

# Cardinal Local Schools



**Student & Parent**

## **Interscholastic Athletic Handbook**

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# A Message to Parents

We are pleased that your son/daughter has chosen to participate in the interscholastic athletic program of the Cardinal Local School District. We believe that a comprehensive program of student activities is vital to the educational development of our students.

As students elect to participate, there are many questions which both you and your son or daughter may have regarding the Athletic Program. The purpose of this handbook is to answer as many questions about the philosophies and policies of the program as possible. Our intent is to keep the students and parents as informed as possible in order to assist in making the athletic experience a positive one for our student-athletes. We are hopeful that this handbook will be of assistance to you as your child participates in the athletic program at Cardinal Local Schools.

Parents can be an integral part of a team's overall success. At all levels and for all teams, parents help in a variety of ways. Parents supply or host pregame meals and snacks. Parents often help to organize or run preseason and postseason meetings and/or events. Many parents help facilitate fund-raising efforts and help during games, such as ticket-takers, in the concession stands, and video-taping. Most importantly, parents are integral to a team's overall success as enthusiastic fans. **Positive** parental involvement is a wonderful aspect of a student's athletic experience at Cardinal.

Please keep the following points in mind:

- Carefully evaluate the commitment of your son or daughter in time, cost and transportation before granting permission for his or her participation.
- Take an honest interest in your son's or daughter's participation in interscholastic athletics. Make an effort to not put unreasonable pressure on him or her to be a starter. Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level.
- Complete all required paperwork before practice officially begins. Please notify the athletic office immediately of any changes in the information that is provided in these documents.

- Understand the training rules and procedures to be followed by the student-athlete. After their inspection of the rules, parents must sign a Code of Conduct form prior to their son's or daughter's participation. This will be completed at the mandatory OHSAA parent meeting. Help support and enforce all training rules.
- When possible, schedule doctor, dentist and all other outside appointments so that they do not conflict with practice or game times. Realize that work and vacations are not acceptable reasons for your child to miss practice or games.
- Try not to relive your athletic life through your son or daughter in a way that creates pressure. Be helpful and supportive, but don't coach your child. Don't compete with the coach. If your son or daughter is receiving mixed messages from two different authority figures, he or she is more likely to become frustrated. Please watch this video from Positive Coaching Alliance's [Development Zone](http://devzone.positivecoach.org/resource/video/coaching-stands-confusing-athletes) if you would like to hear more about this topic: <http://devzone.positivecoach.org/resource/video/coaching-stands-confusing-athletes>.
- Don't compare the skill or ability of your child with other members of the team. Teach your son or daughter to enjoy the thrill of competition, to be "out there" trying, to be working to improve their skills and attitudes. Help them to develop the feeling of competing, for trying hard, for enjoying what they are doing. This is what interscholastic athletics is all about.
- Make sure your child knows that, win or lose, you love them, appreciate their effort, and are not disappointed in them. This will help them to do their best without fear of failure. Be the person in their life that they can look to for constant positive reinforcement.
- Get to know the coaches. Then you can be assured that his or her philosophy, attitudes, ethics and knowledge are such that you are happy to have your son or daughter under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting. Try to resolve any problems or complaints with the coach before approaching the Athletic Director, Principal, or Superintendent. Make phone calls of a non-emergency nature during school hours.

- Be supportive of all athletic programs. We encourage all of our parents to join the Athletic Booster Club. Your help is needed for our programs to succeed.
- Focus your attention on supporting our student-athletes giving their best effort while enjoying a positive experience. Demonstrate good sportsmanship toward all who are involved in attending, participating, and working at all school athletic events.

## **Be A Second Goal Parent**

The Cardinal Athletic Department has partnered with Positive Coaching Alliance. PCA's mission is to make high school and youth sports a Development Zone™ to develop Better Athletes, Better People. Parents have an especially important role to play as a Second-Goal Parent® who helps their child become a Triple-Impact Competitor® who makes self, teammates and the game better.

### **The Big Picture in Youth Sports**

A Second-Goal Parent recognizes that there is a Little Picture and a Big Picture in youth sports. The Little Picture concerns things like whether the child is playing the right position, the team is winning, etc. The Big Picture, which often gets drowned out by the Little Pictures, is about what the child is learning from youth sports.

There are two broad goals in youth sports: striving to win and building character so kids develop into successful, contributing members of society. As important as winning may seem, Second-Goal Parents let coaches and athletes worry about the first goal of scoreboard results. *Second-Goal Parents have a much more important role to play: ensuring their children take away from sports lessons that will help them be successful in life.* That is the Big Picture.

### **Endless Procession of Teachable Moments**

If you embrace your role as a Second-Goal Parent, it will transform the way you see youth sports. It will help you seize the endless procession of teachable moments that will come your way again and again when you are looking for them.

What might have seemed like a disappointing loss or a failure by your child becomes an opportunity to rein- force resiliency. A tough competition in forbiddingly hot, cold, or nasty weather can prompt a conversation with your child about learning to enjoy challenges. Whether your child succeeds or fails on

the playing field, you will be able to use the experiences to reinforce the kind of person you want him or her to be.

A Second-Goal Parent focuses relentlessly on the Big Picture – helping their child take away the lessons that will help them be successful, contributing members of society. And, in the process a Second-Goal Parent is able to better enjoy their child’s youth sports experience, which will end all too quickly.

## **Communication Guide**

A goal of the Athletic Department is to provide our student-athletes with the best possible environment so that their sport experience may be as rewarding as possible. We believe that this goal may not be realized without appropriate lines of communication available to all parties involved. This “Communication Guide” has been developed to help coaches, parents, administrators and student-athletes communicate more effectively.

As your child becomes involved in the various athletic programs of the Cardinal Local School District, it is our hope that he/she will experience some of the most rewarding moments of his or her life. It is important to understand that things may not always go as you or your child wishes. Parents should trust the coach to make appropriate decisions. If concerns arise, parents should encourage their child to speak with the head coach. If a parent needs to intervene, they should call to make an appointment with the head coach. At these times, discussion with the coach may be desirable (in fact is encouraged) to clear up any issues and to avoid any misunderstanding.

Many aspects of the highly emotional and dynamic setting of interscholastic athletics are often questioned. These may include decisions made by coaches, administration, officials, athletes, parents, and fans. Certain concerns can be and should be discussed with your child’s coach. Other items must be left to the discretion of the coach. Our coaches are professionals. They make judgment decisions based on what they believe to be best for all student-athletes under the circumstances present.

## **Communication Parents Should Expect From Coaches**

- 1. Philosophy of the coach** – By this, we mean the how and why a coach coaches, not why a coach runs a specific scheme. Parents should know why a coach chooses to coach; how they prefer to teach, motivate and discipline; and how their sport fits into the overall education of a Cardinal student.
- 2. Expectations of the athletes and the team** – We are not talking about how many minutes an athlete may play or how many games or matches a team will win. We are talking about goals that are not performance-based, such as learning to accept an individual role within a team concept; leaving a place in better condition than we found it; or positively representing the school and the community in all cases.
- 3. Locations of all practices and games** – It is important to understand the schedules are fluid, but parents should know the dates, times, and locations for all team events.
- 4. A copy of team rules** – Any team rules should be in writing and clearly communicated to athletes and parents before the season begins.
- 5. Injury** – Coaches and/or the Athletic Trainer are expected to communicate with parents any time their son or daughter is injured while participating in their sport. They will do this by calling the emergency contact number provided on the emergency medical form. In addition, the coach or athletic trainer will describe treatment steps that have been taken and recommend a future course of action to return the student-athlete to full health.
- 6. Information about Athletic Department policies, Letter Requirements, etc.**

## **Communication Coaches Expect From Parents**

- 1. Mental or Physical Treatment of your son or daughter** – The first and foremost concern of both parents and coaches should be the well-being of the student-athletes. Whenever a parent wants to discuss the physical or mental treatment of their son or daughter, we will have that conversation right away.
- 2. Ways in which parents can help their sons or daughters improve --** While discussions about the student-athlete's actual role on the team needs to be between him or her and the coach, parents can sometimes take an active role in helping their athletes

improve at their sport. Ideally, this discussion will come from the athlete to the parent. Having the student-athlete take the initiative and ownership of improving is far more beneficial than a parent taking the lead.

