

USD 234

THE

COACHES HANDBOOK



Coaches Code of Ethics – USD 234

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect, and his or her welfare should be considered in decisions by the coach at all times. Accordingly, the following guidelines for coaches have been modeled from NFHS Board of Directors.

- The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.
- The coach shall uphold the honor and dignity of the profession. In all personal contact with students, parents, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.
- The coach shall avoid the use of alcohol and tobacco products when in contact with players.
- The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
- The coach shall master the contest rules and shall teach them to his or her team members.
- The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
- The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.
- The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.
- The coach shall not exert pressure on faculty members to give students special consideration; however, the coach can request additional time for academic support for those in need.
- The coach shall encourage good sportsmanship and remove from competition players that demonstrate unacceptable behavior.
- The coach should understand that athletic programs are a total part of the education system. Although all students are provided this privilege to participate, athletics are not a guaranteed right.
- The coach should understand when dealing with conflict or concerns, the coach should follow and encourage the established district procedures for chain-of-command.
- The coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.
- The coach shall respect the judgment of officials. Although it is reasonable for the coach to question officials' decisions and even disagree, the officials' decisions must be accepted graciously.
- The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
- The coach should handle dissatisfaction with officiating quietly and efficiently.
- The coach should avoid behaviors that will negatively incite players, opponents or spectators.

Hazing

“Hazing” is recklessly coercing, demanding or encouraging another person to perform, as a condition of membership in a social, academic, athletic, or other school-sponsored activity or group, any act which could reasonably be expected to result in great bodily harm, disfigurement or death, or which is done in a manner whereby great bodily harm, disfigurement, or death could be inflicted.

Hazing is prohibited on school property, in school vehicles, and at school-sponsored activities or events. Permission, consent, or assumption of risk by an individual subjected to having does not lessen the prohibition contained in this policy.

No administrator, teacher, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No students, including leaders of student organizations, are permitted to plan, encourage, or engage in any hazing.

Administrators, teachers, and all other district employees shall be particularly alert to possible conditions, circumstances, or events that might include having. If any of the prohibited behaviors are planned or discovered, involved students shall be informed by the discovering district employee of the prohibition contained in this policy and shall be required to end all such activities immediately. All hazing incidents are to be reported immediately to the superintendent or building principal, and appropriate discipline shall be administered.

Administrators, teachers, other employees, and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties under state and/or federal law.

No one is permitted to retaliate against an employee or student because he/she files a grievance of assists or participates in an investigation, proceeding, or hearing regarding a charge of hazing of an individual.

Student Eligibility for Activities

To be eligible to participate in extracurricular activities at Fort Scott High School, students must meet all criteria established by the Kansas State High School Activities Association, all criteria established by USD 234, and be enrolled as full-time students at Fort Scott High School.

Student-athletes at Fort Scott High School involved in extra-curricular activities will be subject to the academic requirements set forth by the Kansas State High School Activities Association (pass the required amount of classes the semester prior). In addition to those requirements, students at FSHS will be expected to meet the following expectations during their particular season:

1. Students must be passing all courses to be eligible for participation.
2. At the completion of the third full week of each semester, there will be a weekly grade check done each Friday morning. Students not passing one or more classes will be on an academic watch list and will be subject to the following consequences:
 - First time:
 - Probation - Students will be allowed to participate.
 - Second time:

- Ineligible for the following week - Sunday through Saturday. Even if grade is raised during that time period, they will still remain ineligible for that entire week.
- Students may attend practices/travel with team to competitions (may not play) if it does not force student to miss class time.
- Third time (and any subsequent times):
 - Ineligible for the following week – Sunday through Saturday.

Heat Policy for Athletic Programs

Prior to the first practice of each sport season, the administration will provide inservice to athletic coaches on current guidelines from the Kansas State High School Activities Association regarding heat-related stress – its signs, symptoms, precautions, and treatment procedures. Training will include the importance of proper supervision until medical personnel arrive in an emergency, as well as the notification of parents when athletes experience heat-related stress symptoms.

Loaning Football Equipment

Football coaches from Fort Scott High School may loan football equipment to their student athletes so that they can participate in the Pittsburg State University Football Camp. Loaning district football equipment for use at other football camps requires prior approval by the Board.

USD 234 Athletic Program Philosophy

1. Athletic participation is a worthwhile educational activity, and all students should be encouraged to participate.
2. All members of the USD 234 athletic program believe that, while winning may not be everything, preparing and striving to win are most important goals.
3. All students should be given an equal opportunity to become members of an athletic team.
4. No athlete may be denied season-long competition for a position or place on a team because of his or her ability, unless prior Board approval has been granted.
5. All members of an athletic team should receive as much playing time in a contest as possible, based upon playing standards established by the coaching staff.
6. All administrators and coaches shall support every sport in the athletic program through a spirit of cooperation with recruiting endeavors and positive reinforcement of all athletes' efforts and accomplishments.
7. The purpose of off-season conditioning programs shall be to prepare athletes for a particular sport and shall be non-mandatory.
8. The Board of Education, administration, and coaches shall continually strive to improve facilities, equipment, and policies for the benefit of the athlete.

FSHS Student Participation

Any student that is not making adequate progress in a class as determined by the teacher may not be allowed to miss that class for a school activity without permission from the teacher and administration, unless the activity is of graded educational value for another class.

