



Ralph Chandler Middle School
ATHLETIC HANDBOOK

2019-20 School Year

Principal: Jeff Jenkins
Athletic Director: Gary McCartney
Athletic Administrator: Dave Goff

PURPOSE

The purpose of this handbook is to bring a planned order of management of extracurricular activities to Ralph Chandler Middle School.

Ralph Chandler Middle School Athletic Mission Statement

Ralph Chandler Middle Mission is rooted in the definition of interscholastic competition. We are an educational endeavor first and we exist to take advantage of teachable moments. The line between education and athletics should never be blurred; a successful education is the priority and athletics can supplement that education with a variety of educational and life learning moments through athletic competition.

All athletes of race or gender must be treated with unconditional respect and equity, through proper values and mandates such as Title IX. All athletes and coaches must adhere to a zero tolerance of profanity, bullying, and any form of hazing that demeans or degrades any person.

RCMS Athletic Packet:

All RCMS students are required to complete the Athletics Participation Packet in order to participate in any athletic opportunities, to include; pre-season conditioning, In Season competition, post-season competition, and summer conditioning opportunities. Contents of the Athletic Packet include, and MUST be completed in full.

- Pre Participation Physical – Must be dated on or after April 1 of the year.
- Permission and Acknowledgment of risk
- RCMS Behavior Contract
- Greenville Hospital System/Steadman Hawkins – Consent to Treat
- Greenville County Schools Risk Acknowledgement form
- Concussion statement signed by Athlete and Parent

NOTE: If the Pre Participation Physical is located at the High School, it is the responsibility of the Athlete/Parent to obtain a copy for RCMS.

Grades and Eligibility:

All RCMS students are student athletes, therefore, the expectation is that all students will maintain satisfactory grades in order to be eligible. At the time of Tryouts, grades will be reviewed to determine eligibility; the criteria is as follows:

NOTE: all players MUST be successfully promoted to 7th or 8th grade to be eligible to participate in athletics. Any student “Placed” in the next grade is ineligible to participate in Volleyball and Basketball. Eligibility may be earned for spring sports by successfully passing ALL courses (Academic and Related Arts) in semester one.

Volleyball - All eligible 7th and 8th grade girls MUST have been successfully promoted to 7th or 8th grade or have successfully completed any required summer school classes.

Basketball - At the time of Tryouts, grades will be reviewed and any student with a failing grade below a 60 (Failing) any Academic and Related Arts class will be deemed ineligible to tryout.

Spring Sports (Soccer, Baseball, Softball) - At the time of Tryouts, the semester one report card will be reviewed for all players, any final grade below a 60 (Failing) will be ineligible to participate in Spring Sports

Players on a Team - All players chosen to an athletic team MUST maintain all grades (academic and related arts) at a 70 or higher to be eligible to play in game contests. The Player will remain on the team and practice but ineligible to play in games until all grades are above a 70.

Athlete Pick Up Guidelines

At Ralph Chandler, the safety of our athletes is our first and most important responsibility. Is the commitment of the Athletic Director and Coaches to never leave any athlete alone on the premises unsupervised waiting to be picked up.

All Coaches are required to stay with their players until all of them have been picked up. No player should be left alone at any time to wait for their parent. Additionally, our Coaches need to leave on time for their personal

and family responsibilities, and that there is an expectation that parents or guardians arrive to pick up their child at the designated time by the Coach.

If any of Coach must depart the facility due to a commitment, we will make sure another Coach has committed to stay until everyone has been picked up. All Ralph Chandler athletes must be picked up in the pickup loop behind the Gym; all athletes will not be allowed to wait at the front of the school.

Athletes in Performance Based Classes and Academics:

At Ralph Chandler, any student in a Related Arts Performance based class, academic class, or service organization with a performance commitment will be excused from athletic expectations. All academic requirements take priority over athletic opportunities and those commitments will be given priority. All Coaches are expected to plan for situations that arise and make adjustments. No athlete will be penalized for fulfilling academic commitments.

Music at Athletic Practice and Events:

It is District Policy, that no Music may be played that contains Lyrics (irrespective of being considered clean or appropriate), only Instrumental Music is allowed inside our building on our sound system and on all outside facilities during all practices and games.

At no time shall a student/athlete plug their personal device into our sound system for the purpose of playing music. Only Coaches devices shall be used on our system. At no time shall a student/athlete use their personal device to play music for the greater group. Student/athletes personal playlists must only be played using their earphones and remain private.

Athlete Dismissal Procedure:

At RCMS we have a dismissal procedure for all students including Athletics. All Athletes will be dismissed at the end of the day and report to their location when all Athletes have been dismissed (by announcement) this occurs after "All Buses" have been called. No athlete is to leave their 6th period class until dismissed by announcement. At dismissal, all athletes will report to Locker Room and immediately change and report to their designated sports Court or Field promptly. ***Any student who leaves class early without permission may be sent home for the day and will not condition, practice or play in the game for that day.***

Athlete Equipment Storage:

At RCMS all Athlete equipment bags must be placed in the Athletic Storage Room located Gym Training Room, located to left of the Gym Classroom. No bags or equipment is to be stored in teacher classrooms or carried on the athlete during the day. The room is locked during the day and will be opened when athletes are dismissed at the end of the day.

Clear Bag Policy - Athletic Events at RCMS:
Coming Soon

EXTRA CURRICULAR ACTIVITIES

Vision Statement: We envision a school system that offers an extracurricular program for its students that is considered a model for all other districts in South Carolina. Our vision for the extracurricular activities program is that it will match the expectations the District has for its academic program, will be considered an asset to

the academic mission of the schools, and will enhance all aspects of school life. We envision a program that offers quality facilities that are student and people friendly and quality coaching for its administration. Ultimately, we envision an extracurricular program that all of its participants, students, parents, coaches and administrators, can be proud of and one that promotes lifelong personal and community wellness and contributing, productive citizens.

MISSION: The mission of the extracurricular activities program is to inspire, educate, and empower its participants with positive lifelong educational experiences that produce contributing, productive citizens in our American society.

“Inspire, educate, and empower students through interscholastic extracurricular activities.”

BELIEFS:

- *We believe the extracurricular activities program is for all students.*
- *We believe that extracurricular activities are an integral part of the total education program and a unique part of the American high school experience.*
- *We believe extracurricular activities teach students many invaluable, intangible traits-- necessities for productivity in our society--such as, but not limited to, self-discipline, personal commitment, loyalty, sportsmanship, teamwork, the value of preparation, and a hard work ethic.*
- *We believe participation in extracurricular activities enhances student academic performance and school attendance.*
- *We believe extracurricular activities have a positive effect upon the participant's self-image, mental alertness, social competence and ethical awareness.*
- *We believe that the spirit of competition and the will to excel--necessary elements associated with extracurricular activities--are valuable to the development of a healthy mind and a productive American citizen.*
- *We believe extracurricular activities are a wholesome equalizer because individuals are judged for what they are and for what they do, not on the basis of the social or economic group to which they belong.*

GOAL: To provide the participants with an extracurricular program that is highly regarded as one of the best in all of South Carolina.