3. **Concerns about their son's or daughter's behavior** – Coaches are adult leaders for kids, and sometimes they play a more influential role in a kid's life than a classroom teacher does. If a parent observes a behavioral change in their son or daughter at home, we hope that the parent would ask all of his or her teachers and coaches. It is important that parents and coaches be able to have this kind of discussion without allowing playing time or other sports-specific issues interfere with an honest discussion about the athlete's well-being.
4. **Special Needs of the Athlete** – i.e., physical limitations that may not be obvious to the coach.
5. **Notification of Schedule Conflicts Well in Advance**

### **Topics That Coaches WILL NOT Discuss with Parents**

1. **Playing Time** – Coaches see all of the athletes for every practice, game, and often at times outside of practice. Coaches are the people best suited to decide who should be playing, when they should be playing, and for how long they should be playing. In a perfect world, the athlete and the coach will discuss his or her role, and the parents will help their son or daughter appreciate that role.
2. **Team Strategy & Play Calling** – There are many variables to scheme and strategy that most parents are unaware of – knowledge of the coach, personnel, player ability, etc. Far more games are won because of the ability of the athletes than because of a coach's strategy or play calling. Our coaches will run the schemes that they believe are best for their program and call the plays that they believe will give the team the best opportunity to be successful.
3. **Team Selection** – For many of the same reasons discussed above, our coaches are best suited for deciding who plays on which team.

## Engagement Process

- 1. In many cases, communications regarding any conflict should begin between the student-athlete and the coach.** One of the things that education-based athletics provides a platform to allow student-athletes to advocate for themselves. This is a good opportunity for a student-athlete to respectfully address their “boss” with a concern – a skill we all need for our adult jobs.
- 2. If the conflict continues after the coach and athlete have met, the athletic director will act as a mediator in a second meeting between the coach and the athlete.** In most cases, a parent will not be present at this meeting; however, if the concern is serious enough or needs more immediate attention, a parent may be invited to attend.
- 3. If the conflict continues after the second meeting, at this point the athletic director will meet with the parents.** This meeting may or may not include the athlete and the coach.

There are situations that may require a conference between the coach and parent. Such a meeting is encouraged when necessary. It is important that both parties have a clear understanding of the other person’s position. Each should be willing to listen. The following procedure should be followed to help promote the resolution of the issue:

1. Contact the coach to set up an appointment. If the coach cannot be reached after a reasonable period of time, call the Athletic Director. An appointment with the coach will be arranged for you. Although total agreement may not always be reached, most often such a meeting does afford the opportunity for productive discussion and better understanding.
- 2. IMPORTANT... Please do not confront a coach before or after a contest or practice session. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution and in fact often escalate the issue.**
3. If the meeting with the coach does not provide a satisfactory resolution, please contact the Athletic Director. The appropriate next step will be determined.

***Please keep all conversations with a coach civil and professional in nature. We expect this of our coaches, and coaches have the right to expect it of parents as well. Any time a***

*parent begins to use profanity, act in a rude or disrespectful manner toward the coach, or threatens the coach in any way, we have instructed our coaches to immediately end the conversation.*

### **Chain of Command**

The Cardinal Local School District, in conjunction with its Athletic Department, follows the chain of command as listed below. We ask that you observe the order of this line if you elect to pursue any concern you may have with regard to the Athletic Program.

1. Head Coach
2. Athletic Director
3. Building Principal
4. Superintendent

### **Pick Up from Events and Practice**

Student-athletes are to be picked up immediately following an event or practice in a timely manner. Beginning and ending practice times will be given to the athlete at the beginning of each season. Please consult these times for pick up. If the event is away, the coach will give student-athletes an approximate pick up time. Please be considerate of the coach's time and pick your student-athletes up promptly.

## **Athletic Department Philosophy & Beliefs**

### **Purpose**

The athletic program at Cardinal High School and Cardinal Middle School is an integral part of the overall educational program in the Cardinal Local Schools. Interscholastic athletics provide a great educational opportunity because they can teach important values for dealing with *the circumstances of life*. Athletic events are learning experiences for our student-athletes, and the lessons learned during athletic competition will last a lifetime.

*The purpose of interscholastic athletics is educational in nature. While our goal is to win, our purpose goes beyond the score of a contest to preparing students to achieve success in life by becoming better athletes and, more importantly, better people.*

Participation in athletics provides student-athletes an opportunity to learn important life skills through the classroom of sports. Those lessons include skills such as making a commitment, taking responsibility not only to one's self but to others, demonstrating tenacity, developing a strong work ethic and a spirit of individual self-sacrifice, and learning to be part of a team.

## **Goals & Beliefs**

Cardinal Local Schools will establish and maintain a complete athletic program. Additional sports and levels of competition may be added or deleted from the program with the recommendation of the Athletic Director and the Principal and with approval of the Superintendent and the Board of Education.

The Cardinal Athletic Department believes that the basic purpose of extracurricular athletics is to enhance the educational experience of our student-athletes. We are committed to success on the playing field, in the classroom, and in the community. Administration, coaches and staff are dedicated to promoting the values of leadership, sportsmanship, and ethical behavior. We believe that extracurricular athletics create a desire to succeed and excel in the pursuit of individual and team goals. Athletics provide opportunities to deal with both success and failure while instilling self-discipline, loyalty, teamwork, leadership, personal pride of self and respect for others. Sports teach us to always strive for excellence within the bounds of good sportsmanship. Our goal is to provide a positive athletic experience for our students, coaches, parents, and fans. We hope that now and in the future our student-athletes are always PROUD TO BE A HUSKIE!

Our goal is to develop "better athletes, better people" by

- offering a quality program for student-athletes;
- being competitive in all sports;

- helping each student-athlete reach his or her full potential in their chosen sport while operating helping them to develop skills that will serve them their entire lives.

In addition to instilling a winning attitude and providing our student-athletes with the desire to gain a competitive edge, we also want to stress the importance of *good sportsmanship by athletes, coaches, and parents.*

## Core Values

1. **Commitment** – Commitment is a serious, long-term promise you make and keep with yourself and others to fully dedicate yourself to your task, training, and/or team, even when, and especially when, times are tough. Further, commitment means not only promising to do something, but much more importantly, actually investing the necessary effort and actions that make it happen.
2. **Responsibility** – Responsibility is the quality of being dependable and reliable. It means you will work hard to follow through with your commitments. It is the quality of being able to fulfill your obligations and being accountable for your actions.
3. **Tenacity** – Tenacity means to stick with something even when it is difficult. It is the quality of never giving up and never surrendering. It refers to the physical and mental toughness of every member of the team. Tenacity refers to the hard work, persistence, perseverance, and “grit” that is required to be successful in any undertaking.
4. **Integrity** – Integrity means doing the right thing because it is the right thing to do. It is the act of being true to yourself and true to your team.
5. **Unity** – Unity is the state or quality of being as one, with a singleness or constancy of purpose or action. It is putting the success of the team first and yourself second. Each player has a role to play in the success of the team. The success of the team depends on you doing your part. Unity combines commitment, responsibility, tenacity and integrity with respect, loyalty and teamwork.

