

Student-Parent Athletic Handbook

2023-2024



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Athletic Director

Athletic Philosophy

Alanson Public Schools and its Athletic Department believe that athletic participation will foster academic success, physical development, skill building, and a greater sense of school pride!

STUDENT-PARENT ATHLETIC HANDBOOK

The information provided in this handbook will serve as a clear guide for the expectations and rules that our student-athletes are required to abide by if they choose to participate in co-curricular activities at our school.

As a school district, we believe that the opportunities afforded to our student/athletes can be a rewarding and growth-promoting experience. To this end, we desire to have a set of clear and consistent rules that encompass the Athletic Code and help to guide the student/athlete through their years of participation at Alanson Public Schools.

When a student chooses to participate on an athletic team, they are a representative of our school and are required to conduct themselves in accordance with our Viking Values of being a Safe, Respectful, Achiever. Those standards have been carefully reviewed and set forth in this document.

We invite your questions after you have read the material. We will do our best to clarify and explain any areas that are unclear to you.

Mission

To inspire student athletes by promoting and leading with Passion, Integrity and Commitment and for our students to grow into the best possible versions of themselves and future leaders!

For this mission to become a reality the athletic department, coaches, student-athletes, and parents must accept their roles and support all parties involved in their responsibilities. The concept of “team” is one that involves everyone, not just the athletes who are on the field or court.

For the Parent:

Thank you for your support of our athletic programs. Your child has indicated an interest in participating in interscholastic athletics. We would like to share with you this handbook so that you can be well aware of the expectations that the athletic department and school district have for you and your child. We understand that effective communication is the key to any relationship. We again invite you to ask questions or make comments regarding the contents of this handbook and direct them to the athletic director or high school principal.

After reading the Athletic Handbook, for your child to participate, you will need to read and sign the “CODE OF CONDUCT,” “CONCUSSION AWARENESS,” and “EMERGENCY CARE PERMISSION AND RELEASE” forms, copies of which are provided in the Appendix. The coach of your child’s team will have copies for you to fill out prior to the start of each particular sport’s season. Student-Athlete’s will not be allowed to tryout/practice/participate without all of these forms having been signed and turned in to the athletic office.

For the Student/Athlete:

Congratulations for your interest and desire to participate in one of our interscholastic sports! Your intentions bring with it a need to know the contents of this handbook and a willingness to follow the rules as they are set forth. Please take the time to acquaint yourself with the expectations we have for you as you prepare to

represent yourself, your family, and your school as a student-athlete at Alanson Public Schools.

We hope that as you read through the handbook that you will develop an even greater desire to be a positive representative of self, family, and school. Wearing a Viking uniform should mean something special. Whether you know it or not, fellow students, staff, and community members see you in a different light when you put on the blue and gold. Your attitudes and actions are known to a large number of people. It is our hope that you will want to honor yourself, your family, and your school by showing honesty and integrity by following the athletic code.

Just as your parent(s) will need to sign the “CODE OF CONDUCT” and “EMERGENCY CARE PERMISSION AND RELEASE” form, you will as well. You will not be allowed on the field or court until these forms are in the possession of the athletic director with the needed signatures.

Athletic Participation Fee:

There will be no fee to participate in athletics.

MHSAA Essential Eligibility Requirements for Middle School/ High School Students

To be eligible for interscholastic athletics — a high school student must meet the following state regulations:

1. AGE

- a. High school students become ineligible if they reach their nineteenth (19) birthday before September 1 of a current school year. Age requirements for middle school students must coincide with Regulation III, Section 2a-d of the MHSAA Handbook.

2. PHYSICAL EXAMINATION

- a. Students must have on file in the school's athletic office, a physician's statement for the current school year (on or after April 15) certifying that they are physically able to compete in athletic practices and contests.

3. ENROLLMENT

- a. Students must be enrolled in school prior to the fourth Wednesday after Labor Day (1st semester) or the third Wednesday of February (2nd semester). A student must be enrolled in the school for which they want to compete.

4. SEMESTERS OF ENROLLMENT

- a. Students cannot be eligible in high school for more than eight semesters and the seventh and eighth semesters must be consecutive.
- b. Semesters of enrollment for middle school must align with Regulation III, Section 4 of the MHSAA Handbook.

