



***NOBLESVILLE HIGH SCHOOL  
ATHLETIC HANDBOOK  
& CODE OF CONDUCT***

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***\*\*The Athletic Handbook rules and provisions may be changed at any time by Administration.***



## I. PURPOSE

The purpose of this handbook is to inform athletes and their parent and/or guardian of the rules, regulations, and information that help us best achieve our mission for the athletic department. Participating in high school athletics is a privilege that carries with it a great deal of responsibility. Since competition is a privilege and not a right, those who choose to participate will be expected to follow the Code of Conduct and the NHS Student Handbook, in addition to team rules for their sport. Athletes are expected to represent Noblesville, their family and the community in a positive manner as a student-athlete of Noblesville High School. The Indiana High School Athletic Association (IHSAA) provides governance for all high schools in the state of Indiana. Eligibility in all IHSAA sanctioned sports can be determined using Appendix B.

## II. Mission, Vision, and Core Values-*Student-centered, Coach-driven, and Administrator-assisted*

**Mission:** To provide an environment where school spirit reigns supreme; students grow academically, athletically, socially, emotionally, and are prepared for their future.

**Vision:** To enhance the growth of Noblesville High School student-athletes by learning, modeling, and promoting sportsmanship, integrity, accountability, hard work, teamwork, and mental toughness.

**Core Values:** Sportsmanship, Integrity, Accountability, Hard Work, Teamwork, Mental Toughness

### **Our athletic department will:**

- Have the mindset that acting with integrity is our top priority.
- Place high importance on the safety and welfare of students and spectators.
- Be known for its level of competitive excellence in a first-class manner.
- Provide opportunity according to the interest of the student body.
- Teach students the responsibility of being a great teammate and prepare them for success.

The NHS athletic programs is an integral part of the total educational experience, and participation in athletics will lead to the development of well-rounded students, citizens, and leaders. Head coaches are empowered to lead their sport program with their own personal style and will work with the administration to create a game plan that meets the educational and extracurricular goals of the student-athletes they coach, their personal goals, and the goals of Noblesville Schools.

Miller athletic programs will firmly adhere to the spirit and intent of the rules and regulations of the IHSAA, and those of the Hoosier Crossroads Conference while integrating the mandates established by Noblesville Schools.

## III. CODE OF CONDUCT

A student who is a member of a Noblesville athletic team in any capacity (athlete, cheerleader, athletic training student aide, student manager, or statistician) must be willing to assume the responsibilities that go along with being a member of a team. Student athletes are highly visible to a large segment of the school and the community. Thus, to participate in athletics as representatives of the school, student athletes should be held to high standards of conduct, sportsmanship, and physical training. It is with this reasoning in mind that the athletic department will adhere to the policies outlined below. Student athletes and athletic support personnel are role models and therefore are expected to be positive examples in school citizenship, scholastic effort, leadership, and personal appearance.



Participation in athletics requires a student to commit time and effort to excel, to learn cooperation and team effort, and to exemplify good behavior both at school and away from school. Participation in high school athletics is a privilege, not a right, and said participation may be denied any time that the conduct of an athlete is judged to be disruptive to the discipline, good order, or moral or educational environment of the high school. Student athletes are expected to follow the Athletic Code at all times including the time when they are away from school and not involved in school activities. ***The Code of Conduct is in effect 365 days a year, 24 hours a day, 7 days a week, beginning on the first day of fall practice or the first day of school of a student athlete's freshman year. The Code of Conduct begins on the first day of enrollment for a transfer student.***

Under this code, there are three circumstances in which a student athlete can be subject to the penalties named within:

1. Notification to a school official by verified police report or court action substantiating a violation of of this code.
2. A school-initiated investigation which determines that a violation has occurred.
3. Failure to pass random drug testing as administered by the school.

#### **IV. GENERAL GUIDELINES**

1. Any student-athlete in violation of the school rules, as listed in the student handbook, will be disciplined by the school. If a student-athlete is suspended from school, the student-athlete is ineligible to participate in any practices or contests during the term of the suspension while in season.