## Objectives

1. To provide the opportunity for student-athletes to achieve their full athletic and academic potential.
2. To promote open communication and mutual respect among coaches, parents, and athletes, which we believe is the foundation of a successful athletic program.
3. To develop the values of leadership, teamwork, sportsmanship, and ethical behavior.
4. To represent Cardinal Schools with integrity and class at all times.
5. To encourage student-athletes to participate in multiple sports.
6. To teach the value of lifetime fitness and wellness throughout the training process – to develop the total athlete.
7. To assist student-athletes who desire to play sports after high school.
8. To conduct a program that achieves a high level of interest and support from students, faculty, alumni, and the local community.
9. To promote school spirit and Cardinal Pride.
10. To integrate the community youth sports programs into the Cardinal Athletic Program.
11. To provide and improve quality facilities and equipment for our student-athletes in all sports.
12. To treat officials and opposing teams and their supporters hospitably as our guests.
13. To comply with all OHSAA, league, and Cardinal Schools rules and procedures.

## Participation Expectations

Participation in the athletic program is a *privilege – not a right – which the Cardinal Local Schools affords its young people.*

Although we recognize the value of athletic competition, we also adhere to the belief that the structure of the interscholastic athletic program is triangular in shape. At the base of the triangle is the recreation/youth/intramural program where everyone who wants to participate can participate. The next step is middle school interscholastic athletics. There is not universal participation at this level. However, this is still a learning experience and there is more participation than at higher levels of the triangle. At each successive step of the triangle, there

are greater demands placed upon each student-athlete, and there are also greater rewards. At the varsity level there is no guarantee of playing time; however, each individual athlete who is part of the team is, and should be made to feel, an integral part of the team. While it is true that not every member of the team receives equal playing time, and some may receive very limited playing time, the coaching staff will develop each student-athlete as much as possible.

When a student joins a Cardinal team, they are expected to commit themselves to the team for the entire season, including pre- and post-season training and competition. Student-athletes are expected to attend practices each day and attend all games. Students should understand that by joining a team they are accepting not only the pleasure and privilege of participating but also accepting the responsibility and commitment to that team.

Being a Cardinal student-athlete requires the student to balance his or her work with the expectations of the coaches, teachers, and Athletic Department. It is imperative to the well-being of the team that students fulfill their requirements to their chosen sport/team. We expect student-athletes will make the appropriate commitment to the sport so as not to jeopardize the team experience for others and for themselves. Therefore summer vacation, Thanksgiving Break, Winter Break, and Spring Break are times when, in season, student-athletes should make sure they are not missing valuable practice or competition times.

Fall sports practices will be held prior to the start of the school year. Student-athletes are expected to attend these practices and they and their families should plan accordingly.

Often contests occur during school breaks and holidays. Students who choose to participate on teams that have games or practices over school breaks or during holidays should plan accordingly to avoid any conflicts that may arise. If a student-athlete foresees a problem attending practices or games over a scheduled break, he or she should address the issue in advance with the Head Coach. Consequences arising from missing practice or competition in this circumstance will be at the discretion of the Head Coach.

Coaches will also schedule pre-season conditioning programs, including open gym, open field, open mat, strength and conditioning workout sessions, etc. While these are not mandatory,

student-athletes and their families should give strong consideration to participating in these pre-season programs for a number of different reasons.

1. The pre-season conditioning program is an important component in developing as a total athlete. Participating in these programs allow student-athletes to enter their sports season at a peak of fitness and wellness. Not participating in these programs can jeopardize their athletics experience.
2. Interscholastic athletics are competitive, and entering a sport season at the highest possible level of strength and conditioning will allow student-athletes the best chance to compete on equal terms with student-athletes from opposing schools.
3. Pre-season workouts are often an important part of team-building and team-bonding that can enhance the overall team experience.

During the school year, students must balance their school work and their athletic commitments. Student-athletes must make arrangements with their teachers and coaches when they recognize potential conflicts balancing their athletic and academic commitments. Academic requirements are paramount to athletic requirements at all times; however, athletic requirements are compulsory in order to remain a member of a team.

Although minor variations exist from coach to coach or sport to sport, Cardinal student-athletes at all levels are expected to:

- Attend all practices;
- Be punctual and prepared for all practices and contests;
- Maintain a level of academic achievement in accordance with academic eligibility requirements;
- Demonstrate a desire to improve their skills and knowledge of the sport;
- Demonstrate a willingness to work hard and be attentive at practices;
- Behave in such a way as to represent one's self, team, school, family and community in a dignified and sportsmanlike manner;
- Give attention and respect for designated authority figures.

- **Be A Second Goal Parent**

## Be A Triple Impact Competitor

PCA's mission is to make high school and youth sports a Development Zone™ to develop Better Athletes, Better People. PCA's Triple-Impact Competitor® model defines both Better Athletes and Better People.

A Triple-Impact Competitor® is an athlete who works to improve oneself, teammates, and the game as a whole.

A Triple-Impact Competitor works on three levels:

1. Self: Make oneself better by
  - Developing a Growth Mindset through maintaining a Teachable Spirit by being hungry for feedback,
  - Pursuing mastery by giving maximum effort at workouts, practices, and competitions, • Improving one's "mental game" with tools like visualization, positive self-talk, and a Mistake Ritual to increase resiliency and more quickly bounce back from mistakes,
  - Setting goals, tracking progress, and making adjustments when facing the inevitable setback,
  - Being a "24-Hour Athlete" who avoids high-risk behaviors and manages diet, hydration, and sleep to optimize performance on and off the field.
2. Teammates: Become a leader who makes those teammates better by
  - Filling Emotional Tanks through encouragement and support,
  - Seeking opportunities to help team members improve,
  - Developing empathy to be able to put oneself in his or her teammates' shoes,
  - Learning to give constructive criticism - at the right time in the right way,
  - Being a team player who prioritizes team success and builds team chemistry,
  - Learning to manage and resolve conflicts.
3. The Game: Guided by the ROOTS of Honoring the Game (respect for Rules, Opponents, Officials, Teammates and Self) to make the game better. They use their status and

influence as an athlete to improve their school community including helping to prevent hazing and bullying.

The Challenge Being a Triple-Impact Competitor is not easy. It requires mental discipline and knowing your values so well you don't sacrifice them under pressure. But if you build a commitment to being a Triple-Impact Competitor into who you are as a person, you will find it can provide a larger meaning for your involvement in sports. And it will pay off for you in meaningful ways in the rest of your life.

## Eligibility Requirements

To be eligible, student-athletes must meet the criteria of both Cardinal Local Schools and the Ohio High School Athletic Association. Ultimately, the understanding and meeting of all eligibility requirements falls upon the student-athlete and his or her parents or guardians.

A student's eligibility will be in effect for a period of nine weeks. In determining eligibility, the GPA is calculated on the grades the student received during the immediately preceding grading period. It is not a cumulative GPA. Please note, interim, bi-weekly or weekly grades, and semester or final exam grades are not considered "grading periods" and have no bearing on eligibility. The final grading period will determine the first nine weeks of eligibility in the fall of new school year. Academic credit earned while attending summer school may not be applied to athletic eligibility.

