

# **OWEGO-APALACHIN CENTRAL SCHOOL DISTRICT**



## **Athletic Department Handbook, Tryout Manual, & Consent for Medical Treatment, Tests, Procedures, or Operations**

## **Mission Statement**

Our mission is to create an environment where student-athletes can establish a strong foundation upon which they can go on to lead extraordinary lives. This foundation shall be anchored by a commitment to excellence in:

- Academic Achievement
- Character Development
- Community Leadership
- Athletic Performance
- Respect for All, Including Yourself

We have the highest of expectations for all that we do.

# A MANUAL FOR STUDENT-ATHLETES AND PARENTS

The information in this manual has been collected to provide you with all the information that you need regarding your participation in our interscholastic athletic programs. If there are any further questions, please do not hesitate to email the Athletics Director Andy Buchsbaum, [BuchsbaumA@oacsd.org](mailto:BuchsbaumA@oacsd.org) or call the athletics office at 687-7302 x2081.

## PHILOSOPHY

The Board of Education of the OACSD believes that the opportunity should be provided for all students to participate in some form of an extracurricular activity. We believe that the opportunity is a vital part of the student's educational experience. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community, and to the students themselves.

Athletics play an important role in the lives of the members of our school district. Student-athletes learn a great deal from their participation in interscholastic athletics. Lessons in leadership, sportsmanship, teamwork, competition, and how to win and lose graciously are all integral parts of each team in our athletic program. Athletics play an important role, too, in helping the individual student develop a healthy self-concept as well as a healthy body which leads to the development of well-rounded individuals. Athletic competition adds to our school and community spirit and helps all members of our school and communities develop pride in their school.

Most of our school sponsored teams have more candidates than can be reasonably offered a position on the squad. It is important to realize that not all students who sign up to participate will be included on the final roster. During tryouts, skills and attitudes will be evaluated by the coaching staff, and the head coach will select those individuals he/she believes will contribute the most to the team. Accompanying this packet of information is more specific information from the coach regarding tryouts for the team.

While the Board of Education takes great pride in a successful athletic program, it does not condone a "winning at any cost" mentality. Placing too great an emphasis on winning contests is harmful to the development of positive attitudes among students as well as the public. The Board discourages any and all pressures which might tend to neglect good sportsmanship and good mental health. At all times, the athletic program must be conducted in such a way as to justify it as an educational activity.

With this guiding philosophy in mind the Board recognizes the various athletic levels have differing goals. The following deals with each aspect of the district's total athletic program.

## **ADMINISTRATIVE ORGANIZATION**

All employees of the Owego-Apalachin Central School District adhere to the policies set forth by the Board of Education.

### **Definition of Roles**

#### **Board of Education:**

The Board of Education, responsible to the people, is the ruling agency for the Owego-Apalachin Central School District. The Board is responsible for interpreting the needs of the community and the requirements to the professional organization. Additional responsibilities include:

1. Developing policies in accordance with state statutes and mandates in accordance with the educational needs and wishes of the people.
2. Approving means by which the professional staff may make these policies effective.
3. Evaluating the interscholastic athletic program in terms of its value to the community.

#### **Superintendent of Schools:**

The Superintendent is responsible for administering the school district according to the adopted policies of the Board of Education and the rules and regulations of the State Education Department. It is his/her duty to establish a definite school athletic policy and to have a thorough understanding of that policy. The Superintendent shall represent the school district as its chief executive office and its foremost professional educator in its dealings with other school systems, social institutions, and businesses.

#### **Athletic Director:**

The Athletic Director is directly responsible to the Superintendent. The primary responsibility of the Athletic Director is the administration and supervision of the interscholastic athletic program in the Owego-Apalachin School District. The Athletic Director's duties are those described in his/her job description and any other duties as designated. He/she will provide the leadership necessary for the day-to-day operation of the Athletic Department.

#### **High School/Middle School Principals:**

The High School/Middle School Principals are the official representative of the school and is directly responsible for the general attitude of the student body. The Principal is solely responsible for an official action taken by his/her school.

Head Coaches:

All Head Coaches shall be responsible to the Athletic Director for the total operation of their respective sports programs. Head Coaches shall act as official representatives of the school as they carry out their interscholastic athletic responsibilities. Head Coaches will be responsible for the normal duties required of interscholastic competition, those duties described in the coaches' job description, and/or any duties delegated by the Athletic Director.

