

Milan High School

ATHLETIC HANDBOOK

TABLE OF CONTENTS

100	ATHLETIC COUNCIL
200	PHILOSOPHY
300	NON-DISCRIMINATION POLICY
400	APPEARANCE
500	ATHLETIC CODE OF CONDUCT
600	ATHLETIC CODE OF ENFORCEMENT
700	ATHLETIC TRAINING RULES AND POLICIES
800	ATHLETIC TICKET INFORMATION
900	ATHLETIC TRANSFER TO MILAN
1000	ATHLETIC TRANSFER FROM MILAN
1010	ATTENDANCE
1020	AWARDS
1030	COLLEGE RECRUITERS
1040	CONDUCT AT ATHLETIC AND EXTRACURRICULAR ACTIVITIES
1050	DISCIPLINE INTERVENTION INVESTIGATIVE PROCEDURE
1060	DUE PROCESS
1070	ELIGIBILITY RULES
1080	EQUIPMENT
1090	EQUIPMENT ROOMS
2000	GYMNASIUM / WEIGHT ROOM
2010	HALLS / GYMNASIUM
2020	INJURIES
2030	INSURANCE
2040	LOCKS / LOCKERS
2050	LOCKER ROOM POLICIES
2055	LOCKER ROOM USAGE
2060	MOTOR VEHICLES
2070	PEP SESSIONS
2080	PERSONAL ITEMS
2090	PRACTICE POLICIES
3000	PRACTICES AND CONTESTS (Inclement Weather)
3010	RESPONSIBILITIES
3020	TWO SPORT ATHLETES
3030	TRAVEL TO AND FROM ATHLETIC CONTESTS
3040	VARSITY LETTER REQUIREMENTS

100 ATHLETIC COUNCIL

The function of the Athletic Council is to review the guidelines of the Milan High School Athletic Program. The council consists of the Athletic Director, Principal, and all Varsity Head Coaches. In the event of an appeal, the Principal will remove himself/herself from the Council and appoint the Athletic Director to replace him/her as head of the Council. The Principal will then fulfill his/her duties if an appeal is requested at a later date.

200 PHILOSOPHY

Athletics is a major part of the educational curriculum of the Milan Community School Corporation and its potential for positive educational experiences must be fully utilized. The athletic program will be centered around the welfare of the students and we will offer the best personnel and facilities available. The administration will organize and administer a sound program of athletics, which will make a definite contribution to the student-athlete, the school, and the community. The mental, physical and emotional growth of a student can be greatly enhanced by participating in a well-developed athletic program. We believe that athletics can be a catalyst in increasing school morale and providing a channel for students to take pride in themselves and their school. We will provide the best opportunity for our student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character. We will provide each participant with experiences that will be positive and will help them to develop their own philosophy toward commitment, responsibility, and loyalty, which will guide them in their future endeavors. The acceptance or rejection of these concepts is an individual decision each of you must make. As a member of one of our athletic teams a student-athlete is a part of a program which has become a way of life for the members of the Athletic Council. We desire to be of assistance to each student-athlete in any manner we can. Please feel free to discuss any problem or frustration with any member of our Council.

300 NON-DISCRIMINATION POLICY

It is the policy of Milan Community School Corporation not to discriminate on the basis of race, color, religion, sex, national origin, age or disability. No qualified disabled person shall, solely by reason of his or her disability, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any program or activity sponsored by this school corporation.

Inquiries regarding compliance with this Title IX (1972 Education Amendments), Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act should be directed to: 504 Coordinator, Milan Community School Corporation, Superintendent's Office, 412 E. Carr St., Milan, IN 47031, or to the Office of Civil Rights, U.S. Dept. of Education, Washington, D.C.

400 APPEARANCE

Pride and attention to personal appearance is an important ingredient in the development of confidence. Other teams, fans, and officials will be observant of your appearance and behavior. Milan student-athletes are expected to set a favorable example by their appearance and behavior. Be neat and well groomed at all times. Never be profane in manner or speech. Participation in extra-curricular activities is a privilege. Following the coach's rules for acceptable team appearance is required for participation.

500 ATHLETIC CODE OF CONDUCT

All students who participate in athletics are required to follow a code of sportsmanship. Student-athletes are generally the leaders of student opinion and followers are easily impressed. Misbehavior by a few student-athletes can destroy the favorable image student-athletes can create for the school and the community.