2. A head coach shall establish specific team rules needed to ensure that the program functions smoothly. These team rules are to supplement the athletic code and are not to supersede it. A head coach may discipline the student athlete within the structure of the coach's specific team rules. A copy of each head coach's team rules will be distributed at the beginning of the season and discussed by the head coach at the team's student/ parent meeting.

3. A student-athlete who has been suspended from a team for one game or any percentage of the season is expected to continue his/her association with the team as directed by the head coach. Suspended athletes are allowed to participate in summer sports programs. A student-athlete who has been suspended from participation for a full calendar year or longer will not associate with that team or any other Noblesville athletic team including team summer programs.

4. Per IHSAA by-laws (Rule 3-8), a student-athlete who is ineligible under the rules of a prior school will carry that ineligibility ruling to the new school. If a student-athlete transfers from Noblesville High School while ineligible, the ineligibility ruling will follow the student-athlete and will be noted on the IHSAA transfer form. If a student-athlete transfers into Noblesville High School while serving a suspension at his/her previous school the student-athlete will serve out the remainder of his/her penalty at Noblesville High School.

5. A student-athlete may not attend a practice or contest unless the student athlete: 1) attends school all day (8:40-3:40); 2) attends school one-half day a.m. (two full consecutive periods M-F) or 3) attends school one-half day p.m. (two full consecutive periods M-F). This rule may be waived with the approval of the principal or his/her designee provided the student's absence is adequately verified in writing by a doctor or another professional.



## 6. ACADEMIC ELIGIBILITY

*To be eligible for athletics a student must:*

- have passed five full-credit classes or the equivalent during the previous grade period
- be and remain enrolled in five full-credit classes or the equivalent.

\*\*Student-athletes that are enrolled in JEL, have a FLEX schedule, Internship, or other special circumstances are an exception and need to consult with their school counselor or the athletic department to ensure eligibility. (Audits and Incompletes **CANNOT** be counted towards meeting these requirements.)

Noblesville High School has established the following dates for the certification of athletic eligibility for the 2019-2020 School Year. The following dates are subject to change.

1 <sup>st</sup> Nine Weeks	Ends October 4, 2019	Eligibility Date is October 11, 2019
1 <sup>st</sup> Semester	Ends December 20, 2019	Eligibility Date is January 9, 2020
3 <sup>rd</sup> Nine Weeks	Ends March 6, 2020	Eligibility Date is March 13, 2020
2 <sup>nd</sup> Semester	Ends June 1, 2020	Eligibility Date is June 5, 2020

\* Eligibility for the First Nine Weeks is based upon 2018-2019 2nd Semester Grades, and Summer School classes can be counted toward the five-credit requirement for eligibility.

\*\* Eligibility for the Third Nine Weeks is based upon 2019-2020 1st Semester Grades.

7. If an athlete is absent or fails to participate in practice for **five to ten days** due to illness or injury, he or she will be required to present written proof from a doctor stating the athlete is able to attend practice and participate again. The athlete must then participate in a minimum of **four** practices before being eligible to compete in a contest. (1 per day maximum).

8. If an athlete is absent or fails to participate in practice for **more than ten days** due to illness or injury, he or she will be required to present written proof from a doctor stating the athlete is able to attend practice and participate again. The athlete must then participate in a minimum of **six** practices before being eligible to compete in a contest. (1 per day maximum).

9. Athletes are responsible for the care of athletic equipment issued to them and may be expected to pay for any lost equipment or equipment which is damaged by carelessness.

10. An athlete shall practice and participate in only one sport at a time unless coaches in two programs agree to share an athlete. In this case, both coaches, the athlete, his/her parents, and the athletic director will meet to outline attendance at practices, competitions, and requirements for earning a letter that will be in the best interest of the athlete. (Non-school sports or “club teams” are not governed by this rule) If a conflicting situation arises, a meeting of the athlete, parents, coaches, and athletic director will be held to resolve the situation.



