GUIDE FOR INTERSCHOLASTIC ATHLETICS

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SOUTHWESTERN CENTRAL SCHOOL
ATHLETIC GUIDELINES

I. INTRODUCTION
The Athletic program, an important link in preparing a young person for adult life, has an important place in the total educational program at Southwestern Central School. Sports supplement the Physical Education Program and provide a positive, controlled outlet for the energy of students. This benefits students mentally, socially, and emotionally as well as providing additional physical activity.

For the school sports program to continue as an educational tool and an extension of the classroom, it is critical that coaches work to improve the educational values of all students as well as the various skills and techniques of the individual sport.

II. PHILOSOPHY
The District recognizes that interscholastic athletic participation is an integral part of a well-balanced educational program. Therefore, the District supports within its resources a broad sports program with equal access for both males and females through interscholastic activities. The interscholastic athletic program shall conform to the Regulations of the Commissioner of Education as well as the established rules of the New York State Public High Schools Athletic Association and the State Education Department. Participation in interscholastic athletics is a privilege, not a right. In order to participate in the sports program, the Board of Education, administration, faculty and coaching staff expect that a student will make academic progress and adhere to the eligibility procedures outlined in the Guide.

III. OBJECTIVES OF PARTICIPATION
Statement of Objectives
1. To provide a positive image of school athletics at Southwestern Central School.
2. To strive always for playing excellence that will produce winning teams within the bounds of good sportsmanship and mental health of the student athlete.
3. To provide opportunity for a student to experience success in an activity he or she selects.
4. To develop high ideals of fairness in all human relationships.
5. To practice self-discipline and emotional maturity in learning to make decisions under pressure.
6. To be socially competent and operate within a set of rules, thus gaining a respect for the right of others.
7. To develop an understanding of the value of activities in a balanced educational process.

IV. NEW YORK STATE PUBLIC HIGH SCHOOL ATHLETIC ASSOCIATION CODE OF ETHICS
It is the responsibility of all concerned with high school athletics:
1. To emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
2. To eliminate all possibilities which tend to destroy the best values of the game.
3. To stress the values derived from playing the game fairly.
4. To show cordial courtesy to visiting teams, fans and officials.
5. To establish a happy relationship between visitors and hosts.
6. To respect the integrity and judgment of the sports officials.
7. To achieve a thorough understanding and acceptance of the rules of the games and the standards of eligibility.
8. To encourage leadership, use of initiative and good judgment by the players on the team.
9. To recognize that the purpose of athletics is to promote the physical, mental, moral, social and emotional well-being of the individual players.
10. To remember that an athletic contest is only a game -- not a matter of life or death for player, coach, school, official, fan, community, state or nation.
V. STUDENT ACTIVITY POLICIES

DIGNITY FOR ALL STUDENTS ACT

On September 13, 2010, Governor David A. Paterson signed into law the Dignity for All Students Act, which amended the Education Law by adding a new Article 2. The Act, which is effective July 1, 2012, was passed to help eliminate discrimination, harassment, and bullying in public schools. Specifically, it seeks to help children reach their academic potential and ultimately foster “civility in public schools and prevent and prohibit conduct which is inconsistent with a school’s educational mission.” Southwestern provides leadership in the areas of civility, citizenship, and character education by expanding the concepts of tolerance, respect for others and dignity to include: an awareness and sensitivity in the relations of people, including but not limited to, different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, gender identity, and sexes.

The Dignity Act explicitly provides that no student must be subjected to discrimination and/or harassment by employees and/or students on school property or at a school function based on his or her actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (including gender identity), or sex.

The Dignity Act is to provide all public school students with an environment free from harassment, bullying (including cyber bullying) and discrimination, as well as to foster civility in public schools. The Dignity Act focuses on the prevention of discriminatory behaviors, including harassment/bullying, through the promotion of educational measures meant to positively impact school culture and climate.

