



EDINBURGH ATHLETIC HANDBOOK

2019-20

Table of Contents

Athletic Handbook Signature Form.....	1
Concussion & SCA Information	2-5
Concussion & SCA Release Form.....	6
Medical Release Form.....	7
Extra-Curricular Random Drug Testing Consent Form.....	8
General Statement of Philosophy	9
Attendance Policy, Academic Eligibility & Athletic Insurance.....	10-11
Letter Awards	11-12
Awards Programs.....	12-13
Letter Jacket	14
Varsity Letter Standards	15
Senior Blankets and Plaque.....	16
Athletic Council and Chain of Command.....	17
Rules of Conduct for Extra-Curricular Participants.....	17-19
School Owned Equipment and Team Rules.....	20
Sexual Harassment/Discrimination	21
Suspension/Termination from a Team/Club	21



ATHLETIC HANDBOOK SIGNATURE FORM

Athlete's Name (print clearly): _____ Grade: _____

Sports played: _____

RULE AWARENESS VERIFICATION

I have read and understand the rules and regulations as listed in the Edinburgh Middle/High School Athletic Handbook. **I agree to obey the rules and I understand the possible consequences if they are not followed.**

PARENT/GUARDIAN PERMISSION TO PARTICIPATE

I hereby give my permission for the above named student to participate in IHSAA or Edinburgh Middle/High School approved activities as a representative of his/her school. I also give my consent for the above named student to accompany the team or group as a member on its away (outside of Edinburgh) activities and be involved in the Random Drug Testing program (see attached form). I understand that neither the Edinburgh Community School Board nor the Athletic Department carries insurance for injuries sustained in the interscholastic program.

RISK AWARENESS VERIFICATION

I understand and acknowledge that organized middle and secondary athletics involve the potential for injury, which is inherent in all sports. I acknowledge that even with the best coaching, use of the most advanced protective equipment, and strict observance of the rules, that injuries are still a possibility. On rare occasions, these injuries can be so severe as to result in total disability, paralysis or even death.

WE, THE UNDERSIGNED, ACKNOWLEDGE THAT WE HAVE READ AND UNDERSTAND ALL ASPECTS OF THE HANDBOOK AND GRANT PERMISSION AND CONSENT AS REQUIRED.

Athlete's signature Date Parent/Guardian signature Date

THIS FORM SHALL BE SIGNED AND TURNED IN TO THE HEAD COACH BEFORE PARTICIPATION IN THE ATHLETE'S SPORT TAKES PLACE. NO PARTICIPATION *OF ANY KIND* MAY OCCUR WITHOUT THIS FORM TURNED IN TO THE COACH OR BEING ON FILE WITH THE ATHLETIC DIRECTOR.

HEADS UP

CONCUSSIONS IN HIGH SCHOOL SPORTS

What is a concussion?

A concussion is a type of traumatic brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

What are the signs and symptoms of a concussion?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs of a concussion:

SYMPTOMS REPORTED BY ATHLETE	SIGNS OBSERVED BY PARENTS/GUARDIANS
<ul style="list-style-type: none"> • Headache or “pressure” in head • Nausea or vomiting • Balance problems or dizziness • Double or blurry vision • Sensitivity to light • Sensitivity to noise • Feeling sluggish, hazy, foggy, or groggy • Concentration or memory problems • Confusion • Just “not feeling right” or “feeling down” 	<ul style="list-style-type: none"> • Appears dazed or stunned • Is confused about assignment or position • Forgets an instruction • Is unsure of game, score, or opponent • Moves clumsily • Answers questions slowly • Loses consciousness (even briefly) • Shows mood, behavior, or personality changes

How can you help your child prevent a concussion or other serious brain injury?

- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly and be well maintained.
- Wearing a helmet is a must to reduce the risk of a serious brain injury or skull fracture.
 - However, helmets are not designed to prevent concussions. There is no “concussion-proof” helmet. So, even with a helmet, it is important for kids and teens to avoid hits to the head.

What should you do if you think your child has a concussion?

SEEK MEDICAL ATTENTION RIGHT AWAY. A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to regular activities, including sports.

KEEP YOUR CHILD OUT OF PLAY. Concussions take time to heal. Don’t let your child return to play the day of the injury and until a health care professional says it’s OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a repeat concussion. Repeat or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.

TELL YOUR CHILD’S COACH ABOUT ANY PREVIOUS CONCUSSION. Coaches should know if your child had a previous concussion. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

If you think your teen has a concussion:
 Don’t assess it yourself. Take him/her out of play.
 Seek the advice of a health care professional.

It’s better to miss one game than the whole season.

For more information, visit www.cdc.gov/Concussion.



HEADS UP

CONCUSSIONS IN HIGH SCHOOL SPORTS

Concussion facts:

- A concussion is a brain injury that affects how your brain works.
- A concussion is caused by a bump, blow, or jolt to the head or body.
- A concussion can happen even if you haven't been knocked out.
- If you think you have a concussion, you should not return to play on the day of the injury and not until a health care professional says you are OK to return to play.

What are the symptoms of a concussion?

