

Xenia Community School District Parent/Athlete Athletic Handbook



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Xenia Community School District

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District Athletic Web Pages

www.xeniaathletics.com

(Contains Athletic Information & Schedules)

Greater Western Ohio Conference Website

www.GWOCsports.com

(Contains conference Information & Directions)

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Sportsmanship

Players, staff members and other team personnel are governed by the sportsmanship policy established by the Ohio High School Athletic Association. It states that any team member or staff member ejected for unsportsmanlike conduct or flagrant foul shall be ineligible for contests for the remainder of that day

as well as for all contests in that sport until two regular season/tournament contests (one in football) are played at the same level as the ejection.

If the ejection occurs in the last contest of the season, the student or staff member shall be ineligible for the same period of time stated above in the next sport in which the student or staff member participates. A student or staff member under suspension may not sit on the team bench, enter the locker room or be affiliated with the team in any way traveling to, during, or traveling after the contest(s).

A student who is ejected a second time shall be suspended for the remainder of the season in that sport. A staff member who is ejected for a second time will be suspended indefinitely and required to attend a mandatory conference with the OHSAA commissioner.

Equipment

Each athlete will be issued equipment, which is the property of the Xenia Community School District; athletes are expected to maintain each item of equipment. Please follow care instructions located within most cloth items. All equipment is to be returned at the end of each season. The coach will notify squad members and parents who fail to return equipment and the Athletic Office will assess the cost of this missing equipment. The coach will inform athletes that they will not receive any athletic awards until they meet this obligation. Grades and credits are not made available to any student, graduate or to anyone requesting it on his/her behalf until all fees and fines for that student have been paid in full. Participation in extracurricular field trips will not be permitted unless payment has been received. Students will be prohibited from participating in commencement exercises unless payment has been received.

Attendance

Student athletes are expected to be in attendance a minimum of one half of the regular school day to be eligible to practice or participate in a contest. Any student who does not meet this requirement must get permission to participate from the Athletic Director or building administrator.

Enforcement of Rules

Because there are different levels of rules (team, athletic department, school and school district rules) that student athletes must obey there has to be different levels of people enforcing those rules. In general, rule enforcement will occur as follows:

Team Rules – Assistant Coach(es) and Head Coach, Athletic Department Rules – Head Coach and Athletic Director(s), School/District Rules – Athletic Director(s) and/or Building Administrator

It is important to note that some rule violations could involve violations at several levels, thus having multiple people from several levels involved.

Rules & Regulations Governing Athletes and Athletic Participation

Xenia Community School District

CODE OF CONDUCT

The administration and coaching staff of the Xenia Community School District believe that a “Code of Conduct” is essential for athletes. Each student athlete is expected to conduct himself/herself in an exemplary manner while a member of the Xenia team. By participating in athletics to the maximum of his/her ability the athlete contributes to the reputation of his/her school. He/she assumes a leadership role when on the athletic squad. The student body and citizens of the community know the athletes. They are on stage with the spotlight on them. The student body, community, and other communities judge a school by the athlete’s conduct and attitudes both on and off the field. Because of this leadership role, athletes can contribute greatly to school spirit and community pride. Behaviors that do not exemplify the spirit of student-athlete participation are subject to scrutiny by school personnel.

ROLE MODEL CODE OF CONDUCT

The following rules will apply to Co-Curricular + Extra-Curricular Activities:

Co + Extra-curricular activities are a valuable part of the total program of Xenia High School and Warner Middle School. It is a privilege to participate in co + extra-curricular activities and not a right. Since it is a privilege and participation is voluntary for these activities, the student makes a choice to be a good role model for other students as a positive representative of the school system. Thus, the student will have higher expectations placed upon him/her than those of the remaining student body. **This representation of the school district carries with it an additional responsibility of maintaining the highest personal and ethical conduct; this is a major emphasis of the Ohio High School Athletic Association. Participants in co + extra-curricular activities include, but are not limited to, athletics, cheerleading, band, and guard.**

The following Code of Conduct governs all student participation in co + extra-curricular activities during the entire year (365 days) and is in effect at any time, whether or not participation in the activity is current, or in season, and any place, on or off school property. Violation of the following Code of Conduct will result in the student being ineligible for ANY co + extra-curricular activity set forth below under the heading “Consequences of Infractions to the Code.”

