



# RCPS Handbook for Student Activities



BROADWAY HIGH SCHOOL



EAST ROCKINGHAM HIGH SCHOOL



SPOTSWOOD HIGH SCHOOL



TURNER ASHBY HIGH SCHOOL

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## ***Eligibility to Participate***

Participation in interscholastic activities IS A PRIVILEGE, NOT A RIGHT, earned by the student who meets eligibility requirements set by the VHSL, the district, and the school board. Questions pertaining to the any eligibility requirements should be directed to the Activities Director.

The following is an overview of the rules and regulations of eligibility. For complete details, see the VHSL Handbook which can be found online at <http://www.vhsl.org>.

Rockingham County Public Schools are members of the Virginia High School League (VHSL). The VHSL is a member of the National Federation of State High School Associations (NFHS). All rules and regulations governing secondary school boys' and girls' athletic contests and practices are established by the NFHS, VHSL, Rockingham County School Board, and the administration of each high school.

To be eligible to represent the school in any VHSL-sponsored interscholastic contest, a student shall meet the following requirements:

**28-1-1 BONA FIDE STUDENT RULE:** The student shall be a regular bona fide student in good standing of the school which he/she represents. Any student who is under penalty of suspension, or whose character or conduct is such as to reflect discredit upon his/her school community, is not considered in good standing.

**28-2-1 GRADE RULE:** The student shall be enrolled in the last four years of high school. Students may compete on the sub-varsity level while in the eighth grade; however, no student below the eighth grade level is eligible to participate in any VHSL interscholastic contest. Eighth-grade students who passed five 8th grade subjects the past school year and reached the age of fifteen on or before the first day of August may compete on the varsity level.

**28-3-1 ENROLLMENT RULE:** The student shall have been regularly enrolled in the school which he/she represents not later than the fifteenth school day of the semester.

**28-4-1 SCHOLARSHIP RULE:** The student shall:

(a) For the first semester be currently enrolled in not fewer than five subjects, or their equivalent, offered for credit and which may be used for graduation and have passed five subjects, or their equivalent, offered for credit and which may be used for graduation the immediately preceding year or the immediately preceding semester for schools that certify credit on a semester basis; and

(b) For the second semester be currently enrolled in not fewer than five subjects, or their equivalent, offered for credit and which may be used for graduation and have passed five subjects, or their equivalent, offered for credit and which may be used for graduation the immediately preceding semester.

**\*2020-2021 Students must be enrolled in and passing 3 classes per semester.**

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**28-5-1 AGE RULE:** The student shall not have reached the age of 19 on or before the first day of August of the school year in which he/she wishes to compete.

**28-6-1 TRANSFER RULE:** The student shall not have enrolled in one high school and subsequently transferred to and enrolled in another high school without a corresponding change in the residence of his/her parents, parent, or guardian. Home instruction does not constitute enrollment in a public school. Home schooling is a process through which Virginia Code compulsory education requirements may be met, as is private schooling. Home schooling is the equivalent of school enrollment for Transfer Rule purposes, and determining whether the student has met Scholarship Rule requirements of having passed five academic subjects recognized by the Virginia Department of Education in the most recent prior semester. *Note: The provisions of the Transfer Rule apply to students transferring from one school to another, including transfers from a private school to a public school as well as transfers from one public school to another. For the purposes of this rule only, the phrase "high school" is defined as a school providing instruction at the ninth or tenth or eleventh or twelfth grade level(s).*

**28-7-1 SEMESTER RULE:** The student shall not have been enrolled in the last four years of high school for a period of more than eight consecutive semesters, beginning with the semester in which he/she was enrolled for the first time in the ninth grade. The eight consecutive semesters shall be counted continuously from that point, regardless of whether or not he/she remains continuously enrolled in school.

**28-8-1 AMATEUR RULE:** A student who represents a school in an interscholastic sport shall be an amateur in that sport. An amateur athlete is one who engages in athletic competition solely for the physical, mental, social, and pleasure benefits derived there from.

**28-9-1 ATHLETIC PARTICIPATION/PARENTAL CONSENT/PHYSICAL EXAMINATION RULE:** The student shall have submitted to the principal of his/her school, prior to becoming a member of any school athletic squad or team, League Form No. 2 (Athletic Participation/Parental Consent/Physical Examination Form), completely filled in and properly signed, attesting that he/she has been examined and found to be physically fit for athletic competition, and that his/her parents consent to his/her participation.

**28-10-1 AWARDS RULE:** Students may accept permissible awards presented or approved by the student's school.

**28-11-1 INDEPENDENT TEAM RULE:** Student responsibility for sports participation. During the sports season for the relevant sport, a student may, while a member of a school squad or team engaged in interscholastic sports become a member of or participate with an organized team in the same sport which is independent of the school's control so long as such participation does not conflict with the scheduled activities of the school squad or team. No school or student shall be declared ineligible for participation in interscholastic sports because of participation by a student as a member of an organized team in the same sport which is independent of the

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school's control during the sports season for the relevant sport.

28-12-1 ALL-STAR PARTICIPATION RULE: Only students of member schools who have completed their eligibility in a sport may participate in no more than one all-star game in that sports season prior to graduation from high school.

28-13-1 COLLEGE PARTICIPATION RULE: The student shall not have been a member of a college team in the sport in which he/she desires to represent his/her high school.

27-11-1 CONTEST LIMITATION RULE: No member school may permit its athletes or teams to compete in more than the total number of regular season interscholastic contests, meets or tournaments specified in 54-8-1 of this Handbook for each sport either on the varsity or sub-varsity level. No athlete may participate on two levels (e.g. middle school, junior high, junior varsity, and varsity) in any sport on the same day. A student participating in two levels of competition on the same day is ineligible in the second competition and appropriate penalties will be assessed. Students in the eighth grade may participate in competition of less than varsity level.

27-13-1 SPORTSMANSHIP RULE: Member schools are required to conduct all their relations with other schools in a spirit of good sportsmanship. Acts which are prima facie evidence of failure to abide by this rule are those which are noted below and others of a similar nature which transgress the usually accepted code for good sportsmanship.

27-13-4 Harassment of contest officials: Any incidents involving a spectator...and such related actions when exhibited in an aggravated form are evidence of poor sportsmanship. Any incidents involving a spectator, coach or other school personnel or player striking or pushing an official is to be reported.

27-13-5: Failure of a school to use every means at its disposal to impress upon its faculty, student body, team members, coaching staff, and officials the values of sportsmanship in the preparation for, and the conduct and management of interscholastic contests and the importance of observing published or accepted rules governing coaches, competitors or spectators relating to the conduct of competition constitutes a violation of the Sportsmanship Rule.

### **Penalties Set Forth by the VHSL**

30-2-1 Participation of Ineligible Student: For participation of an ineligible student or students in any interscholastic contest or contests: forfeiture of the contest or contests in which the ineligible student/coach or students/coaches participated and disqualification of ineligible

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student or students until such time as he/she or they become eligible under League rules in addition to fine as stated in 30-5-1. If the ineligible student participated after he/she had been officially declared ineligible and his/her principal had been so notified, his/her school shall be automatically suspended from the League for a period of one calendar year unless the principal was acting under a court order.

30-2-2 Ineligibility for Steroid Use: Consistent with the Code of Virginia, a student who is a member of a school athletic team shall be ineligible for two years to compete in interscholastic athletics if it is determined by the school principal and division superintendent that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid use was prescribed by a licensed physician for a medical condition.

30-5-1 Specific Penalty for Player Ejection: The first time a player is ejected from a contest for unsportsmanlike conduct, he/she shall be ineligible for the team's next contest. A second ejection in the same sport in the same season carries a minimum two-game suspension penalty. A player who engages in fighting, biting or aggressive physical contact shall be ineligible for the team's next two contests. The second incident in which a player engages in fighting, biting or aggressive physical contact in the same sport in the same season carries a minimum four game suspension penalty. (Note: If the disqualification occurs in the final contest(s) of the season, the penalty shall carry over to the next sports season for students who are seniors and to the next school year for underclassmen and coaches.

30-5-3 Specific Penalty for Giving False Information: If a student or his/her parent(s) or guardian gives false information, written or verbal, relating to his/her residence, eligibility or any other aspect of these rules and regulations, the student shall be deemed ineligible at any VHSL school for a period of one year from the date the information is certified as being false.

### ***Additional Requirements for Athletes and Managers***

Citizenship: All participants shall exhibit the core character traits set forth by the Rockingham County School Board.

Physical Examination: All athletes will have on file in the Activities Office a completed VHSL Athletic Participation/Parental Consent/Physician's Certificate Form. No student may participate in practices or contests unless he/she has an approved physical on file and dated after May 1 of the current year.

Insurance: All participants, including managers and student trainers, must be protected by personal insurance. If personal insurance does not exist for that student, the proper level of

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school insurance must be purchased prior to participation. The adult responsible for the participant must sign the last page of the VHSL Physical Form stating insurance is currently protecting the student and that the high school is not responsible for any medical care due to injury while the student participates with a team that represents the school.

