



Scottsdale *Unified* School District

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## **Middle School Athletic Guidebook**

**2017-2018**

*Engage, Educate and Empower Every Student, Every Day.*

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## **ATHLETIC PROGRAM GOALS**

- In practice and games, emphasize individual and team commitment toward excellence, rather than "winning at all costs" as the underlying theme.
- Maximize participation within budgetary realities.
- Emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
- Stress the values derived from playing the game fairly.
- Achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
- Encourage leadership, use of initiative and good judgment by the players on the team.
- The Scottsdale Unified School District is interested in providing the best possible athletic programs for the students in its schools. It wants athletic participation to be a valuable educational experience which will help the students become better citizens. This means that the District expects the students to assume the responsibility of representing their schools in such a way that they, their parents, their teachers and the community can be proud of their participation.

## **CODE OF ETHICS**

- Show respect to visiting teams and to officials.
- Respect the integrity and judgment of the officials.
- Respect the integrity, values, personality and individuality of each athlete.
- Know and enforce the spirit, as well as the letter, of all governing regulations.
- Maintain a high level of integrity and expect all others involved with athletic programs to exhibit the same.
- Demonstrate good sportsmanlike attitudes and behaviors so that the athletes may emulate them.

## MIDDLE SCHOOL ATHLETIC GUIDEBOOK

### Introduction

The middle school athletic program consists of multiple sports for both boys and girls and for both seventh and eighth grades. The guiding philosophy of the middle school program is to promote participation in a competitive program with learning and teamwork as the primary considerations and winning as a secondary consideration.

The sports that are offered at SUSD middle schools are baseball, volleyball, softball, flag football, basketball, track & field and spirit line.

The middle school athletic program consists of a two tier program. Tier 1 is the All Included Season which includes four weeks of skill building, training and intra-squad games and an All Included Saturday Festival which is held with teams from all SUSD middle schools competing at centralized sites. Teams for the Tier 2 Competitive Season will be chosen from students who participated in the first four weeks and Saturday Festival (Tier 1) to move to the next level (Tier 2). Tier 2 will follow the Tier 1 season. This season is designed to refine the skills learned and to build a team. The competitive games will occur over a period of three to four weeks between the teams that were selected from Tier 1.

Finally, thanks to all the coaches and the middle school athletic directors for their efforts to make the middle school sports program a success. The middle school athletic directors will meet prior to the start of the program to discuss issues which affect middle school athletic programs. Any middle school athletic concerns must be brought to the attention of the middle school athletic directors. Items can be put on the agenda in advance of a meeting by contacting the District athletic director or designee.

### ADMINISTRATIVE RESPONSIBILITIES

#### **SCHOOL PRINCIPAL AND/OR ASSISTANT PRINCIPAL**

The principal is responsible for the athletic program in his/her school under Scottsdale Unified School District policies and procedures. The principal may delegate athletic management to the assistant principal and/or the middle school athletic director. The athletic administration shall direct the coaching staff, represent the school athletic program and work closely with the principal.

**The principal will communicate with the assistant principal to ensure that there is an administrator present at every athletic event where their school is designated as the HOME team, whether it is at their home campus or at another campus.**

Athletic duties include:

- Communication between the schools and District departments such as Purchasing, Transportation, Maintenance and Grounds should be accomplished by one person per school at the administration's direction.
- Compliance with District regulations is a shared responsibility among coaches, athletic directors and building administrators. The principal assumes the primary responsibility to see that violations which would reflect negatively on the school are prevented.
- The administration has supervisory authority for all staff, including coaches. Matters that could affect or set precedents for the District athletic programs should be coordinated with the administration.

- Monitor student athlete compliance with the new minimum 2.0 GPA as set forth by SUSD Board on June 19<sup>th</sup>, 2012, and work with the middle school athletic director to ensure athletic eligibility of all participants.
- Work with the middle school athletic director to schedule transportation for athletic events.
- Work with the middle school athletic director to prepare and maintain the athletic facilities with District maintenance and grounds departments.
- Approve the scheduling of the school athletic facilities to ensure they are available and ready at the proper times.
- Supervise athletic fee payments.
- **Direct supervision of athletic contests until the last student is off campus.**
- Work with the middle school athletic director to ensure athletic eligibility of all participants.