The new eligibility period begins on the fifth school day following the end of the grading period. In the fall, the new eligibility period begins the first date of fall practice. A student's eligibility will be in effect for a period of nine weeks.

High school students taking postsecondary school courses (PSEO) must comply with OHSAA scholarship regulations. Students enrolled in PSEO classes must be very aware of the number of credits they are enrolled in. PSEO students should have their guidance counselor and the athletic director review their schedule before any semester to help them understand any concerns with eligibility. **PSEO students are responsible submitting letter grades signed and verified by their college instructor to the athletic director within one week of the close of each grading period for determination of eligibility for a particular nine weeks. This may come in the**

**middle of a semester at the college, but at the end of a grading period at the high school. After the end of the week, all non-reported grades will be calculated as an “incomplete” for eligibility purposes.**

Incomplete grades (I) that are recorded for a nine weeks grade are considered failing (F) for the purpose of interscholastic athletic eligibility and will remain so unless the incomplete was given as a result of a documented illness, tragedy, or family event. In the event the student was late for submitting work for any other reason, the student may not have eligibility restored.

State eligibility standards require all middle school students to pass five classes and all high school students to pass five credits toward graduation in the previous grading period. A student must meet state minimum standards and have a 2.0 GPA (weighted) with no F's to be eligible.

Students whose GPA falls between a 1.0 and a 1.99, or students who have a 2.0 GPA with an F, and have passed five (5) credits towards graduation, will be placed on **academic probation**.

They may maintain eligibility by regularly attending school-mandated study tables. **Students on academic probation will sign study table contracts at the beginning of each nine weeks.**

For middle school, Students whose GPA falls between a 1.0 and a 1.99, or students who have a 2.0 GPA with an F, and have passed five (5) classes, will be placed on **academic probation**.

They may maintain eligibility by regularly attending school-mandated study tables.

First time freshman are eligible for high school athletics if they have passed a minimum of five (5) classes taken during the final nine weeks of the eighth grade year. First time freshman who have passed five (5) of their classes but have a GPA of less than 2.0 during the final nine weeks of the eighth grade year, or who have a 2.0 GPA with an F, will be placed on **academic probation**. They may maintain eligibility by regularly attending school-mandated study tables.

The purpose of “academic probation” is to provide academic intervention to increase achievement within our student-athlete population.

The rules of study table are as follows:

- Study Table will be held two days a week after school.

- Attendance at study table is **mandatory** for all students on academic probation. Study table is **optional** for any other student with a GPA below 2.0 who wishes to take advantage of the service. Head coaches may also mandate study table attendance to any student-athlete in their program who is in need of academic intervention.
- Students who do not attend a study table are suspended from athletic participation for one week unless excused absent from school that day. A student who misses study table a second time will be ineligible for the remainder of the grading period.
- Study table begins promptly at the assigned time. Students who arrive after the assigned time will be marked tardy. Students who earn two or more tardies during a grading period will be suspended from athletic participation for one week. A student who is tardy to a study table a third time will be ineligible for the remainder of the grading period.
- Students must bring educational materials and school supplies with them. Students are expected to bring academic work to study table. Students who do not bring work with them will be removed from study table.
- A student removed for disrupting, misbehaving, or not bringing work will be suspended from athletic participation for one week. Students removed two times in a nine week period will be ineligible for the remainder of the grading period.

**Please Note:** Do not change your course schedule or drop a course without first consulting your guidance counselor or the Athletic Director to determine whether it will affect your eligibility.

## **Other Eligibility Requirements**

The following OHSAA eligibility standards have been adopted by all member schools, including Cardinal Local Schools:

### **Residence**

You may attend any public or non-public high school in which you are accepted when you enter a high school from a 7<sup>th</sup>-8<sup>th</sup> grade school.

- Eligibility at that school is then established by:

- Participating in a contest (scrimmage, preview, or regular season game) prior to the first day of school.
- Attending the first day of school at any member school.
- If there is a change of custody, you must live in the same district as your legal guardian (“legal guardian” will be defined by court paperwork).
  - If your parent or guardian lives outside Ohio, you are not eligible unless you meet one of the four (4) exceptions to the residency bylaws. You and your parent or guardian should meet with your building principal and/or the athletic director to review these exceptions.

### **Transfer Students**

If a student transfers (changes) high schools at any time after establishing eligibility as a ninth grader (either by attending a school for five days or playing in a fall sport prior to the beginning of school), the student is INELIGIBLE at the new high school for the first fifty percent (50%) of the maximum allowable regular season contests in those sports in which the student participated during the 12 months immediately preceding this transfer.

- NOTE: A student is considered to have participated in a sport if he or she has entered, if for only one play, a scrimmage or contests at any level of competition/contests (e.g. freshman, junior varsity and varsity).

Exceptions to this rule are explained in the OHSAA bylaws. Please contact the Athletic Director if you have any questions.

### **Semesters of Eligibility**

When you enroll in the 9<sup>th</sup> grade for the first time, you have eight (8) semesters of athletic eligibility whether you participate or do not participate. If a student is detained in a grade for more than one year, the eligibility is still for eight semesters. In this case, the student would be ineligible for their senior year.

### **Age Limitations**

Once a student attains the age of 20, they are no longer eligible to participate in interscholastic athletics.

If a student attains the age of 15 prior to August 1, that student is ineligible to participate in 7<sup>th</sup>/8<sup>th</sup> grade interscholastic athletics for that school year.

### **Awards**

You may receive an award or merchandise as a result of your participation in school or non-school competition from any source, provided the value does not exceed \$200 per award.

### **Recruiting of Athletes**

You will be ineligible if you are recruited by a person or a group of persons to change schools. It may also affect the eligibility of the school athletic teams. If you have questions, contact the athletic director.

### **Amateur Status**

You will lose your amateur status and forfeit your eligibility if you:

- Compete for money or other monetary compensation.
- Receive any award, equipment or prize of monetary value greater than \$200 per item.
- Capitalize on your athletic fame by receiving money or gifts of monetary value.
- Sign a professional playing contract in the sport in which you had participated.
- Sign with a professional agent (Ohio law).

If you have questions about your eligibility, see the athletic director right away. If an ineligible player participates in an athletic contest, in most cases the team will have to forfeit that contest.

### **False Information**

Any student-athlete who competes under any name other than his or her own or provides a false address will immediately become ineligible.

### **Non-Interscholastic Participation**

Participation by a student-athlete in a non-interscholastic program (Senior League, AAU, JO, etc.) while a member of a school squad in the **same** sport is **PROHIBITED**. A student may not compete on a non-school team, in a charity event, church league, or club team during the school team's season.

Athletes who are members of a school team are discouraged from practicing or competing on independent teams in different sports while their season is in progress. Student-athletes who wish to do so must have a meeting with their head coach prior to the start of the season.

### **Parental Permission and Physical Participation**

OHSAA medical and parent consent forms are required of all interscholastic participants (including cheerleaders, dance team members, and club sport participants) and must be on file with the Athletic Director's office before they may participate in a practice or an interscholastic event.

1. Each student-athlete participating in an interscholastic sport must receive a physical examination. An athlete may not participate in a practice or contest prior to their physical examination. Physicals are good for one year from the date of the physical.
2. Each student-athlete must have on file a properly completed parental permission form as provided by the Ohio High School Athletic Association.
3. Each student-athlete must have on file a properly completed insurance verification or insurance waiver.
4. Each student-athlete must have on file a properly completed Ohio Department of Health Concussion Information Sheet.
5. Each student-athlete must have on file a properly completed Emergency Medical Form.

