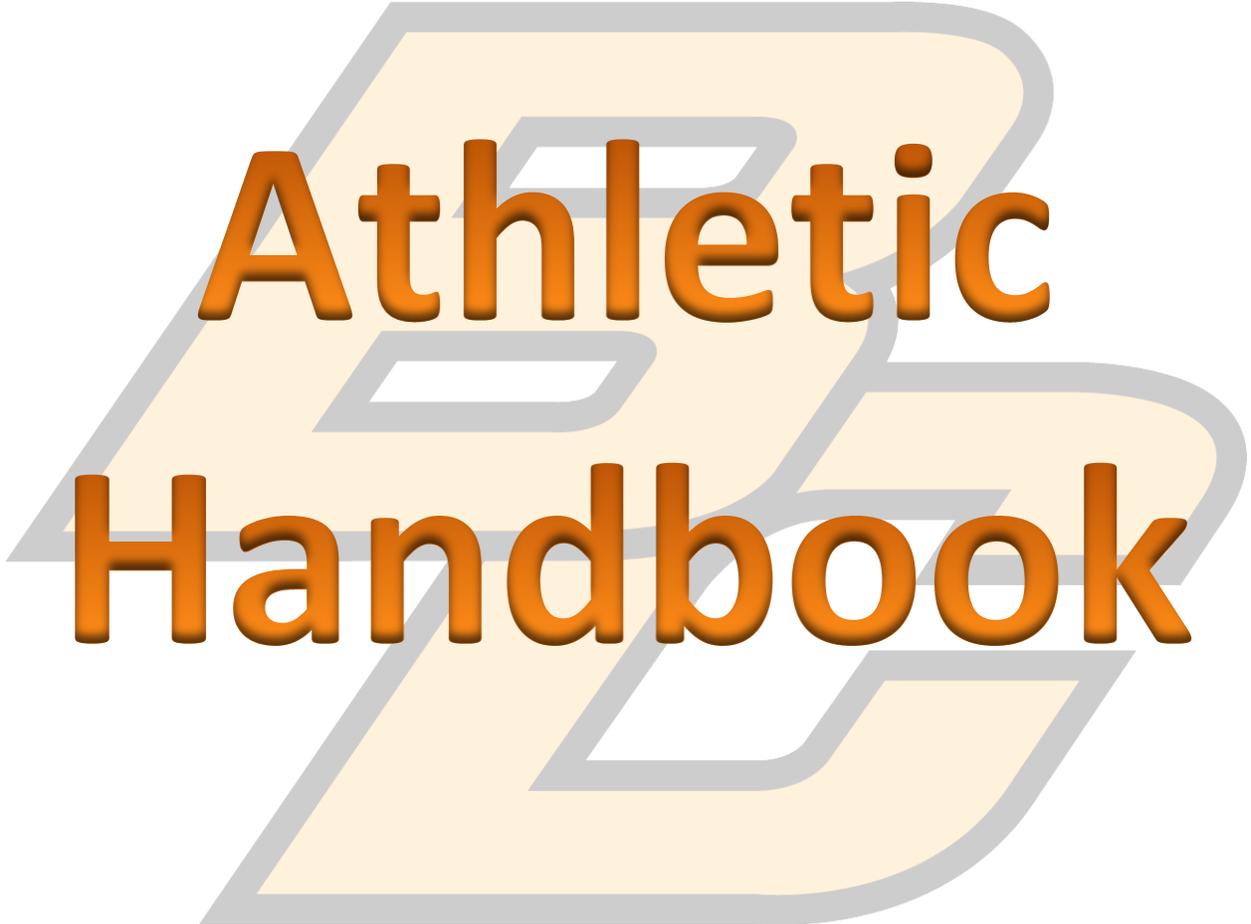


Byron Center High School

“HOME OF THE BULLDOGS”

A large, stylized letter 'B' logo is centered in the background. The 'B' is filled with a light orange color and has a thick grey outline. It is slightly tilted to the right. Overlaid on this logo is the text 'Athletic Handbook' in a bold, orange, sans-serif font.

**Athletic
Handbook**

Revised, Spring 2017

Athletic Director: Dan Holden

Dear Parents:

The Booster Club welcomes every one to a new and exciting year of school activities and wishes all the students a successful year. We are proud to provide a service to the students of Byron Center Schools in the form of purchasing uniforms and equipment.

For the Boosters to continue in their assistance to our students, we need your participation and input. We invite you to become a part of this exciting group by attending our meetings and joining our ranks. We meet the first Wednesday of each month at 7:00 p.m. in the Byron Center High School Cafe.

EXPECTATIONS OF PARENTS AND GUARDIANS

Successful programs have student athletes, parents/guardians and coaches working toward common goals. As a source of encouragement, as a behavior model, and as a program and student supporter, parents/guardians are a critical part of this triangular partnership. Successful athletes and successful programs are often directly influenced by supportive and caring parents/guardians. In this important capacity, these standards should be practiced:

1. Recognize the importance of discussing and understanding with the student athlete the prerequisite of team membership, time commitments, team rules and a commitment to always doing ones' best along with other team, student and family responsibilities.
2. Encourage participation while respecting the student athlete's choice of team or other activity involvement. Sometimes a choice may have to be made if a compromise between two or more interests is not possible.
3. Attend parent meetings and other school support group meetings.
4. Encourage and support involvement by attending contests.
5. Demonstrate positive support at contests as a way of modeling good sportsmanship.
6. Communicate concerns beginning with the athlete, then the coach in a positive and appropriate manner. Please keep in mind the 24 hour rule when wanting to discuss a concern with a coach. After a competition discuss your concerns with your student athlete and encourage the student athlete to talk with the coach. If you still have a concern set up a time to meet with coach in person, but please wait 24 hours after the completion of that event. If you still did not reach an acceptable response to your concern, you may set up a meeting with the coach and Athletic Administrator. *Coaches will determine playing time and game strategy.*
7. Recognize that mistakes, poor choices, the need to try independence, the expression of ideas and thoughts, failure as well as success, are all important aspects of a young person's growing and learning opportunities.
8. Recognize that the real value of athletic involvement rests in the positive educational lessons that become growing and learning opportunities for the student athlete.
9. Recognize that parents are a strong and positive force in supporting, shaping and encouraging the real value of athletic involvement.
10. Understand and support the team concept and recognize how each student athlete accepts, contributes, and works toward this goal.
11. Recognize how playing time relates to skill level, practice effort, team roles, and out of season preparation.
12. Understand and support the adherence to training rules.

BYRON CENTER INTERSCHOLASTIC SPORTS PROGRAM

We offer the following MHSAA interscholastic sports to all students in grades 9-12:

GIRL'S SPORTS

Fall

Cross Country
Golf
Swimming and Diving
Volleyball
Equestrian
Sideline Cheer(Club Sport)

Winter

Basketball
Bowling
Competitive Cheer
Dance (Club Sport)
Bowling

Spring

Soccer
Softball
Tennis
Track & Field

BOY'S SPORTS

Fall

Cross Country
Football
Soccer
Tennis

Winter

Basketball
Ice Hockey(Club Sport)
Swimming and Diving
Wrestling
Bowling

Spring

Baseball
Golf
Track & Field
Lacrosse (Club Sport)

We also offer the following sports to all students in grades 9-12:

CLUB SPORTS

(Parent Funded Club Sports – Participation Fee is determined by the cost to run the sport for 1 year)

Fall

Equestrian
Sideline Cheer

Winter

Ice Hockey
Dance (tryouts in March)

Spring

Lacrosse

Byron Center Public Schools charges admission for the following events:

<u>Sport</u>	<u>Level</u>	<u>Adults & Students</u>
Football	All	\$5
Basketball	All	\$5
Competitive Cheer	All	\$5
Volleyball	All	\$5
Wrestling	All	\$5
Soccer	All	\$5
Swimming/ Diving	V	\$5
Track	All	\$5
Competitive Cheer	All	\$5
Hockey	V	\$5
Lacrosse	All	\$5

Season Ticket Prices

Individual - \$50
Student - \$25
Family - \$150

- Season Tickets will allow you to attend all Byron Center home events for the sports listed above (***This does not include tournaments or MHSAA sponsored events.***)

TO THE STUDENT STUDENT-ATHLETE

As a student-athlete, you are subject to the following Athletic Code, the rules and regulations of the OK Conference and the rules and regulations of the Michigan High School Athletic Association (MHSAA). MHSAA guidelines can be found in the Athletic Administrator, Principal's office or online at www.mhsaa.com. Read the following rules carefully so you fully know and understand them. Your dedication as a student-athlete is essential for a successful athletic program.

Student-Athlete Defined -

A student athlete is a member of any interscholastic sports team. As an athlete at Byron Center, your peers and community will hold you in high esteem. You will be expected to be a leader, to exhibit self-control, and self-discipline in all situations. You will need to develop a strong sense of character, and let this guide you as you face decisions in and out of athletic competition. When you wear the Black and Orange of Byron Center, we expect you to assume the responsibilities that go with them. Keep in mind that many times during your years at Byron Center, our school will be judged by your actions and attitudes.

Article I – ATHLETIC PHILOSOPHY

Competition has long been considered a measure of excellence in our culture, whether it be in the business world, in scholastic achievement, or in athletics. Educational sports programs support the educational program and are an extension of the classroom. Every attempt should be made to encourage as many students as possible to share in the benefits of athletic participation. While participation is to be encouraged, it should be regarded as a privilege to compete for Byron Center Public Schools.

Being a member of an athletic team is an important activity for the student athlete, the parents, the coach, and the community. Athletics assist the teaching of qualities that are needed to be successful in life. Some of these qualities include: responsibility, self discipline, loyalty, effort, respect towards others, honesty, integrity, self esteem, humility, dealing with pressure, commitment, the value of team and the ability to handle competition with enthusiasm and grace. The individual who exhibits these qualities at the appropriate times is said to have character.

- **The first goal of our program is to develop character.**

The athletic program should always create enthusiasm. A person that enjoys participating on an athletic team will take pride in their work, will put forth more effort and will perform better because the game is important to them.

- **The second goal of our program is to allow all members of the Byron Center School and community to enjoy athletic activities and thus create enthusiasm within the program.**

When all student athletes, parents, coaches, and community act with character and enthusiasm our ultimate goal will be within reach.

- **The final goal of our program is to develop champions on and off the field.**

Article II - PHILOSOPHY OF THE COACHING STAFF

Accepting a position to coach a group of people carries with it a great burden and responsibility. Coaches are held in high esteem by most young people. A coach is a character model displaying the highest of human understanding and ethical standards. Below is a brief list of items on how coaches are to approach their responsibilities. Carrying out these items will place the coach in a positive role model for young people.