11. ***Before the first practice***, a student-athlete and his/her parent and/or guardian must have the following forms:

- 1) a completed physical form on file in the Athletic Office
- 2) The HIPPA Authorization Form filled out in RankOne electronically
- 3) Emergency Contact Form filled out in RankOne in electronically
- 4) Concussion and Sudden Cardiac Arrest Acknowledgement Form filled out in RankOne electronically
- 5) Parental Release and Permission Form filled out in RankOne electronically
- 6) IHSAA Consent and Release Form filled out in RankOne electronically

\*Due to the nature of athletic activity an injury may occur. While the school provides the opportunity for such participation, parents retain the right of denial of such participation and must carry the responsibility for providing medical care and insurance coverage for their son or daughter. Parents are required to have an insurance policy to cover athletic injuries and the cost of treatment. ***IT SHOULD BE NOTED THAT NEITHER THE IHSAA NOR NOBLESVILLE HIGH SCHOOL CARRIES ANY KIND OF FIRST DOLLAR MEDICAL INSURANCE FOR ATHLETIC INJURIES.***

12. Noblesville High School is governed by the Indiana High School Athletic Association (IHSAA). While athletes may not know each and every rule of the IHSAA, they should contact their coach or Athletic Director if they have any questions concerning the rules and regulations of the IHSAA. If athletes know of any violation of these rules and regulations, it is their responsibility to bring this to the attention of their coach and/or Athletic Director.

13. Players violating team rules may be dismissed from a team at any time.

14. In addition to IHSAA, team, and the rules listed in this handbook, athletes are also bound by the rules of the Noblesville High School Student Handbook.

## **V. INAPPROPRIATE BEHAVIORS THAT WILL BE ADDRESSED**

### **1.) *Drugs/Alcohol/Criminal***

Examples: Violation of local, state, or federal laws, felonies, misdemeanors, acts of delinquency

First offense: 50% suspension from athletic participation

Second offense: No athletic participation for 365 days

Third offense: The student-athlete shall be suspended from athletic participation for the remainder of the student athlete's high school career.

### **2.) *Conduct Unbecoming of a Student-Athlete*** (Tobacco; Social Media; Harassment; Bullying; Hazing;

Suspension from School; Behavior that portrays a negative image of NHS)

Examples: The use of tobacco (including vapes, e-cigs, etc.); violence, force, coercion, threat, intimidation, passive resistance, or other conduct constituting an interference with the athletic program or school environment

Discipline is determined on a case-by-case basis by the Athletic Director and Principal  
Disciplinary actions may include, but are not limited to, warning, suspension, exclusion, expulsion, or removal from the team.



Student-athletes are responsible for information contained in written or electronic transmissions (i.e., e-mail) and any information posted on a public domain (i.e., Twitter, Facebook, etc). 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 Noblesville High School.

Texting, tweeting; and uses 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 Noblesville High School student-athlete. Any individual identified on a social networking site which depicts illegal or inappropriate behavior, as described in the Conduct Code or other policy, will be considered in violation and subject to athletic discipline or suspension per policy guidelines.

**NOTE: Noblesville Schools has an agreement with the local law enforcement agencies and the judicial department that allows the sharing of information regarding students who may be involved in activities that violate the Code of Conduct.**

## **VI. OTHER PROVISIONS**

### ***Honesty Clause***

If a student-athlete is found to be dishonest during an investigation, the consequence imposed will advance to the next highest level for their infraction.

### ***Calculating Consequences***

An athletic season is defined as the time from the first official practice until elimination from the IHSAA tournament or completion of the scheduled contests if there is no IHSAA tournament. The percentage of contests suspended will be calculated using the total number of scheduled contests including pre-season IHSAA interschool scrimmages if applicable. The minimum penalty is one contest. All suspensions will be based on the number of scheduled contests at the lowest level at which the student athlete participates. If a student-athlete participates in two athletic teams during the same athletic season, the same penalty will apply to each sport.

Any penalty imposed under this policy shall apply to any athletic team in which the student-athlete is participating at the time the penalty is imposed and to any athletic team in which the student-athlete might choose to participate during the term of the penalty. In the event the penalty is not completed in the student-athlete's current athletic season, the number of suspended contests remaining on the penalty will carry over into the next athletic season. If a student-athlete is not participating in an athletic season at the time a violation of this policy is confirmed, the penalty will apply to any subsequent athletic season in which the student-athlete participates and shall remain in effect until the suspension is successfully served. **A suspension is only considered fulfilled if the student-athlete completes the athletic season in good standing.**

A student-athlete must serve a suspension in a sport that he/she participated in during the previous school year. If a student athlete did not participate in a sport during the previous school year, the student-athlete will serve the suspension in the next sport season in which he/she participates.