5. SEMESTER RECORDS

- a. Students must have passed four full credit subjects in the previous semester of enrollment.
- b. Must be currently passing four full credit courses.
- c. Previous records for middle school must follow adopted guidelines stated in the MHSAA Handbook, Regulation III, Section 7.

6. TRANSFER STUDENTS

- a. A student in grades 9-12 who transfers to another high school is bound by the ruling of the MHSAA "Transfer Rule".

7. UNDUE INFLUENCE

- a. The use of undue influence by any person directly or indirectly associated with a school to secure or encourage the attendance of a student for athletic purposes, shall cause the student to become ineligible for a minimum of one semester.

8. LIMITED TEAM MEMBERSHIP

- a. After practicing with or participating with high school/middle school teams, students cannot participate in any athletic competition not sponsored by their school in the same sport during the same season. Exceptions include ice hockey and all individual sports which apply the rule from the point of a student's first participation in a contest or scrimmage, rather than practice.

9. ALL-STAR COMPETITION

- a. Students shall not compete at any time in any sport under MSHAA jurisdiction in all-star contests or national championships regardless of the method of selection. Participation shall cause that student to become ineligible for a maximum period of one year of school enrollment.

10. AWARDS AND AMATEURISM

- a. Students cannot receive money or other valuable consideration for participating in MHSAA

sponsored sports or officiating in interscholastic athletic contests, except as allowed by the MHSAA handbook.

- i. Students may accept, for participation in MHSAA sponsored sports, a symbolic or merchandise award which does not have a value over \$25.

Alanson Public Schools Eligibility Requirements for Participation

The following are requirements that shall be completed prior to full participation on any Alanson Public Schools athletic team:

1. Sign-Up

- a. In order to be placed on the team, you must sign up prior to the first game of the season.

2. Physical Examination

- a. A yearly physical examination is required.
- b. The physical card must be completed by the physician and submitted to the coach prior to any form of participation.**
- c. After turning in your physical form to the Athletic Director, you will receive an “Okay to Play” card that you will have to turn in to your coach before you are allowed to practice.
- d. The physical covers all sports for the entire school year provided the examination occurred on or after April 15 of the previous school year.
- e. The form will be kept on file in the athletic office.

3. Emergency Care Permission and Release

- a. Each athlete’s parents shall complete an Emergency Care Permission and Release form giving permission for treatment by a physician or hospital when the parent(s) or guardian is not available.
- b. The form will be kept in a notebook that will be carried by the head coach of each team for each practice and contest.

4. Alanson Public Schools Athletic Code of Conduct

- a. At the time a student tries out for an athletic team, they will be presented with this handbook containing all the necessary forms and information for participating in athletics.
- b. Each parent or guardian shall read all of the enclosed material and certify that they understand the athletic eligibility rules, code of conduct and policies of the school district.
- c. This signed consent form will be filed in the athletic director’s office.

5. Insurance

- a. The school district does not carry insurance to cover student athletic injuries.
- b. Parents will need to sign the reverse side of the physical card stating they have purchased insurance or possess a family insurance plan.

6. Scholastic Eligibility

- a. In order to participate on an Alanson Public Schools athletic team, each athlete must have satisfied all of the scholastic eligibility requirements of MHSAA prior to participation.
- b. Eligibility is determined in accordance with rules and guidelines developed by the MHSAA and supplemented by the administration and teaching staff of the Alanson School District. (See MHSAA Handbook for details.)
 - i. Academic eligibility checks shall be made every Monday.
 - ii. The eligibility will take effect the following Tuesday and will run through the following Monday.
- c. Alanson Public Schools **requires** student-athletes to maintain a 2.0 grade point average in their academic coursework on a cumulative basis.