- A. Students must enjoy and have fun while participating in an athletic program. The best approach is to treat team members in the same way you would want to be treated if you were a member of your team.
- B. Winning, though important, is not the primary objective. Everyone wants to win; it is a natural desire. Teaching athletes the proper skills and attitudes and seeing that they have acquired the proper mental and physical conditioning is the primary objective of any athletic program. Winning will be a natural outcome if this teaching and conditioning takes place.
- C. Motivation of athletes is an important function of all coaches. Only positive types of motivation shall be used. Under no circumstances are players to be ridiculed. When you praise players, do it in front of other team members. If it is necessary to criticize the actions of an athlete, do so in private so as not to embarrass him/her.
- D. The use of profanity will not be allowed by the coaches or the athletes. The English language has many words much better suited to stress a coaching point!
- E. Parents will be the greatest supporters of your team. Make them feel free to ask questions and to become involved. All parent calls should be immediately returned. Remember, you are dealing with their most prized possession – their child!
- F. Be consistent when dealing with your athletes. Treat all players in the same positive manner. Enforce all rules uniformly among team members. Maintain a friendly but professional relationship with your team at all times. Remember, you are an adult and in a leadership role.

Successful execution of the components of the program will lead to a wholesome, worthwhile experience that the athlete, the parents, the coach and the community can be proud of.

Article III - GOALS OF ATHLETIC PARTICIPATION

1. **YOU LEARN TEAMWORK** – to work with others in a democratic society a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. You accomplish this by placing the team and its objectives higher than your personal desires.
2. **YOU LEARN TO BE SUCCESSFUL** – our society is very competitive. You will not always win, but you will succeed when you continually strive to do so.
3. **YOU LEARN TO BE A GOOD SPORT** – you must learn to accept success and not let it go to your head. You must also learn to accept defeat knowing that you've done your best. You must continually strive to treat others as you would have them treat you. Through participation in athletics you must develop positive social traits. Some of these traits worth mentioning are: emotional control, honesty, cooperativeness, and dependability.
4. **YOU LEARN TO ENJOY ATHLETICS** – many athletes are involved in athletics for many reasons, the least being the enjoyment derived. Hopefully, you will learn to enjoy this period in your life and appreciate your personal rewards.
5. **YOU LEARN DISIRABLE HEALTH HABITS** – to be an active, contributing citizen, it is important to obtain and maintain a high degree of physical fitness through exercise and good health habits. Your participation in athletics should demonstrate to you the importance of good health habits.

Article IV - GRADE LEVEL PHILOSOPHY FOR ALL SPORTS

Philosophy of 9th grade for boys and girls athletic programs is one of development in the following areas:

- 1) Athletic skills, Athletic development (BFS/Bulldog Power, readiness, nutrition)
- 2) Learning to practice and play with 100% effort and intensity.
- 3) Concept of team membership in place of individual interests.
- 4) Realizing that team membership means meeting eligibility requirements.
- 5) Learning to compete with other players.
- 6) Realizing that team membership is a privilege, not a right.

Philosophy of junior varsity programs is to prepare players for varsity level competition. This involves:

- 1) Continued skill development, and Mastery of BFS/Bulldog Power athletic development program.
- 2) Developing winning attitude.
- 3) Developing teamwork in place of personal interests.
- 4) Learning to understand and accept individual role on team.

Philosophy of varsity level teams in all sports is playing to potential in order to be as competitive as possible. Involvement of all individuals is secondary to competing to win.

Article V – EDUCATIONAL OUTCOMES OF PARTICIPATION IN ATHLETICS

Physical Growth

1. *Achieving personal fitness*
2. *Learning to deal with stress*
3. *Learn skills for participation*
 - Lifelong activity
 - Skills for specific sports
 - Discipline and rules of the game
4. *Develop proper nutritional habits*

Emotional Growth

Gain self-confidence, self-worth and self-discipline

- Assure that student-athletes learn from both their success and failures
- Give constructive criticism

Learn to accept criticism

- Positive reinforcements
- Learn to accept success and failure
- Define roles and set goals

Social Growth

Develop interpersonal relationship skills

Develop loyalty to a group by:

- Making practice a requirement
- When a teammate is competing, everyone cheers
- The points they score/role they play are valuable to the success of the team

Learning to win/lose graciously

- End of game handshake
- Encourage teammates - win or lose
- One on one consoling
- Analyze each competition for successes and ways to improve in win and loss

Learn sportsmanship – fair play

- Setting an example
- Learning the rules of your sport
- Learning the fundamentals of the sport

Learn respect for teammates, opponents, coaches and officials

- Tolerance for others
- Constant reinforcement of expectations
- Work on an individual basis
- Use of appropriate language and behavior

Represent yourself, your team and your school in a positive manner

- Dress and/or uniform expectation (appearance)
- Shaking hands after competition
- Respecting opponent's performance
- Respecting teammates

Article VI - CONDUCT AND VALUES OF A STUDENT-ATHLETE

The conduct of a student-athlete is closely observed in many areas of life. It is important that your behavior be above reproach in the following areas at all times:

- A. In the classroom, a student-athlete should work hard and have good study habits and good behavior. Detentions must be taken care of promptly. A student-athlete must notify each coach of a detention or other disciplinary consequence, which always takes precedent over practice or games.
- B. During competition, a student-athlete must always exhibit good sportsmanship. Use of profanity or illegal tactics is strictly forbidden and will not be tolerated. Student-athletes are not to argue with or show disrespect toward officials, coaches, teammates, opponents or any adult personnel. Disciplinary actions will be left up to the discretion of the coach.
- C. On trips, student-athletes directly represent the community, school and coaches. Therefore, it is expected that all concerned will dress in an acceptable manner when traveling and conduct themselves on the bus in a respectful manner.
- D. A student-athlete must respect school property and equipment at all times. If the student-athlete destroys, loses or steals equipment, s/he is taking from themselves, teammates and the school, entity or person that owned the equipment. Each student-athlete is financially responsible for destruction of equipment or loss of property. Student-athletes and parents will be notified by the coach, of any item that is missing or that needs to be replaced due to loss or destruction. Student-athletes who intentionally destroy or damage school property or equipment, are subject to disciplinary sanctions up to and including loss of the privilege of participating in athletics, suspension or expulsion from school and/or referral to appropriate law enforcement authorities

Article VII - GENERAL INFORMATION

1. **Interscholastic Competition:** As an student-athlete, you are not permitted to participate in interscholastic competition until the following items have been completed and are on file in the Athletic Office:
 - A physical examination by a physician. The physician and parent or guardian must sign the Physical Form, including the medical treatment consent, parent or guardian consent, and emergency information.
 - Athletic Permission Form signed by the parents and/or guardian and student-athlete that indicate that both parties have read this athletic handbook and understands our policies.
2. **Physicals:** The physical form is available in the Athletic Office. Physicals are valid for the following year if they were received after April 15.
3. **Insurance:** Byron Center Public Schools offers Student Accident Insurance through a company called First Agency. This insurance provides certain specified coverage to any student injured during a school-sponsored event. If such an accident should occur, the student's parents insurance is the primary carrier and the First Agency policy provides secondary coverage. In the event that the student-athlete has no insurance, then First Agency becomes the primary insurance. The Byron Center Public Schools makes no representations concerning the coverage provided by this policy as the level of insurance coverage is determined by the terms of the insurance policy.

4. **Injuries:**

- The Certified Athletic Trainer, physician and/or qualified health care provider may prohibit any student-athlete who sustains an injury from returning to participation until evaluated and released.
- Any student-athlete that sustains an injury is prohibited from returning to participation until the Certified Athletic Trainer has had either written or verbal communication with the coaching staff.
- Any student-athlete who has been referred to a physician must have written release from a medical doctor (MD) or doctor of osteopathic medicine (DO) in order to return to participation.
- A parental medical release or waiver is not acceptable for a return to participation following an injury.
- If any healthcare provider involved in the care of the student-athlete feels the student-athlete is unfit to participate, the Certified Athletic Trainer will not allow the student-athlete to participate.
- If a student-athlete is restricted in any physical education class, that student-athlete may not be allowed to participate in interscholastic athletic activities. The Certified Athletic Trainer reserves the right to make exceptions to this rule.

5. **Participation:** An athlete may participate in only one varsity sport per season, unless it is agreed between both coaches and the athletic administrator that it is in the best interest of the student athlete to compete in two sports in the same season. Each coach and student athlete must have a signed letter from the athletic administrator stating that the student athlete has permission to be a dual sport athlete. Students should not participate on a non school sponsored team when in season. All physical and mental preparation should be focused on your school sponsored in season sport.

6. **Dual Sport Athletes:** Athletes may participate in more than one sport per season if the following criteria are met.

- a. Both coaches must agree to allow the athlete to participate.
- b. The athlete must select their primary sport and attend all practices and games of their primary sport. An athlete must not miss any practice or game time to participate in their secondary sport.
- c. A practice and game schedule must be provided by both coaches that include practice and game times of both sports.
- d. The health and welfare of the athlete must be considered by all parties involved.
- e. The athletic administrator must provide a letter to both coaches and the athlete that permission to be a dual sport athlete has been granted.

7. **Missing practice:** An athlete should always consult his/her coach before missing practice. Missing practice or a game without permission from the coach will result in a loss of play during the next scheduled competition.

- Students who have one unexcused absence will not play in the next scheduled contest.
- A student athlete who has two unexcused absences will not play in the next two scheduled contest.
- Upon receiving a third unexcused absence the student athlete will no longer be eligible to compete for that sport for the remainder of that season.
- Practices missed as a result of a school suspension will be dealt with on an individual basis.

8. **Conflicts in extracurricular activities:** An individual student who attempts to participate in several extracurricular activities will, undoubtedly, be in a position of a conflict of obligations. The athletic department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to this end, will attempt to schedule events in a manner to minimize conflicts. Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen. It also means notifying the faculty sponsors/coaches involved immediately when a conflict does arise.

- **When** a conflict arises the sponsor(s)/coach(s) will work out a solution so the student does not feel caught in the middle. Competition/performance takes precedence over practice. If both groups have a competition/performance then a conference competition/performance will take precedence. State competition/performance will take precedence over all other competition(s)/performance(s).
- **If** a solution cannot be found between the sponsor(s)/coach(s), the director of each activity will make the decision based on the following criteria.

The relative importance of each team(s)/group(s) competitive schedule and the contribution the student can make to the team/group. The principal will consider how long the event has been scheduled and will have a discussion with the parents.

Article VIII - ACADEMIC ELIGIBILITY

At Byron Center High School, there is a two-part eligibility requirement. Student-athletes must meet both to be eligible to compete. The first part is semester eligibility and the second is weekly eligibility.

Semester Eligibility

For a student-athlete to be eligible for the semester, she/he must have passed, a required 4 of 6 semester classes the preceding semester.

New guidelines through the MHSAA have been passed to allow a student to participate after the 60th day of the semester, providing he/she is passing the required 4 of 6 classes.

