

# **BRADFORD RAILROADERS**



## **JH/HS ATHLETIC HANDBOOK RULES AND PROCEDURES**

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## **I. PURPOSE OF HANDBOOK**

The purpose of athletics is to provide a student, whether he/she is gifted in athletic ability or interested in being involved in interscholastic athletics, the opportunity to participate in the best possible athletic program. To be part of a quality program the following concerns must be addressed:

A. The employment of the best available educators to direct and/or assist in the development of an interscholastic athletic program. This will involve:

1. Recruitment of outstanding candidates.
2. Development of an evaluation instrument of the coaching staff that fosters growth and will prevent stagnation.
3. Encourages staff development by requiring regular attendance at clinics/workshops.

B. The maintenance and improvement of facilities to make them the best facilities possible. This will involve continual study of our present facilities and a study of future needs for school system and continual dialogue with the community concerning common problems. The Bradford Schools Athletic Department must take a positive proactive posture in the community to improve athletic facilities. Finding a means to fund these projects requires cooperation from all parties.

C. Provide a fiscally sound athletic program so that equipment, uniforms, and the needs of the program are met without periods of high income and high expenditure followed by periods of low income and no expenditures. This will require refinement of the budget process for athletics.

D. Foster an academic posture for athletics that encourages excellence in the classroom as well as in athletics. This involves monitoring the grades of student-athletes and the establishment of assistance and counseling for those individuals who are not achieving.

E. Promotion of all interscholastic contests and athletes in a favorable light to the community. This will include timely press releases to the media promoting the achievement of Bradford student-athletes.

F. Close communication with Bradford Athletic Boosters to foster a more productive working relationship with the individual parent groups for continual improvement of Bradford Athletics.

## **II. ADMINISTRATIVE ORGANIZATION**

One of the most important considerations for a coach, student-athlete, or parent is where to go to ask questions about any matter that may be of concern. The following Chain of Command should be used by everyone so that proper steps are followed to resolve any problems, answer questions, or clear up concerns about athletic matters. The following Chain of Command should be followed:

1. Athlete/Parents or Guardian Student athlete and coach have a meeting
2. Head Coach Student athlete, coach and parent(s) have a meeting
3. Athletic Director meets with student athlete, coach, and parent(s)
4. Building Principal meets with student athlete, coach, and parent(s)
5. Superintendent of Schools meets with student athlete, coach, and parent(s)
6. Bradford Board of Education

## **III. PHILOSOPHY OF TOTAL SCHOOL PROGRAM**

The Board of Education recognizes that a complete athletic program based upon student interest assists in the total education of students. While emphasis is given to intellectual growth, diversified opportunities must be provided for students who wish to participate in the athletic program.

The Board of Education, Superintendent of Schools, and Building Principal may establish written policies, rules and regulations, of general application governing a student-athletes conduct. In addition, every coach has the responsibility and the authority to maintain the proper discipline among athletes of the school and may establish certain rules and regulations not inconsistent with those established by the Board of Education, Superintendent, and Building Principal.

## **IV. PHILOSOPHY OF BRADFORD ATHLETIC DEPARTMENT**

It shall be the purpose of the Bradford Exempted Village Schools to provide a well-planned and well balanced program of interscholastic athletics for as many students as possible, consistent with available facilities, personnel, and financial supports; Bradford Exempted Village Schools will operate and manage these athletic activities in harmony with the basic policies of the Bradford Exempted Village School Board of Education and the Ohio High School Athletic Association.

This program shall be based on the following premises:

- Athletes are students first and that shall never be compromised.
- Athletics are for students who are willing to accept guidelines established for participation.
- Interscholastic athletics are an important part of the overall educational program.
- The total athletic program is to be considered as one and each sport is encouraged to work for the good of all sports.
- Many students have found a purpose in their lives through the program of athletics.
- Athletics provide for the student body tangible values. Athletics can make a substantial contribution to morale, and can provide an outlet for enthusiasm.
- It is important to instill a complete loyalty in the participants to self, school, and their teams and to develop such a high degree of competitive spirit and desire that we produce winners on and off the playing surface.
- Winning is only valuable when each participant's abilities develop while successfully focusing on self-discipline, self-confidence, cooperation, respect, ethics, honesty, teamwork, goal setting, fair play, and sportsmanship.

