## Clay City

## Junior Senior High School

## Handbook for Student Athletes

2019-2020



**PURPOSE**

This athletic handbook is designed to explain and to inform athletes and their parents or guardians of the rules, regulations and policies relative to participation in interscholastic athletics at Clay City Jr/Sr High School.

Participation in high school athletics is a privilege which carries with it varying degrees of honor, responsibility and sacrifice. Since athletic competition on high school teams is a privilege and not a right, those who choose to participate will be expected to follow the Code of Conduct established by the administration, and other specific rules for their sport. Authority for the conduct of athletics in Indiana is governed by the Indiana High School Athletic Association (IHSAA) via the principals of member schools. The principal is assisted by the athletic directors and head coaches. As stated in the IHSAA By-laws: any school may establish their own set of guidelines above and beyond those set by the state. The athletic department and administration need and depend on parent/guardian help and cooperation to aid coaches and athletic directors in promoting a successful athletic program. Athletes represent their school and student body. Athletes are to conduct themselves in a manner that is becoming to Clay City Jr/Sr High School and the community.

**ATHLETIC PROGRAM MISSION STATEMENT**

Clay Community Schools is dedicated to provide a comprehensive athletic program emphasizing sportsmanship, moral character, team spirit, self-discipline, individual and team commitment, school loyalty and competitive athletic interaction. The athletic program will be designed to allow for the greatest number of student participants possible while encouraging academic excellence through high academic standards.

**PHILOSOPHY**

The philosophy of the Clay City Athletic Department is to provide the best opportunities for its student-athletes to excel in teamwork, sportsmanship, self-discipline, and moral character.

The athletic program at Clay City should develop teams with the desire to perform to their potential and to have pride in themselves and the school / community they represent. It is expected that our teams will play to win, while exhibiting good sportsmanship.

No one sport will be overemphasized to the detriment of the others. The sports currently in season should receive priority at that time.

**ATHLETIC PROGRAM PROFILE**

Clay City Jr/Sr High School supports eleven sports for girls and boys. All students with sufficient ability are eligible to participate, provide they meet the established scholastic standards and conduct requirement.

Girls are offered a five sport program which includes cross country, and volleyball in the fall; basketball in the winter; and softball, and track in the spring. Boys are offered a six sport program which includes cross country, in the fall; basketball in the winter; and baseball, golf, and track in the spring.

Clay City Jr/Sr High School is a member of the eight school South Western Indiana Athletic Conference. Members are Bloomfield, Clay City, Eastern- Greene, Linton- Stockton, North Central (Farmersburg), North Daviess, Shakamak, and White River Valley

Currently Clay City Jr/Sr High School is a Class A school in all sports.

**ATHLETE DEFINED**

The Clay City Jr/Sr High School athlete is defined as all young men and women who represent a team that engage in interscholastic competition of IHSAA sanctioned sports and further includes student managers, athletic training student assistants, statisticians, and cheerleaders.

**SPORT SEASON DEFINED**

Each sport season is defined by the IHSAA By-laws: Girls: Rule 101; Boys: Rule 50. Each sport season begins with the first day of authorized practice and concludes on the date on which the team is eliminated from the IHSAA state tournament series.

**HEALTH INSURANCE / STUDENT ACCIDENT INSURANCE**

Clay City Jr/Sr High School administrators, coaches and athletic trainers are safety conscious and are trained to instruct athletes in the safe and proper techniques of their particular sports; however, due to the nature of athletic activity, injuries do occur. The school provides the opportunity for participation while the parent retains the right of denial for such participation.

Students who plan to participate in athletics must have adequate insurance through their family insurance or carry student insurance to cover the cost of injuries. Clay City Jr/Sr does not carry a second level insurance to cover student injuries and/or to cover loss or damage to a student’s personal property.

Parents/Guardians will be responsible for all medical costs associated with athletic participation. The insurance section on the IHSAA physical / consent release certificate must be completed and the athletic office should be notified of any changes in status. Clay City Jr/Sr High School does not provide accident insurance for its athletes. The athletic department strongly advises that parents purchase insurance to cover athletic injuries and the cost of treatment. All student-athletes are given the opportunity to purchase Student Accident Insurance Plans. This is accident insurance that is purchased by the family and all interested parents should purchase the policy before their athlete’s practice season begins. Forms for this accident insurance are available at all Clay Community Schools.

**PHYSICAL EXAMINATIONS**

Every student-athlete is required by Clay City Jr/Sr High School and the IHSAA to have a current physical examinationby, or shall provide certification from, a physician holding an unlimited license to practice medicine who shall clear the student for athletic participation using the current IHSAA pre-participation evaluation form and a Consent/Release certificate completed and on file with the athletic office prior to the first practice of any sport. Clay City Jr/Sr suggests that the student-athlete have this physical on file prior to the first workout/open facility each year. The current year physical ends on the final day of the state baseball tourney*. The doctor’s signature must be dated after April 1st prior to the beginning of each school year.* Physical examinations and submitting the completed forms to the coaching staff and or athletic directors are the responsibility of the athlete and his/her parents/guardian.

Current IHSAA physical forms are available at the athletic offices at Clay City Jr/Sr High School, online at [www.clay.k12.in.us/cchs](http://www.clay.k12.in.us/cchs) and at all local physician’s offices.

**ACKNOWLEDGEMENT OF RISKS**

When participating in any type of athletic activity, there is always a possibility that an injury canoccur. Statistically, an athlete will suffer at least one injury during their athletic career that requires that he/she miss a number of practices and/or games.

There are several types of injuries that can force an athlete to miss practices and/or games. Some of the more common injuries that occur in athletics are strains (stretching or tearing of muscle and tendon tissue), sprains (stretching or tearing of ligaments), and contusions (bruises of soft tissue or muscle tissue). These three types of injuries can vary in their severity. In the case of mild strains, sprains, and contusions, the athlete will feel some discomfort but will be able to continue his or her participation in athletics. In severe cases of strains, sprains and contusions, the athlete may miss a large amount of time participating in his or her sport. Some severe injuries may need to be surgically repaired and require an extended period of physical therapy.

Athletes can also experience more serious injuries such as fractures, dislocations, concussions, internal injuries, spinal injuries, or death. Fortunately, most of the injuries that occur with athletics are mild strains, sprains and contusions and the athlete misses little or no participation.

It is important to remember that statistically, athletes are much safer than those who participate in riskier types of physical activity.

Athletes can decrease their chances to be injured by adhering to the following guidelines.

1. Use the proper athletic techniques that are taught by the coaches.
2. Condition properly during the preseason and work to stay in condition.
3. Get proper rest and nutrition.
4. Refrain from risky behavior on the athletic field or in the locker rooms.
5. Wear proper fitting protective equipment.
6. Keep all protective equipment in working order.
7. Stay alcohol and drug free.

Remember that some serious or severe injuries still occur when the athlete follows the above guidelines. However, those who disregard the above guidelines are at greater risk to sustain a serious or severe injury.

Athletic participation benefits people by teaching self-esteem, team unity, proper health and fellowship. Most people agree that the benefits of participating in athletics outweigh the risks. The coaching staff of Clay City Jr/Sr High School wants its athletes and parents/guardians to understand that there are risks involved with participating in athletics. The coaching staff will continue to teach and practice only those techniques that promote safe participation, but the staff realizes that some athletic injuries will continue to occur. The staff hopes that the athletes and parents/guardians alike will take the time to learn more about athletic injuries and how to best avoid them. It will take a “team” effort from coaches, athletic trainers, athletes and their parents/guardians to continue to provide safe participation for all of those involved. We hope that we can count on your support in this endeavor.

**CONCUSSIONS**

IHSAA Suggested Guidelines for Management of Concussion

“Any athlete suspected of having a concussion should be evaluated by an appropriate health care professional that day. Any athlete with a concussion should be medically cleared by an appropriate healthcare professional prior to resuming participation in any practice or competition.”

The language above appears in all National Federation sports rule books as part of the suggested guidelines for the management of concussion. It reflects a heightened emphasis on the safety of athletes suspected of having a concussion, especially since the vast majority of concussions do not involve a loss of consciousness. The following suggested guidelines provide the technicalities when an athlete in a contest or a practice in an IHSAA recognized sport sustains an apparent concussion.

1. No student athlete should return to play or practice on the same day that the student suffers a confirmed concussion.

2. Any student athlete suspected of having a concussion should be evaluated by an appropriate health care Professional that day.

(a.) If it is confirmed during a contest or practice by the school’s health care Professional that the student did not sustain a concussion or head injury, the health care Professional shall issue clearance to return to play. If the event occurred during a contest which continued, the head coach may advise the officials during an appropriate stoppage of play, and the student athlete may reenter competition pursuant to the contest rules.

(b.) If the event occurred during a contest, the contest concludes, and the health care Professional did NOT clear the student athlete for return to play, the student athlete should be subject to an appropriate return to play protocol which includes clearance to return to play, in writing, by a health care Provider, and should not be issued on the same date on which the athlete was removed from play.

