

# **SOUTH CENTRAL LOCAL SCHOOL DISTRICT**

## **EXTRACURRICULAR HANDBOOK**

The South Central Local School District feels that participating in athletics and extracurricular activities for students is an integral part of the education process. Because of the philosophy, the Board of Education feels that activities should be offered to students at all levels.

### **SECTION 1 – EXTRACURRICULAR GUIDE**

### **SECTION 2 – ATHLETIC HANDBOOK**

### **SECTION 3 – GENERAL ATHLETIC DEPARTMENT INFORMATION**

### **SECTION 4 – DISTRICT DRUG TESTING POLICY**

### **SECTION 5 – APPENDIX**

**Extracurricular Handbook Board of Education adopted 02/11/2019**

**SECTION 1**

**EXTRACURRICULAR GUIDE**

## **EXTRACURRICULAR HANDBOOK OVERVIEW**

The purpose of this handbook is to establish a uniform set of general standards, regulations and procedures governing student conduct and eligibility in all extracurricular activities at South Central High School. Student conduct before, during and after extracurricular activities has a direct reflection upon the South Central Local School District and should exemplify the high standards of our school. Eligibility in extracurricular activities is a privilege and those students desiring to participate are to meet both academic standards and meet appropriate behavioral standards.

All students shall abide by a code of conduct, which will earn them the honor and respect which participation and competition in the interscholastic programs offered at South Central affords. Any conduct that results in dishonor to the student, team, program, school, or community will not be tolerated. Acts of unacceptable conduct such as, but not limited to, theft, vandalism, disrespect, immorality or violations of the law, or acts which tarnish the reputation of those associated with the school will not be tolerated.

Furthermore, the district expects fans and spectators at our events, home and away, to conduct themselves in such a way as to be a positive role for our athletes and students participating in extracurricular activities. For a 1<sup>st</sup> offense ejection, a fan will have a seven (7) day suspension of attendance at any South Central Local Schools contest, and the suspended person must meet with the principal and athletic director within 72 hours of the misconduct in order to return to attending contests. For a 2<sup>nd</sup> offense ejection, the fan will have a thirty (30) day suspension of attendance at any South Central Local Schools contest, and a meeting with the principal and athletic director and superintendent within 72 hours of the misconduct. Further violations may result in calendar year or multi-year suspensions. Offenses will be reviewed on a case-by-case basis. Offenses will be enforced on a per-school year cycle.

*The code shall be in effect twelve (12) months a year.*

This policy acknowledges that extracurricular activities are an integral part of the entire educational program. Through participation in extracurricular programs, students are provided an opportunity for education and character-building experiences. The South Central Board of Education desires to implement a policy which will attempt to provide this district with a safe and healthful environment. This policy reflects the South Central Board of Education and the community's strong commitment to establish a truly drug and alcohol free environment for those students involved in extracurricular activities. This policy applies to all students involved in competitive extracurricular activities from grade 7-12. For purposes of this policy and in accordance with the law, "competitive extracurricular activities" means any extracurricular activity for which the Board of Education issues a supplemental contract.

## **ELIGIBILITY REQUIREMENTS**

Administrators, extracurricular advisors, coaches and the athletic director at South Central Local Schools believe that scholastic endeavors are the most important part of the educational program.

Standards established in this policy are for students participating in extracurricular activities. These standards include, but are not limited to, all athletic teams, academic teams and any performing group. Performing groups include stage band, pep band, participants in plays, musicals and any other similar groups as determined by the principal. Students participating in extracurricular programs shall be required to meet certain academic standards in order to be eligible to participate in contest, programs or performances. The standards are:

1. According to OHSAA rules, any student enrolled in grades 9-12 is required to receive passing grades in a minimum of five, one credit courses or the equivalent, which count towards graduation, during the preceding grading period to maintain eligibility for the next grading period. Likewise, students must maintain a minimum grade point average of 1.5 per grading period. Students in grade eight must have passed seventy-five percent (75%) of those subjects carried in the preceding grading period and have maintained a minimum GPA for the same grading period to be eligible to participate in extracurricular activities as a freshman at South Central High School.
2. The eligibility or ineligibility of a student-athlete continues until the start of the fifth (5) school day of the grading period, at which time the grades from the immediately preceding grading period become effective. However, eligibility or ineligibility for the first grading period commences with the start of the fall sports season.
3. A student who is ineligible is strongly advised to continue to practice with the team until such time that their grades allow them to compete.
4. If a student enrolled in Junior High turns 15 before August 1, the student must participate at the high school level. If a student enrolled in high school becomes 20 the student will then become ineligible to participate in interscholastic athletics.

## **DEFINITIONS**

1. **ALCOHOL**: Any intoxicating liquor, beer, wine, mixed beverage, or malt liquor beverage as defined in the Ohio Revised Code Section 4301.01. The term “alcoholic beverage” includes any liquid or substance, such as “near beer” which contains alcohol in any proportion or percentage. The term “alcoholic beverage” does not include a substance used for medical purposes in accordance with directions for use provided in a prescription or by the manufacturer and in accordance with school district policy and rules related to the use of prescription and non-prescription drugs, provided the substance is a) authorized by a medical prescription from a licensed physician and kept in the original container, which shall state the student’s name and directions for use or b) an over-the-counter medicine.
2. **ATHLETIC SEASON**: In-season start dates will begin as published by the Ohio High School Athletic Association or sanctioning organization and continue until the completion of awards program for that sport for the SOUTH CENTRAL Schools. There are three athletic seasons: Fall, Winter, Spring.
3. **CALENDAR YEAR**: A calendar year begins the first day of the offense and ends 365 days after the first day. On leap-years the last day of a calendar year will be 366 days after the first day the offense begins.
4. **COMMUNITY SERVICE**: This includes, but is not limited to, working in the school, helping the activity coordinator/coach/athletic director, assisting student council, key club, etc.

5. **CONTRACT YEAR:** The first day of school or the first practice of a fall sport until the last day of school or the completion of a spring sport.
6. **EXTRACURRICULAR SEASON:** In-season start dates will begin with the first scheduled rehearsal/practice and continue until the final performance/contest.
7. **HAZING:** Performing any act or coercing another, including the victim, to perform any act of initiation into any class, team or organization that causes or creates a substantial risk of causing mental or physical harm. Permission, consent or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.
8. **ILLEGAL/ILLICIT DRUGS:** Any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer.
9. **SCHOOL YEAR:** A school year begins the first day classes are held and end on the last day classes are held.
10. **STUDENT DRIVER SEASON:** Student driver season will begin with the first day student has registered his/her vehicle with the school and end on the last student school day. Students who do not register with the school will not be permitted to drive to school.
11. **STUDENT PARTICIPANT:** Any person participating in the South Central School, grades 7-12, athletic program and/or contests under the control and jurisdiction of the South Central Schools and/or the Ohio High School Athletic Association (OHSAA), and board approved competitive non-graded extracurricular activity, and/or any student driver. Also included is any person participating in any South Central School extracurricular activity.

### **EXTRACURRICULAR CODE OF CONDUCT**

South Central High School students involved in extracurricular activities must follow the Student Code of Conduct found in the student handbook. In addition, they must also abide by the following Extracurricular Code of Conduct rules.

1. No use of tobacco, alcohol, or use of, or involvement with, illegal or counterfeit drugs or possession of drug paraphernalia. South Central students shall not attend or remain in attendance at functions in which peer group/underage alcohol or illegal drug use takes place. Nor shall a South Central student ride in a vehicle where alcoholic beverages and/or illegal or counterfeit drugs are being consumed. Students who remain in attendance and do not make an attempt to leave from a function/situation immediately in which peer group underage alcohol or illegal drug use take place will be considered in violation of this rule.
2. No involvement with any theft, vandalism, or assault.
3. No excessive use of profanity.
4. Student will demonstrate good citizenship at all times.
5. No South Central student shall plan, encourage or engage in any hazing.
6. Follow curfew hours set by the head coach or supervisor/advisor.
7. All personal jewelry will be removed during athletic participation.