#### **V. DEFINITION OF AN ATHLETE**

A student is considered to be an athlete from the first day he/she starts to practice (in grades seven through twelve) with any interscholastic team in school until he/she graduates from high school or fails to report for any other athletic squad while attending Bradford Schools.

#### **VI. EXPECTATION OF ATHLETES, PARENTS AND COACHES**

Athletes representing Bradford Schools must realize their conduct reflects on themselves, their school, and their community.

Expectations of our athletes are:

1. Have a high standard of social behavior.
2. Display proper sportsmanship in defeat, as well as in victory.
3. Respect authority – parents, officials, teachers, coaches and others.
4. Have a proper spirit of cooperation.
5. Be dedicated to hard work and training.
6. Display proper behavior in school and all school and community related activities.
7. Set realistic and challenging goals.
8. Be coachable. Have a positive attitude. Learn from your mistakes. Have a good work ethic.

Expectations of our parents are:

1. Notify coaches of ANY injury or illness that our staff might not be aware of.
2. Be Positive – Being on one of our teams is an accomplishment
3. Be Supportive – Nothing can erode teamwork faster than athletes doubting the capabilities of their coaches. It can be a cancer that affects performance, confidence, and the needed edge to compete in an athletic contest.
4. Communicate fairly and openly with our coaching staff.
5. Be a good role model – Demonstrate positive behavior and good sportsmanship as a fan.
6. Read, understand, discuss and most of all, monitor the Athletic Code of Conduct.
7. Attend pre-season parent meetings.
8. Learn the rules of your child's particular sport.
9. Encourage commitment and positive values.

Expectations of our coaching staff are:

1. Each coach will establish a pre-season parenting meeting for the purpose of understanding and communication.

Some of the topics that will be discussed at these meetings are:

1. Program philosophy
  2. Practice and contest expectations
  3. Procedures for injured athletes
  4. Stress to parents and athletes the information and importance of the Athletic Code of Conduct
2. Coaches will teach and promote good sportsmanship.
  3. Coaches are good role models.
  4. Coaches are enthusiastic and are motivators.
  5. Coaches stress team unity in developing winning attitudes.
  6. Coaches develop and enforce school athletic code and team rules.
  7. Coaches demonstrate a cooperative spirit with other coaches.
  8. Coaches communicate with athlete and parent.
  9. Coaches are teachers and help athletes set realistic goals for performance improvement.

Both parenting and coaching are extremely important to establish understandings and clear lines of communication. When your children become part of the Bradford Athletic Program, it is important that the established expectations and lines of communication are clearly understood by all. We are working with your most prized possession and look forward to working with you and your sons/daughters, helping to keep the Bradford Athletic Program alive and well.

It is important to understand that athletics provide some of the most rewarding moments in one's life. It is equally important to understand that there may be times when things do not go the way you or your son/daughter would like them to go. Coaches will make judgments and decisions based on what they see, know and believe to be in the best interest for all student-athletes and the team itself.

**Issues not appropriate to discuss with coaches:**

- Other athletes
- Philosophy
- Playing time
- Team or individual strategy
- Do not attempt to confront a coach before or after a practice or contest. These surprise meetings rarely accomplish anything and do not promote resolutions. Call or ask the coach for a time to meet.

**Issues that are appropriate to discuss with coaches:**

- Various ways to help son/daughter to improve
- Concerns about academic eligibility
- Concerns about behavior
- The treatment of your son/daughter

**Procedures and lines of communication to follow:**

- Communication between player and coach to resolve problems or conflicts.
- Communication between parent and coach to resolve problems or conflicts.
- Communication between athletic director, parent, player, and coach to resolve conflicts.
- Communication between principal, athletic director, parent, and coach to resolve conflicts.