Concussion symptoms differ with each person and with each injury, and they may not be noticeable for hours or days. Common symptoms include:

- Headache
- Confusion
- Difficulty remembering or paying attention
- Balance problems or dizziness
- Feeling sluggish, hazy, foggy, or groggy
- Feeling irritable, more emotional, or “down”
- Nausea or vomiting
- Bothered by light or noise
- Double or blurry vision
- Slowed reaction time
- Sleep problems
- Loss of consciousness

If you think you have a concussion:
Don't hide it. Report it. Take time to recover.



What should I do if I think I have a concussion?

DON'T HIDE IT. REPORT IT. Ignoring your symptoms and trying to “tough it out” often makes symptoms worse. Tell your coach, parent, and athletic trainer if you think you or one of your teammates may have a concussion. Don't let anyone pressure you into continuing to practice or play with a concussion.

GET CHECKED OUT. Only a health care professional can tell if you have a concussion and when it's OK to return to play. Sports have injury timeouts and player substitutions so that you can get checked out and the team can perform at its best. The sooner you get checked out, the sooner you may be able to safely return to play.

TAKE CARE OF YOUR BRAIN. A concussion can affect your ability to do schoolwork and other activities. Most athletes with a concussion get better and return to sports, but it is important to rest and give your brain time to heal. A repeat concussion that occurs while your brain is still healing can cause long-term problems that may change your life forever.

How can I help prevent a concussion?

Every sport is different, but there are steps you can take to protect yourself.

- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.

During recovery, exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse.

It's better to miss one game than the whole season.

For more information, visit www.cdc.gov/Concussion.
April 2013

SUDDEN CARDIAC ARREST

A Fact Sheet for Parents

FACTS

Sudden cardiac arrest is a rare, but tragic event that claims the lives of approximately 500 athletes each year in the United States. Sudden cardiac arrest can affect all levels of athletes, in all sports, and in all age levels. The majority of cardiac arrests are due to congenital (inherited) heart defects. However, sudden cardiac arrest can also occur after a person experiences an illness which has caused an inflammation to the heart or after a direct blow to the chest.

WARNING SIGNS

There may not be any noticeable symptoms before a person experiences loss of consciousness and a full cardiac arrest (no pulse and no breathing).

Warning signs can include a complaint of:

- Chest Discomfort
- Unusual Shortness of Breath
- Racing or Irregular Heartbeat
- Fainting or Passing Out

EMERGENCY SIGNS – Call EMS (911)

If a person experiences any of the following signs, call EMS (911) immediately:

- *If an athlete collapses suddenly during competition*
- *If a blow to the chest from a ball, puck or another player precedes an athlete's complaints of any of the warning signs of sudden cardiac arrest*
- *If an athlete does not look or feel right and you are just not sure*

How can I help my child prevent a sudden cardiac arrest?

Daily physical activity, proper nutrition, and adequate sleep are all important aspects of life-long health. Additionally, parents can assist student athletes prevent a sudden cardiac arrest by:

- Ensuring your child knows about any family history of sudden cardiac arrest (onset of heart disease in a family member before the age of 50 or a sudden, unexplained death at an early age)
- Ensuring your child has a thorough pre-season screening exam prior to participation in an organized athletic activity
- Asking if your school and the site of competition has an automatic defibrillator (AED) that is close by and properly maintained
- Learning CPR yourself
- Ensuring your child is not using any non-prescribed stimulants or performance enhancing drugs
- Being aware that the inappropriate use of prescription medications or energy drinks can increase risk
- Encouraging your child to be honest and report symptoms of chest discomfort, unusual shortness of breath, racing or irregular heartbeat, or feeling faint

What should I do if I think my child has warning signs that may lead to sudden cardiac arrest?

1. *Tell your child's coach about any previous events or family history*
2. *Keep your child out of play*
3. *Seek medical attention right away*

SUDDEN CARDIAC ARREST

A Fact Sheet for Student Athletes

FACTS

Sudden cardiac arrest can occur even in athletes who are in peak shape. Approximately 500 deaths are attributed to sudden cardiac arrest in athletes each year in the United States. Sudden cardiac arrest can affect all levels of athletes, in all sports, and in all age levels. The majority of cardiac arrests are due to congenital (inherited) heart defects. However, sudden cardiac arrest can also occur after a person experiences an illness which has caused an inflammation to the heart or after a direct blow to the chest. Once a cardiac arrest occurs, there is very little time to save the athlete, so identifying those at risk before the arrest occurs is a key factor in prevention.

WARNING SIGNS

There may not be any noticeable symptoms before a person experiences loss of consciousness and a full cardiac arrest (no pulse and no breathing).

Warning signs can include a complaint of:

- Chest Discomfort
- Unusual Shortness of Breath
- Racing or Irregular Heartbeat
- Fainting or Passing Out

EMERGENCY SIGNS – Call EMS (911)

If a person experiences any of the following signs, call EMS (911) immediately:

- *If an athlete collapses suddenly during competition*
- *If a blow to the chest from a ball, puck or another player precedes an athlete's complaints of any of the warning signs of sudden cardiac arrest*
- *If an athlete does not look or feel right and you are just not sure*

How can I help prevent a sudden cardiac arrest?

Daily physical activity, proper nutrition, and adequate sleep are all important aspects of life-long health.