8. Students must attend school in order to participate in any extracurricular activity. Students must be in school for at least 1/2 day to practice and the entire day to participate in a game. Students who are in a work-study program must be in school prior to 8:25a.m. Students are expected to be in school the day after an activity unless they have a medical excuse from a doctor.
9. When a student goes home ill during the school day, they may not participate in extracurricular activities for the remainder of that day unless they have a medical excuse from a doctor.
10. The athlete/participant or his/her parents will be financially responsible for damage to, or destruction of, school property occurring as a result of his/her carelessness or misbehavior.
11. Participants must follow the South Central School Bus Regulations found in the Student Handbook.

In the event that a South Central student comes under investigation for a possible violation of the expectations outlined in this code, it is expected that the student will:

- Be truthful
- Be forthcoming with information
- Not be deceptive
- Be cooperative

***Coaches/advisors/directors are responsible for the administration of the programs to which they are assigned. In this capacity they also have the option to make judgements and decisions on items and procedures not specifically designated in these guidelines which they believe necessary to insure the continued high ideals of the extracurricular activities, clubs, and athletic programs of South Central High School.***

In the interest of accuracy and fairness, all possible violations that occur off school grounds, at non-school sponsored activities, will be investigated only if police department records are available as the basis for determining a violation of the extracurricular code of conduct. To address rumored allegations and to prevent vengeful assertions of code violations, accusers may be required to stipulate their accusations in person and in writing.

Allegations of violations will be handled as follows:

1. The principal will interview the student as to the reason(s) for suspected code of conduct violation(s) in an effort to confirm or refute the allegation.
2. After the initial interview, parental notification will be made by the principal regarding the alleged violation, the outcome of the initial interview, and next steps.
3. In the event the initial interview does not bring resolution to the investigation, the principal will further investigate through interviews with those who may be aware of the violations first-

hand, those who may have limited knowledge of the violation(s), and/or those who may be involved with such violation(s).

4. If there is reasonable evidence of a suspected alcohol or drug violation, a student may be asked to take a timely alcohol or drug test to confirm his or her recent alcohol or drug status. Furthermore, the student may be required to submit to more frequent testing during the season.
5. Failure to provide the results of such a test or to submit to the test will be considered, as far as remedies and consequences are concerned, confirmation of a violation.
6. The approved and appropriate remedies and consequences for the type of violation will then be applied and enforced.

### **VIOLATION OF THE EXTRA CURRICULAR CODE OF CONDUCT RULES**

Violations of Extracurricular Code of Conduct **Rule 1** (drugs/alcohol/tobacco/paraphernalia/etc.) will be dealt with in the following manner (*with the exception of tobacco/nicotine, which is addressed later in this guidebook*):

**FIRST OFFENSE ILLICIT DRUGS/ALCOHOL:** The first time a student violates the illicit drugs/alcohol policy the student will be given the option of A or B below.

OPTION A) The student will have to make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for chemical dependency assessment and then follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Athletic Department/other with documentation that the student participant completed all recommendations of the counselor. The student participant will be denied participation for a minimum of 20% of the season (or its equivalent of the practices/events for the calendared event) for competitive non-graded extracurricular activities). The parent/guardian/custodian and student will meet with the Athletic Director/Other, the coach/advisor, and a building administrator to determine reinstatement. The student may be required, at parent/guardian/custodian expense, to submit to weekly testing for the remainder of the current season. If a student is academically ineligible, they will not be able to complete their suspension until they have reinstated their eligibility.

The student-athlete is strongly advised to continue to practice with the athletic team and sit with the team at competitions (the student will not dress). If the student is unable to complete the suspension it will carry over to the next activity in which the student participates. The student must complete the activity in which he/she is involved for it to count towards the suspension.

OPTION B) Denial of participation in interscholastic athletics and/or extracurricular activities for the remainder of the current season and for that school year.

**SECOND OFFENSE ILLICIT DRUGS/ALCOHOL:** The student is denied participation for one calendar year from the date of notification of the violation. The student forfeits his/her leadership role in any activity of participation for one calendar year as well as any special awards for that activity. This includes the student's letters and/or numerals.

**THIRD OFFENSE ILLICIT DRUGS/ALCOHOL:** The student is permanently denied participation in any extracurricular activities for the remainder of his/her schooling at SOUTH CENTRAL Local Schools. The student forfeits his/her leadership role in any activity of participation for one calendar year as well as any special awards for that activity. This includes the student's letters and/or numerals.

Violations are accumulative throughout the student participants' school career. (Grades 7-12)

\*\*\*\*\*

Violations of Extracurricular Code of Conduct **Rule 1** (drugs/alcohol/tobacco/paraphernalia/etc.) will be dealt with in the following manner (*tobacco/nicotine only*):

**FIRST OFFENSE TOBACCO/NICOTINE:** No participation until the following occurs:

1. In house counseling from High School Principal. Motivational Talk!
2. Must read an educational pamphlet/powerpoint presentation on the dangers of nicotine. Fill out worksheet and pass a test with a score of 75% or higher.
3. Parents or guardian shall pay for a negative test for the substance abused. The test must be scheduled at a school-approved facility which will be provided by the principal or athletic director/advisor.

All three criteria for the first offense of nicotine only must be completed before participation in current extracurricular activity can resume or before the next season begins.

If a student is academically ineligible, they will not be able to complete their suspension until they have reinstated their eligibility.

The student-athlete is strongly advised to continue to practice with the team and sit with the team (the student will not dress). If the student is unable to complete the suspension it will carry over to the next activity in which the student participates. The student must complete the activity in which he/she is involved for it to count towards the suspension.

**SECOND OFFENSE TOBACCO/NICOTINE:** Automatic loss of 20% of current season and practices, or equivalent of 20% of practices/events for the calendar event. The following must occur before continuing the remaining of the season:

1. Counseling off campus with parents or guardian and a tobacco education program.
2. Parents or guardian pay for a retest of the negative test for the substance abused.

Both criteria for the second offense of nicotine only must be completed before participation in current extracurricular activity can resume or before the next season begins. If the violation percentage cannot be served completely during the remaining season, denial of participation will continue and be completed in the next season in which the student participates.



If a student is academically ineligible, they will not be able to complete their suspension until they have reinstated their eligibility.

The student-athlete is strongly advised to continue to practice with the team and sit with the team (the student will not dress). If the student is unable to complete the suspension it will carry over to the next activity in which the student participates. The student must complete the activity in which he/she is involved for it to count towards the suspension. The student forfeits his/her leadership role in any activity of participation for one calendar year as well as any special awards for that activity. This includes the student's letters and/or numerals.

**THIRD OFFENSE TOBACCO/NICOTINE:** Loss of participation for remainder of the school year in any extracurricular privilege.

The following must occur before beginning practice or participation in any extracurricular activity the following contract year.

1. Counseling off campus with parents or guardian and a tobacco education program.
2. Parents or guardian pay for a negative test for the substance abused.

The student forfeits his/her leadership role in any activity of participation for one calendar year as well as any special awards for that activity. This includes the student's letters and/or numerals.

**SELF REFERRALS:** No Self Referrals (If a student admits use, we would want student to be able to access help as indicated in Step 1.)

\*\*\*\*\*

Violations of Extracurricular Code of Conduct **Rule 2** (theft/vandalism/assault) will be dealt with in the following manner:

**FIRST OFFENSE THEFT, VANDALISM OR ASSAULT:** If the student violates the theft, vandalism, or assault policy the student must complete (\*) hours of community service to be arranged by the athletic director/extracurricular club advisor in conjunction with the police department. In addition a panel consisting of the principal, athletic director, and two out of season coaches (if an athlete), OR principal, extracurricular advisor and two out of season advisors (if a non-athlete) will determine if further punishment is required.

If the hours of community service cannot be completed during the remaining season, denial of participation will continue and be completed in the next season in which the student participates.

If a student is academically ineligible, they will not be able to complete their suspension until they have reinstated their eligibility.

The student-athlete is strongly advised to continue to practice with the team and sit with the team (the student will not dress). If the student is unable to complete the suspension it will carry over to

the next activity in which the student participates. The student must complete the activity in which he/she is involved for it to count towards the suspension.

*\*Determined by School Administration*

**SECOND OFFENSE THEFT, VANDALISM OR ASSAULT:** If the student violates the theft, vandalism, or assault policy the student must complete (\*) hours of community service to be arranged by the athletic director/extracurricular club advisor in conjunction with the police department. In addition a panel consisting of the principal, athletic director, and two out of season coaches (if an athlete), OR principal, extracurricular advisor and two out of season advisors (if a non-athlete), will determine if further punishment is required.

