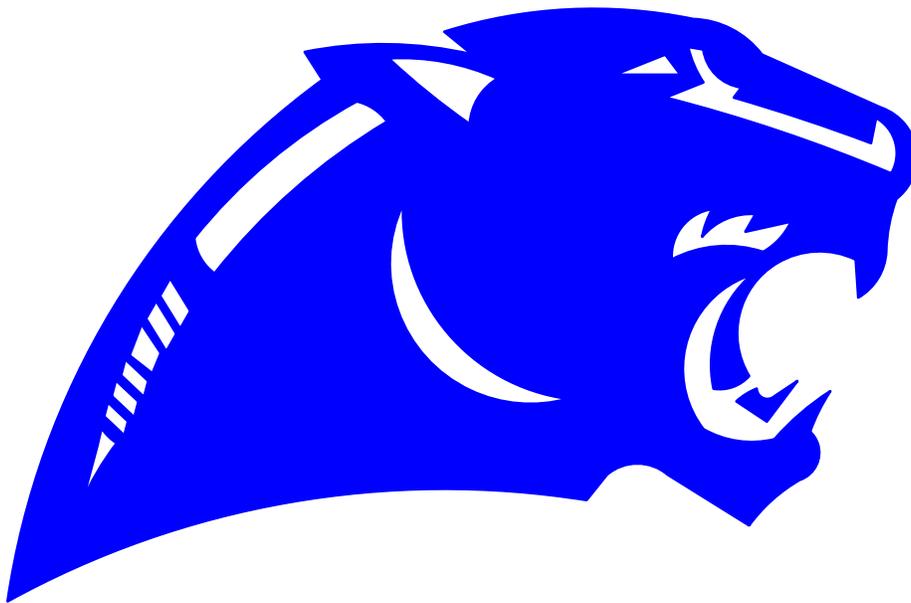


***SPRINGBORO COMMUNITY CITY SCHOOLS
ATHLETIC DEPARTMENT
STUDENT-ATHLETE HANDBOOK***



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Introduction

The purpose of this handbook is to give student athletes and other interested persons a guide to the operation of the interscholastic athletic program of Springboro Community City Schools. By definition, cheerleaders are considered student athletes and are accountable for all standards, rules, and regulations as outlined in this handbook. Please read the following information carefully, as a thorough knowledge of the rules and procedures of the Springboro Community City School District and the Ohio High School Athletic Association will help ensure that every student enjoys success during their participation.

The student athletes are obligated to conform to the “Student Code of Conduct” as established by the Springboro Board of Education, the Athletic Department substance abuse policies as established by the Springboro Athletic Department. Athletes are also responsible for specific rules and regulations as established by the coaches of each specific sport.

Student athletes and parents/guardians must understand that it is a **privilege** to participate in Springboro’s interscholastic athletic program. A condition to participating in the Springboro School District athletic program is a commitment to follow the rules, regulations, policies, and procedures established by the district for the implementation of its athletic program. It must also be understood that athletes who violate the rules, regulations, policies, and procedures shall face disciplinary action.

PHILOSOPHY OF ATHLETICS

The philosophy of athletics, in the Springboro Community City School District, considers athletics to be an integral part of the school’s educational program, which provides experiences that will help them physically, mentally, socially, and emotionally. We believe that by promoting sportsmanship at all levels, the athletic program instills pride and reinforces a sound value structure, and enhances the individual’s self-image, as well as the image of the school district and the community.

SPORTSMANSHIP

One of our goals is to develop athletes and cheerleaders who demonstrate good sportsmanship. We believe that the basic rules of good sportsmanship consist of:

- Showing respect for opponents at all times
- Showing respect for officials and their decisions
- Knowing, understanding, and following the rules of the contest
- Maintaining self-control at all times
- Recognizing and appreciating skill in performances regardless of affiliation.

We believe that being a spectator is a “privilege” and not a “right”. It is a privilege to watch an educational process where teams demonstrate what they have learned in the athletic classroom. Spectators will be held accountable for good sportsmanship.