Rationale: A student involved in activities takes on the responsibility necessary to complete his/her high school education. Regular and prompt attendance is one of those responsibilities. FSHS requests that all parents pledge to maintain that expectation for his/her child. This pledge would signify that FSHS, the student, and parents support the spirit of this philosophy. **Any student missing any class for any reason,**

without prior approval, will not be allowed to practice or play that day. An administrator must give approval for a student to practice or play if a class has been missed.

FSMS Student Participation

Students' grades will be checked every Monday by 10:00 a.m. (or first full day of the school week) starting the third week of each quarter and continuing through the end of each quarter.

Eligibility to compete in after-school interscholastic sports:

- If a student has a D and/or F in any subject on their weekly grade check, he/she will be on academic probation for the week.
 - During this time coaches/teachers/administrators may require students to complete missing assignments after school to raise their grades.
- If after a week the student still has an F in any subject, he/she will be academically ineligible. For students with D's, the grade must show improvement or they, too, will be ineligible: Ineligibility is for the entire week and the student cannot participate in interscholastic sports.
 - Students will be allowed to practice if the coach allows.
 - Students will be ineligible until they show passing (no F's)/improving (D's) grades on their weekly grade check.

Activity Trips

Students participating in activity trips are under the supervision of a teacher, and the same general rules apply which are in force during school hours. Parents must sign a written permission slip prior to the trip. Students are expected to use school transportation both to and from the activity. The only exceptions are through administrative and parental approval.

Bona Fide Student in Good Standing

To be eligible to participate in school activities, Fort Scott High School students must be classified as bona fide students in good standing. Students who are under penalty of suspension or whose character or conduct, as determined by the administration, discredits the school or themselves shall be classified as students not in good standing and thus shall be ineligible to participate in school activities for a period specified by the administration.

FSHS Activity Policy Regarding the Use of Alcohol, Drugs, and Tobacco Policy Statement

The Board of Education of Unified School District 234 and the Fort Scott High School administrators, coaches, and teachers recognize a responsibility to promote the health, welfare, and safety of FSHS students and further recognize that the use of alcohol, drugs, tobacco, restricted substances, or mood-altering chemicals poses significant health risks for them and negatively affects their behavior, learning, development, participation in extra-curricular sports activities, and development of related skills. Students involved in any school sports activity on or off school property are strictly forbidden to use, consume, possess, sell or purchase alcoholic beverages, drugs, vaping, tobacco, controlled substances, or mood-altering chemicals. To be involved or participate in any sports activities, including

all athletic programs, cheerleading (fall, winter and spring terms) and dance team (fall, winter and spring terms), FSHS students shall be governed by the policies listed below.

Alcohol, Drugs, Vaping, and Tobacco Prohibited

During the season of practice and competitive play, a student participating in sports activities at FSHS shall not use, consume, possess, sell, purchase, receive, or distribute (regardless of quantity) any alcoholic beverage, cereal malt beverage, or drug. This includes, without limitation, any restricted or controlled substance or mood-altering chemical. Students shall not use, possess, or consume any vaping or tobacco products. Students possessing or using drugs or medications specifically prescribed for their own use by their doctor or dentist are not in violation of this policy. When it is reported to administration that a student is alleged to have been involved in a situation involving alcohol, drugs, or tobacco, the administration will notify the student's parent/guardian. Additionally, administration will offer to provide contact information for agencies that may be helpful to the student.

Penalty

If a student allegedly violates the preceding paragraph by being reported to administration and the violation is substantiated in one of the following ways:

- witnessed by a USD 234 staff member
- reported by the student's parent/guardian
- the student self reports
- two students witness the violation and sign a written affidavit including the details of the violation; additionally, the students must be willing to face the accused student, then the following will occur:

FIRST PENALTY: After notifying the parent/guardian, the student will be suspended from participation in competitive play for three weeks. This suspension must include at least three competition dates within a given season. Although the student is ineligible for competition during the suspension period, the student will be required to attend all practice sessions and to comply with all other team requirements.

SECOND PENALTY: At whatever point in the student's high school career a second violation occurs, the student will be removed from the team for the remainder of the current season.

THIRD AND SUBSEQUENT PENALTIES: At whatever point in the student's high school career a third or subsequent violation occurs, the student will be removed from participation in sports activities for the remainder of the current school year in which the violation occurs. This policy governs student participants throughout their entire career as FSHS students.

Procedure

If any person reports a student in violation of the policy and provides the name of the student, date, time, place, and nature of the violation to the high school administration, the following shall occur:

- The Superintendent is notified by the administration so that proper procedures are reviewed before they are implemented.

- After investigation with the student, the high school administration (to include any one or more of the following: principal's designee, assistant principal, activities director) shall have the full and exclusive right and authority to invoke penalties against that student. The student and the parents/guardians will be advised immediately.
- If the student is dissatisfied with the findings of the administration, the student shall have ten (10) days to file a written request for an appeal to the principal of the high school. In the event of such an appeal, the high school principal shall conduct a hearing and conference with the accused student, the parent/guardian, and the head coach of the sport involved. During the hearing, the person or persons reporting the violation must also appear to substantiate the claim and give the student the right to defend his or her position. No other persons shall be permitted to attend the hearing without permission from the principal. If the principal finds that there is not substantial evidence presented to indicate a violation of this policy, the complaint shall be dismissed. Alternately, if the principal finds that there is substantial evidence to support a violation of the policy, the principal shall invoke the penalties set forth in this policy. During this appeal process, the student will be suspended from further competition in the sport involved. The findings and determination by the principal of the high school shall be final and conclusive.