Weekly Eligibility

- Students receiving 2 or more failing grades will be placed on a probationary period the first week. If the student receives two failing grades in consecutive weeks, he/she will be not be eligible to participate for the following week (Monday through Sunday).
- Grades for eligibility will be collected on Mondays and a list will be emailed to each sports coach. It is the responsibility of the student athlete to meet with the teacher within five days and make any corrections to their PowerSchool grade report (Deadline for any changes is Friday by 2:30pm).
- Eligibility will approximately start the second week of every marking period and/or two weeks after practice begins for a new sports season.

- Student-athlete eligibility will be cumulative through the end of each nine-week marking period. (i.e. A student-athlete has an F in a class on Friday, the last day of the marking period. Since Monday starts a new nine-week marking period, the student-athlete no longer has in F in that class).

Article IX – GENERAL ELIGIBILITY REGULATIONS

1. Age:

A student-athlete who competes in any interscholastic athletic contest must be under nineteen (19) years of age, except that a student-athlete whose nineteenth (19th) birthday occurs on or after September 1 of a current school year is eligible for the balance of that school year.

2. Seasons of competition:

- Student-athlete must not have more than four (4) first and four (4) second semester seasons of competition in a sport in four (4) years of high school.
- A student-athlete shall be limited to participation in only one sports season when that sport, leading to a MHSAA championship, is sponsored twice during the school year.

3. Physical examination:

- No student-athlete shall be eligible to represent a Byron Center team for whom there is not on file in the offices of the athletic director, a statement for the current school year certifying that the student-athlete has passed a physical examination and is physically able to compete in athletic practices and contests.
- Athletic equipment should not be issued and student-athletes should not be allowed to practice until an acceptable signed physical examination statement has been provided.
- A statement for the current school year is interpreted as any physical examination given on or after April 15 of the previous school year.

4. Semester of enrollment:

A student-athlete shall not compete in any branch of athletics that has been enrolled in grades nine to twelve, inclusive, for more than eight semesters. The seventh and eighth semesters must be consecutive. Enrollment in school beyond the fourth Friday after Labor Day (first semester) or the fourth Friday of February (second semester), or competing in one or more interscholastic athletic contest, shall be considered as enrollment for a semester under this rule.

5. Undergraduate standing:

A student-athlete who is a graduate of a regular four-year high school or who is a graduate of a secondary school, which has the same requirements for graduation as a regular four-year high school, shall not be eligible for interscholastic athletics. However, a student-athlete who satisfactorily completes the required number of credits for graduation in less than eight semesters shall not be barred from interscholastic athletic competition, while passing at least twenty credit hours of undergraduate work, until the end of the eighth semester.

6. Amateur practices:

After once representing Byron Center Public Schools in competition in any sport, a student-athlete shall not be eligible to participate if that student-athlete receives money or other valuable consideration from any source for participating in athletics, sports or games listed in awards section or signs a professional contract.

7. Awards:

- A student-athlete may accept, for participation in athletics, a symbolic or merchandise award, which does not have a value or cost in excess of \$25.
- Awards for athletic participation in the form of cash, merchandise certificates, or any other type of negotiable documents are never allowed.
- Banquets, luncheons, dinners, non-competitive trips, and fees or admissions to be a spectator at events, if accepted in kind, are permitted.
- A student-athlete shall be ineligible under this Regulation if s/he accepts awards in violation of its provision only in the following activities: baseball, basketball, competitive cheer, cross country, football, golf, ice hockey, soccer, girl's softball, swimming, tennis, track and field, girl's volleyball or wrestling.
- A student-athlete violating this regulation shall be ineligible for interscholastic competition for a period on not less than one full semester from the date of the student-athlete's last violation.

8. Limited team membership:

- A student-athlete who, after practicing with or participating in an athletic contest or scrimmage as member of a Byron Center Public School athletic team, participates in any athletic competition not sponsored by our school in the same sport during the same season, shall become ineligible for a minimum of the next three days of competition and a maximum of the remainder of that season in that school year. There are some exceptions. See the athletic director for these.
- A student-athlete shall not compete at any time in any MHSAA Tournament sport in any of the following events:
 - Any event which is or purports to be an "All Star" contest, regardless of the method of selection;
 - "All Star" fund raising events or similar exhibitions if they involve contestants other than the student-athletes and faculty of our school
 - Any event that purports to be a national high school championship or the qualification thereto. Participation in such a contest by a student-athlete shall cause that student-athlete to become ineligible for all interscholastic athletics for a maximum period of one year of school enrollment.
- A student-athlete may participate as an individual at any time without losing eligibility as a member of a National Team or Olympic Development Team.

9. College recruitment:

In the event a college recruiter contacts a student-athlete-athlete personally, the student-athlete has an obligation to notify his/her coach, counselor or Athletic Director of any such contact as soon as possible. The coach, counselor or athletic director will work with the student-athlete and his/her parents to make sure all recruiting rules are followed.

Article X - ATTENDANCE REGULATIONS

- A. A student-athlete must be present in school for at least three class periods of the school day on the day of interscholastic competition and/or practice in order to compete in that day's activities (i.e. practice, games, etc.) The principal or athletic director may grant exceptions. (i.e. Doctor appointment, funerals, family emergencies, etc.)

- B. If the absence is inadvertently overlooked and the student-athlete participates in a contest and/or practice without prior approval from the Athletic Director/Principal, she/he must miss the next scheduled contest.