**VII. INTERSCHOLASTIC ATHLETICS**

The Bradford Exempted Village School District sponsors competition in the following sports, when participation allows for a team:

FALL SEASON

Boys Cross Country	High School & Junior High
Girls Cross Country	High School & Junior High
Football	High School & Junior High
Football Cheerleading	High School & Junior High
Boys Golf	High School
Girls Golf	High School
Volleyball	High School & Junior High

WINTER SEASON

Boys Basketball	High School & Junior High
Boys Basketball Cheerleading	High School & Junior High
Girls Basketball	High School & Junior High
Powerlifting	High School & Junior High

## SPRING SEASON

Baseball	High School
Boys Track	High School & Junior High
Girls Track	High School & Junior High
Softball	High School

### **Ticket Prices as set by the Cross County Conference**

	Adult/Student
Varsity	\$6.00
Varsity Football	\$6.00
Junior Varsity (only)	\$4.00
Freshman (only)	\$4.00
Middle School	\$4.00
Middle School Tourney	\$5.00

### **Year Long All Sports Passes**

Forms for family sports passes can be picked up in the athletic office. This will admit pass holders into all regular season MS/HS **HOME** athletic contests during the current school year. This excludes powder puff, CCC Tournaments, Sectional and District Tournaments.

Individual adult pass is \$75.00 and individual student pass is \$25.00 There will be no family passes.

### **Senior Citizen Discount**

**All BRADFORD Senior Citizens** 60 years of age or older can receive a pass to be admitted to all **home athletic** events free of charge. This pass may be picked up at the high school office or the athletic office. There is also a \$25 option for those 60 years of age and up who are out of district.

## **VIII. REGULATIONS FOR PARTICIPATION**

### **A. DISMISSAL FROM A TEAM:**

1. Any athlete who has been dismissed from a team for any violation during a sport season will not be eligible to participate on any other athletic team in any other sport during the same sport season.
2. If an athlete has not been selected for a team due to his/her ability, then the athlete may try out for another team in the same sport season if the time and opportunity permits the try out to take place.
3. If an athlete quits a team, he/she must obtain a written release from the head coach in that sport before trying out for another sport in the same season.

### **B. TRANSPORTATION/TRAVEL**

All participating student-athletes and other contest participants must travel to and from athletic events in school authorized carriers. The OHSAA Catastrophe Accident Insurance Policy covers team and group travel directly to and from athletics events. However, permission to make alternate travel arrangements must be approved at least one (1) day in advance by the JH/HS Principal, Athletic Director, and Head Coach. In the event that such alternative arrangements are approved for specials or extraordinary circumstances, student-athletes must be transported by their parent(s)/guardian(s).

### **C. SQUAD LIMITATIONS**

1. Sometimes it is necessary to reduce the number of participants on a team down to a workable and manageable number. When "cutting" athletes is necessary, the head coach will meet with the athletes to explain the criteria used to reduce the team. Tryouts will be at least three (3) days in length or three (3) separate tryout sessions from the start of official practice before reductions are made to ensure adequate time to evaluate candidates. Multiple members of a coaching staff may participate in the evaluation of each athlete in a given sport in a consistent and equitable manner. The head coach will be responsible for making the final decision with respect to his/her team.
2. Any students cut from a team will be entitled to a conference with the coach for an explanation as to why the athlete did not make the team and for the coach to suggest possible alternatives for improving skills, thereby enhancing the athlete's opportunity for making the team in the future.

### **D. MULTI-SPORT PARTICIPATION IN SAME SEASON**

1. No athlete may participate in two sports during the same sport season without an agreement by both head coaches, parent(s)/guardian(s), and athletic director. The athlete must specify which is to be his/her first priority. If the athlete quits or is dismissed for disciplinary reasons from first priority sport, then athlete is removed from second sport as well. Academic/athletic/conduct/eligibility violations will deter participation in both sports.
2. A cheerleader may participate in a second sport during the same sport season. The following guidelines will be adhered to:
  - A. The OHSAA sport takes precedence in all cases at all times (practices and/or contests).
  - B. If the cheerleader/athlete quits one of the activities, they quit both.
  - C. Once a cheerleader is selected, they are bound to that activity. After making the squad, if the cheerleader decides not to participate, they forfeit the right to participate in the other.
  - D. Any unusual situations that are not covered, the Athletic Director will have final decision.
3. In addition, an athlete that participates in an athletic activity, and his/her season ends, will not be allowed to be picked by another athletic activity during the same season. For example, at the conclusion of the baseball season, the baseball player could not participate on the track team.
4. It is suggested that dual-sport athletes print a calendar and put all practices and events on the calendar in which they wish to participate and have both coaches sign the calendar. A copy should be kept in the athletic office.