3. Any student athlete with a confirmed concussion or head injury should be medically cleared by an appropriate health care Provider prior to resuming participation in any practice or competition. After medical clearance by an appropriate health care Provider, return to play should follow a step-wise protocol with provisions for the delay of the return to play based upon the return of any signs or symptoms.

4. The Official’s Role in Recognizing a Concussive Event:

(a.) If, during a contest, an official observes a player and suspects that the player has suffered a head concussion or head injury by exhibiting concussive signs (including appearing dazed, stunned, confused, disoriented, to have memory loss, or the athlete is either unconscious or apparently unconscious), the official should notify a coach that a player is apparently injured and advise that the player should be examined by an appropriate health care Professional.

(b.) If a concussion event occurred during a contest, and regardless of whether the student athlete returns to play or not, following the contest, an official’s report shall be filed with the school of the removed player, including the athletic director, by the Official that initially removed the student athlete from play; this report may be found on the IHSAA website at www.ihsaa.org.

5. Definitions:

(a.) For purposes of this Concussion Policy, a health care Provider is an Indiana licensed health care provider who has been trained in evaluation and management of concussions and head injuries, and includes a medical doctor (MD) or doctor of osteopathic medicine (DO) who holds an unlimited license to practice medicine in the state of Indiana, but may also include any Indiana health care provider who is licensed by the state of Indiana.

(b.) For purposes of this Concussion Policy, a health care Professional includes any health care Providers, as well as any Indiana certified athletic trainer (ATC/L). .

(c.) In cases where an assigned IHSAA tournament physician (MD/DO) is present, his or her decision regarding any potential concussion, or to forbid an athlete to return to competition, may not be overruled.

**ImPACT Immediate Post Assessment and Cognitive Testing**

All athletes will be given a 20 minute baseline test on the computer at the beginning of their first season at Clay City Jr/Sr High School. If an athlete has a concussion, they retake the test. It is suggested that the initial evaluation is 24-72 hours after injury. If, ImPACT results are abnormal or the athlete remains symptomatic, follow-up evaluations should be conducted at approximately five-day intervals.

Post concussions test results are compared to the baseline test. The clinical use and analysis of ImPACT is an integral part of the protocol which assists clinician in their evaluation process of the recovery and in return to play decisions.

*The ImPACT test will be administered by school personnel prior to the athlete’s first practice.*

**NOTICE OF DISCLOSURE**

In compliance with membership requirements of the Indiana High School Athletic Association, Inc. and as a condition to your child’s athletic participation in an IHSAA recognized sport, this school shall make available to the IHSAA, in the event of an investigation, complete detailed financial (athletic or otherwise), scholastic and attendance records of this school. Records that are available to the IHSAA included those that relate to or concern your child/ward and include information that has been provided in the course of your application for student aid. Reasonable steps will be taken by the IHSAA to maintain the confidentiality of the records provided.

**CODE OF CONDUCT**

A student who is a member of a Clay City Jr/Sr athletic team in any capacity (athlete, cheerleader, student manager, athletic training student assistant, or statistician) must be willing to assume the responsibilities that go along with being a member of a team. The student body, the community and others often judge our school by our student athletes’ conduct and attitude on and off the field, in season and out of season. Student athletes and athletic support personnel are role models and therefore, are expected to be positive examples in school citizenship, scholastic effort, leadership, and in personal appearance.

The conduct of participants in athletics at Clay City Jr/Sr High School, in or out of school, shall be such as not to reflect discredit upon his/her school, nor create a disruptive influence on the discipline, good order, morale or educational environment in his/her school. Areas of concern, such as, but not all inclusive are: (1) tobacco use in any form, (2) alcohol use in any form, (3) use of drugs, depressants, stimulants, or any controlled substance, (4) use of performance enhancing drugs, (5) verbal harassment, (6) sexual harassment, (7) theft, (8) vandalism, or (9) sexual violations. Acting in a manner that brings embarrassment or shame to yourself and/or your school, or that negatively impacts the reputation of yourself or your school shall be cause for disciplinary action by the school administration. Examples of such conduct include any illegal activity; any non-illegal activity that is lewd, vulgar, obscene, indecent, or that portrays sexual conduct done in a manner whereby the community learns of such activity, or any activity that degrades, demeans, or disparages any coach, activity sponsor, school official or student.

Any student involved in an assault, possession of a weapon, intimidation toward staff or students, arson, theft, vandalism, falsifying school records, drugs, alcohol, fighting, extortion, and other similar serious violations will be subject to immediate suspension pending a hearing of the facts to determine the school’s course of action.

It is expected that students will follow common rules of courtesy. Violations of rules of common courtesy include the failure to follow staff members’ directions, talking back to a staff member and the use of abusive or obscene language directed toward a staff member.

Students are prohibited from wearing…messages on clothing, jewelry and personal belongings that relate to drugs, alcohol, tobacco, weapons, violence, sex, vulgarity, or that reflect upon persons because of their race or ethnic group.

The school personnel shall enforce all rules and regulations as described in the Code of Conduct for athletes. All rules regarding behavior and /or training as outlined in the IHSAA regulations apply. The Code of Conduct will be reinforced by the coach of each sport during the year. Parents/guardians and athletes are required to sign the acknowledgment, consent, injury awareness and disclosure document stating that they understand the Code of Conduct and the athlete is subject to disciplinary measure should he/she violate the Code of Conduct.

Evidence of violations of the Code of Conduct may be determined by but not limited to the following: established charges filed by law enforcement officials or agencies, observation by members of the athletic staff, a faculty or staff member or administrator, or by the admission of the offender.

Any alleged violation of the Code of Conduct shall be reported to the principal or his/her designee and then is to be followed by an investigation by any or all of the following people…coach, sponsor, athletic directors, principal or his/her designee. The student shall be suspended from their team while the investigation is on going.

**Be it understood that the Code of Conduct policy is in effect twenty-four (24) hours a day, twelve (12) months a year. Furthermore, violations of the Code of Conduct are cumulative from season to season and year to year throughout the student/athlete’s high school career.**

During grades 9 through 12, students in violation of the Code of Conduct of conduct will be subject to the following penalties:

1. **Inappropriate Behaviors that will be addressed**:

**DRUG POLICY**

A student athlete shall not knowingly possess, use, transmit, sell or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, caffeine based pill, substance containing phenylpropanolamine (PPS), stimulant, depressant, inhalant, solvent, ephedrine or intoxicant of any kind, whether prescription or sold over the counter. Proper use of a drug authorized by a medical prescription from a health care provider is not a violation of this rule. Possession of any drug paraphernalia such as but not limited to rolling papers or clips is also a violation of this rule. A student athlete who finds himself/herself at a place where any of the above substances are being used is to leave the area to avoid being associated with that behavior.

**ALCOHOL POLICY**

A student athlete shall not possess, use, transmit, sell or be under the influence of any alcoholic beverage. A student athlete who finds himself/herself at places where underage drinking is taking place is expected to leave the area to avoid being associated with that behavior.

**TOBACCO/ VAPING POLICY**

A student athlete shall not use or possess tobacco, e-cigarettes, or vape pens in any form (including but not limited to snuff, chewing tobacco, smoking tobacco, e-cigarettes, Juules, or vape pens on or off the grounds of Clay City Jr/Sr High School).

**THEFT and VANDALISM**

A student athlete shall not vandalize property, have stolen any item or have in their possession any stolen item from any source, including uniforms or equipment from Clay City Jr/Sr High School, other schools, or communities.

**FELONY CONVICTION**

A student athlete who is convicted of a felony will face the consequences listed in section 2 in addition to any sentence that is prescribed by the courts.

**MISDEMEANOR CONVICTION**

A student athlete who is convicted of a misdemeanor will face the consequences listed in section 2 in addition to any sentence that is prescribed by the courts.

**JUNVENILE DELINQUENCY**

A student athlete who has been found delinquent on a juvenile delinquent act which would be a misdemeanor or felony if committed by an adult will face the consequences listed in section 2 in addition to any punishment that is prescribed by the courts.

**ARRESTS**

A student-athlete who has been charged with a crime and/or arrested and/or arrested and charged with a crime or delinquent act which would be a crime if committed by an adult will be suspended from the team for at least one contest. The Athletic Department Disciplinary Review Board will hold a hearing within five school days of the suspension. The hearing will decide if the student will be suspended until charged or if charges have been filed until his/her trial is concluded or if the suspension will be lifted before the conclusion of the trial. The Athletic

Department Disciplinary Review Board will determine the length of a student athlete’s suspension on a case-by-case basis. If the student athlete is found guilty of a misdemeanor; a felony, or a juvenile delinquent act which would be a misdemeanor or felony if committed by an adult, then the appropriate penalty will apply at the time of the conviction.