- i. If a student athlete's grades fall below a 2.0 average as determined by their current grade check, that athlete becomes ineligible for interscholastic scrimmages and contests for the following Tuesday through Monday.
 - ii. Ineligible athletes shall participate in practice but not in competition of any kind involving their prospective sport.
 - iii. Travel to away games will be determined by coach, parent, and athlete.
 - d. When a student becomes ineligible, the student, coach, and parent or guardian shall be notified. Conferences between all parties and the athletic director shall be set as deemed necessary.
 - e. Students with in school or out of school suspensions will not participate in any school activity, including practices, during time of suspension. No suspensions will be rescheduled in order to work around a student athlete's practice or game schedule.
 - f. If a student is sent home early for behavior, that student may not return to participate in after school athletic activities until they have returned to school and completed one full scheduled school day.
 - g. Disciplinary action as a result of poor school conduct and participation will be cause to be deemed ineligible to compete in athletics, up to but not limited to being cut from the team.
 - i. Examples of poor conduct but not limited to these: skipping school, cheating, fighting, stealing, destruction of school property, disrespect, poor citizenship, insubordination, refusing to participate, refusal to complete classroom assignments, or any referral offense given throughout the day.
 - h. The Athletic Director and/or coaches have the discretion to handle any academic problems that arise as they deem appropriate. Students may be required to spend a portion or all of practice time working on academics while ineligible.
 - i. If a student is not eligible by the current grade check, the student will not be dismissed early for practices, home games or transportation to away games. The ineligible student must stay at the school and work on their school work.
 - j. A student who becomes academically ineligible two times during the course of a single season may be cut from the team.
- 7. **MHSAA Tournament Eligibility**
 - a. All MHSAA (Michigan High School Athletics) tournaments (districts, regionals, etc.) eligibility will go directly by the MHSAA (Michigan High School Athletics) current policy and not the schools outlined above.
- 8. **New Quarter Grading**
 - a. Grade checks after a new quarter will only be used if a minimum of 4 grades are entered for a specific class to determine the student grade point average (GPA).
 - b. If the above requirement has not taken place, the previous week eligibility remains in effect.
- 9. **Academic Appeal Committee**
 - a. An athlete may appeal circumstances of their academic ineligibility to the academic appeals committee. The appeal must be submitted within five school days of the grade being issued. The appeal form must be submitted to the high school principal. The academic appeals committee is composed of the high school principal or their designee, the athletic director, one classroom teacher, one head coach (selected from the off-season coaches). Head coaches from the sport in which the athlete participates are not eligible to hear the athletes appeal.
 - b. The academic appeals committee shall meet and issue a determination within five school days of the student's appeal. Written notice of the academic appeal committee's decision shall be presented to the athlete, parents and athletic director.
- 10. **Informed Consent**
 - a. By its nature, participation in interscholastic athletics includes risk of injury which may range in severity. Although serious injuries are not common in supervised school athletic programs, it is impossible to eliminate the risk. Participants have the responsibility to help reduce the chance of

injury. Players must obey all safety rules, report all physical problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily.

11. **Financial Obligations and Equipment**

- a. Alanson Public Schools will issue uniforms and equipment.
 - i. All athletes are responsible for the proper care and security of equipment issued to them.
 - ii. School-furnished equipment is to be worn only on game day, team sponsored events, such as pep sessions or parades and for practice and contests.
 - iii. All equipment not returned in good condition at the end of the season will be subject to a financial penalty.
- b. Athlete purchased uniforms
 - i. In some cases, athletes will be required to purchase a portion of the game uniform, which will become their property.
 - ii. All athletes will be required to purchase various pieces of sport specific equipment. Examples include but are not limited to: shoes, cleats, socks, various gloves, practice jerseys, etc. All athlete supplied equipment will become the property of the athlete.

Note: Alanson Public Schools athletics are for everyone. If financial conditions exist that make it difficult for a team member to purchase mandatory equipment, uniforms or warm-ups, please contact the athletic office so that confidential arrangements can be made to supply such equipment, uniforms or warm-ups.