Article XI – EQUIPMENT, UNIFORMS AND PERSONNEL ITEMS

1. A student-athlete is financially responsible for all issued equipment.
2. Destroyed, lost, or stolen equipment must be paid for, or the student-athlete will:
 - Not be allowed to participate in the next sport he/she goes out for.
 - Not receive their athletic award.
 - In the case of seniors, may not participate in graduation.
3. Warm-ups and/or jackets are to be worn for games and practices only. They are not to be worn as general clothing items to school. Cheerleading and pompon jackets are to be worn only on game day. Game uniforms are to be worn for games only.
4. Uniform shirts, sweaters or traveling outfits may be worn to school on game days only or as directed by the coach. Only shirts that are appropriate school attire will be allowed.
5. Any uniform or equipment that will be kept by the student athlete must be purchased by the student athlete before competition begins.
6. A student-athlete is responsible for all personnel items! A locker and lock will be provided if requested by the athlete. Do not share your combination with other students.

Article XII - TRANSPORTATION

It is required that all student-athletes travel to and return from away contests with the team on school provided transportation. This promotes team camaraderie, sportsmanship and provides a means of effective supervision and maximizes safety to and from the athletic event. If a student-athlete will not be returning with the team, the following steps must be taken:

1. Written approval of the coach or athletic administrator is obtained before or at the away contest.
2. Signed permission statement by a parent/guardian and returned to the coach or athletic administrator.

Article XIII - SQUAD SELECTION

Philosophy

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program at Byron Center Schools, we encourage coaches to keep as many students as they can without unbalancing the integrity of their sport. Obviously, time, space, facilities, equipment, personal preference and other factors will place limitations on the most effective squad size for any particular sport. However, when developing policy in this regard, please strive to maximize the opportunities for our students without diluting the quality of the program. Once a team has been selected no one else will be allowed to tryout or join a team unless they transfer from another school (and meet all MHSAA requirements) or have written permission from the athletic administrator. Varsity and Junior Varsity teams cannot add players to the roster after the first week of practice.

Cutting Policies

- A. Responsibility
 - 1. Choosing the members of athletic squads is the sole responsibility of the coaches of those squads.
 - 2. Lower level coaches shall take into consideration the policies as established by the head coach in that particular program when selecting final team rosters.
 - 3. Prior to trying out, the coach shall provide the following information to all candidates for the team:
 - a. Extent of try out period.
 - b. Criteria used to select the team.
 - c. Number to be selected.
 - d. Practice and attendance commitment if they make the team.
 - e. Game commitments
 - f. Eligibility rules.
- B. Procedure
 - 1. When a squad cut becomes a necessity, the process will include two important elements. Each candidate shall:
 - a. Have competed in a minimum of three practice sessions.
 - b. Be personally informed of the cut by the coach and the reason for the action.
 - 2. Cut lists are not to be posted.
 - 3. Coaches will discuss alternative possibilities for participation in that sport or other areas in the athletic/activities program.
 - 4. If a coach foresees difficulties arising as a result of squad cuts, he/she should discuss the situation with the athletic Administrator prior to cuts.

Captain Selections

- A. Prior to selecting and implementing team captain/captains coaches must consult the athletic administration regarding the following information
 - 1. How will implementation support the focus of "The Team, The Team, The Team" philosophy?
 - 2. Identify Leadership Training procedures and policies
 - 3. Identify Desired Leadership Qualities
 - 4. Clear and Consistent Selection Process
 - 5. Communication of captain promotion and demotion policies
 - 6. Any athlete who has received significant school or athletic discipline may not serve as a team captain during the school year they have received discipline

Article XIV - DROPPING A SPORT

Quitting is an intolerable habit to acquire. A quitter may lose the privilege of participating in athletics. On occasion however an athlete may find it necessary to drop a sport for a good reason. If this is the case, the following procedure must be followed.

- 1. A student-athlete cannot drop one sport and go out for another sport in the same season.
- 2. All changes must have the written approval of the athletic administrator.
- 3. Return all equipment issued to you.
- 4. The coach must submit the athletic dismissal/withdraw form to the athletic office.

Article XV – DISCIPLINARY ACTIONS

A. Section I – Prohibited Conduct or Activities

A student-athlete shall not:

1. Use or possess any tobacco or tobacco products at anytime either during or outside of the season. This would include, but is not limited cigarettes, cigars, smokeless & chewing tobacco.
2. Use or possess any electronic smoking device, vaping device, or anything related to the act of the smoking of the substance.
3. Any images which may portray the use and/or act of participating in any activity which would be in violation of the school code and/or athletic code.
4. Attempt to obtain, use, or possess alcoholic beverages or malt beverages.
5. Use, possess, purchase or sale of other illegal substances or illegal look-a-like drugs.
6. Use of any drug, medication or food supplement in a way not prescribed by the manufacturer or a physician.
7. Use or sale of any drug, medication or food supplement solely for performance-enhancing purposes is prohibited. As defined by the department of community health.
8. Student-athletes are not to engage in or be in association to activities deemed to violate state or federal law (including, but not limited to theft, vandalism, consumption of alcohol, use of drugs, etc.).
9. Student-athletes are not to engage in inappropriate conduct at any time during the school year or engage in actions or behavior that may adversely affect the general welfare or reputation of the team and/or school or which may endanger the health and/or safety of any individual person or group.
10. Coaches reserve the right to determine their individual sports policies, procedures, and sports specific penalties for violations that may go above and beyond those outlined within the athletic code.