School Attendance: All participants must adhere to all school policies regarding attendance. Excessive absences or tardiness may result in suspension from the team for a period determined by the school administration.

Administrative Suspensions/Detentions: Any participant that is suspended by the school administration may be subsequently withheld from the team in accordance with the suspension guidelines. In addition, further team discipline may result.

Eighth Grade Participation: Eighth graders may participate at the sub-varsity level at the high school for all sports that do not have an equivalent program at the middle school level.

School Debts: Students owing unpaid debts to the high school or the Activities Department may be declared ineligible until such debt is paid. A student will not be permitted to participate in another sport or activity until his/her equipment is returned. Failure to return equipment in a timely manner will result in the student being billed for replacement costs.

Equipment Distribution and Return: Each participant will be issued equipment by the coaching staff in accordance with guidelines set by the Activities Director. Any equipment issued to the student becomes the total responsibility of the student. If any item is lost, stolen, damaged, or otherwise not able to be used in the manner intended, the student will be billed for replacement cost. See "School Debts".

Assignment of a Student to a Team: Ability levels of students vary. The assignment of a student to a team is at the discretion of the head varsity coach. The goal of all programs is to place the student on the level at which they may be most successful and safe. The head varsity coach has the right to reassign the student to a different level of competition at any time he/she deems necessary, without objection. The exception to this is that eighth graders may not play varsity level competition as well as any student in 11<sup>th</sup> or 12<sup>th</sup> grade may not participate on the JV level.

## ***School Attendance***

- Regular school attendance is mandatory in order to participate in athletics.
  - Student-Athletes are expected to be at school on time.
  - On days following a competition, student athletes are expected to be at school on time.
  - Student-athletes who are absent from school during the regular school hours will not be permitted to practice or play in any competition scheduled for that day.
  - Student-athletes who leave school during the regular school hours will not be permitted to practice or play in any competition scheduled for that day.
- Exceptions to the attendance policy may be made for doctor's appointments, court appearances, or other absences that receive prior administrative permission. Verification of the aforementioned exceptions must be presented when the student returns to school.
  - In order to be counted as being at school the student athlete must be present for at least two blocks of the day. If he/she is there for the first two blocks and leaves at lunch for a doctor appointment, court appearance, or with administrative permission, he/she will be eligible for practice or play. If he/she misses the morning two blocks with an excused absence, he/she will need to be in his/her last two blocks of the day.
  - If a team returns to school after midnight, the athlete is expected to be at school before second block begins.

## ***Practice Attendance***

### ***Athlete Unexcused & Excused Absence Policy***

Any student-athlete that has four documented, unexcused absences from practice will be removed from the team.

Any student-athlete that misses in excess of six days, either excused or unexcused, can be removed from the team for showing a lack of commitment to the program.

If an athlete misses a practice, or a contest for a travel/AAU, or little league practice/game, it is considered an unexcused absence unless approved by the RCPS Head Coach. RCPS Athletics must come first. If an athlete plans to play for any AAU/Club organization in the same season he/she plays an RCPS sport, the athlete must relay this information to that coach/organization that RCPS Athletics come first.

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## ***Try Outs***

The following policy will be adhered to regarding team selections:

- Coaches will be available to discuss the status of any prospective participant at the conclusion of tryouts.
- All participants will be scored in an objective manner using measurable outcomes.
- A list of those students selected **MAY NOT** be posted; the coach will have a one-on-one discussion with the prospective participant.
- Please contact the head varsity coach for further details.

## ***Two-Sport Athletes***

Any athlete wishing to participate in two sports during the same season will follow the procedure listed below:

- Written permission must be obtained from both head varsity coaches and the legally responsible adult(s).
- The student-athlete will designate a primary sport in the case of future conflict. The Cut sport will be the Primary Sport.
- Final approval is needed from the Activities Director.

## ***Media/Public Relations***

You may be approached by the media concerning the athletic performance of a student or issues relating to and of the High School Athletic Departments. The following guidelines have been established to aid the student when discussing topics relating to the High School Athletic Departments:

- Be positive; never criticize a teammate, coach, official or other team.
- Never use profanity in your comments to the press.
- Unsportsmanlike comments will not be tolerated. Taunting or baiting opponents is not allowed. Unsportsmanlike comments towards opponents printed in the newspaper are a reportable VHSL Sportsmanship violation.
- All requests for interviews should be scheduled through the Head Coach or the Athletic Department.

At times, school may be dismissed and/or cancelled due to inclement weather. On such days all practices are optional and/or voluntary. Athletes will not be expected to practice if road conditions are hazardous. Often, practice times will be held later in the day when road conditions have improved and are considered safe. These practices are still considered optional or voluntary. Radio and other media outlets will be used to inform the general public concerning postponements and cancellations. The Athletic Director and/or Principal may cancel practices at any time due to weather conditions or other unforeseen circumstances.

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## ***Sportsmanship***

### **To RCPS Supporters/Spectators:**

RCPS appreciates the positive support and encouragement provided by our school community. The administration of RCPS high schools asks that the behavior of the total school community be positive and not contrary to the success of the RCPS coaching staffs, visiting teams, officials, and especially the student-athletes. Should anyone have a concern about sportsmanship, discuss the concern with the coach or administrator at the appropriate time and place.

### **To the Student-Athlete:**

As a student-athlete within RCPS, you are expected to conduct yourself in accordance with the core character traits set by the Rockingham County School Board.

Citizenship  
Responsibility  
Caring  
Respect  
Trustworthiness  
Fairness

Your conduct is more closely scrutinized than other non-participants, be it in the classroom, as you travel, or as you compete at home or away. You are perceived as a role model, particularly by your peers and younger children. It is of the utmost importance that you always, whether in school or outside of school, conduct yourself in a manner that is a positive reflection on the school community. Your conduct should be a shining example of what an RCPS student. Truly understand that you are representing not only yourself and your team, but you are representing the entire school community.

*\*\*The head varsity coach reserves the right, in conjunction with the administration of individual high schools, reserve the right to implement more stringent requirements of student-athletes.*

## ***Ten Reasons to Show Good Sportsmanship:***

1. Taunting, trash-talking and intimidation have no place in high school sports. The participants are children.
2. Admission to events is a privilege, not a right. All spectators will engage in behavior consistent with a positive attitude. No spectator may cheer in a derogatory manner or single out any spectator, player, coach, or official.
3. Being positive lends itself as an investment in our children and aids their continued growth.
4. The final score is not always remembered, but the community always remembers the fan that stood out for negative reasons.
5. A national survey indicates that student-athletes play high school sports in order to have fun.
6. Coaches and officials tend to also be teachers within a school.
7. Positive people tend to be community leaders and are people that we admire.
8. Treat others as you would want to be treated.
9. Children repeat behaviors that are modeled for them.
10. It's the right thing to do.

### **Student-Athlete Charged by law enforcement**

In the event that a student-athlete is charged by law enforcement for acts occurring on or off school property, the Activities Director or designee will conduct an investigation, including an interview of the student-athlete, to determine the circumstances of the charge. At the conclusion of the investigation, regardless of the status of the charge in the legal system, the Activities Director will decide appropriate action up to and including the student-athlete's removal from the team. Additionally, the student-athlete may be prohibited from attending an event involving their former team as determined by the Activities Director. This decision will be provided to the student and parent in writing and may be appealed to the Superintendent or designee within five working days. Once removed from a team under this provision, the student and parent will have to meet with the school's Activities Director and principal before being permitted to participate in other extracurricular activities.

## ***Transportation***

Proper transportation is integral in keeping students safe. Rockingham County Public Schools employs professional drivers to transport the student.

The Head Varsity Coach, in conjunction with the Activities Director, will determine a transportation schedule. Departure times will be set so that there is as little interference with the regular school day as possible.

Expected return times will be provided as a guide. Responsible adults should be aware of these times and pick up the student promptly. The coaching staff may not leave students without authorized, adult supervision after events. Please note that these expected return times may be delayed by weather, overtime, injuries, etc.

All members of a team are required to depart with the team and expected to return with the team. This includes, but is not limited to, scorekeepers, athletes, trainers, and managers. Only with the prior approval of the Head Coach will any student be released to, and only to, the adult legally responsible for the student. The request must be made in writing. There will be no verbal agreements made on this matter. If the coach does not recognize the legally responsible adult, he or she may ask for proper identification. Only the legally responsible adult will be able to take the child home. The parent must sign his/her student out on a sign-out sheet before leaving the event and make arrangements for his/her uniform and equipment to be maintained.

Upon return to the high school facility, participants will provide their own transportation from the school to home. Arrangements should be made for transportation to arrive no more than 30 minutes after the arrival of the team to the school for away contests and no more than 30 minutes after a home contest.

### ***Transportation to Off-site Practices***

RCPS will make every effort to provide transportation to off-site practice venues. However, on occasion transportation will not be able to be provided. In these instances, parents must provide transportation for their students or allow their students to drive themselves to practice. Students MAY NOT drive other students to practice unless the RCPS transportation waiver has been signed by all parents. (RCPS Transportation Waiver Form) Refer to Appendix.