1. *Conduct in Participation-*

In any athletic event there are two possible outcomes. You may win; you may be defeated. Milan athletes are always EXPECTED TO ACT WITH CLASS AND GOOD SPORTSMANSHIP. Good sportsmanship requires that you congratulate your opponent after an event whether you win or lose. However, in anticipation of potential problems arising at the conclusion of a contest the coach needs to use his or her best judgment to avoid possible confrontations.

An immature student-athlete often displays fits of temper or inappropriate behavior when a contest does not go as desired. Behavior of this type shows a lack of mental maturity. A true student-athlete has complete control of himself/herself at all times.

Officials do not lose a game for you. Athletic tradition and rules require that only the appointed captain may speak to the officials. All conversations must be respectful and may only seek clarification of a violation.

Any behavior contrary to these principles reflects adversely upon the school, team, and coaches, and will not be tolerated.

2. *Conduct on Road Trips-*

On trips, student-athletes directly represent the community, school and coaches. Therefore, all concerned must act in an acceptable manner and conduct themselves according to the rules, including when the team stops for a post-game meal. We respect and treat equipment and facilities of the opposing school just like our own equipment.

3. *General School Conduct-*

A student-athlete must be respectfully attentive to the requirements of classroom activities and respect fellow students and faculty members at all times. Horseplay and clowning around are unacceptable forms of behavior. Student-athletes with a discipline record will be reviewed as a possible risk to team success.

4. *Conduct Away from School-*

A student-athlete involved in any unlawful act, may lose his/her eligibility, as determined by the Athletic Director or Principal.

600 ATHLETIC CODE ENFORCEMENT

Alleged violations of the athletic code and the Indiana High School Athletic Association shall be reported to a school administrator. An investigation by the Athletic Director will follow and discipline intervention dispensed.

700 ATHLETIC TRAINING RULES AND POLICIES

Definitions:

- **Student-athlete** – any student enrolled at Milan High School who has an IHSAA physical form on file in the office of the Athletic Director and participates in one or more sports. Cheerleaders, managers, trainers, & statisticians also fall under this title.
- **Season** – between dates of first practice as determined by head coach, athletic director and IHSAA guidelines and the date of the state championship in that sport.
- **Regularly Scheduled Contest** – Interscholastic contests in a sports season.
- **Last Season** – The sport season the student-athlete participated in the preceding school year.
- **Controlled substances** – A controlled substance is any drug or substance the possession of which is illegal as defined by Indiana law.
- **IHSAA** – Indiana High School Athletic Association.
- **Drug Testing** – Refer to the student handbook for drug testing policy and procedure.
- Training Rules are a matter of self-discipline. An individual's best performance comes only when he/she is willing to sacrifice time and effort toward a conditioned training program which will discipline daily habits during a lifetime.

All student-athletes must adhere to the standards and rules established by the IHSAA and the Milan Athletic Handbook. Copies of each are filed in the Athletic Director's and Principal's offices and distributed to each student-athlete. **All rules and policies are in effect 365 days of the year and will be enforced by the Principal or the Principal's designee. The coach of each sport has the authority to add additional rules and policies (with permission of the Athletic Director) concerning his/her sport which will be available in the Athletic Director's office.**

All student-athletes including cheerleaders, student managers, student trainers and student statisticians at Milan are required to adhere to the minimum training standards listed below. Possession or use of alcoholic beverages, tobacco products, and controlled substances, in any form, is a detrimental habit for all persons, not just student-athletes. The habits established in athletics lead to profitable behavior now and in life after school has been completed.

Extracurricular Activities Drug Testing Program

Purpose

The drug testing program is not intended to be disciplinary or punitive in nature. Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while he/she has drug residues in his/her body. And it is the purpose of this program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug free participation. No student shall be expelled or suspended as a result of any verified “positive” test conducted by his/her school under this program other than stated herein.

Scope

Participation in extracurricular activities is a privilege. This policy applies to all Milan Community School students in grades 9-12 who wish to participate in extracurricular activities that are listed in the current student handbook *and any other school sponsored extracurricular activities not listed*. It also includes any student who wishes to drive to school, from school or during school.

Consent Form

It is **Mandatory** that each student who participates in extracurricular activities sign and return the “consent form” prior to participation in any extracurricular activity. Failure to comply will result in non-participation.