Alanson Public Schools Athletic Department Procedures and Guidelines

1. **Parent/Coach Communication**
 - a. Parenting and coaching are roles that adults assume in the successful functioning of the Alanson High School athletic program.
 - b. By establishing an acceptance and an understanding of each role as well we are better able to create a healthy athletic environment and provide greater benefit to the student-athlete.
 - c. When your children choose to become involved in the Alanson Public Schools athletic program, as parents, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's team.
 - d. If there are any questions or concerns that arise, you should feel comfortable contacting your child's coach or the athletic director.
2. **Communication a parent can expect from the coach**
 - a. Basic philosophy of the coach
 - b. Expectations the coach has for your child as well as all the players on the team.
 - c. Locations and times of all required practices, bus departures, scrimmages and contests.
 - d. Conditions that result in the denial of your child's participation.
3. **Communication that a coach should expect from parents**
 - a. Personal notification of any schedule conflicts well in advance.
4. **Appropriate concerns to discuss with coaches**
 - a. Concerns about your child's educational progress as related to athletic participation.
 - b. Ways to help your child improve
 - c. Concerns about your child's behavior, on and off the field or court.
 - d. The treatment of your child, mentally and physically.
5. **Issues not appropriate to discuss with coaches:**
 - a. Playing time.
 - b. Team strategy.
 - c. Play calling.
 - d. Other student-athletes.
6. **Procedure for parent-coach discussions**
 - a. Call the coach to set up an appointment. All coaches may be reached through the athletic office by calling 231-548-2261. A message will be delivered and your phone call will be returned in a timely fashion.
 - b. If there is an issue or concern that arises just prior to, during, or immediately after a contest or practice session, we ask that you practice the 24 hour rule (see below). These are often emotional and stressful times for the parent, athlete, coach and team. Confrontations of this nature do not promote healthy resolutions.
 - i. **24-hour rule:** Parents/guardians are discouraged from confronting a coach or athletic director to discuss any "negative" game or practice situation with the coaching and management staff until at least 24 hours has passed from the completion of the game or practice. A confrontation shall consist of any conversation, which is elevated from a

normal speaking tone and demeanor to one which involves yelling, profanity or derogatory comments toward said coach or athletic director.

7. Procedure for unsatisfactory parent-coach discussions

- a. If after meeting with the coach of your child's team there are still unresolved concerns, call and set up an appointment with the athletic director to further discuss. (231-548-2261).
- b. At this meeting the appropriate responses to all concerns can be determined.

8. Participation

- a. Athletes may participate in 2 sports in one season provided the following guidelines are adhered to:
 - i. Students must have parent permission in writing and must declare the primary sport five days before the 1st contest in either sport.
 - ii. The primary sport designation cannot be changed after it is declared.
 - iii. The primary sport takes precedence for all contests at all times.
 - iv. The student cannot drop from the designated primary sport and remain in the secondary sport.

9. Dropping or Transferring Sports

- a. Commitment to a team is to be taken seriously. On occasion however, an athlete may find it necessary to drop a sport for good reason. If this is the case, the athlete will be responsible for informing the coach in person with written notice from their parent/guardian and ready to check in all equipment issued.
- b. From the time an athlete's name appears on the official eligibility list for an interscholastic sport, they may not quit that sport to join another team or compete in another interscholastic sport until after the last game of the first sport is complete.
- c. This includes participating in off-season conditioning or open gym activities while the first sport is in progress.
- d. A student-athlete that quits a sport may not rejoin the sport during the same season.
- e. A student athlete that quits a sport may forfeit their privilege to participate in that same sport the following year. The decision will be made by the athletic director and/or the head coach of that sport.

10. Equipment

- a. School equipment assigned to the student/athlete is their responsibility.
- b. They are expected to keep it clean and in good condition. Loss and/or the destruction of any school issued equipment are the athlete's financial obligation.

11. Athletic Uniforms

- a. Uniforms are to be collected by the coach within five days after the conclusion of the last scheduled contest.
- b. All uniforms should be returned clean and notice given of any defects that may appear within five (5) school days.
- c. The student will not be issued another uniform until either the uniform is returned or payment is received for replacement.
- d. In the case of a senior athlete, they can still walk at the graduation ceremony, but there will be no signature on the diploma.

12. Missing Practice

- a. Perfect attendance for all practices is the expectation for all Alanson Public Schools athletes.
- b. If it is necessary for an athlete to miss a practice, the coach of that team shall be notified prior to the absence.
- c. Unexcused absences are unacceptable and can lead to consequences related to the athlete's status on the team.
- d. Unexcused absence is defined as any absence not directly related to illness, death in immediate

family, church, family vacations, college visits or doctor/dentist appointments.

- e. Work related, “day trips” or inconvenience are not considered excused absences.