A. The Code of Conduct

1. Use or possession of alcoholic beverages, tobacco products, or illegal drugs is expressly forbidden. Anyone who aids or abets another in committing an infraction concerning alcoholic beverages, tobacco products, or illegal drugs, will be treated as though the aider or abettor had violated the first sentence of this paragraph.
2. A student should conduct himself/herself both in and out of school in a manner that reflects good citizenship. Any behavior that results in dishonor to the student, his or her event or team, or school will not be tolerated. Acts of unacceptable conduct include, (but are not limited to), theft, vandalism, disrespect and violation of state and federal laws (excluding traffic violations).
3. A student under a disciplinary out-of-school suspension, expulsion, or exclusion, will not be eligible to participate and/or attend (in any manner)

any co + extra-curricular activities during the suspension, expulsion, or exclusion.

4. The administration reserves the right to impose disciplinary action on any measures of misconduct not specifically mentioned in the above rules.

B. General Code Guidelines

1. All students, grades 7-12 involved in co + extracurricular activities, will be considered “participants” and bound by the Code of Conduct. No student shall be allowed to participate in any school activity (game, match, contest, exhibition) with a group/team until the Code of Conduct has been signed by the parent/guardian (for students under 18) and the student and returned to the coach/advisor.
2. **A student who is not in school for half of the student day (3 ½ hours) will not be permitted to participate in any co or extracurricular activity on that date.**
3. With prior approval by the Building Principal or Athletic Director, as may be appropriate, additional standards and rules may be established in writing by the activity coordinator or coach and become effective when given to each participant. The standards or rules shall not supersede the Code of Conduct.
4. All students involved in co + extra-curricular activities must meet all grade requirements as mandated by the Xenia Community Schools’ Board of Education. Failure to meet grade requirements shall not be an infraction of the Code of Conduct but shall result in suspension of participation in the activity until grade requirements are met.

C. Reporting Procedures

1. An allegation of an infraction of this Code of Conduct shall be referred to the Building Principal or Athletic Director, immediately, by a Xenia Community School staff member. Students, parents, or community members witnessing an infraction at a school activity must report immediately to a Xenia Community School staff member to allow for immediate investigation. Anonymous referrals will not be accepted. The Building Principal or Athletic Director will determine if an infraction has occurred. If it is determined that an infraction has occurred, the participant, the participant’s parents/guardians (unless the student is emancipated) and the participant’s coaches/advisors will be notified.
2. Infractions which are reported more than 72 hours after the reported offense occurs will not be investigated.
3. After review of the evidence, the decision of the Principal is final.

D. Consequences of Infractions to the Code and Reinstatement

First Offense:

- Suspension from participating in all co + extra-curricular activities for one calendar year from the date notified by the Building Principal or Athletic Director.
- The participant will be removed from any leadership role (i.e., Officer, captain) for the remainder of the year or sport season.
- The suspension includes all practices, tournament games, contests, and events.
- Fulfillment of ten (10) hours of school service
- The suspension period may be reduced to a minimum of 25% (rounded to the nearest whole number) of regular season contests/events and the student reinstated on probationary status. To be considered for reinstatement, the student and the parent/guardian must comply with the following and must be fully honest and cooperative during the investigation.

Prior to Reinstatement:

The student must complete a tobacco, drug and/or alcohol assessment if the infraction involved tobacco, drugs, and/or alcohol. The assessment is at student/family expense. The student must follow any suggestions/recommendations by the assessor.

1. The student must have completed half of the ten (10) hours of school service (assigned by the Building Principal or his/her designee).
2. The student must agree to complete an educational class/counseling related to correcting behavior that caused the suspension. Failure to complete such class or counseling within one calendar year shall itself be considered a violation of this Code of Conduct.
3. Any number of suspended games, contests, and/or events not fulfilled by the current activity will be carried over into the next co + extra-curricular activity in which the student participates (for the entire season). Any suspension carried over will be percentage based on that activity. Athletes will comply with all OHSAA regulations while on suspension.

