

# LOUISVILLE CITY SCHOOLS



## Athletic Handbook for Parents and Athletes

Adopted by Louisville Board of Education ~ June 24, 2019

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# LOUISVILLE HIGH SCHOOL

## Athletic Handbook

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## Message from the Administration

This handbook is being made available to you because your son/daughter desires to participate in interscholastic athletics in the Louisville City School District. You have also expressed your willingness to permit him/her to take part in a competitive sport. Thank you for the interest you have shown in our athletic program. We believe that participation in sports provides a wealth of experiences and opportunities that assist students in learning life skills, personal growth, and development.

The Louisville City School District understands that a properly controlled, well-organized sports program meets students' needs for self-expression, mental awareness, and physical growth. It is our desire to maintain a program that is sound in purpose and will further each student's educational maturity.

In addition, we believe you have committed yourself to certain responsibilities and obligations as a parent/guardian of a student-athlete. We would like to take this opportunity to acquaint you with specific policies that are necessary to ensure a positive experience for your child and all of our student-athletes.

One of many roles of the athletic department is to enforce rules governing interscholastic competition. These rules need broad-based community support to be fully effective and promote a successful athletic program. This is achieved through communication between the athletic department and the parents/guardians of the student-athletes. It is our hope to accomplish this objective through this athletic handbook for parents and athletes.

Go Leopards!

Respectfully,

Ms. Michele Shaffer, Superintendent

Mr. Ken Faye, Principal

Mrs. Terrie Horn, Athletic Director

# Louisville City Schools Athletic Department

**Mission:** To provide transformational life lessons through an education-based athletic program that will positively impact the physical, social and emotional well-being of our student-athletes

**Vision:** Empowered Students + Engaged Community = Endless Possibilities

**We Value:** Legacy, Excellence, Passion, Sportsmanship

*Louisville City Schools Athletic Department is committed to meet the following goals in support of the district's vision and goals.*

## Goals:

- ✿ Provide environments to meet individual student-athletes' needs with an emphasis on learning, personal growth, teamwork and community engagement
- ✿ Promote successful student-athlete relationships and opportunities through teachable moments that foster academic-athletic success and human development
- ✿ Equip student-athletes for lifelong success through interscholastic athletics



## Statement of Purpose

The purpose of this booklet is to compile information, expectations and procedures so that we may share and obtain a common goal of making the athletic programs of Louisville City Schools the best possible. Participating in any of the athletic programs of the Louisville City Schools is a privilege not a right. The privilege of participation can be lost due to certain circumstances. It is our hope that this handbook can help answer questions on policies that are present in our programs. While we understand that it is impossible to foresee every possible situation that may occur, it is our goal to give general guidelines that will ensure that all athletes can enjoy the privilege of athletic participation. Individual coaches may have some specific rules that apply to their teams. Our extracurricular activity programs exist to benefit the student and athlete in the following ways:

- A. We believe there are substantial educational outcomes from soundly conceived and executed programs for the players, the student body, and the school as a whole.
- B. We believe the potential values to the participants are genuine. Rigorous competition under prescribed regulations and policies provide for adolescent boys and girls the opportunity to develop ideas and habits for health, fair play, initiative, achievement, and emotional control.
- C. We believe athletes can be taught to win gracefully and to lose in the same fashion.
- D. We believe that many athletes have found a purpose in their schoolwork and in their lives through the program of athletics.
- E. We believe that athletics provide for the student body tangible values. Athletics can make a substantial contribution to morale and can provide an outlet for enthusiasm.
- F. We believe the athletic program, though differing in nature from the academic program, does justify its existence by providing a profitable, educational experience for the participant. Furthermore, the same level of responsibility and behavior is expected in extracurricular activities as in the classroom.
- G. We believe the welfare of the individual athlete is always to be the primary concern. The game exists for the athlete - never the athlete for the game.

For the purpose of this handbook, interscholastic activities/athletic programs shall include the following:

Baseball	Cross Country	Gymnastics	Softball	Track/Field
Basketball	Football	Lacrosse	Swimming	Volleyball
Bowling	Golf	Soccer	Tennis	Wrestling
Cheerleading				

# Sportsmanship Philosophy and Guidelines

The Louisville City School District and Athletic Department believes that interscholastic competition involving member schools of the Ohio High School Athletic Association be governed by the basic principles of good sportsmanship. This document has been prepared to ensure that all participants, parents/guardians, and fans/spectators have a common understanding of these principles.