Each extracurricular participant shall be provided with a “consent form”, a copy of which is attached hereto, which shall be dated and signed by the participant and by the parent/guardian. In so doing, the student is agreeing to participate in the random drug testing program at Milan High School.

Other Rules

Apart from this drug testing program, Milan High School Athletic Association and the coaching staff/sponsor of each sport/activity have their own training rules and requirements. Coaches/sponsors have the necessary authority to enforce those rules. Any student who violates a rule or requirement as a member of a team or activity will be subject to the consequences as defined in those rules and requirements.

*For complete guidelines please see MCSC Random Drug Testing Policy.

CONTROLLED SUBSTANCES/ALCOHOL/STEROIDS VIOLATIONS

Student-athletes shall not possess, use, consume, or be under the influence of controlled substances, alcoholic beverages, or steroids.

FIRST OFFENSE

The athlete is suspended from all contests and practices until they have completed an assessment at a school-approved facility. Subsequent treatment is at the student-athlete's expense, if warranted. The athlete will be suspended for 50% of the season in addition to an assessment. If the athlete is a two-sport athlete, he/she will serve the suspension for both sports. (If 50 % of the season does not remain, then the penalty will carry over to the next sports season in which the student-athlete participates.) Reinstatement is on the following conditions:

If further treatment/counseling is recommended for the student-athlete, it will be at his/her family's expense.

Following the 50% suspension in order to continue to practice and compete, the student-athlete must pursue and complete counseling until released medically. Failure to complete recommended treatment will result in a suspension for 100% of the contest season.

SECOND OFFENSE

If a student-athlete violates the training rules a second time, he/she must go through assessment at his/her family's expense and follow all recommendations from the assessment and serve a 100% penalty from the season contests.

The student-athlete may resume practice upon a written assessment being given to the athletic director verifying all medical findings and that any needed treatment will take place at the family expense. The 100% penalty will carry over to the next season, or the next school year, if necessary.

THIRD OFFENSE

Suspension from all athletic activities for the duration of high school career.

TOBACCO VIOLATIONS: Including but not limited to cigarettes, smokeless tobacco, vape pens and tobacco paraphernalia

FIRST OFFENSE

A suspension equal to 25% of the season will be served. If the student-athlete elects to enroll in a tobacco cessation program, the suspension will be eliminated on confirming documentation of enrollment.

SECOND OFFENSE

The student-athlete will be suspended for 50% of the remainder of that season.

THIRD OFFENSE

Suspension from all athletic activities for the duration of high school career. 100% of all activities for the year

*The intent of this policy is to help the athlete who potentially has a drug/alcohol/tobacco problem. A record will be kept of all student drug/alcohol/tobacco offenses from grade 9 through grade 12. Offenses are cumulative for grades 9 thru 12.

800 ATHLETIC TICKET INFORMATION

All Sports Passes:

(excluding tournaments)	Adult	\$TBA
	Students	\$TBA
Senior Citizens (60 and over)		\$TBA

When a family buys 2 adult passes and 1 student pass at full price they will receive a \$5.00 discount on all other passes that are purchased.

All Sports Passes are only accepted at regular season events at Milan High School or Milan Middle School. IHSAA Tournaments, ORVC Tournaments, and County Tournaments will not accept the all sports pass even when played at Milan.

Individual Games: Boys and/or Girls –

Varsity Football, Basketball.....**\$TBA**

Varsity Wrestling, Volleyball

Varsity Baseball, Track, Swim, Soccer,**\$TBA**

All Freshman and Reserve Contest.....**\$TBA**

All Middle School Events**\$TBA**

There was an amendment in the ORVC Constitution to change ticket prices for conference events. This will make the conference ticket prices consistent for all schools.

All students in 3rd grade and below will be admitted free.

900 ATHLETIC TRANSFER TO MILAN

Any students who transfer into the Milan Schools will receive credit for fifty percent of any varsity letters earned at their previous school when the following criteria have been completed:

- (1) Recognized transfer by IHSAA
- (2) Earned a letter at Milan
- (3) Awards verified by A.D. of sending school.

1000 ATHLETIC TRANSFER FROM MILAN

Any students leaving Milan, upon request, may have a letter with their athletic accomplishments sent to the school they are transferring to.

