

# ATHLETIC & CO-CURRICULAR HANDBOOK



**2023-2024**

# Oak Hill High School Athletic Handbook

## Philosophy of Athletics

We believe athletic participation is an important part of the overall curriculum at Oak Hill High School, teaching values such as sportsmanship, teamwork, self-sacrifice, and striving to reach one's potential. While maximum student involvement is our goal, some sports due to their nature, competitive environment, or our facilities, may have restricted rosters or opportunities for participation. However, we will strive for maximum participation at the sub-varsity level.

We will strive to help athletes develop physically, mentally, and socially, and to enjoy their participation in all Oak Hill athletic activities. We believe that the values learned through each student's participation would be values that will serve everyone throughout his or her life.

## Message to Students and Parents

Oak Hill High School considers participation in athletic activities to be a valuable part of your education and we encourage you to participate fully. The major objective of our athletic program is to educate our athletes through participation in the areas of work ethic, commitment, health and physical activity, sportsmanship, and teamwork. In addition to these major objectives, other benefits of our programs are lessons in loyalty, pride, self-confidence, physical and mental maturity, a sense of accomplishment, and a feeling of belonging. We feel that the lessons learned through your participation in these activities are different, though just as valuable as those learned in the classroom, and they will stay with you throughout your life.

Also, participation in athletics activities carries different and in some ways greater responsibilities than just attending classes – you are now a representative of Oak Hill High School. Your work ethic, appearance, conduct, and sportsmanship, become a reflection of your school. Oak Hill will always strive to be competitive in all its athletics, but as important, we will always attempt to display the highest level of sportsmanship. We look to you to do your part to allow us to achieve these goals.

By choosing to participate, you have accepted these greater responsibilities. Participation in athletic activities at Oak Hill High School is a privilege, not a right, and this privilege will be removed if you do not meet the standards set forth in this handbook and the Oak Hill High School Athletic Handbook which includes the Student Code of Conduct. May your experiences be positive and rewarding.

## Athletic Code-Eligibility

The minimum academic requirement is that students earn passing grades in at least five classes for the term immediately preceding the season. The terms are defined as:

*Fall Sports:* Initial eligibility for the season is based on the Spring semester grade report of the previous school year, including summer school grades. Mid-season eligibility will be checked on Oct 5th, 2023

*Winter Sports:* Initial eligibility for the season is based on the mid-semester grade report on November 17th, 2023. Mid-season eligibility will be checked on January 26th, 2024

*Spring Sports:* Initial eligibility for the season is based on the mid-semester grade report on March 15th, 2024. Mid-season eligibility will be checked on May 10th, 2024.

## Attire and Grooming

Athletes are expected to dress neatly in approved team attire. Grooming is expected to be reasonable and appropriate for the event that the athlete is representing Oak Hill High School. The terms "reasonable" and "appropriate" shall be defined by the Athletic Director.

## Classification

Oak Hill is classified as Class "B" South in Cross Country, Soccer, Basketball, Cheering, Baseball, and Softball. Oak Hill is classified as Class "C" South in Field Hockey, Golf, Lacrosse, and Tennis. Oak Hill is classified as Class "D" South in Football.

## Conduct

A student receiving two disciplinary detentions will be ineligible to participate in athletics contests for one week of the regular season or post-season games. At the end of the suspension, if the athlete's behavior has been deemed satisfactory he/she will be eligible to participate in games. During the suspension, the athlete will be able to practice with the team, but not play in games.

## Duration

A student has four consecutive years (8 semesters) of eligibility and has not reached the age of 20 unless a waiver is granted, which in unusual circumstances may be granted by the Maine Principals' Association.

## Equipment

Each student must pay for unreturned or damaged equipment issued to him/her. Students who fail to pay for the unreturned or damaged equipment will be ineligible to participate in the next sport season and will not receive an athletic award. Equipment must be returned within 24 hours following the conclusion of the season or the termination of participation.

### **Financial Obligations**

All financial obligations to Oak Hill must be paid by the conclusion of that sports season or the athlete may not participate until the obligations are met.

### **Home Schooled Students**

Home-schooled students residing in our three towns may participate in athletics under the same try-out procedures as regularly enrolled students. In the case of equally qualified students, the regularly enrolled student will have the first opportunity for participation. In order to participate, a home-schooled student shall agree to abide by the same eligibility rules and codes of conduct as other participating students, relevant to Oak Hill RSU#4 Committee policies.

### **Injuries**

Athletes should report all injuries to their coach. A student who is referred to a physician cannot return to participation until written permission is obtained.