The promotion of sportsmanship is the obligation of all school personnel. We believe the development through practice and ethical behavior and moral reasoning is one of the acknowledged objectives of interscholastic athletics. We, therefore, expect spectators, players and coaches to know and embrace the following fundamentals of sportsmanship.

Respect should be demonstrated for an athletic opponent and their school at all times. Louisville should treat visiting teams and their support groups as guests and give them the same consideration that we would want to be treated.

Knowledge of the current rules of the contest should guide the behavior of all participants. Rules are essential for a fair contest. Good sportsmanship suggests the importance of following all rules of the game.

All participants must strive to maintain self-control at all times. The desire to win should not be accepted as a reason for abandoning rational behavior. All involved need to maintain a proper perspective if the potential educational values of athletic competition are to be realized.

In order for good sportsmanship to prevail, it is essential that all participants understand their individual responsibilities and expected behavior during and after contests.

## **Game Code of Conduct - Behavior Expectations**

Spectators, by their behavior and reactions, determine to a large extent the reputation for sportsmanship of their school. Spectators should keep in mind that athletes are friendly rivals as members of opposing amateur teams. The contest should be between the teams engaged in the contest and NOT their supporters.

## **The Student Athlete**

- ✿ Accept and understand the seriousness of your responsibility and the privilege of representing the school and community.
- ✿ Learn the rules of the game thoroughly and discuss them with parents, fans, fellow students, and younger students. This will assist them and you in the achievement of a better understanding and appreciation of the game.
- ✿ Treat opponents the way you would like to be treated, as a guest or friend.
- ✿ Wish opponents good luck before the game and congratulate them in a sincere manner following either victory or defeat.
- ✿ Respect the integrity and judgment of game officials. Never argue or make non-verbal gestures that indicate disagreement. This type of immature activity may incite undesirable behavior in the stands and by teammates.

#### Other Student Groups (Cheerleaders, spirit clubs, band):

- ✦ Establish yourselves as leaders in your conduct before, during and after contests and events. Always provide positive support.
- ✦ Assist cheerleaders with yells, chants, etc., and always cheer for your team, as opposed to cheering against your opponent.
- ✦ Treat opposing players, coaches, spectators and support groups with respect.
- ✦ Conduct yourselves in an exemplary manner keeping in mind you represent your school both at home and away.
- ✦ Respect the integrity and judgment of game officials. Do not question an official's call.
- ✦ Refrain from cheers which downplay the opponent or which use profane or abusive language.

#### Spectators:

- ✦ Remember that school athletics are learning experiences for students and that mistakes will be made.
- ✦ Admission to a contest is a privilege to observe the contest, not a license to verbally assault others or act in such a way that is disrespectful.
- ✦ Learn the rules of the game so that you may understand and appreciate why certain situations take place.
- ✦ Show respect for the opposing players, coaches, spectators, and support groups. Treat them as you would a guest in your own home.
- ✦ Respect the integrity and judgment of the game officials.
- ✦ Recognize and show appreciation for an outstanding play by either team.
- ✦ Refrain from the use of any controlled substances (alcohol, drugs, etc.) before and during games and afterwards on or near the site of the event (tailgating).
- ✦ Refrain from cheers which downplay the opponent or which use profane or abusive language.

## Fan Code of Conduct

The Louisville City School District, in association with the Ohio High School Athletic Association promotes interscholastic events and sportsmanship. Sportsmanship is an essential part of any athletic contest and is expected from fans as well. Our behavior should be positive, respectful, and encouraging. As a parent, do not embarrass your son/daughter or the school district by acting inappropriately or saying something that is inappropriate.

Participants and responsible adults involved in Board approved activities are expected to demonstrate the same level of responsibility and behavior at competitions and practices as is expected in the classroom. The Board further encourages the development and promotion of sportsmanship, ethics and integrity in all phases of the educational process and in all segments of the community.

Failure to comply with these principles and/or ejection from an athletic contest (ejection by an official, administrator, etc.) may result in the further sanctioning of attendance at athletic events by the Louisville City Schools administration.