A student-athlete who does not have all of their paperwork on file in the athletic director's office is considered to be ineligible.

**Additional information on OHSAA by-laws can be found at [www.ohsaa.org](http://www.ohsaa.org).**

# **Sportsmanship and Integrity**

The Cardinal Board of Education recognizes the value of extracurricular activities in the educational process and the values that young people develop when they have the opportunity to participate in organized activity outside the traditional classroom.

Participants and responsible adults involved in Board-approved extracurricular activities are expected to demonstrate the same level of responsibility and behavior at practice and competitions as is expected in the classroom. The Board further encourages the development and promotion of sportsmanship, ethics and integrity in all phases of the educational process and in all segments of the community, including administrators, participants, adult supervisors, parents, fans, spirit groups, and support/booster groups.

Cardinal student-athletes are expected to treat all opponents and contest officials with respect and abide by all respective rules for their sport. Student-athletes are expected to accept seriously the responsibility of representing Cardinal Schools and the Cardinal community and display positive actions.

## **Athletic Code of Conduct**

Student-athletes are highly visible representatives of the Cardinal Local Schools. Young children, future Huskies, fellow classmates, and citizens of the community look to school athletes as examples. With this in view, proper conduct on and off the field is of the utmost importance.

As a student-athlete, you are expected to accept seriously the responsibility and privilege of representing Cardinal Local Schools and our community while participating in interscholastic athletics. We believe that students who have the privilege of membership on school athletic teams should conduct themselves as responsible representatives of the school and community. Student-athletes should always serve as examples of high moral character and must demonstrate appropriate academic commitment which is expected from all students. As recognized representatives of Cardinal Schools, team members are expected to exhibit appropriate behavior

during the season and out of season, in uniform and out of uniform, on campus or off campus.

Student-athletes who participate in the athletic program are expected to adhere to the policies and discipline code as listed in the Student Handbook and adopted by the Cardinal Local Schools Board of Education. The student code of conduct, including the administrative actions which result from disciplinary infractions, applies to all student-athletes. A student-athlete who violates the student code of conduct must understand that it may directly affect their ability to participate in the interscholastic athletic program.

1. A student-athlete who serves a detention in school for a breach of the student discipline code may be late for a practice or a contest which may result in further disciplinary action from the coach.
2. A student who is suspended (either in school or out of school) is not allowed to participate in practices or contests during the length of his or her suspension. This may also result in further disciplinary action from the coach.

Moreover, a student-athlete can be denied participation in a contest or removed from a team for a breach of the student discipline code or a violation of policies established by the OHSAA and the Cardinal Athletic Department, including a violation of the training rules and/or specific team rules established by the coaching staffs of individual sports.

*For the purposes of interpretation, a student is considered to be an “athlete” when he or she first indicates an intention to try-out for any interscholastic sports team (for example, attending a preseason informational meeting).*

## **Denial of Participation and Due Process Procedures**

The Code of Conduct will be enforced consistently and immediately. The Athletic Department will not police off-campus, non-school activities unless the violation is brought to public attention, is sufficiently severe to bring discredit upon Cardinal Local Schools, and is clearly proven.

A violation of the Athletic Code of Conduct may result in the denial of the privilege to participate in a sport. Violations are cumulative throughout the student-athlete’s interscholastic

career (7-12) and disciplinary actions may carry over from one season to another. An athlete always has the right to due process.

During the denial of participation period, the athlete may be required to sit or stand behind the team bench dressed in street clothes during contests unless otherwise specified by the coach and/or athletic director. All training rules and requirements of the sport (team rules) will continue to be followed.

A student-athlete may be suspended from participation in any sport for violating the Code of Conduct according to the following procedures:

1. The student-athlete must have been given previous notice of the expectations of the Code of Conduct and rules and regulations specific to their sport.
2. All reports of violations of the Code of Conduct are to be made either to the athletic director or to the building principal.
3. When a student-athlete is suspected of violating the Code of Conduct, a hearing will be held to investigate the alleged misconduct. The athletic director will contact the student, parents or guardians, and the coach to inform them of the suspected violation.
4. If requested, a meeting will be held within three (3) school days. This meeting will include the athletic director, the building principal, the student athlete, his or her parents or guardians (if they desire), and the head coach.
5. The investigation and hearing will be coordinated by the athletic director. At the hearing, the student-athlete will have the opportunity to discuss the circumstances of the incident. Due Process will be followed according to the Cardinal Local School Policy and Ohio Law. Please note: Results of related investigations by school administration may be used to determine if there has been a violation of the Student Code of Conduct.
6. The athletic director will determine if there has been a violation of the Athletic Code of Conduct and will determine the course of action. The athletic director will notify the student-athlete and his or her parent or guardian verbally or in writing of the decision and the penalty assessment (if applicable). The penalty

assessment will begin immediately upon verbal or written notification to the student-athlete and his or her parent or guardian.

7. The student-athlete and/or parent has a right to appeal the decision of the athletic director to the building principal. Any appeal must be requested in writing within five (5) calendar days of the decision notification. The appeal should state the exact reason the decision is being appealed. The principal may direct this appeal to the superintendent to review the decision. The penalty assessment will continue throughout the appeal, unless specified by the building principal.
8. Any student-athlete who violates the Athletic Code of Conduct and does not satisfactorily complete the athletic season may not be eligible for any awards or special recognition given for participation in the activity. Furthermore, a student-athlete who holds an elected or appointed position (such as team captain) may be required to relinquish that position upon violation of the Athletic Code of Conduct.
9. Penalties for violations of the Athletic Code of Conduct may carry over from season to season during a single school year.
10. Penalties will be applied in every area of activity in which a student participates. Any offense constitutes a violation in all activities covered under the guidelines.

## **School Citizenship**

Student-athletes are to conduct themselves as school citizens in accordance with school policies. Examples of poor school citizenship are misconduct in class, disrespect for teachers and staff or fellow classmates, stealing, fighting, or any insubordination to a teacher or coach. This list also includes any violation of the Student Code of Conduct, procedure or regulations. A student-athlete shall not engage in disruptive activities against the school or members of the student body. Any unsatisfactory school citizenship is contrary to this provision and could result in disciplinary action and denial of participation in extracurricular athletic activities. Final determination of proper conduct will be the determination of the school's administrators in accordance with existing school policy. **Note: This provision applies to conduct while as a guest at an opponent's school.**

## **Community Citizenship**

Student-athletes shall conduct themselves in a satisfactory manner as citizens of the community. Any unsatisfactory community citizenship that reflects poorly upon the school district and Cardinal athletics is contrary to this provision and will be judged accordingly.

In addition, no student-athlete shall be involved in any violation of the Ohio Revised Codes (i.e., disorderly conduct, domestic violence, theft, trespassing, disturbing the peace, etc). Should such reports be confirmed, the code of conduct will be upheld. Any student-athlete formally charged with any felony offense will be immediately removed from participation in interscholastic sports until the case has been completely adjudicated.

## **Alcohol, Tobacco, and Drugs**

All Cardinal Local Schools student-athletes must agree to this policy prior to their involvement with each athletic season. Because of the adverse effects of tobacco, alcohol, and drugs, if a student-athlete is found in violation of the regulations concerning such, the athletic director's recommendations for penalty assessment should follow the guidelines as listed. An athlete always has the right of due process.