OBJECTIVES:

- To provide our participants with the best possible administration, supervision and instruction available.
- To provide our participants with quality facilities and equipment that is both safe and people and student friendly.
- To provide our participants with safe, quality transportation to and from all competitions and activities.
- To provide our participants with proper funding to meet all of their needs in the extracurricular arena

Greenville County Schools

Code of Ethics for Athletic Coaches

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect coaches and his or her welfare should be considered in decisions by the coach at all times.

1. The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.
2. The coach shall uphold the honor and dignity of the profession. In all personal contact with students, officials, athletic directors, school administrators, the South Carolina High School League, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
3. The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.
4. The coach shall avoid the use of alcohol and tobacco products when in contact with players.
5. The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
6. The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
7. The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.
8. The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
9. The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.
10. The coach shall not exert pressure on faculty members to give students preferential consideration.
11. The coach shall not scout opponents by any means other than those adopted by the SCHSL, the Conference, and the Region to which his school is a member.
12. To understand that a coach is assigned to a specific school to coach and that the proselytizing of students at any grade level not in their school/team's attendance zone to attend his/her school in order to participate on that school's teams is strictly forbidden and in violation of High School League rules.
13. To support and strive to fulfill the professionally recognized fourteen legal duties of a coach.

NOTE: This "Code of Ethics" is incorporated in each coach's job description by specifying it as a responsibility to "...abide by the Code of Ethics for Coaches in Greenville County Schools."

The Fourteen Legal Duties of a Coach

These fourteen obligations or duties have been identified as absolute requirements for coaches and athletic administrators and have evolved as a result of various case law proceedings and legal judgments against individual athletic directors, coaches, and school districts.

1. Duty to Plan: Inherent to this duty is the need to continually conduct focused analysis of potential hazards and to develop responsive strategies that prevent or reduce the potential for injury and loss in the following areas: coaching competence; medical screening; appropriate activities that consider age, maturity and environmental conditions; facility and equipment evaluation and improvement; injury response; warnings to athletes and parents; insurance of athletes; child advocacy in cases of substance abuse or family neglect or abuse. Plans and policies should be rigorously implemented. Plans should become policy and updated regularly. Negligence can be alleged when an injury loss results from no planning, inadequate planning or when plans are developed but ignored.

2. Duty to Supervise: A coach must be physically present, provide supervision and control of impulsive behavior, competent instruction, structured practices that are appropriate for the age and maturity of players, prevent foreseeable injuries and respond to injury or trauma in an approved manner. This duty requires supervisors to ensure that facilities are locked and that students are denied access when a competent staff member cannot be physically present to supervise. **Locker room supervision by coaches is the best preventive measure for hazing.** Supervision responsibilities also pertain to athletics administrators who are expected to be able to supervise their coaches and the school's events competently to ensure that spectators do not create an unsafe or disruptive environment.

3. Duty to Assess Athletes' Readiness for Practice and Competition: AD's and coaches must be required to assess athletes for health and physical readiness for each sport. Practice plans must show a progression of conditioning and skill development. A physical exam as per SCHSL rules is required before participation in practices and/or workouts. Specialized conditions of athletes must be noted so as to ascertain any disorder or physical condition that predisposes the athlete to injury. Injured athletes who required the services of a physician may not return to practice or competition without written permission of the physician.

4. Duty to Maintain Safe Playing Conditions: Coaches are considered trained professionals who possess a higher level of knowledge and skill that permits them to identify foreseeable causes of injury specific to a sport and inherent in defective equipment or hazardous environments. There is a duty to improve unsafe environments, repair, or remove defective equipment or disallow access to unsafe equipment or environments. Weather conditions are clearly a part of this duty. A plan for monitoring and responding to dangerous weather conditions must be in place and adhered to at all times. Building and fire codes must be observed and implemented with respect to capacity, ventilation, and lighting.

5. Duty to Provide Proper, Appropriate Equipment: ADs and coaches must ensure athletes are properly equipped with equipment that is appropriate for the age and maturity of the athletes and that is clean, durable and safe. Fitting should be carried out in accordance with manufacturer's specifications. Protective equipment that requires NOCSAE approval must be certified and checked for proper fitting. Athletes must wear protective equipment any time they are exposed to the full rigors of contact in practice and competition.

6. Duty to Instruct Properly: Practices must be characterized by instruction that accounts for a logical sequence of fundamentals that consider the developmental level of the athlete and that lead to an enhanced progression of player knowledge, skill and capability. Instruction must move from simple to complex and known to unknown. Coaches must be properly prepared to provide appropriate and sequential instruction and

to identify and avoid dangerous practices or conditions. Instruction must demonstrate appropriate and safe techniques with regard to the rules of the game and must include warnings about unsafe techniques and prohibited practices.

7. Duty to Match Athletes: Athletes should be matched with consideration for maturity, skill, age, size and speed. To the degree possible, mismatches should be avoided in all categories.

8. Duty to Condition Properly: Practices must account for a progression of cardiovascular and musculoskeletal conditioning regimens that prepare athletes sequentially for more challenging practices and competitive activities.

9. Duty to Warn: Coaches are required to warn parents and athletes of unsafe practices that are specific to a sport and the potential for injury or death. This warning should be issued in writing and both athletes and parents should be required to provide written certification of their comprehension.

10. Duty to Ensure Athletes are Covered by Injury Insurance: All athletes must be provided a basic level of medical coverage. Athletes should never be allowed to participate without coverage. The insurance plan should be clearly explained to parents and athletes.

11. Duty to Provide Emergency Care: Coaches are expected to be able to administer accepted, prioritized, standard first aid procedures in response to a range of traumatic injuries—especially those that are life-threatening.

12. Duty to Develop an Emergency Response Plan: ADs and coaches must develop site-specific plans for managing any injury situation for both the injured and uninjured athletes. Plans must be in place to: ensure access to a phone, a stocked first aid kit, spine board and other emergency response equipment to include an AED. The plan should also account for a call to EMS and the expedited access by EMS to the injured athlete by stationing coaches or team members at driveways, parking lots, entry doors and remote hallways.

13. Duty to Provide Proper Transportation: Bonded commercial carriers (those labeled by DOT as “Buses”) should be used for any away contests. When allowed to use POV’s, a written process to include the provision of adequate insurance coverage for drivers and passengers must be in place.

14. Duty to Select, Train, and Supervise Coaches: ADs will be expected to ensure coaches are capable of providing safe conditions and activities as outlined in the preceding list of thirteen duties. Coaches should be required to fulfill professional development for improvement of coaching annually.

RCMS: Ralph Chandler Middle and all middle schools are members of the Greenville County Middle School Athletics and we are a private group. Our rules mirror the South Carolina High School League.