Additionally, you can assist by:

- Knowing if you have a family history of sudden cardiac arrest (onset of heart disease in a family member before the age of 50 or a sudden, unexplained death at an early age)
- Telling your health care provider during your pre-season physical about any unusual symptoms of chest discomfort, shortness of breath, racing or irregular heartbeat, or feeling faint, especially if you feel these symptoms with physical activity
- Taking only prescription drugs that are prescribed to you by your health care provider
- Being aware that the inappropriate use of prescription medications or energy drinks can increase your risk
- Being honest and reporting symptoms of chest discomfort, unusual shortness of breath, racing or irregular heartbeat, or feeling faint

What should I do if I think I am developing warning signs that may lead to sudden cardiac arrest?

1. *Tell an adult – your parent or guardian, your coach, your athletic trainer or your school nurse*
2. *Get checked out by your health care provider*
3. *Take care of your heart*
4. *Remember that the most dangerous thing you can do is to do nothing*

Developed and Reviewed by the Indiana Department of Education's Sudden Cardiac Arrest Advisory Board
(1-7-15)

CONCUSSION and SUDDEN CARDIAC ARREST
ACKNOWLEDGEMENT AND SIGNATURE FORM
FOR PARENTS AND STUDENT ATHLETES

Student Athlete's Name (Please Print): _____

Sport Participating In (If Known): _____ Date: _____

IC 20-34-7 and IC 20-34-8 require schools to distribute information sheets to inform and educate student athletes and their parents on the nature and risk of concussion, head injury and sudden cardiac arrest to student athletes, including the risks of continuing to play after concussion or head injury. These laws require that each year, before beginning practice for an interscholastic or intramural sport, a student athlete and the student athlete's parents must be given an information sheet, and both must sign and return a form acknowledging receipt of the information to the student athlete's coach.

IC 20-34-7 states that a high school athlete who is suspected of sustaining a concussion or head injury in a practice or game, shall be removed from play at the time of injury and may not return to play until the student athlete has received a written clearance from a licensed health care provider trained in the evaluation and management of concussions and head injuries.

IC 20-34-8 states that a student athlete who is suspected of experiencing symptoms of sudden cardiac arrest shall be removed from play and may not return to play until the coach has received verbal permission from a parent or legal guardian of the student athlete to return to play. Within twenty-four hours, this verbal permission must be replaced by a written statement from the parent or guardian.

Parent/Guardian - please read the attached fact sheets regarding concussion and sudden cardiac arrest and ensure that your student athlete has also received and read these fact sheets. After reading these fact sheets, please ensure that you and your student athlete sign this form, and have your student athlete return this form to his/her coach.

As a student athlete, I have received and read both of the fact sheets regarding concussion and sudden cardiac arrest. I understand the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury, and the symptoms of sudden cardiac arrest.

(Signature of Student Athlete)

(Date)

I, as the parent or legal guardian of the above named student, have received and read both of the fact sheets regarding concussion and sudden cardiac arrest. I understand the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury, and the symptoms of sudden cardiac arrest.

(Signature of Parent or Guardian)

(Date)

**EDINBURGH MIDDLE/HIGH SCHOOL
MEDICAL RELEASE FORM**

Student's Name: _____ Sports: _____

School: _____ Grade _____

Medical Treatment Permission Form

In the event of an emergency while my son/daughter is at a school sponsored practice, game, or trip, I grant my permission to the school and its employees to take whatever action necessary. In the event that I cannot be reached, I hereby authorize the school and/or its employees to give consent for my

son/daughter, _____ to receive medical treatment.

Home Phone: _____ Work Phone _____ Cell: _____

Address: _____

City: _____ State: _____ Zip: _____

Person to be notified other than parent or guardian in an emergency:

Name: _____ Phone: _____

Family Doctor: _____ Phone: _____

If you do not grant permission or authorization for consent to medical treatment, what procedure shall be followed?

Insurance Company: _____ Policy # _____

Parent/Guardian Signature _____ Date _____

Medical Information

	Circle One			Circle One	
Heart Condition or disease	Yes	No	Asthma	Yes	No
Diabetes	Yes	No	Allergic to medication	Yes	No
Convulsions disorder	Yes	No	Allergic to insect stings	Yes	No

State allergies: _____ Date of last tetanus shot: _____

Additional medical information that may be helpful: _____

Any medications currently taking: _____

**Edinburgh Community School Corporation
Extra-Curricular Random Drug Testing Consent Form**

(Please read and complete form. Turn this sheet in to the athletic office.)

Signing Part A will consent to and allow you to participate in any extra-curricular activities

Part A:

I have received and have read and understand a copy of the Edinburgh Community School Corporation Random Drug-Testing Policy (Board Policy 7.23). I desire that

_____ (Print student's name clearly) participates in this program as a volunteer; a participant in an Edinburgh extra-curricular program (athletic or club); or as a prospective driver to school.

I acknowledge that he/she will be involved in this drug-testing program for the entire middle school and high school career (grades 6-12), unless requested by a legal parent/guardian to remove the student from the program. I accept the method of obtaining the specimen outlined in the policy, testing and analyses of the specimen, and all other aspects of the program.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes, and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

Student Signature: _____

Parent/Guardian Signature: _____

Date: _____, 20____

Part B:

Signing Part B will not grant consent and will not allow you to participate in any extra curricular activities

I, _____ (print clearly), have decided **NOT** to submit to the Random Drug Testing Policy and therefore I can **NOT** participate in any extra-curricular activities sponsored by Edinburgh Community Schools until I choose to submit to the policy. In order for me to participate in an extra-curricular program at a later date, I understand that I *may* have to submit to a drug-test at my own expense.

