



# **PENDLETON HEIGHTS ATHLETIC DEPARTMENT CONSTITUTION**



Revised July 2018

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## **Dear Athletes and Parents:**

Welcome to interscholastic athletics at Pendleton Heights High School. The coaches and administration are committed to making your experience a positive one. In order to accomplish this goal we intend to conduct our athletic programs following these principles:

1. All students are invited and encouraged to try out for every activity in which they have an interest.
2. Coaches will make all decisions regarding team selection, playing time and position based on objective criteria.
3. Team rules are enforced consistently with all team members. Coaches have the right to institute team policies/rules as they deem appropriate.
4. Coaches are available to discuss any concerns or questions you may have. Playing time is not considered a “concern”.
5. Everyone is expected to operate under the concept that “team goals come first.” Quality athletic experiences emphasize cooperation, discipline and team collaboration to achieve success. Individual accomplishments and recognition are side benefits of successful team performances.
6. Everyone is expected to exhibit good sportsmanship, ethics, and integrity while participating in an athletic program and when attending athletic events. Teammates, coaches, opponents and officials should be treated with respect.

## **Athletic Department Goals**

1. To always strive for excellence within the bounds of good sportsmanship.
2. To provide a positive image of interscholastic athletics at Pendleton Heights High School.
3. To provide opportunities to deal with success and failure.
4. To create a desire to succeed and excel.
5. To provide activities that help create unity in the school and community.
6. To provide activities for learning self-discipline, loyalty, leadership qualities, personal pride, respect for the rights of others and the drive to be successful and reach individual and team goals.
7. To teach attitudes of responsibility and cooperation and to help students realize that participation in interscholastic athletics is a privilege with accompanying responsibilities.
8. To develop high ideals of fairness in all human relationships.
9. To have fun and enjoy your experience while competing in athletics at Pendleton Heights High School.

We hope to see you at our athletic contests giving positive support for all of our student-athletes. If you have any questions or concerns regarding this athletic code of conduct, please contact your coach or the Pendleton Heights High School Athletic Department. Remember that good sportsmanship is a tradition at Pendleton Heights High School.

Respectfully,

*Pendleton Heights Athletic Department*

## **PURPOSE**

The purpose of the Pendleton Heights High School Athletic Program is to encourage, unify, and give direction for wholesome and competitive amateur interscholastic competition for Pendleton Heights High School students. The athletic program is extra-curricular and as such will remain subservient to and complimentary to the academic curriculum and classroom instruction that are primary functions of Pendleton Heights High School. It is the goal of the PHHS Athletic Department to establish and adhere to guidelines that are parallel to and exceed those established by the Indiana High School Athletic Association in regard to eligibility, competition, and sportsmanship.

## **GENERAL STANDARDS**

1. Participation in high school athletics is a privilege not a guarantee. This privilege carries with it honor, responsibility and sacrifice. It requires that a student makes a commitment to practice before or after school with perfect or near perfect attendance, to work hard to excel, to learn cooperation and team effort, and to exemplify good behavior both at school and away from school. Team selection is a coach's decision. Factors such as athletic skill, attitudes, past experiences, etc. can all be factors.
2. A student-athlete's conduct in and out of school should not reflect or discredit his/her school, or create a disruptive influence on the discipline, good order, moral or educational environment of the school.
3. As representatives of Pendleton Heights High School, athletes are held to a higher standard of scholarship, conduct, and sportsmanship. Athletes who adhere to these standards will be rewarded with the opportunity to participate on Pendleton Heights High School athletic teams. Athletes who fail to uphold these standards are subject to discipline and may forfeit their position on the team.
4. A student is considered an athlete for one year (365 days) from the time he/she becomes a member of a Pendleton Heights High School athletic team. Each time an athlete becomes a member of a Pendleton Heights High School team, they are declaring their intentions of being an athlete for another full year. When a student is considered to be an athlete, he/she will be held accountable for rules, guidelines, and policies of this handbook. Consequences for violating club/academic team rules do not take the place of athletic consequences for teams sanctioned by the IHSAA.
5. Being a member of a Pendleton Heights High School athletic team carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight. It takes hard work of many people over many years. As a member of an interscholastic squad, you have inherited a wonderful tradition that you must uphold.
  - A. Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our school and our community. Such a tradition is worthy of the best efforts of all concerned. Over many years, our teams have achieved numerous county, conference and IHSAA tournament championships of which we are extremely proud.
  - B. It will not be easy to contribute to such a great athletic tradition. When you wear your school colors, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go with them. However, the contributions you make should be a satisfying accomplishment to you and your family.
  - C. The most important of these responsibilities is to broaden yourself and develop strength of character. You owe it to yourself to get the greatest possible good from your school experiences. Your studies, your participation in other extracurricular activities as well as sports, prepare you for life as an adult.
  - D. Another responsibility you assume as a student-athlete is to your school. Pendleton Heights High School cannot maintain its position as having outstanding programs unless you do your best in whatever activity you wish to engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of the school.
  - E. You assume a leadership role when you become a student-athlete. The student body and citizens of the community know you. The student body, community and other communities judge our school by your conduct and attitudes, both on and off the field of competition. You can contribute to school spirit and community pride because of this leadership role as a student-athlete. Do your best to make Pendleton Heights High School proud of you and the community