#### **E. TEAM RULES**

1. Coaches may have team rules in addition to the Athletic Code of Conduct, provided they are submitted to the Athletic Director for approval and are in print prior to the beginning of his/her sport season and are distributed to team members.

#### **F. COLLEGIATE SIGNINGS**

If students continue their athletic quest at the collegiate level, the college may request a signed letter of intent to attend their institution. Signings can be done at home but if interested in signing the letter of intent at the school, parents will need to call the athletic director to schedule the signing. The student/parents will invite team members, family and friends. The athletic department will contact the media. There is NO guarantee the media will show for the signing. Parents will have a photo opportunity at the signing. The signing will be done prior to school, during lunch or after school.

#### **G. ATHLETICS EQUIPMENT**

1. Athletes participating in interscholastic athletics at Bradford Exempted Village Schools have the following responsibilities concerning school issued uniform and equipment items:
  - A. Use equipment properly so that it provides the protection for which it was designed.
  - B. Periodically (at least one a week) examine equipment for damage.
  - C. Damaged equipment must be repaired BEFORE it is used since defective equipment does not adequately protect the athlete. Athletes are to bring all equipment problems immediately to the attention of the coach for resolution.
  - D. Equipment and uniforms are issued to a specific athlete and are not to be loaned to others.
  - E. The athlete to whom equipment and uniforms are loaned is responsible for the proper care and security of these items.
  - F. Athletes are to keep all items under lock.
  - G. If uniform and/or equipment is not returned to the athletic department by the athlete, his/her awards will be held, the athlete will be charged, and the athlete will not start his/her next season. Once uniform and/or equipment is returned or paid for, the athlete will receive his/her award(s) and begin participation in next season. Senior failing to return or pay for uniform and/or equipment will have diploma held until it is returned or paid for.

#### **H. INJURED ATHLETE**

1. Any athlete who has been denied participation by a physician will not be permitted to practice or compete in a practice and/or contest until the physician's release has been granted. The athletic trainer employed by the Board of Education and/or the athletic trainer employed by the contractual hospital/sports medicine group has the authority to deny participation to an injured athlete. A coach, parent or athlete cannot override a physician's or the athletic trainer's denial of participation for injury. Injured athletes should attend all practice and contest and other team functions unless the injury absolutely prevents this.
2. Concussion and head injury protocol

- A. If an athlete has symptoms consistent with a concussion after a head injury that athlete is not to return to play (practice or game) that day
- B. If the athlete has loss of consciousness, increasing/worsening sideline symptoms they should be sent to the ER preferably by squad
- C. The athlete should not resume any physical activity (including gym, weight lifting, running, or noncontact drills) until completely asymptomatic
- D. The athlete should be evaluated and cleared by a physician before RTP
- E. There should be a stepwise Return to Play Progression before the athlete is cleared to resume full unrestricted activity
  - If patient has a note clearing to return to play from a physician but it does not specify a RTP protocol then the 6 step RTP protocol will be started by the ATC
  - The athlete cannot participate in contact drills or full game activity the day of clearance (some step wise RTP is needed)

### **I. ATTENDANCE/PARTICIPATION**

1. Competitive interscholastic athletics are an inherent part of the total educational program for students at the Junior High and High School. Student-athletes are expected to be in attendance for instruction during the school day to participate in interscholastic athletics. Student-athletes who are not in attendance by 9:34 am (start of 3<sup>rd</sup> period), will not be permitted to participate for that day unless the absence is due to a school activity, or a valid excused absence approved by the Athletic Director (ex, death in family, funeral, doctor's appointment).