Scope of Cyberbullying

The Dignity Act prohibits discrimination including harassment/bullying/cyberbullying, of students on school property, including at school functions, by any student and/or employee. As the amended act states, cyberbullying may include, among other things, the use, both on and off school property, of electronic technology, including, but not limited to, e-mail, instant messaging, blogs, chat rooms, pagers, cell phones, gaming systems and social media websites, to deliberately harass or threaten others.

Pertinent Definitions

“School Property” means in or within any building, structure, athletic playing field, playground, parking lot, or land contained within the real property boundary line of a public elementary or secondary school; or in or on a school bus (Education Law §11[1]).

“School Bus” means every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities (Education Law §11[1] and Vehicle and Traffic Law §142).

“School Function” means a school-sponsored extra-curricular event or activity (Education §11[2]).

“Disability” means: (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment, provided, however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of reasonable accommodations, do not prevent the complainant from performing in a reasonable manner the activities involved in the job or occupation sought or held (Education Law §11[4] and Executive Law §292[21]).

“Discrimination” means discrimination against any student by a student or students and/or employee or employees on school property or at a school function including, but not limited to, discrimination based on a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

“Emotional harm” that takes place in the context of “harassment or bullying” means harm to a student’s emotional well-being through creation of a hostile school environment that is so severe or pervasive as to unreasonably and substantially interfere with a student’s education.
“Employee” means any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to title 9-B of article 5 of the Social Services Law, and consistent with the provisions of such title for the provision of services to such district, its students or employees, directly or through contract, whereby such services performed by such person involve direct student contact (Education Law §§11[4] and 1125[3]).

“Gender” means a person’s actual or perceived sex and includes a person’s gender identity or expression (Education Law §11[6]).

“Sexual Orientation” means actual or perceived heterosexuality, homosexuality, or bisexuality (Education Law §11[5]).

“Harassment/bullying” means the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying as defined in Education Law §11(8), that

a) has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional or physical well-being; or

b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; or

c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or

b) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property.

For purposes of this definition, the term “threats, intimidation or abuse” shall include verbal and non-verbal actions. (Education Law §11[7])

“Cyberbullying” means harassment/bullying, as defined above, through any form of electronic communication.

Acts of harassment and bullying that are prohibited include those acts based on a person’s actual or perceived membership in the following groups including, but not limited to:

- race
- color
- weight
- national origin
- ethnic group
- religion
- religious practice
- disability
- sexual orientation
- gender (which includes a person’s actual or perceived sex, as well as gender identity and expression).

This is not an exhaustive list. For example, students with acne or short stature, who are subjected to discrimination, harassment, or bullying are also covered by the Dignity Act. Schools/districts may add to this list based on their own regional or specialized needs (for example, students of incarcerated parents).

Disciplinary and Remedial Consequences

Southwestern Central School District emphasizes the creation and maintenance of a positive learning environment for all students. Southwestern Central School is committed to the development of measured, balanced, progressive, and age-appropriate responses to discrimination, harassment, and bullying of students by students and/or employees. The remedial responses should also be designed to correct the problem behavior, prevent another occurrence of the behavior, and protect the target of the act. Appropriate remedial measures may include, but are not limited to:

a. peer support groups;

b. assignment of an adult mentor at school that the student checks in with at the beginning and end of each school day;

c. corrective instruction that reemphasizes behavioral expectations or other relevant learning or service experience;

d. engagement of student in a reflective activity, such as writing an essay about the misbehavior and its impact on others and how the student might handle the situation differently in the future and/or make amends to those who have been harmed;

e. supportive intervention and/or mediation where constructive conflict resolution is modeled;
f. behavioral assessment or evaluation;
g. behavioral management plans or behavior contracts, with benchmarks that are closely monitored;
h. student counseling and parent conferences that focus on involving persons in parental relation in discipline issues.