## ***Laundry & Care of Competition, Contest, Match, & Game Uniforms***

After each home and away contest or competition the head coach is responsible for taking up all RCPS- issued game uniforms. We will wash, stain-treat, and dry all uniforms. No uniforms are to be taken home by student-athletes at any time. If a uniform is not turned back in for laundering after a game and the uniform is lost, it will be the responsibility of the student-athlete to reimburse the school for the replacement cost of that uniform. The school's responsibility is to care for these uniforms after the games, not the student athlete or their families.

## ***RCPS Issued Equipment***

Any equipment that is issued to an athlete by our athletic department for the purpose of practice, competition, contest, match, or game play must be returned at the end of the season. Natural wear and tear will happen, but if anything is intentionally done to damage or alter the equipment that student-athlete will be responsible for the replacement cost for the item. Until this obligation is met, the student may not participate in any other activity. A fine slip will be issued by the head coach and any fines that are not paid at the end of the season will then be given to the Athletic Director.

## **Duties and Responsibilities of the Director of Student Activities**

- 1) Be responsible for the supervision of all VHSL interscholastic programs.
- 2) Secure facilities following all athletic events.
- 3) Provide for the efficient handling of all athletic funds with such safeguards as annual budgets, audits, and proper bookkeeping.
- 4) Obtain bids and make purchases for athletic equipment consistent with division's procurement procedures.
- 5) Supervise ticket sales, part-time workers, officials, security personnel, and financial expenses for home athletic contests.
- 6) Submit stipends for coaches, sponsors, and support personnel.
- 7) Provide adequate safety provisions in all sports for both participants and spectators and provide a periodic check of all facilities for safety and suitability.
- 8) Provide adequate facilities for visiting teams.
- 9) Be responsible for the maintenance of buildings and grounds in the athletic areas.
- 10) Develop effective relations with outside groups, such as booster associations and others.
- 11) Represent the school at athletic meetings—VHSL, district, region, state, and athletic conferences and workshops.
- 12) Review the master eligibility lists (MEL's) of all interscholastic programs to provide compliance with VHSL eligibility standards.
- 13) Arrange all varsity, junior varsity, and 9th grade team schedules and publicize dates, site, and, time of contests.
- 14) Make the necessary arrangements for transporting participants to scheduled athletic events.
- 15) Maintain a system of inventory and accounting for equipment for all sports.
- 16) Establish school rules and policies governing athletic contests in cooperation with the principal and coaching staff members.
- 17) Work cooperatively with the principal to ensure that the coaches of all interscholastic teams know their described duties and responsibilities.
- 18) Assist the principal in recruiting and staffing athletic positions.
- 19) Conduct staff meetings on a regular basis to review policies and procedures.
- 20) Be responsible for evaluating the head and assistant coaching staff.
- 21) Insist that the success of the program be judged on the merits it offers for participants—values of being a team, discipline, cooperation, responsibility, and good sportsmanship.
- 22) Ensure that the ideals of good sportsmanship are practiced at all athletic events.
- 23) Plan for seasonal award banquets.
- 24) Work with the school custodial staff and maintenance staff to provide appropriate coverage for all events.
- 25) Coordinate and supervise fundraising activities for athletic teams.
- 26) Establish a positive means of communicating to parents in the event of game and practice cancellations, rescheduled dates, and expected return times from away contests.
- 27) Be responsible for other duties assigned by the school principal.

## **Duties and Responsibilities of Coaches**

All coaches are official representatives of Rockingham County Public Schools system. Coaches have the responsibility for the guidance of team members. The work of the coach must be an integral part of the educational program through character development, encouragement of academic achievement, and enforcement of school rules and policies. Coaches are expected to:

- 1) Know and enforce Rockingham County School Board policies, individual school and athletic department policies, and the rules of the National Federation of State High School Associations and the Virginia High School League, Inc.
- 2) Complete mandatory VHSL Coaches Education. In May of 2009 the Executive Committee of the Virginia High School League passed a coaches education initiative which requires all first time athletic coaches at VHSL member schools, and those athletic coaches who are exempted through the VHSL Coaches Rule 27-2-2(4) to complete an approved course in principles of coaching and sport first aid. Additionally, ALL athletic coaches are required to complete a VHSL component which familiarizes the coach with rules and regulations found in the VHSL Handbook, as well as those found at the local school level. <http://www.vhsl.org/coachesed>
- 3) Attend VHSL-sponsored coaching rules clinics, or other national coaching clinics each year. Coaches should contact the Director of Student Activities and find the dates and location of the appropriate clinic. <http://www.vhsl.org/rulesclinics>
- 4) Know the rules of their sport. They should provide students with thorough conditioning and comprehensive fundamentals of the sport to ensure safety for the participants. Coaches are responsible for making athletes aware of appropriate safety equipment at all times when participating in a sport.
- 5) Report all sportsmanship violations and ejections to the Director of Student Activities immediately following the contest in which the action occurred.
- 6) Give due process to all student-athletes. If a student has particular needs, it is the responsibility of each coach to inform the student, parent, and school administration of the issue at hand and help seek an appropriate remedy. There should be consultation with the student, parent, and administrator before a student is dismissed from a team.
- 7) Be responsible for submitting a complete roster of participants trying out for a team to the Director of Student Activities at the conclusion of the first week of practice. Additions or deletions should be submitted regularly as needed.
- 8) At least ten (10) days prior to the first scheduled contest, provide a roster of team members, including managers, to the athletic secretary. This roster should include the name of participants with uniform numbers listed in order by number, grade in school, and position(s) played. Coaches should review and sign the completed Master Eligibility List (MEL) to verify its accuracy. This is an official school document requiring the signature of the principal. Any add-on to the MEL must also be verified by the head coach.
- 9) Keep emergency release forms on hand at all times, especially at away competitions.
- 10) The head coach is expected to be available to participate in the team parent meetings each season.
  - i. All coaches will conduct preseason meetings on the night predetermined

- by the coach and Director of Student Activities.
- ii. Coaches will give participants and their parents written copies of team rules and procedures.
- iii. A copy of the team rules and regulations will be kept in the athletic department. Team award guidelines should be discussed at this time. All written communication with parents should receive prior approval of the Director of Student Activities.
- iv. During the Parent meeting, the coach should emphasize the following to each participant:
  - 1. attendance requirements for practice
  - 2. proper care of the locker room and equipment
  - 3. respect for authority
  - 4. good sportsmanship, both in victory and defeat
  - 5. report all injuries to the coach or trainer
  - 6. school policy on the use of tobacco products, alcohol, and illegal drugs
- 11) Attend all post season meetings pertaining to the selection of District and Region teams. These meetings rotate between the districts that compose Region. Please plan ahead as they may be two hours away.
- 12) After practice or games, supervise all participants until their departure from school. No students should be left unsupervised at any time. Student athletes should be dismissed from practice sessions in sufficient time to make the activity buses. Coaches are responsible for their athletes and must supervise them before they leave on the activity bus.
- 13) Be responsible for the cleanliness of the bus after use.
- 14) Assist the Director of Student Activities in the preparation of the playing facility for contests.
- 15) Assist the Director of Student Activities in securing the playing facility after a contest.
- 16) Work with and follow the directions of the athletic trainer for injured athletes.
- 17) Do not provide any medication to participants.
- 18) Be responsible for issuing proper and safe equipment to each participant.
- 19) Coaches should keep an accurate record of equipment issued and make sure that the equipment is returned at the end of a season in an appropriate condition.
- 20) Supervise all participants in the locker room before and after practices and at home and away contests.
- 21) Be responsible for the practice and game facilities to make sure that these areas are kept clean.
- 22) Be friendly and responsive to news media personnel. The head coach is responsible for reporting to local media the home contest results at the conclusion of each event. Athletes, game officials, and opposing teams and coaches should not be degraded in the media at any time.
- 23) Report any unsportsmanlike conduct or game ejection to the Director of Student Activities the night of the event. These events must be reported to the Virginia High

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School League by the Director of Student Activities within 48 hours.

- 24) Provide the Director of Student Activities with end-of-the-season awards by the predetermined dates.
- 25) Hold an end-of-the-year awards ceremony on a pre-determined date set by the Director of Student Activities when all department awards are given out, or hold team-specific, separate banquet on another night. However, all teams and head coaches will be required to attend that season's end-of-the-year awards ceremony

## **Fourteen Duties for Coaches**

In recent history, case law has defined the role of the coaches, their responsibilities, and fourteen duties. On a case-by-case basis, a progression of cases has defined the relationship between the athlete and coach. While these duties may vary in certain instances, below is a list of the most established duties for coaches:

- 1) Properly plan activities.
- 2) Provide proper supervision.
- 3) Provide proper assessment of athlete's readiness for practice and competition.
- 4) Provide safe physical conditions.
- 5) Provide adequate and proper equipment.
- 6) Provide proper instruction.
- 7) Properly match athletes according to size and ability.
- 8) Provide proper conditioning.
- 9) Provide proper warning of risks.
- 10) Provide proper information on insurance.
- 11) Provide appropriate emergency assistance.
- 12) Provide an emergency response plan.
- 13) Provide proper transportation.
- 14) Provide proper selection and supervision of coaches.

