

# EAST PENNSBORO AREA SCHOOL DISTRICT

## Student & Parent Athletic Handbook



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### **East Pennsboro Area High School**

425 West Shady Lane

Enola, PA 17025

### **East Pennsboro Area Middle School**

529 Panther Parkway

Enola, PA 17025

**Purpose:** This handbook has been prepared to serve as a guide to student-athletes and parents. The intention of this handbook is to provide information that will facilitate successful participation in the athletics program. If questions should arise which are not covered in this handbook, please address them to the appropriate individual (coach or Director of Athletics & Activities). Failure to adhere to the guidelines set-forth in this handbook will result in the student-athlete facing disciplinary action. Our hope is that this handbook becomes a valuable resource for the student-athletes and parents of the East Pennsboro Area School District.



EAST PENNSBORO AREA SCHOOL DISTRICT  
**ATHLETICS**  
& **ACTIVITIES**

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Dear East Pennsboro,

On behalf of the East Pennsboro Athletic & Activities Department, I welcome all spectators to our events and encourage all students to participate in interscholastic athletics and activities. East Pennsboro Area School District believes that the athletics and activities we offer not only provide the students with the opportunity to perform in something they enjoy; the offerings also prepare our students with skills they can utilize toward a productive future.

Our competitions and performances are always among the most popular events for participants and spectators, and these events provide learning experiences to everyone involved. Integrity, fairness, and respect are lifetime values taught through participation and the principles of good sportsmanship. With them, the spirit of the competition thrives, fueled by honest rivalry, courteous relations, and graceful acceptance of the results.

Sportsmanship reflects the good character and leadership qualities within our community. As a member of our school, your sportsmanship goals should include:

- Realizing that athletics and activities are part of the educational experience, and the benefits of involvement go beyond the result;
- Participating in positive cheers that encourage our students; and discourage any cheer that would detract from that focus;
- Learning, understanding and respecting the rules of the contest; while also respecting the coaches, advisors, and officials who administer them and their decisions;
- Respecting our visitors, and acknowledging them for striving to do their best;
- Developing a sense of dignity under all circumstances.

You are a spokesperson for our school when you attend an athletic, or any co-curricular event. Your actions are viewed by family and friends, opposing fans, the local community, and the media. Your display of good sportsmanship will show the most positive things about you and our school; and hopefully remind us that activity is meant to be fun.

We hope the upcoming year is a rewarding one for you. **Go PANTHERS!**

Chris Skaugen  
Director of Athletics & Activities  
East Pennsboro Area School District

Board Approved 5/21/2020

## **EPASD ATHLETIC OFFERINGS**

<p style="text-align: center;"><b>FALL SPORTS</b></p> <p>Boys/Girls Cross Country – HS, JH Field Hockey – HS, JH Football – HS, JH* Boys/ Girls Golf – HS Boys Soccer –HS Girls Soccer – HS Girls Tennis – HS Cheerleading – HS</p>
<p style="text-align: center;"><b>WINTER SPORTS</b></p> <p>Boys Basketball – HS, JH* Girls Basketball – HS, JH* Cheerleading – HS Boys/Girls Swimming – HS Wrestling – HS, JH*</p>
<p style="text-align: center;"><b>SPRING SPORTS</b></p> <p>Baseball – HS Softball – HS Boys Tennis – HS Boys Soccer – JH Girls Soccer – JH Boys/ Girls Track &amp; Field – HS, JH</p>

*"HS" = High School (Grades 9-12)*

*"JH" = Junior High (Grades 7-8)*

*\*Grade 9 in some cases*

### **ALERTS**

- Twitter: @EP\_Panthers, [https://twitter.com/ep\\_panthers?lang=en](https://twitter.com/ep_panthers?lang=en)
- To receive scheduling updates from Schedule Star, visit <http://epasdashletics.org/>, create a "Fan Account", and "Sign up for Alerts"

### **AFFILIATION**

East Pennsboro Area High School and Middle School are members of the Pennsylvania Interscholastic Athletic Association (PIAA), District 3 of the PIAA, and the Mid Penn Conference. As a member, East Pennsboro is subject to all rules, regulations and policies of these organizations.

The purposes of these organizations are as follows:

- To organize, develop, and direct an interscholastic athletic program, which will promote, protect, and conserve the health and physical welfare of all participants.
- To formulate and maintain policies that will safeguard the educational values of interscholastic athletics and cultivate the high ideals of good sportsmanship.
- To promote uniformity of standards in all interscholastic athletic competition.

### **EPASD MISSION STATEMENT**

To develop the whole child through relevant experiences that inspire passion and empower success.

### **EPASD VISION STATEMENT**

Where relevance and passion inspire success.

### **SHARED VALUES**

Caring, Collaboration, Integrity, Perseverance, Growth Mindset, Mindfulness

### **MISSION STATEMENT FOR ATHLETICS**

The Athletic Department of East Pennsboro Area School District (EPASD) provides opportunities for its student-athletes to develop physically, socially, and intellectually while safeguarding their participation. Our role is to develop competitive student-athletes while instilling educational values (e.g., sportsmanship, citizenship, leadership). These aspects are best achieved through a broad-based program whereby we offer all of the teams, which we can, and extend the opportunity to participate to as many students as possible. Our programs provide equal opportunity for all students-athletes regardless of race, color, age, sex, disability, religion, ethnic or national origin, or sexual orientation and are administered in accordance with the highest principles of interscholastic athletic competition.