The South Carolina High School League

All middle and high schools in the District are full members of The South Carolina High School League. **The rules and regulations governing athletics contests for member schools are established by this League. The League is governed by the rules and regulations published in its “Handbook.” This “League Handbook” contains the League’s Constitution, By-Laws and all other rules and regulations of**

governance. All athletic directors and coaches must be thoroughly familiar with these rules and regulations. The coach is responsible for properly administering all rules governing his or her particular sport. The school athletic director is responsible for making sure all League rules are properly adhered to by all coaches under his/her management. These regulations include: age of contestants, eligibility, official dates for start of practices, game standards, officials, etc. Guidelines for disciplines issued by the League for violation of rules and regulations are also listed in the Handbook. Coaches are to be familiar with these violations and fines which accompany them. In the event that a violation occurs and a monetary fine is placed upon your school, the coach in charge of the sport in which the violation occurred shall have the responsibility of paying that fine. If the violation involves the negligence of duty of any other members of the athletic department, he/she too shall be responsible for an equal share of the fine. **Neither your school nor Greenville County Schools will pay any monetary fines for violations that occur because of negligence on the part of any member of your athletic department** (see policy in the District Policy and Regulations Section).

NOTE: Should any school within the district become aware of or suspect any violation of League rules or District policy and regulations by another school within the District, they are first obligated to report such to the District Director of Athletics immediately. The alleged violation will be investigated and validated. Should a valid violation involve District guidelines, the Director of Athletics will mediate a meeting between the schools' principals and athletic directors to resolve the issue. Should a High School League rule be violated, the League will be notified and the issue handled according to League guidelines.

RCMS: All Athletic Coaches are required each year to take the necessary and required courses from the NFHS, which include: Cardiac Arrest, Sportsmanship, Social Media, Heat Illness, and Concussion protocol, Dealing Effectively with Parents and Bullying, Hazing and Inappropriate Behavior to be fully trained to provide care for our athletes.

The National Federation of State High School Associations

The South Carolina High School League is a member of this national organization. A major function of this organization is to write and produce all rules and regulations for all sports played by your schools' teams. National Federation rules are used in all games. There will be no deviation other than those adopted by the Executive Committee or Legislative Assembly of the South Carolina High School League. These deviations must be approved by the National Federation and are communicated to member schools through the required rules meetings for each sport. These rules meetings are mandatory for all head coaches. Dates for rules meetings are published in the League Handbook and the Bulletins mailed each month to member schools. The National Interscholastic Athletic Administrators Association is a subsidiary professional organization of the National Federation. All school athletic directors are encouraged to join this organization and its state subsidiary, the South Carolina Athletic Administrators Association. **Visit the National Federation Website: www.nfhs.org (NOTE: NIAAA has link at this website)**

RCMS: The Athletic Director for RCMS is Gary McCartney who may be reached by email: gmccartney@greenville.k12.sc.us or 864-452-0350.

The School Athletic Director

The role of the school athletic director is to produce and maintain an athletic program that is educationally sound, full of positive learning and life skill experiences for young people, and financially productive. One

measure of success is the student participation rate. The program should be fiscally solvent at all times (Refer to the job description for the school athletic director in the 'AD Forms').

RCMS: The current Athletic Director, Gary McCartney holds the certification of Certified Athletic Administrator CAA.

NIAAA Certification

It is the expectation of the Superintendent and Greenville County Schools that every athletic director attains NIAAA certification. This certification promotes professional standards, practices and ethics. Benefits include a sense of personal and professional satisfaction while demonstrating a commitment to excellence in the profession. Enhancing the perception of professionalism, growing in professional knowledge and expertise are ways that show continued leadership for student athletes and the community at large.

RCMS: The expectation of Ralph Chandler Administration is that all student athletes adhere to the Student Extracurricular Code of Conduct at all times. Violation of any of the code may jeopardize a student's eligibility to participate.

GREENVILLE COUNTY SCHOOLS

STUDENT EXTRACURRICULAR CODE OF CONDUCT

I. Expectations of Conduct for Students Who Participate in Extracurricular Activities –

Participants on a school team, club, or organization represent not only themselves and their families, but also their teammates, their coaches or sponsors, their schools, and the Greenville County School District. Additionally, extracurricular activities often draw high public interest, visibility and focus of attention in the media. The student's behavior commands a public interest and attention that is unique in its capacity to elevate or denigrate the school district, the school, and the team or organization. Since public support is an essential ingredient of public education, the behavior of students who participate in extracurricular activities has a significant impact on the school district's

pursuit of its mission. High standards of conduct and citizenship are essential precepts of the school district's extracurricular program. These high standards include instilling students with a positive attitude, building strong character, teaching responsibility, and demanding integrity. Participants must set a positive example and be role models for all. To maintain high standards for all extracurricular programs throughout the entire school district, a firmly and fairly enforced code of conduct is necessary. Therefore, all participants shall abide by a code of conduct specifically for extracurricular activities.

II. The Privilege of Participation – Participation in extracurricular activities is a privilege, not a right. School officials may deprive a student of the privilege of participation when they determine that the student's continued participation is not consistent with the high standards of conduct expected of all participants. In particular, whenever a student violates this code of conduct, the student is subject to losing the privilege of participation in extracurricular activities.

III. Unacceptable Conduct

A. The prohibition of unacceptable conduct: Certain conduct by any participant is absolutely unacceptable and will not be tolerated. Examples of such unacceptable conduct include, but are not limited to, theft, vandalism, disrespect, hazing, harassment, violation of alcohol, tobacco and illegal substances restrictions, major infractions of *The Student Code of Conduct*, or violations of law. This unacceptable conduct rule shall be in force twelve months of the year. This means that the school district may penalize or punish a participant who engages in unacceptable conduct during the school term, over a holiday break, or while school is out of session. This also means that the school district may impose sanctions for unacceptable conduct which occurs at school, at a school sponsored event, or off school grounds. The penalty for engaging in unacceptable conduct can include revocation of the privilege of participating in extracurricular activities.

B. Definitions of specific kinds of unacceptable conduct:

§ **Theft**- stealing or taking personal property that belongs to another person, school, team, or organization.

§ **Vandalism**- willful or malicious breaking, destruction, or defacement of public or private property.

§ **Disrespect**- actions that show or express a lack of high regard or respect for others (fellow students, opponents, teachers, coaches, administrators, parents, or adults). This includes actions that result in OSS and the use of unacceptable language (cursing).

§ **Hazing**- any action that humiliates, degrades, abuses, or endangers another person, regardless of that person's willingness to participate. These actions may include initiation rituals into a team, club or organization.

§ **Harassment**- actions, comments, threats, verbalizations, coercion, jokes, teasing, or intimidation that is based on or takes place because of the race, color, sex, religion, or national origin of another person, who reports the actions as unwelcome.

§ **Alcohol, tobacco, and illegal substances restrictions** – Any illegal use or possession of alcohol or tobacco or use, sale, possession, or purchase of any illegal or controlled substance, including prescription drugs.

This list of examples is not intended to be exhaustive and the appropriate staff members may impose disciplinary action for conduct not specifically listed here.