## **Finances and Fundraising**

Teams are not required to raise funds. However, fundraisers provide an excellent opportunity for team-building and the development of critical life skills. All fundraising and purchases must receive prior approval of the school administration and follow specific RCPS guidelines. These guidelines include the following:

- 1) The request for activity must be received at least two weeks before the fund raising event.
- 2) All money raised through the fund raising project will be held in school accounts specific to the sport that raised the money.
- 3) All money raised through fund-raising projects must be deposited with the bookkeeper the day it is received. **No exceptions!**
- 4) The spending of any funds must be pre-approved by the Director of Student Activities.
- 5) No disbursements shall be made unless adequately supported by approved invoices, vouchers, and other documents. All disbursements must be signed by the Director of Student Activities.
- 6) Coaches cannot make purchases and should bring the bill to the athletic department for proper handling. All purchases must be made through the Director of Student Activities. Coaches will be held solely responsible for any unauthorized purchases.
- 7) Applications for fundraisers can be found with the Director of Student Activities.
- 8) The purchase order process takes several days:
  - PO request made to the AD
  - PO is generated, or approved by the AD
  - PO is approved by admin (Principal, Bookkeeper)
  - Check is generated if necessary
  - Check is signed by admin (Principal)

## ***Communication***

Both parenting and coaching are demanding roles within our society. By establishing clear boundaries, we are better able to understand and accept the other's actions and decisions. This will provide a more positive environment for the student. When the student becomes part of the school community, the adult responsible for the student has a right and responsibility to understand the expectations of the student. Clear communication amongst all stakeholders is the key to a positive relationship.

Communication from the Coach:

- Coaching philosophy, expectations, and goals set by the coach
- Equipment needs required by the sport
- Injury protocols
- Team schedules
- Team rules and consequences
- Lettering criteria for varsity participants
- Team selection process

Communication from the Adult Responsible:

- Any and all concerns should be expressed to the head varsity coach
- After communicating with the appropriate coach, the Activities Director may be notified
- After the Activities Director is notified, the Principal may be notified

Responsible Adult should provide:

- Advance notification of any schedule conflicts
- Advance notification of any illness or injury
- In the case of a potential conflict, the responsible adult should provide specific evidence of any concern.

Some appropriate concerns for discussion:

- The current environment of your student
- Ways to help your student improve and be successful
- Your child's role on the team
- Concerns regarding the behavior of your student
- The treatment of your child, mentally and physically.
- Concerns about your child's behavior.
- Concerns about your child's academic progress.

Topics inappropriate for discussion:

- Specific Playing time (This should be initiated by the student, and coaches will discuss his/her roles on the team when requested)
- Team strategy
- Play calling

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- Other community members especially other students

Procedure for opening a dialogue with a coach:

- Call the coach to set up an appointment.
- If the coach cannot be reached after reasonable attempts, please contact the Activities Director.
- DO NOT attempt to confront a coach or player after a contest or practice. Give the situation 24 hours to calm down, and then reach out to the coach. These can be emotional times for all involved.
- If the meeting did not provide satisfaction, call the Activities Director to set up an appointment. At this meeting the next step in resolving the potential issue will be discussed. The Parent, the Coach, and the Student Athlete must be present at the meeting or the meeting will not be held.

It should be the goal of all community members that each student of RCPS Athletic Teams will experience a positive environment that will allow that student to grow during some of the most pivotal moments of his/her life. There may possibly be times when events do not proceed as the student wishes. This is part of the learning experience and should be used as a teaching tool for the growth of the student as well. Discussion with the coach is encouraged so long as it is in a positive manner. ***We all want to win, but not at the cost of people.***

# **Rockingham County High Schools Policies on Drug/Alcohol/Tobacco Violations**

## **by Students Who Participate in VHSL Recognized Activities**

### **Code of Conduct Regarding the Use of Drugs/Alcohol or Tobacco for Students-Athletes Who Participate in VHSL-Recognized Activities.**

*In personal development, as well as social development, students play a critical role. They must understand and respect their relationship and the commitment required as a member of a team or group. Students must also recognize that to achieve complete success, they should understand how a student-athlete regards his/her sport is often dependent upon their level of their behavior and their ability to fit into team concepts. The following Code of Conduct has been developed to aid the athlete to achieve a level of behavior that would allow the athlete to become well-rounded, confident, and a productive student-athlete.*

The following Code of Conduct regarding the use of Drugs/Alcohol and Tobacco is for student-athletes who are in-season/activity. **The policies and procedures described in this document are in effect “24/7” during the duration of an individual season. This Code of Conduct will be implemented in the event that a student-athlete commits a violation while outside the normal school day or off school premises and includes middle school athletes who participate in high school activities under the jurisdiction of the VHSL** Student-Athletes who violate the Code of Conduct regarding the use of drugs/alcohol and tobacco during the normal school day and or on school premises are subject to the Rockingham County Public Schools Board of Education Policy (JFC).

If multiple violations of the Code of Conduct regarding the use of drugs/alcohol and tobacco occur, they will accumulate for an athlete over his/her career. For example, if an athlete violates the drug/alcohol and tobacco policy as a ninth grade student and again later in his/her career, he/she will have committed the second offense.

### **Drug/Alcohol Violations:**

#### **First Offense**

The student-athlete shall be suspended from participation on a team/activity for a period of 10% of the current sport/activity (in which he/she is participating at the time of offense) contest limitation VHSL Rule 54-8-1. Students who participate in sports/ activities who have 12 contests or less will be suspended--(1) game or contest and students who participate in sports/ activities who have more than 12 contests will be suspended (2) events/contests. The athlete will attend practices but may not physically participate in practice, during this time period but will not be allowed to attend activities/games. Athletes who have violated Rockingham County Public Schools Board of Education Policy (JFC) on school grounds and or during the school day are subject to the Board of Education policies and procedures, and may not attend school, practices or contests.

**Second Offense:**

The student-athlete will immediately be removed from the team/activity and may no longer participate in VHSL-sponsored activities during his/her career in Rockingham County Public Schools. Following a (60)-school day probationary period, a student-athlete MAY elect to appeal his/her status as a student-athlete to the building principal. The appeal to the building principal must be in writing and outline reasons why the student-athlete should be reinstated. Upon receipt of the appeal, the building principal will assemble a five-member athletic panel consisting of the principal or his/her designee, the athletic director, a coach/advisor assigned by the principal, a coach/advisor chosen by the student-athlete, and a teacher chosen by the principal. The athletic panel will review the status of the student-athlete appealing the suspension within (5) calendar days and render a decision to the building principal.

**Third Offense:**

The student-athlete will be removed from the team and may not participate in VHSL-sponsored activities for the remainder of his/her career in Rockingham County Public Schools.

**Tobacco Violations:****First Offense:**

There will be a verbal warning from the coach and mandatory parent contact.

**Second Offense:**

The student-athlete will be suspended from games or contests for (7) calendar days). The student-athlete will attend practice but may not physically participate, during the suspension and a mandatory meeting with the student-athlete, coach, and parents will occur.

**Third Offense:**

The student-athlete will immediately be removed from the team/activity and may no longer participate in VHSL-sponsored activities during his/her career in Rockingham County Public Schools. Following a (60) school day probationary period a student-athlete MAY elect to appeal their status as a student-athlete to the building principal. The appeal to the building principal must be in writing and outline reasons why the student-athlete should be reinstated. Upon receipt of the appeal, the building principal will assemble a five- member athletic panel consisting of the principal or his/her designee, the athletic director, a coach/advisor assigned by the principal, a coach/advisor chosen by the student-athlete, and a teacher chosen by the principal. The athletic panel will review the status of the student-athlete appealing the suspension within (5) calendar days and render a decision to the building principal.

**Fourth Offense:**

The student-athlete will be removed from the team and may not participate in VHSL-sponsored activities for the remainder of his/her career in Rockingham County Public Schools.

## ***Hazing***

Hazing occurs when an act is committed against a student, or a student is coerced into committing an act that creates a substantial risk or harm to the student or any third party in order for the student to be initiated into, or affiliated with any school group, club, athletic team, or grade level.

### ***HAZING WILL NOT BE TOLERATED!***

#### **Virginia Hazing Law**

§ 18.2-56. Hazing unlawful; civil and criminal liability; duty of school, etc., officials

It shall be unlawful to haze, or otherwise mistreat so as to cause bodily injury, any student at any school, college, or university.

Any person found guilty thereof shall be guilty of a Class 1 misdemeanor, unless the injury would be such as to constitute a felony, and in that event the punishment shall be inflicted as is otherwise provided by law for the punishment of such felony.

Any person receiving bodily injury by **hazing** or mistreatment shall have a right to sue, civilly, the person or persons guilty thereof, whether adults or infants.

