

Regulation

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INTERSCHOLASTIC ATHLETIC REGULATIONS

I. Coaches Responsibilities

The coach assumes a very important and responsible position in the education and guidance of youth. He/she directs and instructs activities in which young people are extremely interested, emotionally involved and highly motivated. The results of the coach's influence are immediately apparent. His/her personal conduct should reflect the dignity, integrity and high principles of the profession. Coaches should be aware of this influence, which they wield in the lives of the young persons who look to them for example. To be successful and to win is highly desirable, but high ideals and the safety and welfare of the players are not to be sacrificed for winning.

- A. The coach must abide by all rules and regulations established for the conduct of interscholastic sports by the Commissioner of Education, the Board of Education and Leagues with which the District is affiliated. The coach's loyalty and support of these rules and regulations is expected.
- B. The head coach will act as an advisor to the other coaches in a particular sport in order to unify and make for orderly progress in the program.
- C. Scouting is a responsibility of all coaches when requested to do so by the head coach.
- D. The coach is responsible for keeping an accurate and alphabetized list of his/her team members for eligibility purposes. The list will include the players' name, date of birth, year in school, years of experience and date of physical.
- E. The coach is to supervise his/her team from the time they report (to practice, matches, etc.) until they have left the building. This responsibility cannot be delegated to non-teaching personnel.
- F. The coach is responsible for his/her team at all games. Coaches must never permit or condone unsportsmanship-like play or behavior. His/her attitude toward opponents, other coaches and officials should be friendly, helpful and sportsmanlike.
- G. Coaches must concern themselves with how school athletes care for their equipment. There is to be no misuse of or player exchange of equipment. The coach is responsible with the issuing and collecting of equipment and uniforms assigned to his/her team.
- H. At the first team meeting, the coach should advise all candidates about the rules and regulations pertaining to the sport and point out all of the obligations which they

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assume as team members. This must include reporting of injuries to the coach to obtain necessary treatment and file accident report. Forward all accident reports to the nurse.

- I. It is advisable that parent(s)/guardian(s) be informed about practice hours, schedules and especially about team obligations.
 - J. The coach will show the visiting team and officials to their dressing quarters and see to it that their needs are cared for.
 - K. The coach will have the officials sign the school voucher for payment of their services. The signed vouchers should be returned to the office of the Director of Physical Education.
 - L. The coach should call in all game results to the local newspapers and local television stations.
 - M. At the end of the season, the coach should complete the "End of the Season Report" and "Year End Questionnaire" and return these reports to the Chairman of Physical Education.
 - N. Transactions pertaining to the following situations should be processed through the Chairman of Physical Education:
 - 1) Schedules
 - 2) Scrimmage Games
 - 3) Cancellations and Rescheduling of Games
 - 4) Early Dismissal from School
 - 5) Transportation Requests
 - 6) Facility Use
 - (a) Practice Times
 - (b) Holiday Practices
 - O. Each coach will publish and hand out criteria for students who are trying out for their team. This criterion is to be handed to the Director of Athletics to be reviewed in advance of the start of the season.
- II. Coaches Responsibilities - Specifics to Sports Physicals
- A. No student may participate in sports or cheerleading without the proper completion of the parents' statements on the "Athletic Eligibility Rules" (which requires a student's and parent(s)/guardian(s) signature), nor may any student participate on a team prior to the completion of the required physical examination and health history. The coach

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is ultimately responsible to ensure that parental permission is granted and that the physical examination is completed. Should there be any question in the coaches' mind about any student, he/she should check immediately with the School Nurse, etc.

Note: The parent(s)/guardian(s) signed statement on the "Athletic Eligibility Rules Form" and Emergency Medical Card should be kept in the custody of the coach.

- B. Follow the procedures for student physicals that have been approved by the Superintendent.

III. Player Responsibilities

A. General Behavior

As a member of a New Hartford Interscholastic Athletic team, the student athlete will be well groomed, respectful and responsible and exhibit good sportsmanship and school citizenship at all times. Student athletes should remember that they are representatives of their school and community.

B. Practice

1. Attend all practices and games, unless excused by the coach.
2. Be punctual for practices.
3. Be mentally ready to make a 100% effort at all times.
4. Work on weak skill areas.
5. Keep locker rooms clean.
6. Observe all safety rules.
7. Be responsible for all equipment. All issued equipment must be returned or the athlete must pay for missing equipment and uniforms.

C. Accidents

1. Always report any kind of injury to the coach. Fill out accident report.
2. Report the injury and treatment obtained to the school nurse the next school day.
3. In the case of injury resulting in medical treatment, any student whose safe return to competition is in question as a result of an injury or prolonged absence due to injury or illness must file a statement of release from a physician with the school nurse prior to participation. The extent of injury and nature of illness will determine the need for re-qualification. This determination will be assessed on an individual basis in conjunction with school health personnel and a private health care provider, if appropriate.