If the hours of community service cannot be completed during the remaining season, denial of participation will continue and be completed in the next season in which the student participates.

If a student is academically ineligible, they will not be able to complete their suspension until they have reinstated their eligibility.

The student-athlete is strongly advised to continue to practice with the team and sit with the team (the student will not dress). If the student is unable to complete the suspension it will carry over to the next activity in which the student participates. The student must complete the activity in which he/she is involved for it to count towards the suspension.

The student forfeits his/her leadership role in any activity of participation for one calendar year as well as any special awards for that activity. This includes the student's letters and/or numerals.

*\*Determined by School Administration*

**THIRD OFFENSE THEFT, VANDALISM OR ASSAULT:** If the student violates the theft, vandalism, or assault policy it will result in a twelve (12) month suspension from all activities beginning from the date of the violation. (There is no reduction for the third offense). The student forfeits his/her leadership role in any activity of participation for one calendar year as well as any special awards for that activity. This includes the student's letters and/or numerals.

If a violation percentage cannot be served completely during the remaining season, denial of participation will continue and be completed in the next season in which the student participates. Denial of Participation will not be deemed completed by the participant serving the violation if the student becomes academically ineligible. In this instance the student must regain academic eligibility before the remainder of the suspension is served. Denial of all privileges includes all facets of team/club/activity membership.

If a student loses all privileges of participation in a sport or extracurricular activity, and the student is currently not involved in a sport or extracurricular activity, the next sport or activity in which the student participates must be one in which the student has a sincere interest or past history of participation. The student cannot simply choose to go out for a sport or elect another extracurricular activity in order to satisfy the loss of privileges rule. Student will be required to complete the entire

season or time span for the extracurricular activity. First time participation will be subject to strict scrutiny.

### **CONDUCT UNBECOMING A SOUTH CENTRAL HIGH SCHOOL STUDENT**

**PARTICIPANT -MISDEMEANOR OR A FELONY:** A misdemeanor charge/conviction brought by a law enforcement agency against a South Central High School student participant may result in denial of participation in extracurricular activities as determined by the administration in accordance with the disciplinary code.

A felony charge brought on by a law enforcement agency against a South Central High School student participant shall result in the denial of all extracurricular activities for the balance of the current season/session or for forty-five (45) school days – whichever is greater. The forty-five (45) schools days of exclusion shall carry over into the next season/session. If the charge/conviction is brought over the summer, this rule applies to the ensuing school year (season/session) and begins with the first day of practice or school, whichever comes first.

An appeals committee comprised of the superintendent, principal, athletic director (or extracurricular club advisor) and one (1) teacher will review the circumstances surrounding the charge/conviction and determine the future eligibility of the student based upon the best interest of the student and the school district.

A probationary period shall be imposed upon a student charged with/convicted of a felony in which the participant may be permitted, upon the recommendation of the appeals committee, to practice, but not participate in competition, with the team or activity during the ensuing season/session. Upon successful completion of the probationary period (as determined by the appeals committee), the participant may be determined to be eligible to resume complete participation with the team/activity.

**ALL OTHER CODE VIOLATIONS:** Students will be subject to disciplinary actions by the advisor, coach, athletic director or principal for violations of any of the other Extracurricular Code of Conduct Rules or those rules determined by the advisor, coach, or athletic director. In the instance that any of the above stated infractions occurs on school property, the student will also be subject to discipline under the South Central Student Code of Conduct in the Student Handbook.

**DUE PROCESS AND APPEAL PROCESS:** South Central students will be provided due process. The student is entitled to be informed of the charges against him/her and an informal meeting where he/she has an opportunity to be heard before the athletic director/extracurricular advisor/principal. The athletic director/extracurricular club advisor/principal shall render a written decision within two school days of the meeting. The student and his/her parent(s) may appeal the athletic director's/extracurricular club advisor /principal's decision to suspend to the superintendent, in writing, within two school days of the decision to suspend. The superintendent shall render his/her decision within four school days of the consideration of the appeal. A suspension may be deferred pending the outcome of an appeal at the discretion of the athletic director or the high school principal. The superintendent's decision will be final.

**SECTION 2**  
**ATHLETIC HANDBOOK**

## **ATHLETIC BOARD CONSTITUTION**

### **ARTICLE I**

The name of this body shall be the South Central Local School Athletic Board.

### **ARTICLE II**

The Athletic Board shall be composed of the Local Superintendent, the High School Principal, and the Athletic Directors, appointed School Board member, Junior High Principal, and head coaches.

### **ARTICLE III**

The officers shall consist of a Chairman and a Secretary. The High School Principal shall be the chairman. The Athletic Director shall serve as Secretary.

### **ARTICLE IV**

The Chairman shall have the authority to call a special meeting of the Athletic Board. Each member must be notified of the time and place 24 hours in advance of such meetings. The Chairman shall conduct all meetings. The Secretary shall keep a record of business transacted. S/He shall carry on such correspondence as may be required by the Athletic Board and preside at meetings when the Chairman is absent.

### **ARTICLE V**

A meeting will be held during each of the three seasons. Any two members of the Athletic Board may request the Chairman to call a special meeting. 24 hours notice must be given to each member. A quorum shall consist of three members.

### **ARTICLE VI**

The Athletic Board shall determine the general policies of the Athletic Program. Nothing in the program approved by the Athletic Board shall be in conflict with the OHSAA regulations or those of the Board of Education. The Athletic Board shall be concerned with promoting the welfare of the Athletic Program. The Athletic Board shall have the power to exercise such measures as it deems necessary in any disciplinary cases related to Athletics.

## **ARTICLE VII**

This Constitution, having been approved by the Board of Education, may be amended by the Athletic Board, subject to the approval of the Board of Education.

### **EDUCATIONAL VALUES OF ATHLETES**

- We believe in interscholastic athletics.
- We believe there are substantial educational outcomes from a soundly conceived and executed program for the players, the student body, and the school as a whole.
- We believe the potential values to the participants are genuine. Rigorous competition under prescribed regulations and policies provide for adolescent boys and girls the opportunity to develop ideas and habits of health, fair play, initiative, achievement and emotional control.
- We believe students can be taught to win gracefully and to lose in the same fashion.
- We believe that many students have found a purpose in their schoolwork and in their lives through the program of athletics.
- We believe that athletics provides for the student body tangible values. Athletics can make substantial contributions to morale and can provide an outlet for enthusiasm.
- We believe the athletic program, though differing in nature from the academic program, does justify its existence by providing a profitable educational experience for the participant.
- We believe the welfare of the individual student is always to be the primary concern. The game exists for the student--never the student for the program.

The single most important goal for a student athlete  
-whether male or female-  
should be to achieve a good education.

Today's student athlete is tomorrow's leader.

Without an education, it will be impossible  
to meet the challenge of our ever-changing world.

## **PROCESS FOR APPROVING A SPORT FOR INTERSCHOLASTIC COMPETITION**

The South Central Board of Education shall determine whether an activity becomes a sport regarding the best interest of the school. Factors include but not limited to school-size, fiscal considerations, liability considerations, and the status among member Firelands Conference schools.

South Central Local Schools will participate in Ohio High School Athletic Association sponsored tournaments in sports approved by the Board of Education.

An athletic activity may be recommended for approval as a school sponsored sport if the following criteria are met:

- The sport is sanctioned by the Ohio High School Athletic Association.
- Facilities are made available and can be coordinated with practices and contests of existing programs.
- Funding for the sport is available and does not impact existing teams.
- Insurance and liability concerns are addressed satisfactorily for the Board of Education
- A competent and qualified coach can be employed.
- A schedule must be completed at least six months prior to the first day of official practice.
- The new sport will be considered based on its potential for becoming a Firelands Conference recognized sport.

Requirements for a club sport to be recognized as an interscholastic sport includes the following:

- Maintain 75% of required participants for that sport for three consecutive calendar years.
- During the club status, each participant is responsible for all expenses.

Requirements for an activity to become a club sport:

- Adult supervision and leadership must be provided.
- All expenses are the responsibility of the participants.
- Evaluation of the sport's club status is to be completed by the Athletic Director upon completion of the season.