C. Punishment for Unacceptable Conduct:

Generally, when a school official has reason to believe that a student participant has engaged in unacceptable conduct as described in this code of conduct, the responsible school official shall notify the student of the violation and provide the student with the opportunity to present his or her account and explanation. **The responsible school official will then confer with the Athletic Director or designated administrator to determine the appropriate sanction or penalty to be imposed.** The level of discipline imposed is at the school official's discretion, and sanctions may range from reprimands to suspension from a game or contests, or in the most serious incidents of misconduct, dismissal from a team or permanent denial of participation for the remainder of the student's high school career.

Suspension means that the student is not allowed to dress out or participate in a contest or event. It may also include suspension from practice. However, the participant may be required to continue to practice with the team or program.

Dismissal means that the student is no longer a part of the team or program. If dismissed, the participant's uniform and equipment will be taken up and his/her name will be removed from the team or program roster. Reinstatement into the athletic program will be considered only after one calendar year. The principal, after consultation with the District Director of Athletics, must approve any reinstatement.

Some forms of unacceptable conduct may also violate the general code of conduct applicable to all students in the school district. In those situations, the participant is subject to punishment under both the general code of conduct and this code of conduct for extracurricular activities. Under no circumstances will any student who has been suspended from school pursuant to the general code of conduct participate in extracurricular activities during the suspension period.

Alcohol, Tobacco, and Substance Abuse: When a coach, teacher, or principal determines that a participant has violated the alcohol, tobacco, or illegal substances restrictions, the following penalties shall apply:

First Violation Penalty: The participant will be suspended immediately from a minimum of 20% of the scheduled contests in the participant's sport or activity. If the sport or activity is out of season, then the penalty will be administered at the very next season in which the student is a participant. The student may also be required to submit to on-demand drug testing.

Second Violation Penalty: The participant will be suspended immediately for a minimum of 50% of the scheduled contests. If the sport/activity is out of season, the penalty, or remainder thereof, will be administered at the very next season in which the student participates. The student may also be required to submit to on-demand drug testing.

Third Violation Penalty: The participant will be dismissed from participation in extracurricular activities for the remainder of the student's high school career.

Note: When violation of the alcohol, tobacco, and substance abuse restrictions also results in criminal charges, subsection D (below) will also apply.

D. Criminal infractions: Some forms of misconduct may violate local, state, or federal criminal law. If a student participant is charged with a criminal offense other than a minor traffic violation, the student shall immediately be suspended from participation in extracurricular activities until the responsible school officials have an opportunity to review the circumstances surrounding the arrest. After reviewing the circumstances that led to the student's arrest, the school official may elect to continue the period of suspension until the

criminal charges are resolved or impose disciplinary consequences, to include suspension from games or contests, based on the conduct that led to the student's arrest. Depending on the amount of time necessary for the criminal matter to be resolved and the facts of the matter, the responsible school official shall have the discretion to lift the suspension and return the student to participation on probation pending resolution of the matter.

If the participant is convicted of the offense or pleads "no contest," the responsible school official will impose a minimum one game suspension up to a maximum dismissal of the participant from all extracurricular activities. If criminal charges are dropped or if the participant is found not guilty, he/she may return to regular participation (except to the extent that punishment under either the general or extracurricular code of conduct precludes a return to participation). It is important to note, however, that regardless of the outcome of any criminal charges, a participant will be subject to punishment under the two codes of conduct if the responsible school official determines that a student has engaged in conduct that violates either code of conduct.

IV. Out-of-School Suspension (OSS) – During the period that any participant is serving an out-of-school suspension, the student will not be allowed to participate in practice or games or contests. The participants may return to participation in any activity only after being readmitted to school and attending school for one day. Offenses that lead to OSS may also warrant punishment under this code of conduct for extracurricular activities.

V. Attendance Rule – A student shall not participate in a contest or practice on the day he/she has been absent from school without just reason. Just reason shall be anything beyond the control of the student (ex: school field trip, doctor/dental appointments, bereavement, religious holiday, etc.). However, confirmation notes will be required by the sponsor or coach of that activity. It is expected that students attend at least half a day of school on performance nights to be allowed to participate.

Individual School/Teacher/Sponsor/Coach Rules – Individual schools, teachers, coaches, or sponsors may establish additional rules and regulations for their programs with the approval of the athletic or activities director and principal. The teacher, coach, or sponsor must give all participants written copies of any additional rules and must explain the additional rules to all participants at the start of an event or season. Penalties for violations of the rules shall also be in writing.

VII. Appeal Procedure – A student may appeal any decision of a teacher, sponsor, or coach under this code of conduct by filing with the principal a written appeal within five days of the decision to be reviewed. The appeal must state specifically why the decision should not be implemented. The principal shall render a decision within five days. The decision of the principal is final. If the principal made the original decision to impose the disciplinary sanction, the student shall be permitted to appeal the sanction to a designated District-level administrator, whose decision will be final.

NOTE: Policies (noted with a “P” in the parentheses) mean you must be in compliance with its requirements. Only the School Board can change or waive a policy. Rules (noted with an “R” in the parentheses) also mean that you must be in compliance with its requirements. However, the Superintendent has the authority to waive its requirements without approval of the Board.

GAI(P): Employees shall not use district time or facilities in connection with any personal activity for financial profit outside the regular school program. Any violation of this provision will be held to be willful insubordination. This policy is applicable to any camps or clinics open to youth run by coaches or teachers wherein they are making a personal financial profit and are either doing it during district time OR using district facilities. **Exception:**

Over the years a number of schools have provided camps and clinics for youth in your community during the summer months. These camps and youth clinics are recognized as excellent opportunities for both physical and social growth for the young people of your school communities. Traditionally, schools have used these camps as fundraising opportunities for their cheer squads and athletic teams. It is our position that funds generated by these camps be used by the groups who sponsor, lead, and work these camps. School employees are allowed to be paid for their services (organizing, leading, and working the camp) at a rate not to exceed the summer school hourly rate of pay for teachers. All net proceeds from such camps and clinics are still limited to fundraising endeavors for clubs and athletic teams.

IDE(P): Values are to be gained from properly supervised extra-class activities as a part of the total school program. Such activities, properly supervised, should provide students opportunities for experiences not possible in the classroom. The amount of time these activities take students away from school during school hours or away from studies on “school nights” should be limited. This policy is applied in such areas as scheduling of interscholastic contests, meetings and trips involving school organizations, and in-school activities such as meetings and the like. [Cross References: IDF(R), IDFA(P)(R), IDEA (P)(R)]

- All interscholastic activities of the school must be under the direct supervision and control of the principal.
- All scheduling of interscholastic activities shall be accomplished by the principal and his designated staff members after careful consideration of the effect and impact of the activities upon the participants and the total school program.
- The amount of time spent in interscholastic athletics should not have detrimental effect on the student’s academic programs.
- Individual or group practice in interscholastic activities must be conducted after the end of the six-hour school day.
- The school may provide students who participate in the instruction of, and competition in, interscholastic athletic activities with standard equipment that is kept in good repair.

South Carolina High School League

Each high school in the district shall be a member of The South Carolina High School League and all persons involved with athletics shall abide by the rules and regulations of this league.