Springboro Athletic Department

Mission Statement

*The mission of Springboro Athletics is to extend educational opportunities so students can compete in a manner that **promotes personal development, fosters teamwork, and teaches important life skills** necessary for becoming a valued member of society.*

Personal Development

- Physical conditioning, strength, and overall fitness
- Development of individual skills
- Promote a healthy lifestyle
- Accepting Responsibility for actions
- Self-discipline and a drive to reach potential

Teamwork

- Promote the importance of the team succeeding over individual success
- Working with others to achieve a common goal
- Developing a sense of community
- Responsibility to the team

Life Skills

- Develop positive character traits
- Teach young people how to compete
- Reinforce classroom learning and academic achievement
- Teach the importance of work ethic
- Learning how to accept success and failure
- Developing leadership qualities
- Teaching sportsmanship and having empathy for others

SPRINGBORO COACHING STANDARDS

This document is designed to provide all Springboro coaches with a common coaching frame of reference. These points of emphasis are to be considered guidelines in teaching interscholastic sports within the Springboro Community City Schools:

- Student athlete learning and teaching should be the center of all Springboro interscholastic athletics. Springboro coaches are expected to “teach” the fundamentals of the sport.
- Springboro coaches are expected to be exemplary role models both in and out of the athletic arena and leaders of young people in every sense of the word. Reinforcement of sportsmanship is critical.
- Springboro coaches are expected to communicate with the parents of their student athletes on a consistent basis. All parent phone calls are expected to be returned within 48 hours.
- Springboro coaches are expected to hold pre-season parent meetings to communicate team policies, coach’s philosophy, substance abuse policy information, and all other logistical information specific to the program. This is where the ground rules for parental communications are outlined.
- Student athletes should be coached from a constructive perspective. Demeaning the efforts of a young person does not reinforce learning and has no place in Springboro Athletics.
- Profanity by any coach is unacceptable. It has no place in education.
- Springboro coaches are expected to be consistent with discipline. Inconsistency leaves a coach open to charges of favoritism and undermines the morale of the squad.
- Springboro coaches need to be sensitive to the diversity of our student-athletes. Casual remarks or comments made in front of a diverse group of athletes may be offensive or hurtful to some young people. Coaches are strongly encouraged to be sensitive to all the athletes under their discretion.
- Keep a perspective on the grade level and who is being coached. Intensity levels of coaching should be consistent with the age of the athletes. An overzealous approach can take all the fun out of a sport.
- Springboro coaches are expected to be punctual for all practices, meetings, and contests.
- Springboro coaches are expected to dress appropriately for practices and games. The professional dress of a coach sets the tone for the team and athletic program.
- Springboro coaches are expected to be familiar with District policies on depositing/fundraising and general monetary accountability procedures.
- When teams are selected by a “tryout” method, Springboro coaches must insure that athletes who have been cut are given the opportunity to understand what their deficiencies are and what they can do to improve their skills.
- Springboro coaches should be familiar with OHSAA bylaws regarding eligibility, contest restrictions, and non-contact periods.
- If unclear on a policy or procedure, Springboro coaches should refer to their District Coaches Handbook and/or their respective Athletic Director.

PARENT EXPECTATIONS AND INFORMATION

Role of Parents in High School Athletics

Parents are expected to understand that athletic events are learning experiences for student-athletes. Parents are to be a positive role model through their own actions and by censuring those around them at events where behavior is unbecoming. A ticket to a contest is a privilege to observe athletic tests of skills, not to verbally assault others or be obnoxious. Any spectator exhibiting unacceptable behavior can be removed from a contest at the discretion of the site manager, officials or police at the event. Unacceptable behavior includes but is not limited to, bad language, harassing athletes, officials or other spectators and any physical altercation. Parents are expected to exhibit exemplary sportsmanship at all times. Any parent or spectator is prohibited from using any controlled substance before and during games and afterwards on or near the site of the event.