### **MIDDLE SCHOOL ATHLETIC DIRECTOR**

Athletic duties include:

- Ensure that each athlete has completed physical and parent consent cards prior to participation in any practice or game.
- Update and provide team roster to the administrative office.
- Ensure each athlete has paid his/her Tier 1 athletic fee at the start of the season and the Tier 2 athletic fee prior to the first contest.
- Work with administration to ensure athletic eligibility of all participants.
- Maintain accurate list of athletic equipment and uniforms.
- Supervise coaching staff.
- Supervise all (both HOME and AWAY) athletic events.
- Report scores weekly to the District designee.
- Report any “no show” of officials weekly to the District designee.
- Assist coaches with team selection when necessary.
- Understand District guidelines, policies, regulations and practices.
- Collaborate with the administration and the City of Scottsdale Youth Activities staff for after school programs.

### **COACHES**

Athletic duties include:

- Head coaches assist the administration with the supervision of the assistant coaches.
- Ensure that each athlete has completed physical and parent consent cards prior to participation in any practice or game.
- Update and provide team roster to the administrative office and athletic director.
- Ensure each athlete has paid his/her Tier 1 athletic fee at the start of the season and the Tier 2 athletic fee prior to the first contest.
- Establish and provide practice schedules to the students, parents and administration.
- Understand District guidelines, policies, regulations and practices.
- **Provide direct supervision of athletes in locker room, during practice and games and after practice until all athletes are off campus.**
- Maintain accurate list of athletic equipment and uniforms and keep accurate records of equipment issued to students.

- Supervise the collection of all equipment and uniforms. Students have a financial obligation for lost or damaged equipment and uniforms.
- Enforce all District travel and transportation guidelines.
- Review the District Athletic Code of Conduct with team members.
- Cooperate with the time schedule, the officials and the timekeeper.
- Present referees and officials with specific rules.
- Exhibit superior conduct, sportsmanship and a child-centered attitude at all times.
- **Ensure the availability of water at all times for practices and games. Athletes will not be denied water. All coaches are expected to make sure that drinking water is immediately available to all team members while traveling and at home contests.**
- **Coaches are required to take water to all away contests.**
- **Adhere to the Heat Advisory Report and recommended activity limitations provided by the District.**
- Develop practice session and warm-up activities which emphasize conditioning, which will assist in preventing injuries.
- Follow District first aid procedures with all injuries. Coaches may not dispense or prescribe any medication or dietary supplements. (See Emergency Section)
- Require a doctor's release from any student who has been injured prior to allowing the student to participate in practice or a game.
- File a written report of any accident, injury or loss of property that occurs while involved with coaching activities. (See Student Injury Report)
- Check for player injuries following each practice and game, and report any injuries to the school nurse for follow-up. (See Student Injury Report)

## **ADMINISTRATIVE PROCEDURES**

### **STAFF SUPERVISION AT ATHLETIC PRACTICES AND CONTESTS**

Students must be under the direct supervision of a member of the certificated staff at all times while in school or while attending a school-directed activity. No coach is to permit any individual to aid in coaching responsibilities without District approval. The principal is responsible for the enforcement of this regulation.

The administration/athletic directors are responsible for the supervision and general conduct of all spectators and provide any game management support needed.

### **PHYSICALS AND PARENT PERMISSION**

A current annual physical examination form must be on file at the school prior to student participation in practices or games. The physical examination for the following school year shall be given on or after March 1.

Each athlete must return two (2) signed parent consent forms. The coach will have one copy in his or her possession for all practices and games in case of an emergency, and the other will be on file at the school.

Should any questions arise regarding the health condition of any student involved in athletics, the coach must contact the parents of the athlete and administration or school nurse in order to convey the concern and to initiate the necessary follow-up.

## **ACADEMIC ELIGIBILITY (NO PASS-NO PLAY)**

**No Pass/No Play:** Students with an 'F' or an 'I' will not be eligible to participate in competitive events.

**2.0 Minimum GPA\*:** SUSD has established 2.0 as the minimum GPA for all middle and high school students. Students having a GPA below 2.0 in the current marking period must participate in intervention or support systems or programs in order to maintain practice eligibility. Students who were identified to have a GPA below 2.0 and have participated in intervention and or supports are then eligible to compete when the student presents evidence to administration that they have a current GPA of 2.0 or above. In order to begin participation in the extracurricular activity, a student having a GPA below 2.0 must have been participating in interventions/ supports during the grading period prior to the activity beginning.

*\*Newly adopted Board policy as of June 19<sup>th</sup>, 2012*

**Grade Checks:** Grade checks will be collected throughout the Tier 1 and the Tier 2 portions of the seasons (a minimum of every 4.5 weeks) as determined by each school. Students are not eligible to play in Tier 2 competitive games until both a minimal GPA of 2.0 and no 'F's in all classes are verified in writing.