Reporting Discrimination, Harassment and Bullying

- School employees who witness harassment, bullying, and/or discrimination or receive an oral or written report of such acts shall promptly orally notify the principal, superintendent, or their designee not later than one school day after such employee witnesses or receives a report of such acts, and shall also file a written report with the principal, superintendent, or their designee no later than two school days after making an oral report.
- The principal, superintendent or the principal's or superintendent's designee shall lead or supervise the thorough investigation of all reports of harassment, bullying and/or discrimination, and ensure that such investigation is completed promptly after receipt of any written reports.
- When an investigation verifies a material incident of harassment, bullying, and/or discrimination, the superintendent, principal, or designee shall take prompt action, reasonably calculated to end the harassment, bullying, and/or discrimination, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom such behavior was directed.
- Pursuant to Education Law section 13, retaliation by any school employee or student shall be prohibited against any individual who, in good faith, reports or assists in the investigation of harassment, bullying, and/or discrimination.

Dignity Act Coordinators
Southwestern Central School
600 Hunt Road
Jamestown, NY 14701

**Elementary School**
Mr. Matthew Langworthy
716-484-1136

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Mr. Rich Rybicki
716-664-6270

**High School**
Mr. Scott Cooper
716-664-6273

The district is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all district students have the right to:

1. Take part in all district activities on an equal basis regardless of color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (which includes a person’s actual or perceived sex, as well as gender identity and expression).
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school rules and, when necessary, receive an explanation of those rules from school personnel.

School Districts Must:

**Develop Curriculum:** must include instruction that supports the development of a school environment free of discrimination and harassment. Curriculum must include instruction in safe and responsible use of the Internet and electronic communications and emphasize discouraging acts of harassment, bullying and discrimination.
Establish Reporting Materials: incidents of discrimination and/or harassment on school grounds or at a school function must be reported to NYSED annually.

Establish a Dignity Act Coordinator: At least one staff member at every school must be designated and trained to handle human relations in the areas of: race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex.

Establish Employee Training: Employees must receive training to raise awareness and sensitivity to potential acts of discrimination and/or harassment and to enable employees to prevent and respond to incidents of discrimination and harassment.

Establish Employee Reporting Protocol: School employees who witness or receive a report of harassment, bullying or discrimination must notify the principal, superintendent or designee within one school day after witnessing the incident or receiving the report and must file a written report within two school days thereafter.

Notify Law Enforcement: The Principal, Superintendent or designee will be required to notify appropriate local law enforcement when they believe that any harassment, bullying or discrimination constitutes criminal conduct.

Establish Guidance and Educational Materials: The State Education Department will provide guidance and educational materials, including best practices in addressing cyberbullying, and best practices in helping families and communities to work cooperatively with schools in addressing cyberbullying.

Cyberbullying: Cyberbullying will be defined as harassment or bullying by any form of electronic communication, and include incidents occurring off school property that create or would foreseeably create a risk of substantial disruption within the school environment.

Report Harassment, Bullying and Discrimination: The principal, superintendent, or designee must be charged with receiving reports.

Investigate Reports: The principal, superintendent, or designee must lead or supervise the prompt and thorough investigation of reports.

Respond to Verified Reports: The school must take prompt actions reasonably calculated to end the harassment, bullying or discrimination, eliminate any hostile environment, and ensure the safety of the student(s) toward whom harassment, bullying or discrimination was directed.

The Bottom Line: The Dignity for All Students Act was designed to eliminate discrimination, harassment, and bullying in public schools. As a result, school districts are required to design policies to prevent discrimination, harassment, and bullying in compliance with the regulations which will be set forth by the Commissioner.

VI. TRAINING RULES

The following training rules are in effect for all student participants in the interscholastic program during the duration of the season.

A. Hazing will not be tolerated to any degree. If is determined that a student athlete has violated this training rule, the student athlete will be suspended from athletics indefinitely.

B. Sexual Harassment will not be tolerated to any degree. If is determined that a student athlete has violated this training rule, the student athlete will be suspended from athletics indefinitely.