### **Insurance**

The student is required to carry adequate insurance. Proof of coverage must be presented to the coach. See Athletic Director for information on school insurance.

### **Medical Examination**

A medical physical by a physician will be no more than two years old. In order to ensure uninterrupted eligibility, we recommend that physicals occur in the summer, prior to your 9<sup>th</sup> and 11<sup>th</sup>-grade years.

If a student has had a major illness, injury, hospitalization, or has been absent more than 15 consecutive days due to illness since his/her last physical exam he/she will need to have a written statement from a physician stating he/she is physically able to participate in sports. Additionally, the Principal may require, at the request of a teacher or the school nurse, a written statement from a physician certifying the health of a student.

### **Memberships**

We are members of the National Federation of High Schools, the Mountain Valley Conference, the Campbell Conference and the Maine Principals' Association.

### **Oak Hill Boosters**

The Oak Hill Boosters is a club made up of parents and supporters of our students. Every year substantial amounts of work and money are donated to the teams at Oak Hill by this organization, the majority of which comes from running concessions at events. It is hoped you will become part of the boosters by joining the club or when called by members you will volunteer your expertise and time generously.

### **Parental Permission**

The student must give his/her coach a permission slip signed by his/her parents or guardian before participation in any practice.

### **Practice Attendance**

Athletes are expected to be at all practices during the sports season. Athletes should inform the coach anytime that the athlete is going to miss a practice or a game prior to the absence. Missing games and practices for reasons other than medical, illness (requires a parent to contact the school), school-related activities, or family emergency will result in an unexcused absence. The athlete will sit out one game for each game missed during the unexcused absence. Athletes dismissed from school due to a medical reason will not play or practice that day unless cleared with a medical note from the doctor. Participants must be in school by the end of the first period. If a student arrives after period 1, the student is required to have a doctor's note of tardiness in order to participate in any event that day.

### **Practice Requirements**

A student must attend five practice sessions before participating in his/her first game.

### **Season**

A sports season shall begin on a date set by the Maine Principals' Association and end at that season's awards night/final playoff game.

### **School Colors**

The "Raiders" school colors are royal blue, red, and white. Our tradition has royal blue being the predominant color. All uniforms must be approved by the Athletic Director.

### **School Suspension**

Athletes suspended from school will not be allowed to participate in practice or athletic contests during the suspension period. Students on in-school suspension may participate as long as they have completed the day of suspension without incident.

### **Student Activity Fees**

Student participants are required to pay a \$50.00 fee per season, up to two fees per school year. Families will be capped at \$200.00 per school year. The activity fee does not guarantee playing time. *Please see Frequently Asked Questions on Page 8.*

### **Sportsmanship and Citizenship**

All participants in athletic programs should understand that it is a privilege to participate in the school athletic programs and that the student is representing his/her school, parents, friends, community, coaches, and themselves. Their actions, both on and off the athletic field and court, should reflect these at all times. Therefore, he/she should not behave in a manner unbecoming a lady or a gentleman. Unsportsmanlike acts and inappropriate behavior by student-athletes in school will be reviewed for disciplinary actions, which could include suspension or expulsion from athletic participation.

### **School Attendance**

Athletes must be in school by the end of the first period with an excused note of tardiness in order to participate in any event that day. With the preapproval of the Athletic Director, Assistant Principal, or Principal, a student may participate if a student has an excused absence.

### **Termination of Participation**

Students who discontinue participation on a sports team are to inform his/her coach of this action. All equipment must be returned within one school day.

### **Travel**

Athletes are required to travel to and from away contests by the means provided by the school. An athlete may leave a contest with a parent/guardian with 24-hour prior approval of the administration or Athletic Director.

### **Additional Rules**

Additional rules may be established by the coach of the individual sports with the approval of the Athletic Administrator. If this is the case, each athlete in that sport will receive a written copy of these rules at the first practice.