Student “self-referrals” are encouraged and should be directed to the Building Principal, Organization Sponsor, or Athletic Director. If the self-referral takes place prior to an investigation, involving that student and others involved, the suspension **may** be reduced to 20%. This determination/reduction will be based on the student’s honesty and cooperation. All criteria for reinstatements must be followed.

Second Offense:

- Suspension from participating in all co + extracurricular activities for two calendar years from the date notified by the building Principal or Athletic Director.
- The suspension shall include all practices, contests, events, and games (including tournament games). The suspension may be reduced to one calendar year if, by the end of the first calendar year of suspension, the student completes the following requirements:
 1. Completion of twenty (20) hours of school service (assigned by the Building Principal or his/her designee).
 2. Completion of a tobacco, drug, and/or alcohol assessment if the infraction involved tobacco, drugs, and/or alcohol. Assessment is at student/family expense. The student must follow any suggestions/ recommendations by the assessor.

The suspended student will not participate in practices, travel, or be with a team/group in any games, contests, or events (athletes will also follow OHSAA regulations on suspension).

After the first or second suspension occurs, a written request for probationary reinstatement should be directed to the Building Principal or Athletic Director. Before reinstatement, the student must have complied with reinstatement requirements noted under the first and second offense. Reinstatement decisions will be made by the Building Principal and the decision will be final.

Any reinstatement, if granted, is probationary and can be rescinded at any time during the period of initial suspension. The reinstatement will be revoked if the student does not make timely progress toward completing any remaining requirements for probationary reinstatement or for any action considered derogatory to the school system, its students, employees and/or programs. Revocation shall be at the sole discretion of the Building Principal and the decision shall be final.

Third Offense:

- Suspension from participating in all co + extra-curricular activities for the remainder of their Xenia school career.

Repeated Violation of School Rules

A student shall not repeatedly fail to comply with school rules and regulations or directions of teacher, student teachers, teacher aides, coaches, principals, or other authorized school personnel during any period of time when he/she is properly under the authority of school personnel. Such behavior may lead to removal from school-sponsored activities and events.

1. All rules and regulations listed in any Xenia Community School District publications apply to all athletes. These rules and regulations apply during practices, contests, and at all times while under the direction of the Xenia Community School District.
2. The rules and regulations of the Ohio High School Athletic Association shall govern the eligibility of the athlete to participate in interscholastic contests.
3. All athletes in grades 7 – 12 must have a minimum GPA of 1.0 from the previous grading period to be eligible to participate in athletics and pass at least five credit courses from the previous grading period to be eligible to participate in athletics in the Xenia Community School District.
4. Athletics will follow all Xenia Community Schools rules and regulations pertaining to alcohol, drugs, tobacco and hazing.
5. In order to receive an award for participation in athletics, the athlete must have attended all official team functions unless excused by the coach; the athlete must be a member of the team in good standing at the end of the season and will be expected to attend the athletic awards program for their sport, unless excused by their coach or athletic director.
6. If a student enrolled in grade 7 or 8 attains the age of 15 before August 1, the student shall be ineligible to participate in 7th & 8th grade interscholastic athletics for the school year commencing in that calendar year. Once a student attains the age of 20, the student will no longer be eligible for interscholastic athletic competition notwithstanding where that 20th birthday falls in relation to the sports season.
7. Athletes will also be governed by any additional written rules presented to them by their coach, unless such rule(s) conflict with state law, OHSAA rules or regulations, school District policy, rules or regulation.
8. When an athlete quits a team, is ruled academically ineligible, or removed for disciplinary reasons, they may not attend or participate in any athletic related activity with Xenia Community School District until current sport season is complete.

DEFINITIONS:

Hazing

Hazing activities are prohibited. No administrator, faculty member, or other employee shall encourage, permit, condone, or tolerate hazing. No student shall plan, encourage, or engage in any hazing. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student, or other organization that causes, or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy. All District employees are required to be alert to possible situations, circumstances or events which might include hazing. If an employee discovers that hazing has, will or might occur, the students involved shall be informed that hazing is prohibited and shall be directed not to engage in hazing. All hazing incidents shall be reported immediately to the Superintendent or designee. This policy shall be distributed to all students and school district employees. Failure to follow this policy could result in discipline and subject the violator to civil and criminal penalties.