The president, or other presiding official of any school, college or university, receiving appropriations from the state treasury shall, upon satisfactory proof of the guilt of any student found guilty of **hazing** or mistreating another student so as to cause bodily injury, expel such student so found guilty, and shall make report thereof to the attorney for the Commonwealth of the county or city in which such school, college or university is, who shall present the same to the grand jury of such city or county convened next after such report is made to him.

National Federation of State  
High School Associations





## **Position Statement and Recommendations for the Use of Energy Drinks by Young Athletes**

**National Federation of State High School Associations (NFHS)  
Sports Medicine Advisory Committee (SMAC)**

**Background:** Energy drinks have become increasingly popular among adolescents and young adults in recent years. In 2006, nearly 500 new brands were introduced to the market place, and over 7 million adolescents reported that they had consumed an energy drink. Estimated sales of energy drinks for 2011 are expected to exceed \$9 billion. These beverages are particularly popular among young athletes who see the consumption of energy drinks as a quick and easy way to maximize athletic and academic performance.

### **The NFHS SMAC strongly recommends that:**

1. Water and appropriate sports drinks should be used for rehydration as outlined in “**NFHS Position Statement and Recommendations for Hydration to Minimize the Risk for Dehydration and Heat Illness.**”
2. Energy drinks should not be used for hydration prior to, during, or after physical activity.
3. Information about the absence of benefit and the presence of potential risk associated with energy drinks should be widely shared among all individuals who interact with young athletes.
4. Athletes taking over the counter or prescription medications should not consume energy drinks without the approval of their primary care provider.

**WARNING:** The exact content and purity of energy drinks cannot be insured, as there are no regulatory controls over these products. Thus, there is the risk for adverse side-effects, potentially harmful interactions with prescription medications (particularly stimulant medications used to treat ADHD), or positive drug tests.

## **Frequently Asked Questions**

### **What is an energy drink?**

- An energy drink is a beverage marketed to both athletes and the general public as a quick and easy means of relieving fatigue and improving performance. In addition to water, nearly all energy drinks contain carbohydrates and caffeine as their main ingredients. The carbohydrates provide nutrient energy while the caffeine acts as a stimulant to the central nervous system.

### **What are the differences between an energy drink and a sports drink?**

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- Sports drinks are designed to provide re-hydration during or after athletic activity. While contents vary, most sports drinks contain a 6-8% carbohydrate solution and a mixture of electrolytes. The carbohydrate and electrolyte concentrations are formulated to allow maximal absorption of the fluid by the gastrointestinal tract.
- Energy drinks often contain a higher concentration of carbohydrate (usually 8-11%), and thus a larger number of calories than sports drinks. They also contain high amounts of caffeine and, in some cases, other nutritional supplements. **Energy drinks are not appropriate for re-hydrating athletes during physical activity and should not be used in such circumstances.**

### **What ingredients are found in energy drinks?**

- *Carbohydrates*- Most energy drinks have from 18g-25g of carbohydrate per 8 ounces. The high carbohydrate concentration can delay gastric emptying and impede absorption of fluid in the gastrointestinal tract.
- *Caffeine*- Nearly all energy drinks contains some quantity of “natural” or synthetic caffeine. The caffeine concentration may range from the equivalent to an 8 ounce cup of coffee (85mg) to more than three times that amount.
- *Herbs*- Many energy drinks include herbal forms of caffeine such as guarana seeds, kola nuts, and Yerba mate leaves, in addition to synthetic caffeine. The “performance enhancing” effects, safety, and health benefits of other herbs like Astragalus, Echinacea, Ginko biloba, ginseng, and countless others have not been well-established by scientific studies.
- *Vitamins*- Athletes with even reasonably good diets should be assured that they are at low risk for vitamin deficiency and typically do not need supplementation. There is no evidence to suggest that vitamin supplementation improves athletic performance. Female athletes may benefit from iron and calcium supplements; but, those are more easily and inexpensively obtained in pill form rather than from energy drinks.
- *Proteins and amino acids*- Only a small amount of protein is used as fuel for exercise. Carbohydrates are utilized as the primary fuel source. To date, there is no definitive evidence that amino acid supplementation enhances athletic performance.
- *Other ingredients*- With the hundreds of energy drink brands that are available, the potential ingredients which they may contain are virtually unlimited. Possible additions include pyruvate, creatine, carnitine, medium-chain triglycerides, taurine and even oxygen.

## What are the possible negative effects of using energy drinks?

- *Central nervous system*- Caffeine often has the effect of making a person feel “energized.” Studies have shown some performance-enhancing benefits from caffeine at doses of 6mg/kg of body weight. However, these and higher doses of caffeine may produce light headedness, tremors, impaired sleep, difficulty with fine motor control, and may exceed drug testing caffeine thresholds.
- *Gastrointestinal system*- The high concentrations of carbohydrates often found in energy drinks may delay gastric emptying, resulting in a feeling of being bloated. Abdominal cramping may also occur. Both carbohydrates and caffeine in the high concentrations found in most energy drinks may cause diarrhea.
- *Dehydration*- Energy drinks should not be used for pre- or re-hydration. The high carbohydrate concentration can delay gastric emptying and slow absorption from the gastrointestinal tract and may cause diarrhea. Caffeine can act as a diuretic and, therefore, may result in increased fluid loss.
- *Positive drug tests*- Like all nutritional supplements, there is little or no regulatory oversight of energy drinks. The purity of the products cannot be assured and it is possible that they may contain substances banned by some sports organizations.
- Consumption of energy drinks by adolescents and young adults has been linked to heart arrhythmia and liver problems.
- Sales of certain energy drinks have been banned in Denmark, Turkey, Uruguay, Germany, and Austria. Some states in the U.S. have introduced legislation to restrict sales of energy drinks to adolescents and children. In September 2010, the Virginia High School League banned the use of energy drinks.
- Recently, health care providers have voiced increasing concerns about the consumption of energy drinks in association with alcohol because of the interaction of the stimulant effects of energy drinks and the depressant effects of alcohol.

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National Federation of State  
High School Associations



## **POSITION STATEMENT ON ANABOLIC STEROIDS**

**National Federation of State High School Associations (NFHS)  
Sports Medicine Advisory Committee (SMAC)**

### **EXISTING POLICIES/STANDS**

The NFHS strongly opposes the use of anabolic steroids and other performance-enhancing substances by high school student-athletes. Such use violates legal, ethical and competitive equity standards, and imposes unreasonable long-term health risks. The NFHS supports prohibitions by educational institutions, amateur and professional organizations and governmental regulators on the use of anabolic steroids and other controlled substances, except as specifically prescribed by physicians for therapeutic purposes.

### **BACKGROUND**

Anabolic, androgenic steroids (AAS) are synthetic derivatives of the male hormone testosterone. Natural testosterone regulates, promotes and maintains physical and sexual development, primarily in the male, but with effects in the female as well. Like testosterone, AAS have both an anabolic effect (increase in muscle tissue) and an androgenic effect (masculinizing effects that boys experience during puberty). No AAS is purely anabolic. As a result, the use of AAS won't lead to muscle growth without also leading to other unintended, undesirable side effects.

According to national surveys, the use of AAS among high school students has been decreasing since about 2001. There are no national studies that measure the extent of AAS use by high school student-athletes, although some states publish statewide prevalence data. Nearly one-third of high school-age steroid users do not participate in organized athletics and are taking AAS primarily to modify their physical appearance. Athletes who

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use AAS do so for two main reasons: 1) to gain strength and 2) to recover more quickly from injury.

AAS are controlled substances and are illegal to use or possess without a prescription from a physician for a legitimate medical diagnosis. Some AAS are used by veterinarians to treat pigs, horses and cows. In humans, medical uses of AAS include weight gain in wasting diseases such as HIV-infection or muscular dystrophy, absent gonadal function in males, and metastatic breast cancer in women. AAS should not be confused with corticosteroids, which are steroids that doctors prescribe for medical conditions such as asthma and inflammation. AAS are prohibited by all sports governing organizations.

## **FACTS ABOUT ANABOLIC STEROIDS**

- Anabolic steroids are controlled substances and are illegal to possess or sell without a prescription for a legitimate medical condition by the prescribing physician.
- Androstenedione, norandrostenedione and other similar prohormones, at one time available over the counter as dietary supplements, are now defined as controlled anabolic steroids.
- Athletes who have injected anabolic steroids in high school have tested positive in collegiate drug tests – months after they stopped injecting.
- Athletes who have injected anabolic steroids are at greater risk for infections.