Communicating With Your Children

1. Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
2. Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship, and actual skill level.
3. Be helpful, but don't coach them. It's tough not to, but it is a lot tougher for the athlete to be flooded with advice and critical instruction.
4. Teach them to enjoy the thrill of competition, to be "out there trying" to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
5. Try not to relive your athletic life through your child in a way that creates pressure. Don't pressure your child because of your pride. Athletic children need their parents, so you must not withdraw. Remember there is a person who is thinking, feeling, sensitive, free spirit out there in that uniform that needs a lot of understanding, especially when their world turns bad. If they are comfortable with you win or lose, then they are on their way to maximum achievement and enjoyment.
6. Don't compete with the coach. If your child is receiving mixed messages from two different authority figures, he/she will likely become disenchanted. Criticism of the coach to your child puts the athlete in a terrible "No Win" situation.
7. Don't compare the skill, courage, or attitude of your child with other members of the team.
8. Get to know the coach(es). Then you can be assured that his/her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his/her leadership.

9. Always remember that children tend to exaggerate both when praised and when criticized. Temper your reaction and investigate before overreacting. Many items and athletes will define all coach criticism as being “yelled at”.
10. Make a point of understanding courage and the fact that it is relative. Everyone is frightened in certain areas. Explain that courage is not the absence of fear, but a means of doing something in spite of fear and discomfort.

Communicating with the Coach

Communication you should expect from your child’s coach:

- Philosophy of the coach
- Expectations the coach has for your child as well as all players on the squad
- Locations and times of all practices and contests
- Team requirements (fees, special equipment, off-season conditioning, etc.)
- Procedure should your child be injured
- Discipline that result in the denial of your child’s participation (eligibility, substance abuse, etc.)

Communication coaches expect from parents:

- Concerns expressed directly to the coach
- Notification of any schedule conflicts well in advance
- Specific concerns in regard to a coach’s philosophy and/or expectations

Appropriate concerns to discuss with coaches:

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

Issues not appropriate to discuss with coaches:

- Playing time
- Team strategy
- Play calling
- Other student athletes

Appropriate Procedure for discussing concerns with coaches:

- The very first step in discussing a coaching concern is to meet with the coach.
- Call to set up an appointment with the coach (Contact the athletic director to set up the meeting if unable to reach the coach.)
- Do not confront a coach before or after a contest or practice. These are emotional times for all parties involved and do not promote resolution.

What if the meeting with the coach did not provide a satisfactory resolution?

- Call to set up an appointment with the athletic director
- Determine the next step at this meeting.

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The Parent Pledge

By consenting to this handbook, you consent to the “parent pledge” as laid out by the Ohio High School Athletic Association above.

As a parent, I acknowledge that I am a role model. I will remember that school athletics are an extension of the classroom, offering learning experiences for students. I must show respect for all players, coaches, spectators, officials and support groups. I will participate in cheers that support, encourage and uplift the teams involved. I understand the spirit of fair play and that good sportsmanship is expected by our school, our conference and the OHSAA. I hereby accept my responsibility to be a model of good sportsmanship that comes with being a parent of a student-athlete.

Chain of Command

- A. Assistant Coaches/Junior High Coaches: To instill continuity and an overall 7 through 12 program goal, all assistant and Junior High coaches are responsible to the head coach of their respective sports program. Assistant and Junior High coaches will be responsible for normal duties required of interscholastic competition, those duties described in the coach’s job description and/or other duties delegated by the Athletic Director.
- B. Head Coaches: All Head Coaches shall be responsible to the Athletic Director for the total operation of their respective sports programs. Head Coaches shall act as official representatives of the school as they carry out their interscholastic athletic responsibilities. Head Coaches will be responsible for the normal duties required of interscholastic competition, those duties described in the coaches’ job description, and/or any duties delegated by the Athletic Director.
- C. Athletic Director: The Athletic Director is directly responsible to the Principal. The primary responsibility of the Athletic Director is the administration and supervision of the interscholastic athletic program in the Springboro Community City Schools. The Athletic Director’s duties will be those described in his/her job description and any others as designated. He/she will provide the leadership necessary for the day-to-day operation of the athletic department.