## **JOINING OR QUITTING A SPORT**

Athletes have up to the first scheduled athletic contest of a particular sport to change sports. After the first scheduled contest, changes may only occur under unusual circumstances and only with the complete agreement of all parties involved.

If an athlete quits a sport after the first scheduled contest, he/she will be unable to participate in any other sports program until the sport he/she quit has completed its regular season. Being unable to participate as a result of quitting includes any conditioning, weights, open gym or any other form that is in preparation for another athletic program.

After the first contest, no student will be allowed to go out for an athletic team unless under one of the following:

- A student transfers from a school district
- Is coming off an injury
- A student who was academically ineligible becomes eligible.

Carefully read the South Central Athletic Code and the additional rules and regulations from your coach. If you have questions, please do not hesitate to ask for clarification now. Please note #5 on the athletic code of conduct about the attendance at school. Many student/athletes unknowingly violate this regulation and thus miss a game or practice.



## ATHLETIC ELIGIBILITY POLICY

Applies to all male/female students in grades 7-12

1. Any student who receives two (2) or more failing marks in a nine-week grading period is automatically *ineligible* for the following nine weeks. (This policy satisfies the minimum OHSAA Eligibility standard of passing 5 credits). All students entering the 7th grade are automatically eligible at the beginning of the school year.
2. Any student who receives one (1) failing mark in any nine-week grading period is *ineligible* for the first week (Sunday to Sunday) of scheduled competition (excluding scrimmages, previews) for the next nine-week grading period.
3. Student tracking of eligibility will take place throughout the entire nine-week sporting season, beginning on the first official day of practice for that sporting season.
4. Any student who receives one (1) failing mark during any week will receive a *warning*.
5. Any student who receives additional failing mark(s) during any of the remaining nine-week grading period will result in *ineligibility of play* for the following one week (Sunday to Sunday). [Example: wk 4: F in Algebra II, putting student on warning; wk 6: D in Algebra II, F in English making student ineligible].
6. Any student who receives two (2) or more failing marks during any week will automatically be *ineligible* during the following week (Sunday to Sunday).
7. All students in grades 9-12 must maintain a minimum GPA of 1.500. Failure to maintain the minimum GPA will result in *ineligibility* for the next nine-week grading period.

## SOUTH CENTRAL ATHLETIC CODE OF CONDUCT

We at the South Central Local Schools believe that the opportunity to participate and represent South Central in interscholastic athletics is a distinct privilege. In order to earn this privilege, and keep it, there are certain rules and regulations that must be followed. These have been assembled as an Athletic Code of Conduct, which are in addition to the expectations outlined in the Extracurricular Code of Conduct (Section 1)

Any student, who participates in our school sponsored athletic program must conduct themselves in a way as to reflect favorably on themselves, their team, their school, and their community. Student/athletes are expected to follow the instructions of the coaching staff. Please find below a listing of the South Central Code of Conduct for Athletics.

1. Unsportsmanlike conduct, profanity, foul language, or vulgar remarks, lack of respect towards coaches, opponents, teammates, fan, and school personnel, shall be deemed an infraction
2. An unexcused absence from school or practice session shall revert to ineligibility for the next contest. A second offense shall carry a penalty of ineligibility for the next 2 contests. Further infractions of this rule shall result in the athlete being removed from the team for the remainder of the season.
3. A student must be in school the entire day to participate in an athletic event and must be present for half-a-day of school to practice (except for administratively excused reasons). A student may participate in a contest on a non- school day even though he or she has missed school on the previous day. A student may be prohibited from participating on a non-school day if the previous day's absence was due to truancy.
4. Curfew will be at the discretion of each coach and in compliance with the town curfew.
5. Personal grooming shall be governed by the student conduct code in the student handbook.
6. All school regulations apply to athletes at athletic events and practices.
7. Any time a student is suspended from school, he/she is to be denied the privilege of participating in any event or practice for the duration of the suspension from school.
8. Dress and appearance for athletes will be determined by the head coach or supervisor.
9. Athletes may not wear any garment or equipment belonging to the athletic department for any reason other than practice, competition, or a pep rally.
10. Any student who does not attend their respective athletic banquet or does not make prior arrangement with his/her coach or the athletic director will not be eligible for their awards. If an extenuating circumstance arises it is at the athletic director's discretion.
11. Athletes who quit or are removed from a varsity sport are not eligible to receive a varsity letter or any end-of-the season awards.
12. Each participant is responsible for his/her own personal equipment as well as school owned equipment issued to him.
  - a. School owned equipment must be returned on call to the coach in charge of the

sport and be in a condition satisfactory to the coach.

13. The head coach of each sport shall have the right to enforce additional rules and regulations that are necessary to maintain a well-balanced climate for the health and welfare of his/her particular sport. A copy of these rules and regulations are to be issued to each participant.
14. Even though athletic participation is a privilege, a participant will be afforded due process by the coach or advisor if denial of participation may be necessary for the safety and/or welfare of the participant or others. In such a case, the coach may deny participation on an emergency basis without due process.
15. Students are required to ride to and from events in school provided transportation. However, permission to ride with an adult relative may be permitted if the student provides a note from the parents naming the specific driver.
16. Students are required to carry medical insurance. If a student is not covered under a policy at home, students may sign up for the insurance offered at the school each fall.
17. All infractions and punitive measures can be, if requested, reviewed by the Building Principal.

## DENIAL OF PARTICIPATION PROCEDURES

To remove a student from a team for a period of time, complete two (2) copies of Form #1 Notice of Intended Denial of Participation From Extra-Curricular Activities to Student. At the bottom of the form, explain the disposition in detail. Hand one (1) copy to the student and turn the other copy into the office. If you deny participation in the disposition, you must also turn in one Form #2. Simply sign it. The office will type copies and mail them to the parent/guardian and return a copy of Form #1 and Form #2 to you.

FORM #1

### NOTICE OF INTENDED DENIAL OF PARTICIPATION FROM EXTRA-CURRICULAR ACTIVITIES TO STUDENT

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Date

This notice is to inform you that you may be denied participation in \_\_\_\_\_.  
To be denied participation in this activity means that you are *not allowed to come to practice or participate in the activity as a team member*. The reason for denial of participation in this activity is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

You will have the chance to meet with me at an informal hearing to ask questions, explain your side of what happened, question my reasons for denial and inform coach/advisor of any information that may be needed for clarification in the final decision.

\_\_\_\_\_ (Coach or Advisor)

I have received a copy of this notice of intended denial of participation.

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

For 18 year old students only:

I hereby consent to your release of this notice to my parent/guardian.

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

FORM #2

**DENIAL OF PARTICIPATION IN EXTRA- CURRICULAR ACTIVITIES  
TO PARENT/GUARDIAN**

\_\_\_\_\_  
Name of Parent/Guardian

\_\_\_\_\_  
Date

Address

City, State

Zip

You are hereby advised that \_\_\_\_\_ (Student/athlete)

has been denied participation in \_\_\_\_\_ (Sport)

from \_\_\_\_\_ to \_\_\_\_\_

The reason for the denial is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

You may appeal this decision to the Building Principal. Please notify me immediately if you intend to appeal so that a hearing can be scheduled.

\_\_\_\_\_ (Coach or Advisor)

## **SECTION 3**

### **GENERAL ATHLETIC DEPARTMENT INFORMATION**

## GENERAL INFORMATION

1. Coaches do not need to present requests for the Athletic Boosters to the Athletic Council. Coaches should present such requests to the high school principal. The principal will clear the request or refer it to the council (if necessary) The coach may present the request to the Boosters.
2. Students are not to run, jog, or walk on state, county, township, or city roadways. All running must be on school property or non-traffic areas.
3. Athletic Participation Policy: Grades 9-10-11-12

Athletic participation may be in one or two athletic teams or squads per sports season.

Student **must** declare which sport is their primary sport. **Team sports** will take precedent over individual.

A Trojan Mascot for Varsity football and basketball may be selected from interested candidates from grades 9- 12.

Mileage for scouting will be paid upon request at the board-approved rate.