## **ATHLETIC OBJECTIVES**

- To conduct a program that achieves a high level of interest and support of student, faculty, alumni, local community and other segments of the community.
- To employ an athletic staff of integrity, knowledge, skills and leadership qualities that enable programs of mental, moral, and physical benefit to student-athletes.
- To compete with high ideals of integrity and sportsmanship.
- To provide student-athletes with adequate practice and competition facilities under proper medical supervision.
- To promote academic success and on-time graduation.
- To realize that athletic competition is a privilege to be earned and maintained throughout the season.
- To understand the concept of teamwork and the individual's role as a team member.

## **COMMUNITY OUTREACH**

Community outreach is a vital piece to student-athlete development. It gives East Pennsboro student-athletes an opportunity to give back to the greater community, while simultaneously providing invaluable life opportunities. Giving back through community service helps student-athletes gain crucial volunteer experience, provides great resume building opportunities, and assists our program in developing a rapport with the community. East Pennsboro's head coaches select best-fit community service opportunities for their athletic team(s) and ensure team involvement at least once per academic year.

## **ATHLETIC ENROLLMENT**

(from EPASD Policy No. 123)

The program of interscholastic athletics shall include all activities relating to competitive sport contests, games or events or sport exhibitions involving individual students or teams of students of this district when such events occur between separate schools within this district or with any schools outside this district.

The EPASD Board of Directors (Board) directs that no student may participate in interscholastic athletics who has not:

1. Met the requirements for academic eligibility.
2. Complied with the requirements of the Student & Parent Athletic Handbook.
3. Complied with the requirements of the Code of Conduct, Board policies, and administrative regulations related to student discipline.
4. Attended school regularly.
5. Been in attendance within two (2) hours following the late bell to the nearest one-half (½) hour or earlier, on the day of the athletic event or practice.
6. Returned all school athletic equipment previously used.

To expedite the collection of fees and verification of all PIAA and District requirements, the athletic office has instituted "Sports Enrollment Dates" for athletics. This date is one-two week(s) prior to the beginning of the PIAA defined sport season (please refer to the athletic website for the specific dates). All physical exams, ImPACT Test results, signed forms, and fees are due by the "Enrollment Date"; however, it is encouraged that these aspects are submitted immediately following the acquisition of a physical exam dated after June 1st. Athletes who do not meet those dates will be ineligible for the first day of official practice. Any athlete who either decides to discontinue participation within the first week of try-outs, or does not make the team after one week of participation, may either receive a refund or apply the fee paid toward another sport or activity later in the school year.

Physical Examinations – All students must be examined and determined to be physically fit to participate in any tryout, practice or contest of a school team. A licensed physician or a physician's assistant must perform the exam. Certification of the exam must be provided to the Athletic Office and on file with the Athletic Trainer before a student may participate in a school sponsored athletic activity. The Pennsylvania Interscholastic Athletic Association requires the use of a CIPPE

(comprehensive initial pre-participation physical evaluation) form to be used.

**A CIPPE may be performed no earlier than June 1<sup>st</sup>; and, regardless of when performed during the school year, remains effective only until the next May 31<sup>st</sup>.**

Physical exams may be scheduled at any of the following locations:

- Enola Family Practice (check the athletic website for dates/time/locations)
- Primary Care Physician
- Other medical facility of choice

If a student/athlete seeks to participate in subsequent sport(s) in the same school year, they must be recertified using PIAA CIPPE Section 7.

In some cases, a student-athlete may be required to be re-evaluated and re-certified that their physical condition is satisfactory. This determination will be made by the athletic trainer and team physician utilizing PIAA CIPPE Section 8.

Wrestlers must also obtain additional certification for PIAA participation. This is with regard to a certification of the minimum wrestling weight at which they may wrestle during the season, and is handled by the athletic trainer.

Student-athletes/parents must complete the following forms, utilizing Rank One Sports Software, to become eligible for participation:

- **PIAA CIPPE Form(s)** (described previously)
- **Pay-to-Participate Fee**
  - The Board has instituted a fee associated with extracurricular programs that are conducted at a cost to the District.
  - This fee will be collected during the “Sports Enrollment Dates” cash or check payable to “EPASD”.
  - Any athlete who either decides to discontinue participation within the first week of try-outs, or does not make the team after one week of participation, may either receive a refund or apply the fee

paid toward another sport or activity later in the school year.

- Refunds will not be provided for situations involving eligibility or discipline.
- **ImPACT Test**
  - Student-athletes are required to take the Immediate Post Concussion Assessment and Cognitive Testing computerized exam (ImPACT) once prior to beginning their junior high sports career and once prior to beginning their high school sports career at East Pennsboro Area School District.
  - If a student-athlete is believed to have suffered a head injury, the athlete re-takes the exam to help determine the extent of the injury and when return to play is safe.
- **Athletic Information Form**
- **Acknowledgement of Risk of Athletic Participation (Assumption of Risk)**
  - In spite of protective equipment, and the supervision and sound instruction by our coaches, there are some risks associated when someone participates in athletics. Injuries in some of our activities can and do occur. In some extremely rare cases, death could also result. All student-athletes and parents need to be aware and understand this possibility. At East Pennsboro Area School District, we will do all that we can to ensure a safe and healthy environment for our student-athletes.
- **Insurance Information**
  - Student-athletes must carry adequate and appropriate health and injury insurance.
- **Athletic Equipment Accountability**
  - It is the responsibility of the student/athlete to maintain and return all equipment and uniforms issued.
  - Student-athletes/parents/guardians will be financially responsible for equipment and uniforms that are lost, stolen, damaged (outside of normal wear and usage) or misplaced. The price for replacing these items will be the actual cost to the school for purchasing new replacement items.