13. Travel

- a. All Alanson Public Schools athletes travel to and from athletic contests in transportation provided by the athletic department unless previous arrangements are made by the parents with the school, Athletic Director or head coach for exceptional situations.
- b. Athletes will remain with their squad and under the supervision of the coach when attending away contests.
- c. All regular school bus rules will be followed.

14. College Recruitment

- a. College recruitment information is available in the guidance and athletic office.
- b. Current NCAA qualifications and standards for recruitment are located in the section VII of this handbook.
- c. Athletes must make the head coach aware of their situation in regards to being recruited.

15. Attendance

- a. **All athletes are expected to be in attendance the entire school day in order to participate in that day’s practice or contests.**
- b. Parents are expected not to excuse students from school for non-emergency situations during a student’s athletic season.
- c. Students absent from school on Friday with a contest the following day (Saturday) will be eligible to participate provided the absence is an excused absence in the eyes of the attendance office.
- d. Exceptions to the attendance requirement must be approved by the athletic office and prior to the absence and/or participation.

16. Grooming and dress

- a. Appearance, expression and actions always influence a person's opinions of athletes, the team and the school.
- b. Once you have volunteered to be a member of a team, you have made a choice to uphold certain reasonable standards by dressing according to the standards established by the coach.

17. Vacations/Trips Policy

- a. Vacations by athletic team members during a sports season are discouraged. In the event that an absence due to a vacation is unavoidable, an athlete should:
 - i. Be accompanied by her/her parents while on vacation.
 - ii. Parents contact the head coach in person or in writing at least two weeks prior to the vacation.
 - iii. Be willing to assume the consequences related to their status on that squad as a starter, 2nd string, etc.

18. Restricted Practice Days

- a. Weekend practices:
 - i. Please note that weekend practices can be “highly suggested” but cannot be made mandatory and cannot affect a players playing time.
 - ii. All practices are to be held on school days if at all possible.
 - 1. Saturday practices are to be minimal in number and duration.
 - 2. Sunday practices will be permitted only:
 - a. By varsity level teams upon permission of the athletic director
 - b. When a varsity contest has been scheduled the following day
 - c. When a tournament or play-off contest falls on the following day.
- b. Holiday practices:
 - i. Please note that holiday practices can be “highly suggested” but cannot be made mandatory and cannot affect a players playing time.

- ii. Holiday practices are to be discouraged, especially by non-varsity level teams. Holiday practices will be permitted only:
 - 1. By teams upon permission of the athletic director
 - 2. When a contest has been scheduled the following day
 - 3. When a tournament or play-off contest falls on the following day
 - 4. When a non-varsity practice is optional with no penalty for an absence from practice.

19. Squad Selection

- a. In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program while at Alanson Public Schools, we encourage coaches to keep as many students as possible for high school interscholastic competition.
- b. Time, space, facilities, equipment, personal preference and other factors will determine the most effective squad size for any particular sport.
- c. Prior to trying out, the following information will be made available to all candidates for the team (Team members include: players, managers and statisticians)
 - i. Extent of try-out period (a minimum number of practice sessions)
- d. Criteria used to select the team
 - i. Number to be selected
 - ii. Practice commitment if they make the team (including possible holiday conflicts and/or commitments)
 - iii. Game commitments
 - iv. Season commitments

20. Cutting Policies

- a. Choosing the members of athletic squads is the sole responsibility of the coaches of those teams.
- b. When a squad cut becomes a necessity, the process will include three important elements.
- c. Each candidate shall:
 - i. Have a predetermined minimum number of practice sessions.
 - ii. Have performed in at least one game-like setting (unless extenuating circumstances prevent such a setting, e.g. - Weather and spring sports).
 - iii. Be personally informed of the cut by the coach.
 - iv. Coaches will discuss specific alternative possibilities for continued participation in the sport, or in other areas of participation within the athletic program with the athletes.

21. Reporting of Injury

- a. All injuries which occur while participating in athletics should be reported to the coach.

22. Cell Phones

- a. Cell phones or other electronic devices with camera capabilities are not permitted to be out in locker rooms where someone is changing.

23. Social Media

- a. Social media is a great way for the team to communicate with the public and other members of the team.
- b. All forms of communications via social media must be approved by the athletic director.
- c. The following additional requirements must be met:
 - i. The athletic director shall maintain and have full admin rights of official pages.
 - ii. Team Members that use this must keep it professional. This is not the place to argue, complain or harass.
 - iii. Athletes using any social media that is not approved by the athletic director may be eliminated from participating in our sports programs. (Do not create unofficial pages, groups, etc.)