### ***Quitting A Team***

If a student-athlete quits a team after the first contest, he/she may not try out for the next sport season or participate in pre-season conditioning/workouts until the team he/she quit finishes its current regular season. Only mutual consent of the coaches involved and the athletic director may waive this rule. If a student-athlete is dismissed from a team, other than being cut from a team, only mutual consent of the coaches involved and the athletic director may waive this rule.

### **VII. Athletic Code Appeals:**

A student-athlete who has been penalized for violating the Noblesville High School athletic code may have the right to an appeal. The consequence set forth by the athletic department will remain in effect until the appeal process has been completed. A student-athlete may appeal a penalty, to the building principal or designee, under one of the following situations:

1. New evidence has been discovered that was not presented to the athletic department prior to the assignment of a penalty.
2. The athlete feels that there is an extenuating circumstance involved with the detail(s) of their situation that are not addressed by the wording and/or intent of the athletic code of conduct.
3. The athlete wishes to pursue other methods of consequences such as extensive community service in order to reduce their penalty and/or be reinstated to participate in activities such as practice or off-season conditioning. This situation is applicable only for a 365 day or career term suspensions.

The student-athlete must submit an appeal to the principal or designee, in writing, within **five (5)** school days after the student-athlete is notified of a penalty. Email submissions of appeals are considered appropriate. The appeal must describe which of the above categories the appeal is being filed under and provide all of the necessary detail to support the request for the appeal. The principal or designee will respond to the appeal request within **three (3)** school days of receiving the request. Upon receiving the written appeal, the principal or designee will review its content. The principal or designee will then take one of three actions:

1. Uphold the original penalty based on the information presented.
2. Overturn or modify the original penalty. NOTE: Modification can also mean an increase in the original consequence assigned by the athletic department if the appeals committee does not feel that the Code of Conduct was properly implemented.
3. Assign the matter to an appeals committee to make the final determination. The hearing will occur within **five (5)** school days of the principal's determination to assign the matter to an appeals committee. A building administrator will chair the hearing committee. Administration will appoint a hearing committee composed of two (2) coaches from a different sport and two (2) non-coaching faculty members. The hearing committee will decide to support, modify, or rescind the penalty. NOTE: Modification can also mean an increase in the original consequence assigned by the athletic department if the appeals committee does not feel that the code of conduct was properly implemented.

The principal's decision on this matter is considered final. If the matter is referred to an appeals committee, the committee's decision is considered final.





## Appendix A- AWARDS

The awards system for participation in athletics at NHS has been established to:

- a) comply with all rules and regulations of the IHSAA.
- b) duly recognize and honor all athletic participants fairly in accordance with their achievements.
- c) encourage and foster interests and development of the entire athletic program.
- d) remain in accordance with awards systems of similar-sized schools.
- e) comply with the athletic budget.
- f) equalize the importance of each sport for each athlete – male or female.

**MINOR AWARD** - A minor sports certificate is awarded to all athletes who do not qualify for a varsity award. This award receives one-half service point.

**VARSITY AWARD** – A varsity sports certificate is awarded to all athletes who meet the requirements of the head coach for a varsity award. This award receives one service point.

**LETTER PLAQUE WITH CHENILLE BLOCK "N"** - An athlete who receives his/her first varsity award is eligible to purchase a wooden “N” plaque. This award may be ordered with payment in the Athletic Office.

**JACKET WITH 6" BLOCK "N"** - An athlete is eligible for a jacket when he/she accumulates one varsity award. This award is purchased solely by the athlete and may be ordered through Healy Awards, a form can be obtained from the Athletic Office.

**BLANKET** - Any athlete accumulating 9 service points with varsity awards in 3 different sports will be presented a blanket on Honors Night, provided there have been no rules violations during his/her four years of high school.