## **POTENTIAL NEGATIVE SIDE EFFECTS OF ANABOLIC STEROID USE**

- Decreased eventual height if consumed before growth plates have fused in pre-pubertal youngsters
- Secondary sex characteristic changes
- Increased acne
- Growth of body/facial hair in girls
- Loss of hair in boys
- Permanent voice-lowering in girls
- Violent, combative behavior
- Sexual dysfunction and impotence
- Mood swings, loss of sleep, paranoia
- Depression upon stopping
- Organ damage and death from heavy use

## **PREVENTING ATHLETES FROM TAKING ANABOLIC STEROIDS**

- School personnel, coaches and parents can reduce steroid abuse by speaking out against such use.
- Talk with your athletes about frustrations they may have about how they look or how they are performing in their sport. Help them establish healthy expectations of their bodies.
- Talk to athletes about realistic performance standards.
- Focus on proper nutrition and hydration. Work with a registered dietician to develop a plan for appropriate weight gain and/or weight loss.
- Don't trust internet marketing messages about quick fixes.
- Restrict athletes' access to environments where steroid use might occur and to people who are involved with anabolic steroids.
- Don't subscribe to publications such as muscle magazines that depict unrealistic pictures of men and women.
- Help athletes understand that using anabolic steroids not only is illegal but also cheating.

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## **SUPPLEMENTS POSITION STATEMENT**

### **National Federation of State High School Associations (NFHS) Sports Medicine Advisory Committee (SMAC)**

The NFHS Sports Medicine Advisory Committee (SMAC) strongly opposes the use of dietary supplements for the purpose of athletic advantage. Research data shows widespread use of dietary supplements by adolescent and high school athletes, despite considerable safety concerns. Dietary supplements are marketed as an easy way to enhance athletic performance, increase energy levels, lose weight, and feel better. It is proven that adolescents are more susceptible to advertising messages and peer pressure, increasing the risk of dietary supplement usage. This can create a culture more concerned about short term performance rather than overall long term health.

The Dietary Supplement Health and Education Act of 1994 removed dietary supplements from pre-market regulation by the Food and Drug Administration (FDA). Thus, many of the substances that can be obtained from nutrition stores and the internet are not subject to the same strict tests and regulations as “over the counter” and prescription medications. The companies that produce dietary supplements do not need to test their safety or effectiveness before they are available to consumers. In fact, dietary supplements cannot be removed from the marketplace unless they present a significant or unreasonable risk of illness or injury.

#### **MYTHS** regarding dietary supplements:

- If a substance is natural, it must be safe and beneficial.
- Athletes that consume a well-balanced diet still have nutritional deficiencies.
- Since dietary supplements may be purchased at a store or over the internet, they must be safe and legal.

The NFHS SMAC discourages the use of supplements by athletes due to the lack of published, reproducible scientific research addressing the benefits and documenting long term adverse health effects of the supplements, particularly in the adolescent age group. Dietary supplements should be used only upon the advice of one’s health care provider. School personnel and coaches should never recommend, endorse or encourage the use of

any dietary supplement, drug, or medication for performance enhancement.

We recommend that coaches, athletic directors, and school personnel develop strategies that address the growing concerns of using dietary supplements. Such strategies may include conversations with athletes and their parents about the potential dangers of dietary supplement use. Athletes should be encouraged to pursue their goals through hard work and good nutrition, not dietary shortcuts.

Dietary supplements receive no FDA regulation:

- There is no guarantee the true amount or concentration of ingredients is listed on the label.
- There is no guarantee the substance is pure, as studies have found lead and arsenic in supplements.
- There may be other compounds not listed on the label in the dietary supplement which may be illegal or banned substances.
- There is minimal evidence that dietary supplements enhance performance for most high school sports.
- There is even less evidence supporting their use in adolescents. In order to help prevent dietary supplement use:
- School personnel, coaches, and parents should allow for open discussion about supplement use, but strongly encourage optimal nutrition and a well balanced diet.
- Remind athletes that no supplement is harmless and free from consequences.
- Remind athletes that there is no shortcut to improved performance, it takes hard work.
- Because they are not regulated, dietary supplements may contain impurities and illegal substances not listed on the label.
- Adolescents that use dietary supplements are more likely to use steroids, continue usage into adulthood, and to engage in other high risk behaviors like smoking, drinking, and using drugs.

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## STUDENT-ATHLETE CONCUSSIONS DURING EXTRACURRICULAR ACTIVITIES

The Rockingham County Public School Board desires the safe return to activity for all student-athletes participating in extracurricular physical activities following an injury, but particularly after a concussion. The goal of this policy is to ensure (i) that coaches, school staff, volunteers, student-athletes, and their parents or guardian are aware of the short-term and long-term effects of concussions; (ii) that concussed student-athletes are identified, removed from play immediately, and referred appropriately; and (iii) that concussed student-athletes are returned to play only after receiving appropriate medical care, given adequate time to heal, and are symptom free.

### Definitions

**Concussion:** *a brain injury that is characterized by an onset of impairment of cognitive and/or physical functioning, and is caused by a blow to the head, face or neck, or a blow to the body that causes a sudden jarring of the head (i.e., a helmet to the head, being knocked to the ground). A concussion can occur with or without a loss of consciousness, and proper management is essential to the immediate safety and long-term future of the injured individual.*

**Licensed Health Care Provider:** *a physician, physician assistant, osteopath or athletic trainer licensed by the Virginia Board of Medicine; a neuropsychologist licensed by the Board of Psychology; or a nurse practitioner licensed by the Virginia State Board of Nursing.*

**Return to Play:** *to participate in a non-medically supervised practice, game, or athletic competition.*

- I. Rockingham County Public Schools Concussion Management Team
  - a. The Rockingham County Public Schools Concussion Management Team (“CMT”) shall be appointed by the Superintendent of Schools and shall consist of a school administrator, an athletic administrator, a licensed health care provider, a coach, a parent or guardian of a student-athlete, a student athlete, and any such other person the Superintendent determines will assist the CMT in its actions.
  - b. The CMT shall develop concussion training materials for school personnel, volunteers, student-athletes, and parents of student-athletes. The CMT shall also develop concussion reporting, management, and review protocols for the school division. The CMT shall maintain a record of all incidents where a student-athlete has been removed from a game, competition, or practice because he or she has been suspected of sustaining a concussion.
  - c. The CMT shall meet at least once per semester and shall evaluate the division’s training materials, concussion reporting, management, and review protocols annually.

II. Required Concussion Training for School Personnel and Volunteers:

- a. Every Coach, Assistant Coach, School Staff, Adult Volunteer, or other person serving in a coaching or advisory role over student-athletes during games, competitions, or practices shall receive training in the signs and symptoms of sports-related concussions, strategies to reduce the risk of concussions, how to seek proper medical treatment for concussions, and the process by which a concussed student-athlete may safely return to practice or competition. Each school and the CMT shall maintain a written record of the names and dates of completion for all persons completing the school's concussion training.
- b. Each school shall ensure that no person is allowed to coach or advise a student-athlete in any practice, game, or competition who has not completed the school's concussion training within the previous twelve months.

III. Required Training for Student-Athletes and Parent/Guardian:

- a. Prior to participating in any extracurricular physical activity, each student-athlete and the student-athlete's parent or guardian shall review concussion training materials developed by the CMT and sign a statement acknowledging receipt of such information. The concussion training materials shall describe the short- and long-term health effects of concussions.
- b. The signed statements acknowledging the receipt of concussion training materials shall be valid for one calendar year and will satisfy the concussion training requirements for all of a student-athlete's extracurricular physical activities for a calendar year.

IV. Removal from Extracurricular Physical Activities

- a. A student-athlete suspected by a student-athlete's coach, athletic trainer, or team physician of sustaining a concussion or brain injury in a practice, game, or competition shall be removed from the activity immediately, evaluated, and if necessary referred for further treatment. A student-athlete who has been removed from play, evaluated, and suspected to have sustained a concussion shall not return to play that same day.
- b. In determining whether a student-athlete removed from play is suspected of having sustained a concussion, an appropriate licensed health care provider or other properly trained individual, shall evaluate the student-athlete at the time of removal utilizing a standardized concussion sideline assessment instrument (e.g., Sideline Concussion Assessment Tool (SCAT-II), the Standardized Assessment of Concussion (SAC), or the Balance Error Scoring System (BESS).
- c. The determination of whether a student-athlete removed from play is suspected of having sustained a concussion shall be the sole determination of the licensed health care provider or other properly trained individual conducting the concussion sideline assessment. Such determination is final and may not be overruled by another licensed health care provider or other properly trained individual, coach, assistant coach, school staff, or other person serving in a coaching or advisory role, the student-athlete, or the parent or guardian of the student-athlete.
- d. The coach of a student-athlete may elect not to return the student-athlete to play, even if after the concussion sideline assessment it is determined that the student-athlete is no

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longer suspected of having sustained a concussion.

V. Return To Play Protocol

- a. No student-athlete shall be allowed to return to extracurricular physical activities, which includes the student-athlete's practices, games, or competitions, until the student presents a written medical release from the student-athlete's licensed health care provider. The written medical release shall certify that (i) the provider is aware of the current medical guidance on concussion evaluation and management; (ii) the student-athlete no longer exhibits signs symptoms or behaviors consistent with a concussion at rest or with exertion; and (iii) that the student-athlete has successfully completed a progressive return to sports participation program. The length of progressive return to sports participation program shall be determined by the student-athlete's licensed health care provider but shall last a minimum of five calendar days.
- b. The coach of a student-athlete may elect not to allow a student-athlete to return to extracurricular physical activities, even after the production of written medical release from the student-athlete's licensed health care provider, if the coach observes signs and symptoms of sports-related concussions. If the student-athlete's coach makes such a decision, the coach shall communicate the observations and concerns to the student-athlete's parent or guardian within one day of the decision not to allow such student-athlete to return to extracurricular physical activities.