1010 ATTENDANCE

Athletes must be in attendance for a full school day or have an excused absence as listed below in order to practice or participate in an athletic event. Students must be in attendance at school on Friday in order to participate in an athletic event that evening or on Saturday. Only absences that are considered excused in the student handbook will be allowed. These are: Doctor or dentist appointment (with an accompanying note from doctor), funeral, legal appointment, religious holiday with prior arrangement, parent pre-arranged absence, or field trips.

A student-athlete suspended from school (**including RCATS**) may not participate or attend a school event until the first day of school following the end of the suspension. Ex.: An athlete suspended on Friday may not play, practice, or attend his/her team functions until Monday. If a student practices in violation of school attendance policies the following will occur:

- First Occurrence:** **The athlete is held out of one practice.**
- Second Occurrence:** **The athlete serves a one-game suspension.**
- Third Occurrence:** **The athlete will be removed from the team.**

Students who are suspended for a second time in the same school year may not participate in athletics for one calendar year from the time of the second suspension. If a student participates in an athletic contest in violation of the attendance policies the following will occur:

- First Occurrence:** **The athlete serves a one-game suspension**
- Second Occurrence:** **The athlete will serve a 3 game suspension and may be removed from the team.**

1020 AWARDS

To be eligible for any award on any level of participation an athlete must complete the season in good standing and be eligible scholastically until the end of the season. A team must have the minimum number of players needed to participate in a contest for awards to be presented.

All coaches are required to follow the criteria for lettering in their sport. Any exceptions must be approved by the Athletic Director. **An athlete will not receive any awards until all uniforms and equipment have been returned to the coach.**

All awards remain the property of Milan High School until the athlete graduates.

1. **Freshman award** – Certificate for each completed season. In sports having no freshman team, freshman athletes who participate on the reserve team will receive their Reserve Award. Freshmen may receive varsity awards if they qualify.
2. **Reserve Award** - Certificate.
3. **Varsity Participation Award** – Varsity athletes who do not qualify for a varsity letter will receive a certificate.
4. **Varsity Award** – Varsity Letter “M” award, certificate,, service bar (one bar for each sport in which you letter).

Major Trophy Awards For All Sports

Each of our varsity teams will present four major trophy awards at the awards program following their season. Other awards may be given but each sport will present a Most Valuable Player, a Most Improved Player, 110% Award and Rookie of the Year. The MVP, MIP, 110% and Rookie of the Year are to be decided by a team and coaching staff vote.

Academic Awards

At the conclusion of each season Academic Awards will be distributed according to the following criteria: The fall sports will use the GPA from the First Grading Period, winter sports will use the GPA from the Third Grading Period, and the spring sports will use the GPA from the Fourth Grading Period.

1. Students will receive a certificate for an all A honor roll or an A/B honor roll.

Special Awards –

Any varsity team, or an individual on a varsity team, winning the conference will receive a patch. Sectional, regional, semi-state, and/or state winners will receive a patch for the highest level achieved. Any athlete named to a recognized Athletic All-State Team will be given a special award to be worn on their letter jacket. These patches will be purchased by the Athletic Department.

Athletic Letter Jacket

Any athletes who earn their first varsity letter at Milan High School will be eligible to purchase a varsity letter jacket. **Letter jacket orders will be placed upon payment of the jacket.** Jackets will be ordered three times a year, Fall, Winter, and Spring. The deadline date will be determined each year by the Athletic Director. Athletes will receive their numerals when they place an order.

The following special patches will be available for athletes upon meeting the criteria listed. These patches will be paid for by the Athletic Department.

Members of a varsity team may purchase patches for being a participant or qualifier in the regional or above, for winning a county or conference tourney, for being named to an all-county, all-conference, or all-sectional team, and for being named to an Academic All-State Team.

1030 COLLEGE RECRUITERS

The head coach of each sport will be responsible for each contact.

1040 CONDUCT AT ATHLETIC AND EXTRA-CURRICULAR ACTIVITIES

Student-athletes are to conduct themselves so as not to bring reproach upon themselves, their teammates, or their school. Unsportsmanlike conduct, obscenities, or suggestive language will not be tolerated by individuals or teams. Students are to show respect to the opposing teams and schools as well as the members of our school and team. Give your support by cheering with the cheerleaders.