**Transfer Students:** Transfer students will be evaluated based on their current transfer grades.

## **ATHLETIC FEES**

A policy of the District requires a fee for participation in athletics and Spirit Line. The fee is \$60 for the All Included Tier and \$30 for the Competitive Tier. The fees for the All Included Tier are to be paid by all participants prior to the first practice. The fees for the Competitive Tier must be paid prior to the first contest. Fees are nonrefundable for those who quit or are dropped from the team for disciplinary reasons or who become ineligible. If any student is unable to participate because of financial restrictions, the coach should contact the administration/athletic director for financial assistance. No students should be excluded because they are not able to pay the fee. State tax credit laws require conditions for refunds. All fees must be paid to the designated school administrator.

## **EQUIPMENT**

Coaches are responsible for the use and care, including proper storage, of equipment. This includes gym equipment such as volleyball standards, umpire stands and all other portable equipment. All equipment should be secured in a lockable area. An up-to-date written inventory of equipment should be available at all times.

The coach should notify the administration immediately when replacement of equipment becomes necessary during the season.

Students shall be held responsible for the replacement of any equipment that has been damaged or destroyed through disruptive behavior, incorrect use, etc. In such instances, the coach shall notify the administration of the school immediately and shall personally contact the parent/guardian of the student involved in the destruction. The policy also applies to any damage done to facilities or property within any facility either at the home school or at other schools at which the athlete may be representing the home school.

Athletes are not allowed to borrow school equipment.

The coach is responsible for listing the equipment needs for the next school year and delivering this list to the athletic director at the conclusion of each season.

## **UNIFORMS**

It is the athlete's responsibility to return all school issued athletic uniforms and/or equipment. Athletes are responsible for paying for loss or damage at replacement value.

The coach is responsible for filling out and keeping on file a form for each uniform issued. The form should include the name of the athlete, the date of issue, the specific items issued (including jersey numbers, where appropriate) and the quantity of items issued.

Uniforms should be collected immediately after the last contest. It is better to get them back dirty or sweaty than not all. This means that team photos should not be scheduled after the season ends. Coaches are responsible for the recovery of missing uniforms. Be especially careful in recovering uniforms from players who quit, who move or who are out of school for long periods. No player will be allowed to participate in another sport until all uniforms and equipment previously issued are returned.

Students will be held responsible for the replacement cost of any uniform not returned to the coach in a timely manner. The coach must inform the building coordinator, in writing, of players who do not return their uniforms. This should be done within one week of the end of the season. Do not forget! Students should understand that a single uniform costs much more to replace than it did as part of an entire team order. It will be this high replacement cost for which they will be held responsible.

Give the athletic director a list of uniform needs at the conclusion of the season. Remember that broken sets are very difficult to fix. Purchasing replacements to fill out a broken set is very expensive.

## **EMERGENCIES/INJURIES**

Emergencies should be dealt with by following the procedures on the back of the parent permission form. Administer first aid as required and, in accordance with your training, determine if aid is needed (e.g. paramedics, ambulance--call them if needed). Call parents or send a responsible party to call parents at the number on the emergency card as soon as possible. Notify administration so that follow up can be made with the parents.

Each coach should carry a medical kit with basic first aid supplies for emergencies. The coach is responsible for replacing items in the kit. The school nurse may be asked to assist in procuring the necessary supplies for the medical kit.

Each school should have five (5) fully supplied medical kits. It is the responsibility of the coach to make sure that the kit being used is fully supplied. The medical kits should travel with the teams.

Coaches are required to report all injuries to parents - even those that seem minor. Before an injured athlete may return to practice or competition, a doctor's release is required if the initial injury required a doctor's care.

If a student goes to the doctor, a signed release must be given to the coach and athletic director before the student may return to competition.

**MEDICAL ALERT IDENTIFICATION JEWELRY**-Cushion and tape smoothly to skin to prevent injury. Students should wear it (them) at all times.



## **REPORTING INJURIES**

Unless the coach or some other responsible person witnesses an injury and takes the necessary steps to report the incident, the responsibility for reporting the injury to the coach rests upon the student and/or the parents or guardians. Injuries must be reported promptly, fully and accurately to the coach in charge.

Before permitting the student to return to participation, the coach will require the injured student to present a written statement from the attending physician stating the time and condition of discharge as well as the capability to return to participation.