C. No use of Tobacco products, Alcoholic beverages, Controlled Drugs (except as prescribed by a Licensed Physician) and/or Illegal Drugs.

Participation in interscholastic athletics requires the participant to be in excellent physical condition. Training rules are established and observed so student athletes have the necessary energy, stamina and strength to safely participate.

Any suspected infraction of the training rules shall be reported to the Athletic Director and Coach. The suspected infraction must then be reported to the Building Principal immediately. The suspected infraction will be dealt with in the following manner:

1. The athlete and his/her parents will be immediately informed of the suspected infraction and called in for a consultation.
2. The Athletic Director and Building Principal will thoroughly investigate any suspected infraction of training rules.
3. The Athletic Director and Building Principal shall make a determination of the suspected infraction based on reasonable grounds or belief.
4. At the TIME OF DETERMINATION of an infraction of the training rules by a student athlete the following actions will begin:
   FIRST OFFENSE - Suspension from athletic activity for a minimum of seven (7) calendar days, which will include at least five (5) school days and a minimum of one (1) missed contest. The student athlete will be involved in a program of Education and
Awareness to include a minimum of three (3) counseling and support sessions commencing with the suspension within a period of two weeks.

**SECOND OFFENSE** - Suspension from athletic activity for 45 calendar days which will include a minimum of five (5) missed contests. The student athlete will be involved in a program of Education and Awareness to include a minimum of six (6) counseling and support sessions commencing with the suspension within a period of two weeks.

**THIRD OFFENSE** – Suspension from athletic activity for one calendar year. This suspension may be reduced to one-half calendar year after student demonstrates successful completion of a certified drug and alcohol counseling program.

5. Upon notification of the athletic offense, the following procedures shall follow:
   A. Upon report of an alleged violation or if the student admits a violation has occurred, the Building Principal and/or Athletic Director shall provide verbal notice to the student and his/her parent(s)/guardian(s) that an investigation of the alleged violation is has been taking place. The reasons for the investigation and the possibility of suspension or removal from the activity will be included in the notice.
   B. The student and his/her parent(s)/guardian(s) will meet the Principal, Athletic Director, Assistant Principal and other staff, as appropriate, within two (2) school days following the initial notification. Those attending will be given the opportunity to submit additional information or explanation of the alleged violation.
   C. The Principal, Athletic Director, Assistant Principal, as appropriate, will make a final determination and within two (2) days of conducting the investigation, give verbal and written notice to the student, parent(s)/guardian(s) and the coach or advisor of the actions being taken.

- Students will not be permitted to participate in practice or awards ceremonies during suspensions.
- Any student athlete who is suspended In-School Suspension (ISS) during their respective season; the day(s) they serve ISS will result in loss of athletic participation.
- Any student athlete who is suspended Out-of-School Suspension (OSS) during their respective season will results in loss of participation during the suspension period and a (one) game suspension.

*Please note: Training Rules and suspensions carry into the student-athlete’s subsequent year. For example, if a student receives a suspension freshman year under the guidelines of the first offence and subsequently is in violation his/her sophomore, junior or senior year, it will be treated as a level two infraction.*

**VII. CONCUSSIONS**

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If an athlete reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

The signs and symptoms of a concussion include but are not limited to the following:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall
- The athlete reports a headache or “pressure” in head
Every sport is different, but there are steps your children can take to protect themselves from concussion.

- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

What should you do if you think your child has a concussion?

1. **Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.

2. **Keep your child out of play.** Concussions take time to heal. Don’t let your child return to play until a health care professional says it’s OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.

3. **Tell your child’s coach about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

**Return to play Protocol following a concussion.**

The following protocol has been established in accordance to the National Federation of State High School Associations and the International Conference on Concussion in Sport, Prague 2004. When an athlete shows ANY signs or symptoms of a concussion:

1. The athlete will not be allowed to return to play in the current game or practice.
2. The athlete should not be left alone, and regular monitoring for deterioration is essential over the initial few hours following injury.
3. The athlete should be medically evaluated following the injury.
4. Return to play must follow a medically supervised stepwise process.