Any alleged violation of the rules and regulations of The South Carolina High School League shall be cause for investigation by the area assistant superintendent and/or the school principal.

If the investigation reveals that a willful and knowing violation has been committed, the person guilty may be suspended from his duties in connection with athletics pending final dispensation of the case. Penalties may include the revoking of the person's contract with the school district.

Any fines assessed by the South Carolina High School League against any school must be paid by the person or persons found guilty of willful violation which causes the fine.

Any student, whether participating in athletics or not, shall be held accountable for his or her conduct at all athletic contests. Any student who is guilty of conduct which is in violation of any rule or regulation of the South Carolina High School League will be subject to the suspension and/or expulsion and will be liable for any fine assessed against a school in the district by the League as a result of said conduct of each student.

It shall be responsibilities of the school principal to inform all personnel having duties relating to athletic and students of the provisions of this policy.

Pupil accident insurance made available by the District shall be required for all students who participate in athletic programs. In addition, special football insurance may be required for all students who participate in interscholastic football. The administration shall ensure that appropriate coverage is available for students to purchase.

Can students on or coaches of athletic teams pray? Students participating in a school-sponsored activity (ex: athletic team) may initiate and lead voluntary prayer. For example, players on a team may lead voluntary prayer before a game. Coaches and other employees may not direct a student to lead a prayer, or lead a prayer. Employees may be present for the prayer and respectfully observe or pray silently on their own.

RCMS: Ralph Chandler Middle School Athletics adhere to the District Transportation Policy and believe that the experiences gained by athletes traveling together on a bus are an invaluable opportunity for our athletes. Parents wishing to have their athlete ride home with parent, must obtain the RCMS Travel Release Form and fill out and provide to coach or AD prior to athletic event.

IMPACT ON ATHLETIC PROGRAMS: Students who use their personal vehicles to travel to and from athletic events (HOME only!) or practices at venues that are located off campus MUST adhere to this policy. The coach and/or athletic director must make certain that students who drive their own vehicles (or their parents drive AND they take other students with them to the venue) must have a "Application-Student Use of Personal Vehicle" form completed and on file with the school athletic director. This is also true for students who ride with other students to these off-campus venues. Off campus venues may include swimming pools, golf courses, or practice facilities that are located off school grounds. Remember, teams MUST travel in school or district vehicles to all away contests. (See AD Forms for the "Application-Student Use of Personal Vehicle" form).

Position on Parents Driving Students to School Sponsored Athletic Events:

Providing transportation for our athletic teams to athletic events is a required expectation of every school. Therefore, the corollary expectation is for every athlete to ride on the bus with his or her teammates to all athletic events. **This action is considered an important part of being a member of the school's athletic team ("Riding with the team is part of being on the team.")**. This principle is to be communicated by every school athletic director and coach to all team members and their parents at the beginning of each season.

It is permissible to allow a parent to transport their son/daughter to a scheduled event or home from the event only if the parent has a logical reason for doing so. **Assessing the reason the parent has is purely a judgment by the**

school official, AD or coach. However, the reason can never be based upon the school not wanting to spend money on bus transportation or avoiding the use of an activity bus to transport the team.

Under no circumstances is a school athletic director or coach to allow an athlete to travel to or away from a scheduled contest with the parent or guardian of another athlete. This opens the door directly to an athletic director's or coach's personal liability—especially in light of this position statement.

JCDAG (P) As provided in the South Carolina Safe School Climate Act, the District prohibits acts of harassment, intimidation or bullying of a student by another student or students, staff, or third parties that interferes with or disrupts a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment whether in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event, whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

The District expects students to conduct themselves in an orderly, courteous, dignified and respectful manner. Students and employees have a responsibility to know and respect the policies, rules and regulations of the school and District.

Definitions: "Harassment, intimidation, or bullying" is defined as a gesture, an electronic communication, or a written, verbal, physical, or sexual act that a reasonable person should know will have the effect of:

- harming a student, physically or emotionally, or damaging a student's property, or placing a student in reasonable fear of personal harm or damage to his property; or
- insulting or demeaning a student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

All complaints will be investigated promptly, thoroughly, and confidentially. The investigation shall include appropriate steps to determine what occurred and to take actions reasonably calculated to end the harassment, intimidation, or bullying and prevent such misconduct from occurring again. The student and his/her parent(s) shall be informed that appropriate actions were taken and shall be advised how to report any subsequent problems.

Consequences for Engaging in Harassment, Intimidation, or Bullying

If the investigation determines that harassment, intimidation, or bullying has occurred, the administration shall take reasonable, timely, age-appropriate, and effective corrective action. Examples of corrective action include, but are not limited to, disciplinary action against the aggressor, up to and including termination of an employee or expulsion of a student; special training or other interventions; apologies; dissemination of statements that the school does not tolerate harassment, intimidation, or bullying; independent reassessment of student work; and/or tutoring.

Individuals, including students, employees, parents, and volunteers, may also be referred to law enforcement officials. The District will take all other appropriate steps to correct or rectify the situation.

Consequences for Retaliation or False Accusations

The District prohibits retaliation or reprisal in any form against a student or employee who has filed a complaint or report of harassment, intimidation, or bullying. The District also prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying. The consequences and appropriate remedial action for such conduct will be determined by the principal or his/her designee, and may range from positive

behavioral interventions to disciplinary actions, up to and including suspension or expulsion for students and termination for employees.

Notification and Distribution of District Expectations

The principal of each school annually will ensure that appropriate staff members review the policy on harassment, intimidation, and bullying with all students. Information on these topics should be shared in an age-appropriate manner and may occur during student assemblies, in the classroom setting, or in group or individual sessions with a guidance counselor or school resource officer.

Annually, this policy will be disseminated to all staff members, students, and parents along with a statement explaining that it applies to all applicable acts of harassment, intimidation, or bullying that occur on school property, at District or school-sponsored functions, on school buses or other District vehicles, and at school bus stops.

JH(R):

Extracurricular activities are a vital part of the total educational program and may be used as a means of developing wholesome attitudes and good human relations as well as increase individual knowledge and skills.

All student activities shall be carried on by authority of the board and its delegated administrators. The principal shall be responsible for the organization of all student activities for his/her school. He/she shall see that activities are appropriately supervised. The principal shall be responsible for the management of student activity funds. Any residual funds from inactive or defunct student organizations shall revert to the general student activity fund unless otherwise designated.

The principal shall encourage the participation of students, faculty, and parents in planning an appropriate student activities program for this school.

Middle School Extracurricular Activities

Since the middle school program is designed especially to meet the needs of the preadolescent, all school sponsored extracurricular activities of a special interest, recreational or social nature should be held during the school day or during daylight hours only. Interscholastic contests may be scheduled at night. Each middle school shall sponsor a well-rounded intramural program.