**2. Levels of Consequences for violating the Code of Conduct of conduct**

**Level 1 Equivalent to 10% of the regular season**

First violation of the Tobacco/ Vaping Policy

**Level 2 Equivalent to 25% of the regular season**

First violation of the Alcohol Policy

First conviction of a Misdemeanor

First conviction of criminal delinquency/recklessness

First violation of the Theft or Vandalism Policy

Second violation of the Tobacco/ Vaping Policy

**Level 3 Equivalent to 50% of the regular season**

First violation of the Drug Policy

Second violation of the Alcohol Policy

Second conviction of criminal delinquency/recklessness

Second conviction of a Misdemeanor

Second violation of the Theft or Vandalism Policy

Third violation of the Tobacco/ Vaping Policy

**Level 4 One Calendar Year Exclusion from athletics**

Third conviction of a Misdemeanor

Third violation of the Alcohol Policy

Second violation of Use of Drugs + Substance Abuse Program

First conviction of a Felony

Third conviction of criminal delinquency/recklessness

Fourth violation of Tobacco/ Vaping Policy

**Level 5 Career Exclusion from athletics at Clay City Jr/Sr High School**

Third violation of the Drug Policy

Second conviction of a Felony

Fourth conviction of criminal delinquency/recklessness

Fourth conviction of a Misdemeanor

Coaches shall have the right to impose further rules, as they deem proper for their activities.

An example would be: (Using the maximum number of contests allowed by the IHSAA. *This would be modified to meet the CCHS contracted schedule in each sport)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sport | Maximum  Season Length | 10% of  The Season | 25% of  The Season | 50% of  The Season |
| Baseball | 29 games | 3 games | 7 games | 15 games |
| Basketball | 22 games | 2 games | 5 games | 11 games |
| Cross Country | 14 meets | 1 meet | 4 meets | 7 meets |
| Football | 11 games | 1 game | 3 games | 6 games |
| Golf | 19 matches | 2 matches | 5 matches | 10 matches |
| Soccer | 17 matches | 2 matches | 5 matches | 9 matches |
| Softball | 29 games | 3 games | 8 games | 15 games |
| Tennis | 22 matches | 2 matches | 6 matches | 11 matches |
| Track & Field | 17 meets | 2 meets | 5 meets | 9 meets |
| Volleyball | 27 matches | 3 matches | 7 matches | 14 matches |
| Wrestling | 17 meets | 2 meets | 5 meets | 9 meets |
| Cheerleading | Same as sports season | | | |

The length of the season includes the scrimmage (if the team has one) and one guaranteed sectional contest. The number of games is rounded up at point five (.5).

**Terms of Suspension**:

* 1. A student athlete who has been suspended from a team for one game, 25%, or 50% of the season is expected to continue his/her association with the team in terms of attending practice and following team rules. The student athlete will attend the contests but is not allowed to participate in the contest and will not wear the jersey or uniform of the team on the sideline during the period of suspension.
  2. A student athlete who has been excluded from participation for a full calendar year will not associate with that team or other Clay City Jr/Sr athletic teams. This includes after school conditioning.
  3. A student athlete who transfers into Clay City Jr/Sr High School while serving suspensions at his/her previous school will serve out the remainder of his/her penalty at Clay City Jr/Sr. The previous school’s penalty will be honored in full and will not be increased or decreased in length.
  4. Records of violations will be kept on file in the athletic director’s office. Violations will be cumulative in grades 9 through 12.
  5. Season length will be determined by the actual number of contests scheduled in a particular sport during the current school year. Cancellations due to weather, etc. will not affect the number of actual contests scheduled.

1. **Carry-over Suspension**

If the violation of the Code of Conduct of conduct occurs in the last part of a sport’s season and the violator cannot fulfill the terms of his/her violation in that sport, the suspension will carry-over until the suspension is fulfilled. This includes the next sport or the same sport next year. i.e. if the suspension is for 25% of the football season (3 games) and the student athlete misses only one game before the season has ended, then he will serve the remaining 16% of the suspension in his next athletic season. If that next season is basketball, then he must miss 16% of the basketball season (16% of 21 games is 4 games). If a one-sport student athlete elects to participate in a new sport in order to serve a suspension, He/she is expected to participate as an active player of that squad, not as a member of the support staff (ex. manager or statistician). He/she will be required to complete that season in good standing.

1. **Completing a Suspension**

When serving a suspension, the student athlete is expected to be present at all athletic contests and practices involving his/her team or squad. The student athlete is a member of the team and is expected to fulfill this responsibility. The head coach’s discretion can excuse the student athlete.

1. **Summer Participation**

Suspended students are allowed to participate in open facilities and summer instruction. Students who have been excluded for one year of participation will not be allowed to participate in the summer instruction. Summer instruction is considered the same as practice.

1. **Self Reporting**

**Level 2 Consequence-Alcohol Policy**

The penalty will be reduced to 10% of the current and/or next sport season if 1) the student or the student’s parent/s or guardian/s report the violation to the principal and/or athletic directors, or coach prior to their independent confirmation of a violation.

**Level 3 Consequence-Tobacco Policy, Alcohol Policy, Drug Policy**

The penalty will be reduced to 25% of the current and/or next sport season if

1) The student or the student’s parents or guardians report the violation to the principal and/or the athletic directors, or coach prior to their independent confirmation of a violation and

2) Submits to and receives a certificate of completion from a substance abuse program of assessment, counseling, screening and/or indicated therapy. The program must have been approved by the principal and may include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or his/her parents.

**Level 3 Consequence – Theft or Vandalism Policy**

The penalty will be reduced to 25% of the current and/or next sport season if

1) The student or the student’s parents or guardians report the violation to the principal and/or athletic directors or coach prior to their independent confirmation of a violation.

**Level 4 and 5 Consequence – All Inclusive**

There will be no reduction of penalty at Level 4 or Level 5

1. **Appeal For Reinstatement**

**Level 4 consequences** will include a provision that the student-athlete may appeal for reinstatement after one sports season.

**Level 5 consequences** will include a provision that the student-athlete may appeal for reinstatement after one calendar year from the date of the declaration of suspension. Only one appeal for reinstatement may be granted during grades 9 through 12.

1. **Parent / Student Notification**

Parents will be notified in writing of each offense. On the second violation of the Drug Policy, the student must attend a substance abuse program at the students own expense and receive a certificate of completion. The certificate will be approved by the principal and filed in the principal’s office.

1. **Appeals/Hearing**

A student athlete and his/her parent(s) or guardian(s) have the right to hearing on the removal from participation by notifying the Clay City Jr/Sr High School athletic director by phone or in writing within two (2) school days after the removal. The right of appeal is forfeited if this is not requested within this two (2) school day limit. The purpose of the appeal hearing is to inquire into the student athlete’s alleged violation and allow the student athlete and parents of guardians to present evidence on behalf of the student athlete. The removal from participation will remain in effect during the appeal process.

1. **The Athletic Department Disciplinary Review Board**

The Athletic Department Disciplinary Review Board is a five-member panel made up of the Athletic Directors, the Principal, and the Assistant Principals. The board will conduct the hearing with regard to suspensions due to arrest and appeals to imposed penalties. The student athlete’s head coach may act as an advisor for the student athlete and help present the student athlete’s case. The head coach may be a part of the decision making process with the board. The board may hear testimony from the student athlete, the coach, and parents(s) or guardian(s) of the student athlete. It is not the Board’s job to supersede the decision of the court of law, but to act in the best interest of Clay City Jr/Sr High School. The Board must be unanimous in its decision on suspensions and appeals. The student athlete and their parents or guardians will be notified of the Athletic Department Disciplinary Review Board’s decision within five (5) days of the hearing.

The parents/guardians will sign the certification of consent, acknowledgement and release on page 21 and the athlete will sign the Code of Conduct of conduct acknowledgement before the athlete will be allowed to participate in interscholastic sports at Clay City Jr/Sr High School.

**TEAM RULES**

A coach may make team-specific rules that are more restrictive than this Code of Conduct. Such rules must be approved by the athletic director prior to implementation and on file in the athletic office. Once approved, these rules must be provided to team members and their parents/guardians in writing. A copy of these team-specific rules will be made available to the school board.

**CELL PHONES AND CAMERAS**

Cell phones and cameras are **not be** used inside a locker room for any purpose. This means no texting, no calling and obviously no pictures. The use of cell phones, regardless if it has a built-in camera or not, is not permitted in the locker room at any time. NO EXCEPTIONS TO THE RULE. This rule applies to all players, managers and coaches (coaches may use a cell phone in their office, not the locker room).

A violation of this rule will result in immediate penalty, which could include dismissal from the team. If a photograph is taken, that matter may be turned over to legal authorities for possible prosecution.

Should an athlete receive a call or text while (s) he is in the locker room, (s) he should take the phone (still in a backpack, book bag, gym bag, etc.) out to the hall or outside the building before use. CAMERAS AND PHONES MAY NOT BE IN USE OR OUT IN VIEW IN THE LOCKER ROOM FOR ANY REASON.

**SOCIAL NETWORKING SITES**

Student –athletes are responsible for information contained in written or electronic transmissions (e.g. email) and any information posted on a public domain (e.g. internet, chat room, blogs, Twitter, Facebook, You Tube, SnapChat, Instagram). Inappropriate or embarrassing information or pictures should not be posted in any public domain. Student-athletes are not precluded from participation in such online social networks; however, student-athletes should be reminded that they serve as representatives of their team, the athletic program and their community.