Student Signature: _____

Parent/Guardian Signature: _____

Date: _____, 20____

EDINBURGH HIGH / MIDDLE SCHOOL

ATHLETIC HANDBOOK

Board Approved on: June 17, 2019

General Statement of Philosophy

Edinburgh High/Middle School's Athletic Department exists to provide the best opportunities for student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character. Our purpose is to provide an experience that is positive, memorable, and enjoyable and teaches some measure of responsibility to a team philosophy.

Participation in athletics is a privilege that carries with it hard work, dedication and reward. If a student is chosen to be a student athlete, he/she will be expected to follow the guidelines and expectations set by the school and community that are defined in this handbook and any additional rules that are directly connected to the team of which the athlete is a part.

- I. All rules and regulations of the Edinburgh Middle/High school coaches and Athletic Handbook shall be met before athletic participation may take place. **An athlete is an athlete 365 days of the year.** Any violation during or between seasons will be handled in accordance with the handbook. An assigned penalty will begin at the start of the season for out-of-season violations. The violations will be cumulative during the athlete's seven (7) year career. The violations will be cumulative during each of the athlete's middle school and high school careers.
- II. Athletics
 - a. Edinburgh Community High School is a member of the Indiana High School Athletic Association (IHSAA) and is subject to all the rules of the organization. All athletic programs, including cheerleading, will conduct themselves according to these bylaws.
 - b. The principal is responsible for the conduct of the athletic program.
 - c. The Edinburgh Athletic Program consists of schedules in the following sports.
 1. Fall: Varsity Football, Reserve Football, Middle School Football, Varsity and Middle School Cross-country, Boys' Varsity and Reserve Tennis, Varsity and Reserve Volleyball, Middle School Volleyball, Girls Varsity Golf, Varsity, Reserve, and Middle School Cheerleading.
 2. Winter: Boys' Varsity, Reserve, Freshmen, Middle School Basketball, Girls' Varsity, Reserve, Middle School Basketball, Varsity, Reserve, Freshmen, Middle School Cheerleading, Dance (non-varsity).
 3. Spring: Boys' and Girls' Varsity and Middle School Track, Varsity and Reserve Baseball, Girls' Varsity and Reserve Tennis, Varsity Golf, Softball.

d. Attendance Policy

1. Attendance policy for athletics shall be the same for clubs and activities. In order to participate in any extra-curricular activity, the student shall attend his/her last five (5) periods of the day for Middle School and High School students shall be at school by noon.
2. Exceptions are as follows:
 - a. Court subpoena
 - b. Doctor's appointment
 - c. Funeral
 - d. Working at the polls
 - e. An absence approved by the principal or principal designee
 - f. All exceptions shall be verified by a phone call from a parent/guardian, a confirmed appointment from the doctor, or dentist or proper notification from other authorities.
3. **Unexcused Tardy/Absence Policy In-Season:**
 - a. Five (5) unexcused tardies/absences to First/Last period will result in a half (1/2) game suspension.
 - b. 10 unexcused tardies/absences to First/Last period will result in a full game suspension.
 - c. 12 or more unexcused tardies/absences to First/Last period will result in lengthy suspension and disciplinary action.
4. Student Athletes shall ride the bus home from away games. Only approval from Athletic Director or Principal will supersede this rule. Coaches may give permission for student athletes to ride home with parents under special circumstances.
5. **Athletic Physicals – Athletic Physicals shall be completed on the proper IHSAA forms and turned in to the athletic 2019-20 school year, these physicals SHALL be turned in by Friday, August 2, 2019 before the first practice. The physicals for 2019-20 athletics SHALL have been performed ON or AFTER April 1, 2019 to be eligible. Two FUTURE dates have been reserved for FREE ATHLETIC PHYSICALS to be held on May 20, 2020 from 3 to 5:30 and July 22, 2020 from 1 to 3 pm at the high school/middle school office area. (Physicals for this year of 2019 will be on Wednesday, May 15 and Wednesday, July 24).**

d. Academic Eligibility Rules

4. **Middle School (Grades 6, 7 and 8):** To be eligible for athletics middle school students shall be passing five classes, three of which shall be core classes (GT English/Lang. Arts, Math, Science, and Social Studies – Reading is NOT considered a Core). Middle School eligibility check will be every 4 ½ weeks. Student athletes will be eligible or ineligible for the 4 ½ week period. Semester grades are used for eligibility if applicable.
5. **High School:** We at Edinborough Community High School strongly believe that athletics is an integral part of academics in the public school. At the same time the athlete shall be in good academic standing in order to participate in athletics. As a member of the IHSAA we currently follow their policy of passing 70% (5 out of 7 or 6 out of 8) full credit classes in order to participate each grading period. Any student-athlete who is having trouble passing a class shall meet with his/her

teacher to develop a plan to be successful. Grades will be checked every nine (9) weeks. If a student fails to meet the grade policy at the end of the school year, he/she would remain ineligible until the next appropriate grade check-point. Semester grades are used for eligibility if applicable.