### **Training Rules (Alcohol/Drugs/Tobacco/Electronic Smoking Device Policy)**

An Athlete consumed/used, possessed, transported, or was in the presence of tobacco/alcohol/drugs/ paraphernalia during the athletic season

**First Offense:** 20% of season contests (drugs/alcohol/tobacco/ESD)

#### **Fall**

Football (10/2)

Golf (9/2)

Soccer (15/3)

Field Hockey (15/3)

Cheering (10/2)

(# of contests allowed/# contests suspension)

**First Offense Out of Season:** Warning and probation

#### **Winter**

Basketball (17/3)

Wrestling (14/3)

Cheering (19/4)

#### **Spring**

Baseball (17/3)

Softball (17/3)

Tennis (13/3)

Lacrosse (14/3)

**Second Offense:** 60% of season contests (drugs/alcohol/tobacco/ESD)

#### **Fall**

Football (10/6)

Golf (9/5)

Soccer (15/9)

Field Hockey (15/9)

Cheering (10/6)

(# of contests allowed/# contests suspension)

**Second Offense Out of Season:** 20% of next season's contests

#### **Winter**

Basketball (17/10)

Wrestling (14/8)

Cheering (19/12)

Hockey (18/11)

#### **Spring**

Baseball (17/10)

Softball (17/10)

Tennis (13/7)

Lacrosse (10/8)

### **Third Offense**

Suspension from all athletics for one calendar year.

- A. Invitationals, Tournaments, Multi-Day Events, and Doubleheaders count as one contest
- B. An Athlete may practice with the team during a suspension and may sit on the bench inappropriate street clothes during a contest; they may not dress for any contest during the suspension.

- C. An athlete who holds either an elected or appointed team captain will be required to relinquish their position upon any violation of the guidelines.

### **Guidelines for Letter Award**

The athlete must complete the season if physically able.

**Field Hockey:** Participation in 50% of the periods at the varsity level

**Football:** Participation in 50% of the periods at the varsity level

**Soccer:** Participation in 50% of the periods at the varsity level

**Basketball:** Participation in 50% of the periods at the varsity level

**Lacrosse:** Participation in 50% of the periods at the varsity level

**Baseball:** Participation in 50% of the innings at the varsity level or pitched in 4 varsity contests.

**Softball:** Participation in 50% of the innings at the varsity level or pitched in 4 varsity contests.

**Golf:** Participation in 50% of all regular season matches or place in the league, regional or state tournaments

**Tennis:** Participation in 50% of the matches as one of the top seven on the ladder

**Cheering:** Participation for the full cheering season in all varsity contests

**Wrestling:** Participation in 50% of all regular season matches or place in the league, regional or state tournaments

**Other Sports:** Accomplishment in a non-school sponsored sport may be recognized upon approval of the Athletic Director and Principal

*The final determination for Letter Award is at the discretion of the Athletic Director.*

### **Awards**

Certificates and awards are presented to all athletes who complete the season. Letters are presented to athletes the first time they are eligible for these awards. Repeat letter winners in the same sport earn distinctive pins.

Plaques are presented for the following awards -

Outstanding Athlete Award - Given to the top two senior student-athletes.

Varsity Athlete Award - Awarded to any senior who made the varsity team for all four years.

Scholar-Athlete Award - Awarded to any senior who participated in four years of athletics and earned a cumulative GPA of 3.6 or higher.

Golden Raider Award - Awarded to a senior who participated in three sports for all four years and earned a varsity letter during each season.