The cornerstone of proper concussion management is rest until all symptoms resolve and then a graded program of exertion before return to sport. The program is broken down into six steps in which only one step is covered a day. The six steps involve the following:

1. No exertional activity until asymptomatic for 24 hours.
2. Light aerobic exercise such as walking or stationary bike, etc. No resistance training.
3. Sport specific exercise such as skating, running, etc. Progressive addition of resistance training may begin.
4. Non-contact training/skill drills.
5. Full contact training in practice setting.
6. Return to competition

If any concussion symptoms recur, the athlete should drop back to the previous level and try to progress after 24 hours of rest. The student-athlete should also be monitored for recurrence of symptoms due to mental exertion, such as reading, working on a computer, or taking a test.

**VIII. ATTENDANCE**

1. Poor attendance is defined as habitual absence from or tardiness to school, practice sessions or athletic contests.
2. Attendance for classes during the regular school day is important. Students MUST be in attendance by 9:15 in order to participate in the day’s practice and/or contest. If a student demonstrates poor school attendance, the principal may include in his disciplinary action appropriate sport participation restrictions.

3. Attendance for all practices and contests is equally important. If an athlete demonstrates poor attendance the coach may appropriately discipline the student.

4. If a student-athlete leaves school due to illness at any time during the school day and does not return by 12:00 noon, the athlete will not be allowed to participate in that day’s practice and/or athletic contest.
   A. Exception: This would exclude a parent taking a student out of school for medical appointments with physician, dentist, etc. Written confirmation of appointment is required.
   B. There will be a form that the student-athlete must sign saying the athlete understands he/she cannot participate in that day’s activity. The nurse will then forward a copy to the coach and the Athletic Director for his/her records.

5. An athlete who has a scheduled gym class the day of a practice or game must dress and is expected to participate in gym that day.

IX. BEHAVIOR AND ATTITUDE

1. Participants are expected to demonstrate acceptable behavior in the school and in the community as well as during practices, during contests and traveling to and from contests.

2. If an athlete demonstrates unacceptable behavior at other times and places, the building principal may appropriately discipline the student.

3. If a participant demonstrates unacceptable behavior at other times and places, the building principal may include in his disciplinary action sport participation restrictions.

X. ACADEMIC ELIGIBILITY

Southwestern Central School District has an eligibility program for all extracurricular activities. As per board policy, students in grades 9-11 involved in extracurricular activities must be enrolled in at least six (6) full credit bearing subjects in addition to Physical Education. Students in grade 12 must be enrolled in four (4) credit bearing classes. Southwestern Central students who participate in extracurricular activities are expected to conform to the academic standards which meet or exceed the requirements of the district and the NYS Board of Regents.

XI. DISCIPLINARY ACTIONS

1. If a coach imposes disciplinary action of a significant degree, such as restricting practice and/or contest participation or temporary short-term suspension from practice and/or contests, the coach shall promptly notify the parents, the athletic director and the building principal of the action taken and why it was taken.

2. If the athletic director or building principal imposes disciplinary action on an athlete which affects his sports participation, a notification in writing will promptly be provided to the parents and coach for action taken and reason(s).

3. DISMISSAL FROM TEAM FOR DISCIPLINARY REASONS: If a participant is dismissed from the team, immediate notification of the parents, the coach, the athletic director and the principal is required. If dismissed, the student shall not be eligible to participate in any athletic program for the remainder of the current season; i.e., fall, winter or spring.

XII. ELIGIBILITY TO PARTICIPATE

1. To be a participant you must be a BONA FIDE student: be registered and attending in at least four full credit bearing classes including physical education.

2. A student who is approved through the Athletic Placement Process Program or attains the age of 15 years while enrolled in a grade below ninth grade may participate provided all other eligibility rules are observed.