Texting, tweeting and use of other social networks to disparage or criticize the team, other students, opponents, coaches or other school personnel is inappropriate behavior and unbecoming of a Clay City Jr/Sr High School student-athlete. Any individual identified on a social networking site which depicts illegal or inappropriate behavior, due to the Code of Conduct or other policy, will be considered in violation and subject to athletic discipline or suspension per policy guidelines.

**ELIGIBILITY**

**ACADEMIC ELIGIBILITY**

* **Minimum Course Enrollment and Grades for Participation**

To be eligible scholastically, students must have received passing grades and earned credit at the end of their last grading period in school in at least seventy percent (70%) of the maximum number of full credit subjects (or the equivalent) that a student can take and must be currently enrolled in at least seventy percent (70%) of the maximum number of full credit subjects (or the equivalent) that a student can take.

a. For purposes of this rule, a student must have been enrolled in a minimum of five

(5) full credit courses (or the equivalent) during the last grading period, and must be enrolled in a minimum of five (5) full credit subjects (or the equivalent) during the current grading period.

b. If grades reported at an Eligibility Certification Date include both grading period grades and semester grades, then both must be fulfilled for eligibility purposes.

c. Two semesters of the state required physical education course may be counted as a full credit subject for eligibility purposes. A student may use up to Two (2) semesters of the state‐required physical education course for eligibility purposes, with each semester’s course counting as One (1) full credit.

d. Physical education credit earned by participation on an athletic team may not count toward academic eligibility.

e. Class periods must meet Indiana Department of Education standards for awarding credit and minutes in class. For purposes of this rule, One (1) full credit subject requires a minimum total of Two‐Hundred Fifty (250) minutes of instruction per week for One (1) semester.

f. In the event a School establishes minimum academic requirements which are

greater than the IHSAA academic requirements, the IHSAA will consider those higher academic requirements to constitute the IHSAA academic requirements at such school, and will require that a student at that School meet those greater academic requirements before that student is eligible scholastically under this rule.

**NON-PUBLIC SCHOOL ATHLETES**

IHSAA rule 12-5 addresses the enrollment of a student in a Non-Public School. A student enrolled in and attending full time in an Innovative School, a Non-Public School, or a Non-Accredited school may have eligibility to participate in athletics at an Indiana Public School serving the student’s residence provided certain criteria has been met. The athlete and parents should meet with the Athletic Director to review Rule 12.5.

**CERTIFICATION DATES**

Each school will establish consistent grading periods within the school year. The principal shall set the Eligibility Certification Dates annually certify these specific date to the Association on the membership page/form and certification date for eligibility if different from ending date.

Certification of Each Eligibility Certification Date must be complete occur no later than noon of the tenth school day following the end of each grading period, as specified on the membership form. The principal shall certify the grades of each student on the Eligibility Certification Date.

Clay City Jr/Sr athletes will be declared eligible or ineligible on the date(s) designated each year to the IHSAA by the Athletic Department.

**INCOMPLETES**

An incomplete in a course at the end of a grading period or semester counts as a failure until deficiency has been removed; an incomplete in a course on the Eligibility Certification Date counts as a failure and, for scholastic eligibility purposes, cannot later be made up or removed.

A school may request a hardship waiver of this rule, regarding a make‐up of an incomplete after the Eligibility Certification Date for an extreme situation outside the control of the student and the student’s parent(s).

**DISCIPLINARY ELIGIBILITY**

Any student who is suspended from school for any disciplinary reason shall not be permitted to participate in extra-curricular activities for one day for each day of suspension up to a maximum of 5 days following his/her return to school. During this time it is expected that the student will show intent to seriously pursue his/her academic education and fulfill his/her responsibilities as a student to the rules and regulations of the school.

Any student who is expelled from school for any disciplinary reasons shall not be permitted to participate in an interscholastic athletic contest for one nine week grading period following his/her return to school. Students returning in the fall from a spring semester expulsion will not be permitted to participate in an interscholastic athletic contest for the first nine weeks of the new school year.

Any athlete who has been ejected from an IHSAA contest for an unsportsmanlike act shall be suspended from the next interschool contest at that level of competition and all other interschool contests at any level in the interim, in addition to any other penalties assessed.

None of the above is seen as a forfeiture of the right and responsibility of the school administrators to protect the image of the school by removing a student from participation in any extra-curricular activity at any time that the student’s participation is not in the best interest of the school corporation.

None of the above is seen as a forfeiture of the right of coaches to set additional non-academic rules which regulates participation of students in extra-curricular activities.

**SUSPENSIONS BY DUE PROCESS:**

A school due process suspension (out of school) makes a student-athlete ineligible for competition and practice in any activity for the duration of the due process.

**COURT ORDERED PLACEMENT FOR EDUCATION (COPE)**

A student who has been placed in the COPE program may not attend before or after school activities until the COPE penalty has been served.

# ATHLETIC TRANSFERS

Students who were previously enrolled in another high school and whom did not attend Clay City Jr/Sr High School during the previous school year or moved into our district must file for a transfer with the IHSAA. Following the completion of the appropriate portion of the form by the student and parents, it will be returned to Clay City Jr/Sr in order that it may be sent to the former high school for further information. Upon receiving it from the former school, it will be forwarded to the IHSAA for final approval. The student cannot become eligible for competition until approval has been granted by the IHSAA and Clay City Jr/Sr will abide by the decisions of the IHSAA in declaring the students level of eligibility. Students who transfer without a corresponding change in residence MAY be granted “limited eligibility” which allows for participation at the junior varsity level only for a period of 365 days. This rule does not apply to students entering the freshman year, but only to those who have been enrolled in another high school.

If the student attended a school, other than the sending and receiving school, at any time during the 365 days prior to the transfer, the principal of the other school(s) the student attended during the 365 days prior to the transfer must also affirm in writing that the transfer is in the best interest of the student and there are no athletic related motives surrounding the transfer.

Any student, school or affected party who submits false information, withholds pertinent information, misrepresents a fact, or is responsible for any similar misconduct during any matter involving an IHSAA application, investigation, decision, hearing or appeal, will be subject to sanctions by the IHSAA, which may include the denial or revocation or eligibility, the denial or revocation of licensure, the denial or suspension from membership or the denial or revocation of any other IHSAA benefit. Rule 17.7.4.

**Limitation on Participation and Contact with a Representative of a School’s Athletic Program by a Prospective Transfer Student**

1. No transfer student may have contact with any member of the athletic program of the prospective transfer school prior to enrollment at that school, unless the member of the athletic program is in some non‐athletic capacity, such as admissions, counseling, etc., and the contact involves only non‐athletic matters.

b. No transfer student may, prior to enrollment, practice with or participate in a contest for a prospective transfer school.

**RESIDENCY REQUIREMENTS**

Student-athletes must be residents of the Clay City Jr/Sr High School district or be sanctioned through court mandate in order to participate in athletics at Clay City Jr/Sr High School. This means that the student must reside within the legally defined attendance areas of the Clay City Jr/Sr High

School district and must conform to the existing legal settlement statutes as defined in Indiana Code of Conduct 20-8-6.1. IHSAA By-Laws and Articles of Incorporation will govern all transfers eligibility.

Students living in the Clay City Jr/Sr district that are being “home schooled” are not eligible to participate in Clay City Jr/Sr athletics based on IHSAA Rule 12.

**AGE**

A student who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA state final in their sport shall be ineligible for interscholastic competition in that sport.

**AMATEURISM**

Students shall not play under assumed names; accept payment directly or indirectly for athletic participation; or participate in athletic activities, tryouts, auditions, practices, and games held or sponsored by professional athletic organizations, clubs, or representatives.

**RED SHIRTING**

Clay Community Schools recognizes that participation in interscholastic athletics is a privilege and not a right. Fair competition and safety of participants are prime concerns of this school corporation. Clay Community Schools does not allow “red shirting,” the retention at grade level for athletic purposes, of any student who has successfully completed the academic requirements for any grade. IHSAA Rule C-12-2 on enrollment is basis for this rule.

**PARTICIPATION**

A student-athlete must follow IHSAA standards as outlined in the IHSAA By-Laws and Rules of Incorporation. Always confer with the athletic director for participation guidelines. You could become ineligible if: (1) you participate as a member of any other similar team, in the same

season, not under the direct supervision and management of the school; (2) you participate out-

of-season in a team sport and do not follow the set IHSAA standards; (3) you participate in a contest with or against a student enrolled below grade 9; (4) you participate in a demonstration, coaches’ school, coaches’ clinic, or officials’ clinic outside the state of Indiana. You must have IHSAA approval for clinics inside the state of Indiana.

None of the above is seen as a forfeiture of the right and responsibility of the school administrators to protect the image of the school by removing a student from participation in any extra-curricular activity at any time that the student’s participation is not in the best interest of the school corporation.

None of the above is seen as a forfeiture of the right of coaches to set additional non-academic rules which regulates participation of students in extra-curricular activities.