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When re-qualification is determined to be necessary, the final decision must be made by the school physician.

IV. Awards

A. High School

1. The letter award is an eight (8) inch block royal and scarlet New Hartford monogram which is awarded in all varsity sports. The first letter which a player earns is awarded to him/her at the Athletic Banquet. Subsequent letters which he/she may earn are designated by an insignia which is awarded in place of the letter.
2. All athletes who participate on a varsity team and are in good standing and have met all their responsibilities stated in II will receive a block letter. This includes the varsity team manager.

B. Booster

New Hartford Boosters furnish awards (usually a plaque or small trophy) to team members of any championship varsity team at the appropriate athletic banquet(s). The "Most Valuable" and "Most Improved" player awards in all varsity sports are also furnished by the Boosters and presented at these banquets. Team members select the recipients of these awards.

C. Physical Education Award (Donated by New Hartford Boosters)

The basis for selection are:

- 1) Senior Boy/Senior Girl;
- 2) Broad participation in physical education program, including athletics;
- 3) Exemplary in attitude, character and scholastic achievement;
- 4) Working to full extent of his/her capability.

The selection is made by the coaching staff. A monetary donation and a trophy are given to the winner at the annual sports banquet.

V. Complimentary Admission to Home Athletic Contests

- A. There have been an increasing number of requests to admit our various athletic groups to home contests free of charge. Due to the expanding sports program at the New Hartford Central School District, the resulting large number of participants who would qualify for complimentary admittance, if the requests were granted, makes

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necessary the establishment of a policy in this regard. The following individuals/groups will be admitted free of charge. When passes are presented at the gate, the name of persons to be admitted must appear thereon.

1. Team members of a junior-senior high school team may be admitted to the varsity game in the same sport in which they are participants. Their coach will submit, at the gate, an alphabetized list of players and managers. The coach will adjust the list whenever players are added or dropped.
 2. Members of the varsity and junior varsity cheerleading squads. (List submitted at gate.)
 3. Members of the band, when performing.
 4. Managers, scorers, timers and other student helpers designated by the coach.
 5. Members of the Board of Education and their families.
 6. Full-time school employees and their families.
 7. Individuals who have been issued gold card passes.
- B. An advance notice will be issued if a home game is to be sold out. Before game time:
1. Faculty will be notified through mailboxes.
 2. If admittance is desired, the faculty member must contact the office of department chairman in person or by phone, by the day before the anticipated sell-out--this will assure that the pass will be honored at the gate.
 3. Absolutely no school passes will be honored for sell-out games without prior contact with the department chairman.

VI. Facilities

- A. Use of the Physical Education facilities is scheduled in advance for all after school activities by the Chairman of the Physical Education Department. Schedules, once arranged, are not to be altered without permission. Special events which might affect other departments should also be cleared with the Building Principal and entered on the school calendar. The instructor has the responsibility for complete supervision of the area which is being used by his/her group. Students are to be restricted to the physical education facilities and are to leave the school via the locker room exits.

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Groups using the facilities on Saturdays and school holidays must inform the Chairman of the Physical Education Department concerning the time which it will be used.

Students will enter and are to leave the school via the locker room exits. The instructor is responsible for the tidiness of the locker room, turning off of lights and securing all doors.

- B. Out of season coaching activities may occur according to the New York State Public High School Athletic Association Rules and according to the following parameters:
1. Participation is voluntary and has not bearing on whether or not a student makes a team.
 2. Students meet the physical requirement for interscholastic athletics.
 3. Use of school facilities may occur at the following times according to part A of this article. Use of school facilities cannot interfere with seasonal activities, school programs, or scheduled community activities.
 - a. Summer (end of school to start of fall sports practice)
 - b. Weekends during the school year according to Board of Education Policy #1011
 4. Equipment must be checked out with the athletic director's approval and used according to NYSPHSAA regulations.
 5. A standard letter informing parents/guardians about this policy will be issued by the Athletic Department.

VII. Insurance

All school related accidents must be reported to the school nurse. This is true regardless of whether or not the District provides for an insurance plan within the school budget.

VIII. Transportation

The school will furnish transportation for practices and games which occur away from District facilities. Students will be returned to the school where the trip originated after such practices and games. A written request given directly to and in the presence of the coach by a parent or legal guardian to transport his/her child home in their vehicle at an away game or practice will be honored. A careful check should be made by the instructor to ascertain that all students are on the bus before it returns from an away activity.