Many times, students feel that just because it is an extra school activity, they can do as they please. Remember if you attend these activities, all school rules apply to extra curricular events. It is the responsibility of the student to check with the person in charge of the event if he/she has any questions in regard to regulations.

1050 DISCIPLINE INTERVENTION INVESTIGATIVE PROCEDURE

1. Eyewitness accounts by a school employee of a “code” violation are sufficient evidence of guilt.
2. Reports from the police, probation office, or other official government agencies are sufficient evidence upon which to act.
3. A student-athlete may admit a violation. A student-athlete’s parent may also report his/her student’s violation. In both these instances the school will usually consider these as sufficient evidence of guilt.
4. Reports from other parents, other students, or school patrons may be used in investigations, but are not, in and of themselves, sufficient evidence to suspend a student.

1060 DUE PROCESS

Due process in education implies that rules and regulations are published and distributed; that students know and understand these rules and regulations; that when a student-athlete is believed to have violated a rule or regulation, the student-athlete is confronted with this belief and given the opportunity to respond to the accusation; that when rules or regulations are violated, certain consequences may occur; and that if expulsion from school is a recommended consequence and if the student-athlete or his/her parent(s) wishes, a hearing must be held. A request for a hearing before the Athletic Council concerning any disciplinary action taken against a student-athlete must be made in writing within ten days from the initial decision. Appeals to the Principal concerning the Council decision must be made within five days. Appeals to the superintendent (within five days), school Board (within five days), and to the courts may follow in sequence.

1070 ELIGIBILITY RULES

In order to represent Milan High School in interscholastic competition a student-athlete must meet all eligibility requirements of the IHSAA and Milan High School. IHSAA rules are on the detachable portion of the physical certificate form. **AN ATHLETE IS NOT ALLOWED TO PRACTICE IF:**

- A. An athlete has not completed and submitted a consent and release certificate (between April 1 and first practice) which includes:
- 1) Physician's certificate signed by physician.
 - 2) Student medical history signed by physician or parent (guardian).
 - 3) Parent consent and insurance release signed by parent (guardian).
 - 4) Student consent signed by student.
 - 5) Concussion, cardiac and any other IHSAA mandatory papers signed by parent (guardian).
 - 6) Juvenile court proceeding waiver acknowledgment of receipt of rules and policies and injury awareness.
 - 7) Signed agreement to maintain our athletic code of conduct and training rules.

All of the above will be complete when parents and athletes have completed their Final Forms

Eligibility will also be revoked if:

1. An athlete quits one sport in a season in order to participate in another. You may begin practicing when the sports season in which you no longer participate has been eliminated from IHSAA tournament play.
- 2.. An athlete has not returned all uniforms, or equipment from the previous sports season.

PLEASE NOTE * All athletes taking part in summer activities, pre-season conditioning or weight training must also have a physical and insurance waiver on file in the athletic director's office.

B. You are **INELIGIBLE** by IHSAA rules if:

1) Age-

A student-athlete who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA State Finals in a sport shall be ineligible for inter-school athletic competition in that sport; a student-athlete who is nineteen (19) years of age on the scheduled date of the IHSAA State Finals in a sport shall be eligible as to age for inter-school athletic competition in that sport.

2) Amateurism –

- a. You play under an assumed name.
- b. You accept money or merchandise directly or indirectly from athletic participation.
- c. You sign a professional contract in that sport.

3) Awards/Gifts –

- a. You receive in recognition for your athletic ability any award not approved by your high school principal or the IHSAA.
- b. You use or accept merchandise as an award, prize, gift, or loan or purchase such for a token sum.
- c. You accept awards, medals, recognition, gifts, and honors from colleges/universities or their alumni.

4) Conduct/Character –

- a. You conduct yourself in or out of school in a way which reflects discredit on your school or the IHSAA.
- b. You create a disruptive influence on the discipline, good order, moral and educational environment in your

school.

5) Enrollment –

- a. You did not enroll in school during the first fifteen days of a semester.
- b. You have been enrolled more than four fall semesters and four spring semesters beginning with grade nine.
- c. You have represented a high school in a sport more than eight semesters.

6) Illness/Injury –

You are absent five or more consecutive school days due to illness or injury and do not present to your principal written verification from a physician licensed to practice medicine stating that you may resume participation.