## OTHER CONSIDERATIONS

- a) Attendance, attitude, training and school citizenship will be considered in the awards.
- b) Injured players may receive the awards they would have received had they completed the season.
- c) Requirements for varsity awards in all sports should be comparable.
- d) There will be no automatic awards. They must be earned.
- e) Letters shall have metal inserts representing each sport in which an athlete has earned a varsity award.
- f) A record of awards shall be kept in the Athletic Office.
- g) Only the recipient of an athletic award may wear or be in possession of that award.
- h) There will be special trophy presentations for each sport at the discretion of the head coach and the Athletic Director.
- i) All equipment must be turned in, in order for an athlete to be eligible for awards.



## Appendix B- IHSAA Rules of Eligibility

You are INELIGIBLE if:

- Age
- You are 20 years of age prior to or on the schedule date of the IHSAA state finals tournament in a sport.
- Amateurism
- You play under an assumed name.
  - You accept money or merchandise directly or indirectly from athletic participation.
  - You participate in clinics or camps without IHSAA approval.
  - You sign a professional contract.
- Awards/Gifts
- You receive in recognition for your athletic ability any award not approved by your high school principal or the IHSAA.
  - You use or accept merchandise as an award, prize, gift or loan, or purchase such for a token sum.
  - You accept awards, gifts, trips or honors from colleges or their alumni.
- Enrollment
- You did not enroll in school during the first 15 days of a semester.
  - You have been enrolled more than 8 semesters beginning with grade 9.
  - You have represented a high school in a sport for more than 4 years.
- Illness/Injury
- You have been absent 5 or more consecutive days due to an injury or illness and do not present to your principal or designee written verification from a licensed physician stating that you may resume participation.
- Parent/Physician Certificate
- You do not have the completed certificate on file with your principal each school year, between May 1 and the first day of practice.
- Practice
- You have not completed the required number of separate days of organized practice in a sport under the direct supervision of the high school coaching staff preceding participation in a contest.
- Scholarship
- You did not pass 5 full credit subjects in your previous grading period or at semester's end.
  - You are not enrolled in 5 full credit subjects.



## Appendix C-Voluntary Drug/Substance Abuse Testing Program

### What?

#### **This program has three goals:**

- To insure student safety
- To provide a positive learning environment for students
- To insure that students who represent NHS are free from drugs and other dangerous substances

### Why?

- National, state and local statistics show that the use of alcohol, tobacco, marijuana, and other drugs at NHS is higher than national averages.
- The majority of athletic code violations involve substance abuse.
- Suspensions for substance abuse have been on the rise in the 5 years prior to the establishment of the program.
- Of students currently on court probations, 49% have substance abuse violations.
- Random testing limits the effects of peer pressure to use drugs.

### Who?

- Students involved in extracurricular and co-curricular activities (sports, clubs, and performing arts groups)
- Students who drive to school
- Students with Senior Honor Code
- Students who wish to attend dances (Homecoming, Prom)

### How?

- Students will be selected randomly
- Urine specimen collection and lab procedures will insure valid results

### What If?

#### First positive test

- Suspension from listed activities for 22 days if the students and the parent and/ or guardian agree to an assessment and complete the recommendations of the assessment. Suspension for 45 days if the student and parent and/or guardian do not complete recommendations of the assessment.

#### Second positive test

- Suspension from listed activities for one calendar year. The suspension may be reduced to six months with the conditions of rehabilitation and additional tests.

#### Third positive test

- Ineligibility for the listed activities for the remainder of the time the student is enrolled at NHS.
- You do not agree to the conditions of the testing program

### When?

- This form must be completed and submitted to Student Services by September 1<sup>st</sup>. The form only needs to be completed one time. Once the form is on file, it is good for the entire time the student is enrolled at NHS.

A positive test in this program will be considered a violation of Section V; Rule #1.



## **APPENDIX D- SCHOOL PRAYER STATEMENT & CIVIL RIGHTS COMPLIANCE STATEMENT**

### **SCHOOL PRAYER STATEMENT**

The First Amendment of the United States Constitution prohibits establishment of religion by the government. The prohibition applies within the school environment, particularly to the actions of school employees.

School employees may not initiate, participate, approve, or disapprove of student-led prayer.