### Chain of Command

Procedures that must be followed when there is a reasonable complaint:

- High School Student/athlete and Parent/Guardian
  - 1st step talk with his/her coach
  - 2nd step High School Athletic Director
  - 3rd step High School Principal
  
- Junior High Student/Athlete and Parent/Guardian
  - 1st step talk with his/her coach
  - 2nd step Junior High Athletic Director
  - 3rd step Junior High Principal
  - 4th step HS Athletic Director

(Inform Head coach of complaint)

## **PROCEDURES FOR INJURIES AND ILLNESS**

It is the responsibility of the head coach to have available at all times the Emergency Medical Forms for every athlete under his/her supervision. When an athlete is injured in athletic participation, the following steps or procedures are the responsibility of the coach.

1. Notify the family, consult with Athletic Trainer, and identify necessary steps to be taken.
2. Follow through on necessary steps--hospital, doctor, home, etc.
3. Fill out and file accident report for AD
4. Coaches encouraged to follow-up on injury by visiting the hospital/athlete's home/phone call, etc.

When an athlete has been the victim of an illness or injury which requires professional medical attention, the athlete shall not be permitted to return to practice or participation until a written permission from his/her doctor is received by the head coach. When the athlete has been a victim of an illness or injury which, in the opinion of the parents, does not require professional attention, that athlete will not be permitted to return to practice or participation until written permission from his/her parents is received by the head coach. When an injured athlete requires being transported to the hospital, clinic, or doctor's office, an adult (preferably a coach) should accompany and remain with the injured until the parents have been notified and have arrived at the emergency site.

After the injured athlete has been attended to and the parents are notified, the accompanying adult shall then notify the AD, who shall then notify the Principal. An injured athlete shall not be left alone in the locker room or any other area. An assistant coach or responsible trainer shall be assigned to remain with the athlete for observation purpose until a final determination of his/her condition has been made. Any injury that occurs whether in practice or in a contest must be submitted to the AD on the accident report form within 24 hours. Coaches are expected to keep abreast of the latest practices for the care and prevention of athletic injuries. They are further encouraged to attend injury symposiums, trainers' clinics, taping workshops, etc.



## **MEDICAL FACILITIES AND EQUIPMENT**

Every coach should have planned access to a medical facility, including procedures for quick communication and transportation. This includes away games and practice sessions. School personnel and athletic staff should be aware of the facilities available at various hospitals and of those equipped to handle serious emergencies. This information should also be available for away games. The training room should be off-limits to all athletes except in the case of being treated by a trainer or doctor. The head coach shall appoint the trainers to make sure that the training room is clean and stocked with the proper medical supplies to treat minor injuries. Emergency first-aid equipment should be at the field or playing area.

## **ATHLETIC EQUIPMENT**

Equipment issued to a player is to be worn only at practices and scheduled games. The only exception to this rule is that on the day of a contest, the athlete may wear his/her jersey to school. At the end of the sport season, no equipment or uniforms will be given to any player without administrative approval. All equipment issued to a player must be returned or paid for *before* awards or grades will be issued. The student is responsible for all equipment issued to him/her. Lost, stolen, or damaged equipment must be paid for before any grades are issued. No equipment will be issued to a student for any other sports season if that student has not paid for or turned in equipment that was issued from a previous season, which may have been misplaced, lost or stolen. An athlete representing SC Schools in any contest is to wear the athletic apparel provided by the SC Athletic Department. No rock or slogan shirts, caps, headbands, etc. are to be worn

## **PURCHASING SUPPLIES**

All purchases of athletic materials and supplies from the athletic fund will be made by the A D. Head Coaches will submit a list of their needs to the Athletic Director. All purchases, grades seven through twelve, must be submitted through the high school AD and high school Principal. Purchases not approved will be at the personal expense of the purchaser. All purchase requests must have prior approval.

## **BUDGET AND INVENTORY**

All head coaches are responsible for presenting to the AD a complete inventory of his/her sport at the close of the season and to clean and store equipment. The head coach of each sport will present to the AD, no later than two weeks after the close of his/her season, a well-defined budget for the coming year--complete, sound and economical. Items are to be listed in priority of need. The head coach is responsible for the return of all issued equipment.

## **GAME AND PRACTICE SCHEDULES**

The AD is responsible for the scheduling of athletic events. Scrimmages are the responsibility of the Head Coach. A Coach's request for a change in schedule is to be presented to the Athletic Director. Final approval of scheduling must come from the AD and High School Principal. There shall be no games scheduled, whenever possible on Wednesday, nor practice scheduled on Wednesday after 6:00pm. On Wednesday, all practices shall be concluded and students dismissed from school supervision by 6:00pm. Exceptions shall be determined by the Board of Education on an individual and specified basis. There shall be no contests or practice on Sunday.

There shall be no practice without administrative approval on days when school has been canceled. Holiday practices must be cleared through the AD, Principal and Superintendent. There must be a special need for this request to be considered (game next day).

## **INSURANCE**

All participants on South Central School's athletic rosters are covered by a catastrophe policy by the OHSAA.

Parents must have insurance for all sports including varsity football, grades 9-12. Parents may purchase school insurance or carry insurance from an independent agent providing a signed statement is provided indicating waiver of school plan.

## **ATHLETIC AWARDS**

Junior High - 7<sup>th</sup> and 8<sup>th</sup> gr-metal pin

Junior Varsity - certificate

Varsity Participation - certificate

Varsity- 1<sup>st</sup> year letter and numerals, 2<sup>nd</sup> year chevron, 3<sup>rd</sup> year chevron, 4<sup>th</sup> year chevron and plaque

*Lifetime pass for the equivalent of 10 varsity letters in any combination.  
Numerals given with first varsity letter*

### Individual Awards

Captains	Plaques
Most Improved	Trophy/plaque
MVP	Trophy/plaque
Most Points	Trophy (track) Boys and girls
Highest Batting Ave	Trophy/plaque
Medalist in golf	Trophy/plaque

### *To earn varsity Letter*

Football	Golf
Basketball	
Baseball	Volleyball
Softball	Wrestling
Track	

must play 1/2 of the total quarters  
 3 plays per quarter denotes a quarter must play 1/2 of the total quarters B&G  
 must play 1/2 of the total innings, except pitchers  
 must play 1/2 of the total innings, except pitchers  
 average 1 1/2 points per meet throughout the season (15 pts)  
 must participate in the matches, must score or be within the top 5 (matches)  
 1/2 varsity games played  
 Must be present at 92% of practices  
 Must participate in 10 varsity matches and earn 12 or more team points  
 Cheerleaders Jr High- metal pin  
 1st SC letter with insert 2nd, 3rd, 4th Chevron  
 Cheerleaders will receive a letter for FB and BK Season

A varsity SC letter will be awarded to any senior athlete participating in the same sport for three years and has not previously earned a varsity letter in that sport.

**YOU MUST BE PRESENT AT THE AWARD CEREMONY TO RECEIVE YOUR AWARD**

## **COACHING RESPONSIBILITIES & OBJECTIVES**

1. Decisions concerning team members must be made following try-outs. Encourage students to try out for a team.
2. Keep a close watch on student academic work, attendance, and conduct.
3. Follow the practice schedule. Parents, other school activities and community affairs depend upon your schedule.
4. If you plan to eat on an away trip, it must be approved prior to the trip and written on the Bus Request Slip.
5. Keep the shower room doors locked. Issue each athlete a lock.
7. Set up facilities if there is a home game, following your practice.
8. Call in all game results to the local papers.
9. Keep accurate and up to date statistics.
10. Refrain from any and all profane or "foul" language.
11. Distribute copies of your athletic regulations and the school's athletic code to each student. Cover each item orally and have students sign that they received written copies of the regulations.
12. Insure the safety of all participants by carefully checking equipment.
  
13. Include EHOVE in all correspondence to team members if applicable. All EHOVE correspondence must be approved by the high school principal.
14. Provide the direction and leadership necessary to guarantee sportsmanlike conduct. Direct the team so that it reflects a positive image of our school and community. Display feelings of impartiality and fairness.
15. Students performance must be evaluated as it relates to the total school program and the total student. An athlete is more than a performer. A coach must be flexible in his/her demands on the athlete as it relates to other school programs. Remember that education is first and all athletic programs must fit that framework.

## **EXPECTATIONS OF THE COACHING STAFF**

Each coach will be expected to comply with the terms of his/her contract. Any absence from practice or meetings must be approved by the Head coach and Athletic Director or Principal. Coaches should make arrangements to attend all practices either during vacation periods or after school.