## **EATING DISORDERS**

Athletes and parents should be educated on the maintenance of healthy weight through sound eating behaviors and appropriate exercise.

Athletes who demonstrate unhealthy weight-control practices should be referred to the proper professional.

Athletes who intend to gain or lose weight should do so under the direction of a physician and follow the established principles for healthy weight reduction or gain.

## **SUDDEN CARDIAC ARREST**

Sudden cardiac arrest (SCA) is a sudden, unexpected loss of heart function. SCA occurs when the electrical system to the heart malfunctions and becomes irregular or nonfunctional. The ventricles may flutter or quiver (ventricular fibrillation), and blood is not delivered to the body.

In the event of sudden cardiac arrest, the strongest determinant of survival is the time from cardiac arrest to defibrillation. Access to defibrillation within three to five minutes is essential. Each minute lost reduces the chance of survival by approximately 10 percent. Therefore, all coaching and athletic staff members are encouraged to receive CPR and AED certification. Coaches are responsible for ensuring that at least one adult at all athletic events on SUSD grounds knows where the closest automatic external defibrillator (AED) is kept and how to use it. AED protocol will be followed.

## **WEATHER**

### **Extreme Heat Precautions**

Heat stroke, heat exhaustion, dehydration and severe sun burns can be very dangerous to students during outside sporting events. The following precautions should be taken:

- Be prepared to cancel practice or modify the practice schedules when extreme temperatures exist. Coaches will follow SUSD's Heat Advisory Report and recommended activity limitations provided by the District.
- Have ice and water on hand and easily accessible during all practices and games (both HOME and AWAY).
- Take frequent fluids and rest breaks. NEVER WITHHOLD WATER BREAKS AS PUNISHMENT OR MOTIVATION!
- Remove helmets and pads when not scrimmaging.
- Do not use salt tablets.

- Be attentive to heat illness and dehydration symptoms in athletes and treat them appropriately.
- Encourage athletes to drink fluids in the hours before practice (avoid soft drinks or beverage containing caffeine).
- In case of severe thunderstorms, move the students into the building when lighting is first noticed. **Do not wait until the storm is breaking to move inside.** Use the same procedure when sandstorms occur.

## **TRAINING AND PRACTICE RULES**

Coaches are expected to follow the District Athletic Code of Conduct. Any additional team rules should have administrative approval prior to communication with athletes and parents.

Make every attempt to communicate with parents at least once prior to the start of the season. Sending home a copy of the training rules and a practice schedule is a good way to do this. Also send a copy of the game schedule. Give the office a copy of your try-out times and your practice schedule.

## **PRACTICE SCHEDULES**

The students and their parents need to know when and how long the practices are going to be. Make up a practice schedule. Give one to every student who tries out. Give a copy to the secretary in the office. If you must change a practice for some reason, notify the players well in advance. Also, please notify the office as soon as you know of the change.

**To be eligible to participate in the Tier 2 Competitive Tier of the season, players must attend at least 75% of the practices during the Tier 1 All Included Tier and the Saturday Festival.**

Having a set time and preplanned days for practice establishes a routine that makes it much easier for everyone. Parents dislike, and rightly so, last minute changes in schedule.

At no time may an athlete use the gymnasium, equipment or facilities without supervision by a coach or other certified personnel.

**Coaches are responsible for their teams when at home school or away from the home school. Do not let athletes "roam free" on the campus of the school you are visiting or at the home school before or after the contest.**

## **FACILITY PREPARATION**

Playing fields will be prepared by the District maintenance crew. However, it is the responsibility of each school to provide the gypsum and paint for field lining and to keep up with work orders. Schools should make sure that an adequate supply of gypsum and paint is available on the site prior to each season. The suggested amount of gypsum needed for all three seasons (Fall, Winter I and Winter II) is 20 bags of 20 pounds each. Since fields may differ, this amount is merely suggested, and each school will want to monitor the need for a full year in order to more accurately order for the next year. Coaches and athletic directors are expected to assist the District maintenance crew by providing the necessary information to correctly locate the fields on the school property. Prior to the start of each season, the coach should survey his or her facility maintenance needs and report them to the athletic director, who can also help with things such as base pegs, home plates, etc.

Coaches are responsible for setting up facilities prior to a contest, including gym, court or field preparation, if necessary. Line up the help you will need in advance. See the middle school athletic director/administration for materials or other needs.

Coaches and athletes are responsible for taking down, returning and securing all equipment used for the contest. Coaches will make sure that all athletes are gone before locking up and leaving the area. Athletes should not be left on campus unsupervised. Coaches are required to stay until every athlete on their team is gone.