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IX. Tryouts and Team Placement

- A. All bona-fide students of the New Hartford Central School District who meet the eligibility requirements according to the New York State Public High School Athletic Association are welcome to try out for New Hartford Central School District athletic teams.
- B. Tryouts are offered with the understanding that cuts may be made by the coach according to the pre-season criteria, the ability level of the athlete and the nature of the sport or the facility. Interscholastic athletics is both an extra curricular and an elective activity.
- C. It is our belief that teams below the varsity level are for the purpose of preparing underclass athletes for competition at the varsity level when they are ready for it.
- D. Seventh and eighth grade students who try out for a junior varsity or varsity team must have a recommendation from a district coach or a physical education staff member in order to participate in the New York State selective classification program.

X. Sport Physicals

A physical examination must be completed and passed prior to tryouts for the first sports season that the student enters.

Medical examinations may be scheduled prior to each sport season during the school year. The passing of the physical examination shall be valid for qualifying a student's participation for a period of twelve (12) continuous months, except for the following reasons:

- A. Any student whose safe participation is in question as a result of the sports questionnaire.
- B. Any injury that may have taken place.

If a physical is necessary, this procedure will be followed:

1. Announcements will be made daily for at least two (2) weeks prior to tryouts so that students will have ample time to sign up for a physical with the School Nurse.
2. It is the student's responsibility to:

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- a. Sign up for the necessary physical in the Nurse's office. Obtain the required forms from the nurse.
 - b. Return required form, signed by a parent/guardian and the student. Health history must be complete.
 - c. To show up for his/her scheduled physical at the specified date and time.
3. If a student is sick or has a legal excuse for being absent on the day of the scheduled physical, an alternate date and time will be arranged by the School Nurse.
 4. At the end of June, each student's name, and last physical date will be provided to the Athletic Director's office. All summer physicals must be sent to the Athletic Director's office. Additions will be made to the fall sports lists. It is the responsibility of the coach to make sure that all student athletes have the required physicals before participation. Coaches can refer to this list to check last physical dates. If a notation is made next to a student's name, specifying medical clearance is needed the student must submit written clearance from their own physician to participate. Forward these notes to the school nurse.
 5. Should any student neglect to sign up or to show up for a scheduled physical for any reason other than illness or legal absence, it will become the responsibility of the parent/guardian to arrange for the student to have the sports physical completed by his/her own doctor at parental expense. This must be done prior to tryouts for a student to be eligible to participate.
 6. Sports Questionnaire

All students shall complete this health history questionnaire at the beginning of each sport season. It must be filled in and signed by a parent/guardian and returned to the coach of that particular sport within a one (1) week period.

Independent athletic participation may be approved by the Board of Education, according to the Section III Independent Athlete Policy & Procedures. The Superintendent will promulgate regulations to carry out this policy and to ensure equity among students.

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XI. Cheerleaders

A. Regulations

1. The Varsity Squad will consist of sophomore/junior/senior students. The JV Squad will consist of junior and sophomore students.
2. Cheerleaders must ride to and from all games on the school bus. If the parent(s)/guardian(s) are present at a game and personally request in writing that their child return with them, permission will be given.
3. All cheerleaders and substitutes must attend **all** games unless they have a legal excuse which has been accepted by the advisor. Legal excuses include sickness, religious observance or death in family and others at discretion of the advisor. Any violation will equal one (1) cut.
4. All cheerleaders must adhere to calendar arrival times for all home and away games.
5. Cheerleaders must arrive dressed in uniform/warm-up attire.
6. Duties of the Captains:
 - a) Teach the cheers.
 - b) Organize pep rallies and practices.
 - c) Decide cheers and chants to be used; subject to the advisors' approval.
7. No jewelry should be worn and hair must be pulled back.
8. Cheerleaders should realize that they are representing the school and act accordingly.

B. Tryouts--Criteria for Judgment:

1. Ability Test:

Cheerleading candidates will be selected for the cheerleading squads on the basis of their ability in the following seven categories:

 - a. Jumps (Required jumps to be performed in cheers; 2 consecutive toe touches, herky, double nine, tuck)
 - b. Cheers (Projection of voice & expression, spirit, motion/technique)

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- c. Gymnastic ability (tumbling, split held for 5 seconds)
- d. Partner Stunts
- e. Appearance
- f. Overall Execution/Appeal
- g. Attitude

2. Squad Size:

In accordance with Tri-Valley Regulations, both JV and Varsity Squads must not exceed 14 girls.

C Selection of Cheerleaders

- A. The cheerleader advisor, with the assistance of the selection committee, will select the cheerleading squad.
- B. The selection committee will consist of the cheerleading advisor and three (3) people from outside the school system.
- C. The cheerleader advisor and the Chairperson of Physical Education will determine the selection committee.

New Hartford Central School District

Legal Ref: State Education Guidelines, 1992

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