- Student-athletes/parents/guardians will also be responsible for any fundraising commitments performed during that season.
- Student-athletes who do not return equipment in time to be professionally reconditioned for the next season will be charged the reconditioning fee (e.g., football helmets, shoulder pads).
- Until all equipment is returned or any charges for lost equipment or reconditioning have been paid; the student-athlete will not receive a letter award, be eligible to participate on any other school athletic team including the next school year, and a financial obligation on file in the high school athletic office.
- In addition, students will not be permitted to graduate from EPASD, or withdraw, until their financial obligations have been satisfactorily settled with the Athletic Department.
- **Acceptance of the Student & Parent Athletic Handbook**
- **Emergency Medical Form**

**PRE-SEASON MEETING FOR STUDENTS & PARENTS/GUARDIANS**

Each head coach of a sport is required to have a meeting to cover team rules and regulations (including code of conduct, expectations, sportsmanship, and chain of command), selection of team members, practice schedules, pre-game and post-game procedures and travel policy. The Director of Athletics & Activities, Athletic Trainer, and a representative of the East Pennsboro Athletic Booster Club are to be included in this meeting to deliver pertinent participation information.

**ELIGIBILITY**

To be eligible for interscholastic athletic competition and activity participation, a student must pursue a curriculum defined and approved by the Principal as a full-time curriculum. The principal or athletic director of each school shall certify the eligibility of all interscholastic participants in accordance to the participation

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requirements stated in the PIAA rules. This includes home schooled and dual enrolled students.

● **EPASD Academic Eligibility Standards**

- Student eligibility shall be cumulative from the beginning of a grading period, shall be reported on a weekly basis by the athletic director, and shall be filed in the athletic office. The eligibility status of a student will be communicated to the head coach/advisor of that student’s current sport/activity by a phone conversation or an e-mail from the athletic director, and to the student through a meeting with the athletic director or principal.
- If a student is failing two (2) or more classes on a weekly report, he/she will be declared ineligible for competition/performance from the Sunday immediately following the report of failure through the next Saturday (or five (5) school days).
- During the **FIRST** term of ineligibility, coaches/advisors have the discretion, with consultation of parents/guardians, as to whether ineligible students may practice. Students during this initial term of ineligibility may not be dismissed early from school to attend any games/meets/matches/scrimmages/perfor mances, may not participate in games/meets/matches/performances, and cannot be dressed for competition/performance. Scrimmages are viewed as practice opportunities; as such, an ineligible student may participate in scrimmages during this initial term of ineligibility so long as he/she is not dismissed early from school.
- The **SECOND** term a student is declared ineligible during the same season; the student will not be permitted to practice, scrimmage, compete/perform, dress for competition/performance, and/or travel with the team/group. During this term, the student will be required to explain his/her plan for academic improvement when discussing his/her eligibility status

with the athletic director or building principal (e.g., peer tutor, teacher support).

- For the **THIRD and all subsequent** term(s) a student is declared ineligible during the same season; the student will not be permitted to practice, scrimmage, compete/perform, dress for competition/performance, and/or travel with the team/group. During this term, the student will be assigned to mandatory remediation attendance to receive academic assistance by their teacher(s). This mandatory remediation assignment will continue until the student becomes eligible, and will be reassigned for each subsequent period of ineligibility for the remainder of the current season. If a student skips a mandatory remediation assignment, he/she will be disciplined in accordance with the “EPASD Code of Student Conduct” (e.g., assigned a 1-Hour Detention).
- If a student-athlete received a failing grade in two (2) or more classes the last marking period of the previous school year, or during the end of any marking period during the current school year, the student-athlete will be deemed ineligible. Back work may be made up, providing it is in accordance with the regular rules of the school. In cases where a student’s work in any preceding grading period does not meet the standards provided above, said student shall be ineligible to participate in interscholastic athletics for fifteen (15) school days of the next grading period where the school has four (4) grading periods per school year beginning on the first day report cards are issued. Summer school make-up work may apply to the four (4) full credit total. At the end of the school year, the student’s final credits in his/her credits for the last grading period shall be used to determine his/her eligibility for the next grading period.

- **Student Attendance Eligibility Standards**

- You must be enrolled in and in full-time attendance at a PIAA member school or a Charter or Cyber-Charter School, or be home-schooled.
- Generally, you are eligible only at the school at which you are enrolled or, if a home-schooled student, at a public school in the public school district in which you reside. If you are a student enrolled in either a Charter School or Cyber Charter School, you should consult with your Principal to determine the school at which you are eligible.
- Any student who is absent and or late five (5) days in a given season will be reviewed by the building administrator or athletic director for possible suspension from the team.
- Student-athletes must be in school prior to 9:30 a.m. HS/10:00 a.m. MS or they may not participate in the practice or contest that day (unless it is a valid excuse or has been pre-approved at the discretion of the building administrator and/or athletic director).
- Student-athletes who leave school due to illness may not return to practice or competition that day unless he/she has physician approval.
- Any student-athlete placed on medical and requiring a doctor’s note for each absence due to poor attendance patterns will be reviewed for possible removal from a sports team by the building administrator and/or athletic director.
- Attendance exceptions may be made by the building administrator and/or athletic director due to injury or illness.

- **Age Eligibility** (from PIAA)

- To be eligible to participate in grades 10 through 12, you must not have reached your 19th birthday by June 30 immediately preceding the school year.
- Where you will participate only in grades 7 and 8, you may not have reached your 15th birthday by June 30 immediately preceding the school year.

- Where you will participate only in grades 7 through 9, you may not have reached your 16th birthday by June 30 immediately preceding the school year.