The middle school athletic director will assign designated rooms to the home and visiting teams.

No non-District facility will be used for practice or home contests without a contract between the District and the outside vendor.

All facility uses by Parks and Recreation are to be contracted. In instances where scheduling conflicts arise, the school-sponsored event takes precedence over the outside contract.

## **TRANSPORTATION**

Ideally, buses will depart on game days no later than 2:45. This gives players about 10 minutes to dress and get ready to go. In order to properly warm up and be ready to play at 3:30, it is necessary to leave at 2:45. Please be patient and anticipate tardy buses. This cannot be helped due to the other routes drivers must complete prior to picking up our teams. Refer questions and concerns regarding busing to the middle school athletic director or designee.

Coaches must ride to and from away locations on the bus with the team. This includes Spirit Line when any squad accompanies a team to a game away from the home campus. They must also return with the team and provide proper control while on the bus. Incidents on the bus are to be reported to the assistant principal and athletic director. Following practice sessions or games after school hours, coaches are required to remain with the members of the team until all students have been picked up by parents/guardians or have walked home. Coaches may not leave the school campus until all team members are safely on their way home.

Travel Policy: Students go to and return from athletic contests by school-supplied or designated travel. If a student must travel to the contest with his/her parents, he/she must have his/her parents make the request in writing to the coach prior to the contest. If a student must travel from the contest with a parent, then the parent must give the request in writing to the coach in charge. Only individuals whose names are on the student's Emergency Card are authorized to pick up a student with parent's written permission. Once at the site of the contest, the athlete is not to leave the site without permission of the coach.

Students must travel only with parent/guardians from an away game to the home school.

Late buses should be reported to the athletic director. You may call transportation if you wish, or, if no one is in the office, have someone else call. The number for transportation dispatch is 480-484-8553. Report problems with drivers to the administration at your school.

Coaches are expected to enforce the regulation regarding no cleats on the bus.

Other common bus rules that the coaches are expected to enforce include the following:

- Student vocabulary and reading materials shall be appropriate for a school activity.

- Gambling is not permitted at any time students are under the supervision of school personnel.
- Only water is permitted while riding in a school vehicle.
- Students must remain seated while the vehicle is in motion.
- Vehicle aisles should remain clear.
- Voices should be kept at a normal level.
- Students shall keep arms, feet and heads inside the vehicle at all times.
- Feet should remain on the floor.
- Shoes with cleats should be removed before entering the vehicle both on the way to a contest and on the way back to the home campus.
- Athletes are responsible for picking up any trash before leaving the bus.

### **Unapproved Trips**

Any District employee who initiates, or is knowingly involved in, an unapproved field trip will be subject to disciplinary action up to, and including, termination. If a staff member fails to follow the process outlined above, or follows the process and the District denies the request, the trip is unauthorized. For more information on field trips, see SUSD policy IJOA and IJOA-R, EEAF Special Use of Buses.

The use of privately owned vehicles, 15 passenger vans and twelve passenger vehicles that do not meet federal school bus safety standards for the purpose of transporting students to and from school and school related activities to transport students on field trips is prohibited. For more information see policy EEAG-Student Transportation in Private Vehicles.

### **COMMUNICATION**

Coaches are responsible for effectively communicating with athletes, parents and SUSD staff. Information that should be shared with athletes, parents and administration includes, but is not limited to, practice schedules, injuries, penalties for disciplinary action and the coach's expectations for behavior and conduct.

Please remind all students that the rules that govern their behavior during school hours also govern their behavior during practices, contests and special events. All of the Uniform Code of Student Conduct and Athletic Code of Conduct apply to all students at all school-sponsored activities. Athletes and parents need to be informed that students who violate District/school rules may be suspended or permanently removed from the team.

### **PROGRAMS, BANQUETS AND AWARDS EVENTS**

Some schools sponsor some type of athletic awards event. Each school may select its own pattern for recognizing award winners and for determining what awards will be given. Middle schools should strive for consistency in how awards and events are budgeted and conducted.

The office needs to have an accurate list of athletes in order to mail invitations, prepare award certificates, etc. Coaches are expected to give the office an updated list at the end of each season. Coaches are expected to attend any special event for athletics and, if asked, to present awards to the athletes coached. Individual awards for athletes are to be determined by each school.

## **OFFICIALS**

Complaints regarding officials should be filed within three days following the contest to the middle school athletic director or designee. Please be as specific as possible in citing your grievance and thoroughly describe the misconduct or inadequacy.