6. A student-athlete who is ineligible, at the time of, will not be allowed to try out for an athletic team, unless permission is granted by the Principal and or Athletic Director.
 7. The Athletic Council will periodically review this policy and adjust as needed in order to meet the expectations of the Edinburgh Student-Athlete.
- e. Athletic Insurance – each student-athlete is recommended to have insurance coverage. Insurance coverage is for the student's protection and is suggested for each athlete. The athlete will not be allowed to practice or participate until proof of insurance, or non-insurance, is on file in the athletic office. The school does not provide insurance enrollment forms from a private insurer. If no insurance coverage is available a waiver shall be signed by the parent or guardian. This waiver is part of the IHSAA Physical Form that is turned in prior to athletic participation.

III. Letter Awards

- A. All athletes who have satisfactorily completed the season shall be listed on the award form indication any award they may have earned. (Managers and statisticians are also included.)
- B. List of all teams, levels and records shall be submitted to the Athletic Director.
- C. Qualifications for awards:
 1. All candidates shall have met the IHSAA and school rules (school rules only for middle school athletes).
 2. Coaches shall recommend all recipients to the Athletic Director.
 3. All candidates shall display to opponents, officials, and teammates good sportsmanship. An unsportsmanlike ejection from an athletic contest can keep an athlete from receiving a varsity letter.
 4. All athletes shall have returned all equipment to the satisfaction of the coach and Athletic Director.
 5. In most instances, the athlete shall complete the season. Injuries may waive this consideration for an athlete well into the season and making an outstanding contribution to the team. The injury shall be related to the sport (occurred in practice or game) and the candidate is not allowed to participate further in that sport on orders for a doctor. The candidate shall further be qualifying for the award at the time of the injury.
 6. Attitude on and off the athletic field is to be taken into consideration when an athlete is recommended for an award.
 7. Athletes who transfer to Edinburgh Community High School from another school will receive credit for their athletic record at the previous school after they have won an award at Edinburgh.

8. A participant shall be regular in attendance at practice. He/She is to meet the practice schedule as set forth by the coach.
9. The coach of each sport will certify that each participant recommended for an award has met the minimum requirements for that particular sport.
10. A participant shall be **eligible** and available at all times throughout the season for his/her chosen sport(s). The coach will determine excused or unexcused absences from practices or contests.

IV. Conducting Awards Programs

- A. At the conclusion of each season an awards program will be conducted by the athletic department (Spring teams will meet on their own for awards recognition due to school being out when all seasons are completed). The awards program is considered part of the season and is mandatory. Non-attendance to the awards program is considered not finishing the season and awards will not be given. Excused absences shall be approved by the Athletic Director. Appropriate attire is required.
 1. Fall: Cross-country, Football, Boy's Tennis, Volleyball, Girl's Golf
 2. Winter: Basketball, Cheerleading, Dance
 3. Spring: Track, Baseball, Girl's Tennis, Boy's Golf, Softball

V. Middle School Awards

- A. The middle school awards will be a certificate of completion. Certificates may be awarded to such individuals who merit special attention as deemed by the coach of that particular sport
- B. The above statement in Section IV a regarding the Awards ceremony applies to middle school students as well (grades 6 – 8).

VI. Reserve and Freshmen Awards

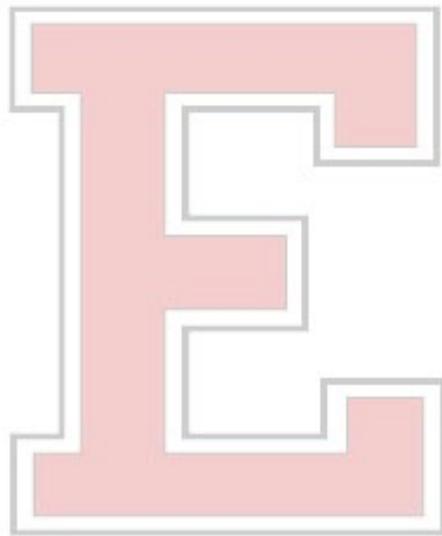
- A. Athletes will be given certificates upon completion of the season in good standing.
- B. Numerals will be earned by the athlete by participating in two or more sports seasons and completing them in good standing. The numerals will be red for the boys and black for the girls. Numerals will be given when a Varsity Jacket is earned.

VII. Varsity Awards

- A. Varsity awards will be given at the completion of the sport season in which the athlete meets the varsity award standards and completes the season in good standing.
- B. The boys' varsity letter will be a 6" red block "E". The girls' varsity letter will be a 6" black block "E". These Letters will be plain letters and will be given after an athlete's

first award is earned. These are the letters that may be attached to a letter jacket. Upon lettering the first time in a sport, the athlete will receive a sport specific patch and a service bar. Each subsequent Varsity Letter earned will be awarded with a “service bar.”

EDINBURGH



LANCERS

Letter Jackets –

Class of 2010 and after

Letter Jackets will be purchased by the athletic department after the athlete has earned “4 points.” Each varsity letter is worth 1 point. Each JV, Manager, or non-varsity sport is worth ½ points. All letters, bars, numeral, and other awards that go on the letter jacket will not be given until the letter jacket is earned.