Harassment

Verbal

1. Written or oral innuendoes, comments, jokes, insults, threats, or disparaging remarks concerning a person's gender, national origin, religious beliefs, etc. toward a fellow student, staff member, or other person associated with the District.
2. Conducting a "campaign of silence" toward a fellow student, staff member, or other person associated with the District by refusing to have any form of social interaction with the person.

Nonverbal

Placing objects, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures toward a fellow student, staff member, or other person associated with the district.

Physical

Any intimidating or disparaging action such as hitting, hissing, or spitting on a fellow Student, staff member, or other person associated with the District.

Any student who believes that he/she is the victim of any of the above actions or has observed such actions taken by another student, staff member, or other person associated with the District should immediately contact school personnel

XENIA COMMUNITY SCHOOLS

PARTICIPATION FEE POLICY

Dear Parent or Guardian:

In an effort to minimize rising costs and to offer a wide variety of athletic programs to our high school and middle school students, the Board of Education has approved a participation fee to be paid for all student athletes. The participation fee is \$100 per sport for each high school and middle school athlete. The maximum fee is \$200 per athlete or \$400 per family.

The participation fee must be paid to the XHS Billing Secretary or in the Warner Middle School office 72 hours prior to the first contest in the sport. Checks should be made to "Xenia Community Schools." Student/Athletes will not be permitted to participate in contests until the Participation Fee is paid in full.

As a parent or guardian of an athlete, I understand participation, as a team member in an athletic contest will not be permitted until the participation fee is paid in full. I also understand payment of this fee does not guarantee playing time in an athletic contest. I further understand that this fee is non-refundable once the season begins.

Health Insurance

It is the responsibility of the parent/guardian to see that their child is covered by health insurance prior to participation in practice or contest since Xenia Community School District offers an insurance policy through a local provider. Information regarding coverage and fees can be obtained in the main office.

Paperwork

Before your student athlete may try out for an athletic team, he/she must have the following information on file in the Athletic Office:

1. Current physical exam on file (good for one calendar year)
2. Emergency Medical Form
3. Risk Waiver Form
4. O.H.S.A.A. / O.D.H. Concussion Form on file
5. Sudden Cardiac Arrest Form on file
6. Parent Signature Form

Transportation

It is the expectation of the Xenia Community School District that athletes travel to and from athletic events via District transportation. When an unusual circumstance occurs the parent/guardian of the student athlete must fill out an alternate transportation request form. If not an emergency, the form should be submitted to the head coach 24 hours in advance of the scheduled event.

Parent Coach Relationship

Both parenting and coaching can be extremely difficult. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your children. This begins with clear communications from the coach of your child's program.

Communication You Should Expect From Your Child's Coach

1. Philosophy of the coach
2. Expectations the coach has for your child and all players of the team
3. Locations and times of all practices and contests
4. Team requirements, i.e., fees, special equipment, off-season conditioning
5. Procedure should your child be injured during participation
6. Discipline that results in the denial of your child's participation
7. Your child will be treated with dignity and respect

Communication Coaches Expect From Parents

1. Concerns expressed directly to the coach
2. Notification of any schedule conflicts
3. Specific concerns in regard to a coach's philosophy and/or expectations

Philosophy And/Or Expectations

As your children become involved in athletics in the Xenia Community School District, they will experience some of the most rewarding moments of their lives. It is important to understand that there may also be times when things do not go the way your child wishes. At these times, discussion with the coach is encouraged.

Appropriate Concerns To Discuss With Coaches

1. The treatment of your child, verbally, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

It is very difficult to accept your child not playing as much as you may wish. Coaches are professionals; they make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things such as those that follow must be left to the discretion of the coach.

Issues Not Appropriate To Discuss With Coaches

1. Playing time
2. Team strategy
3. Play calling
4. Other student athletes

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

Concerns

1. Call to set up an appointment with the coach
2. If you cannot contact the coach, call the Athletic Director – he will set up the meeting for you
3. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

What Can A Parent Do If The Meeting With The Coach Did Not Provide A Satisfactory

Resolution?

1. Call and set up an appointment with the Athletic Director to discuss the situation
2. At this meeting, the next appropriate step can be determined.

We hope the information provided makes both your child's and your experience with the Xenia Community School District Athletic Program more enjoyable and less stressful.