*IF AN ATHLETE PLANS TO PARTICIPATE ON A TEAM OUTSIDE OF THE SCHOOLS JURISDICTION AND/OR PARTICIPATE IN A CAMP OR CLINIC DURING THE SUMMER OR SCHOOL YEAR, THEY SHOULD CONTACT THE ATHLETIC DIRECTOR BEFORE ATTENDING ANY PRACTICES OR SENDING ANY REGISTRATION FEES. THE IHSAA RULES CONCERNING SITUATIONS ARE STRICT AND THE ATHLETE MUST PROTECT THEMSELVE FROM PENALTIES.*

**WHAT MUST BE DONE BEFORE YOUR FIRST PRACTICE**

The following items are to be completed by the athlete and parent/guardian before the first practice with any team:

* take and pass physical examination and have supporting student, parent, and doctor signatures.
* meet academic eligibility requirements
* meet IHSAA residency requirements
* meet IHSAA age requirements
* medical release form signed and on file
* have an IHSAA Consent, Acknowledgement and Release Certificate signed by the parent/s and/or legal guardian and on file
* have an IHSAA Acknowledgement and Release Certificate signed by the athlete
* have a transportation release on file
* have a Concussion and Sudden Cardiac Arrest form signed and on file

**WHAT MUST BE DONE BEFORE YOUR FIRST CONTEST**

In addition to the above, the following items are to be completed by the athlete and parent/guardian before the first contest with any team:

* have a CCHS athletic Code of Conduct of conduct acknowledgement form on file signed by the athlete, parent/s or legal guardian/s.
* attend team parent/guardian meeting
* have athletic transfer filed and approved by the IHSAA (transfer students new to Clay City Jr/Sr High School cannot compete in interscholastic contests until an athletic transfer is complete)
* foreign exchange student must have completed appropriate IHSAA form

**ATTENDANCE: School and Game Day**

Student-athletes are expected to be in attendance both the day of and the day after all weekday athletic contests. Student athletes and student staff are expected to be in attendance at school on time the day following all evening weekday contests. Failure to do so may result in suspension of the student athlete from the next event/contest. A student must be in attendance for no less than the last half of the regular school day (the entire 4th, 5th, 6th and 7th periods he/she plans to participate in the extra-curricular activity. School approved field trips or school activities constitute attending school. Students are only allowed to participate in practice or an event if their absence is verified by a doctor’s note, a note from a parent explaining a family emergency, or a note from another meeting involving a professional. These instances must be approved by the Principal and/or Athletic Director.

**PRACTICE & PARTICIPATION**

A student athlete shall attend and actively participate in regularly scheduled practice sessions to be eligible for interschool athletic competition. Should a student athlete fail to attend and actively participate in more than four but less than 11 consecutive days of regularly schedule practice they must attend and actively participate in four school-supervised practice sessions of normal length which shall occur on four separate days prior to the day of the contest. If a student athlete fails to attend and actively participate in more than 10 consecutive days of

regularly scheduled practices, they must attend and actively participate in six school supervised practice sessions of normal length, which shall occur on six separate days prior to the day of the contest.

If you are absent 5 or more consecutive days due to illness or injury you must present to the Principal, Athletic Director or Coach written verification from a physician holding an unlimited license to practice medicine that you are physically fit to participate in interschool athletics. Additional practices are required by the IHSAA before regaining eligibility after an extended absence due to illness or injury (Rule C-9-14).

All accidents or injuries home or away, are to be reported to the trainer and coach immediately.

**ATHLETIC TRAINER AND REPORTING INJURIES**

The athletic department will assume no responsibility or payment for medical treatment for an injury incurred during practices or contests. A state licensed athletic trainer is employed by Regional Hospital for the purpose of treating injuries that are not severe enough to be referred to a doctor. All injuries are to be reported to the coach and to the athletic trainer. The athletic training room is for treatments and rehabilitation; therefore, only athletes needing those services are permitted. Student athletic trainers from Indiana State University may assist the licensed athletic trainer throughout the year.

**PRACTICES: Regular, Vacation, and School Closing**

All team members are expected to attend all practices. Practice schedules during school vacations are set by the coach and only the coach can excuse an athlete from practice. Practices during a school closing time (snow, etc.) are under the Clay Community Schools policy.

If school is canceled for the safety of the students because of inclement weather, i.e., hazardous road conditions, then all school activities including practices, scheduled contests, and any other activity shall also be canceled. If the school cancellation extends beyond one day, the building principal shall have the discretion to decide if practices, scheduled contests, and other activities will be allowed provided that no student is required to participate in such activities. Furthermore, there will be no penalty for any student who does not participate on a day school is canceled.

If school is canceled for a Friday, then activities scheduled for Saturday may be conducted.

If school dismisses early for the safety of the students for above conditions, all school activities are also canceled including practices, contests, and other activities.

If an activity is planned by the IHSAA, which is under no control of our school corporation, our students’ participation will be reviewed to determine if attendance and participation is acceptable.

**EQUIPMENT**

All equipment issued to an athlete is expected to be returned in the same condition as when issued (excepting normal wear and tear) or the athlete is expected to compensate the Athletic Department for the lost or damaged equipment. Failure to return equipment or to compensate the school for lost or damaged equipment will result in forfeiture of all athletic awards for that sport. No athlete may practice or tryout for another sport until all issued equipment has been turned in, all bills paid, and have been cleared by the previous sports coach. The athletic director will release the names of the athletes who have been cleared to all coaches of the next sports season. Remember that stealing or wearing stolen equipment is a violation the Code of Conduct of Conduct. Equipment may not be worn during the school day, at home or on the streets without approval of the coach of that sport.

**CONFLICTS BETWEEN ACTIVITIES**

Activities at Clay City Jr/Sr share many students. From time to time there may be conflicts between times of activities and the athlete will have to make a decision as to which one to attend. Interscholastic sports at the high school level require a substantial time commitment, which usually extends Monday through Saturday from the first official day of practice until the end of the tournament series. A commitment to a high school athletic team indicates that all non-school conflicts will be resolved in favor of the high school team. This would not include such things as significant religious holidays, participating in a relative’s wedding, a family member’s funeral, etc.

If a conflict between school activities arises, the athlete should notify the coach and/or sponsors involved. They in turn will attempt to resolve the conflict as equitably as possible. The general rule is that a contest takes priority over a practice, if two competitions are involved, the higher level of competition will take priority. If the conflict persists, the parties involved may contact the athletic director. In some cases, the athlete will have to make a decision as to which one to attend. In others, the decision will be made for the student by coaches or the Athletic Director.

**CHANGING A SPORT**

If an athlete is cut from a team, he/she may join another team or program in that sport season. An athlete cannot quit one sport to join another sport until that sport season has concluded. An athlete who is removed from one team cannot join another sport until the first sport season has concluded. Example - A student cannot quit football to go out for basketball until football season is completed. Athletes will, however, be allowed to transfer from one sport to another during a given season only upon mutual agreement of both coaches and the athletic director.

**LEAVING A TEAM / QUITTING A TEAM / REMOVAL FROM A TEAM**

Any athlete that quits a team or is removed from a team for any reason during the season will not be permitted to go out for any other team of that sport season or participate in a practice, conditioning program or weight room activity of any team preparing for an upcoming season. The athlete must wait until the current sport season is completed. The end of the sport season is defined as the day following the last scheduled contest for all teams other than varsity; for all IHSAA tournament roster teams, the date that a team is eliminated from the state tourney is considered the conclusion of a sport season.

An athlete is considered a member of a team at the conclusion of the tryout period at which time the coaching staff has selected the team.

When a student athlete who has been part of the organization for an extended period of time abruptly stops attending practice, the coach/director/sponsor is to talk directly with the student involved to gather the information necessary in understanding the basis for the action of the student athlete.

**PARTICIPATION IN TWO SPORTS IN ONE SEASON**

All athletes are encouraged to participate in all activities that are offered at Clay City. Athletes must realize their own limitations and consequently sometimes “choices” must be made. Athletes should consult the coaches and Athletic Director before making this decision. If an athlete does choose to participate in more than one sport during a sports season, it is imperative that the athlete and coaches communicate about the conflicts. Practice schedules will be worked out between the coaches involved. The athlete must meet the requirements of both sports. If the requirements are not met, the athlete may be removed from the sport(s). Cheerleaders must successfully complete both the football and basketball seasons to count as one sport.

Cheerleading is not an IHSAA sanctioned sport therefore, the athlete may participate in IHSAA sanctioned sports during the year while a member of the cheer squad.

**TEAM SELECTION POLICIES**

Coaches of the varsity sports at Clay City Jr/Sr High School have their own policy on how they will choose their teams. The coaching staff is hired for their knowledge and expertise in each particular sport. It is at the discretion of each sport's coaching staff to decide who will be on their team. In some sports, cutting a team down to manageable size is a necessity. Coaches will explain their policy to candidates for their team at their first meeting

1. Every athlete trying out for a squad will be given a fair chance to make the team.
2. Students cut from a sport will receive information from the coach on how to improve their skills.
3. An athlete may be dropped from a team at any time during the season if they are determined to be a detriment to the team.