"Drugs" include:

- a. All dangerous controlled substances as so designated and prohibited by Ohio statute;
- b. All chemicals which release toxic vapors;
- c. All alcoholic beverages;
- d. Any prescription or patent drug, except for which permission to school has been granted pursuant to Board policy;
- e. Anabolic steroids;
- f. Any substances that is a "look-alike" to any of the above.

"Drugs" does not include those prescribed by one's physician or over the counter medication taken in accordance with the manufacturer's directions.

All alcohol, tobacco, and drug offenses are cumulative starting in the 7<sup>th</sup> grade. The athletic director will maintain records of violations, penalty assessments, and other pertinent information throughout the student-athlete's interscholastic athletic career.

### **1. First Offense**

- a. After confirmation by any Cardinal Schools staff member or Law Enforcement Agency, the student-athlete will lose eligibility to participate for 3 contests or for 2 weeks (whichever is less). Should the incident occur late in the season wherein 3 contests are not available for said consequence, then the penalty shall carry over into the next season or school year. During the denial of participation period, the student-athlete may be required to practice and sit or stand behind the team bench during contests unless otherwise specified by the athletic director. All team rules and the code of conduct will continue to be followed.
- b. Student-athletes who receive professional assistance (at their own financial expense) will have their penalty reduced to 1 game, whether the violation was self-reported or not. The student and family must agree to a drug and alcohol assessment provided at a State approved alcohol/drug agency, conducted by a Certified Alcoholism/Drug Abuse counselor, and follow the recommendations satisfactorily. The entire cost of such an assessment will be the responsibility of the student-athlete and his or her parents or guardians.

### **2. Second Offense**

- a. After confirmation by any Cardinal Schools staff member or Law Enforcement Authority, the student-athlete will be denied participation in interscholastic athletics for one calendar year (365 days) as well as forfeit all awards and recognition for the season.
- b. Student-athletes who receive professional assistance (at their own financial expense) will have their penalty reduced to eight (8) weeks of non-participation in all activities. If the infraction occurs late in the season, or if the student-athlete is not yet in his or her season, the penalty will carry over into the student-athletes next season.

### 3. Third Offense

- a. After confirmation by any Cardinal Schools staff member or Law Enforcement Authority, the student-athlete will be denied participation for the remainder of his or her scholastic eligibility at Cardinal High School.
- b. Every effort will be made to assist the student at this point. A student-athlete who has been denied participation for the remainder of his or her eligibility, who has received treatment and has proven that he or she has abstained from use for at least six (6) months, may ask for reinstatement from the Building Principal.

### **Alcohol or Drug Sale or Distribution**

1. **First Offense:** A student-athlete found in violation will be denied participation for one calendar year from the date of the violation.
2. **Second Offense:** A student-athlete found in violation will be denied participation permanently.

### **Parties With Illegal Substances Present**

Attendance at events or parties where drugs and/or alcohol are possessed and/or consumed is unacceptable. **Student-athletes should exit the premises immediately.** Failure to exit the premises constitutes a violation of the code of conduct and may result in disciplinary action. Disciplinary action for this infraction may include (but is not limited to) loss of playing time and may result in denial of participation for the student-athlete.

Coaches will address this with their teams.

### **Performance Enhancing Drugs**

"Warning: Improper use of anabolic steroids may cause serious or fatal health problems, such as heart disease, stroke, cancer, growth deformities, infertility, personality changes, severe acne, and baldness. Possession, sale, or use of anabolic steroids without a valid

prescription is a crime punishable by a fine and imprisonment."

A student who uses anabolic steroids or other performance-enhancing drugs is ineligible for interscholastic competition until such time as medical evidence can be presented that the student's system is free of anabolic steroids or other performance enhancing drugs.

## **Team Rules**

Each coach has the prerogative to establish additional rules pertaining to their sport. These rules may include attendance at practices, contests, etc. Rules set by the individual coach for their team must be in writing and be approved by the Athletic Director and/or Building Principal and they must be communicated to student-athletes and their parents *before* the season.

If a student-athlete is to be denied participation from practices or contests as a result of a violation of team rules, the coach must inform the Athletic Director in writing of this action.

# **Athletic Injuries**

## **Risk of Participation**

Participation in interscholastic athletics can lead to possible injury to student-athletes. Although most injuries are minor in nature, it is possible that an injury could occur that results in paralysis or even death. Cardinal Schools and its staff take precautions to prevent such injuries, but such risk does exist.

All coaches will require parents and athletes to read and sign a cautionary statement prior to the start of the season.

## **Insurance Coverage**

The Cardinal Local Schools does not provide any accident or health insurance for student-athletes participating in interscholastic athletics. It is the responsibility of the parents to maintain an active family accident and health policy while their son or daughter is participating in sports.

## **Athletic Trainer**

The Cardinal Local Schools will provide an athletic trainer through the services of Precision Orthopedics in Chardon. The athletic trainer will be available for most after-school practices and for home contests.

Any student-athlete who has an injury while participating in sports should see the athletic trainer. We encourage injured student-athletes to see the athletic trainer before they go to see a personal doctor. If an athlete is injured and sees a doctor, the doctor's evaluation will supersede whatever diagnosis the athletic trainer has made.

## **Return to Activity Following an Injury**

No member of the coaching staff may clear a student-athlete to participate if the athletic trainer has removed him or her from activity.

Neither the Athletic Trainer nor any member of the coaching staff may clear a student-athlete to participate if a physician has removed him or her from activity.

All student-athletes who have been removed from activity by the athletic trainer and referred to a physician for evaluation must provide a note from the consulting physician prior to return to activity.

A physician's note "clearing the athlete for full activity" is recognized only as a release to begin a gradual transition period back to full activity. This transition period is designed to monitor the existing condition and assure a safe return to intense and demanding situations. If clinical evidence, rehabilitation progression, or new injury information indicates that the student-athlete is at continued risk for injury, it is the responsibility of the athletic trainer and the coaching staff

to protect the health of the student-athlete. He or she should be held from activity and referred back to the physician for advisement.

Injured athletes are expected to continue a rehabilitation and/or strength maintenance program on the injured area in order to prevent re-injury.

## **Concussion Guidelines**

ALL CONTACT SPORT ATHLETES **MUST** RECEIVE THE IMPACT-BASELINE CONCUSSION TESTING. This test is provided by our athletic trainer through Precision Orthopedic for free. All student-athletes should have this test completed within the first week of practice. It is the coach's responsibility to make sure this is completed. Please contact the athletic trainer for more information.

**If a coach believes a student-athlete has a concussion or suspects a concussion they will:**

1. Immediately remove the student-athlete from practice or the contest.
2. Contact the athletic trainer for evaluation, if available. If the athletic trainer is unavailable, seek evaluation from someone qualified in diagnosing and treating sports concussions (i.e., an MD or a DO).
3. Contact the student-athlete's parents or guardians.
4. If the injury occurs off site or during afterhours practice, notify the athletic trainer as soon as possible..
5. If the student-athlete exhibits loss of consciousness, severe headache, severe neck pain, vomiting, severe visual disturbance, or a rapidly deteriorating condition, refer him or her to the emergency room immediately.
6. A student-athlete will not return to practice or play after a concussion or suspected concussion until they have been cleared by a doctor (MD or DO) or the athletic trainer.

### **Return to Participation Protocol**

1. No exertional activity until asymptomatic.
2. When the athlete appears clear, begin low-impact activity such as walking, stationary bike, etc.