24. Late Night Games

- a. Athletes are reminded that playing sports and returning home late can sometimes happen depending on the distances we need to travel.
- b. Student Athletes are required to attend the next day classes as scheduled.

25. Spectators

- a. Spectators are not to travel on the team bus to away games. This is saved for the team, coaching staff, equipment, and team managers.

Alanson Public Schools Athletic Program

1. Fall Sports and Teams

- a. Volleyball (Girls) - Varsity, Junior Varsity
- b. Cross Country (Boys & Girls) – Varsity
- c. Middle School Volleyball (Girls)

2. Winter Sports and Teams

- a. Basketball (Boys and Girls) - Varsity, Junior Varsity
- b. Middle School Basketball (Boys and Girls)

3. Spring Sports and Teams

- a. Baseball (Boys) – Varsity
- b. Softball (Girls) – Varsity

*When enrollment for grades 9-12 is below 100 students, 8th grade students may try out for the lowest high school team available in any sport (in accordance with MHSAA and Northern Lakes Conference regulations). When an 8th grade student successfully becomes a part of a high school team, they will be treated as any other high school athlete.

Alanson Public Schools Athletic Code

Preamble

Representing Alanson High School in interscholastic athletic competition is regarded as a privilege and not a right. Students who participate in interscholastic athletics at Alanson Public Schools are expected to represent the highest ideals of character by exemplifying good conduct, good sportsmanship, good citizenship and good training; which includes abstaining from the use of tobacco, alcohol and drugs. Separate and apart from a student's performance as an athlete, the student's conduct, sportsmanship, citizenship and training reflect at all times on the student athlete, his or her team, our school, and our community. Accordingly, this Athletic Code has been established for all students who aspire to participate in interscholastic athletics at Alanson Public Schools.

1. Application of the Athletic Code

- a. Students are strongly encouraged to abide by the Athletic Code at all times and at all places. When a student voluntarily participates in interscholastic athletics, they agree to abide by the Alanson Public Schools Athletic Code. A student may neither attend tryouts nor practice with a team until they have submitted a signed acknowledgement form agreeing to abide by the Athletic Code. This Athletic Code applies to candidates, members, and managers of all athletic teams.
 - i. **Calendar Application of the Athletic Code** will be enforced twelve (12) months out of the year. For high school students, the start of the athletic code begins the first day of summer vacation following their 7th grade year. It continues until their final sports season is completed.
 - ii. **Time/Place Application of the Athletic Code** is *not* limited to student conduct at school-sponsored activities or on school property. Rather, the Athletic Code applies on a 24-hour basis and has no limitation as to the place of conduct.

2. Standards of Conduct

- a. The following behaviors constitute a violation of the Alanson Public Schools Athletic Code and subject the athlete to discipline as outlined in the "Penalties" section of the Athletic Code:
 - i. Use, possession, concealment, distribution, sale, or being under the influence of those substances listed in items below. For purposes of this section of the Athletic Code, the term "distribution" includes the "hosting" of a party at which any of the substances listed below are provided.
 1. Tobacco or tobacco products in any form (including vapes)
 2. Alcohol or alcoholic beverages in any form
 3. Illegal drugs, including but not limited to those substances defined as "controlled substances" pursuant to federal and/or state statute
 4. Steroids, human growth hormones or other performance-enhancing drugs
 5. Substances purported to be illegal, abusive, or performance-enhancing, i.e., "look-alike" drugs
 6. Misused prescription drugs

7. The inhaling of toxic substances designed to alter the mental state, eg. “huffing”.
- ii. Use, possession, concealment, distribution, manufacture or sale of devices designed for and/or associated with the use of controlled substances, e.g., to include but not be limited to a marijuana pipe, “roach” clip, rolling papers, or devices used to smoke, inhale, inject, or otherwise consume controlled substances.
- iii. Violation of federal, state or local law/ordinance, including felony or misdemeanor acts other than minor traffic offenses may result in a penalty.
- iv. Cumulative or gross misconduct (assault - physical and verbal; sexual misconduct; public vulgarity, public indecency, disrespect toward others, theft, public embarrassment to the school or community), including behavior which school officials consider conduct unbecoming an athlete and a representative of the Alanson Public Schools, may result in a penalty.
- v. Violation of the Student Code of Conduct as set forth in the Alanson-Alanson Student-Parent Handbook which results in a school suspension.
- vi. Violation of any team conduct, grooming or training rule as may be established by the coach and approved by the athletic director.