# Eligibility Requirements

## Scholarship Eligibility

Eligibility will be determined by the policies adopted by the Louisville Board of Education and OHSAA. The OHSAA policy states:

*In order to be eligible for the first grading period upon entrance into grade 9, you must have received passing grades in a minimum of five (5) classes in the immediately preceding grading period. In order to maintain eligibility for grades 9-12, you must have received passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period. In addition: Summer school, College Credit Plus and other educational options (e.g. work permitted after the conclusion of the grading period) may not be used to bring a student into compliance with scholarship bylaws, nor can they be used to compensate for lack of courses taken in the preceding grading period. Your semester or yearly grades have no effect on OHSAA eligibility. OHSAA eligibility is dependent upon grades received in the immediately preceding grading period. Those taking postsecondary school courses, including College Credit Plus, must comply with OHSAA scholarship regulations. The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. An ineligible athlete may practice but not dress or play in any scrimmages or contests.*

An athlete enrolling in grade 7 for the first time will be eligible for the first grading period (nine weeks) regardless of previous academic achievement. Thereafter, in order to be eligible, an athlete in grade 7 or 8 must be currently enrolled and must have been enrolled in school the immediate preceding grading period and receive passing grades during that grading period in 75% of those subjects carried the preceding grading period which met five days per week or its equivalent.

Any questions you have concerning OHSAA standards or your athletic eligibility should be reviewed with your school principal or athletic administrator. You should also meet with these administrators EVERY TIME before you change your course schedule or drop a course. If you are a transfer student, you must ensure that you and your school administrators have submitted all forms, if applicable, to the OHSAA Office in Columbus.

## Residence and Transfer of Schools

Students may attend any public or non-public high school in which you are accepted when you enter high school (grade 9) from a 7<sup>th</sup>-8<sup>th</sup> grade school. Eligibility at that school is established by the following: Participating in a contest (scrimmage, preview, or regular season game) prior to the first day of school, or attending the first five days of school at any high school.

Once eligibility has been established at a high school, a transfer to a different high school will mean you will be eligible, insofar as transfer is concerned, ONLY until the first 50% of the maximum allowable varsity regular season contests (including all scrimmages, preview/jamboree/Foundation games) have been competed in those sports in which the student participated. This transfer consequence shall remain in effect until the one-year anniversary of the date of enrollment in the school to which the student transferred, at which time the student is no longer considered a transfer student. There are eleven (11) exceptions to this regulation. To see if you qualify for an exception, you and your parents should arrange a meeting with your principal or athletic administrator and review the document entitled "The OHSAA Transfer Bylaw," which is online at [www.ohsaa.org/eligibility/transfer](http://www.ohsaa.org/eligibility/transfer) prior to transferring to another school.

If your parent or legal guardian lives outside Ohio, you are ineligible unless you meet one of the nine (9) exceptions found at [www.ohsaa.org](http://www.ohsaa.org).

### **Semesters of Enrollment**

After establishing 9<sup>th</sup> grade eligibility, students are permitted eight (8) semesters of athletic eligibility. The semesters are taken in order of attendance once 9<sup>th</sup> grade eligibility has been established. Semesters are counted toward eligibility whether you participate in interscholastic athletics or not.

### **Attendance Guidelines**

In order to participate in a practice, a game, or a team function, student athletes are to be at school at least half of the school day. Exceptions to this policy are missing a school day due to a funeral, medical appointments, or college visitation days. In any of these instances, a parent must notify their athletic director or principal prior to the absence.

# Athletic Department Code of Conduct Policy and Procedures

Training rules are a matter of self-discipline. The best performance an individual is capable of producing comes only when an athlete is willing to sacrifice his/her time and effort toward a conditioned training program, which will ultimately help discipline his/her daily habits during his/her lifetime. It is also understood that the use, possession or distribution of drugs, alcohol and/or tobacco is an illegal activity and will not be tolerated in the Louisville City School's athletic program. Students who voluntarily participate in the athletic programs in Louisville City Schools have a responsibility to understand that not only do they participate to enhance their personal growth and accomplishments, but they also represent the entire Louisville community when they engage in interscholastic competition. Therefore, student athletes must be willing to conform to a set of rules and exceptions that may be different from those placed on other students.

It must be remembered that participation in extracurricular activities is not a right but a privilege that may be regulated. Therefore, all students who participate in interscholastic athletics in grades 7-12 must meet the following regulations. Regulations concerning the extracurricular activities will be in effect at all times, including summers, while the student is enrolled in grades 7-12 in the Louisville City Schools. The Louisville City School District reserves the right to determine the status of transfer students and other students entering the school system from other districts/schools who may have been involved in an extracurricular code of conduct violation at a previous school/district.