The desire to win should be stressed but winning must not be accomplished at the expense of the players' wellbeing. An individual player should never be allowed to shoulder the burden of defeat; neither should an individual be given the entire credit for the success of any team's effort.

Coaches should continue to LEAD BY EXAMPLE. School personnel are always in the public eye (whether we like it or not) and in particular --*COACHES*. We ask and demand a lot of our young athletes; it seems only fair that we practice what we preach. Young athletes are easily influenced. Please use proper judgment when at functions where you are visible to your young athletes, other students and parents.

Show enthusiasm for your sport, athletes, and school. If you do not, your athletes will not. Insist that the players remain eligible. Be willing to aid the individual who is having difficulty in the classroom. Coaches should make an effort to attend the Junior High contest of his/her sport if it does not conflict with practice/contest times. Coaches must assume the responsibility for the care and maintenance of athletic equipment.

Coaches should have good relations with other faculty members and coaches within the district. An effort should be made to support and attend other athletic functions sponsored by the school. Coaches must be willing to be friendly with the news media and the public. Public relations are a vital factor in an athletic program. Criticism of the athletic programs should be avoided. Coaches must be professional in his/her dealing with the Administrations, staff, and players of not only the South Central School District but also of opposing schools.

Coaches of sports where freshman do not have their own team but must compete on the varsity/reserve level should watch the older athletes so that they do not intimidate the younger athletes.

**SECTION 4**

**DRUG TESTING POLICY**



**South Central  
Elementary &  
Middle School**

**South Central  
High School**



South Central Local School District

Board-approved

Drug Testing Policy

Adopted May 16, 2006

Revised June 8, 2010

Revised February 11, 2019???

**DRUG TESTING POLICY  
SOUTH CENTRAL LOCAL SCHOOLS**

The SOUTH CENTRAL Board of Education Drug Testing Policy was formed because of a concern that alcohol and illicit drugs may be used by students involved in extracurricular activities within the district. This policy acknowledges that extracurricular activities are an integral part of the entire educational program. Through participation in extracurricular programs, students are provided an opportunity for education and character-building experiences. The SOUTH CENTRAL Board of Education desires to implement a policy which will attempt to provide this district with a safe and healthful environment. This policy reflects the SOUTH CENTRAL Board of Education and the community's strong commitment to establish a truly drug and alcohol free environment for those students involved in extracurricular activities. This policy applies to all students involved in competitive extracurricular activities from grade 7-12. For purposes of this policy and in accordance with the law, "competitive extracurricular activities" means any extracurricular activity for which the Board of Education issues a supplemental contract.

**PURPOSE OF THIS POLICY SHALL BE:**

1. To provide a healthy and safe environment to all students participating in an extracurricular program.
2. To discourage all students involved with extracurricular activities from using drugs and alcohol.
  - a. Students will assume all responsibility for regulating their personal lives in ways that will result in their becoming healthful members of a team and worthy representatives of the school and community.
3. To provide these students with the opportunity to become leaders in the student body for a drug free school.
4. To provide solutions for the students who do use drugs and alcohol.
5. To provide the athletic department and other extracurricular programs with positive guidelines and disciplinary policies for violations of the drug free policy.
6. To encourage those students who participate in extracurricular programs in the SOUTH CENTRAL school district to remain drug free and alcohol free.



## TYPES OF TESTING

### 1. TEAM/ACTIVITY TESTING

With the process determined and communicated at the beginning of each academic year, all eligible student participants may be required to submit to urine drug and/or alcohol testing, either by an all- participant testing at the beginning of each season (to be completed within the first two weeks of the season on a specified date and time), or random testing throughout the season, or a combination of both. The collection process will take place on school property or at a Board of Education approved testing facility. The Head Coach/Advisor is responsible for ensuring that all student athletes and their parent/guardian/custodian properly sign the INFORMED CONSENT AGREEMENT prior to testing. Any student moving into the District shall be tested at the next randomly chosen testing time. Any student who registers his/her vehicle throughout the school year maybe tested at the next randomly chosen testing time.

### 2. RANDOM TESTING

Random testing shall be done throughout the season. Each random testing session may have up to 50% of its student participants tested per random selection. A student participant may be tested more than once per season. In the event of a positive result, the specimen will be sent to a laboratory for confirmation of results.

#### a. Random selection of student athletes:

The Athletic Director, under the Principal's supervision, will use a system to ensure that students are selected in a random fashion. This system may include computer generated random numbers or names or by pulling numbers from a pool of numbers equal to the number of eligible student athletes.

#### b. Scheduling of random testing:

Random testing will be unannounced. The day and date will be selected by the Athletic Director and confirmed with the building administrator. Random testing may be done weekly.

### 4. "OPT – IN" STUDENT DRUG TESTING PROGRAM

Parents/Guardians/Custodians that have a student not involved in athletics, extra-curricular activities and/or parking privileges may have their student participate in the drug testing program at the expense of the district. Interested parents/guardians/custodians should contact the principal/designee for additional information and/or submit the "Opt-In" Student Drug Testing Program Form.

#### 4. DRUGS FOR WHICH PARTICIPANTS MAY BE TESTED:

LSD, Alcohol, Marijuana, Amphetamines, Methadone, Anabolic Steroids, Methaqualone, Barbiturates, Nicotine (Tobacco), Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon) or any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer.

## 5. REFUSAL TO TEST

Refusal to submit a random or reasonable suspicion test will constitute a violation of the Illicit/Drug/Alcohol testing policy and will be treated as a positive test result.

### COLLECTION PROCESS

The student will be notified to report to the collection site. A specimen from the student will be collected as follows and all students must follow this process:

- All students must have a picture ID or be identified by the Athletic Director or Principal. No exceptions will be allowed.
- Drug testing area must be secured during the testing.
- Only lab technicians and students will be witness to the test.
- Privacy must be kept for all students.
- All reasonable efforts will be made to have random testing done during student lunch hour. Only administratively excused reasons will exclude a randomly selected student from testing.
- *The Athletic Director/Advisor is responsible for ensuring that all of the forms are completed and signed by both parent/guardian/custodian and student. No student is to enter the collection site until forms, money and proper ID are completed.*
- When students arrive and cannot give a sample, they will need to start drinking water, pop or juice. After 36 oz. the human body will need to urinate.
- Any student who is taking a medication must bring the bottle to the collection site. It must be a current prescription in the student's name. The administration must see the bottle with the current date of prescription (drugs of exception are most over the counter, birth control, normal aspirin, Tylenol, Excedrin, Advil, etc.)
- No bags, backpacks, purses, cups, containers or drinks will be allowed to enter the collection area. All coats, vests, jackets, sweaters, hats, scarves or baggy clothing must be removed before entering the collection site. Only pants and t-shirts or dresses may be worn in the collection area. Any infringement of the rules will result in the student taking the test over.
- Students processed by the lab technician who cannot produce a sample will be kept in a secured area to wait until they can test. If a sample is not produced in a reasonable time frame, it may be considered the same as a test refusal or infraction against the Illicit Drug/Alcohol policy. These students may be required to submit a saliva test as an alternative to urine for testing. If they leave this area they will not be allowed to test. They are not to have contact with anyone until after the sample is given.
- Students will be asked to hold out their hands and a sanitizer will be put on their hands. The bathroom personnel will add a dye to the toilet.
- Students will be asked to urinate directly into the collection cup given to them by the lab personnel. The lab technician will stand outside the stall and listen for normal sounds of urination.
- Any and all adulteration of the specimen will be detected and considered the same as a test refusal or infraction against the Illicit Drug/Alcohol policy. (The lab checks every sample for adulteration, such as additives you drink or add to urine to change the sample.)
- Adulterations: The administration will treat adulterations and diluted samples as first time offenses. They are not called positives but have the same consequences. A retest will be

required within 24 hours.