## **GAME RESULTS AND PUBLICITY**

Please report your scores to the middle school athletic director or designee.

## **SCOREKEEPERS AND STATISTICS BOOKS**

Each school may employ one (1) adult to be responsible for running the game clock. That is the only responsibility that is to be assigned to that person. **Coaches may not request any score keeping or supervision duties of the timekeeper.** Coaches are expected to arrange for their own record keepers prior to the onset of the season. The use of student assistants is encouraged in order to provide additional opportunities for student participation in school activities.

## **PROBLEMS/NEEDS**

Communicate with your building coordinator, principal, and/or athletic director regarding programming suggestions, problems or needs. Try to resolve little problems before they escalate into big ones. Communicate with people who can get things changed.

## **SPORTS SCHEDULES**

Each school team will play eight competitive games if all schools have a team to participate at that level. Game results should be reported to the middle school athletic director or designee. Final season standings will be based on regular season games on the schedules. Final season standing will be determined by:

- Regular season games win/loss record. If needed, percentage of wins will be used and determined by games won divided by total games played.
- Head to head competition.
- If still tied, share the final standing position.

### **SUGGESTED GUIDELINES FOR COACHES OF TEAMS OF THE OPPOSITE SEX**

- Establish a simple, reliable means of calling for assistance.
- Do not remove any articles of an athlete's clothing unless absolutely necessary to provide care.
- Arrange for appropriate supervision of locker room. If you are the sole supervisor, do not enter the locker room unless:
  - a. It seems that a team member's safety or welfare would be endangered by your absence.
  - b. The administration requires, or you feel it necessary, that you check the area to be sure that all team members have left, the area is in order and you are prepared to secure it.
- Arrange to be accompanied by another adult when entering the locker room. Under emergency circumstances involving the safety and welfare of a team member, the coach is permitted to enter the locker room. In such cases, a loud verbal announcement of intention to enter should be sufficient to alert team members.
- Establish a predetermined location at which you may be reached during all practice sessions or games so that team members always know where you are. This location should be near the locker room and a telephone.
- Establish a system by which the players are to notify you that the last person has left the locker room area and that you may check it for orderliness and security. Under no circumstances should the last team member leaving the locker room do so alone. Make sure that team members leave in groups of two or three so that there is no danger of one-to-one (coach-to-student) allegations.
- Provide parents with written information regarding your arrangements for supervision, your provisions for control of the locker room, your location during dressing out and your system for team member check-out following practices and games. This will assure them of your awareness of potential difficulties and of your intent to provide adequate supervision to assure the safety and welfare of their students.

### **SPORTSMANSHIP RULE**

A coach or player ejected from a contest for any reason shall not participate for the remainder of that day and shall be ineligible for the next scheduled contest.

**SCOTTSDALE UNIFIED SCHOOL DISTRICT**  
**Middle School Department of Athletics**  
**ATHLETIC CODE OF CONDUCT**  
**2017-2018**

**Student Name:** \_\_\_\_\_

**Grade Level:** \_\_\_\_\_

**Student ID #:** \_\_\_\_\_

**Sport(s):** \_\_\_\_\_

**All student athletes are held responsible to follow the guidelines in the Uniform Code of Student Conduct.**

**PARTICIPATION REQUIREMENTS**

- 1. Physical Examination:** Current yearly physical examination form. The physical examination for the 2016-2017 school year shall be given on or after March 1 (A.I.A. Bylaw 15.7.1).
- 2. Parent Consent Cards:** Two Parent Consent In the Event of an Emergency cards. Cards must be completely filled out and include current health insurance information, emergency contact phone numbers, and parent and student signatures. **Insurance:** All athletes must be covered by an accident insurance plan prior to participation in practice or contests. The Parent Consent Card must include the insurance company name and policy number and must be signed by the parent or guardian as evidence of insurance.
- 3. Athletic Code of Conduct:** This document must be signed and dated by both athlete and parent.
- 4. Enrollment:** A student must be enrolled full time at a Scottsdale Unified School District Middle School to be eligible. A home-schooled student may be eligible if said student is in compliance with A.R.S. 15-802.01(A).