It is the responsibility of the Athletic Director to handle all requests for officials, scheduling, transportation, equipment, eligibility, interpretation of rules, and any other items inclusive of the Athletic Department umbrella.

In this capacity, the AD is solely responsible for these items and any changes regarding them. It is expected that all coaches/advisors make such requests to and through the AD. These requests should be made well enough in advance for appropriate action to be taken.

At the Junior High, the Assistant Athletic Director serves as the AD at this level.

- D. High School/Junior High Principal: The Principal is the official representative of the school and is directly responsible for the general attitude of the student body and the conduct of the athletic affairs by the Athletic Director and the coach. By delegation and by established precedent, the Principal is the official school representative in matters dealing with the Ohio High School Athletic Association and conference affiliations. The Principal is solely responsible for any official action taken by his/her school.
- E. Superintendent of Schools: The Superintendent is responsible for administering the schools according to adopted policies of the Board of Education, rules and regulations of the State Department, and in accordance with state school code. It is his/her duty to establish a definite school athletic policy and to have an understanding of that policy. The Superintendent shall represent the school district as its chief executive officer and its foremost professional educator in its dealings with other school systems, social institutions, and businesses.
- F. Board of Education: The Board of Education, responsible to the community, is the ruling agency for the Springboro Community City Schools. It is responsible for interpreting the needs of the community and requirements for the professional organization. Additional responsibilities include: 1) developing policies in accordance with state statutes and mandates in accordance with the educational needs and wishes of the community; 2) approving means by which professional staff may make these policies effective; and 3) evaluating the interscholastic athletic program in terms of its value to the community.

Note: Parents shall use the Chain of Command/Line of Authority to insure proper communication on all levels. The communication shall start at the level of the Coach that it concerns. If questions, concerns, etc. are not resolved, the parent has the option to proceed to the next level in the Chain of Command/Line of Authority.

Athletic Code of Conduct

In keeping with Board policy and the guidelines of the Ohio High School Athletic Association, student athletes are expected to fulfill their role in providing for an athletic program that is based on exemplary sportsmanship and behavior. Any athlete whose conduct is judged to reflect discredit upon themselves, the team or school will be subject to disciplinary action.

SPECIFIC AREAS OF MISCONDUCT, BUT NOT LIMITED TO:

- Violations of the Springboro Athletic Substance Abuse Policy
- Missing team practices or team meetings
- Insubordination to game or school officials
- Violations of policies as set forth by the Ohio High School Athletic Association Bylaws and Constitution
- Violations of the Springboro Student Code of Conduct as set forth by the Springboro Board of Education
- Non-alcoholic or drug violations of the Ohio Revised Code which are criminal in nature and cited as a charge other than a minor misdemeanor
- Violations of team rules and policies as established by specific sports

Communication

The athletic values of Springboro Community City Schools shall be communicated to student athletes, parents, and supporters through various means, including, but not restricted to, the student athlete handbook, the student information packet provided to all student athletes, and the district's athletic website.

Disciplinary Process

The disciplinary process (except for team rules violations) shall be conducted by the building athletic director. Before disciplinary action is imposed, the building athletic director shall provide notice to the student of intent to discipline the student regarding his or her participation in extracurricular activities, which shall include the reason for the discipline. The student shall be given the opportunity to appear before the building athletic director shall provide the student and his or her parent or legal guardian with written notification of the discipline, the reason(s) for the discipline and the details of the discipline. Any appeal of the disciplinary action shall be through the building principal.

Student Code of Conduct

Students and parents/guardians should review the Student Code of Conduct (Board Policy 5500).

Springboro Athletic Department

Substance Abuse Policy

ATHLETIC CODE OF CONDUCT

Participation in an athletic activity at Springboro Junior High and Senior High School is a privilege, not a right. Students participating in athletic activities represent the entire Springboro Junior High and Senior High School student population in local, State, regional, and National events. This representation of the school District carries with it the additional responsibility of maintaining the highest personal and ethical conduct.