The policy shall be in effect beginning with the first day of school in 7<sup>th</sup> grade or the 1<sup>st</sup> official practice prior to the start of 7<sup>th</sup> grade. The policy is in effect 365 days per year, 24 hours per day. Violations at grades 7 and 8 shall not carry over to high school; however, the consequences of that violation must be completed prior to any participation in a high school sport. Violations in grades 9-12 shall be cumulative.

**Any student athlete who engages in inappropriate behavior that would not reflect well on his/her team and/or school that is not otherwise specifically covered by this policy will be dealt with on an individual basis. Discipline may be given, up to and including removal from the team.**

## **Alcohol, Tobacco, and Other Drugs Policy (ATOD)**

Student participation in the Athletic Program of Louisville High School is a privilege. Each athlete and cheerleader is expected to conduct himself/herself in an exemplary manner while a member of a Louisville team or program. Team members shall adhere to the following code of behavior above the student conduct code:

At no time shall a competitor possess, use, transmit, sell, offer to sell, deliver, conceal, consume, be under the influence of any drugs of abuse, or smell of alcohol or drugs. This includes alcohol, tobacco, tobacco related products, illegal drugs, controlled narcotics, intoxicants, steroids or other performance enhancing drugs, or any substance that is directly or indirectly represented to be a drug of abuse (or look alike) as well as drug paraphernalia.

Use of drugs authorized by a physician or wine consumed as a part of a religious or family ceremonial occasion shall not be considered in violation of this policy.

Student-athletes should not attend or remain at activities where illegal consumption of alcohol or drugs is taking place. To do so puts the student-athlete at risk for being identified as one who was involved in the illegal consumption of alcohol and drugs.

All student-athletes and their parent/guardian must sign the LHS Athletic Code of Conduct before the first day of participation in their sport or immediately after their decision to participate.

### **Disciplinary Procedures for the Athletic Code of Conduct**

It should be noted that there is no difference in penalties for student-athletes who have an infraction in-season or out of season. There is however a difference in penalties for those student-athletes that report their infraction.

A season is defined as the period of time beginning with the first day of official practice as listed in the OHSAA handbook through the conclusion of the last official athletic contest or the conclusion of the team banquet.

A contest is defined as one event no matter the number of days in the event or the number of individual participations by a competitor.

### **First Offense with Self-Reporting**

A Student-Athlete and/or parent/guardian must notify a high school administrator or coach if he/she has a violation of the Athletic Code of Conduct prior to a school official, coach, advisor, or law enforcement official being made aware of information regarding violation of this policy by the student-athlete. Voluntary admission does not apply when there is a deliberate attempt to circumvent the first offense step following a violation. If a student-athlete is caught by law enforcement and a report is on file with authorities documenting a violation of the Athletic Code of Conduct, the student-athlete is required to notify a high school administrator and/or coach, but they will not be eligible for self-report consequences.

The penalty for those who self-report for a first offense is a loss of 10% of interscholastic contests in the current or next sport season (if not currently participating) in which the student-athlete participates. In addition, the student-athlete must attend a professional assessment (at the athlete's expense) by a licensed drug and alcohol agency. If the assessment does not show addiction, the athlete may return to participation. If the assessment shows addiction, the student athlete must have treatment through a licensed drug and alcohol treatment provider and bring in the certificate of completion of the treatment program before they may come back to participation. The student athlete must complete the entire season or the penalty will be assessed on the next sport season in which the student-athlete participates.

If the full 10% loss of participation is not possible for that sport season, the total or remainder will carry over to the student-athlete's next sport in which they become a participant. The athlete will forfeit any awards for the particular sport. Student-athletes who lose a percentage of participation for a specific sport season may receive permission to practice with the team, but may not dress during the athletic contest for which they have been denied participation.

### **First Offense without Self-Reporting**

A student-athlete who does not report his/her violation of the Athletic Code of Conduct may have a loss of 20% of interscholastic contests in the current or next sport season (if not currently participating) in which the student-athlete participates. In addition, the student-athlete must attend a professional assessment (at the athlete's expense) by a licensed drug and alcohol agency. If the assessment does not show addiction, the athlete may return to participation. If the assessment shows addiction, the student-athlete must have treatment through a licensed drug and alcohol treatment provider and bring in a certificate of completion of the treatment program before they may come back to participation. The student-athlete must complete the entire season or the penalty will be assessed on the next sport season in which the student-athlete participates. If the full 20% loss of participation is not possible for that sport season, the total or remainder will carry over to the student-athlete's next sport in which they become a participant. The athlete will forfeit any awards for the particular sport. Student-athletes who lose a percentage of participation for a specific sport season may receive permission to practice with the team but may not dress during the athletic contest for which they have been denied participation.