As of the 2012--2013 School year, athletes who have not yet earned their “4th point”, BUT have earned “2 points” in the same sport, MAY purchase their letter jacket on their own immediately. IF this option is taken, the Athletic Department does NOT reimburse the athlete for the purchase cost if/when he/she earns their “4th point” later in their HS career. IF the athlete would like to take advantage of this option, he/she should see the athletic director to arrange and discuss purchase options. All awards earned to that point will be given to the athlete to have placed on the jacket.

If a jacket is not earned before graduation, or if a student transfers to another school before earning a jacket, the awards will be given, at the athlete’s request, upon graduation or withdrawal.

However, if a student simply “drops out” of athletics before earning a jacket, those awards will not be given as to keep awards from being attached to a jacket that is not earned.

Award Jackets:

The Edinburgh Athletic Department will purchase letter jackets earned for both male and female athletes. The jackets will be black wool and black vinyl sleeves for the boys and red wool with “standard” collar for girls. The athletic department will also pay to have the initial letter, patches and other stated awards attached to the jacket (future awards to be attached will be paid for by the athlete and parents). If the athlete or parent wishes to upgrade to leather sleeves, “sailor collar” for girls, have the athlete’s name embroidered, etc., the athlete and/or parent will pay the difference in cost for the upgrades.

If an athlete purchases a jacket on his or her own without permission of the athletic department prior to earning the jacket, the Edinburgh Athletic Department will NOT reimburse the athlete or parents for the purchase.

C. Letter Standards:

To earn a Varsity Letter, the athlete SHALL meet the following standards for the individual sport, OR be recommended by the Head Coach and approved by the Athletic Director (the AD will not give awards without the recommendation of the Head Coach):

1. Football: Shall participate in one-half of all varsity quarters. This excludes Kicking Downs.
2. Cross-Country: Shall finish as one of the top seven Edinburgh runners in two-thirds of the meets.
3. Volleyball: Shall play in one-half of all varsity contest and be certified for the state tournament.
4. Basketball: Shall play in one-half of all varsity contest and be certified for the state tournament.
5. Track: Shall average one and one-half points per dual or triangular varsity meet.
6. Baseball: Shall play in one-half of all varsity innings.
7. Golf: Shall be one of the top six golfers.
8. Managers/Statisticians: Shall complete the season in good standing.
9. Cheerleaders: Shall complete one season of varsity cheerleading. There will be one Cheerleading squad for the entire year.
10. Tennis: Shall participate in one-half of total varsity matches.
11. Softball: Shall play in one-half of all varsity innings.
12. Dance: Is **not** considered a varsity sport, but participants will receive a black "E" with "Dance" inscribed upon completion of the first season. Dance Letters do not count towards the athletic awards or jackets. However, Dance Team members may purchase their jackets on their own after earning at least one letter.

VIII. Special Awards

- A. The athletic coaches will give up to three (3) plaque awards that shall be given to varsity players at that season's awards program.
- B. Captain's Star - Any athlete who has been selected as captain on any varsity team will be awarded a captain's star.
- C. All-Conference Award - Any athlete who is selected to an All-Conference team will be awarded a jacket patch.

D. Championship Recognition

Any team or athlete that advances to the state tournament (Sectionals or higher) or wins a county/conference championship will receive:

- a. Certificate (Middle School)
- b. Jacket Patch (Varsity) – patch will be given for highest game reached.

Other patches: If an athlete is given recognition at other levels (i.e. All-State Honorable Mention, All-State Academic, All-Area, etc.), the athlete and parent may purchase a patch to reflect this achievement. The AD will assist in the ordering of this type of award on request by the athlete and parent.

Senior blankets are awarded on Awards Day in May to senior athletes who have earned eight varsity letters, two of which shall be earned during their senior year. (If a sport exists only as a JV level activity --NO varsity available--, those JV years of participation may count towards this award).

- E. **Mr. Lancer Award** is a trophy signifying the Varsity sports available to males: cross-country, football, tennis, basketball, track, baseball, cheerleading and golf. To be eligible an athlete shall letter in three sports during this senior year, have participated in each of those sports at least one other time during his high school career, and be in good standing with the school. The Athletic Council will vote on nominees. If no one is eligible, the award will not be given. (If a sport exists only as a JV level activity --NO varsity available--, those JV years of participation may count towards this award).
- F. **Miss Lancer Award** is a trophy signifying the available Varsity sports to females: cross-country, golf, volleyball, basketball, football, cheerleading, Softball, track and tennis. To be eligible an athlete shall letter in three sports during her senior year, have participated in each of those sports at least one other time during her high school career, and be in good standing with the school. The Athletic Council will vote on nominees. If no one is eligible, the award will not be given. (If a sport exists only as a JV level activity --NO varsity available--, those JV years of participation may count towards this award).
- G. **Scholar-Athlete Awards:** There shall be one scholar-athlete award per varsity sport. To be eligible, the athlete shall have earned a varsity letter in the sport recognized, be at least a junior, and have a minimum cumulative grade point average of 3.3 (B+). An athlete may not receive more than one scholar-athlete award per school year. The athletic director in consultation with the varsity coaches shall select the recipients.
- H. **Supreme Lancer Award:** This award shall be given annually to a member of the graduating class. In order to qualify for the award, the athlete shall have earned a minimum of six (6) letters, two (2) of which shall have been earned as a senior, and have a cumulative grade point average of 3.0 or higher. If there are two or more candidates, the Athletic Council will then make the final decision. If no one is eligible, the award shall not be given. (If a sport exists only as a JV level activity --NO varsity available--, those JV years of participation may count towards this award).
- I. **Senior Plaque Awards**
 - 1. Given to seniors who have participated and contributed at least three (3) years to the high school athletic program.
 - 2. If an athlete has transferred in from another school, his/her seasons at the previous high school will qualify upon successful completion of the season at Edinburgh High School.