7) Participation –

a. During Contest Season:

1. You participate in try-outs or demonstrations of athletic ability in that sport as a prospective college student athlete.
2. You participate as a grade 9, 10, 11, or 12 student in a contest with or against a student enrolled below grade 9.
3. You participate in an organized athletic contest with or against players not belonging to your school.
4. You participate as an individual on any team other than your school team.
5. You participate as an individual without following the criteria for the outstanding student athlete.
6. You attend a non-school camp.
7. You attend and participate in a student clinic.

b. During School Year, but Out-of-Season:

1. You participate in a team sport contract where admission is charged, as a member of a non-school team where there are more than two students who have participated in a contest as a member of their school team in that sport.
2. You receive instruction in team sports from individuals who are members of your high school coaching staff.

c. During Summer:

1. You participate in a team sport contest as a member of a non-school team where more than three students in basketball and volleyball, or six students in football and soccer, have participated in a contest the previous year as a member of one of their school teams in that sport. All work stations or drills must be held independent of each other and may not be integrated to simulate a game.
2. You receive instruction in team sports from individuals who are members of your high school coaching staff (other than the coach's own children).
3. You attend a non-school camp and/or clinic after Monday of week three in football and Monday of week five for all other sports. (See athletic director for specific dates).

8) Practice-

- a. You have not completed ten separate days of organized practice in a sport under the direct supervision of the high school coaching staff preceding participation in a contest.
- b. If you have missed 5-10 consecutive practices and not attended four regularly scheduled practices upon return.
- c. If you have missed more than ten consecutive practices and not attended six regularly scheduled practices upon return.

9) Scholastic-

- a. To be scholastically eligible a high school student-athlete must have received passing grades at the end of the last nine-week grading period in at least **Seventy percent (70%) of the maximum number of full credit**

subjects (or the equivalent) that a student can take and must be currently Enrolled in at least Seventy percent (70%) of the maximum number of full credit subjects (or the equivalent) that a student can take.

SEMESTER GRADES TAKE PRECEDENCE OVER NINE-WEEK GRADES. Athletic eligibility/ineligibility will be determined only on the IHSAA certification date. This date is determined by the principal and is on file with the IHSAA.

- b. For the purpose of this rule, a student must have been Enrolled in a minimum of Four (4) full credit courses (or the equivalent) during the last grading period, and must be Enrolled in a minimum of Four (4) full credit subjects (or the equivalent) during the current grading period.

Maximum Classes	4	5	6	7	8
Must Pass	3	4	5	5	6

10) Transfer –

- a. You transfer from one school to another for athletic reasons.
- b. You were not enrolled in your present high school your last semester or at a junior high school from which your high school receives its students unless:
 - 1. You are entering the ninth grade for the first time.
 - 2. You are transferring from a school district or a territory with a bona fide move by your parents.
 - 3. You are a ward of the court.
 - 4. You are an orphan.
 - 5. You reside with a parent with legal custody.
 - 6. Your former school closed.
 - 7. Your former school is not accredited.
 - 8. Your transfer was pursuant to school board mandate.
 - 9. You are a foreign exchange student attending under an approved NASSP program.
 - 10. You did not participate in any contests as a representative of another school after you completed your eighth grade year.
 - 11. Undue Influence – You have been influenced by any person to retain or secure you as a student or one or both parents or guardians as residents.

12) If you **Cannot** check all ten items below, see the Athletic Director:

- a. I will not or have not turned twenty before the state championship in my sport.
- b. I am currently enrolled in and currently passing in five full credit subjects.
- c. I have had a physical examination between May 1 and my first practice each year.
- d. I have filed with my principal the consent and release certificate which has been signed by my parent(s) or legal guardian(s).
- e. I have not participated in non-school contests in my sport after having reported for my school team.
- f. I have not changed schools without a corresponding move by my parent(s) or guardian(s).
- g. I have never dropped out of school.
- h. I have had ten practices in my sport preceding participation in a contest.
- i. I enrolled in my school during the first fifteen days of a semester.
- j. I have never received money or merchandise directly or indirectly for my athletic participation.