**PLEASE NOTE: These rules may be altered at the discretion of the Administration.**

### **Competitive School Addresses for Events**

**Boothbay Region High School-** 236 Townsend Avenue, Boothbay Harbor, ME 04538 Telephone: 633-2421

**Carrabec High School-** 160 North Main Street, North Anson, ME 04958 Telephone: 635-2296

**Dirigo High School-** 145 Weld Street, Dixfield, ME 04224 Telephone: 562-4251

**Hall-Dale High School-** 97 Maple Street, Farmingdale, ME 04344 Telephone: 622-6211

**Monmouth Academy-** 96 Academy Road, Monmouth, ME 04259 Telephone: 933-4416

**Lisbon High School-** 2 Sugg Drive, Lisbon Falls, ME 04252 Telephone: 353-3030

**Maranacook Community High School-** 2250 Millard Harrison Drive, Readfield, ME 04355 Telephone: 685-4923

**Mountain Valley High School-** 799 Hancock St, Rumford, ME 04276 Telephone: 364-4547

**Madison Area Memorial High School-** 486 Main Street, Madison, ME 04950 Telephone: 696-3395

**Mt. Abram High School-** 1513 Salem Road, Salem Township, ME 04983 Telephone: 678-2701

**Old Orchard Beach High School-** 40 E Emerson Cummings Blvd, Old Orchard Beach, ME 04064 Telephone: 934-4461

**Spruce Mountain High School (North Campus)-** 33 Community Drive, Jay, ME 04239 Telephone: 897-9313

**Spruce Mountain High School (South Campus)-** 25 Cedar Street, Livermore Falls, ME 04254 Telephone: 897-3428

**St. Dom's Academy-** 121 Gracelawn Road, Auburn, ME 04210 Telephone: 782-6911

**Telstar Regional High School-** 284 Walkers Mill Road, Bethel, ME 04217 Telephone: 824-3596

**Traip Academy-** 12 Williams Ave, Kittery, ME Telephone: 439-1121

**Winthrop High School-** 211 Rambler Road, Winthrop, ME 04364 Telephone: 377-2228

**Wiscasset High School-** 272 Gardiner Road, Wiscasset, ME 04578 Telephone: 882-7722

# **Parent/Student Co-Curricular Handbook**

## **Philosophy of Co-Curricular**

We believe co-curricular participation is an important part of the overall curriculum at Oak Hill High School, teaching values such as teamwork, self-sacrifice, and striving to reach one's potential. While maximum student involvement is our goal, some activities due to their nature, selective process, or our facilities, may have restricted opportunities for participation. We will strive to help participants develop physically, mentally, and socially, and enjoy their participation in all Oak Hill co-curricular activities. We believe the values learned through each student's participation would be values that will serve everyone throughout his or her life.

## **Message to Students and Parents**

A student must carry a minimum of six classes per semester. However, with the Principal's approval a senior with more than enough credits to graduate may take five.

## **Co-Curricular Code-Eligibility**

The minimum academic requirement is that students earn passing grades in at least five classes for the term immediately preceding the season. The terms are defined as:

*Fall* : Initial eligibility for the season is based on the Spring semester grade report of the previous school year, including summer school grades. Mid-season eligibility will be checked on Oct 5th, 2023

*Winter*: Initial eligibility for the season is based on the mid-semester grade report on November 17th, 2023. Mid-season eligibility will be checked on January 26th, 2024

*Spring*: Initial eligibility for the season is based on the mid-semester grade report on March 15th, 2024. Mid-season eligibility will be checked on May 10th, 2024.

## **Alcohol/Drugs/Tobacco/Electronic Smoking Device Policy**

If a participant consumed/used, possessed, transported, or was in the presence of tobacco/alcohol/drugs/paraphernalia during the term.

**First Offense** : 2 weeks of the term (drugs/alcohol/tobacco/ESD)

**Second Offense** : 6 weeks of the term (drugs/alcohol/tobacco/ESD)

**Third Offense**: The participant will be suspended from all activities for a calendar year.

Any participant who holds either an elected or appointed leadership role will be required to relinquish his/her position upon any violation of the guidelines.

## **Attire and Grooming**

Students are expected to dress neatly in approved attire. Grooming is expected to be reasonable and appropriate for the event that the student is representing Oak Hill High School. The terms "reasonable" and "appropriate" shall be defined by the Administration.

## **Citizenship**

All participants in co-curricular programs should understand that it is a privilege to participate in the school co-curricular programs and the student is representing his/her school, parents, friends, community, coaches/advisors, and themselves. Their actions, both during and after a co-curricular event, should reflect these at all times. Therefore, he/she should not behave in a manner unbecoming a lady or a gentleman. Inappropriate behavior by student participants in school will be reviewed for disciplinary actions, which could include suspension or expulsion from co-curricular participation.

## **Classification**

Oak Hill is Western Maine Class "B" in all activities sponsored by the Maine Principals' Association.

## **Conduct**

A student receiving two disciplinary detentions will be ineligible to participate in co-curricular activities for one week.

## **Duration**

A student has four consecutive years (8 semesters) of eligibility and has not reached the age of 20 unless a waiver is granted, which in unusual circumstances may be granted by the Maine Principals' Association.

## **Financial Obligations**

All financial obligations must be paid by the conclusion of the activity or the student may not participate until the obligation is met.

### **Home Schooled Students**

Home-schooled students residing in our three towns may participate in co-curricular activities under the same membership rules as regularly enrolled students. In the case of equally qualified students, the regularly enrolled student will have the first opportunity for participation. In order to participate, a home-schooled student shall agree to abide by the same eligibility rules and codes of conduct as other participating students, relevant to RSU #4 committee policies.

### **Memberships**

We are members of the Maine Principals' Association.

### **Parental Permission**

The student must give his/her advisor/coach a permission slip signed by his/her parent or guardian before participating in any after-school activity.

### **School Attendance**

Participants must be in school by the end of the first period. If a student arrives after period 1, the student is required to have a doctor's note of tardiness in order to participate in any event that day.

### **School Suspension**

Participants suspended from school will not be allowed to participate in the co-curricular activity during the suspension period. Students on in-school suspension may participate as long as they have completed the day of suspension without incident.