**CHEERLEADERS**

Clay City Jr/Sr High School cheerleaders are representatives of and ambassadors for our school. In addition to fostering spirit and good sportsmanship, they serve as positive role models for the youth of our community. All requirements for participation which apply to other athletes (such as physicals, Code of Conduct, etc.) also apply to cheerleaders. Cheerleaders are selected in the spring by the Cheerleader coaches and/or certified cheerleader judges. The procedure for selection of cheerleaders is established by the coach and/or athletic director.

The cheerleaders cheer primarily at boys’ and girls’ basketball contests; however, they are also occasionally assigned to other sports and related activities.

Cheerleaders must successfully complete the basketball season to count as one sport. Therefore, the athlete may participate in IHSAA sanctioned sports during the year while a member of the cheer squad.

Failure of the cheerleader/s to participate in all assigned activities unless released by the coach and/or the athletic director will result in dismissal from the squad.

# TRANSPORTATION

Clay City Jr/Sr athletes are required to travel and from athletic contest and special events in school approved vehicles under adult supervision provided by the school. Appropriate behavior and citizenship is expected of all students who ride in school approved vehicles. For some sports, athletes must provide their own transportation to and from practice. The only exception to the rule is in the case of an emergency or special circumstance as determined by the coach.

Upon approval, only transportation with parents of the athlete will be considered as an appropriate alternative. The parent/guardian must sign the appropriate paper work with the coach before leaving the contest site.

In some cases, a student-athlete may be allowed to return home with a parent or guardian if proper notification and written permission has been given in advance to the coach or Athletic Director

The principal must approve released time from class for athletic trips. Students are responsible for all work that is missed. The missed work must be made up in a reasonable period of time, to be determined by the teacher.

**PRACTICES**

**CHANGES IN PRACTICE SITES**

When the need exists to move athletic practices away from the Clay City Jr/Sr High School campus, it is extremely important that permission is granted to the coach by the parent on the telephone or in writing for their child to drive to another facility. **All coaches need to know parent permission is required and if a parent is not contacted or does not give their permission then the athlete is NOT to participate in the practice.** The athlete will NOT be penalized in any way for not attending practice. An athlete is forbidden to be transported by another athlete in his/her vehicle. The coach is forbidden to transport athletes in his/her vehicle.

**GROOMING AND APPEARANCE**

Clay City Jr/Sr athletes act as representatives of the school and community and therefore are required to exhibit a well-groomed and appropriate appearance. The Principal, Athletic Directors, and coaches will determine Athletic Department guidelines as needed concerning the appropriateness of styles within the context of safety and accepted social norms.

**SUMMER PROGRAM PARTICIPATION**

Summer program participation is an opportunity for athletes to improve their conditioning and athletic skills. Athletes are encouraged to take advantage of these programs. In order to participate in these summer programs, athletes should submit a completed pre-participation physical examination that is dated after April 1 of that participation year.

**WEIGHT ROOM**

The weight room is available for use by athletes before and after school as scheduled by the athletic directors. No student shall use the weight room facilities without adult supervision. No food or drinks are allowed in the weight room. Teams must sign up for times with the athletic directors to use the weight room while they are “in season” and during the “off season”. Weights should be returned to the racks before athletes leave the area. Inappropriate use of the weight room will be cause for the athlete to be suspended from the facility for a period of time as set forth by the athletic directors. There is a full program of weight training offered during the school year and summer under the guidance of the coaching staff.

**PRE-SEASON PARENT MEETING**

At the beginning of each sport season the athletes and their parents are asked to attend a meeting with the coaches of their sport to be informed of specific rules and policies that pertain to that particular sport.

# TICKET INFORMATION

Clay City Jr/Sr offers a ticket plan, which will allow a family, individual student, or adult to have a substantial savings on admission costs to events throughout the year by purchasing a yearly pass. This pass is offered for sale at the beginning of the year, and throughout the year and is good for Clay City Jr/Sr High School home contests with the exception of IHSAA sponsored events, jamborees, tournaments, which are hosted by Clay City Jr/Sr. Students and patrons may also purchase single session tickets at the gate for any event, which they wish to attend. For further information, contact the Clay City Jr/Sr athletic office.

# FIELD TRIP FORMS

At the end of this handbook will be a form that the athletes should fill out and have signed by their parents prior to traveling with their team on school owned vehicles. The athletic trips will be treated as a field trip sponsored by the school. Only one form per student will be required for the entire season. Coaches should keep a copy of the forms with them at all contests in the event of an emergency involving on the team members in his/her charge.

**INDIANA HIGH SCHOOL ATHLETIC ASSOCIATION**

Clay City Jr/Sr High School is a member of the Indiana High School Athletic Association that has been the governing body of high school athletics since 1903. The control of the IHSAA rests with the high school principals who elect a legislative body consisting of teachers, athletic administrators, principals and superintendents of member schools. Members are elected in each of the three IHSAA districts; Clay City Jr/Sr is in District II. All rules are found in the IHSAA Bylaws and Articles of Incorporation. The principal and athletic directors have copies of this book.

**Individual Eligibility Rules (Grades 9 through 12)**

Attention Athlete - Your school is a member of the IHSAA and follows established rules. To be eligible to represent your school in interschool athletics, you:

1. Must be a regular bona fide student in good standing in the school you represent; must have enrolled not later that the fifteenth day of the current semester.

2. Must have completed 10 separate days of organized practice in said sport under the direct supervision of the high school coaching staff preceding date of participation in interschool contests. (Excluding Girls Golf - See Rule 101)

3. Must have received passing grades in at least five full credit subjects or the equivalent during your last grading period except that the semester grades shall take precedence at the end of that semester; and must be currently enrolled in at least five full credit subjects or the equivalent.

4. Must not have reached your twentieth birthday prior to or on the scheduled date of the IHSAA State Finals in a sport.

5. Must have been enrolled in your present high school last semester or at a junior high school from which your high school receives its students

…unless you are entering the ninth grade for the first time

…unless you are transferring from a school district or territory with a corresponding bona fide move on the part of your parents

…unless you are a ward of a court; you are an orphan, you reside with a parent, your former school closed, your former school is not accredited by the state accrediting agency in the state where the school is located, your transfer was pursuant to school board mandate, you attended in error a wrong school, you transferred from a correctional school, you are emancipated, you are a foreign exchanged student under an approved CSIET program. You must have been eligible from the school from which you transferred.

6. Must not have been enrolled in more than eight consecutive semesters beginning with grade 9.

7. Must be an amateur (have not participated under an assumed name, have not accepted money or merchandise directly or indirectly for athletic participation, have not accepted awards, gifts, or honors from colleges or their alumni, have not signed a professional contract)

8. Must have had a physical examination between April 1 and your first practice and filed with your principal your completed Consent and Release Certificate.

9. Must not have transferred from one school to another for athletic reasons as a result of undue influence or persuasion by any person or group.

10. Must not have received in recognition of your athletic ability, any award not approved by your principal or the IHSAA.

11. Must not accept awards in the form of merchandise, meals, cash, etc.

12. Must not participate in an athletic contest during the IHSAA authorized contest season for that sport as an individual or on any team other than your school team. (See Rule 15-1a) (Exception for outstanding student-athlete- See Rule 15-1b)

13. Must not reflect discredit upon your school nor create a disruptive influence on the discipline, good order, moral or educational environment in your school.

14. Students with remaining eligibility must not participate in tryouts or demonstrations of athletic ability in that sport as a prospective post-secondary school student-athlete. Graduates should refer to college rules and regulations before participating.

15. Must not participate with a student enrolled below grade 9.

16. Must not, while on a grade 9 junior high team, participate with or against a student enrolled in grade 11 or 12.

17. Must, if absent 5 or more days due to illness or injury, present to your principal a written verification from a physician licensed to practice medicine, stating that you may participate again (See Rule 3-11 and 9-14)

18. Must not participate in camps, clinics or schools during the IHSAA authorized contest season. Consult with your high school principal for regulations regarding out-of-season and summer.

19. Girls shall not be permitted to participate in an IHSAA tournament program for boys when there is an IHSAA tournament program for girls in that sport in which they can qualify as a girls' tournament entrant.

This is only a summary of the rules. Contact your school officials for further information and before participating outside of your school.

# NCAA & SCHOLARSHIPS

NCAA academic standards have been established for continued participation at the college level. Those athletes who are planning to pursue athletics at the collegiate level must see the Guidance Department for the newly published NCAA guidelines. This information contains a detailed description of requirements for collegiate athletic participation. Student-athletes who wish to participate in collegiate athletics must meet NCAA athletic eligibility requirements.

These requirements include but are not limited to:

1. Specific Grade Point Average in the Core Curriculum

2. Specific Scores on the ACT and/or the SAT

3. Must register with and be certified by the NCAA Initial-Eligibility Clearinghouse. To register go to www.ncaaclearinghouse.net/ncaa/NCAA/student/index\_student.html.