### **Second Offense**

A second offense shall result in a loss of 50% of the interscholastic contests in the current or next sport season (if not currently participating) in which the student-athlete participates. In addition, the student-athlete must attend a professional assessment (at the athlete's expense) by a licensed drug and alcohol agency. If the assessment does not show addiction, the athlete may return to participation. If the assessment does show addiction, the student-athlete must have treatment through a licensed drug and alcohol treatment provider and bring in a certificate of completion of the treatment program before they may come back to participation. The student-athlete must complete the entire season or the penalty will be assessed on the next sport season in which the student-athlete participates. If the full 50% loss of participation is not possible for that sport season, the total or remainder will carry over to the student-athlete's next sport in which they become a participant. The athlete will forfeit any awards for the particular sport season. Student-athletes who lose a percentage for a specific sport season may receive permission to practice with the team but may not dress during the athletic contest for which they have been denied participation.

### **Third Offense**

A third offense of the Louisville ATOD Policy will result in denial of athletic participation for the duration of the student athlete's school career, effective with the date of the offense. An athletic expulsion/termination hearing will be held by school officials, the student athlete and the parents/guardians.

### **Transfer Students that are Under Athletic Suspension**

Louisville City Schools will also uphold any athletic suspensions that were incurred by students who transfer to Louisville from other schools. Students will not be able to circumvent their suspensions merely by transferring.

### **Due Process**

A student-athlete who is found to be in violation of the Louisville ATOD will have a hearing with the advisor/coach and the building principal. The consequences will be provided to the student-athlete and parent/guardian. The student-athlete and their parent/guardian may appeal the penalty by notifying the principal in writing within five (5) days of the hearing. The superintendent may likewise affirm, reverse, or modify the disciplinary action. The decision of the superintendent on such appeal will be final.

# Athletic Department Policies and Procedures

An athletic code of conduct is the first step in assuring fairness in student-athlete discipline matters in regards to extracurricular activities. The following policies apply to all interscholastic student-athletes enrolled in the Louisville City School District. These and all training rules, policies, and procedures are in effect during the season as defined by the Louisville City School's Board of Education (the first official practice, as defined by the OHSAA, though the team banquet or awards ceremony). Questions regarding interpretation of these rules, policies, and procedures should be brought to the Director of Athletics for clarification.

1. In order to begin participating on an athletic team (practice or contest), a student must have completed all necessary forms and have them on file with the Director of Athletics. The forms shall be completed and signed on-line. If paper copies are requested, they are available at the athletic office. Forms necessary include the OHSAA physical examination form, insurance release form, Emergency Medical form, OHSAA eligibility information, concussion information, among others.
2. Athletes and parents must complete and sign all necessary forms prior to the first day of the official start of practice.
3. Some of our teams must limit the number of participants who may be included on the team's roster. The possibility does exist that an athlete who tries out for a team may not "make" that team. Each coach has their criteria for evaluating prospective team members.
4. Opening, maintaining, and securing the building for practice during days when school is not in session is the responsibility of the coach in charge. NOTE: For safety and liability reasons, no student-athlete is permitted in the building at any time for athletic purposes unless under the direct supervision of a board-approved coach. Keys to school buildings/facilities/grounds are NOT to be distributed/used by anyone other than board approved coaches.
5. The use of the gym for all sports should be scheduled through the Director of Athletics.
6. On days when school is canceled (due to inclement weather or other circumstances), all practices and all games below the varsity level, including at the middle school level will be canceled. The only exception to this would be for teams that are connected to the varsity. For instance, a junior varsity team that shares players with the varsity may practice with the varsity team. Another exception would be for a middle school wrestling match that is connected to the varsity match. The middle school wrestling team would compete that night unless the administrators decide that conditions do not warrant them competing. The middle school wrestling is not to practice if there is a calamity day.
  - a. Varsity events are not automatically canceled if there is a calamity day. The event may go on as scheduled if conditions permit.
  - b. No varsity practice is to begin before noon on a calamity day. Coaches will be notified by the athletic director if conditions improve enough to allow for safe conditions to hold a practice.