VI. Helmet Replacement and Reconditioning

- a. All helmets used in school physical activities must conform to the National Operations Committee on Standards for Athletic Equipment (NOCSAE) and certified as conforming by the manufacturer at the time of purchase.
- b. Reconditioned helmets that have been purchased must be re-certified as conforming to the NOCSAE by the re-conditioner.

## Athletic Training and Sports Injuries

1. All injuries must be reported to the RCPS athletic trainers immediately.
2. If the student has an injury or illness that will keep him/her out of practice or contest, the athletic trainer must be notified as soon as possible.,
3. **If the student has an injury or illness where he/she is not allowed to participate, he/she may not return to practice or contests until the RCPS athletic trainer releases him/her. A coach or legal adult may never issue a release. If there is a signed doctor's note involved, that note must be presented to the RCPS athletic trainer prior to returning to participation.**
4. If a doctor is seen for any reason, a signed note from the presiding doctor is required prior to returning to practice or contests.
5. Rehabilitation should be done in conjunction with the athletic trainer.
6. Insurance: ALL participants must be protected by school insurance or personal insurance that will cover an athletic injury for the given sport. The participant's legally responsible adult must sign the last page of the VHSL Physical Form stating all relevant information pertaining to the insurance coverage. RCPS is not responsible for any cost relating to medical care needed as a result of injury while participating in an activity at RCPS.
7. Injuries during a contest need to be cared for in a timely manner. We ask that all adults remain off the playing field unless invited. The presiding athletic trainer will provide information to the legally responsible party once the situation is under control.
8. Any medical professionals that enter the playing field during an injury situation will be used as a resource only after providing proper identification.
9. The best care comes from those that are experts in the field. Our athletic trainers are certified and are continually undergoing education to refine and further their skills as an athletic trainer.
10. A proper diet, proper hydration, and plenty of sleep will be the best course in order to keep the student safe, happy, and healthy.

### STUDENT-ATHLETE SUDDEN CARDIAC ARREST

In order to participate in any extracurricular physical activity, each student-athlete and the student-athlete's parent or guardian must review, on an annual basis, information provided by the school division on symptoms that may lead to sudden cardiac arrest. After reviewing the materials, each student-athlete and the student-athlete's parent or guardian must sign a statement acknowledging receipt of such information in a manner approved by the Virginia Board of Education.

A student-athlete who is experiencing symptoms that may lead to sudden cardiac arrest must be immediately removed from play. A student-athlete who is removed from play shall not

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return to play until he/she is evaluated by and receives written clearance to return to physical activity by an appropriate licensed health care provider as determined by the Virginia Board of Education. The licensed health care provider evaluating student-athletes may be a volunteer.

The superintendent is responsible for developing, biennially reviewing, and updating procedures to implement this policy.<sup>1</sup>

Adopted:

Legal Refs: Code of Virginia, 1950, as amended 22.1-271.8

### ***Social Media Policy***

A student athlete should not engage in social media posting or discussions that disparage, demean or in any way diminish any person or group from RCPS, another school, or any institution. Athletes can and will be held accountable for their online and social media interactions if said actions are viewed as inappropriate or harmful. Disciplinary actions up to and including dismissal from a team will be considered by the School Administration in this case.

### ***Quitting a Team:***

Unfortunately, at times some students decide to quit a team after coming out for the team for various reasons. If a student comes to the Head Coach with his/her reason for no longer wanting to participate on the team, the student and the coach leave on good terms and all school-issued equipment has been returned, the student can try out for another team or join in on the out-of-season training activities. If an athlete simply stops attending games/practice, does not have the conversation with the coach about his/her reasons for no longer continuing with that sport or activity, he/she may not join another team or participate in any out-of-season activities.

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## ***Individual Team Policy Manuals***

Individual teams may have their own policy manuals that review sport-specific expectation and guidelines. Each individual team manual must be approved by the School's Director of Student Activities and cannot contradict the RCPS Activities Handbook.

## **Off-Season Training & Practice**

### **Off-Season Training**

Every season RCPS coaches who are not currently in-season provide speed, agility, conditioning, and weightlifting opportunities for student-athletes who are not currently playing a sport. We take great pride in our off-season program in RCPS and feel that it is the number one contributing factor to why we have been a successful Athletic Department. As a department we focus on professional development opportunities for our coaches to learn about the most up-to-date practices concerning the training of our athletes. Our coaches have an extensive background in the training of our athletes, and continually look for ways to improve this aspect of their professional responsibilities. We individualize the workouts for each student and make them as sport-specific as we deem necessary. All of our coaches are involved in the creation and modification of the workouts, and they are all involved with the supervision of these athletes. We offer everything the student athlete needs to improve their skill sets. This off-season training will not exceed 4 days a week.

### **Off-Season Practice**

Each of our sports MAY offer opportunities for the student-athletes to practice in the off-season; however, some RCPS guidelines have been established.

**Participant Eligibility:** Any interested high school, or 8th grade student who has a current physical on file may participate. Attendance cannot be mandatory, and cannot be considered in tryouts. 7th graders are not allowed to participate in off-season practices or weight room sessions. If approved by the Athletic Director in advance, high school coaches can hold an introductory weight room session for 7th graders no more than three times per season during a time that isn't in conflict with other weight room sessions. The purpose of the introductory session is to familiarize the student-athletes with the weight room.

**Schedule:** No two same-gendered sports can have out-of-season practices on the same night. For example, girls basketball and softball cannot have out-of-season practice on the same night.

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**What constitutes a practice?:** Any coach (head or assistant) coaching one or more athletes counts as a day. Any fall league, men's league, rec league games in which a team participates counts as a day.

- No two opposite-season sports of the same gender can schedule an off-season practice on the same day. We do not want our student- athletes choosing one sport over another out-of-season sport. We also do not want a student-athlete to practice two off-season sports in the same day. (This rule is gender-specific) Exceptions will only be made by the Athletic Director.
- Athletes can attend twice-a-week, full-team practices Monday-Sunday (Athletes can only practice on Sunday through VHSL-approved fall leagues)
- If athletes would like to practice on Saturdays, he/she can, but if there is a conflict with more than one team wanting to practice, the team having the next season has priority. If an athlete chooses to practice on the weekend, then that counts as one of the twice-weekly, off-season days of practice.
- Summers are still open to off-season practice, without division mandates.
- In the case of inclement weather, the in-season sports have access to the indoor facilities. Out-of-season sports must adjust or cancel their scheduled practice sessions in deference to in-season teams.
- After an in-season practice has concluded, the student-athlete may train with an off-season sport if he/she wishes to do so. **Out-of-season practice cannot interfere with any in-season activities.**
- Out-of-season practices are not required for anyone to attend. They are opportunities to improve, but they will not have any impact on tryouts for that sport. It will not be held against student-athletes if they choose not to participate.
- Out-of-season coaches understand that in-season athletes may be late to a scheduled out-of-season practice due to either getting out of the in-season practice later than 4:30, or due to the fact they need to get something to eat or drink.



## ***Ticket Prices***

All RCPS games and Season Passes will be priced the same at all four high schools for regular season events. Playoff admission prices are set by the District, Region and the State.

RCPS will not sell season punch passes or ticket packages at games. The four high schools will sell these at school, during the school day only.

## ***Fees***

Laundry Fee- If a coach wants to wash practice laundry, a fee will be charged to the student-athlete of no more than \$25.00 to help cover the cost of detergent and use of school equipment.

## ***Building and Facility Use for Travel/AAU or Little League Teams***

Any Rockingham County Parks and Recreation program can use the facilities at our high schools free of charge as long as they run the schedules through each building Activities Director.

Any Travel League or AAU organization that wants to use our facility needs to provide the Activities Director with a Certificate of Liability, and fill out a facilities use form.

When travel leagues or AAU organizations use our facilities and they have a staff member from that building as a part of the organization, we do not have to charge a facilities-use fee. All scheduling must be done with the Director of Student Activities.

If the Travel League or AAU organization is using our facilities to run a tournament where they charge admission or sell concessions, they must pay a facilities-use charge.

## ***Athletic Handbook Acknowledgment Form***

As a Rockingham County Public School student-athlete participating voluntarily in interscholastic athletics, I acknowledge that:

Along with my parent(s) or guardian, we have read and understand the rules and guidelines set-forth in the RCPS Handbook for Student Activities. We understand that participating on an RCPS High School athletic team is a *privilege*.

I will abide by the rules and guidelines set-forth in the RCPS High School Handbook for Student Activities. Should I not follow the rules in the handbook, I understand that I could be suspended or dismissed from an athletic team.