1080 EQUIPMENT

The athletic department has a significant amount of money invested in equipment and little money to replace existing equipment. Milan's funds need to be used to buy additional equipment rather than replacements. The student-athlete is responsible for all equipment issued and must pay for any issued equipment which is lost or damaged. School-owned athletic equipment may be worn only for contests unless special instructions are given by the coach. Athletes who have not returned uniforms and equipment may not:

1. Participate in any sport until the items have been returned or paid for.
2. Receive any awards in that sport.

1090 EQUIPMENT ROOMS

Student-athletes are not to be in any equipment room for any reason.

2000 GYMNASIUM / WEIGHT ROOM

Student-athletes **may not** be in the gymnasium or weight room unless their team is involved in a practice in that facility at the time. ALL CONDITIONING AT SCHOOL MUST BE SUPERVISED.

2010 HALLS / GYMNASIUM

Baseball spikes, football cleats, or track spikes may not be worn in the hallways at any time. When wearing spikes or cleats, enter or exit the building only through the outside locker room door, or remove them while inside the building. NO ONE MAY WALK ON THE GYM FLOOR UNLESS WEARING RUBBER SOLED SHOES WITH NO SPIKES.

2020 INJURIES

Report all injuries to your coach in order to obtain correct medical attention. Student-athletes who are absent from school for five consecutive days or who are physically unable to practice for five consecutive days due to illness or injury must present the Athletic Director a statement from a physician holding an unlimited license to practice medicine stating they are again physically able to participate in interscholastic athletics.

2030 INSURANCE

Each student-athlete is responsible for and strongly urged to obtain his/her own insurance coverage. MILAN HIGH SCHOOL DOES NOT PROVIDE AN INSURANCE PLAN FOR STUDENT-ATHLETES.

2040 LOCKS / LOCKERS

All locks are to be purchased from the Athletic Director. This purchase is final, no refunds will be given. In the event that a lock is lost or stolen, a new lock must be purchased from the Athletic Director. Only locks purchased through the athletic department may be used,. All other locks will be cut off.

2050 LOCKER ROOM POLICIES

Keep the locker area clean. Each student-athlete is responsible for keeping clothes and towels off the floor and for turning showers off when not in use. Clothing and shoes left on the floor after practice will be removed by the maintenance staff in order to clean. It is not the responsibility of the managers to clean up after anyone except themselves. No horseplay, loud or boisterous behavior, or vulgarity. Student managers, student statisticians, and student trainers must be given proper respect. All equipment and personal items are to be removed within one week of the completion of a season, or lockers will be cleaned out and items placed in the lost and found.

2055 LOCKER ROOM USAGE

Varsity locker room usage will be restricted only to in-season athletes during the time period in which their season is in session. Athletes not participating in the sport will not be permitted to use the locker room for any reason. In-season coaches are responsible for the supervision and the care of the assigned locker room. Only athletes that are in season may use the varsity locker room for weight training or PE classes. Students involved in off Season Conditioning Programs for other sports will use the PE locker rooms. Exceptions would be those students that are still in season.

2060 MOTOR VEHICLES

Motor vehicles, scooters, skateboards, bicycles, etc. may not be driven on the track, tennis court, or any athletic playing field.

2070 PEP SESSIONS

Pep sessions are scheduled to promote school spirit. All student-athletes are required to participate in scheduled pep sessions relating to their sport. Organization of pep sessions is the responsibility of the cheerleaders and must be approved by their sponsor, the Athletic Director, and/or Principal. Request for pep sessions must be made one week in advance.

2080 PERSONAL ITEMS

Student-athletes are responsible for furnishing shoes, socks, supporters, T-shirts, shorts, and towels.

2090 PRACTICE POLICIES

All practices must be scheduled ahead of time and be properly supervised. The head varsity coach is responsible for his/her teams. All levels 9 – 12 will have practice times set and on file in the A.D.'s office at least three weeks in advance. Changes and cancellations are expected to occur, however they should be kept to a minimum. Athletic practices and contests have priority over cheerleading practices with respect to the use of facilities. All student-athletes must report for practice on time and may not miss a practice or contest except due to illness or with the advanced permission of the coach. Practices will end at a designated time which will be made known to student-athletes and their parents in advance. All student-athletes are to be picked up on time after practices and contest. The expectation is that all kids are supervised at all times, within reason. Coaches will be expected to supervise 15 minutes before and 15 minutes after practice. Outside of these parameters parents need to be supervising their kids.