proud of your school by exhibiting great sportsmanship, leadership and positive school spirit at all times.

## **ACADEMIC PHILOSOPHY**

Athletics are an integral part of school life. Athletic activities provide a valuable opportunity for developing character, positive human relations, and skills that are important for future individual success. Research has shown that extra-curricular activities are one of the best predictors for individual success. Because sports require a large time commitment, it is crucial that the athlete develops time-management skills and the parent and coach work in partnership to make sure that the athlete completes and turns in all assignments on time. While it is desirable for students to participate in athletics to further their educational and personal development, it is extremely important that such participation not jeopardize student academic achievement.

The label, student-athlete, is an important one and there is a reason the “student” is listed first. Parents, students, coaches, and administrators must stress that a student’s first responsibility is to academics. Athletes are public representatives of the school and they need to reflect the philosophy of the school and the athletic department in terms of academic and citizenship standards. Athletic participation is a privilege. **Athletic eligibility at Pendleton Heights High School will be the standard set by the Indiana High School Athletic Association.**

## **ACADEMIC ELIGIBILITY**

1. To be academically eligible, the IHSAA and Pendleton Heights High School requires athletes to pass a minimum of five full credits or at least 70% of the classes in which the student-athlete is enrolled.
2. Semester grades will take preference over the end of the nine weeks grades.
3. Students who are ineligible may practice with teams but may not dress or participate for competitions until academically eligible.
4. Students new to Pendleton Heights High School who have transferred in from another high school must first be enrolled at Pendleton Heights High School and must have completed an IHSAA Transfer Form before they can begin practice with a team.
5. Students new to Pendleton Heights High School who have transferred in from another high school are ineligible until an IHSAA Athletic Transfer Form from the previous school has been completed and ruled upon by the IHSAA. The new student, through the athletic office at Pendleton Heights High School, must initiate the transfer. The athlete will not be allowed to participate with a team until the transfer has been completed.
6. The transfer student must have been in good standing in their previous school to begin participation at Pendleton Heights High School. Penalties imposed by the athletic department and/or the previous schools administration will be applied or the equivalent Pendleton Heights High School athletic department penalty will be applied to those students transferring into Pendleton Heights High School. Student-athletes who have been denied athletic participation at their previous school will be denied participation at Pendleton Heights High School.

## **PHYSICALS/CONSENT AND RELEASE**

Prior to participation, student-athletes shall have on file in the Athletic Office:

- A. A current physical examination by a physician holding an unlimited license to practice medicine.
- B. The physical examination must be completed on or after April 1<sup>st</sup> and is valid for the entire following school year.
- C. Signed consent form for concussions and cardiac arrest by both the student-athlete and parent/guardian must be on file
- D. Signed consent form for Extracurricular Drug/Alcohol Policy by both the student-athlete and parent/guardian must be on file.
- E. A completed medical emergency form for the athletic trainer by the student-athlete and parent/guardian must be on file.
- F. It is highly recommended that all student-athletes have health insurance. Information on insurance coverage will be provided to families that do not have health insurance.
- G. Students who are physically unable to practice or play due to illness or injury must present a medical release to the athletic director or athletic trainer from a physician licensed to practice medicine when they are released to resume participation in athletics.