Per Virginia High School League Rules, a bona fide student must be in good standing of the school he/she represents. Any student who is under penalty of suspension, or whose character or conduct is such as to reflect discredit upon his/her school, is not considered in good standing.

I also verify that as an athlete and parent of an athlete I have received and reviewed the information and policies set forth by \_\_\_\_\_ High School, RCPS and the VHSL in regards to concussion management. Each athlete will be required to view a concussion management video at the start of the season and parents are encouraged to view the videos on this topic recommended in the High School Handbook for Student Activities.

Print Name of Athlete: \_\_\_\_\_

Student-Athlete Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name of Parent / Guardian: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_

Sport: \_\_\_\_\_

Date: \_\_\_\_\_

***A new pledge form must be turned in for each sport season during the year prior to the first contest or when required by the coach, whichever is earlier.***

### **RCPS Non-Discrimination Statement**

It is the policy of the Rockingham County School Board to comply with all applicable state and federal laws regarding nondiscrimination in employment and educational programs and services. It is an equal opportunity employer and educational agency.

The Rockingham County School Board will not discriminate in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment or in educational programs and services on the basis of race, color, national origin, religion, sex (including pregnancy), gender, marital or economic status, age, disability, genetics, or veteran status and prohibits retaliation against anyone who files a complaint of discrimination, participates in such a proceeding, or otherwise opposes discrimination.

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# **BHS Appendix**

- A - Welcome Letter
- B - Mission Statement & Philosophy
- C - Athletics Calendar
- D - Varsity Head Coaches
- E - Classification
- F - Permission to drive and ride
- G - Dual Sport Athlete Form

## Appendix A

Dear Parents and Athletes,

It is with great pride that we welcome you to our Gobbler Family! In this handbook, you should find all of the information you need to keep you informed and help answer any questions you might have.



We set high standards for athletes at Broadway, and academic success and good sportsmanship are qualities we demand.

As you read the handbook, if you have any questions or concerns, please contact me.

When you and your child sign the online handbook, you are stating that you have read and agree with the policies as outlined.

Good luck to everyone this season!

Sincerely,

Ryan Ritter, Athletic Director

There's just one place where students are first, where athletics are played with purpose and perspective, where young athletes develop the discipline and confidence they need to be leaders in life. That place is Broadway High School.  
High School athletics: A winning part of a complete education.

**This message presented by the NFSHA & the  
NIAAA, adopted and altered by BHS.**

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# **Appendix B**

## **Mission Statement**

**The responsibility of the school is to promote the physical as well as the intellectual and emotional development of each student. A co-educational program of co-curricular/extracurricular activities shall be maintained as a vital extension of the classroom. The program of student activities should supplement the curricular program by offering a variety of learning experiences that will enable students to enhance their individual interests, talents, and skills.**

## **Philosophy**

**It shall be the philosophy of the athletic department at Broadway High School to provide an opportunity for those students gifted with the physical and mental ability to compete at a higher level. This program will allow the student-athlete to develop his/her skills and knowledge to a higher degree of competency on the practice field and offer him/her the laboratory of the playing field to measure his/her accomplishments in competition with their peers.**

**While developing these physical skills, the athletic program will offer the student-athlete the opportunity to become a more useful and loyal member of society by developing a desire to achieve excellence but with the willingness to make sacrifices for the benefit of the team. Close contact with teammates and opponents will develop a sense of loyalty and dedication, as well as, respect for the dignity of others.**

**The enrichment of the total being through contributions of their educational, social, moral, emotional and physical development shall be the underlying principle of the athletic program.**

# Appendix C

## BHS Athletic Calendar\*\*\*

July 25– Fall Parent/Athlete Mandatory Meeting – 6:30 pm

July 28 & Aug. 1 - Fall Sports Begin

Nov. 1 - Winter Parent/Athlete Mandatory Meeting – 7:00 pm

Nov. 7 - Winter Sports Begin

Nov. 21– Fall Sports Award Program – 7:00 pm

Feb. 13– Spring Parent/Athlete Mandatory Meeting – 7:00 pm

Feb. 20 –Spring Sports Begin

March 6 – Winter Sports Award Program – 7:00 pm

June 5 – Spring Sports Award Program – 7:00 pm

\*\*\* Calendar is subject to change



## **Appendix D**

### **Varsity Head Coaches**

#### **Fall**

Sideline Cheer - Mrs. Shawna Conley  
Competition Cheer - Mrs. Shawna Conley  
Cross Country - Mr. Darrell Zook  
Football - Mr. Danny Grogg  
Golf - Mr. Riley Kingsley  
Volleyball – Mr. Colton Frey

#### **Winter**

Boys Basketball - Mr. Dwight Walton  
Girls Basketball – Mr. Jeremy Fulk  
Gymnastics - Ms. Amanda Dainis  
Indoor Track – Mr. Eric Ryan  
Swim/Dive – Ms. Amanda Nesselrodt  
Wrestling - Mr. Brian Phillips

#### **Spring**

Baseball – TBA  
Boys Soccer - Mr. Phillip Ewell  
Girls Soccer - Ms. Cassandra Fox  
Softball - Mrs. Becky Cantrell  
Boys Tennis - Mr. Riley Kingsley  
Girls Tennis - Mr. Tristan Mimiaga  
Track and Field – Mr. Brad Erney & Mr. Darrell Zook

# Appendix E

## Classification

Broadway High School belongs to the Virginia High School League “AAA” Classification, is a member of Region C, and the Valley District.

Beginning with the 2013 - 2014 school year, VHSL established a classification system of 6 state champions. Our current district includes Broadway, Harrisonburg, Spotswood, Turner Ashby, and Rockbridge.

Region C will consist of the following schools:

Broadway, Brookville, Fluvanna, Fort Defiance, Heritage, Liberty, Monticello, Rockbridge, Rustburg, Spotswood, Staunton, Turner Ashby, Waynesboro, Lynchburg Christian Academy, Charlottesville & Wilson Memorial

State “AAA” will consists of 54 schools listed at:

<https://drive.google.com/file/d/1Ln03fNdBsQPuOVq-sCzt9spkPtMf3kdb/view>



## PERMISSION TO DRIVE/RIDE/TRANSPORT TO/FROM BHS PRACTICES or OTHER APPROVED EVENTS

It is the intent of the Rockingham County School Board to provide public transportation for all students attending Broadway High School. Students may drive to/from practices, ride with another student driver to/from practices, and/or transport others to practice provided they abide by the following:

1. Students wishing to drive, ride with another student driver, and/or transport others to/from practices must have permission from the parent/guardian and home-base administration.
2. Student drivers must also have a completed BHS “Driving to School” Agreement on file at BHS and follow all parking and driving rules/regulations.
3. Student drivers and riders are responsible for being on time.
4. Students wishing to remove and/or add students to their driving/riding cards, must pick up a form in the school office, have it signed by a parent/guardian, and submit it to the office for approval.
5. Violators of these policies shall be subject to strict disciplinary action, including possible revocation of driving and/or riding privileges.

-----Detach. Parent/Guardian keep top; Student must return permission below to the BHS office-----

I agree to abide by all BHS Driving to practice rules and regulations, as well as those contained in this application. I understand that my driving/riding privileges may be revoked at any time for failure to comply with the school’s expectations. I also understand that my parent/guardian may also revoke any of my privileges at any time.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

My student has permission to (*check and initial all that apply*):

(check/initial)

\_\_\_\_ / \_\_\_\_\_ drive to/from practices. He/she may not transport or ride with others at any time.

\_\_\_\_ / \_\_\_\_\_ drive to/from practices. He/she may also ride with the following students:

\_\_\_\_ / \_\_\_\_\_ drive to/from practices. He/she may also transport the following students:

\_\_\_\_ / \_\_\_\_\_ only ride to/from MTC/DLC/MRGS with the following students:

I understand that I may revoke these privileges at any time by calling/writing Ryan Ritter, Athletic Director. I also understand that the administration may revoke my student’s privileges at any time for failure to comply with all driving rules and regulations.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrative Approval

\_\_\_\_\_  
Date

## Appendix G

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# Broadway High School Dual Sport Participation Agreement

Sport Season (circle one):    Fall            Winter            Spring            Year \_\_\_\_\_

Athlete's Name: \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_

Two Sports Involved: (1) \_\_\_\_\_ (2) \_\_\_\_\_

The athlete & his/her parents designate \_\_\_\_\_ as the primary sport.

(Important note: In cases of conflicts involving practices, team activities, and/or contests, the athlete agrees to meet the expectations of the primary sport unless otherwise specified in this document.)

Based on the aforementioned information, the head coaches of their respective sports have agreed to the following arrangements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

Coach's Signature(Primary Sport) \_\_\_\_\_ Date \_\_\_\_\_

Coach's Signature (Secondary Sport) \_\_\_\_\_ Date \_\_\_\_\_

Athletic Director's Signature \_\_\_\_\_ Date \_\_\_\_\_