- c. Parents have to give their consent for their child to travel to practice or a game on a calamity day. If parents do not feel that conditions are safe, they should not allow their child to participate that day. Parents need to communicate with the coach if they are not giving permission for their child to participate, and the child is not to be penalized.
7. If a player takes a planned vacation with his/her parents/guardians, that player is not to be dismissed from the team. However, the player will be subject to any team rule as it pertains to vacations. Students, parents, and coaches should discuss the situation prior to the vacation.
8. Only team members are permitted to be on the bench during an athletic contest. Team members include the following: coaches, trainers, scorekeepers, statisticians, managers, and the team physician.
9. Fundraising in support of athletic programs must be approved by the Director of Athletics and the principal and then must be forwarded to the treasurer's office.
10. All students shall receive a copy of the code of conduct requirements that are adopted by the Board of Education. All students must follow the guidelines listed in the code of conduct. The head coach in each sport shall provide the athletes, their parents, and the Director of Athletics with a copy of team rules, which apply to that particular sport prior to the first day of practice.
11. All athletes and coaches shall follow all OHSAA guidelines.
12. Athletes participating in a sports season cannot participate in an organized practice of another season's school sponsored sport unless the coach of the in-season sport has granted permission.
13. All injuries that require medical attention should be recorded by the head coach and reported to the school's athletic trainer for referral. Coaches should report all serious injuries to the Director of Athletics with 24 hours.
14. Louisville City Schools does not permit athletic teams to practice or schedule contests on a Sunday without permission of the Superintendent of Schools.
15. Coaches are responsible for managing individual sport specific team policies. Coaches may refer students to the Director of Athletics or Building Principal for violations of the student handbook or Board of Education policies.
16. An athlete in grades 10-12 must decide to come out on the first day of the OHSAA's official start of the athletic season beginning with pre-season tryouts/practices in which he/she wishes to participate unless there are extenuating circumstances as determined by the administration (transfer, illness, cut from another team, etc.).
17. Athletes must attend all practices and games unless excused by the coach of the team. The coach will determine specific penalties for violations as part of the team's individual policies.
18. A student/athlete who quits or is removed from a team after five days from the official start of practice will not be permitted to try out for another sport during the same season or prepare for another sport until the sport season the athlete quit or was removed from has concluded, unless extenuating circumstances exist as determined by the administration. A student-athlete cut from one sport may join another sport during the same season. Coaches will make cuts in a timely manner.

19. Any athlete issued uniforms/equipment shall be held responsible for their care. Failure to turn in assigned uniforms/equipment will result in a charge for the items lost. Payment shall be based on the cost of replacing the uniform/equipment.
20. No student or coach shall plan, encourage, or engage in any hazing activities. Hazing is defined as committing an act or coercing another into an act that causes or creates substantial risk of physical or mental harm to any person. Permission, consent or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.
21. All athletes must ride the bus going to and coming from athletic contests. The coach may give the student-athlete permission to ride with a parent from an athletic event under "special" circumstances. The student athlete's parents must notify the coach in writing of the request to take their son/daughter with them. Athletes will only be released to the student's parents and will not be released to any other party without written consent of both parties involved.
22. A student who is serving an out of school suspension or expulsion is ineligible for any athletic participation (practice or contest) during the days of the suspension. A student-athlete who has completed the term of his/her suspension/expulsion is eligible to participate on the day following the date of the completion. If completion of that suspension/expulsion falls on a weekend, the student athlete will remain ineligible for that weekend's competition or practice.
23. School penalties for misconduct are in addition to those imposed by the Athletic Department.
24. An athlete who is dismissed from a team or quits a team will forfeit all awards for that sport.
25. Any student who is academically ineligible is allowed/permitted to participate in practice per the coach's discretion, but is not allowed/not permitted to participate in any way with the team in a contest.
26. The athletic department will coordinate and publicize college signings for student-athletes who receive **athletic scholarships**. Student-athletes should notify their head coach who will arrange the event with the athletic department.
27. The purpose of the Louisville Weight Room is to provide an environment where strength and conditioning training and exercises may take place under the supervision of Louisville Board of Education approved coaches or staff. The room may not be utilized unless a board of education approved coach or staff person is present to supervise. The Louisville High School Strength and Conditioning Coach will be responsible for weight room training and safety. The weight room is under surveillance at all times.
28. The Louisville City School's Athletic Department encourages athletes to participate in multiple sports. The following guidelines are to be followed in the event an athlete is interested in participating in multiple sports in the same season.
  - a. A contract must be signed by both coaches, athlete and parents.
  - b. One sport is primary and one is secondary.
  - c. Athlete must declare a primary sport.
  - d. The secondary sport may not be a sport that uses a cut policy.