## **HEALTH /STUDENT ACCIDENT INSURANCE**

Pendleton Heights High School administrators, coaches and athletic trainers are safety conscious and are trained to instruct athletes in safe and proper techniques of their particular sports; however, due to the nature of athletic activity, injuries do occur. The school provides the opportunity for participation while the parent retains the right of denial for such participation. Parents/Guardians will be responsible for all medical costs associated with athletic participation. The athletic department strongly advises that parents purchase insurance to cover athletic injuries and the cost of treatment.

## **ACKNOWLEDGMENT OF RISKS**

When participating in any type of athletic activity, there is always a possibility that an injury can occur. Statistically, an athlete will suffer at least one injury during their athletic career that requires that he or she miss a number of practices and/or games. Athletes can decrease their chance to be injured by following the following guidelines.

1. Use the proper athletic techniques that are taught by the coaches.
2. Condition properly during the preseason and work to stay in condition.
3. Get proper rest and nutrition.
4. Refrain from risky behavior on the athletic field or in the locker rooms.
5. Wear proper fitting protective equipment.
6. Keep all protective equipment in working order.
7. Stay alcohol and drug free.
8. Following coaches rules and regulations.

Remember that some serious or severe injuries still occur when the athlete follows the above guidelines. However, those who disregard the above guidelines are at greater risk to sustain a serious or severe injury. Athletic participation benefits people by teaching self-esteem, team unity, proper health and fellowship. Most people agree that the benefits of participating in athletics outweigh the risks. The coaching staff and athletic training staff at Pendleton Heights High School want its athletes and parents to understand that there are risks involved with participating in athletics. The coaching staff will continue to teach and practice only those techniques that promote safe participation, but the staff realizes that some athletic injuries will continue to occur. The staff hopes that athletes and parents alike will take the time to learn more about their athletic injuries and how best to avoid them. It will take a “team” effort from coaches, athletic trainers, athletes and parents to continue to provide the safe participation for all of those involved. We hope that we can count on your support in this endeavor.

## **TRANSPORTATION**

1. All transportation needs of athletic teams will be arranged through the Athletic Office.
2. All team personnel, including coaches, will travel to and from contests in a school team bus and/or activity bus unless arranged different through the Athletic Office.
3. It is the responsibility of the coach to maintain a high level of discipline on all team trips.
4. Athletes will ride the team bus to and from the game. Special circumstances will be considered in advance of the contest and must be presented to the coach to seek approval from the Athletic Director.

## **OVERNIGHT TRIP**

You represent your school, your team, our community, your family and yourself. The following guidelines, procedures and processes will be in effect at all times. You are expected to conduct yourself in an exemplary manner. The following list is not all inclusive.

- All school rules and school board policies are in force during the entire duration of the trip.
- Your luggage is subject to search by school personnel or school appointed chaperones at any time before, during or after the trip under the same guidelines found in the student handbook.

- Your room is subject to search by school personnel or school appointed chaperones at any time before, during or after the trip under the same guidelines found in the student handbook.
- You are expected to report any violation of rules, policies or state/federal law to school personnel or a chaperone.
- You are expected to obey all state and federal laws.

An athlete who is in violation of any of the above is subject to a disciplinary hearing with a potential punishment that may range from a warning to removal from the team. The athlete is also subject to the potential removal from any leadership roles, in addition to any penalties assessed by the school.

## **ATTENDANCE/VACATION**

1. Athletes must be present for the last half of the school day in order to participate in athletic contests or practices on the same day. Exceptions in rare cases can be made by PHHS Administration.
2. "Excused absences", as defined in the Student Handbook, are acceptable reasons for missing the first part of the day.
3. Parent and/or guardian notes will **NOT** be allowable for the second half of the day absences.
4. Students who are absent from school the last day of the week for an excusable reason may participate in practices and/or contests on the following day provided their health has sufficiently improved and both the parent and administrators approve.
5. It is the responsibility of the student to see his/her teacher(s) the day before he/she is to be released to participate in an interscholastic activity. All work shall be made up at the convenience of the teacher.