3. Initiate aerobic activity fundamental to specific sport such as skating or running, and may also begin progressive strength training activities.
4. Begin non-contact skill drills specific to sport such as dribbling, fielding, batting, etc.
5. Full participation in practice setting.
6. Game play/competition

*The athlete must remain asymptomatic to progress to the next level. If symptoms recur, the athlete must return to the previous level and should be reevaluated by an appropriate health care provider.*

### **What can happen if an athlete keeps on playing with a concussion or returns too soon?**

Continuing to play with the signs and symptoms of a concussion leaves the student-athlete vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one (second impact syndrome). This can lead to prolonged recovery, or even to severe brain swelling with devastating and even fatal consequences.

Second Impact Syndrome (SIS) occurs when the brain swells rapidly and catastrophically after suffering a second concussion before the symptoms of a previous injury have subsided. Often times the second trauma is relatively minor. The athlete will display signs of a minor concussion but quickly collapse in a semi-comatose state. Outward signs may occur within 2 minutes of the trauma. SIS may be fatal.

THE RISK OF SIS IS WHY COACHES, ATHLETES, & PARENTS MUST FOLLOW THE CONCUSSION PROTOCOL!

## **Heat-Related Illness**

Coaches, parents, and student-athletes should be reminded to stay properly hydrated. This means drinking when you may not feel thirsty and avoiding carbonated or sugar-laden beverages! **Heat illness can be life-threatening. Be aware and be prepared.**

## Communicable Diseases

While the risk of contracting many communicable diseases (for example HIV) is minimal to nonexistent, others are more prevalent (example, staph infections) in athletic competition. It is important to take the necessary precautions to reduce the potential of transmission.

# General Guidelines for Student-Athletes

## School Attendance

A student-athlete must arrive to school no later than 10:00 am and be in attendance for the remainder of the day in order to be eligible to participate in an athletic practice or contest scheduled that same day.

Medical appointments, court appearances, and funerals may be excused prior to the date of absence by the athletic director or building principal.

Other emergencies may be approved at the discretion of the athletic director or principal.

## Practice and Contest Attendance

By joining an athletic program, student-athletes have made a commitment to their team. Student-athletes are expected to attend all team activities as designated by the coach unless **excused prior to the absence**. Unexcused absences may result in disciplinary action including (but not limited to) loss of playing time or suspension from the team. Coaches should keep written records of attendance and inform both parents or guardians and the athletic director if a student-athlete's absences result in denial of participation.

NOTE: Practice shall only be "Mandatory" beginning with the Ohio High School Athletic Association's first day of practice, as published in the OHSAA Handbook.

## **Behavior**

All student-athletes shall respect all school facilities, home or away. All student-athletes shall respect the property of fellow team members. Student-athletes will remain with their squad and under the supervision of a coach when attending away contests.

Student-athletes have access to school property, facilities and equipment during practice and competition on a regular basis. The property of Cardinal Local Schools as well as other schools is to be treated with care and respect. It is expected that student-athletes leave areas such as locker rooms, gyms, and practice or competition areas in as good condition as they found it. Any student-athlete who damages such areas is responsible for the cost of repair.

## **College Recruitment**

In the event an athlete should be contacted personally by a college recruiter, is encouraged to work through his or her coach and the athletic department. Coaches should be contacted as soon as possible. College recruitment information is available in the athletic office. NCAA registration forms, standards, and eligibility clearinghouse forms are available online and in the athletic office.

## **Conflicts in Extracurricular Activities**

The Cardinal Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities and, further, we encourage such involvement. To this end, the Athletic Department will attempt to work cooperatively to minimize conflicts. However, sometimes conflicts are unavoidable.

The student-athlete has a responsibility to do everything he or she can to avoid continuous conflicts. This may mean being cautious about belonging to too many activities where conflicts can occur. It also means notifying any coach or advisor well in advance of any potential conflicts in activities.

If a conflict arises, coaches and advisors will meet to work out a solution so the conflict

is minimal. If the parties cannot reach a solution, the athletic director and/or building principal will make the decision based on the following criteria:

1. Relative importance of each event.
2. Importance of each event to the student.
3. Relative contribution that the student can make.
4. Parental input.

Once a decision has been reached and the student has followed the decision, there will be no penalty imposed by any coach or advisor.

## **Dual Participation**

A student-athlete may participate in two sports during the same season provided both coaches agree and the athletic director and/or building principal approves, based on whether or not dual participation will result in conflict in the requirements of the two sports. The student-athlete should meet with both head coaches and the athletic director to discuss participation expectations. The student-athlete should declare one sport as their primary sport and participation in the second sport will be based on ongoing communication and cooperation of the head coaches throughout the season.

## **Equipment**

Student-athletes must take care of all school-issued uniforms and equipment. The student-athlete will be held responsible for unnecessary damage to school-issued uniforms and equipment. All uniforms, practice gear, and associated sports equipment loaned to the student-athlete remain the property of Cardinal Local Schools. Upon completion of the season and with the direction of the coach, student-athletes must return school equipment in the condition it was received.

**All uniforms and equipment must be turned in to the coach. If the coach is unavailable, uniforms and equipment may be turned in to the Athletic Director. Uniforms and equipment should not be turned in to anyone else (principal,**

**building secretary, etc) and will not be counted as returned if they are.**

Participants must reimburse Cardinal Local Schools the replacement cost for any lost or damaged equipment prior to receiving any athletic awards, report cards, or diplomas. In addition, participants must fulfill his or her obligations from the previous season before he or she will be permitted to begin participation in any other athletic activities (this includes pay-to-participate fees).

## **Hazing**

Student-athletes shall not plan, encourage, or participate in any form of hazing. Hazing is defined as any action or situation created, whether on or off Cardinal Local School District premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule for the purpose of initiation into, affiliation with, or admission to, or as condition for continued membership in, a group, team, club or organization. Any incident of hazing should be reported to the athletic director or building principal immediately.

## **Open Gyms & Open Fields**

In-season athletes should not attend open gyms or open fields. Requiring student-athletes to attend such session or implying that a student-athlete's selection to an interscholastic squad is contingent upon participation at the open session is prohibited.

## **Player-Coach Relationship**

Coaches and players maintain a similar relationship as that of teachers and students. Coaches should exhibit a positive expression of sportsmanship, respect for the game, understanding of the adolescent athlete, and willingness to communicate in a timely and constructive manner. Student-athletes should respect the decisions of the coach(es) and respect the sport in which the participate.

## Playing Time

Competition and winning are important aspects of any program but should not dominate the values of the program. As a general philosophy, we strive to have all of our team members in games. However, particularly at the varsity level, coaches may be playing to win a close contest and not all team members may play. It is at the discretion of the coach to provide the appropriate amount of playing time commensurate with each team member's practice preparation and ability or in response to specific game situations. Substitutions should be made without risking the eventual outcome of the game.

## Season

A student-athlete is considered "in season" beginning with the first day of practice as defined by the OHSAA for a specific sport and continuing until the same sport's awards recognition night or the last contest, whichever occurs last. A student-athlete is considered "out of season" when their activities fall beyond the above stated time frame.

Once the season starts, a student-athlete may not transfer from one sport to another without the permission of the head coach of each sport and the athletic director. Student-athletes who quit a sport during the season will be ineligible to participate in another sport for a minimum of two calendar weeks (14 days) from the date of the meeting with the athletic director.