### **J. ACADEMIC ELIGIBILITY**

1. All athletes are required to meet scholastic eligibility standards established by the State of Ohio, OHSAA and the BEVSD Board of Education.
2. Individual sport coaches may require grade checks during the 9-week grading period.
3. **Grades 7 & 8:** All incoming seventh graders are eligible insofar as the scholarship bylaw. To be eligible a student-athlete must receive passing grades in a minimum of five subject areas during the immediate preceding grading period.
4. **Grades 9-12:** All incoming ninth graders must have passed a minimum of five subject the immediately preceding grading period. To be eligible, a student-athlete must receive passing grades in a minimum of five one-credit courses, or the equivalent during the immediate preceding grading period. Please note that Physical Education classes and Physical Education online classes are not one credit equivalency courses.
5. **College Credit Plus:** Students electing to enroll in the college credit plus program will need to adhere to the following academic procedures.
  - A. Meet with the Guidance Counselor at the interim grading period and at the end of the quarter grading period to provide grade(s).
  - B. Take enough coursework at the post-secondary institution exclusively or between the post-secondary institution and the high school combined to be equivalent to at least five one credit courses. Typically this means students will have to take three college courses and pass all three.
6. **Post Secondary Competition:** Students who will pursue athletics at the collegiate level will need to fulfill the requirements of the sponsoring organization (NCAA, NAIA, etc.). The high school guidance office has information on the specific guidelines.
7. Student-athletes should not change a course schedule or drop a course without consulting the Guidance Counselor and Athletic Director. A schedule change may affect academic eligibility during a nine-week grading period.
12. Students must receive a minimum 9 week GPA of 1.0 during the preceding grading period.

## **IX. ATHLETICS CODE OF CONDUCT**

As a representative of their schools, athletes should strive to develop and maintain a high set of standards both in the classroom, in their respective sport, and in the community. The policies governing the Athletic Code of Conduct are in effect during the **entire calendar year (including summers)**.

The Bradford Exempted Village School District has set standards that every athlete is expected to abide by. It is the responsibility of each coach to inform his/her athletes of the rules and regulations that govern their sport as specified in this Athletic Policy and the coaches rules.

Infractions of coaches rules, the Student Code of Conduct, as outlined in the student handbook, this Athletics Policy, the OHSAA's policies and regulations or the Ohio Revised Code shall be reported to the Principal and/or Athletic Director so that appropriate action can be taken.

Student-athletes are responsible for information posted on public domain (e.g. internet, Facebook, Youtube, Instagram, Snapchat, Twitter). 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 network sites; however, student-athletes should be reminded that they serve as a representative of Bradford Exempted Village Schools. Any individual that is identified on a social networking site which depicts illegal or inappropriate behavior will be considered a violation and is subject to athletic discipline, suspension, or expulsion.

Each case needs to be reviewed by the Athletic Director and/or Principal to determine the context in which the violation(s) occurred, extenuating circumstances surrounding the violation, and whether or not the violation is subject to penalty.

#### **A. OFFENSES**

1. Due to the broad range of potential infractions, the following offenses are examples of punishable infractions without being an exhaustive list. The disciplinary consequences of violating these potential offenses will be at the **discretion** of the Athletic Director and/or Junior High/High School Principal and may not follow a progressive type of discipline.

2. Examples of punishable infractions:

A. Destruction, damage, defacing or vandalizing property – This applies to property of the school district or property located on school district premises or at a school district sponsored or sanctioned event or activity regardless of its location or property of school district officials or employees. Includes the deletion of computer files and knowingly introducing viruses to computer systems.

B. Sexual harassment or imposition or any other offense, sexual or otherwise, against another person.

C. Hazing – Harassment. Attempting to threaten, to embarrass, or to chronically trouble another person, including bullying.

D. Fighting – Including striking, assaulting or shoving another person or any action that might result in injury to, or menacing toward another person.

E. Violations of athletics or team rules/regulations.

F. Violation of Bradford Junior High/High School Code of Conduct

G. Violation of Upper Valley Career Center Code of Conduct

3. Severity Clause – Athletes who violate the law, good citizenship or the Student Code of Conduct, special team rules and/or the Athletic Code of Conduct may receive any or all of the following consequences.

These consequences do not follow the established stages of the Athletic Code of Conduct.

A. Denial of participation

B. Suspension from participation

C. Suspension from school

D. Recommendation for expulsion from school

E. Criminal charges

F. Removal of leadership positions (ex, Captain)

4. No student-athlete will be allowed to participate or be a part of any program if they are arrested, indicted, facing or convicted of any felony charges with the judicial system.