### **Vacation Policy**

Vacations by team members during the season are discouraged. A student-athlete has made a commitment to his/her team and that comes with certain sacrifices. In the event that a family vacation cannot be avoided, an athlete must:

1. Notify the head coach in advance of the trip.
2. Be accompanied by his/her parents.
3. Be willing to accept change in team status/playing time (2<sup>nd</sup> team, JV etc.) when returning to the team.

Other vacations are considered unexcused absences, which will result in consequences established by each coach in his/her team rules, and could result in dismissal and/or removal from the team.

## **SOCIAL NETWORKING**

Student-athletes are responsible for all information contained in written or electronic transmissions (i.e. e-mail) and any information posted on a public domain (i.e. Internet, chat rooms, blogs, Facebook, YouTube, Twitter etc.). Inappropriate, embarrassing or disrespectful information or pictures should not be posted in any public domain. Student-athletes are not precluded from participation in online social networks: however student-athletes should be reminded that they serve as representatives of their team, the athletic program and Pendleton Heights High School.

Texting, tweeting and uses of other social networks to disparage or criticize the team, teammates, other students, opponents, coaches or other school personnel is inappropriate behavior and unbecoming of a Pendleton Heights High School student-athlete. Any individual identified on a social networking site which depicts illegal or inappropriate behavior, due to the Code of Conduct or any other policy, will be considered in violation and subject to athletic discipline or suspension per policy guidelines.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include but are not limited to depictions or presentations of the following:

1. Posting photos, videos, comments or posters showing the personal use of alcohol and tobacco (i.e. holding cups, cans, shot glasses, etc.)
2. Posting photos, videos and comments that are of a sexual nature. This includes links to websites of pornographic nature and other inappropriate material.
3. Posting pictures, videos, comments or posters that condone drug related activity. This includes but is not limited to images that portray the personal use of marijuana and other illegal drug paraphernalia.

4. Demeaning other athletes and/or coaches, Pendleton Heights or otherwise.

For your own safety, please keep the following recommendations in mind as you engage in social networking:

1. Set your security setting so that only your friends can view your profile.
2. You should not post your email, home address, local address, telephone number(s) or other personal information as it could lead to unwanted attention, stalking, identity theft, etc.
3. Be aware of who you add as a friend on your site – many people are looking to take advantage of student-athletes or to seek connection with student-athletes.
4. Consider how the above behaviors can be reflected in all social media applications.

Be aware that potential current and future employers and college admissions offices often access information you place on online social networking sites. You should think about any information you post which could potentially provide an image of you to a prospective employer or school. The information is considered public information. Protect yourself by maintaining a self-image that you can be proud of years from now.

## **RESOLVING CONFLICTS/CHAIN OF COMMAND**

### **Resolving Conflicts**

A student-athlete and coach should first attempt to solve any conflict that exists between them. Only if the conflict cannot be resolved between the athlete and coach, the athlete should make an appointment to meet the athletic director. If the problem is still unresolved, then the parent should contact the coach. If the problem cannot be resolved with the coach and parent, the parent should then contact the Athletic Director.

### **Chain of Command**

Positive communication and support from parents/guardians are always welcomed and appreciated. The Pendleton Heights High School Athletic Department has a chain of command for parents wanting to express a concern. When concerns arise, parents are encouraged to contact the coach directly. Parents should follow these procedures and guidelines for contacting a coach with a concern:

1. Call the coach and request a time to meet for a conference.
2. Schedule a time for the conference that is convenient for both the parent and coach. This will allow both parties to be prepared for a productive dialog.
3. Parents shall not attempt to discuss a concern with a coach before, during or after an athletic event.

When concerns arise about athletics, the following chain of command will be followed.

1. The parent should contact the coach to schedule a conference.
2. The parent should contact the Athletic Director to schedule a conference.
3. The parent should contact the Principal to schedule a conference.
4. The parent should contact the Superintendent to schedule a conference.

Playing time is not considered a concern. In athletics at the high school level, students are not guaranteed or entitled playing time. Student-athletes are encouraged to discuss with their coaches the skills that need to be developed in order to improve performance and participation in competitions. Also, comparison with other student-athletes will not be discussed.