**Academic Eligibility**

**No Pass/No Play:** Students with an "F" or an "I" will not be eligible to participate in competitive events.

**2.0 Minimum GPA\*:** SUSD has established 2.0 as the minimum GPA for all middle and high school students. Students below a 2.0 GPA in the current marking period must participate in intervention or support systems or programs in order to maintain practice eligibility. Students who were identified to have less than a 2.0 GPA and have participated in intervention and or supports are then eligible to compete when the student presents evidence to administration that they have a current GPA of 2.0. In order to begin participation in the extracurricular activity, a student below a 2.0 GPA must have been participating in interventions/ supports during the grading period prior to the activity beginning.

**Grade Checks:** Grade checks will be collected throughout the Tier 1 and the Tier 2 portions of the seasons (a minimum of every 4.5 weeks) by Athletic Directors. Students are not eligible to play in Tier 2 competitive games until both a minimal GPA of 2.0 and no 'F's in all classes are verified in writing.

**Transfer Students:** Transfer students will be evaluated based on their current transfer grades.

**Suspension:** A student suspended in or out of school is not eligible during their period of suspension.

**Uniforms/Equipment:** Athletes are responsible for returning or paying for all equipment issued to them. Debts must be cleared before going out for another sport.

**Attendance:** To be eligible for the Competitive Tier 2 of each season, students must be an active participant during the Tier 1 season and Saturday Festival unless excused prior to by coach and Athletic Director. The athlete must be in attendance at school a minimum of 50% of the school day to participate or practice that day unless excused by the administration.

**Athletic Fee:** The \$60 athletic fee for the Tier 1 must be paid prior to the start of the All Included Tier 1. The \$30 athletic fee for the Competitive Tier 2 must be paid prior to the first contest and before any game equipment is issued. The fee for Track and Field is \$75 for the entire season. State tax credit laws do not allow for refunds and all SUSD athletic fees are not refundable.

**General Appearance:** An athlete must dress and look the part of an athlete while participating and during school. Uniforms must be clean and well-kept for competitive games. Coaches will establish practice uniforms. For the safety of the athletes, jewelry must not be worn during practice and games.

**TRAINING RULES**

In addition to the requirements and consequences set forth in the SUSD Student Code of Conduct, all student athletes are responsible for adhering to the training rules listed below. These rules apply on ~~or~~ and off campus during the season of sport. Any violations of the rules stated below will carry consequences as stipulated by the SUSD Uniform Code of Student Conduct AND to be determined by the coach of that sport and subject to review by the Athletic Director. Alcohol, and Other Drugs carries specific penalties as listed below:

1. **Student Conduct:** an athlete must be a positive representative of the school at all times and must be courteous to teachers, students, fellow athletes and adults.
2. **Behavior and Attitude:** An athlete may be dropped from the team at any time the coach believes his/her behavior is detrimental to the team, or the coach may take any reasonable action to see that any infraction of the above does not reoccur.
3. **Tobacco:** This includes having in possession or having consumed any tobacco product (including vape) is strictly prohibited.
4. **Travel:** Students must go to and return from athletic contests by school-supplied or designated travel. If a student must travel to the contest with his/her parent, he/she must have his/her parents make the request in writing to the coach prior to the contest. If a student must travel from the contest with his/her parent, then the parent must give the request in writing to the coach in charge. Once at the site of the contest, the athlete is not to leave the site without permission of the coach.
5. **Bullying, Harassment, Threat and Intimidation:** Includes a broad range of negative acts that are intended to inflict physical, sexual or psychological harm on another person is strictly prohibited.
6. **Hazing:** Includes any intentional or reckless act committed by an individual or group of students against other students where both of the following apply: (1) The act was in connection with an initiation into an affiliation with, or membership of, a school sponsored athletic team or group, and (2) The act causes, contributes to or poses a substantial risk of physical or mental injury or degradation is strictly prohibited.
7. **Alcohol and Other Drugs:** Violations per SUSD Code of Conduct.

**Level 1 Violation:** This includes first offense as defined in the Uniform Code of Student Conduct.

- a. The loss of eligibility from all participation will be for ninety (90) school days.
- b. The athlete will have an opportunity to regain eligibility after thirty (30) school days by completing a District-approved counseling program and submitting a negative drug test at parent expense.
- c. Athlete may reinstate to participate (other than competition) upon the school receiving a drug negative test. The athlete must complete the District-approved counseling program within the time period designated by the principal or designees. Failure to complete the District-approved counseling program will result in re-imposing the ninety (90) day suspension from all participation.

**Level 2 Violation:** This includes second offense within 365 days and/or distribution as defined in the Uniform Code of Student Conduct. As stipulated in the SUSD Code of Conduct, other first violations may be considered level 2 if other aggravating factors are present. Such determination is made by site administration.