#### **B. SUBSTANCE USE/POSSESSION – Alcohol, Drugs and Tobacco products**

No student-athlete shall use or possess alcohol, drugs or tobacco products. If a student-athlete uses or possess alcohol, drugs, and/or tobacco products during any school sponsored/organized team function, he/she will automatically be disciplined at the 2<sup>nd</sup> violation listed below.

Any student-athlete violating the Athletic Code of Conduct (in-season or out of season) as it appears to substance use will be denied participation under the following guidelines:

1. **First Violation** – The first offense during an athletic career (beginning in 7<sup>th</sup> grade) will result in the athlete being denied participation for 30% of scheduled OHSAA contests (regular season and postseason tournament). Non-participation of contests must be consecutive, not selective.

NOTE: If the violation occurs with less than 30% of the contests remaining of the sport season, the penalty shall carry over to the following chosen sport.

2. **Second Violation (Career)** – The second offense during an athletic career (beginning in 7<sup>th</sup> grade) will result in the athlete being denied participation for 60% of scheduled OHSAA contests (regular season and postseason tournament). Non-participation of contests must be consecutive, not selective

NOTE: If the violation occurs with less than 60% of the contests remaining of the sport season, the penalty shall carry over to the following chosen sport.

3. **Second Violation (Season)** – The second offense during the same school year as a first offense will result in the athlete being denied participation for one calendar year. Denial of participation for such a violation will include the following: non-participation in practices, try-out activities, traveling or sitting on the team bench during competition, and forfeiture of all in season awards. No reduction in penalty through substance use assessment will be offered for this violation.

4. **Third Violation** - The third offense during an athletic career (beginning in 7<sup>th</sup> grade) will result in the athlete being denied participation for his/her remaining high school career. No reduction in penalty through substance use assessment will be offered for this violation.

### **C. SELLING, DEALING, OR SUPPLYING SUBSTANCES – Alcohol, Drugs and Tobacco products**

No student-athlete shall sell, deal, or supply alcohol, drugs or tobacco products to any other person. If a student-athlete uses or possess alcohol, drugs, and/or tobacco products during any school sponsored/organized team function, he/she will automatically be disciplined at the 2<sup>nd</sup> violation listed below.

Any student-athlete violating the Athletic Code of Conduct (in-season or out of season) as it appears to substance use will be denied participation under the following guidelines:

1. **First Violation** – The first offense during an athletic career (beginning in 7<sup>th</sup> grade) will result in the athlete being denied participation for 60% of scheduled OHSAA contests (regular season and postseason tournament). Non-participation of contests must be consecutive, not selective.

NOTE: If the violation occurs with less than 60% of the contests remaining of the sport season, the penalty shall carry over to the following chosen sport.

2. **Second Violation** - The second offense during an athletic career (beginning in 7<sup>th</sup> grade) will result in the athlete being denied participation for his/her remaining high school career. No reduction in penalty through substance use assessment will be offered for this violation.

### **D. DISCIPLINARY CONSEQUENCES – Non-participation requirements**

1. The student-athlete must comply with the non-participation requirements even if it carries over to another season or school year. Non-participation of contests must be consecutive, not selective.

2. During the non-participation period, the student-athlete may be expected to practice and sit on the team bench dressed in appropriate street clothes during contests unless otherwise specified by the Athletic Director. All rules, regulations and requirements of the sport will be followed.

3. If applicable the penalty will be applied to the next chosen sport, however, the athlete must complete the current season of participation or the penalty will be applied to the next chosen sport.

4. In the case of multiple violations, consequences will be imposed consecutively, not concurrently, i.e.; the athlete cannot begin a second penalty until the first penalty has been completed.

5. Participation in interscholastic athletics is a privilege and not a right.

### **E. SELF REFERRAL**

A student may refer himself/herself for help. Administration may consider requiring assessment(s) or alternative discipline prior to playing. Any student who does not refer himself/herself prior to being confronted by administration will be considered in violation. This is available one time from 7<sup>th</sup>-12<sup>th</sup> grades.

### **F. SCHOOL SUSPENSIONS**

1. A student serving out-of-school suspension is ineligible to participate in practice or contest during the term of the suspension. Student is also unable to attend practice or contest during the term of the suspension.

2. A student serving in-school suspension may be declared ineligible to participate in practice or contest during the term of the suspension. This will be determined by the Athletic Director on the severity of the offense and/or team rules.