The NCAA has rules governing both Division I and Division II member institutions that determine eligibility for freshmen athletes. See the guidance department for the most recent core course requirements and GPA/ ACT / SAT score requirements.

**UNSPORTSMANLIKE CONDUCT**

The IHSAA policy regarding unsportsmanlike conduct is clear – “any contestant ejected from a contest for an unsportsmanlike act shall be suspended from the next interschool contest at that level of competition”. Athletes ejected for unsportsmanlike conduct for a second time during a sports season will be dealt with by the Principal and Athletic Director.

Further, student – athletes participating and representing Clay City Jr./Sr. High School are expected to exhibit a high level of character and morality at all times. When a student –athlete violates this expectation by receiving an unsportsmanlike penalty, such as a technical foul, the respective athlete will be required to meet with the Athletic Director in order to complete a sportsmanship assignment. Assignments may consist of, and not be limited to, such items as:

* Reviewing the NFHS Sportsmanship Video
* Writing a paper on the values of sportsmanship
* Other such assignment options as identified by the Athletic Director.

# ATHLETIC AWARDS

Awards are an integral part of most activities. They exist to reward, indicate belonging and show commitment to a cause. Awards are important and Clay City Jr/Sr High School athletes are recognized with a wide variety of earned awards. It is always very important to keep awards in perspective. Too many or inappropriate awards indicate a disregard for the true meaning of sport while too few can indicate a feeling of non-importance. In reality, awards cannot truly show what has been gained from competing in athletics…the development of loyalties, commitment to a cause, learning about one’s limits and representing one’s school, community, family, and self.

All Clay City Jr/Sr athletes, cheerleaders, and the support staff of IHSAA sanctioned sports that attend practices and contests are eligible to earn awards. Each sport gives the same type of awards and all awards are purchased by the school. Jackets, updates, and award patches are purchased by the athletes. No athlete may receive an award in a sport for which he/she is academically ineligible at the completion of the season, under suspension for an athletic violation or otherwise not in good standing in accordance with the Code of Conduct of Conduct. Candidates must complete the season’s play in order to receive an award; however, injuries may waive this stipulation. An athlete injured during the season must stay active in the sport in some capacity to earn their awards. No awards will be issued until equipment is turned in to the coach; all bills paid, and have been cleared by the coach.

New athletes to Clay City Jr/Sr (transfers) upon proof will have their varsity letters earned at their previous school recognized by and count toward awards at Clay City Jr/Sr. The same is true for participation at various levels of play at the previous school. This will be confirmed by the athletic director.

The athlete must attend the sports award program for their sport to receive their awards. Special situations requiring non-attendance must be arranged in advance with the coach.

**CCHS AWARDS NIGHT**

At the conclusion of each season, the Clay City Jr/Sr Athletic Department will hold an awards night at which time all school awards will be presented to the teams represented during that season. Cheerleaders will be honored at the winter awards night. An athlete must be present, unless unforeseen circumstances occur, to receive their awards.

All awards will be presented at the Clay City Jr/Sr High School Athletic Awards Night at the conclusion of each season.

You may have a post season celebration, party or banquet, as long as it is placed on the school activity calendar with the Assistant Principal. This includes all celebrations connected with the team whether sponsored by the team, parent or booster group. All CCSC, CCHS and athletic policies are in effect (i.e. a student must be in school 4th, 5th, 6th and 7th periods in order to attend).

# VARSITY LETTER REQUIREMENTS

The only letter issued by the Clay City Jr/Sr Athletic Department is the varsity sports letter. The awarding of a certificate will recognize participation in any other level of competition. The head coach of each sport determines the requirements for earning a varsity letter. The certificates will be issued for freshmen, ‘C’ team, junior varsity, and varsity athletes at the conclusion of the season. Varsity lettering must include completion of the season in good standing with the team unless the season is ended by an injury, which occurs while participating in that sport.

The requirements to earn a varsity letter have been set by the athletic directors and head coach. The following will be used as a guideline for a varsity letter and are at the discretion of the head coach and athletic director:

**All Sports**

1. 4 year Senior
2. Coaches Discretion – Injury or other unforeseen circumstance

Baseball

1. Dress 50% games
2. Sectional Roster

Girls and Boys Basketball

1. Sectional Roster

Girls and Boys Cross Country

1. Score in 2 meets (top 5)
2. Finish top 7 in at least 4 meets
3. Sectional/post-season roster

Boys Golf

1. Score in 3 varsity matches
2. Play in half of varsity matches

Girls and Boys Track

1. SWIAC Roster
2. Sectional Roster

Softball

1. Play in 10 games
2. Play in postseason

Volleyball

1. Sectional Roster

**CHEERLEADERS**

# Cheerleading is not an IHSAA sanctioned sport nor a Southwestern Indiana Athletic Conference sport.

# Cheerleaders must successfully complete the basketball seasons to count as one sport.

To earn a varsity award, the cheerleader must be on the varsity squad for at least one school year (or be a junior varsity cheerleader that cheers ¾ or more of the varsity basketball games) and successfully complete the basketball seasons. The cheerleader must attend all assigned boys’ games, girls’ games, practices, performances and tourneys. Absences are excused at the coach and/or athletic director’s discretion.

To earn a junior varsity award, the cheerleader must cheer for at least one school year and successfully complete the basketball season. The cheerleader must attend all assigned boys’ games, girls’ games, practices, performances and tourneys unless otherwise excused by the coach and/or athletic directors

# LETTER JACKET

Clay City Jr/Sr High School will award a varsity letter jacket after the athlete has earned 1 varsity letter. To order your letter jacket or to update it, you must have an athletic director fill out and sign the proper form located in the athletic office.

# DESCRIPTION OF ATHLETIC AWARDS

The following information indicates the general guidelines and normal progression for awards.

Certificates are representative of various levels of participation. They will be presented to the athlete at the conclusion of the season providing the athlete is in good standing as a team member.

Varsity letters are a 6” Purple letter on White chenille. They will be placed on the upper left chest of the letter jacket. Only official athletic letters may be worn on the athletic jacket. The letter will contain inserts indicating the sport in which the individual earned the letter. Bars on the letter next to the sports insert indicate the number of letters earned in that sport.

Numerals, which are purple on white chenille, will be worn on the upper left sleeve of the jacket. This is symbolic of the year of graduation.

Chevrons, which are purple on white chenille, will be worn on the right sleeve of the letter jacket. One chevron will be placed on the jacket for each year that the athlete lettered in a sport. Regardless of the number of sports, only one chevron will be on the jacket for each year.

Inserts, which are gold on black, will be sewn into the letter. Each sport will have a special insert indicating which sport the athlete earned the letter in. One gold on black bar will also be placed near the insert to indicate the number of letters earned in that particular sport. A lamp of learning insert and the appropriate number of bars may be placed on the letter as long as the individual has earned the right to wear an athletic letter jacket during his/her high school years.

# AWARD PATCHES

# The athlete, with the approval of the athletic director, may purchase award patches showing team and individual achievement in *conference or state competition* *only.*

# Patches are awarded for conference championships, sectional, regional, semi-state championships, state runner-up and state championships.

# Athletes of individual sports may receive awards for the highest level of competition that is achieved (ex. regional, semi-state, state qualifier).

Any special recognition patches must be ordered by the coach of that sport and the approved by the athletic director.

# Four-inch patches, which are purple on white, will be awarded.

# An athlete must compete in the sport at the level of achievement as shown on the patch unless extenuating circumstances exist. As per IHSAA rules, illness / injury must be verified by a licensed physician. (Example: If you are a regional qualifier in a sport, you must participate in the regional event to be eligible for a regional qualifier patch.)

# BLANKET AWARD

Each year the Athletic Department presents an a blanket, to any senior athlete who has received eight (8) Varsity Letters during their high school career. This award signifies the athletes’ contribution to Clay City Jr/Sr High School athletics in terms of service, ability, reliability, and commitment as well as academics. The recipients must have participated in and successfully completed an IHSAA sanctioned sports at the varsity level during their senior year.

**TROPHIES/PLAQUES**

*Trophies/ Plaques will be a*warded to high school athletes in each sport to recognize the contributions of individual athletes to their respective teams. All head coaches must fill out an award winners form upon completion of the season. The Athletic Director will be responsible for approving and ordering all trophies/plaques. An approved listing of trophies/plaques, by sport, is listed later in the handbook. Coaches may propose changes, additions or deletions, to this listing by submitting a proposal to the Athletic Director in advance of an end – of – season Awards Night. Proposals will be reviewed and voted on by an athletic council identified by the Athletic Director.

Under no circumstances will an award (Trophy/Plaque) be issued without a review and approval as indicated above.

# SOUTHWESTERN INDIANA ATHLETIC CONFERENCE AWARDS

As a member of the Southwestern Indiana Athletic Conference, Clay City Jr/Sr High School athletes may be selected to All-Conference teams. Criteria for selection are governed by the constitution of the conference. Following the fall, winter, and spring sport seasons a banquet is held to honor those selected and all championship teams. The athletes who are selected as All-Conference team members are required to attend the banquet for their season.