## **SCHOOL DISCIPLINE**

1. In addition to suspensions and other disciplinary action, which the Principal, or the Principal's designee might take against a student for behavior at school or school related function, additional disciplinary action directly related to the athlete's participation in the athletic program may be taken by the Athletic Director and/or coach.
2. Out of School Suspensions will make an athlete ineligible to participate in any practice or contest on any day included in his/her suspension. A suspension in effect on Friday and the following Monday will make an athlete ineligible for any weekend contests. All out of school suspensions end at midnight of the last day of the suspension.

3. In School Suspensions of an athlete may be dealt with by the coach's own published rules and/or by the Athletic Director for a continued pattern of behavior.

### **Terms of a Suspension**

- A. A student-athlete who has been suspended from a team is expected to continue his/her association with the team in terms of attending practice and following team rules. The student-athlete will attend the contests but is not allowed to participate in the contest and will not wear the jersey or uniform of the team on the sideline during the suspension.
- B. A student-athlete who transfers into Pendleton Heights High School while serving suspensions at his/her previous school will serve out the remainder of his/her penalty at Pendleton Heights High School. The previous school's penalty will be honored in full and will not be increased or decreased in length.
- C. If the violation of the code of conduct occurs in the last part of a sport's season or out of season and the violator cannot fulfill the terms of his/her violation in that sport, the suspension will carry-over to the next sport that the violator participates. The violator must complete the next season in good standing for suspension to be fulfilled. Violator can't play a new sport and quit after suspension criteria has been met.

## **CODE OF CONDUCT**

- Athletes must attend all practices and games unless excused by the coach.
- Athletes who miss practice must notify the coach of the absence for it to be excused.
- Athletes are expected to be on time for all practices, games, and bus departures.
- Athletes must demonstrate good sportsmanship and must conduct themselves as ladies and gentlemen both on and off the field of play. Poor classroom, school, or school-related events behavior will not be tolerated.
- Athletes are to follow rules established by the coaches. These may include the rules of grooming, appropriate dress, curfew, diets, etc.
- Athletes will be financially responsible for all equipment issued to them. Athletes will not be allowed to participate in another sport until all previous athletic financial obligations are complete.
- Athletes may not quit one sport in the same season to compete in another sport.
- Pictures or videos should not be taken inside of locker rooms.
- The following (but not limited to) acts by a student on or off school premises will be sufficient cause for athletic discipline:
  - Disruptive conduct
  - Disobedience of reasonable instructions of school authorities
  - Refusal to identify oneself
  - Unauthorized absence from a practice or game
  - Cheating
  - Immoral conduct
  - Vulgarity and profanity
  - Destruction or defacing property
  - Extortion
  - Intimidation
  - Harassment (racial/ethnic/sexual/religious) of another student or employee
  - Assault of another student or employee
  - Verbal abuse or offensive behavior
  - Gambling
  - Stealing

- Possession or use of any dangerous weapons or objects
- The commission of any criminal act defined by law or citation received
- The use, sale or possession of tobacco
- The use, sale or possession of alcoholic beverages
- The use, sale or possession of drugs and/or related paraphernalia.
- The Athletic Code of Conduct deals with specific violations that should be applied within every athletic program; however, this code is not intended to be all-inclusive. Because something is not explicitly mentioned in the code does not mean it is not prohibited. If no penalty is listed in the code for a violation, the head coach has the authority to determine the penalty (consistent with the philosophy of the code) with consultation of the Athletic Director.

## **CONTEST CONDUCT, CHARACTER AND DISCIPLINE**

1. Any athlete ejected from a contest for an unsportsmanlike act shall be suspended from the next contest at that level of competition and all other contests at any level in the interim.
  - The athlete may attend, determined by the coach, the next competition but may **not be in uniform** or participate.
  - If the ejection is the last contest of the season, the penalty will carry over to the next sport season the athlete participates in and finishes in good standing.
2. Initiations/Hazing/Harassment will not be tolerated at any time.
  - All initiations/hazing/harassment in school or out of school will require discipline.
  - An investigation by the Athletic Director along with proper authorities will determine the severity of the punishment.
3. Criminal activity will drastically impact athlete eligibility.
  - The Administration, Athletic Director or Coach may issue discipline depending on the individual situation and past behavior patterns.