Similarly, if a student-athlete quits a sport after a season starts, he or she may not participate in the pre-season conditioning program for another sport, until the sport he or she quit has played its last regularly scheduled game. **All coaches should inform their athletes of this rule so that there are no questions or conflicts.**

Any student-athlete removed from a team for disciplinary reasons will not have the option of playing for another team during that particular season. If a student-athlete is removed from a team for disciplinary reasons, he or she is still eligible to try out for another sport during a succeeding season if consistent with the above.

Student-athletes moving from one season to another are permitted one week of transition after the last contest of the previous sport. This means that if an athlete wants to compete or tryout for an upcoming season, this time must be granted. For example, if a football player's season ends on November 1, that student-athlete has until November 8 before they have to try-out for basketball.

## **Team Selection**

The Cardinal Athletic Department encourages all students to participate in athletics. However, teams must be kept at a manageable size to ensure an experience as rewarding as possible for the individuals. In some sports, teams may only carry a certain number of players to comply with Board policy. All teams that need to reduce their team size due to supervisory or facility constraints must give all prospective athletes 3-5 days to tryout. All participants must get the opportunity to show their skills for this time period. After the 3-5 days coaches may reduce their roster size.

Each prospective athlete must be told why they were not selected and things they need to work on if they intend to tryout again.

This policy extends to prospective athletes who are coming from another sport. They must be given the same chance that everyone else has received.

The Athletic Department expects that students consider their availability for practices and games during school breaks when making their decision to participate on an athletic team. If a student is unable to make a commitment to the team, he or she should not try out for the team. The disruption of missing players during preseason or during the season has an adverse affect on the team overall. Consequences for absences from practice or competition will be at the discretion of the Head Coach.

## **Transportation Policy**

It is the responsibility of the Cardinal Local School District to provide transportation to and from all away athletic contests. Student-athletes are expected to ride to and from athletic contests on

school-provided transportation. **Under no circumstance will student-athletes be permitted to drive to away contests.**

In special cases, it may be necessary for a student-athlete to travel to or from away contests with his or her parent. To be excused from riding school transportation, the student-athlete must complete the following steps:

1. As soon as you are aware of the conflict, print a *Request for Transportation Release* from the Athletic Department website and fill out the form completely.
2. The completed form must be given to the Athletic Director or to your coach (who will forward it to the Athletic Director) at least **three days** prior to the conflict date.
3. The student-athlete will be advised of the action on their request by the end of the next day (in other words, at least two days prior to the conflict date).

***Coaches cannot approve requests for transportation requests. Any release requests made on the day of the contest cannot be granted.***

NOTE: We can only release a student-athlete to his or her parents or guardians. **WE CANNOT RELEASE A STUDENT-ATHLETE TO ANYONE ELSE!** This is a legal-liability protocol from which we cannot deviate. The student-athlete and his or her parent or guardian must check in with their coach before they can be released from an event.

All regular school bus rules apply at all times.

## **Vacation Policy**

Student-athletes and their parents should understand the commitment involved in participating on an interscholastic team before signing up. At the same time, coaches should be considerate of special family events and occasions which may impact a student-athlete.

In the event an absence due to a vacation is unavoidable, the student-athlete should:

- Personally contact the coach prior to any vacation which will cause the athlete to miss practice or a contest.

- Practice one day for every two practices or contests missed before contest participation can resume.
- Accept any other consequences due to his or her absence (such as losing status as a starter, etc).

## **Weight Room**

Cardinal High School maintains a weight room facility which is available to all Cardinal Local Schools student-athletes. No student is permitted in the weight room without direct supervision of the weight room supervisor or their coach.

## **9-12 Athletic Awards**

At the end of each season the athletic department will have an awards night. Each team from the specific season will be invited. The first part of the night all teams will get together and the athletic department will summarize the season, give the following awards: All Academic, 1<sup>st</sup> team, 2<sup>nd</sup> team, and honorable mention awards, along with any other special awards. After everyone gets together, each team will split into different parts of the building and give out their individual awards. The date and locations of teams will be set by the District Athletic Director before the season begins.

In order to receive an award, a participant must be recommended by the coach. For athletic awards to be appreciated and given their true significance, coaches are not to present athletes awards for merely attending practice. The exception would be a senior who does not meet minimum requirements.

A varsity participant may receive only **one varsity letter**. A varsity participant qualifying for a second or third letter, but in a different sport, will receive a patch only, not another letter. For example, an athlete who wins an award in football for the first time receives a letter; however, should he qualify for another award in basketball, he will receive a patch only.

A varsity participant qualifying for a second award in the same sport will receive a certificate; a third year award will receive a plaque; a fourth year award will be a trophy. Four year letter winners will also receive a lifetime pass to all Cardinal home athletic events.

All participants not receiving a varsity award shall receive a certificate.

Coaches have the discretion to letter up to two athletes who do not meet the following guidelines. This may be for an athlete who was injured and could not complete the season, or for a player who makes a key contribution but does not otherwise meet the standard. Coaches may also choose to award a letter to a team manager with two or more years of service toward the team.

In addition, any senior student-athlete who has participated in the program for four years and not received a letter should get one.

The following serves as a guide:

**Varsity Baseball & Softball Letter:** Play in one-third (1/3) of possible innings during the season. NOTE: For transfer students, play in one-fourth (1/4) of possible innings.

**Varsity Basketball Letter (Boys & Girls):** Play in one-half (1/2) of possible 88 quarters (22 games – 88 quarters). **NOTE: For a transfer student, one-half (1/2) of possible 44 quarters.**

**Varsity Cheerleading Letter:**

1. Participate in all fundraisers.
2. May miss only 2 scheduled practices. If more than 2 practices are missed due to an unexcused absence, no varsity letter will be awarded.
3. May miss only 1 game during the football season and only 2 games during the basketball season. Absences from games must be excused.
4. Cheer for sectionals, districts and state depending on the progression of the team.

**Varsity Cross Country Letter:** Run in the top 7 in one-half (1/2) of varsity meets. NOTE: For a transfer student, run in one-fourth (1/4) of varsity meets.

**Varsity Football Letter:**

1. Play in one-half (1/2) of possible 40 quarters (10 games-40 quarters). NOTE: For transfer students, one-half (1/2) of possible 20 quarters.
2. Special team regulars who do not qualify under the above may receive a letter at the coach's discretion.

**Varsity Golf Letter:** Participate in one-half (1/2) of varsity matches. NOTE: For a transfer student, participate in one-fourth (1/4) of varsity matches.

**Varsity Soccer Letter:** Play in one-half (1/2) of varsity halves. NOTE: For transfer students, participate in one-fourth (1/4) of varsity halves.

**Varsity Track & Field Letter:** Based on a point system; anywhere from 12-15 points needed to letter depending on the number of meets.

**Varsity Volleyball Letter:** Participate in one-half (1/2) of the sets played. NOTE, for transfer students, play in one-fourth (1/4) of the sets played).

**Varsity Wrestling Letter:** 20 points are required to letter.

- 1 varsity match = 1 point
- 1 match with a win = 1.5 points
- 1 match with a major = 1.75 points
- 1 match with a pin = 2 points

At the end of each year, the Athletic Department awards the **John Smallwood Memorial Award** to the outstanding senior male athlete and the **Jo Harris Award** to the outstanding female athlete. In addition, the Athletic Department will award the **Triple Impact Competitor Award** to one student-athlete who has worked to make themselves better, their team better, and the game better.

Individual coaches may at their discretion grant special awards (such as the "Sweat Award" or "Hustle Award, etc) at the end of their seasons.