Athletic Council – The Athletic Council shall serve as an advisory board. It shall be comprised of all varsity head coaches, athletic director, assistant athletic director(s), high school principal, and the athletic liaison from the Edinburgh Community School Board. The athletic Council shall meet periodically at the discretion of the principal and/or athletic director. The meetings shall be chaired by the athletic director.

IX. Chain of Command for addressing issues

To resolve differences that may occur, parents when making contact with school officials will use the following chain of command. Those in the chain of command will direct the order to the proper level if it has not been followed.

4. Player to Coach
5. Player, Parent to Coach
6. Player, Parent, Coach to AD
7. Player, Parent, Coach, AD to Building Level Principal
8. Player, Parent, Coach, AD, Principal to Superintendent of Schools
9. Player, Parent, Coach, AD, Principal, Superintendent to School Board

XI. Rules of Conduct for Extra-Curricular Participants

- A. **An Edinburgh student participating in any extra-curricular activity is expected to conform to the directives of those in authority, such as parents, teachers, sponsors, coaches, athlete directors, principals, law enforcement officers, or other responsible adults as designated. The student shall honor all rules and regulations of the school, and the extra-curricular activity in which he/she is participating.**
- B. **The student shall honor all rules and regulations of the school, the extra-curricular activity in which he/she is participating, and all local, state and federal laws.**
- C. The extra-curricular participant is prohibited from possession, representation, use, transportation of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, tobacco, alcoholic beverage, or intoxicant of any kind. Use of prescribed drug by a doctor shall not be a violation of this statement.
- D. Since the extra-Curricular activity is not part of the student's academic program, these rules apply for 365 days of the year.
- E. Suspicion by the staff may result in the student being tested for the above. A refusal to take the test constitutes a positive test.
- F. **There will not be authorized team practices or weight lifting without the proper supervision of the coach or sponsor.**
- G. **If a student is, or has been (includes prior to becoming a student at E.C.S.C.) is involved in any activity that has violated the statements in this section, that student can be denied participation in any, or all, extra-curricular activities by the Head Coach, A.D., Sponsor or Principal. Upon denial, a letter will be sent to the student and their parent/guardian(s) explaining what violation has occurred and the student's participation would be detrimental to the extra-curricular activity's performance and spirit.**

H. Penalties for Violation of the Extra-Curricular Participation Agreement:

1. Failure to abide by the rules and regulations issued by those individuals in authority will result in disciplinary action. Discipline shall be issued by the responsible sponsor/coach. Handbook rules are minimum for punishments. Sponsor/Coach have the right to more severe discipline.
2. Flagrant violations – Use of drugs, alcohol, tobacco, conviction of any misdemeanor or felony, shall result in automatic suspension. A review of the established facts shall be conducted by the sponsor, coach, athletic director, and principal or the principal's designee. Subsequent to the review process, the suspension will be administered as follows:

3. IN-SEASON VIOLATIONS

- A. Use of drugs, alcohol, tobacco, nicotine, inhalable products and or conviction of a felony:

1st Offense

- Automatic removal from team for the current season. Student shall pass drug test before eligibility is reinstated.
- Athletes attending a party or event where drugs, alcohol, tobacco, nicotine and inhalable products are used will forfeit 25% of scheduled games. The student shall continue to participate in all scheduled practices and attend all scheduled events without participation. The student is not allowed to wear school uniform at contest during suspension. Student shall pass drug test before eligibility is reinstated.

2nd Offense

- Suspension from all extra-curricular activities for one calendar year (365 days) and probationary period of subsequent school years. Student shall pass drug test before eligibility is reinstated.
- Athletes attending a party or event where drugs, alcohol, tobacco, nicotine and inhalable products are used will result in automatic removal from team for the current season. Student shall pass drug test before eligibility is reinstated.

3rd Offense

- Suspension from all extra-curricular activities for the remainder of their academic career.

4. OUT-OF-SEASON VIOLATIONS

1st Offense

- Loss of 50% of upcoming athletic season. Student shall pass drug test before eligibility is reinstated.
- Athletes attending a party or event where drugs, alcohol, tobacco, nicotine and inhalable products are used will forfeit 25% of scheduled games for the upcoming season. Student shall pass drug test before eligibility is reinstated.

2nd Offense

- Suspension from all extra-curricular activities for one calendar year (365 days) and probationary period of subsequent school years. Student shall pass drug test before eligibility is reinstated.
- Athletes attending a party or event where drugs, alcohol, tobacco, nicotine and inhalable products are used will result in automatic removal from team for the upcoming season. Student shall pass drug test before eligibility is reinstated.

I. A copy of the Edinburgh Community School Corporation Drug Testing Policy may be picked up at the Corporation Office, High School Office, Middle School Office, or the East Side Elementary Office.