## **TOBACCO, ALCOHOL AND OTHER CONTROLLED SUBSTANCES**

Athletes are not permitted to possess, consume, use, transmit, or be illegally under the influence of tobacco, alcohol, and other controlled substances at any time. Students who have prescriptions from physicians must follow the Student Handbook Medication Policy. The sale, distribution, possession, or use of drugs, alcohol, counterfeit (fake) drugs, steroids, inhalants, or look-a-like drugs as described by Indiana Code will also fall within this rule. This prohibition also includes non-alcoholic beers, wines, steroids, and drug-related paraphernalia.

The rules regarding tobacco, alcohol and/or other controlled substances shall be applicable to a student from the day he/she tries out for any athletic team offered at Pendleton Heights High School. These rules will continue to apply to that student throughout his/her high school career.

A student-athlete who finds himself/herself at places where underage drinking or any other illegal act is taking place is expected to leave the area to avoid being associated with that behavior.

## **SUBSTANCE ABUSE ACTION PLAN**

- A. Any athlete who violates the tobacco, alcohol, and/or electronic tobacco policy for the **first time** will be given the following two options to regain athletic eligibility.
  1. Serve a 50% suspension of the scheduled regular season games.
  - OR**
  2. The athlete can complete an assessment course arranged through the PHHS Counseling Department. After the assessment requirements are met, the suspension will be reduced to 20% of scheduled regular season games.
- B. Any athlete who violates the tobacco, alcohol, and/or electronic tobacco policy for the **second time** will be given the following two options to regain athletic eligibility.
  1. Serve a 75% suspension of the scheduled regular season games.

**OR**

2. The athlete can complete an assessment course arranged through the PHS Counseling Department. After the assessment requirements are met, the suspension will be reduced to 50% of scheduled regular season games.
- C. Any athlete who violates the tobacco, alcohol, and/or electronic tobacco policy for the **third time** will be declared **ineligible for the remainder of his/her high school career.**

*If a situation arises where there are not enough contests left in a current season to fulfill a suspension period then it will be carried over to the next season that he/she participates.*

## **SPORTSMANSHIP**

1. Athletes shall demonstrate respect for themselves and others at all times:
  - A. By treating opponents with respect by shaking hands with the opponents and congratulating them for their efforts in a sincere manner following either victory or defeat.
  - B. By being attentive and courteous for opponents during introductions.
  - C. Giving only positive comments to teammates, opponents, and coaches.
  - D. Accepting and abiding by the decisions of the officials.
  - E. By being gracious and respectful when receiving honors or event awards.
2. Never argue or make gestures indicating a dislike for a decision.
3. Athletes are to show respect for their coaches and teammates.
  - A. Accept teaching and criticism from coaches without arguing or making excuses.
  - B. Accept and abide by the decision of the coach for the benefit of the team.
  - C. Show appreciation for the contributions of all teammates regardless of skill or performance
  - D. Athletes are to show respect for the integrity and decisions of contest officials.
  - E. Show compassion for teammates in defeat and congratulate them in victory.
4. Athletes are to maintain self-control at all times.
  5. Prevent the desire to win from overcoming rational behavior.
    - A. Accept both victory and defeat with pride and compassion, being neither boastful nor bitter.
    - B. Will not use inappropriate language while taking part in any athletic event including travel, social settings, practices and contests.
    - C. Though all sports have some level of physical contact, and recognizing that physically aggressive contact is a major and important part of athletics, it is unacceptable for a Pendleton Heights High School athlete to engage in physical play that would result in unsportsmanlike conduct that would jeopardize the safety of the opposing athlete or integrity of the Pendleton Heights High School team.