**CODE OF CONDUCT/DISCIPLINE**

(from EPASD Policy Nos. 123 & 218)

The Board shall establish fair, reasonable, and nondiscriminatory rules and regulations regarding the conduct of all students in the school district during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities.

- The Board shall adopt a Code of Student Conduct to govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, religion, sexual orientation, national origin or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct governing student discipline.
- Violations of the Code of Conduct include, but are not limited to, use or possession of controlled substances or paraphernalia, use or possession of tobacco, theft, fighting, and possession of weapons.
- This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:
  1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.
  2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
  3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and

substantially disrupt the operations of the school.

4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
  5. The conduct involves the theft or vandalism of school property.
  6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.
- Suspended or excluded students are ineligible for extracurricular activities until they are reinstated in classes (e.g., students suspended on Friday may not participate until they are reinstated on the subsequent school day beginning the following week). This includes in-school suspensions.
  - Any student-athlete that is a chronic disciplinary problem may be declared ineligible at the discretion of the building administrator and/or athletic director.
  - The Board prohibits the use of corporal punishment by district staff to discipline students for violations of Board policies and district rules and regulations.
  - Any student disciplined by a district employee shall have the right to notice of the infraction.
  - In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.
  - **Mandatory Disqualification** (from PIAA)
    - Any contestant who, while competing for a PIAA member school, is ejected from a contest by a state high school association recognized and/or registered official in that sport for unsportsmanlike conduct or flagrant misconduct shall be disqualified from participating for the remainder of



the day and in all contests on the next contest day of the same level (varsity, junior varsity, or otherwise) of competition from which the contestant was previously disqualified.

- **Anabolic Steroids** (from PIAA/EPASD Policy No. 227)
  - By state law, all Pennsylvania school districts are required to adopt and enforce rules and regulations prohibiting the use of anabolic steroids, except for a valid medical purpose, by students involved in school-related athletics.
  - The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Body building and muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid.
  - Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and that their use, unauthorized possession, purchase, or sale could subject students to suspension, expulsion and/or criminal prosecution.
- **Social Media**
  - Student-athletes should be aware that third parties; including the media, faculty, future employers, and college officials; could easily access their profiles and view all personal information. This includes all pictures, videos, comments and posters. Inappropriate material found by third parties affects the perception of the student-athlete and our school. This can also be detrimental to the future options of a student-athlete (e.g., college, profession).
- **Hazing** (from EPASD Policy No. 247)
  - Hazing of any nature is prohibited. Students shall not be subjected to any “initiation rites” whatsoever. Hazing is degrading to the dignity and rights of the

individual and is counterproductive to the goals of the school system. Coaches must counsel team members and ensure that these incidents do not occur.

- **Hazing** is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or membership in or affiliation with any organization recognized by the Board.
- **Endanger the physical health** shall include but not be limited to any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled substance; or other forced physical activity that could adversely affect the physical health or safety of the individual.
- **Endanger the mental health** shall include any activity that would subject an individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.
- Any hazing activity, whether by an individual or a group, upon which the initiation, admission into, affiliation with, or participation in is directly or indirectly conditioned shall be presumed to be a forced activity, even if a student willingly participates.

### **TEAM SELECTION**

While our ultimate goal is to promote the greatest participation possible at East Pennsboro Area School District, it may be necessary in some activities to cut/reduce a squad. This may occur due to limitations of our facilities, regulations specific to some sports, travel restrictions, and other factors. Every coach has the responsibility and authority for selecting his or her team. The criterion for selecting a team is developed by the

coach. It is also important to remember that there are no guarantees. Players from the previous year's JV team, for example, do not automatically make either the JV or varsity squad the following year. Having been a member of a team during the previous year or even being a senior does not ensure that a student will make the squad. Parents should expect that every candidate is treated fairly and given every consideration. Coaches are sensitive to feelings of disappointment, will handle the task as positively as possible, and be available to answer student-athlete's questions. Coaches will meet individually with each prospective team member and will not post any list of individuals who did or did not make the team (unless an exception is made with the athletic director). While we understand that being cut is disappointing for many students and even for their parents, we unfortunately cannot keep everyone. Anyone cut from a team is welcome to try out again next season or to try another sport. When parents and student-athletes understand and support the coach's decision, this difficult process becomes a less painful experience for all.

### **STUDENT-ATHLETES CHANGING TEAMS**

Whether by being cut, by quitting or by being dismissed, a student-athletes' membership on a team can be altered. While we at East Pennsboro Area High School and Middle School want to promote participation, we also want to safeguard fairness and an ethical approach with regard to all coaches and teams. In order to achieve all of the above objectives, the following guidelines will be used:

- Any player cut from a squad during tryouts is free to immediately try out or join another team.
- Any player quitting a team must get the approval of the original coach before joining a second team. All obligations such as returning uniforms and equipment must also be completed prior to joining a second team.
- Any player dismissed from a squad must get the approval of the original coach and from the athletic director before joining another team.

- The athletic director will mediate all problems when a student-athlete changes teams and will have the final decision.
- No coach should attempt to recruit student-athletes from another East Pennsboro team to his/her program. This would include any player who had been a member of a squad during the previous season. This prohibition of recruiting should and would extend through the off-season.
- During the off-season, a student-athlete can participate in weight-training, conditioning and similar activities with other teams without undue pressure from a coach to change teams.

### **PARTICIPATION ON AN ATHLETIC TEAM**

It is important to understand that participation on an athletic team at East Pennsboro Area School District is a privilege and not a right. Participating and maintaining one's membership on the team means accepting all the responsibilities of a student-athlete. However, unlike recreation or intramural teams, equal or guaranteed playing time will not exist.