3. Penalties

- a. **Substance Abuse and Criminal Offense:** Violation of Conduct Standards a-c above.
 - i. Alanson Public schools has a zero tolerance policy to the use of alcohol and drugs for our students. Your first offense will result in being removed from the team and potentially not being able to play the next season.
- b. **Conduct Offenses:** Violation of Conduct Standards d-g above.
 - i. First Conduct Offense:
 1. Violations will be addressed as set forth in the Alanson Student-Parent Handbook and by team rules established by the coach and approved by the athletic director. Violations will result in disciplinary actions as determined by the coach and the athletic director.
 - ii. Second and Subsequent Conduct Offenses:
 1. Violations will result in disciplinary actions as determined by the coach and the Athletic Director. May result in a one game or more suspension. Third Offense will result in the student/athlete and parents meeting with the head coach, athletic director and principal to determine the extent of the disciplinary action. May result in termination of participation in that sport for the remainder of that sport’s season, and forfeiture of all school athletic awards for that sport.
 - iii. In the event that the Athletic Code or other school policies or procedures do not cover situations that arise, the administration reserves the right to establish such rules, conditions, and penalties to respond effectively to unanticipated or unique circumstances.
 - iv. The athletic director has the deciding voice if a dispute exists.
 - v. A third offense will result in the student/athlete and parents appearing before the athletic code review committee prior to further discipline.
- c. **Self-Disclosure:** An athlete who, by themselves or together with their parent or legal guardian, voluntarily discloses to a school employee, school official, coach, or an administrator a need for assistance for alcohol or substance abuse prior to any reports, charges, or complaints under the Athletic Code shall be required to follow the chemical assessment/treatment procedures outlined in Section III.E.2. of the Athletic Code. Under such circumstances, the athlete will not be charged with a violation of the Athletic Code of Conduct, unless it is determined that the athlete has used this self-disclosure opportunity primarily to avoid a penalty under the Athletic Code. This self-disclosure exemption is available to an athlete only once during his/her high

school career Counseling mandated — contact within 14 days required. Mandatory counseling to begin within 14 calendar days of the date of self-disclosure.

- i. Satisfaction of the assessment/treatment requirements must be verified in writing by the licensed agency.
- ii. Any expenses incurred for the chemical assessment/treatment program will be the responsibility of the athlete and not the Alanson Public Schools.

d. Application of Penalties

- i. Penalties shall not be considered served unless the athlete fully completes the season. Quitting the team is not considered “serving the penalty”. 2. The suspended athlete’s attendance and participation at practice and attendance at contests will be as follows: 1) the athlete must attend practice 2) the athlete will not be allowed to participate in the practice 3) the athlete must attend games and will ride the team bus 4) the athlete may not sit with the team and may not wear a uniform - the coach will designate a seat close to the team for the athlete.
- ii. If a subsequent offense is committed while a previous penalty is being served, the penalty for the subsequent offense will not begin until the penalty for the first offense has been served.
- iii. The offenses will be cumulative during a student’s high school career, rather than on a yearly basis.