3. Participants are expected to conduct themselves in ways that do not endanger the safety, morals, health or welfare of others. An example of such prohibited conduct would be hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliation with, or maintaining membership in any school sponsored activity or team.
4. A freshman 14 years of age may participate on a junior varsity or varsity team if his/her ability and physical make-up are judged by the head coach and Athletic Director to be adequate for this level of competition.

5. A student approved to a high school varsity, junior varsity or other inter-school squad may not return to middle school competition in that sport if he has competed in any games played by the advanced squad. *(This policy may only be superseded by a league or conference ruling.)*

6. If a participant decides to leave a team, he will have ten (10) school days to personally seek reinstatement with the coach. The coach’s decision is final. If reinstatement is not sought by the student within ten (10) school days, the student shall not be allowed to return to the team or participate in any other sport for the rest of the current season; i.e., fall, winter or spring. **IF AN ATHLETE IS CUT FROM ONE TEAM AND WANTS TO TRY JOINING ANOTHER, HE MAY DO SO.**

7. A current, original physical exam, co-signed by the school medical practitioner must be on file, in the Health Office, for the current sports season. A copy must be retained by the coach.

8. A current tetanus booster, less than ten years old and covering the entire current season, must be on file in the Health Office.

XIII. EQUIPMENT AND UNIFORMS

1. School equipment and uniforms will be issued to participants by the coaches and shall be used only for school athletic practice and contests.

2. At the end of a sport season or when a participant leaves a team during the season, all school equipment and uniforms must be returned to the coach within five (5) school days.

3. Each participant is responsible for reimbursing the school for any damaged or lost equipment and uniforms. Until satisfactory restitution is made, a student shall not be allowed to participate in any other athletic program.

XIV. TRANSPORTATION

**IN NO INSTANCE MAY A STUDENT ATHLETE TRANSPORT HIMSELF/HERSELF TO AN ATHLETIC EVENT NOR RIDE WITH ANOTHER STUDENT DRIVER!**

All participants shall ride to and from contests on the school provided transportation. The intent of rules pertaining to transportation is to promote team unity to and from contests and the safety of our athletes and coaches. However, it is realized that there will be exceptions:

1. Transportation to the Contest - When permission to travel by means other than school provided transportation to an athletic event is being requested for specific academic, family and/or medical reasons, Attachment A should be completed by the parent/guardian and MUST be approved by either the Athletic Director or Building Principal.

2. Transportation from the Contest - When permission to travel by means other than school provided transportation from an athletic and/or extra-curricular event is being requested by parent/guardian, the student athlete must obtain approval of the coach and have had Attachment B completed and signed in person by the parent/guardian in the presence of the coach.

All persons traveling on a team bus are instructed to:

A) Remain seated at all times.
B) Keep head and hands inside the bus.
C) Avoid "HORSEPLAY".
D) Obey the driver.
E) Know the location of emergent door and equipment.
F) Refrain from littering the bus or throwing objects from the windows.
G) Avoid causing any damage to any part of the bus.

XV. AWARDS POLICY
Awards shall be made to members of sports teams, cheerleading squads and team managers as symbols of achievement in athletics. The purpose is to motivate interest and encourage student participation. The coach shall consider the fulfillment of the following prerequisites in recommending a student athlete for an award:

1. The student must display sportsmanship and good manners throughout the sport season.
2. The student must show sincerity, interest and desire in the activity by:
   a) Attending all practices and games. All absences must be personally excused by the coach. Unexcused absences may prohibit receiving a letter for that season.
   b) Being prompt at all practices and games.
   c) Strict adherence to training rules.
3. Coaches may have individual requirements for earning awards and shall inform team members in the beginning of the season of his policy.