With regard to participation, we will also encourage and promote:

- The belief that student-athletes should participate in multiple and not specialize in any one specific sport.
- The premise that all teams are considered vital for our student-athletes and each is a valued part of our athletic program. No one sport is considered more important than any other.
- The approach that all teams are treated as fairly as possible.
- The understanding that all teams leading-up to varsity are considered developmental, and that winning is not the sole focus of pre-varsity program development.
- At the varsity level, in an effort to win, a coach will use the players best suited to the conditions or demands of the contest at that time.

**Physical Education Class Participation** - It is important to also understand that all the student-athletes are expected to actively participate in all required physical education classes even when “in season” during their particular sport. Physical education is an important and required course for graduation. Students who participate in interscholastic athletics should not expect “special” treatment from teachers to be excused from Physical Education classes even on the day of competition. Physical Education teachers will use prudent judgment with student-athletes on determining their participation level in class on the day of competition.

### **THE “5-DAY” RULE**

Any athlete who joins a team later than the initial start date (including those student-athletes changing teams and transfer students), or that were unable to complete pre-competition conditioning, must accumulate five (5) practices before being eligible to compete.

### **TRAVEL POLICY**

Transportation for all athletic contests, scrimmages and when necessary, practices will be arranged by the athletic director. Dismissal and departure times will be scheduled and published for coaches, players, faculty, and administration. A coach is responsible for the conduct of the team and must accompany teams to all contests and must remain until the event is over and all team members have left school property. If the team is returning to their home school, the coach must accompany them. Student-athletes **MUST** use school-provided transportation to all athletic contests and scrimmages unless prior arrangements have been made with the administration. In addition, student-athletes who are transported by school-provided transportation to events **MUST** return by school-provided transportation unless the head coach receives parental permission personally **AND** such travel is permissible by team rules. Only a legal parent or guardian may transport student-athletes.

### **THE PLAYER-COACH RELATIONSHIP**

The player-coach relationship is perhaps the most critical relationship in athletics. Unfortunately, a sport-parent can have a pronounced effect on this very important and delicate relationship. While you may not agree with all decisions of a coach, how and when you express your feelings can have a decided effect upon your child. If you express a negative opinion in front of your child, you need to remember that he or she will return to practice the next day and may carry with him or her your convictions. Your son or daughter will then have to interact with this coach. You, as the sport-parent, can greatly affect this delicate relationship. Receiving technical or strategic instruction at home may interfere and conflict with the instructional process at practice sessions and games. This may ultimately impede your son or daughter’s progress and affect their playing time or whether they win a starting position.

### **DIFFERENT COACHING STYLES**

Just as our students are exposed to a variety of teaching styles and techniques, our student-athletes are exposed to a variety of coaching styles and techniques. Consequently, the Athletic Department does not have any rules, which mandate the amount of playing time received by each player. Those decisions ultimately rest with the coaches in the program. Questions or concerns about playing time are best addressed in a player-coach or a parent-coach conference.

### **RESPONSIBILITIES OF A COACH**

At East Pennsboro Area High School and Middle School, a coach has the responsibility for the following:

- The selection of the squad.
- The determination of the style of play, including the offensive and defensive philosophy.
- The teaching and instruction at practice sessions.
- The determination of who starts and how long an athlete plays in a contest.

- Working with the athletic director to complete season schedules and transportation details.
- The decision of who plays in what position.
- The establishment of written team rules submitted to the athletic director.
- The selection of team captains.
- The communication with student-athletes and parents with respect to when practice sessions will be held, and when the sessions will start and finish.
- The supervision of student-athletes at all times and in all facilities.
- Properly securing facilities when team activities are completed.
- Proper care for all athletic equipment.
- Ensuring and controlling the behavior of each student-athlete participating on their team, in accordance with the guidelines set forth by East Pennsboro Area School District and the athletic office.
- Communication with the athletic office (e.g., schedule changes, results, accomplishments, conflicts/concerns).
- Completing end-of-the-season reports, evaluating the coaching staff, holding an end-of-season awards banquet, meeting with the athletic director for an end-of-the-season review/program evaluation, and adhering to additional responsibilities as determined by the athletic director.
- Contribute to the neatness of all athletic area by disposing of all waste and placing all equipment in its proper storage area prior to departing the facility.
- The team’s goals, welfare, and success must come before any individual.
- A student-athlete needs to consistently attend practice sessions. This also includes weekend and holiday periods.
- Players must be receptive to coaching.
- As a member of a team, a student-athlete must agree to and follow the written team rules established by the head coach, as approved by the athletic director. Violations of these rules and expectations will be handled at the discretion of the coach, unless, they are in violation of the school code. Violations of the school code will be handled by school administration. In the case of repeated violation of team rules, insubordination, or violations of the school code; the student-athlete may be suspended from participation or removed from the program/team with administration involvement and parent/guardian notification.
- Student-athletes need to remember that they are ambassadors and represent not only themselves, but the coaching staff and the school.
- If injured, a student-athlete must report all injuries to either the coach or, more importantly, to our athletic trainer.

**RESPONSIBILITY OF A STUDENT-ATHLETE**

Student-athletes are to adhere to the following:

- Follow the guidelines set forth by the Athlete & Parent Athletic Handbook, Extracurricular Code of Conduct, Student Code of Conduct, and directions given by any member of the coaching staff or athletic office.
- Adhere to the sportsmanship expectations.
- Be humble in victory and gracious in defeat.
- Never use illegal tactics or profanity.
- Behave appropriately in the locker rooms, training room, shower areas, practice areas, competitive areas, and during school transportation.