### **Student Activity Fees**

Student participants are required to pay a \$50.00 fee per season, up to two fees per school year. Families will be capped at \$200.00 per school year. The activity fee does not guarantee playing time. Fees for Co-Curricular include Drama Club, FBLA, and Ski Club. ***Please see Frequently Asked Questions on Page 8.***

### **Termination of Participation**

Students who discontinue participation in an activity are to inform his/her coach/advisor of this action.

### **Travel**

Participants are required to travel to and from away contests by the means provided by the school. A participant may leave a contest with a parent/guardian with 24-hour prior approval of the administration.

### **Additional Rules**

Additional rules may be established by the coach/advisor of the individual activity with the approval of the Assistant Principal. If this is the case, each participant in that activity will receive a written copy of these rules at the first meeting.

### **Requirements for Letter Award**

**Math Team:** Attend 5 meets and score at least 20 points.

**Drama:** Participation in six major roles or eight minor roles.

**FBLA:** Participation for 2 years and has 100% attendance at meetings, all fundraisers, and all conferences or has been a member for 3 years.

**Band/Chorus:** Participation in all performances, Holiday, Fall, Winter, and Spring Concerts, "ON TOUR" Solo and Ensemble Festival, All-State Audition, Jazz Band, Jazz/Show Choir Band, Jazz Festival, and Show Choir Festival.

In addition to the general criteria, the award winner must have completed the activity in good standing.

Letters may be awarded to students for the following reasons:

- A. A student was injured and would have won a letter otherwise
- B. Extraordinary accomplishments
- C. Student's enthusiasm, desire, and attitude were instrumental in the activities' success

### **Awards**

Certificates and awards are presented to all participants who completed the activity. Letters are presented to participants the first time they are eligible for these awards. Repeat letter winners in the same activity earn distinctive pins. Four-year letter award plaques are presented to four-year letter award winners in one activity. Activity plaques may be presented for participation in at least 50% of events each year for four years.

### **Oak Hill Boosters**

The Oak Hill Boosters is a club made up of parents and supporters of our students. Every year substantial amounts of work and money are donated to the activities at Oak Hill by this organization, the majority of which comes from running concessions at

events. It is hoped you will become part of the boosters by joining the club or when called by members you will volunteer your expertise and time generously.

**PLEASE NOTE: These rules may be altered at the discretion of the administration.**

## **Frequently Asked Questions Regarding Student Activity Fee**

### **What are the amounts of activity fees?**

At Oak Hill High School, students will be responsible for paying \$50.00 per activity they choose to participate in. Payments are to be delivered to the Main Office at OHHS (please do not give to your coach or club advisor). Cash or Checks are only accepted at this time. Please make checks payable to RSU #4. Receipts will be given on all cash payments. Your canceled check will act as your receipt. We will send you an email that we received payment and that it has been posted! On checks, PLEASE write your student's name in the MEMO/NOTE line, this will help out immensely (*if not in a sealed white Activity Envelope*).

### **What is the maximum amount that each student will be charged?**

Students will only be responsible for the activity fee for the **first two activities** each year they participate in **for a maximum of \$100.00.**

### **What if a family has two or more students participating?**

For families of Oak Hill High School students, their fee will be capped at \$200.00.

### **What activities are requiring an activity fee for 2023-2024?**

All Fall, Winter, and Spring Sports (*managers are exempt*), Drama, FBLA, and Ski Club. At this time, Winter Ice Hockey and Unified Basketball are exempt from the activity fee.

### **When are activity fees due?**

We request that the activity fees are paid by the first game or club meeting. However, if your student is “cut” by the coach, you will be refunded the fee.

**\*\*\*STUDENTS WHO ARE REMOVED FROM AN ACTIVITY FOR DISCIPLINARY REASONS, QUIT THEMSELVES OR WHO FAIL TO MEET THE ACADEMIC REQUIREMENTS THROUGHOUT THE SEASON AND ARE REMOVED FROM THE ACTIVITY, WILL NOT BE REFUNDED THEIR FEE\*\*\*\***

### **What if my family has economic hardship?**

Please see your administrator if this is the case. Payments can be made weekly or monthly but you must contact an administrator to arrange a plan. At this time, students who have FREE LUNCH will not be responsible for paying the activity fee. For students who receive REDUCED lunch, they will be responsible for 50% of the current fee structure.

**It is your responsibility to re-file every year for Free or Reduced Lunch.**  
**Should you not re-file, the maximum fees listed above will be required.**

**Every student will receive the Reduced/Free Lunch form on the first day of school. Please turn in the lunch form in the Main Office.**