## **X. ATHLETIC APPEAL PROCESS**

1. If the disciplinary action is a team violation, you must request a conference with the Head Coach within five (5) school days. With this conference, the Athletic Director may also be present. If there is no satisfaction with the decision of the Head Coach/Athletic Director, then a conference may be requested with the building Principal within five (5) school days of the Head Coach/Athletic Director conference. The Principal's decision is final. All requests must be submitted in writing.
2. If the disciplinary action is an Athletic Policy violation, you may request a conference with the Athletic Director within five (5) school days. If there is no satisfaction with the decision of the Athletic Director, then a conference may be requested with the building Principal within five (5) school days of the Athletic Director conference, if there is no satisfaction with the decision of the Principal, then a conference may be requested with the Superintendent within five (5) days of the Principal conference. The Superintendent's decision is final. All requests must be submitted in writing.
3. Student-athletes will be denied participation during the appeal process.

## **XI. LENGTH OF SEASON**

1. **Pre-Season:** Any training occurring six weeks prior to the established OHSAA designated beginning date. In-season athletes may not participate in pre-season activities of another sport without authorization of in-season coach.
2. **In-Season:** The first day of practice established by the head coach who will use the OHSAA requirements as a point of reference.
3. **Post-Season:** The completion of the state tournament or individual/team advancement in the state tournament. Upon completion of a sport season, all in-season athletes are required to be offered three (3) school days of noninvolvement in the athletic programs. The athlete may or may not choose to use these days. If an athlete chooses to use these days, they cannot be counted against the athlete for not participating. Once an athlete participates in a team activity they have forfeited their right to three (3) school days of noninvolvement.

## **XII. AWARDS**

The criteria listed includes all participants' grades 7-12: Athletes, Managers, Trainer, Cheerleaders and Statisticians. A student-athlete must complete the entire season as an eligible member of the team in order to receive any awards.

1. 7<sup>th</sup> and 8<sup>th</sup> grade athletes will receive a certificate of participation.
2. First year Varsity Letter recipients will receive a certificate, set of numerals indicating the year of graduation, a letter and a sport pin. **Only one set of numerals and letter will be issued at no cost.**
3. Second year Varsity Letter recipients will receive a certificate, metal service bar and sport pin.
4. Third year Varsity Letter recipients will receive a certificate, metal service bar and a sport pin.
5. Fourth year Varsity Letter recipients will receive a certificate, metal service bar and a sport pin.

### **Special Awards**

1. Junior High – Bradford Scholar Athlete Certificate (3.5 GPA or higher)
2. High School – Bradford Scholar Athlete Certificate (3.5 GPA or higher), CCC All-Conference Awards, CCC All-Academic (Varsity Letter and 3.5 GPA or higher), Sport Specific Awards, and Record Breaking Certificate

### **Varsity Letter Requirements**

A high school athlete earns a "B" letter by athletic ability. The coach determines who letters with the following guidelines:

- The coach should provide written criteria to participants and parents prior to the first contest.
- Coaches can award injured athletes a letter if the athlete received injuries after the start of the season and the coach feels the athlete would have lettered. Coaches **may** award varsity managers a letter.

- Awarding of letters to managers and statisticians is left to the discretion of the coach.
- For lettering, fall and winter cheerleading will be considered separate sports.
- Sample criteria:
  - Must meet A, B or C, along with D through F
  - A. Place in at least 50% of all meets. Pitching 33% of regular season innings. Two consecutive plays equals one quarter. Kick-off and PAT do not count as plays.
  - B. Place at the league, district, regional or state meet.
  - C. Being a senior having participated in all four (4) years.
  - D. Must complete the entire season as an eligible member of the team.
  - E. Have no Athletic Code of Conduct infractions.
  - F. Must attend the end of the season sports banquet, unless pre-approved exception by the Athletic Director.

## STUDENT ATHLETIC HANDBOOK CERTIFICATION

We, \_\_\_\_\_ and \_\_\_\_\_  
Parent/Guardian Student

have received and read the Bradford JH/HS Athletic Handbook Rules and Procedures. We understand the rights and responsibilities pertaining to students and agree to support and abide by the rules, regulations, guidelines, procedures, and policies of the Bradford Athletic Department.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date