- e. The athlete must attend all practices, games, scrimmages, meetings and responsibilities of the primary sport before taking part in any activities of the secondary sport.
  - f. The coaches of both sports must agree that they are willing to share the athlete. The coach of the secondary sport is under no obligation to accept the athlete of a primary sport.
  - g. An athlete cannot switch primary sports during the current season without forfeiting the right to participate in both sports, except by mutual consent of both coaches.
  - h. An athlete who quits either the primary or secondary sport forfeits the right to participate in either sport, except by mutual consent of both coaches.
  - i. The athlete must follow the rules of each sport.
29. When an athlete needs to seek medical attention for an injury or illness, the athlete must obtain a medical release from the treating physician before they can return to athletic activity. The release needs to be given to the coach or athletic trainer.

# Parent-Coach Communication Guidelines

We are very pleased that your son/daughter has chosen to participate in the interscholastic athletic program of the Louisville City School District. A goal of the athletic department is to provide environments to meet individual student-athletes' needs with an emphasis on learning, personal growth, teamwork and community engagement. We believe that this goal may not be realized without appropriate lines of communication available to all parties involved. These communication guides should help coaches, parents, administrators, and athletes communicate more effectively.

What you should expect from your child's coach:

- ✦ Philosophy of the coach
- ✦ Expectations the coach has of your child and the team
- ✦ Locations and times of all practices and contests
- ✦ Team requirements (fees, special equipment, eligibility, attendance, off-season conditioning, etc.)
- ✦ Procedure to follow should your child become injured during participation
- ✦ Requirements to earn a letter

What coaches should expect from parents:

- ✦ Concerns should be expressed privately and directly to the coach first.
- ✦ Notification of any schedule conflicts should be made well in advance
- ✦ Specific concerns should be expressed that are directly related to the program

Appropriate concerns to discuss with coaches:

As your child becomes involved in the various program at Louisville City Schools, he/she will experience some of the most rewarding moments of his/her life. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times, discussion with the coach may be desirable to clear up the issue and avoid any misunderstandings. Listed below are examples of issues that are appropriate for discussion.

- ✦ The treatment of your child, mentally and physically
- ✦ Ways to help your child improve
- ✦ Concerns about your child's behavior

Issues not appropriate to discuss with coaches:

It is very difficult to accept the fact that your child is not playing as much as you would want. Coaches are professional. They make judgment decisions based on what they believe to be the best for the team. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things such as those things listed below must be left to the discretion of the coach.

- ✦ Playing time/Position assignment
- ✦ Team strategy/Play calling
- ✦ Matters concerning other student athletes

Procedure to follow if you have a concern to discuss with a coach:

There are situations that may require a conference between the coach and parent. Such a meeting is encouraged when necessary. It is important that both parties have a clear understanding of the other person's position. Each should be willing to listen. The following procedure should be followed to help promote a resolution to the issue.

- ✦ Call the coach to set up an appointment
- ✦ If the coach cannot be reached in a reasonable amount of time, call the athletic department and they will arrange a time on your behalf
- ✦ Important: Please do not attempt to confront a coach before or after a contest or practice session. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution and even may escalate the issue

The next step:

What can a parent do if the meeting with the coach does not provide a satisfactory resolution? Although total agreement may not always be reached, most often such a meeting does afford the opportunity for productive discussion and better understanding. If the parent desires further communication, please call the Athletic Director to discuss the situation. The appropriate next step will be determined.

Chain of command:

The Louisville City School District, in conjunction with the Athletic Department follows the chain of command listed below. We ask that you observe the order of this line of communication if you elect to pursue any concern you may have regarding the athletic program:

- ✦ Assistant Coach or Head Coach
- ✦ Athletic Director
- ✦ Building Principal
- ✦ Superintendent

We hope that the information provided in this section will help you and your child to have a rewarding and enjoyable athletic experience.