- Any suspicion of tampering with the sample will be brought to the tester's attention. The sample will be sent to the lab for immediate confirmation of tampering.
- The sample must be taken in one attempt and be at least 30 ml in size. The student must hand the cup to the lab technician.
- Students are not to flush the toilets or urinals. In the event that a student flushes the toilet he or she will be required to give a new sample immediately or the sample will be invalid.
- With student watching, the lab technician will recap the sample and hand it to the student who must then return it to the intake technician. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be taken. If the student leaves the collection area or walks out to talk with anyone, the sample will be invalid and the student will have to give another sample.
- This collection procedure is subject to change because of procedural requirements by the testing agency. The School Board reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.
- Any student that tests positive may have to be tested weekly for the term of a 5 week program with drug counseling at the expense of the student and or parent. Testing will be done by Great Lakes Biomedical only so long as this is the company the school selects.

#### RESULTS OF A POSITIVE TEST

Any positive urine drug test results will be made known to the building administrator, who in turn will notify the parents/guardians/custodians and student. The Building Principal will be responsible to determine if the urine testing positive for drugs is the result of illicit use or from prescribed medications showing up in the urine. If the student is taking a prescribed medication, the proper form must be on file in the Principal's office.

Whenever a student participant's test result indicates the presence of illegal drugs or banned substances, *with the exception of nicotine*, the following will occur:

- a) A parent/guardian/custodian will be notified and the sample will be sealed and sent to a lab for confirmation. Lab confirmation determines a final positive test.

#### IF A POSITIVE TEST OCCURS – ILLICIT DRUGS/ALCOHOL ONLY:

##### ■ **The first violation**

For the first positive result, the student participant will be given the option of:

- A) The student will have to make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for chemical dependency assessment and then follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Athletic Department/Other with documentation that the student participant completed all recommendations of the counselor. The student participant will be denied participation for a minimum of 20% of the season (or its equivalent (20% of the practices/events for the calendared event) for competitive non-graded extracurricular activities). The parent/guardian/custodian and student will meet with the Athletic Director/Other, the coach/advisor, and a building administrator to determine reinstatement. The student may be required, at parent/guardian/custodian expense, to submit to weekly testing for the remainder of the current season.

OR

- B) Denial of participation in interscholastic athletics and/or extracurricular activities for the remainder of the current season and for that year.

■ **The Second violation**

The student is denied participation for one calendar year from the date of notification of the violation.

■ **The Third violation**

The student is permanently denied participation in any extracurricular activities for the remainder of his/her schooling at SOUTH CENTRAL local schools.

**Violations are accumulative throughout the student's school career. (Grades 7-12)**

IF A POSITIVE TEST OCCURS – NICOTINE ONLY:

**For nicotine violations only, the following process will be enforced:**

**FIRST VIOLATION NICOTINE**

No participation until the following occurs:

1. In house counseling from High School Principal. Motivational Talk!
2. Must read an educational pamphlet/powerpoint presentation on the dangers of nicotine. Fill out worksheet and pass a quiz.
3. Parents or guardian shall pay for a negative test for the substance abused, and schedule test at a school-approved facility.
4. Must be completed before participation in current extra curricular activity or **to be eligible for** next season

**SECOND VIOLATION NICOTINE** (This will be equal to step one for illicit drugs)  
Automatic loss of 20% of current season and practices, or equivalent of 20% of practices/events for the calendared event.

The following must occur before continuing the remaining of the season:

1. Counseling off campus with parents or guardian and a tobacco education program.
2. Parents or guardian pay for a retest of the negative test for the substance abused.
3. Must be completed before participation in current extra curricular or next season

**THIRD VIOLATION NICOTINE** (This will be equal to step two for illicit drugs)  
Loss of participation for remainder of the school year in any extra curricular privilege

The following must occur before beginning practice or participation in any extra curricular activity the following contract year:

1. Counseling off campus with parents or guardian and a tobacco education program.
2. Parents or guardian pay for a negative test for the substance abused

## SELF REFERRALS

No Self Referrals (If a student admits use, we would want student to be able to access help as indicated in Step 1)

## ADDITIONAL INFORMATION

A contract year would represent the first day of school or the first practice of a fall sport until the last day of school or the completion of a spring sport.

If a student is unable to provide a sample in the time allotted, it may be considered the same as a test refusal or infraction against the Illicit Drug/Alcohol policy. In addition, the student must provide a negative sample within 24 hours, but fluids must be available and given. Students may be required to provide a saliva sample as an alternative to urine for testing.

Random test to be scheduled by Great Lakes, Superintendent notified day before. Student and Parent/Guardian have the right to appeal to the Board of Education and 2<sup>nd</sup> or 3<sup>rd</sup> violation of the drug testing policy for illicit drugs/alcohol. The decision of the Board of Education is final.

## STUDENT PROCEDURAL SAFEGUARDS

No student participating in this testing program shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities, absent legal compulsion by valid and binding subpoena or other legal process, which the District shall not solicit in the event of service of any such subpoena or legal process, and the student and the parent/guardian/custodian will be notified at least 72 hours before response is made by the district.

## **INFORMED CONSENT AGREEMENT**

As parent guardian/custodian, I/We hereby consent to allow the student named on the reverse side to undergo urinalysis testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Policy and Procedures for Drug Testing of the SOUTH CENTRAL LOCAL School District.

As parent guardian/custodian, I/We understand that testing will be administered in accordance with the guidelines of the SOUTH CENTRAL LOCAL School District Drug Testing Policy for student participants.

As parent guardian/custodian, I/We understand that any urine sample taken for drug testing will be tested only by a Board approved company.

As parent guardian/custodian, I/We hereby give our consent to the company selected by the SOUTH CENTRAL LOCAL School Board of Education, its employees, or agents, together with any company, hospital, or laboratory designated to perform urinalysis testing for the detection of drugs.

As parent guardian/custodian, I/We further give our consent to the company selected by the SOUTH CENTRAL LOCAL Board of Education, its employees, or agents, to release all results of these tests to designated School District employees or agents. As parent guardian/custodian, I/We understand that these results will also be available to us upon request.

I, the student, hereby authorize the release of the results of such testing to my parent/guardian/custodian.

As parent guardian/custodian, I/We hereby release the SOUTH CENTRAL LOCAL School Board or Education, its employees or agents from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g as amended, and the Ohio Revised Code 3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.



# South Central Local Schools

## “Opt-In” Student Drug Testing Program

Great Lakes Biomedical is pleased to provide affordable access to student drug testing at the request of the parents or legal guardian. With our **Opt-In** student drug testing program we allow students not currently involved with extracurricular activities, as requested by parents within our school districts, to participate in the district’s random student drug testing program. Results are 100% confidential and reporting goes directly to the parents.

How the program works:

1. The parent/guardian can obtain our **Opt-In** student drug testing consent within the District Office.
2. Read and sign the Informed Consent Agreement. The student must also sign this agreement.
3. Identification of students may be required at the time of testing.

4. Upon completion of the testing, the Medical Review Officer will finalize results and will notify the parent/guardian of any positive testing results. Results will not be released to any other party without written consent of the parent/guardian.
5. If a positive test result occurs, the parent/ guardian may request counseling or follow up testing within the program.

Our **Opt-In** program is available to any student who is enrolled within the district. Great Lakes Biomedical will not attempt to diagnose substance abuse problems. We only want to provide another tool to parents and guardians in making informed decision on what might need to be done to help their children.

<u>Opt In Student Drug Testing Consent</u>	
STUDENT NAME _____	GRADE _____
AS A STUDENT:	
<ul style="list-style-type: none"> <li>• I understand that I may be drug tested with my parents’ consent under the Opt In student drug testing program. I understand this agreement is binding while I am a student in the school system.</li> </ul>	
_____	_____
STUDENT SIGNATURE	DATE
AS A PARENT/GUARDIAN/CUSTODIAN:	
<ul style="list-style-type: none"> <li>• I understand that by signing this consent I will allow the school district to perform drug and/or alcohol testing on my son or daughter, the results of which will be released to me and only me.</li> </ul>	
_____	_____
PARENT/GUARDIAN/CUSTODIAN SIGNATURE	DATE
-----	-----
PARENT GUARDIAN/CUSTODIAN PRINTED NAME, PHONE, ADDRESS	
-----	

**SECTION 5**

**APPENDIX**

**EXTRACURRICULAR CODE OF CONDUCT SUMMARY**

**ATHLETIC CODE OF CONDUCT SUMMARY**

**DRUG TESTING POLICY INFORMED CONSENT**

**STUDENT – PARENT SIGNATURE PAGE**



## **EXTRACURRICULAR CODE OF CONDUCT – SUMMARY**

South Central High School students involved in extracurricular activities must follow the Student Code of Conduct found in the student handbook. In addition, they must also abide by the following Extracurricular Code of Conduct rules.