NOTE: 7th and 8th graders are NOT allowed to play on high school teams if the middle school provides the same sport program. In such cases where 7th and 8th grade students with exceptional ability will benefit from waiving this rule in order for them to play up on a high school team, there is a process form, "Request for Change in Level of Play." This form **MUST** originate from the middle school! The parent/guardian of the student is to notify the middle school coach and athletic director of their intent to have their student play on a high school varsity team. The coach and AD of the affected middle school then notify their principal of the request. The high school coach and AD are then notified and a meeting is held with the middle and high school coaches to determine what is in the best interest of the student (ADs and principals may also be involved in this meeting). Should there be an interest on the part of the high school coach the communication is first to the high school AD, then from high school AD to the middle school AD. After notification, the steps above are to be followed. Caveats of the above process include:

If it is agreed to have the student move up to the HS team:

1. A meeting to discuss the move is held by the MS AD and principal with the HS AD and principal.
2. If all are in agreement, then a conference is held with the MS and HS coaches and ADs, the parents and student. This form is then completed and signed and a copy sent to the District Director of Athletics.

If it is agreed that the athlete remain at the middle school level:

1. An agreement statement is made between the MS and HS (in the space provided below or attached) and sent to the District Director of Athletics. This statement is used by the District AD for denial of the move and factual support should there be an appeal by the parent/guardian.

If there is disagreement by parent or schools of the decision to move up or remain at the middle school:

1. The District AD is notified
2. The District AD first meets with the middle school AD, coach and/or principal
3. The District AD then meets with the high school AD, coach and/or principal
4. The District AD will mediate a final decision with information from all parties. (*threats from parents to withhold the athlete from competing at the middle level will not influence the final decision of the District AD*)

ATHLETIC INSURANCE

RCMS: All students who wish to participate in any athletic opportunity at RCMS will pay the required insurance upon acceptance to an athletic team. This is a "One Time" payment and covers all participation for the entire school year. Payment to the High School constitutes payment for athletic participation at RCMS. Please be advised, proof of payment to high school may be required by RCMS if requested.

Greenville County Schools provides an "excess" insurance policy for purchase by student-athletes on high school teams. This is a requirement for all athletes. There are no exceptions. Currently this policy is a once per year **\$42.00** fee for HS athletes and **\$23.00** for middle school. Our current policy is with the *BB&T Insurance*.

Please follow the below guidelines when collecting insurance fees:

1. High Schools may use online payment system through School website
2. All fees must be receipted as they are received.
3. Monies must be turned-in and receipted to the school's bookkeeper daily.
4. An accurate record must be kept of students who pay for their insurance. You are encouraged to develop a system that will work for you.

Filing a Claim: Also must file District Incident Report

When you have a student who had or will need to see a doctor or visit the emergency room, follow the below procedures:

1. **If emergency transported:** You or your designee must fill out a district "**Accident/Incident Report**" form (see attached copy of Form 130-40--must be filled out and sent to designated offices);
2. You or your designee must see to it that the *BB&T Insurance* "Claim Form" is completed in full--all boxes (see attached copy from *BB&T*). This form must have all appropriate signatures.

3. Instruct the student and parents that they must fill out the sections regarding their personal information and the section labeled, "What other insurance company/companies provide coverage that would cover this claim." All signatures must be completed. **Please tell parents to make copies for your files and parents for later reports or filings!**
4. **Explain to student/parents that they must file on their primary family coverage first. However, they must inform the doctor/health care office/provider that you are also covered by K and K Insurance.** You or the parent should instruct doctors and hospitals that the *BB&T* plan is a "Full Excess" plan, and all bills must be submitted to the primary carrier first, and then to *BB&T* after an "Explanation of Benefits" has been received by the family from their primary insurance carrier. (See FORMS: "the "Insurance-Parent Letter" may also be used for this purpose)
5. Explain to the parents that they should receive an **EOB** (Explanation of Benefits) from their primary family insurance. This should then be attached, along with an **itemized bill**, to a copy of the *BB&T* claim form and sent in. This may require you or the parents to call the doctor's office or hospital's billing department to request an itemized bill.
6. You are strongly urged to contact the parents personally to give these instructions. You are also urged to make more than one copy of the **completed** claim form and give extra copies to the parents.
7. Follow-up with parents after one to three months with calls to make sure all bills have been received and all claims filed. **THIS IS EXTREMELY IMPORTANT as claims must be filed within 90 days of the first treatment!** Continue follow-ups with these parents/guardians until all claims have been completely processed and paid.

This is a very important function that should be considered a priority duty of yours.

SCHSL Passes, District Employee Passes, Other Passes:

- **SCHSL Passes:** All events need to have in place a process for handling SCHSL Passes. These passes admit the bearer and one other person. You are encouraged to require a picture ID with these passes, but a sign-in sheet **MUST** be used. Sign in sheet should require the bearer to write down the pass number of his/her pass. Should an SCHSL Pass be used by someone other than the bearer or his spouse, the Pass is to be confiscated and sent to the SCHSL.
- **District Employee Passes:** Effective 2016-17, employees will use their school/district photo ID for free admittance to school-sponsored events and for the Employee Discount Program. Printed employee passes will no longer be provided. Such an "ID" pass will only admit the bearer. Again, a sign in sheet **MUST** be used at all events.
 - **A legitimate employee pass has "If found call 864-355-3100" on the back.**
- **Golden Circle Club Pass** - Citizens 60 years of age or older, disabled, and school system retirees. Golden Circle Club passes are also honored by districts participating in the Golden Circle reciprocal program. Our schools should honor their passes.
 - Districts Participating in "Golden Circle" Reciprocal Program Passes (as of July 15, 2014): Greenwood District 50 - Emerald High, Greenwood High; Oconee County – Seneca, Walhalla, West Oak; Spartanburg 1 – Chapman High, Landrum High; Spartanburg 2 - Boiling Springs High, Chesnee High; Spartanburg 4 - Woodruff High; Spartanburg 5 - Byrnes High; Spartanburg 6 - Dorman High
- **Superintendent's Pass**- Board members, legislators. Only card that includes free admittance to school-sponsored events for cardholder and guest.
- **News Media Pass** – Reporters must present Media credential or be known to school staff to be working the game/event to receive free admittance.

(NOTE: Does not include athletic post-season play, non-curriculum related events such as pageants and events requiring advance ticket sales due to limited seating, and events held in schools that are not school sponsored.) SCHSL and Media passes are good for athletic playoffs.

RCMS: Currently the Athletic Trainers are shared with Ralph Chandler Middle, Woodmont Middle and are housed out of Woodmont High School. Attendance by Trainers are not 100% at our location and the expectation is they are at as many games as possible.

CERTIFIED TRAINERS: All high schools, through a contractual arrangement with the Greenville Health System, have full-time certified athletic trainers. Middle schools share one trainer for three schools. In South Carolina, it is state law that those individuals who are trainers must be fully certified by NATA (National Athletic Trainers Association). These “certified” trainers are authorized to use the title “Certified Trainer” or “Trainer.” They are also authorized, by NATA, to use the official initials of a certified trainer, “ATC” (Athletic Trainer Certified). Athletic directors and all coaches are to be made aware of the contractual terms of our partnership with the Greenville Hospital System for our Athletic Trainer program.