3000 PRACTICES AND CONTESTS (Inclement Weather)

Practices and contests during inclement weather will be determined by the Principal, Athletic Director, or Superintendent. Only teams that are involved in an IHSAA tournament may practice during days of Parent/Teacher Conferences.

3010 RESPONSIBILITIES

The privilege of participating in our athletic program is extended to all students regardless of sex, providing they are willing to assume certain responsibilities. The greatest responsibility is to be a credit to your parents, the school, and the community. Therefore, it is required that you:

- A. Display high standards of social behavior and display outstanding sportsmanship.
- B. Display proper respect for those in authority, including teachers, coaches, officials, and most of all your opponents.
- C. Dress with special care when attending a contest, whether at home or away.

3020 TWO-SPORT ATHLETES

Because Milan High School offers many sports, some athletes may choose to participate in more than one sport in a season. In order for this student-athlete to participate, he/she must complete the following criteria.

- A. Each athlete must declare which of the two sports is his/her **primary** sport and which is **secondary**. A signed copy of this document must be on file in the athletic director's office *before* he/she can participate in both sports.
- B. A meeting with the athlete, both coaches, and athletic director must take place to work out the practice schedule and any other possible conflicts prior to the start of the season.
- C. An athlete must participate in all contests for both sports if the schedule allows. In the event of a conflict the contest from the primary sport takes precedence over the secondary sport. Regardless of the sport, the athlete will participate in IHSAA- sponsored tournaments of either the primary or secondary sport.

3030 TRAVEL TO AND FROM ATHLETIC CONTESTS

The Milan School Corporation provides transportation to all school sponsored athletic events. Athletes are required to travel to and from games on the busses/vans. In the event that the athlete cannot ride the school corporation vehicles, the athlete must have written permission from his/her parents on file in the athletic office and must have prior approval from the Athletic Director or Principal. The coach must also be notified prior to leaving the athletic contest.

3040 VARSITY LETTER REQUIREMENTS

The coach of each team will be responsible for keeping track of participation for award purposes. At the end of the season, the coach will give the Athletic Director a list of award winners with proper documentation. Any exceptions must be approved by the Principal and Athletic Director.

Athl. Trainer - Participate in second sport in one of these positions

Manager same sport two years. A certificate will be

given to those who do not letter. If athletic trainers help in more than one sport in a season, it will still count as only one sport for lettering purposes.

Statisticians - Certificate; no varsity letters will be awarded for this position.

Video Camera – Certificate

Baseball - Participate 25% of the innings in the varsity season and make the sectional roster.

Basketball - Participate in 50% of varsity quarters and make the sectional roster.

Cheerleader - Participate in 90% of the varsity games of that season. Cheerleaders will be eligible for one letter at the completion of the fall and winter sports seasons. Those not lettering will receive a certificate.

Cross Country - Finish in the top 5 for Milan in 50% of the meets and make the sectional roster.

Golf - Must score in the top 4 for Milan in 50 % of the varsity matches and make the sectional roster.

Soccer - Participate in 50% of the varsity games and make the sectional roster.

Softball -Participate in 25% of the innings in the varsity season and make the sectional roster.

Swimming - Score 40 points during a full varsity season and make the sectional roster.

Tennis - Participate in 50% of the varsity matches and make the sectional roster.

Track - Based on total points. Must score points equal to 1.5 points per meet and make the sectional roster.

Volleyball - Participate in 50% of the varsity games and make the sectional roster.

Wrestling - -Attain 15 points and be on the sectional roster.
1 point for each varsity match wrestled.
½ point for each varsity event a reserve wrestler attends. The reserve wrestler must be at weight in order to be a back up.

Football - **Points for a Varsity Letter**

Off-season Workouts 1 pt for workout 30-40 Total

Fundraisers / Community Service 2 pts each 4-10 Total

Examples: Helping with youth camp
Chain Gang for Youth/Middle School and JV games
Help FOMF Spread Mulch

Weeks of Practice perfect attendance	5 pts per week for (at least)	65 pts Total
Dressing for Varsity OR Playing in JV Game	1 pt for each game	19 pts (at least)
Playing Varsity Game (at least)	5 pts for Varsity	50 pts
Total		147-195 (at least)
Varsity Letter		= 130 pts

***You must be academically eligible and in good standing with the team to receive a letter.

***You may also qualify for a letter by meeting the athletic department requirement of playing in 60% of the varsity quarters.