B. Section II – Disciplinary Procedures

1. A signed, written report of the alleged violation must be made to the Athletic Director, Principal, and Dean of Students or Coach by a non-student adult. After a report has been made, students will be notified of the reported violation.
2. Any student athlete that commits a violation in conduct or activity that violates the code of conduct and evidence of such incident is obtained by court records, school administration, or Byron Center coaching/teaching staff, does not require a signed written report of the violation.
3. The Athletic Director, Principal or Dean of Students will provide notification to the student-athlete of the reported violation.
 - The Athletic Director, Principal or Dean of Students will convene a meeting with the student-athlete to determine whether the violation occurred. The student-athlete's full cooperation is expected. If the student-athlete is found to have violated the Athletic Code, she/he will be referred to the Athletic Director for disciplinary action.
4. The Athletic Director, Principal or Dean of Students will make every attempt to notify parents of the reported charge of the student-athlete's violation and possible penalties.
5. At the conclusion of the hearing, the Athletic Director, Principal or Dean of Students will notify the student-athlete, parents, and coach of the writing.

Section III - Penalties for Violations (regular season)

- A. **First violation:** Will bring a suspension of 25% to 50% of all the interscholastic dates in present or future sport season.
- B. **Second violation:** Will bring a suspension from all athletics for the greater of the following two penalties:
 - a. **Remainder of the Current season.**
 - b. **50% to 75% of the current or future sport season or any part thereof.**
- C. **Third violation:** Will bring a suspension from all athletics for 1 calendar year or any part thereof. This includes practice and competition.
- D. **Fourth violation:** Suspension from all athletics for the remainder of high school career.
- E. Depending on the date of the violation, suspensions may run into two sport seasons to fulfill a full suspension. This will be determined by using the percentage of the season missed in one season and applying the percentage of the penalty left to the next season. Minimum and maximum percentages for discipline vary based on the level of honesty and cooperation of the student and severity of the offense. Byron Center Public Schools reserves the right to assess discipline at any step of this policy for serious violations of its provisions.

Section IV - Penalties for Violations (post season)

If the violation occurs during the post season, the student-athlete will become immediately ineligible for the remainder of the post season. Depending on the number of the violation (1st, 2nd, 3rd, etc.) or the seriousness of the violation, the penalty may be extended into the next sport season. If a student athlete does not participate in another sport(s) season, all school awards and honors will be withheld

Section V - Penalty Enforcement

All current student-athletes and potential student-athletes shall be considered under the jurisdiction of the athletic code, upon enrollment in the Byron Center Public Schools. It is understood that the principal, designee or other administrator may suspend from athletics a student-athlete at any time when the student-athlete's conduct may have a detrimental effect upon the image of Byron Center Public Schools.

- A. These regulations are in effect throughout the calendar year.
- B. Penalties for Athletic Code Violations may only be served during a season or sport which a student-athlete has previously participated in during the year prior.
 - a. This includes penalties that:
 - 1. Are not served during one(current) season,
 - 2. Run into two seasons,
 - 3. Occur during the off season.

Students will be allowed to fully participate during a season they have not previously done so without penalty.

- b. There are two exceptions:
 - 1. If possible, a freshman would serve their suspension during their current or subsequent season. (Freshman have not yet established the sports they plan to participate in.)

2. Seniors would only be able to serve suspensions during their last sport or season they have participated in or the next sport they would play in. An example would be a basketball player who wanted to participate in a spring sport their final year.

The spirit of this rule is to prohibit student athletes from only going out for a sport for the purpose of serving their suspension. This degrades team values, moral, and our shared vision for athletics.

- C. When serving a team suspension, a student-athlete must attend all practice sessions (unless previously excused) and must be present (not in uniform) at all contests. The only exception to this rule would be if a student-athlete were suspended for the full season in one sport or on a year suspension from athletic competition. The school, coach, parents, and athlete must agree to terms if the student is allowed to be a part of the team. In this case, a student's participation shall be limited to practice only or as much as all activities with the exception of competitions. (Scrimmages included)
- D. If a second penalty is imposed while a previous penalty is being served, the penalty for the second offense will not begin until the penalty for the first offense has been served.
- E. If a penalty is not completed during a given sports season, the portion not served will be carried over to the next sport that the student-athlete previously participated in. (This would apply to student-athletes who are sophomores, juniors or seniors).
- F. Competitions are defined by the formality of the event. Any activity that mimics the formal "game" or sport is a competition. This includes, but is not limited to and does not need to have all to be considered competitions: another school is the opponent, use of officials and score keepers or timers, contracted event between schools, school sponsored (travel, facility, etc..), an activity that is planned by the coach/athletic director as a pre-game/sport experience to the regular season.
- G. Students receiving a school suspension or discipline which results in missing a practice or game will be dealt with as if it were an unexcused absence as outlined within this handbook. Penalties for multiple day suspensions (3 days or more) during which a student misses more than 2 days of practices, games, or a combination of both, will be left to the discretion of the coach of that sport as to whether or not the student will be permitted to remain on the team. A minimum penalty of 25% will be assessed in these cases.

Section VI - Appeals Process

The appeal process has three (3) levels of review.

- A. Step 1: All requests for an appeal must be made in writing. Any appeal by the student-athlete must be initiated within three (3) school days after notification of penalty. If any of these steps are not followed, the right to appeal will be denied.