Certified trainers are considered professionals in the sports medicine arena and are to be regarded as highly knowledgeable and skilled in their field. This binds school personnel who use these certified trainers as professionally obligated to rely on the decisions made by these sports medicine specialists. Therefore, there can be no debate with a certified trainer as to decisions made with regard to the care and prevention of any athletic related illness or injury, perceived or real. In other words, the decision of the certified trainer is considered legally binding and has higher authority over the opinion of any coach or school employee when determining whether or not an athlete may or may not be allowed to play or return to play after an injury. This is also true with regard to preventive measures and activities and rehabilitation prescriptions for athletes.

Certified Trainer Contract with Greenville Health System: Our contract with the Greenville Health System for our certified athletic trainer program has an “Exclusivity” clause within it that prevents any school from using any of their competitors (in healthcare, wellness, and fitness related entities). The actual clause states, ***“Greenville County Schools shall designate GHS as the exclusive health, wellness, sports performance and fitness provider for their athletics program, and shall grant to GHS exclusive rights for all healthcare, wellness and fitness-related entities and services across and for all Greenville County School (including affiliates such as booster clubs, facilities, fields, and properties).”*** The only prohibition related to advertising is from entities in direct competition with GHS as it pertains to Sports Medicine and Athletic Trainers. This prohibition only limits these competitors from utilizing our athletic events and venues to advertise these competing services. Advertisements by other health and fitness entities, not related to Sports Medicine and Athletic Trainers, including, but not limited to dentists, ophthalmologists, chiropractors, orthodontists, and other health providers who do not offer Sports Medicine services is allowed.

VOLUNTEER COACHES: Volunteers from parents and community members are encouraged. However, because they are going to work directly with our youth, we require a background check on each volunteer **BEFORE** they can begin—Confirmation of this is either 1) the name of the volunteer is posted on the official “List of Approved Volunteers,” or 2) you receive a copy of the volunteer form with “Approved” written on it. A “Volunteer Waiver” form is required on each volunteer to be sent to the District Director of Athletics. This form can be found in the “AD Forms”. Additionally, we provide a “Guidelines for Volunteer Coaches” that must be reviewed with the volunteer by the school athletic director. These guidelines are below:

RCMS: Approved candidates **MUST** apply to be a volunteer and complete the Level 2 application. Only approved volunteers will be permitted to work with the Coach and any athletic team. All Volunteer Coaches must never have any contact or interaction with the Referee's at an official contest; preseason, regular and postseason contests. The Head Coach must always be in the direct vicinity of the Volunteer Coach at all times during practices and contests. The Volunteer Assistant Coach should never be designated the "Head Coach" for any reason without prior approval from Athletic Director and/or Principal.

GUIDELINES FOR VOLUNTEER COACHES

The District recognizes both the need for volunteer coaches and also the valuable contribution they make to our programs and students. These guidelines are written to promote the positive impact of these individuals and to keep their contributions focused on the needs we have. **It is adamant that we maintain professional integrity throughout our athletic programs. Many of our guidelines are created to keep the professional coaching and administrative responsibilities clearly in the hands of the District employees and professional staff. Some of the guidelines are directed at maintaining proper, ethical conduct for the volunteers.** For our purposes, we will define volunteer coaches as those coaches who are not paid for their services and are non-District employees or District employees that do not work directly with students, teachers or school administrators as their main job.

The following are guidelines and regulations for volunteer coaches in Greenville County Schools:

- All volunteer coaches are to be approved by the principal. An informal interview with the principal and/or his/her designee is required.
- The head coach and athletic director are fully responsible for all actions of the volunteers under their charge. As such, they are required to make the volunteer coach fully aware of these guidelines.
- Volunteer coaches are to abide by the rules and regulations of the school, the District, the South Carolina High School League and the Code of Conduct for Athletic Coaches in Greenville County Schools (Code of Conduct printed on back).

CONFLICTS AND CONFRONTATIONS:

- Verbal confrontations are not to be engaged in by volunteer coaches in any situation at any time with opposing coaches, players, officials, fans or parents. Conflicts that are or may become negative are to be referred to a professional staff member.
- Communication with parents regarding conflicts should be handled only by the professional staff. Complaints/concerns should be referred to his/her superior.
- In handling physical confrontations (fights), the volunteer coach is to limit his/her action to only his/her players in breaking up any fight. One should never push or pull opponents' players from a fight...only pull/push your players away from a fight.
- Communications with game/contest officials for any reason whatsoever are to be avoided. If the volunteer coach is a head coach, he/she should only communicate with the officials before the game for the pre-game conference. Communication with officials during and after a contest should be done only by professional staff (District employees).
- As a coach working under the auspices of the District and local school, volunteer coaches are to maintain a professional/ethical relationship with all students. **No coach—especially a volunteer**

coach—should place himself/herself in a position to allow any relationship to develop with a student that could be construed as being unprofessional, inappropriate, unethical, or immoral.

- Physical contact with the players for any reason should be avoided. Exception: Where contact is necessary in explaining a taught motor skill or treating an injured athlete.
- Injuries to the volunteer of any nature are to be reported to your superior. This is especially true for those that will need medical attention from a trainer, doctor or emergency room.

RCMS: Middle School Athletic Eligibility is established in the 7th grade year. The school of eligibility is based on where student is on first day of school for the academic year. If student is not in attendance on the first day of school, Athletic Director will determine eligibility. Movement between middle schools in 7th or 8th grade may impact eligibility of student.

STUDENT ELIGIBILITY ISSUES: You should be aware of 5 issues regarding the eligibility of 7th, 8th, and 9th graders:

- **Townes Center:** 7th and 8th grade students at the Townes Center (gifted and talented center) are eligible to play sports on teams at the school (middle or high) to which they are geocoded to attend (reside in your school's attendance zone).
- **Star Academy Students:** We have a special program for rising 9th graders located at Career Centers. These students must also be eligible under High School League rules. This means that you MUST also check these students grades/transcript from last year. They must have passed ALL of their core subjects (English, math, science, social studies and foreign language) in order for them to be eligible first semester.
- **Charter School Students:** Charter school students are eligible to compete or practice with our teams provided their school does not have a team in the same sport. Home geo-coded school only. Same as Home School Students.
- **Home School Students:** are eligible to compete on our teams provided they complete the application process.
- **Private School Students:** are NOT eligible.
- **7th and 8th Graders on HS Teams:** If you have a 7th or 8th grader coming out for your high school team, it is an automatic "**Red Flag.**" This student MUST be geocoded for your high school. They must live in your attendance zone regardless of what middle school they attend. It is your duty to check their geocode and to make certain they 1) live in the house of the address **on their permanent record** and 2) the geocode is assigned to your high school.
- **9th Graders:** You MUST also check the transcript and grades of ALL 9th grade students. **You cannot assume that they passed the 8th grade.** As per League rules, in order for 9th graders to be eligible, they must have passed all the subjects required of them to be promoted. In our district, this includes math, science, social studies, English/ language arts, and any foreign language. If they did not pass ALL of these subjects, even though they were "promoted" by their middle school principal, they are ineligible for the first semester due to League rules.