- a. Dismissed from the team.
- b. During the last two weeks of a sport: Dismissed for the remainder of the season and suspension from the next sport the athlete participates in for the period of time to total three (3) competitive weeks.
- c. For drug and/or alcohol violations, the athlete will be referred to District-sponsored drug and/or alcohol programs and will participate in twenty (20) hours of community service.

8.

#### **DUE PROCESS**

1. A. All athletes will be presented with a written statement of the Athletic Code of Conduct and accompanying regulations and penalties at the beginning of the season.  
B. The Parental Consent Card is to be signed by the parent/guardian and student athlete. Signatures will be verified by the coach prior to participation.
2. Upon receipt of information regarding a violation of the code, the coach will discuss the matter immediately with the Athletic Director and athlete (s).
3. If the coach is sure a violation has occurred, he/she will:  
A. Notify the athlete of the exact nature of the violation. The coach shall also notify the parents of the athlete, giving the same information before the penalty takes effect, or;  
B. If two or more coaches are involved and the incident is sufficiently broad, the coaches will work collaboratively to determine disposition.
4. If the athlete and/or his/her parents are unclear as to the reason for the disciplinary action or are dissatisfied with it, they may request a meeting with the coach and Athletic Director.

**Parents and student athletes must sign below and return to the school.**

Student: \_\_\_\_\_ Parent: \_\_\_\_\_ Date: \_\_\_\_\_





Scottsdale *Unified* School District

*Engage, Educate and Empower Every Student, Every Day*

**Scottsdale Unified School District  
Athletic Department  
Alternate Transportation Consent Form  
(Completion of this form required at the beginning of each Sport season)**

Student Athlete (Please Print) \_\_\_\_\_ I.D. # \_\_\_\_\_

Sport/Season (Year) \_\_\_\_\_ Coach \_\_\_\_\_

**This form must be completed and on file at the beginning of each sport season of the school year prior to any alternate transportation arrangements.**

I give my son/daughter permission to ride from any athletic event during this sport season with his/her parent(s) or the alternative parent designee(s) listed below (after I have completed a Permission form for that event and submitted prior to the event).

\*\*\*Note: No fellow students or teachers will be approved as parent designee(s) under any circumstances.

**My son/daughter has permission to travel with any of the following individuals (please print):**

- |    |       |       |
|----|-------|-------|
| 1. | _____ | _____ |
|    | Name  | Phone |
| 2. | _____ | _____ |
|    | Name  | Phone |
| 3. | _____ | _____ |
|    | Name  | Phone |
| 4. | _____ | _____ |
|    | Name  | Phone |

By signing below, I acknowledge that either I or my designee above may have permission to transport my child from the destination. I understand that I or my designees are solely responsible and SUSD is not responsible for supervision and shall not be held liable for anything that occurs as of the time my child is signed out. Specifically, SUSD shall not be responsible for insurance and shall not be held liable for any damages or injuries of any kind that occur at or after the time my child is signed out from the activity. I agree that proper identification (such as a valid driver's license) will be provided to the appropriate SUSD personnel, before the designee(s) listed below will be allowed to sign my child out.

Signature of Parent: \_\_\_\_\_ Print Parent Name: \_\_\_\_\_

Date: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_



Scottsdale *Unified* School District

*Engage, Educate and Empower Every Student, Every Day*

**Alternate Transportation Permission Form  
Scottsdale Unified School District  
Athletics  
(Completion required for each sport event)**

My son/daughter \_\_\_\_\_ I.D. Number \_\_\_\_\_

has my permission to return from (location) \_\_\_\_\_

with his/her parent(s) or designee listed below instead of riding the bus with the team.

By signing below, I acknowledge that either I or my designee has permission to transport my child from the destination. I understand that I or my designees are solely responsible and SUSD is not responsible for supervision and shall not be held liable for anything that occurs as of the time my child is signed out. Specifically, SUSD shall not be responsible for insurance and shall not be held liable for any damages or injuries of any kind that occur at or after the time my child is signed out from the activity. I agree that the proper identification (such as a valid driver's license) will be provided to the appropriate SUSD personnel, before the designee(s) listed below will be allowed to sign my child out.

Date of Game: \_\_\_\_\_ Sport \_\_\_\_\_

**\*\*\*Note: No fellow students or teachers will be approved as parent designee(s) under any circumstances.**

Name of Designee permitted to take my child home: \_\_\_\_\_

Please Print Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete the form, sign and return to the Athletics Department either prior to the day of the game or the morning of the game day.