As used in this policy the term “student athlete” includes those students participating in extra-curricular athletic activities as players, managers, or student assistants in school district sponsored athletic activities.

THE CODE OF CONDUCT

Any student athlete participating in an athletic department recognized activity shall not use or have in his/her possession, in any form, alcohol, tobacco, e-cigarettes, other drugs or drug paraphernalia. A student athlete who aids or assists another in committing any of the above infractions shall be deemed equally responsible for the offense and shall receive the same consequence.

Participants should conduct themselves both in and out of school in a manner that reflects good citizenship. Any behavior that results in dishonor to the participant, his/her team, or his/her school will not be tolerated.

LIFETIME OF CODE

This policy will be in effect beginning on the first day that a student enters 7th grade. There is no “off-season” as far as adherence to the substance abuse policy is concerned. This policy is in effect “365 days a year/24 hours a day.” All violations that occurred during Junior High (7th and 8th grade) will be expunged after the final school day of the student’s 8th Grade year. Any violation after the final day of 8th grade will be counted cumulatively from grades 9-12.

Student athletes will be held accountable for the Substance Abuse Policy on the above described year-round basis. Cumulative accountability through his/her interscholastic career will run from grades nine through twelve (9-12). *Example: a violation during 9th grade followed by a violation in the 11th grade would constitute a second offense circumstance.*

Substance abuse policy is in effect for all student-athletes grades seven through twelve (7-12). The policy is effective starting with the OHSAA Official Fall Sports start dates for 2017-18 (August 1st, 2017).

INFRACTION PROCEDURE

All alleged infractions involving student athletes will be referred to the Athletic Director. S/he will determine if an infraction has occurred. If it is determined that an infraction has occurred, it is the responsibility of the Athletic Director to notify, in writing, the participant, the participant's parents, and the participant's coaches/advisors.

APPEALS

A written request for an appeal should be directed to the Superintendent, and must occur within seven (7) calendar days following notification of the infraction. The participant will not be allowed to participate in contests/events during the appeal process. The Superintendent will hear the appeal and arrive at a final decision on the case. There will be no further appeals. Appeals shall be heard promptly to avoid unnecessarily penalizing a student athlete that is found not guilty on appeal.

DENIAL OF INVOLVEMENT CLAUSE (LYING)

If any participant denies their involvement in a tobacco, alcohol, or substance related situation and is later found to have been involved by the athletic director or building principal, their consequences will be doubled.

CONSEQUENCES

A student athlete who violates the policy and the violation is substantiated by a member of the school staff or a law enforcement officer will be immediately denied participation under the following guidelines:

Possessing, selling, distributing and/or Using

- **1st Offense-** The student will be denied participation for **20%** of the allowable regular season contests.
 - *Fractions of athletic contests will be rounded up if they are .5 or more of a contest and rounded down if .4 or less of a contest. For example, in a 16 game regular season schedule, 20% of the contests would be 3.2 games. In this instance, the athlete would be denied participation for 3 games.*
 - To be eligible for reinstatement in the interscholastic athletic program, the following requirements must be met:
 - The student athlete must submit to a professional drug/alcohol assessment. Proof of assessment completion must be provided to the athletic director.

The professional assessment agency must be accredited and acceptable to the school district.