B. Step 2: The Athletic Director will assemble an appeal committee following the request for appeal. The Athletic Disciplinary Council shall be composed of in part, the following persons (odd number of members):

- Administrative Designee
- Faculty Member/members
- Coaching Staff Member/Members
 - i. The athletic administration will consider the input of the student/students requesting the appeal

Note: The student-athlete's current coach may not serve on the council.

A decision will be rendered within two (2) school days of the conference. The spirit of the appeal process is to provide a fair and non-biased appeal process void of administrative input or direction.

C. Step 3: The Building Principal or a designee will schedule a conference with parents/guardians and the student-athlete following the request for an additional appeal. A decision will be rendered within two (2) days of the conference.

Additional Inquiries: The building principal will direct further requests to the appropriate channel.

The student-athlete may not participate in any interscholastic competition while the appeal is pending.

Note: If the appeal concerns a post-season tourney, the process may be expedited and/or, if both parties agree, the process may be brought directly to the building principal in order to provide a timely decision.

Article XVI – PLAYING UP A LEVEL

If a coach wants to move a student athlete up a grade level or two, they must follow the criteria listed below and provide written documentation to the athletic administrator for the reason that an underclassmen should play up a level. All athletes must remain at their grade level until written permission from the athletic administrator has been obtained by the athlete and the varsity coach.

- Coaches affected by the move should meet to discuss the following, with the outcome being positive for the student-athlete:
 - A. How will the move affect the academic work of the student-athlete?
 - a. What kind of student is the student-athlete?
 - b. What kind of study habits does the student-athlete have?
 - c. Are the length and number of practices going to affect his/her class work?
 - d. Will the time and number of games affect the student-athlete's class work?
 - e. What kind of help is available for the student-athlete?
 - B. How will the move affect the student-athlete emotionally?
 - 1. What kind of pressure will be on the student-athlete?
 - 2. Is the student-athlete emotionally mature enough to play at this level?
 - C. How does the move affect the student-athlete socially?
 - 1. Does the student-athlete have any friends on the team?
 - 2. How great is the age difference?

- D. How will the move affect the student-athlete physically?
 1. Is the student-athlete physically mature enough to play at this level?
 2. Will the chance of injury be increased greatly?

- E. How will the amount of playing time affect the student-athlete?
 1. Will the student-athlete contribute to the team during the game?
 2. Will playing time be sufficient to justify the move up or down? The student-athlete is **not** to be a bench warmer.

- Parent Contacted – Coaches involved in the move will contact the parents of the student-athlete to:
 - a. Discuss the pros and cons of the move
 - b. Get input from the parent about the move
 - c. Obtain signed consent form from parent supporting the move.

- Re-evaluation – Any decision to move a student-athlete should be reevaluated periodically during the season.

- Athletic Administrator – must sign and approve any move of an out of level play athlete. Coaches are not to move athletes out of grade level unless they have a signed copy of the out of level play form from the athletic administrator.

Article XVII - ATHLETIC AWARDS

- A. One (1) varsity letter will be awarded a student-athlete during his/her high school career.
 - a. Insert pins will be awarded for any other letters earned.
 - b. A student-athlete who has earned more than one (1) letter and desires a second letter will be allowed to purchase the same.

- B. Each sport will be allowed to present, at the expense of the school, three (3) awards to individual student-athletes. The individual awards given to the student-athletes will be a plaque.

- C. Patches will be given for conference, district and regional championships. If two or more of these championships are won in a given year, one patch will indicate all championships won. If, in addition, a state championship is won, special consideration for awards will be given.

- D. When a student-athlete completes a sport season in his/her first year, numerals will be awarded.

- E. Those student-athletes, who do not receive a letter, pin or numerals will be given a certificate of participation.

- F. All awards must be given within the guidelines of the M.H.S.A.A.

- G. Each head coach will determine the criteria for awarding a letter in their sport. These criteria must be explained to all student-athletes at the beginning of each sports season.

- H. The Triple Treat Award is given to any senior student-athlete who plays 3 sports for 4 years.

- I. Any student-athlete, who is disqualified in their last game played as a Byron Center student-athlete, will forfeit all awards presented by the athletic department.

Article XVIII – SPORTSMANSHIP

It is expected that proper sportsmanlike behavior at athletic contests ongoing and adhered to by all athletes, coaches, and spectators. The guidelines the OK Conference has adopted for fans will be followed at all school sponsored events, at home or away. Cheers and signs are to be positive and respectful, fans should be considerate and courteous, noisemakers of any kind are not allowed, and the throwing of objects will not be tolerated. Byron Center High School students are expected to follow the Student code of Conduct as printed in the student handbook at all school-sponsored activities, home and away.

Administration and contest management will determine if these guidelines are being followed. Failure to adhere to behavior expectations may result in a warning and ejection from treat contest, and/or a suspension of privileges to attend school activities for a specified period of time. Disciplinary action will be determined based on prior occurrences and/or the severity of the offense.

Sportsmanship will be a topic that is addressed with the student body and spectators annually by the administration. The athletic director will annually in August provide the superintendent with a copy of the plan of an educational program to promote good sportsmanship and a system of progressive discipline for failing to behave according to the code of good sportsmanship. The code of conduct will be publicized at all school sponsored events.

Additional rules and Regulations

Each coach has the authority and responsibility, with the approval of the Athletic Director, to establish his/her own rules and regulations as they pertain to his/her sport. All team rules must be in writing and clearly communicated to each team member and his/her parent(s) at the beginning of the season. Coaches have the right to dismiss participants for conduct considered detrimental to the team. To assure that such decisions by individual coaches are reasonably just and fair, any decision can be appealed.