J. Dietary Supplements

1. The use of over-the-counter dietary supplements is becoming more prevalent in today's society. We at Edinburgh are discouraging the use of these products. If we determine that an athlete may be using these products we will talk with him/her and also notify the parents/guardian. No punishment will be handed out; however, we will make the athlete and parents/guardian aware of the possible side effects from using these products.

- X. Unauthorized Possession of School Owned Equipment (Athletic or Non-athletic)
 - A. Penalty begins with competitive season.
 - B. No Edinburgh student shall have in his/her possession any school owned equipment belonging to Edinburgh School Corporation or any other school, athletic department. This does not include equipment that is to be worn for Edinburgh practices or contest for the current sport season.
 - C. An athlete will not be allowed to participate in the next season until all school owned equipment is returned.
 - D. An athlete will receive an indefinite suspension until unauthorized equipment in his/her possession is returned in satisfactory condition or replaced or reimbursement is made.
 - 1. First Offense: up to six (6) weeks maximum suspension and/or prosecution.
 - 2. Second Offense: up to permanent suspension and/or prosecution.
- XI. Use of Abusive Language and/or Personal Confrontation (fighting)
 - A. Penalties begin with competitive season.
 - 1. First offense: coach's discretion with consultation of the Athletic Director.
 - 2. Second offense: Principal, Athletic Director, and coach will handle problem with minimum penalty of one contest for language and two (2) contest for fighting.
 - 3. All other offenses will be handled by the same group with penalties increasing
- XII. Team Rules – Team rules can be established and enforced by the coach of the team. Team rules may be more demanding and disciplinary action more severe than those set out in the Athletic Handbook. The parent/guardian and athlete shall sign team rules. The coach of the team shall keep the signatures.
- XIII. School Owned Equipment
 - A. Equipment issued to athletes remains the property of the school. Exception: When the athlete pays all or part of the cost and is permitted to retain the item and then turn it in at the conclusion of the season. The athlete is to be responsible for the proper maintenance of the item. The coach is responsible for the equipment being returned.
 - B. Equipment that is not returned is to be paid for by the athlete and that athlete will not be allowed any further participation in any other sport until either the equipment is returned or replaced. The cost will be equal to the replacement cost. This will also include any fees for athlete purchased equipment (shoes, spirit packs, etc.) through the school. The athlete will not be allowed to participate in any further athletic or extra-curricular activities until the amount is *paid in full*.
 - C. **Athletic Padlocks- The athletic department purchased over 100 new Master Padlocks in the winter of 2008 for use by all athlete's on school athletic teams. If a student wishes to secure his/her belongings with an athletic lock, all he/she shall do is check one out from the athletic director. There is no charge to use the lock. When the sports seasons are completed, the athlete is to return the lock. If a lock is lost/stolen/damaged/unreturned, the "replacement fee" will be the actual cost to replace the item. The Edinburgh Athletic Department will not be responsible for items lost or stolen in locker rooms or athletic areas. Take care of your personal items and leave all valuables at home.**
 - D. Initiations (Hazing) and/or Harassment – any unwelcome behavior that interferes with the educational/athletic environment will result in disciplinary actions. These actions include but are not limited to warnings, suspensions, and even exclusion from athletic participation. No student has to go through any initiation procedure to be a member of the team. **Any student who fails to report** the actions of others (to a coach or athletic

administrator) that are carrying out an initiation/harassment procedure will also be disciplined.

XIV. Sexual Harassment/Discrimination

Any form of sexual harassment or discrimination needs to be reported immediately to either the athletic director or the principal.

XV. Quitting or Being Dismissed from a Team

- A. Once a student begins practice in a sport and his/her squad membership is terminated by a coach for reasons other than being "cut" due to lack of ability, he/she is not eligible to practice or participate in any other sport in the current season unless given approval by the Athletic Director and by mutual consent of the coaches involved. A complete investigation will be made.

B. Suspension/Termination from a Team / Club

When a student's action, or attitude, has been deemed severe enough in nature, of either violation of the rules, or goals of the following: team, club, athletic program, or school, by the Head Coach / sponsor, that student can be suspended or terminated from all team/club participation immediately.

1. **Temporary Suspension:** *The Head Coach is to meet with the player and contact the player's parents as soon as reasonable possible to inform them of the issue and to discuss what needs to be addressed before reinstatement may occur. The "reinstatement plan" is to be documented and signed by the Coach, player and parents. Further violation will result in immediate termination. A copy of this plan is to be turned in to the Athletic Director.*
 2. **Termination:** *If an athlete violates team rules or expectations that may lead to a permanent termination/removal from team participation, the Head Coach is to meet with the Parents to discuss the reason for termination. The Coach shall also contact the Athletic Director prior to this meeting so that the AD can sit in to observe.*
- C. When an athlete quits a team, he/she may not try out for the next season sport until the team he/she quit finishes its current season.
1. Only mutual consent of the coaches involved and the Athletic Director may waive this rule.
 2. The rule further prohibits preseason conditioning for another sport until the uncompleted season has ended.
- D. One Sport Per Season
- a. Student-Athletes at the high school will only be allowed to participate in one sport per season. We encourage middle school student athletes to explore, so when they enter high school they can then choose the sport they wish to participate in that season. The only exception to this is that a student may participate in Cheerleading and another sport simultaneously (simultaneous participation in both football and cheerleading during the Fall sports season will not be approved).

XIX. Additional Circumstances