- If the assessment indicates treatment procedures, the athlete must follow the prescribed program to be eligible for athletic reinstatement. Parents are permitted to seek qualified “second opinions” of professional assessments.
- Positions of Leadership (i.e. Captain, Panther Athletic Council, etc.) are forfeited by violation of the Substance Abuse Policy.
- If a violation occurs when a student athlete is not currently participating in a sport, the consequence will only carry over to a sport that the student has previously participated in. In other words, the student cannot join a sport for the first time for the sole purpose of avoiding the suspension in their primary sport.
- Financial Responsibility of the professional assessment lies with the parent(s) of the student athlete.
- It is the responsibility of the student-athlete to schedule a meeting with the Athletic Director in order to get approval on reinstatement.
- **2nd Offense**– The student will be denied participation for **50%** of the allowable regular season contests.
 - The “second offense” penalty will be enforced regardless of the time interval between the first offense and second offense. The student athlete is accountable for adherence to the Substance Abuse Policy continuously from grades nine (9) through twelve (12).
 - Second offenses can be any combination of drug or alcohol or tobacco violations. *For example: one alcohol violation + one tobacco violation = a second offense and the consequences as defined under policy guidelines.*
 - In order to be reinstated to the interscholastic program after 50% of the contests have been completed, the student athlete must complete all aspects of the reinstatement criteria as outlined in the “first offense” section.
 - It is the student athlete’s responsibility to communicate with the athletic director concerning all aspects related to the completion of the reinstatement criteria.
 - **If the 2nd offense occurs during the same season as the first offense, the student athlete will be removed from the team from the remainder of the season and will be ineligible to participate in any games/contests.**
- **3rd Offense** – The student will be denied participation for **One (1) Calendar Year** from the date of the incident.
 - All requirements of the first and second offense are required in relations to reinstatement.
- **4th Offense** – The student will be denied participation in extracurricular activities for the remainder of his/her career at Springboro Community City School District pending a hearing of a committee composed of the Superintendent of Springboro Schools, the Principal of Springboro High School, and the Athletic Director at Springboro Schools.

Athletic Eligibility

Student athletes and parents/guardians must understand that it is a **privilege** to participate in athletics at Springboro Junior High and Springboro High School. In order to participate as a student-athlete, the student must satisfy grade requirements established by the Ohio High School Athletic Association and Springboro Community City Schools.

Quarterly Eligibility

- In order to be eligible in grades 9-12, a student must be currently enrolled and must have been enrolled in school the immediately preceding grading period. During the preceding grading period, the student must have received passing grades in a minimum of five (5) one-credit courses or the equivalent, each of which counts toward graduation.
 - At Springboro High School, all classes EXCEPT for Physical Education classes are one-credit courses.
 - In addition to passing 5 one-credit classes, the student must have earned an **average** of 67% or above in said grading period.

- A student enrolling in the 7th grade for the first time will be eligible for the first grading period regardless of previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must:
 - Be currently enrolled in the current grading period
 - Must have been enrolled in school the immediately preceding grading period
 - Received passing grades during that grading period in a minimum of 5 of those subjects in which the student received grades.
 - At Springboro Junior High, ALL classes count as one-credit classes.
 - In addition to passing 5 one-credit classes, the student must have earned an **average** of 67% or above in said grading period.

- Restoration or Removal of Quarterly Academic Eligibility (from ohsaa.org)
 - The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective.
 - For the purposes of this bylaw, “school day” includes faculty in-service days, calamity days and regular school attendance days but not holidays or school breaks.
 - Exception 1: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.
 - Exception 2: A student coming off the “ineligible status” may become eligible 24 hours after the mandatory grade reporting date. The mandatory grade reporting date is a date established by Board of Education or similar governing board policy

for that school's district and shall not be the same day as the end of the grading period. The mandatory grade reporting date shall be applicable to all students in that district.

Weekly Eligibility

In addition to quarterly eligibility standards, Springboro Community City Schools has established weekly eligibility for "in-season" student-athletes. Students must maintain weekly eligibility in order to participate in games or competitions.

- Any student receiving more than one grade equivalent to less than a 67% average in grades 7-12 in two different subjects will result in loss of eligibility for one week.
- Students cannot lose eligibility during the first week of a grading period.
- A student who lost eligibility the last week of a grading period is ineligible during the first week of the next grading period.
- Weekly eligibility spans from Monday – Sunday, and a student that has been determined to be "weekly ineligible" must sit out all competitions during that time period.

ATHLETIC PROCEDURES AND INFORMATION

Final Forms

Springboro Athletic department has partnered with FinalForms. All student-athletes must be registered, select the sport they wish to participate in, and fill out all “paperwork through FinalForms at <https://springboro.finalforms.com>.

