shall be presented to the student on the verification of payment of the first quarter tuition at an accredited institution of higher learning.

Student Recognition by the Athletic Boosters

In addition to the above mentioned programs set in place by the Association, other activities which are deemed appropriate by the Executive Board and the General Membership can and will be initiated. These programs may include, but are not limited to, Star Athlete of the Week and Senior Recognition Nights.

COLLEGE RECRUITING OF FAIRVIEW HIGH SCHOOL STUDENTS

Fairview School District job descriptions for athletic coaches do not specifically require that any time or effort be given to the college recruiting process. Our research has revealed that other area school districts have similar circumstances. We do however have a long tradition of coaches willing to help in the recruiting process. They understand that having one of our student/athletes choosing to compete on the post-secondary level is a great reflection of the school district and community.

Traditionally our coaches have.....

- Provided information on and encouraged participation in camps, clinics, off-season leagues, club teams, tournaments etc.....
- Met with parents and/or players before the process starts or certainly early on, to explain how the process works and what specific steps they will take in that process. This is to avoid confusion or unrealistic expectations on anyone's part.
- Continued communication with parents and student/athletes as to what actions they are taking in regard to the recruiting process.
- Made arrangements to videotape games to send to colleges.
- Assisted team members by sending letters, resumes or videotapes to schools they would like to attend.
- Returned questionnaires/evaluations to college coaches.
- When possible and appropriate, made phone calls to college coaches.
- Become knowledgeable about the NCAA Clearinghouse and procedures.
- Become knowledgeable about NCAA recruiting rules and regulations.
- Made honest appraisals of a player's ability and what level he/she might want to compete.
- Communicated with the administration, athletic director and guidance department to assist the student/athlete with the process.

We encourage our student/athletes to work hard and strive to attain their dreams. Our coaches have always supported this, the best that they can.

There are a number of things the student/athlete can do to help the process. They include:

- Consulting with the coach for information, input and advice on all aspects of the process.
- Get the coach's input on what level they think you could compete at the collegiate level.
- After input from the coach, decide what school best meet your goals (academic, athletic and other).
- Submit all documents necessary for certification for eligibility to the NCAA Clearing House via the high school guidance office.
- Consult with the guidance department about the academic appropriateness of your college choices, eligibility status and status of your transcripts and Clearinghouse release forms.
- Keep grades up to maximize options for school choice.
- Take advantage of opportunities for exposure (camps, clinics, off-season league etc...)
- Consistently work to improve your skills, strength and fitness.
- Fill-out and return questionnaires to schools of interest that have contacted you.
- Decide which schools to visit (unofficial or official)
- Complete the application process for all viable college choices.
- As soon as you make your final decision on where you will attend college, notify all the coaches recruiting you.

There are also a number of things parents can do to assist. They include:

- Being involved at every stage of the student's decision-making.
- Letting your son/daughter know as early as possible in the recruiting process what your family can afford or is willing to pay for them to attend college.
- Become knowledgeable about the NCAA Clearinghouse academic eligibility standards, procedures for certification and the NCAA recruiting rules and regulations.

COMPLAINT POLICY

In order to address concerns that sometimes arise between parents and coaches or advisors the Fairview School District has created an organized sequential chain of events to address these concerns. We feel that strict adherence to this policy will bring proper and rapid closure to concerns. **The following are issues that are *not* to be addressed by a parent to a coach or advisor.**

1. Game or match strategy.
2. Playing time for your son or daughter.

The procedure will be as follows:

1. Parent(s) should schedule a meeting with a **coach** or **advisor**. Approaching a coach or advisor immediately after a game or competition is not appropriate.
2. Should the parent(s) not be satisfied with Step #1, the parent(s) would arrange a meeting between the **Athletic Director** and the parent(s).
3. Again, if the parent(s) were not satisfied with the response in Step #2, the parent(s) would arrange a meeting with the **Assistant Principal**.
4. Should the issue not be resolved in the above steps, the parent(s) shall schedule a meeting with the **Principal, Assistant Principal, Athletic Director, and Coach/Advisor** to discuss the concerns.
5. At the conclusion of the season, if the issues are still not resolved, the **Assistant Superintendent** or **Superintendent** may meet with the parents to discuss these concerns.

The Fairview School District has taken great steps to hire quality individuals to direct our extra-curricular programs. We feel that individuals are extremely competent and should perform their duties with limited distractions

HAZING

FAIRVIEW SCHOOL DISTRICT HAZING POLICY

247. Hazing

1. Purpose

The purpose of this policy is to maintain a safe, positive environment for students and staff that are free from hazing. Hazing activities of any type are inconsistent with the goals of the district and are prohibited at all times.

2. Definitions

For purposes of this policy, hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or membership in or affiliation with any educational program or any school -sponsored activity of the District.

Endanger the physical health shall include but not be limited to any brutality of a physical nature, such as whipping; beating; inappropriate calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled substance; or other inappropriate activity that could adversely affect the physical health or safety of the individual.

Endanger the mental health shall include any activity that would subject an individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates.

3. Authority

The Board does not condone any form of initiation or harassment, known hazing, as part of any educational program or school sponsored activity. No student, teacher, coach, sponsor, volunteer, or district employee shall plan, direct, encourage, assist or engage in any hazing activity.

Pol. 122, 123

The Board directs that no administrator, coach, sponsor, volunteer Or District employee shall permit, condone or tolerate any form of hazing.

The district will investigate all complaints of hazing and will administer appropriate discipline to any individual who violates this policy.

The board encourages students who have been subjected to hazing to promptly report such incidents to the building principal.

4. Delegation of Responsibility

The principal shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual who violates this policy.

Students, administrators, teachers, coaches, sponsors, volunteers, and District employees shall be alert to incidents of hazing and shall report such conduct to the building principal. The building principal with input from the advisor/coach will take appropriate disciplinary action according to the district code of conduct in the student handbook.

The district shall annually inform students, teachers, parents, coaches, sponsors, volunteers and district staff that hazing of district students is prohibited, by means of: publication in handbooks, presentation at an assembly, verbal instructions by the teacher, coach or sponsor at the start of the season or educational program or other school-sponsored activity.

5. Guidelines

Complaint Procedure

1. When a student believes that s/he has been subject to hazing, the Student shall promptly report the incident, orally or in writing, to the building principal or coach.
2. The principal and coach shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.
3. The principal shall prepare a written report summarizing The investigation and recommending disposition of the complaint
Copies of the report shall be provided to the Superintendent, the complainant, the accused, and other directly involved, as appropriate.
4. If the investigation results in a substantiated finding of hazing,
The principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Student Behavior Code & Discipline in the student handbook.