**BENCH/TEAM AREA PERSONNEL**

Persons permitted on/in the players’ bench/team area shall be limited to eligible players in uniform, student managers, coaches of the team, and medical personnel. The head coach shall be responsible for maintaining orderly conduct on and in the vicinity of the team.

**COMMUNICATION GUIDELINES**

**As parents you should expect these types of communication from coaches:**

- Philosophy of the coach – how/why a coach coaches – not why a coach follows certain

training plans/develops an athlete to follow a particular form/technique.

- Expectations of the athlete and the team – reasonable goals for the athlete and the team (sportsmanship and effort of the athlete and the team) – not performance-based expectations (not how many meets/medals/awards will be won, or a comparison of one athlete versus another).
- Location of all practices and games – schedules for both, communicating changes in practice times/locations – not how many meets/games should be scheduled.
- Copy of the team rules – coaches will provide any sport specific rules that are to be followed by the athlete.

**As parents you should communicate the following information to coaches:**

- Concerns related to your son/daughter’s mental, physical, or emotional well-being – coaches will want to know if something is going on in their personal life that might affect attention or performance
- Specific questions about a coach’s expectations of parents – parents can discuss with coaches what role they can provide in supporting the team
- Notification of any injuries or illnesses – if parents notice something at home that a coach would not notice regarding injuries or illnesses, the parent should communicate that to the coach – such as, battling a stomach bug all weekend
- Prior notification of any student absences from practice or games – these are pre-arranged absences that the athlete has known about along with illnesses that might prevent them from activities

**As a parent, these are APPROPRIATE concerns to discuss with coaches:**

- Mental or physical treatment of your son or daughter – the first and foremost concern of both parents and coaches should be the well-being of the student-athlete
- Ways in which parents can help their sons or daughters – discussion of the student-athlete’s role on the team needs to be

between him or her and the coach; parents can discuss with the coach how they can help their child improve

- Concerns about the son’s or daughter’s behavior – if parents are seeing abrupt or gradual changes in mood or behavior, they may want to discuss with coaches to see if they are seeing the same signs
- Concerns about the athlete’s academic performance – if parents notice an athlete struggling to maintain an appropriate academic performance, they should bring this to the coach’s attention

**As a parent, these are INAPPROPRIATE topics for parents to discuss with coaches:**

- Event entry/playing time – discussion only between the athlete and coaches – coaches will decide entries/playing time and a coach-athlete discussion does not guarantee event choice/selection/time
- Team strategy – coaches will determine the training that they feel they need to implement to be successful – changes/questions with schemes will not be discussed with parents
- Team selection – coaches will determine which athletes are on their team
- Another athlete – coaches will not discuss any other athlete on the team or past teams

**Additional Communication Notes:**

- The team and competitive areas are off-limits to parents/guardians before and during contests. If volunteering to assist with event operations, communication will focus solely on effective event operations.
- All conversations will be in a civil and professional manner. If an individual uses profanity, acts in a rude or disrespectful manner, or threatens a coach, the coach is instructed to end the conversation immediately.
- If any of the four inappropriate topics come up during the conversation, the coach is instructed to end the conversation immediately.

## **CHAIN OF COMMUNICATION**

If patrons, parents, students and employees have concerns that need to be expressed, and in order to maintain continuity and best resolve issues of concern, the following protocol should be followed:

- The first step is to take the concern to the assistant/head coach of the specific sport at that level. It is the goal to resolve the issue at this level.
- If there is still a concern, it will be taken to the athletic director.
- If the concern persists, it will be taken to the principal.
- If the concern still has not been resolved to the satisfaction of all concerned, then it will be taken to the superintendent.

If any step in the Chain of Communication is not followed, the issue in question will be immediately referred back to the first skipped level.

All discussions involving the athlete/coach/parent will be shared with the athletic director, and discussions with the athletic director will be shared back to the athlete/coach/parent. It is important to note that the athletic department does not guarantee a resolution to all extra-curricular concerns. Further, not all concerns will be granted a Step 2 meeting. This will be at the discretion of the athletic director.

## **EXPRESSING CONCERNS**

When expressing an occasional concern with a coach, please refer to and use the following guidelines:

- **24-HOUR RULE**  
Never approach a coach immediately after a contest. This is not the proper time or place for a discussion concerning your child or the team. In addition, contact with coaches addressing conflict must be made on the weekdays; thus, leaving weekend days to coaches for personal matters.

- E-mail or call the following day and make an appointment, which is convenient for both you and the coach to meet.
- Raise your concern in a calm and civil manner. Yelling, being rude or using foul language is totally unacceptable.
- Once you have stated your question or concern, listen to the explanation. Often a sport-parent may be blinded by emotion and this overrides logic and reason. Listening receptively may really help you to understand any explanation which is given.

## **SPORTSMANSHIP EXPECTATIONS** (from PIAA)

### ***For the student-athlete...***

- Accept and understand the seriousness of responsibility, and the privilege of representing your school and your community.
- Live up to the standards of sportsmanship established by the school administration and the coaching staff.
- Learn the rules of the contest thoroughly and discuss them with parents, fans, fellow students, and elementary students. This will assist both them and you in the achievement of a better understanding and appreciation of the sport.
- Treat opponents the way you would like to be treated, as a guest or friend. There is no better person than you to understand all the hard work and team effort that is required of your sport!
- Wish opponents good luck before the contest and congratulate them in a sincere manner that you would like to be greeted following either victory or defeat.
- Respect the integrity and judgment of contest officials. The officials are doing their best to help promote you and your sport. Treating them with respect, even if you disagree with their judgment, will only make a positive impression of you and your Team in the eyes of the officials and all people at the event.