## **ATHLETIC DEBTS**

Athletes are responsible for any equipment issued to them by either the coaching staff or athletic director. This includes such items as uniforms, bags, sports equipment, locks, fundraiser items, etc. Failure to return such items in good condition will result in a monetary consequence for the athlete. **The athlete will remain ineligible for any other sports until the debt is paid.**

## **ATHLETIC TRAINING**

We encourage our athletes to utilize our certified athletic trainer as a source of knowledge and good athletic health to help them grow as athletes and competitors. It is important that athletes communicate with the parent, coach, and athletic trainer of progress and or further issue during the process of injury rehab and participation. If an athlete seeks the advice of a physician or is referred to a physician, a note stating the athlete is able to return to participation is needed. **THE ATHLETE WILL NOT BE ALLOWED TO RETURN WITHOUT THIS NOTE!**

## **CONCUSSIONS & SUDDEN CARDIAC ARREST**

South Madison Community School Corporation complies with all state mandated protocols for concussion and cardiac arrest. Parents and students are required to sign off on educational information provided.

## OTHER/MISC.

### **Individual Coaches' Rules**

Coaches may establish rules and regulations with the approval of the athletic director and principal for their respective activities. These rules, as pertaining to a particular activity, must be explained fully at the start of the season. Penalties for violation of team rules shall be administered by the coach.

### **Donating Blood During the Season**

Student-Athletes in season are strongly discouraged from participating in school blood drives due to the risks involved with strenuous activity and this procedure. Student-athletes who are out-of-season should be excused from conditioning sessions the evening following giving blood.

### **Participation in Physical Education Classes and Injuries**

Any student excused from participating in Physical Education with a parent's note or doctor's note shall not be allowed to participate in an athletic event or practice that same day.

## COLLEGE ATHLETICS/NCAA RECRUITING

The National Collegiate Athletic Association has established specific standards for participation in any of its member schools' intercollegiate programs. Parents and student-athletes are responsible for ensuring college or NCAA criteria for eligibility and admission is met. Please visit the National Collegiate Athletic Association website at [www.ncaa.org](http://www.ncaa.org) for further information about academic standards.

Upon request, the Pendleton Heights High School Counseling Center will help students determine the number of core classes and academic eligibility as determined by GPA and test scores. A student-athlete planning to enroll in college as a freshman and participating in Division I or Division II athletics must be certified by the NCAA Eligibility Center. Forms and instructions are available at the [www.eligibilitycenter.org](http://www.eligibilitycenter.org).

## ATHLETIC AWARDS

Only those awards that are listed below are sanctioned by the Athletic Department. A coach has the authority to vary from the guidelines below with just reasoning regarding awards.

**MVP:** Every sport will present a MVP Award at their banquet. The award will be provided by the Athletic Department.

**Spirit Award:** Every sport will present a Spirit Award at their banquet. The award will be provided by the Athletic Department.

**Letter Certificate:** Any athlete that ends a season in good standing and a coach deems worthy of a varsity letter shall receive a Letter Certificate. The general rule required to earn a letter is participation in 50% of varsity contests but is open for coach's discretion.

**Participation Certificate:** Any athlete that does not earn a Letter Certificate and concludes the season in good standing shall receive a Participation Certificate.

**Manager:** A student serving in a manager capacity will earn a Participation Certificate at the end of their first year of participation. A student completing a second year and every year after in the same sport is eligible to earn a Varsity Certificate.

**Student Athletic Trainer:** A student serving in a student-trainer capacity will earn a Participation Certificate at the end of their first year of participation. A student completing a second year and every year after in the same sport is eligible to earn a Varsity Certificate.

**Athletic Letter Jacket:** Only athletes earning a Varsity Letter Certificate are eligible to buy and wear a letter jacket. Jacket ordering dates will take place twice per year at the high school. The athlete is responsible for payment of the jacket and must present their Varsity Letter Certificate at the time of order. A bar to be pinned on the jacket shall represent the letter in each sport.

**Five Letter Plaque:** Any athlete who earns five varsity letters will be presented with a Five Letter Plaque at the Senior Awards Night in the spring of each year.

**Nine Letter Blanket:** Any athlete who earns nine varsity letters will be presented with a Nine Letter Blanket at the Senior Awards Night in the spring of each year.

**Patches:** The Athletic Department shall purchase patches for team members for all IHSAA tournament events. All other patches wishing to be ordered must be done so at the expense of each sport.