We have found that this system is more manageable and accurate, while providing an efficient database of information on our student-athletes. We also feel that this system has greatly decreased the amount of repetitive paperwork that parents fill out throughout the athletic year, as forms will only be required to be filled out ONCE per school year!

The ONLY form that you are still required to print, complete, and file in the Athletic Department, is the actual OHSAA Physical form. Pages 3 and 4 of the physical form must be completed by the doctor and by law we are required to have a signed copy on file. Physical forms are valid for 365 days from the date of the Doctor signature. Once your student’s physical is received by the athletic department we will input the expiration date into FinalForms, and then you will receive automatic notifications when your student’s forms need to be updated. *It is the recommendation of Springboro Athletic Department that student’s get their physical during the summer months (June or July). This way, the physical never expires during a school sport.*

If you do not have all paperwork complete on Final Forms on Day 1 of practice/tryouts, you will not be able to participate!

Athletic Participation Fees

In order to minimize the cost of operating an athletic program, it is necessary to collect athletic program participation fees from **every** student participating in interscholastic athletics. Fees are approved annually by the Board of Education.

Student athletic fees are used to defray the cost of interscholastic athletics at Springboro. Such costs include, but are not limited to, entry fees, officials, uniforms, equipment, training supplies, maintenance, transportation, coaching salaries, awards, etc.

1. All athletes will be assessed an athletic program fee for every sport in which they participate. There will be no fee waivers.
2. All athletes in grades 7 and 8 will be assessed a \$160 fee per athlete/per sport.
3. All athletes in grades 9 through 12 will be assessed a \$260 fee per athlete/per sport.
4. The family cap for athletic fees are \$1040.
5. Student athletic program fees are non-refundable
6. Fees are due on the date(s) designated by the Athletic Director. Fees can be paid by cash/check to the Athletic Department or online through E-Funds.

7. Students not paying fees or meeting payment deadlines will be denied participation in Springboro's interscholastic athletic program.
8. All outstanding school fees must be paid in full prior to athletic participation.

Transportation Guidelines

1. Students must go to and return from all Springboro interscholastic contests via transportation arranged by the Springboro Athletic Department. Athletes will be released to their parents at the game site only under special circumstances. Friends or neighbors cannot be released at a contest site to anyone other than their own parents.
 - a. If special circumstances arise, parents must sign the Alternative Transportation form that will be provided by the coach and/or found on the Athletic website.
2. Riding in school vans: Ohio law requires that everyone wear a seat belt -no exceptions.
3. Noise is a definite safety factor. Keep all conversations, radios, and victory celebrations to reasonable, safe noise levels.
4. Students will remain in their seats at all times.
5. State law dictates that there is no food to be eaten on school buses.
6. Make sure the bus is in the same condition as when the trip began. Please take your trash with you at the conclusion of the trip.
7. Littering is a fineable offense. It reflects poorly on our entire program. Do not throw anything from the windows of your bus.
8. The bus driver is in charge of the bus and his/her directions must be followed the same as any teacher or coach. The driver is solely concerned with your safe transportation to and from the contest.
9. Insubordination toward the school bus driver will not be tolerated and will be dealt with under the misconduct.
10. As an Athletic Department, we are dependent upon the cooperation of our Transportation Department, if we are to meet our various scheduling demands. We definitely want to foster a positive working relationship with the Transportation Department by making every effort to be cooperative and courteous.
11. Under no circumstances can a coach authorize students to drive themselves to any away contest. If a transportation conflict occurs, contact Austin Rhoads, Athletic Director, to discuss appropriate accommodations available.