### ***For spectators...***

- Remember that you are at a contest to support and cheer for your team and to enjoy the skill and competition; not to intimidate or ridicule the other team and its fans.
- Remember that interscholastic athletics are a learning experience for students and mistakes will sometimes be made. Praise student-athletes in their attempt to improve themselves as students, as athletes, and as people as you would praise a student working in the classroom.
- A ticket is a privilege to observe the contest, not a license to verbally assault others and be generally obnoxious.
- Learn the rules of the contest so that you may understand and appreciate why certain situations take place.
- Show respect for the opposing players, coaches, spectators, and support groups. Treat them as you would treat a guest in your own home.
- Respect the integrity and judgment of contest officials. Understand that they are doing their best to help promote the student-athlete, and admire their willingness to participate in full view of the public.
- Recognize and show appreciation for an outstanding play by either team.
- Refrain from the use of any controlled substances (alcohol, drugs, tobacco, etc.) before, and during contests, and afterwards on or near the site of the contest (i.e. tailgating).
- Use only those cheers that support and uplift the teams involved.
- Recognize and compliment school and athletic administrators for their efforts in emphasizing the educational benefits of interscholastic athletics and the role of good sportsmanship to that end.
- Be a positive role model through your own actions and by censuring those around you whose behavior is unbecoming.

### ***Acceptable Behavior...***

- Applause during introduction of players, coaches, and contest officials.

- Players shaking hands with opponents who foul out while both sets of fans recognize a player's performance with applause.
- Accept all decisions of contest officials.
- Cheerleaders lead fans in cheers in a positive manner.
- Handshakes between participants and coaches at end of contest, regardless of outcome.
- Treat competition as a contest, not a war.
- Coaches/players search out opposing participants to recognize them for outstanding performance of coaching/play.
- Applause at the end of contest for performances by all participants.
- Everyone showing concern for injured player, regardless of team.
- Encourage surrounding people to display only sportsmanlike conduct.

### ***Unacceptable Behavior...***

- Yelling, waving arms, or objects during an opponent's free-throw attempt.
- Disrespectful or derogatory cheers, chants, songs, or gestures.
- Criticizing contest officials in any way.
- Cheers that antagonize opponents.
- Refusing to shake hands or give recognition of good performances.
- Blaming loss of game on contest officials, coaches, or participants.
- Laughing or name-calling to distract an opponent.
- Use of profanity or displays of anger.
- Doing own cheers instead of following lead of cheerleaders.
- Wearing extreme or unusual clothing or excessive body paint that detracts from the contest.

***Failure to comply with the Sportsmanship Expectations will result in an individual being excluded from attendance at athletic events.***

## **SPORTSMANSHIP ANNOUNCEMENT**

The following statement will be read and enforced before all East Pennsboro Area High/Middle School Events when a public address system is used:

***East Pennsboro Area School District is committed to the SPORTSMANSHIP goals of the PIAA. Participants, cheerleaders, officials, and spectators are expected to assist in the promotion and achievement of good SPORTSMANSHIP ideals. We ask that YOU take the personal responsibility to keep this contest at a high-level of fair, clean, and wholesome competition.***

***As a reminder; we are a tobacco, alcohol, drug, and weapon free campus.***

***Possession of contraband, or failure to abide by East Pennsboro's SPORTSMANSHIP goals, WILL result in removal from the event.***

**WHEN IT IS TIME FOR THE NATIONAL ANTHEM:  
*At this time; please rise, gentlemen remove your hats, and direct your attention to the Flag located at \_\_\_\_\_;  
as we honor America with the playing of our National Anthem.***

## **PRACTICE REGULATIONS**

Practice sessions are normally closed to spectators and there is a very sound reason for this. These sessions are the equivalent of a teacher's classroom and there is real, quality instruction taking place. Interruptions and interference to a student-athlete's concentration and focus in practice cannot be allowed any more than a disruption would be tolerated in an academic setting. Education in any setting cannot be compromised. Spectators at games, however, are very much encouraged. Positive nurturing support of teams and student-athletes can be very helpful to performance in athletic contest. The athletic practice schedules are determined by the head coach and athletic director in accordance with the rules and regulations of the PIAA. Practices and training regulations must be Board Approved 5/21/2020

carefully planned in order to minimize the potential for detrimental effects upon the health of the participants. Consideration should be given to other in-season sports and practice site availability.

- Coaches should prepare a practice plan on a daily basis.
- One and one-half hours of practice time should be used as a guideline at the middle school level and two hours for the high school level. This length of time is exclusive of dressing, showering and meetings.
- Since many sports share athletic facilities, it requires coaches to work together to schedule practice time. High school sports have first priority when scheduling practice; however, special consideration will be given to other school functions.
- Sundays are not to be scheduled video days, team meeting days, or practice days unless prior approval has been granted by the building administrator and athletic director. These sessions, if approved, would begin after 12:00 noon.
- Cancellation due to inclement weather or other unforeseen circumstances will follow the district policy. If school is canceled, all practices, games, and events held in the high school, middle school, and elementary school are canceled.
- A student-athlete must practice with the team in order to represent the school on that team. Each student-athlete must attend all practices unless excused by the coach. If special practice schedules are required, the building athletic director and head coach must approve said practices. It is recommended that coaches should maintain a practice and game attendance record of team members.
- A copy of the practice schedule should be handed out to players and parents.