## **BOOSTER CLUBS**

1. Are parent driven to benefit present and future opportunities of their specific team.
2. All booster clubs shall follow all laws set forth by Federal and State Government.
3. All on-site fundraising activities must be approved by the Pendleton Heights High School Athletic Department.
4. All corporate advertising is maintained through the Athletic Department.
5. A majority of the finances raised need to be directed toward facilities, equipment, team, and uniform needs for current and future teams to maximize their efforts.
6. All apparel for resale and/or distribution including all print materials (i.e. poster schedules) must be approved by the Pendleton Heights High School Athletic Department for uniformity and appropriateness.
7. Booster Clubs shall follow the direction of the head coach of their particular sport.

## **GUIDELINES FOR PARENTS**

1. Parents need to check to make sure all necessary forms are complete and turned in prior to the first day of practice.
2. Parents need to stay involved with their child's academics by providing a proper place and time to study.
3. Parents need to talk to the athlete about grades received on assignments and tests.
4. An open dialogue between athlete and parent is essential concerning classroom and school behavior.
5. Transportation issues for practice should be dealt with in a timely fashion. Make every attempt to make sure your child is prompt to practice as well as leaving after a practice or a game.
6. Parents should set an example for the athlete in showing respect for the coaches, teammates, opponents, fans, officials, and administrators.
7. Parents should be positive and let their children know that something good is being accomplished simply by being part of a team.
8. Parents should help their children improve their self-esteem by believing in themselves. Any added pressures will only make it more difficult to improve self-image.
9. Parents should encourage their children to work hard and do their best. They should not criticize coaches or offer excuses if their children are not playing.
10. Parents should assist their children in following the Pendleton Heights High School Code of Conduct which includes the Athletic Substance Abuse Policy.
11. Parent should insist on academic commitment from their children. This means a willingness to do one's best.
12. As spectators, parents are entitled to cheer at sporting events, but should never become belligerent and arrogant towards players, coaches, opponents or officials.

13. Parents should insist that their children exhibit true sportsmanship during athletic contests, and emphasize never embarrassing themselves, their family, team, school or community through an inappropriate act during competition.

### **GUIDELINES FOR FANS**

1. Realize that a ticket allows fans the privilege to observe an athletic contest and support the athletes involved in the competition. It is not a license to verbally assault anyone or to act in an outrageous manner. Pendleton Heights High School administration, game officials or law enforcement individuals have the outright authority to remove an unruly fan from a contest at any time for just cause.
2. Realize that athletics are a part of the educational experience and the benefits go beyond the final score of the contest. It is not the event itself, but rather how the athlete behaves concerning the outcome that is most important.
3. Respect the integrity and judgment of the officials. Learn and understand the rules of the game. Belittling and harassing officials is not only inappropriate, it also does not help the official.
4. Respect and support the task the coaches have in teaching the athletes. Remember there is always more than one way to achieve success.
5. Treat opponents and their fans with respect. Treat them the way you want your athlete to be treated.
6. Be a fan that the athletes can be proud of.
7. Maintain self-composure at all times.
8. Participate in positive cheers for the team. Refrain from those that are derogatory or take away from the spirit of the contests.
9. Accept both victory and defeat with pride and compassion
10. Always remember you too are representing Pendleton Heights High School. Make sure it is positive!

## PHHS Constitution Consent Form

A student-athlete and parents at Pendleton Heights High School will be held to a higher standard than other high schools. It is expected for everyone involved representing Pendleton Heights follow the Pendleton Heights Athletic Department Constitution and sign the consent form stating the information has been read carefully. This consent form must be signed and returned to be eligible for participation in athletics at Pendleton Heights. Follow the directions below to download an electronic copy of the Pendleton Heights Athletic Department Constitution.

1. Go to [www.phsathletics.com](http://www.phsathletics.com)
2. Click on the "More" tab
3. Under the "Forms" title, click the link to the PHHS Athletic Department Constitution
4. Read the entire constitution carefully
5. Student-athlete and parent/guardian should sign the below consent form stating they read the constitution
6. Return the signed consent form to the Athletic Department

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I have downloaded an electronic copy of the Pendleton Heights Athletic Department Constitution and by signing this consent form I am agreeing to all policies and procedures provided in the constitution. I fully understand the expectations placed upon me while representing Pendleton Heights as a student-athlete or parent/guardian. I further agree that I understand the possible consequences of not meeting the described expectations.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name