## Athletic Awards

- ✦ All awards must conform to the standards established by the OHSAA.
- ✦ The head coach will submit a list of award winners to the Director of Athletics after the season has ended.
- ✦ All student-athletes must have conformed to state and local eligibility rules, conducted themselves in a sportsmanlike manner, returned all uniforms and equipment issued to them, and conformed to the Louisville City School's Athletic Code of Conduct in order to be eligible for an award.
- ✦ In the event a student-athlete is injured during the season and can no longer participate, he or she would be eligible for an award based on the recommendation of the head coach.
- ✦ The guidelines for lettering in an individual sport will be included in the team rules and will be determined by the head coaches in communication with the Director of Athletics. These qualifications for a letter will be communicated before the start of the season.
- ✦ Presentation of awards is to take place at the conclusion of each sport season at a sports banquet.
- ✦ Awards will be presented as follows:

Non Letters	~	Certificate
1 <sup>st</sup> year varsity	~	Letter/Pin
2 <sup>nd</sup> year varsity	~	Certificate/Pin
3 <sup>rd</sup> year varsity	~	Plaque/Pin
4 <sup>th</sup> year varsity	~	Plaque/Pin

## Athletic Department Communications

High School Athletics

Terrie Horn, Athletic Director  
Louisville City Schools  
330-875-5011

Middle School Athletics

Garry Tausch, Middle School AD  
Louisville Middle School  
330-875-5597

Athletic Office Hours of Operation

Monday - Friday 7:30 am - 3:30 pm

# Louisville HS Athletic Training

Toby Jurging; Athletic Trainer  
MEd, ATC, LAT, CSCS  
Akron Children's Hospital  
330-671-0814  
[toby.jurging@lepapps.org](mailto:toby.jurging@lepapps.org)

## Services Provided:

- \* Evaluation, Treatment, Rehabilitation of Athletic Injuries
- \* Emergency Care / First Aid
- \* Athletic Contest Coverage
- \* Education: Prevention, Injury, Rehabilitation, Nutrition

## Location and Hours:

**Fall:** Operate out of LHS Stadium Training Room (inside Home Locker Room)  
Contest Days: 2p - End of scheduled contest  
Non Contest: 2p - End of FB practice (approx. 5/6p)

**Winter / Spring:** Operate out of LHS Training Room (across from Main Gym)  
Contest Days: 2p - End of scheduled contest  
Non Contest: 2p - 5/5:30  
\*\*Contest Coverage: ALL HOME GAMES (plus away VAR FB)

## Injury Protocol:

In the event that an athlete is injured during an LHS athletic event, the following procedures need to be followed;

- \* Report injury to Athletic Trainer ASAP
- \* Athletic Trainer will evaluate athlete and make appropriate recommendations for; Treatment, Referral and Return to Play
- \* Athletes will receive a note from Athletic Trainer regarding their status to give to their respective coaches (Coaches are expected to follow as written)
- \* Athletic Trainer will contact appropriate parties (Parents, Coaches, Doctors, Etc.) when injuries require it (ALL CONCUSSIONS and EMERGENCY)
- \* Athletes are NOT allowed to return to activity/sport until cleared by a medical professional (i.e.: Athletic Trainer, Medical Doctor)
- \* Athletes that are seen outside of Athletic Trainers' care must: 1. Notify AT of their injury/condition 2. Have written documentation stating full clearance with regards to RETURN TO PLAY by Medical Doctor (2 Copies: 1 AT and 1 Athletics Office)

### ADDITIONAL INFORMATION:

- ✿ All athletes must receive written note from AT if they are going to require any AWAY treatment (taping, etc.). Ideally, athletes will be treated at LHS prior to leaving for contest
- ✿ If an injury occurs while AWAY, the head coach will contact AT (phone, text) with update and status. Athlete needs to follow up with AT the next day after school if possible
- ✿ All equipment loaned out (crutches, splints, etc.) are expected to be returned to AT in a timely manner after completion of use

### CONCUSSION INFORMATION:

- ✿ Any athlete that experiences a head injury needs to be evaluated by medical professional ASAP

**\* ANY LOSS OF CONSCIOUSNESS, NECK PAIN, PERSISTENT VOMITING, PERSISTENT HEADACHE SHOULD BE REFERRED TO EMERGENCY ROOM IMMEDIATELY**

If a concussion is suspected, athletes are to be removed from the activity/sport **IMMEDIATELY** with **NO RETURN** until evaluated and cleared by medical professional

If a concussion is diagnosed, athletes will;

1. Be referred to medical doctor for further evaluation and treatment
  - i. **\*concussion protocol**
  - ii. **\*all concussions are different, there isn't a "normal" protocol**
2. Take IMPACT concussion test
3. **NOT** be allowed to return to activity **until cleared by MEDICAL DOCTOR**
4. Documentation needs to be provided to AT and LHS AD

All 9 / 11th grade athletes are required to participate in IMPACT TEST. IMPACT is a concussion management program used to aide in an athlete's treatment.

If any athlete or parent has any questions, please contact the Athletic Trainer.