1. No use of tobacco, alcohol, or use of, or involvement with, illegal or counterfeit drugs or possession of drug paraphernalia. South Central students shall not attend or remain in attendance at functions in which peer group/underage alcohol or illegal drug use takes place. Nor shall a South Central student ride in a vehicle where alcoholic beverages and/or illegal or counterfeit drugs are being consumed. Students who remain in attendance and do not make an attempt to leave from a function/situation immediately in which peer group underage alcohol or illegal drug use take place will be considered in violation of this rule.
2. No involvement with any theft, vandalism, or assault.
3. No excessive use of profanity.
4. Student will demonstrate good citizenship at all times.
5. No South Central student shall plan, encourage or engage in any hazing.
6. Follow curfew hours set by the head coach or supervisor/advisor.
7. All personal jewelry will be removed during athletic participation.
8. Students must attend school in order to participate in any extracurricular activity. Students must be in school for at least ½ day to practice and the entire day to participate in a game. Students who are in a work-study program must be in school prior to 8:25a.m. Students are expected to be in school the day after an activity unless they have a medical excuse from a doctor.
9. When a student goes home ill during the school day, they may not participate in extracurricular activities for the remainder of that day unless they have a medical excuse from a doctor.
10. The athlete/participant or his/her parents will be financially responsible for damage to, or destruction of, school property occurring as a result of his/her carelessness or misbehavior.
11. Participants must follow the South Central School Bus Regulations found in the Student Handbook.

## **SOUTH CENTRAL ATHLETIC CODE OF CONDUCT – SUMMARY**

We at the South Central Local Schools believe that the opportunity to participate and represent South Central in interscholastic athletics is a distinct privilege. In order to earn this privilege, and keep it, there are certain rules and regulations that must be followed. These have been assembled as an Athletic Code of Conduct, which are in addition to the expectations outlined in the Extracurricular Code of Conduct (Section 1)

Any student, who participates in our school sponsored athletic program must conduct themselves in a way as to reflect favorably on themselves, their team, their school, and their community. Student/athletes are expected to follow the instructions of the coaching staff. Please find below a listing of the South Central Code of Conduct for Athletics.

1. Unsportsmanlike conduct, profanity, foul language, or vulgar remarks, lack of respect towards coaches, opponents, teammates, fan, and school personnel, shall be deemed an infraction
2. An unexcused absence from school or practice session shall revert to ineligibility for the next contest. A second offense shall carry a penalty of ineligibility for the next 2 contests. Further infractions of this rule shall result in the athlete being removed from the team for the remainder of the season.
3. A student must be in school the entire day to participate in an athletic event and must be present for half-a-day of school to practice (except for administratively excused reasons). A student may participate in a contest on a non- school day even though he or she has missed school on the previous day. A student may be prohibited from participating on a non-school day if the previous day's absence was due to truancy.
4. Curfew will be at the discretion of each coach and in compliance with the town curfew.
5. Personal grooming shall be governed by the student conduct code in the student handbook.
6. All school regulations apply to athletes at athletic events and practices.
7. Any time a student is suspended from school, he/she is to be denied the privilege of participating in any event or practice for the duration of the suspension from school.
8. Dress and appearance for athletes will be determined by the head coach or supervisor.
9. Athletes may not wear any garment or equipment belonging to the athletic department for any reason other than practice, competition, or a pep rally.

10. Any student who does not attend their respective athletic banquet or does not make prior arrangement with his/her coach or the athletic director will not be eligible for their awards. If an extenuating circumstance arises it is at the athletic director's discretion.
11. Athletes who quit or are removed from a varsity sport are not eligible to receive a varsity letter or any end-of-the season awards.
12. Each participant is responsible for his/her own personal equipment as well as school owned equipment issued to him.
  - b. School owned equipment must be returned on call to the coach in charge of the sport and be in a condition satisfactory to the coach.
13. The head coach of each sport shall have the right to enforce additional rules and regulations that are necessary to maintain a well-balanced climate for the health and welfare of his/her particular sport. A copy of these rules and regulations are to be issued to each participant and posted in the locker room.
14. Even though athletic participation is a privilege, a participant will be afforded due process by the coach or advisor if denial of participation may be necessary for the safety and/or welfare of the participant or others. In such a case, the coach may deny participation on an emergency basis without due process.
15. Students are required to ride to and from events in school provided transportation. However, permission to ride with an adult relative may be permitted if the student provides a note from the parents naming the specific driver.
16. Students are required to carry medical insurance. If a student is not covered under a policy at home, students may sign up for the insurance offered at the school each fall.
17. All infractions and punitive measures can be, if requested, reviewed by the Building Principal.

## **DRUG TESTING POLICY INFORMED CONSENT AGREEMENT**

As parent guardian/custodian, I/We hereby consent to allow the student named on the reverse side to undergo urinalysis testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Policy and Procedures for Drug Testing of the SOUTH CENTRAL LOCAL School District.

As parent guardian/custodian, I/We understand that testing will be administered in accordance with the guidelines of the SOUTH CENTRAL LOCAL School District Drug Testing Policy for student participants.

As parent guardian/custodian, I/We understand that any urine sample taken for drug testing will be tested only by a Board approved company.

As parent guardian/custodian, I/We hereby give our consent to the company selected by the SOUTH CENTRAL LOCAL School Board of Education, its employees, or agents, together with any company, hospital, or laboratory designated to perform urinalysis testing for the detection of drugs.

As parent guardian/custodian, I/We further give our consent to the company selected by the SOUTH CENTRAL LOCAL Board of Education, its employees, or agents, to release all results of these tests to designated School District employees or agents. As parent guardian/custodian, I/We understand that these results will also be available to us upon request.

I, the student, hereby authorize the release of the results of such testing to my parent/guardian/custodian.

As parent guardian/custodian, I/We hereby release the SOUTH CENTRAL LOCAL School Board or Education, its employees or agents from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g as amended, and the Ohio Revised Code 3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.

# South Central Local Schools

## Informed Consent Agreement

*(to be on file for every student participant in an extracurricular activity)*

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

### As a Student:

- I understand and agree that participation in ***any non-graded extracurricular activity or athletic sport (if applicable)*** is a privilege that may be withdrawn for violations of the SOUTH CENTRAL LOCAL Schools Extracurricular Code of Conduct, Athletic Code of Conduct and Drug Testing Policy.
- I am aware of the electronic document of the Extracurricular Handbook, Code of Conduct, Athletic Code of Conduct and the Drug Testing Policy, and thoroughly understand the consequences that I will face if I do not honor my commitment to the aforementioned documents. I can request a hard-copy of the document from my advisor, coach, athletic director or principal.
- I understand that when I participate in any athletic and/or non-graded extracurricular activities program I will be subject to random urine drug & alcohol testing, and if I refuse, I will not be allowed to practice or participate in any extracurricular activities.
- I understand this agreement is binding while I am a student in the SOUTH CENTRAL LOCAL school system.

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

\_\_\_\_\_  
Date

### As a Parent/Guardian/Custodian:

- I am aware of the electronic document of the Extracurricular Handbook, Code of Conduct, Athletic Code of Conduct and the Drug Testing Policy, and thoroughly understand the consequences that I will face if I do not honor my commitment to the aforementioned documents. I can request a hard-copy of the document from my advisor, coach, athletic director or principal. I understand the responsibilities of my son/daughter/ward as a participant in extracurricular activities in the SOUTH CENTRAL LOCAL school district.
- I pledge to promote healthy lifestyles for all students participating in extracurricular activities in the SOUTH CENTRAL LOCAL school system.
- I understand that my son/daughter, when participating in any extracurricular program, will be subject to random urine drug and alcohol testing, and if he/she refuses, will not be allowed to practice or participate in any extracurricular activities
- I understand this agreement is binding while my son/daughter is a participant in extracurricular in the SOUTH CENTRAL LOCAL school district.

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

\_\_\_\_\_  
Date

Parent/Guardian/Custodian Printed Name

Work Phone