4. Disciplinary Process

- a. The disciplinary process for violations of the Athletic Code shall be administered as outlined below. Before any suspension takes effect, either the coach or Athletic Director shall verbally advise the student of the alleged violation and the student shall have an opportunity to respond to the allegation(s).
- b. All suspension periods shall begin from the date of the written notice of the Athletic Code violation. The athlete shall be excluded from participation in practices and contests during the pendency of all appeals.
- c. Coach/Athletic Director**
 - i. After providing the student an opportunity to respond to the allegation(s) and determining that the student has violated the Athletic Code, the athletic director will present a written notice of the Athletic Code violation to the student and their parent(s). This notice will state the violation and any penalties.
- d. Athletic Appeal Committee**
 - i. An athlete may only appeal to have the circumstances of their violation of the Athletic Code reviewed, and not to have the disciplinary consequences reduced. An appeal shall be submitted to the Athletic Appeal Committee within five school days of the written notice of violation. The appeal form shall be submitted to the high school principal. The Athletic Appeal Committee is composed of the principal or their designee, the athletic director, and one head coach (selected from the off-season coaches). Head coaches from the sport(s) in which the athlete participates shall not be eligible to hear the athlete’s appeal.
 - ii. The Athletic Appeal Committee shall meet and issue a determination within five school days of the student’s appeal. Written notice of the Athletic Appeal
 - iii. Committee’s decision will come from the principal or his/her designee and shall be presented to the athlete, parents, and Athletic Director.
- e. Executive Appeal Board**
 - i. An athlete may appeal to the Executive Appeal Board within five school days of the written notice of the Athletic Appeal Committee’s decision. The appeal form shall be submitted to the superintendent. The Executive Appeal Board shall consist of the superintendent or his/her designee and two members of the Board of Education, as

designated by the President of the Board of Education.

1. Note: In the event of an appeal for reinstatement of athletic privileges following a third offense of the substance abuse policy, the Executive

5. Appeal Board will also consist of the athletic director and up to two coaches.

- i. The Executive Appeal Board shall meet and issue a determination within five school days of the student's appeal. Written notice of the Executive Appeal Board's decision will come from the superintendent or his/her designee and shall be made to the athlete, parents, principal, and athletic director. The decision of the Executive Appeal Board is final.

6. NCAA QUALIFICATIONS

- a. **Note: Pass/Fail credits do not qualify for NCAA eligibility.** Any specific questions regarding NCAA qualifications should be directed to either the guidance office or the athletic office.

ALANSON PUBLIC SCHOOLS ATHLETIC CODE
ACKNOWLEDGEMENT FORM

By signing the acknowledgement form, the athlete and the athlete's parent or guardian agree to abide by the rules and procedures set forth in the Alanson Public Schools Athletic Code. Prior to team try-outs, a student participant and his/her parent or guardian must sign and return to the team's coach this acknowledgement form.

Student name: _____ Parent Name: _____

I wish to try out for and/or participate in school-sponsored interscholastic athletics. I have read the Alanson Public Schools Athletic Code and agree to follow the standards of conduct and procedures contained therein as a condition of my participation in interscholastic athletics at Alanson Public Schools. I understand that if I violate the Athletic Code's standards of conduct that I will be subject to penalty as provided in the Athletic Code, up to and including exclusion from the opportunity to participate in interscholastic athletics.

Date: _____ Student Signature: _____

I agree to permit my son/daughter to try out for and/or participate in school sponsored interscholastic athletics. I have read the Alanson Public Schools Athletic Code and agree to support the standards of conduct and procedures contained therein as a condition of my son/daughter's participation in interscholastic athletics at Alanson Public Schools. I understand that if my son/daughter violates the Athletic Code's standards of conduct that he/she will be subject to penalty as provided in the Athletic Code, up to and including exclusion from the opportunity to participate in interscholastic athletics.

Date: _____ Parent Signature: _____

ALANSON PUBLIC SCHOOLS ATHLETICS
EMERGENCY CARE PERMISSION AND RELEASE

STUDENT'S NAME _____ **GRADE** _____ In case of
illness, injury, or other emergency, contact:

1. _____ Phone _____ 2.

_____ Phone _____ Family Doctor:

_____ Phone: _____ Hospital

Preferred: _____ Insurance Carrier:

List any allergies, current prescribed medications, known drug reactions, special care needs,
wearing of contacts, braces, etc.:

Please also list any serious injuries or illnesses your son/daughter has had or other physical
problems of which you are aware, such as broken bones, concussions, seizures, etc.:

I, the parent or guardian, of the above named individual, recognize that as a result of athletic participation, medical treatment on an emergency basis may be necessary, and further recognize that school personnel may be unable to contact me for my consent for emergency medical care. I do hereby consent in advance to such emergency care, including hospital care, as may be deemed necessary under the then-existing circumstances and to assume the expenses of such care.

SIGNED: _____ **PHONE:** _____

(Parent or Guardian)

DATE: _____

TO BE CARRIED BY COACH AT ALL TIMES