Athlete Equipment/Uniform Responsibilities

As an athlete participating in interscholastic athletics in the Springboro Community City School District, you have the following responsibilities concerning school issued uniform and equipment items:

1. It is extremely important that your equipment provides you the protection for which it was designed. It is your responsibility to periodically (at least weekly) examine your equipment for damage. Damaged equipment must be repaired before you compete or practice. You cannot be adequately protected with defective equipment. Bring all your equipment problems immediately to the attention of your coach for resolution.
2. Your equipment and uniform are issued to you alone. You are responsible for the security of these items. Do not loan your equipment or uniform to others. Keep all items under lock. All school issued items will be numbered for inventory purposes. Equipment or uniform items that are lost or stolen are your financial responsibility. Athletes will be placed on the student fine list and report cards withheld until restitution is made to the athletic department.
3. Care should be exercised in laundering uniforms. Read manufacturer's label for washing instructions. At the completion of your season, please launder all school issued practice and game uniforms prior to off-season storage.
4. Any athlete who has NOT returned school issued equipment or uniforms will not receive their athletic awards until this is completed.
5. Athletes will NOT be permitted to begin another sport season (the official practice start date) until all school issued equipment and uniforms are returned. In addition, an athlete will not be able to begin another sport season if restitution has not been made for any lost or damaged equipment.

Locker Room Rules

1. Roughhousing of any kind is not permitted in the locker room.
2. The harassment or hazing of others is not permitted. Incidents are to be reported to the coaching staff immediately.
3. No glass containers will be permitted in the locker room.
4. All spiked or cleated shoes must be put on and taken off outside of the locker room in extreme or muddy weather conditions. No metal or hard plastic spikes or cleats are allowed in any other part of the school building.
5. Equipment must be removed from all lockers by the end of the first school day following the conclusion of each sports season.

6. Students should ensure their locker is locked at all times. Never leave a locker unattended or unlocked. Springboro Community City Schools accepts no responsibility for any items lost or stolen.
7. No student should be in the locker room without proper supervision or permission from the coaching staff or athletic trainer.
8. Athletes are also subject to any additional locker room, practice or training area rules and regulations specific to an individual sport as determined by the Head Coach and approved by the building administration.

Athletic Medical Procedures

It is your responsibility as an athlete competing in interscholastic athletics at Springboro to understand and comply with the following medical and injury procedures:

1. Before you may compete or practice, you must have all formwork completed and submitted via FinalForms. Specifically, these forms are a completed physical examination form, an emergency medical authorization form, and your general student information form with risk acknowledgement.
2. In the case of an athletic injury, it is your responsibility to notify your coach of the situation immediately so the best course of care can be undertaken as soon as possible. If there is any question as to whether you are injured or not, take the time to see the trainer for an evaluation. Don't attempt to continue to compete or practice with an injury of an undetermined severity and/or extent. Doing so could possibly cause further injury and considerably lengthen recovery.
3. If your injury requires a visit to a physician's office, we must receive a written release from that office in order for you to return to competition.
4. You have a personal responsibility to follow through on prescribed rehabilitation. You must make a commitment to complete the rehabilitation instructions faithfully.
5. While injured, you are expected to attend all practices and contests unless excused by your coach. Even though you may be out of action, you are still a part of the team. You will still be able to pick up on new strategies and techniques by observing practice sessions. It is very important that you do not let an injury adversely affect your attitude in the classroom.
6. The Ohio High School Athletic Association carries a "catastrophic injury insurance program".

NCAA Clearinghouse

All SAT and ACT test scores must be reported to the eligibility center directly from the testing agency. Test scores will not be accepted if reported on a high school transcript. When registering for the SAT or ACT, input the eligibility center code of 9999 to make sure the score is reported directly to the eligibility center.

The Guidance Department at Springboro High School will coordinate all clearinghouse materials for the NCAA. If you need additional assistance, please contact the High School Athletic Director for further guidance.

Parents are strongly encouraged to review the NCAA Clearinghouse approved and non-approved course lists with their student athletes. It is highly advisable that the parent(s) of each student athlete take an active role in monitoring the successful completion of the NCAA Clearinghouse approved courses. Not only on a yearly basis but also throughout the student's entire high school career.

More information on the NCAA Clearinghouse can be found at www.eligibilitycenter.org .