XVI. **AWARDS**

1. 7th Grade: Certificate
2. 8th Grade: Certificate
3. Junior Varsity: Certificate
4. 9th, 10th, 11th and 12th Grades: First award at Varsity level will include a Certificate and appropriate Letter. All subsequent awards will include a Certificate and Pin.
   a) Varsity will receive 8" chenille letters. Athletes who repeat the lettering process in the same sport at the same level of competition will receive a pin for each and every additional award.
   b) A higher award will always supersede the lower award; i.e., 3-D letters will be awarded in place of the standard 8" letters for team championships.
   c) Middle School athletes who are classified up or otherwise compete at the High School level will receive an award appropriate for that level.
   d) Special awards for each sport may be awarded by the Coaching Staff.

XVII. **CODE OF BEHAVIOR FOR ATHLETIC CONTESTS AND EVENTS**

It is the expectation of the Southwestern Board of Education that everyone involved with athletic contests or events - athletes, spectators, students and coaches - will at all times conduct themselves in a responsible and appropriate manner that will support the Code of Ethics and other procedures and policies of the New York State Public High School Athletic Association as defined in their Handbook, The Discipline Policy for students as approved by the Southwestern Board of Education, and the concept of positive athletic competition and sportsmanship.

The following groups are subject but are not limited to the possible consequences listed below for violations of the above.

**Athletes**
- Application of the New York State Public High School Athletic Association policies and procedures as defined in their Handbook
- Application of the Southwestern Athletic Policy and Procedures
- Application of the Southwestern Schools Discipline Policy
- Other action as deemed appropriate by the administration or the supervisor in charge of the contest or event

**Students**
- Warning
- Application of the Southwestern Discipline Policy and Procedures
- Removal from the immediate contest or event
- Denied further attendance at athletic contests or events
- Police action
- Other action as deemed appropriate by the administration or the supervisor in charge of the contest or event

**Spectators**
Warning
• Removal from the immediate athletic contest or event
• Denied attendance at future athletic contests or events
• Police action
• Other action as deemed appropriate by the administration or supervisor in charge of the contest or event

XVIII. ATHLETIC PLACEMENT PROCESS FOR INTERSCHOLASTIC ATHLETICS

Students in grades no lower than seventh may compete on a senior high school team and senior high school students may compete on any team in grades no lower than seven. Participating students shall be eligible to compete during five consecutive seasons of each sport after their entry into the eighth grade or six consecutive seasons of each sport after their entry into the seventh grade. Only those students who do not meet the age and grade criteria need meet the Athletic Placement Process Standard. Accurate school files must be kept on each student enrolled in the Athletic Placement Process. The Athletic Director must inform the section of those students who became eligible as participants using this process. The Board approves the use of the athletic placement process for all secondary school interscholastic team members. The Board directs the Superintendent to implement the procedures and maintain a file of those students deemed eligible as a result of those procedures.

7th and 8th Grade

Students in the 7th and 8th grade level who meet the maturity and physical fitness standards for athletic placement will be eligible to participate in Varsity and Junior Varsity competition in the following manner:

1. Where a Middle School program exists, only exceptional 7th and 8th grade students may participate in Varsity and Junior Varsity competition. An exceptional 7th or 8th grade student is a student who clearly excels in a sport when compared to students of similar age.

2. Where a Middle School program does not exist, the athletic placement process shall not be used to promote students to higher levels of competition on a routine basis for the sole purpose of filling positions on Varsity and Junior Varsity teams. Coaches will make a reasonable effort to give Senior High students ample opportunity to participate. Proper placement of students is important.

3. A parental permission slip will be required for all 7th/8th grade students playing on Varsity or Junior Varsity teams.

4. The Athletic Director of the Base School will review this regulation with his or her staff on an annual basis by October 1.

The intent of the athletic placement program is to provide safe and suitable participation at an appropriate level of competition for students in grade 7 and 8. Physical fitness tests will be administered by a certified Physical Education teacher. All examinations will be signed by the Physical Education teacher who administers the tests. Students must achieve the raw score for each physical fitness test item required under the New York State guidelines. Athletic Performance Testing may be done only after athletic placement approval is given by the school physician. All students who pass all portions of these evaluations will be eligible for participation. All records of testing and evaluation will be filed in the Athletic Director’s file.