## **ATHLETIC AWARDS**

Individual athletic team awards should conform to the PIAA regulations. The head coach and staff shall determine the recipients of the MVP and Coach's Award, provided by the athletic office. Those student-athletes to be recognized by these awards should be included in the end-of-the-season report that will be on file in the athletic office.

## **WELLNESS POLICY**

Foods and beverages shall not be used as a reward for school activities unless pre-approved by the building principal.

## **EARNING A VARSITY LETTER**

Listed below are the criteria for earning a letter at East Pennsboro Area High School. All coaches shall adhere to the standards. However, it does not guarantee the student a letter unless 2.,3., and 4. are fulfilled to the satisfaction of the coach. Letters will be awarded only to those players who meet all four of the requirements. A player must complete the season in good standing, unless medically unable to do so.

### **1. Participation in Contests**

Football	50% of quarters
Field Hockey	50% of halves
Cross Country	A cumulative team ranking of 7th or better
Tennis	50% of matches
Golf	50% of matches
Soccer	50% of halves
Cheerleading	80% of games
Basketball	50% of quarters
Wrestling	50% of matches
Swimming/Diving	Earn 20 pts./season
Baseball/Softball	50% of innings / 25% pitchers
Track & Field	Earn 20 pts./season

### **2. Attitude Toward Practice and Training**

- Attends practice regularly
- Follows training rules
- Listens to and follows instructions during practices and contests

### **3. Sportsmanship/Citizenship**

- Accepts coach's decision

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- Shows respect for the coaches, officials, team and spectators
- Displays an excellent attitude while competing
- Adheres to all guidelines set forth in the Athlete and Parent Athletic Handbook

### **4. Care of Facilities and Equipment**

- Demonstrates concern for equipment
- Returns all assigned equipment
- Respects home facility and visitor facility
- Student assistants and managers should normally serve two (2) years before lettering unless an outstanding job was performed.
- The varsity letter will be the approved school letter.
- A student-athlete will only receive one (1) varsity letter for his/her initial lettering season throughout his/her high school career.
- A student-athlete will receive one (1) sport-specific pin for his/her initial lettering season in that sport throughout his/her high school career.
- Subsequent years of letter awards for a sport/activity will be recognized by star pins.
- A certificate will also be awarded to individuals who receive a varsity letter each season.
- A certificate will be awarded to student-athletes competing at the junior varsity and junior high levels.
- Participation in fund-raising activities by the student-athlete and his/her parents/guardians shall in no way be a factor for one to achieve a school letter.
- Parent/guardian (coaching/volunteer) involvement in a program shall in no way be a factor for one to achieve a school letter.
- Any student-athlete who does not complete the sports season shall not be eligible for end of season awards.
- At the discretion of the coaching staff, any student-athlete that has participated on the varsity team for two (2) or more years may receive a letter award without meeting the above requirements if he/she has met standards 2.,3., and 4.

### **ATHLETIC BOOSTER CLUB**

The East Pennsboro Athletic Booster Club (EPABC) exists to support the entire athletic program. ***The EPABC meets the 2<sup>nd</sup> Monday of each month, at 7:00 p.m., in the high school's library unless otherwise announced.*** The booster club is not a vehicle to advance vested interests or to alter athletic department policy. It is a service and support organization, which works in harmony with East Pennsboro Area School District and its athletic programs. All parents are encouraged to join the EPABC and become an active member.

### **ATHLETIC TRAINER**

East Pennsboro Area School District provides a licensed, certified athletic trainer to evaluate and treat the injuries sustained by high school and middle school athletes during the school year. An athletic trainer is a certified medical professional educated in the recognition, care, treatment, and rehabilitation of injuries/illness of active people. The athletic trainer at East Pennsboro Area High School is available Monday through Friday for several hours after school and on Saturday's when scheduled athletic contests occur. The athletic trainer is at numerous practices and athletic events throughout the school year.

### **SEVERE WEATHER**

***When dangerous weather occurs during practices or games, coaches should take the necessary precautions to protect athletes' safety. This includes times of thunder, lightning, severe rain, elevated heat index, or when the Athletic Director, Athletic Trainer, officials at scheduled contests or coach feels that the athletes' safety is at risk.***

Cancellation due to inclement weather will follow the District, Conference, and PIAA policy. All fans should proceed to a safe shelter in cases when games are delayed due to weather conditions.

### **COLLEGE ELIGIBILITY**

The National Collegiate Athletic Association (NCAA), an organization founded in 1906 that has established rules on eligibility, recruiting, and financial aid, regulates college sports. The NCAA Board Approved 5/21/2020

has three membership divisions—Divisions I, II, III. Institutions are members of one or another division according to the size and scope of their athletic programs and whether they provide athletic scholarships. If a high school student-athlete is planning to enroll in college as a freshman upon graduating from high school and they wish to participate in Division I or Division II sports, the NCAA Initial-Eligibility must certify them. The NCAA Eligibility Center will analyze the student-athlete's academic information and determine if they meet the NCAA's initial-eligibility requirements. Registration is available through the NCAA Eligibility Center at:

<https://web3.ncaa.org/ecwr3/>

In the National Association of Intercollegiate Athletics (NAIA), a student-athlete can compete during four "seasons of competition" within the first ten (10) semesters (fifteen (15) quarters) in college. A season of competition is counted when you participate in one or more intercollegiate contests whether at the varsity, junior varsity or freshman level. To compete, student-athletes must be enrolled in at least twelve (12) hours every semester or quarter and be making normal progress toward a baccalaureate degree. They must also meet freshman and/or continuing eligibility rules. Registration is available through the NAIA Eligibility Center at:

<https://www.playnaia.org/>