**ATHLETES WALL OF FAME**

The Clay City Jr/Sr Sports Wall of Fame is intended to be comprised of the most select group of teams and individuals. Admissions will be limited to the following standards:

Team pictures will be placed on the Wall of Fame according to accomplishments:

IHSAA Sectional, Regional, Semi-State, State Championship

IHSAA State Finalist, Runner-Up, Champion

Individual Pictures will be placed on the Wall of Fame according to accomplishments:

Academic All-State Recognition

IHSAA Individual Sectional, Regional, Semi-State, State Champion

IHSAA State Finalist

All Sports – First Team All-State (IHSAA sanctioned), North/South All-Star Selection, Indiana/Kentucky All-Star

Individual Pictures will be placed in the trophy case of those who are selected:

IHSAA Mental Attitude Award Winners

All-American Selection

**BANNERS**

Banners will be displayed on the gymnasium wall for the following IHSAA and Conference achievements:

IHSAA Championships at Sectional, Regional, and Semi-State Tournaments

IHSAA State Championships & Runner-up (State shaped banner)

IHSAA Team State Finalists

IHSAA Individual State Championship (State shaped banner)

Conference Championship

Conference All-Sport Championship (Boys, Girls, or Overall)

Wabash Valley/Clabber Girl (or current sponsor) Championship Banners

Hall of Fame Classic participation

**JERSEYS**

The jerseys of an athlete who has been selected to represent the State of Indiana in an All-Star contest will be displayed in the gymnasium. The IHSAA sanctioned All-Star team must represent in competition the State of Indiana vs teams from other states. (i.e. Indiana All-Star game vs Kentucky).

The jersey of an “All-American” athlete will be displayed in the gymnasium.

***CLAY CITY JR/SR HIGH SCHOOL IMPORTANT DATES 2019-2020***

**PRACTICE STARTING DATES**

**Must have physical & all additional paperwork on file and concussion testing completed before practicing**,

August 5, 2019 GIRS/BOYS CROSS COUNTRY, VOLLEYBALL

October 21, 2019 GIRLS BASKETBALL

November 11, 2019 BOYS BASKETBALL

February 17, 2020 GIRLS / BOYS TRACK & FIELD

March 9, 2020 SOFTBALL

March 16, 2020 BASEBALL, BOYS GOLF

**ImPACT TESTING (Concussion Policy)**

August 1 & 2 @ CCHS 8am-3pm TBA

**CCHS AWARDS PROGRAMS**

FALL November 4th @ CCHS 6:30pm

WINTER March 9th & 12th @ CCHS 6:30pm SPRING TBA  @ CCHS 6:30pm

**SWIAC BANQUETS**  Dinner Awards

FALL November 7th @ Linton High School 6:00 6:45

WINTER March 17th @ Linton High School 6:00 6:45

SPRING TBA @ Linton High School 6:00 6:45

**HOMECOMING**

WINTER February 1, 2020 vs. White River Valley

**MORATORIUM WEEK (the moratorium week will always be the full week from Monday – Sunday,**

**that includes July 4)**

June 29 – July 3, 2020

July 20 – July 24, 2020

June 28 – July 2, 2021

TBA , 2021

**TEAM PICTURE DAYS**

Picture dates will be set by the coach of each sport. Athletes will be given picture packets prior to the date that the pictures will be taken. The athlete is responsible for bringing their order envelope on the day of pictures. Should the athlete not have their order envelope on picture day, they may take or mail their orders directly to the photographer. The athletic department will not take the orders.

All athletes are asked to have an individual picture taken whether you intend to purchase or not.

**PARENT / GUARDIAN CERTIFICATION OF CONSENT, ACKNOWLEDGEMENT & RELEASE**

1. In accordance with the rules of the IHSAA and Clay City Jr/Sr High School I hereby give my consent of the above student to participate in all athletics at Clay City Jr/Sr High School.
2. I understand that participation may necessitate an early dismissal from classes and I also understand that travel is necessary and accident causing injury is a possibility.
3. I/we consent to the disclosure, by my son’s/daughters school, to the IHSAA of all requested, detailed financial (athletic or otherwise), scholastic and attendance records of such school concerning my son/daughter.
4. I/we know of and acknowledge that my son/daughter knows of the risks involved in athletic participation, understands that serious injury, and even death, is possible in such participation, and chooses to accept any and all responsibility for his/her safety and welfare while participating in athletics. With full understanding of the risks involved, I/we release and hold harmless my school, the schools involved, and the IHSAA of any and all responsibility and liability for any injury or claim resulting from such athletic participation, and agree to take no legal action against the IHSAA or my school because of any accident or mishap involving the athletic participation of my son/daughter.
5. As a parent and/or guardian of the above student-athlete, I have read the Athletic Handbook for Student-Athletes, the Clay City Jr/Sr Code of Conduct of Conduct and discussed it with my son/daughter. I understand the Code of Conduct and realize that it applies year-round. I also realize that my son/daughter is subject to disciplinary measures should he/she violate the rules of the Code of Conduct or the coaches.
6. I/we authorize Clay City Jr/Sr High School to investigate and obtain information from police agencies, the probation department, or any other source regarding events leading up to an arrest or filing of charges for an act which would be in violation of any of the rules and regulations as stated in Clay City Jr/Sr’s Athletic Handbook.

**CLAY CITY JR/SR HIGH SCHOOL ATHLETIC CODE OF CONDUCT OF CONDUCT ATHLETE ACKNOWLEDGEMENT**

Rules are an integral part of an athletic program. They are necessary to achieve skill development, good health, and self-discipline of the individual student athlete. Rules are also necessary in order to develop pride within the individual, student body, families, and community.

I hereby acknowledge that I have read and understand the in the Clay City Jr/Sr High School Student Code of Conduct and written rules, regulations and information published in the Clay City Jr/Sr Student Athletic Handbook.

**CONCUSSION and SUDDEN CARDIAC ARREST ACKNOWLEDGEMENT FOR PARENTS AND STUDENT ATHLETES**

IC 20-34-7 and IC 20-34-8 require schools to distribute information sheets to inform and educate student athletes and their parents on the nature and risk of concussion, head injury and sudden cardiac arrest to student athletes, including the risks of continuing to play after concussion or head injury. These laws require that each year, before beginning practice for an interscholastic or intramural sport, a student athlete and the student athlete’s parents must be given an information sheet, and both must sign and return a form acknowledging receipt of the information to the student athlete’s coach.

IC 20-34-7 states that a high school athlete who is suspected of sustaining a concussion or head injury in a practice or game, shall be removed from play at the time of injury and may not return to play until the student athlete has received a written clearance from a licensed health care provider trained in the evaluation and management of concussions and head injuries.

IC 20-34-8 states that a student athlete who is suspected of experiencing symptoms of sudden cardiac arrest shall be removed from play and may not return to play until the coach has received verbal permission from a parent or legal guardian of the student athlete to return to play. Within twenty-four hours, this verbal permission must be replaced by a written statement from the parent or guardian.

Parent/Guardian - please read the attached fact sheets regarding concussion and sudden cardiac arrest and ensure that your student athlete has also received and read these fact sheets. After reading these fact sheets, please ensure that you and your student athlete sign this form, and have your student athlete return this form to his/her coach.

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Student/Athlete Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please check the boxes below and sign.** By doing so, you are acknowledging that you have received, read and understand the Student/Athlete handbook. Please return this form to the athletic office.

**Student Section**

* **I (student/athlete) have read the: ATHLETIC CODE OF CONDUCT OF CONDUCT (pg. 27)**
* **STUDENT** **CONCUSSION and SUDDEN CARDIAC ARREST ACKNOWLEDGEMENT (pg. 27)**

As a student/athlete, I have received and read both of the fact sheets regarding concussion and sudden cardiac arrest. I understand the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury, and the symptoms of sudden cardiac arrest.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

(Student Name Printed) (Student Signature) (Date

**Parent/Guardian Section**

* **FIELD TRIP PERMISSION FORM:** I (parent/guardian) give my permission for my child to ride the bus/school provided transportation and attend all away events. I also give my permission for my child to be treated at the nearest medical facility in the case of an emergency. (Please fill out information below!)

Parent/Guardian Name & Numbers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Work Cell\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact Name & Numbers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Work Cell \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Medical Information \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Will your child require medication during a practice or event? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If yes, what kind and when

* **I (parent/guardian) have read the: PARENT / GUARDIAN CERTIFICATION OF CONSENT, ACKNOWLEDGEMENT & RELEASE and ATHLETIC CODE OF CONDUCT OF CONDUCT (pg. 26)**
* **PARENT CONCUSSION and SUDDEN CARDIAC ARREST ACKNOWLEDGEMENT (pg. 27)**

I, as the parent/guardian of the above named student, have received and read both of the fact sheets regarding concussion and sudden cardiac arrest. I understand the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury, and the symptoms of sudden cardiac arrest.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Parent/Guardian Name Printed) (Parent/Guardian Signature) (Date)