While school employees maintain their right to pray privately, during athletic contests, practices, travel, banquets, awards programs, etc., they must avoid any activity that can be interpreted as endorsing religion.

### **CIVIL RIGHTS COMPLIANCE STATEMENT**

Noblesville Schools has a policy of providing equal opportunity. All courses are open to all students regardless of age, race, color, sex, handicapping condition, national origin, or limited English proficiency. Educational services, program, instruction, and facilities will not be denied to anyone in Noblesville Schools as a result of his or her age, race, color, sex, handicapping condition, national origin, or limited English proficiency.

For further information, clarification, or complaint regarding an athletic program or situation, please contact:  
Mrs. Laura Denis, Director of Student Services Noblesville Schools 18025 River Avenue, Noblesville IN  
46062 (317) 773-3171



## **APPENDIX E-INSURANCE**

NHS does not carry medical/hospitalization insurance for its athletes. This is considered to be a parental responsibility. Several plans are available through the school and H.J. Spier Co., Inc. Guarantee Trust Life Insurance Company is the parent company of H.J. Spier Co., Inc. This coverage has premiums from \$28.00 (school time) to \$110.00 (24 hour coverage) for all sports except football. The premium for football is \$275.00, GOOD FOR FOOTBALL ONLY. The H.J. Spier Company provides additional coverage under a double benefit program for \$54.00 (school time), \$220.00 (24-hour coverage), and \$550.00 (football only). There is also a 24-hour extended dental benefit. The IHSAA provides to each school and athlete a catastrophic plan that has a \$25,000 deductible. (Your own basic coverage would cover this). The benefits from this policy are open-ended. Inquiries should be directed to the Athletic Office.



## **APPENIX F-TRANSPORTATION POLICY**

Athletic teams will make several trips during the course of the competition season. Trips are made on a safety-checked bus or mini-bus driven by an adult-licensed bus driver (or in the case of the school mini-bus, a coach) with coaches on board for supervision. A student-athlete will be required to travel by the transportation provided by the school both to and from the athletic event.

We realize there will be extenuating circumstances, which may require students to use private vehicles driven by their parents and/or guardians. **Permission will only be granted upon written request by the parent and/or guardian using the Travel Release Permission Form provided by the Athletic Office. This form must be completed and on file in the Athletic Office prior to the event, and the coach must receive the original copy from the student. Permission will be granted only for extenuating circumstances.**



## APPENDIX G-COMMUNICATION PROCESS

The Noblesville High School Athletic Department supports an open line of communication between coaches, athletes and parents. Each coach is a unique individual and has his/her own style, but they all care about student-athletes. **When a concern arises with an athlete, below is the procedure we support:**

- 1. The athlete should speak directly to the immediate coach at an appropriate time when the coach is not coaching or teaching.** For example, if the athlete is on the freshman baseball team, he/she could speak to the freshman coach after practice.
- 2. If a concern still exists, the parent should set up a meeting with the coach who works directly with the athlete.** This meeting should be set up ahead of time with an appointment. Attempting to talk to a coach before or after an athletic event is **NOT** considered an appropriate time, and the Athletic Office does not expect coaches to participate in a meeting with a parent during these times. Confrontations after an event are nonproductive and not acceptable. Talk to coaches at the appropriate time with an appointment scheduled in advance.
- 3. If a concern still exists after steps 1 & 2.** Parents should contact the appropriate Athletic Office and schedule an appointment to ensure the Athletic Director's availability. The athlete, coach, parents(s) and Athletic Director will meet to resolve the situation. **Athletic Office phone number: 317-776-6266**



## **APPENDIX H-ANTI-HAZING POLICY**

Hazing activities are prohibited at all times. Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to any action, activity, or attitude directed toward a student because of his/her relationship with a student organization with or without the student's consent which ridicules, humiliates, embarrasses, confuses, frustrates or causes undue stress as well as any action that may cause physical or mental discomfort and has the potential to cause bodily or psychological damage. Noblesville Schools Policy 5516 –HAZING PROHIBITION includes a detailed procedure for reporting and investigating incidents of hazing, and school responses to substantiated hazing.