Additionally, just because a 9th grader is at your school does not make him or her eligible even though we have "Freedom of Choice" and magnet schools. You must always ask whether or not the student is a transfer. **A 9th grader is a transfer if he or she was NOT geocoded to attend your school while they were in the 8th grade (and may or may not be now).**

An incoming new 9th grader is "Transfer" if:

- **They are coming to your school as a freedom-of-choice student and are not geocoded for your school.**
- **They are coming to your school as a magnet or IB student and are not geocoded for your school.**

- **They have recently moved into your attendance zone from another school's attendance zone.**

If the student fits this last description, then you are required to ask the student, "Are you at this school because of any of the following reasons:"

Did you, your family, or your guardian move into our school's attendance zone within the past year? If this is an affirmative answer, you must then ask the following probing questions regarding the reasons why the student moved:

1. Was there a divorce or separation that caused the move? (if so, then you must review the "separation" rules in the HSL manual). Please understand that a "separation" must have occurred as a result of a documented court action (in most cases, separations in SC are not by court action). **If the move was caused by a separation not by court action, then the move is not bona fide and the student is INELIGIBLE.**
2. When you moved out of your previous residence, was the move made with the intent of being permanent? Was all the furniture and family belongings taken out of the home and the house or apartment is either empty or another family now resides in the residence? **If not, then the move is not bona fide and the student is INELIGIBLE.**

NOTE: If the 9th grader (in a or b above) is at your school by special permission or "Freedom of Choice" or if they are a magnet student, then you must make certain that a special permission form of approval is on file. If you are a magnet school and the student is in the magnet program, you must make certain that they have on file an acceptance form or letter into your magnet program. **If this transfer (a or b above) student is at your school and does NOT have approval as a special permission student or as a magnet student, then the student is INELIGIBLE.**

NOTE: Exception for "Inter-District" transfers—See SCHSL By-Laws, Article III, Section 10, "limited eligibility"

YOU MUST SEND TO THE SCHSL a "Special Form A" on all incoming 9th Graders who are categorized as a "Transfer"—this includes "special permission" and "magnet" students.

RCMS: It is the policy at RCMS to avoid any athletic competitions on Sunday. Any consideration of a Sunday play date will be discussed by the Athletic Administrators and Coaches and opponent school and only in exceptional circumstances will a Sunday date be given consideration.

For the 18/19 school year, it will be necessary to play contests on Wednesday's. This is not an ideal circumstance but a reality at this time; we will make all necessary attempts to respect the Wednesday tradition of Church where possible.

Sunday Interscholastic Competition

It is the practice of the District to not allow any scheduled interscholastic athletic competition on Sundays. The only exceptions to this rule will be made provided one of the following criteria is in place:

- The competition involves a previously scheduled event that was postponed due to extreme weather or a facility breakdown (lights out, electrical or plumbing hazard).
- The competition must be played due to playoff consequences and/or region or High School League requirements.
- The event is an approved, sanctioned tournament that will require the possibility of Sunday competition.

In each of the above, approval is to be obtained from the Superintendent or his/her designee through the Director of Athletics. Additionally, any athletic director should insure that his entire school community will support this Sunday competition. This can be done through good, thorough communication with his/her

principal, the parents of all players, and the leadership of the school. A combination of letters to players' parents, phone calls, use of website, and media coverage are some suggestions. The main purposes are to make sure you avoid cultural and religious customs of your school community and to get buy-in from your parents and community.

All RCMS Athletic Conditioning, Try Outs and Practices Closed. Parents, Grandparents, siblings, and Guardians are NOT permitted to attend and observe any conditioning, Try Out, or Practice session; this is for the safety of our Coaches, children, and Faculty. No unauthorized entrance through side doors of Gym is permitted at any time. For outside/spring sports, attendance is Closed to the above mentioned persons. All persons must wait in the parking lot for their athlete; please do not enter gated athletic fields unless prior permission has been granted.

Ralph Chandler - Athletes Behavior and Academics Contract

At all times, Ralph Chandler student athletes are expected to represent themselves and RCMS well. This means good sportsmanship, good behavior, good language, and good effort.

Academics

RCMS Student Athletes are expected to maintain the highest academic standards.

- Participation in athletics is based on academic success.
- **Eligibility for Tryouts** - Grades will be reviewed for all students requesting to try out for any sport team. Any current failing grade or failing grade from the previous semester may disqualify the student from tryouts.
- **During the season** - Grades will be reviewed at the discretion of the coach and/or appropriate school staff; any failing grade may have an impact on student's eligibility. Grades less than a 60 may result in a loss of play time for the student. During such times, the student is expected to practice and travel with team but may not be eligible to play in games until the grades have improved to satisfactory levels.

Behavior

- The expectation is that all athletes are Student Athletes. Academic success and good behavior is expected at all times; participation in athletics is a privilege. Any behavior that results in an administrative referral may have an impact on student's eligibility to play sports.
- If a student receives a behavior referral, the administration may consult the AD and/or coach.
- Coaches reserve the right to consult Athletic Director and Administration if there is a behavior issue.

Tryouts and Practice

- All try outs and practices are CLOSED, no parents or guardians allowed. Only coaches and Administrators are permitted.
- No profanity by athletes directed at any player, coach, official, or parent is permitted for any reason. Any use of profanity, student may be ejected, and dismissal from team could result.
- Appropriate dress/attire is mandatory at all times. No bare chests or clothing that is inappropriate. Any athlete in inappropriate dress will be required to change or leave the facility.
- Protective gear must be worn at all times. If student fails to wear protective gear required, they may be sent home and not permitted to return until properly outfitted.
- All students are required to follow all rules and procedures as directed by coach.
- Coaches will provide athletes with a rubric at the start of tryouts, so athletes understand what is expected of them.

Game Day

- All athletes are required to dress in appropriate uniform as directed by coach.
- No profanity by athletes directed at any player, coach, official, or parent is permitted for any reason. Any use of profanity, student may be ejected from game and immediate dismissal from team could result.
- All athletes are required to report to their designated practice location immediately upon dismissal from school and be on time. All athletes are required to stay in their practice or game location (gym or outside athletic fields) at all times following dismissal; there is to be no movement through the halls after dismissal.

Parents

- Parents/guardians are not permitted to attend or interfere with any part of practice or games at any time. ALL conditioning and practices are closed to the public.
- Parents are encouraged to model good sportsmanship regarding RCMS's athletes and the athletes on the opposing team. "Sports Rage" is unacceptable.
- Parents are not permitted to consult or coach any player during games. Any parent interfering with the game may be asked to leave the facility.
- Any profanity by a parent directed at a player, coach, or official will not be permitted. If this occurs, parent may be asked to leave the facility.

I have read the above rules and expectations and commit to follow them.

Student: _____

Date: _____

Parent: _____

Date: _____