Assistant Coaches:

All Assistant Coaches shall be responsible to the Head Coach to carry out the aims and objectives of the respective sports program. Assistant Coaches shall act as official representatives of the school as they carry out their interscholastic athletic responsibilities. Assistant Coaches will be responsible for the normal duties required of interscholastic competition, those duties described in the coaches' job description, and/or any duties delegated by the Head Coach.

**Definition of the Administrative Chain**Superintendent of Schools:

- 1.) Is ultimately responsible for all phases of the public school program.
- 2.) Delegates his/her power of administration of the interscholastic athletic program through the Athletic Director.

Athletic Director:

- 1.) Directs the operation of the athletic program and is responsible for all league schedules and schedule changes, transportation, obtaining officials for contests, and for budget preparation of the athletic program.
- 2.) Selects and supervises all coaches.
- 3.) Evaluates the athletic program, the athletic staff; as well as Physical Education and Health teachers district-wide.

High School/Middle School Principal:

- 1.) Is responsible for all activities affecting students in his/her building.
- 2.) Is closely involved with the operation of the athletic program.
- 3.) Coordinates the athletic program with other school activities.

Coaches:

- 1.) Represent the school in interscholastic activities.
- 2.) Conduct their work within the framework of the goals of the school system, the policies and procedures of the Department of Athletics, and the regulations of the S.T.A.C., Section IV, and the NYSPHSAA.
- 3.) Strictly enforce the eligibility rules.

Updated June 2018

- 4.) Determine team selections fairly.
- 5.) Consider athletics as a part of the total education program, encouraging athletes to work towards maximizing their abilities in academics as well as in athletics.
- 6.) Exhibit proper and exemplary behavior at all times.
- 7.) Implement the Code of Conduct for student-athletes.
- 8.) Take responsibility for the guidance of student-athletes under their direction.

## **ATHLETIC DEPARTMENT ORGANIZATIONAL STRUCTURE**

Each OACSD sponsored team has a coach appointed by the Board of Education who has initial responsibility for the team. If questions/concerns arise, all efforts should be made to resolve the issue with the coach of the particular sport before proceeding to the next level of the flow chart.

### FLOW CHART:

- 1.) Coach
- 2.) Athletic Director
- 3.) Superintendent of Schools
- 4.) Board of Education

## **ACADEMIC ELIGIBILITY**

Academic programs are primary and most important to our students. Athletics, along with other extracurricular programs, are secondary activities that are recognized as important parts of the students' overall learning experience. All student-athletes are expected to be high performing students and are expected to plan their time so that sufficient energy and attention is given to their studies to ensure acceptable grades. Because the Owego-Apalachin Central School District believes that athletics and academics go together and should not be treated separately; coaches, teachers, parents, and athletes are encouraged to work together toward successful academic performance. Student-athletes are subject to the same academic eligibility requirements that apply to all extracurricular participants.

OACSD coaches understand that a student's foremost responsibility is to his/her academic programs. A student-athlete will not be penalized if he/she misses a practice or game due to a scheduled extra-help session with a teacher. The student should make every effort to inform the coach ahead of time.

## **DISTRICT TEAMS**

The Owego-Apalachin Central School District will sponsor a team in a sport provided that there is:

- 1.) An established minimum number of participants signed up (this number will vary by sport)
- 2.) A qualified coach available
- 3.) Appropriate practice and competition facilities
- 4.) A league and/or sectional schedule of competition
- 5.) Approval by the Board of Education

## **TEAM SELECTION**

The following guidelines for selection of members of OACSD sponsored athletic teams are:

- 1.) A coach, after consulting with the Athletic Director, and before conducting tryouts, determines the maximum number of team members there will be on the final roster.
- 2.) Tryouts for teams, if necessary, must be conducted for a minimum of three (3) days. This applies to all sport levels, Varsity, Junior Varsity, and Modified.
- 3.) The varsity coach will observe and take part in the selection process of the junior varsity and modified teams.
- 4.) In some situations, the number of participants on any given team may be limited. For those students who are not selected, every effort will be made to inform each of them what skills, techniques, and attitudes need improvement. Coaches should also make every effort to inform students of other extracurricular opportunities and encourage them to participate.
- 5.) In general, students in grades 7 & 8 are expected to be members of a modified team, students in grades 9 & 10 are expected to be on a junior varsity team, and students in grades 11 & 12 are expected to be on a varsity team. However, the skill and maturity level of the student-athlete trying out may determine their playing on a different level than suggested above. See *Advanced Placement Process* below.
- 6.) Cuts can be made at any level and a sports specific evaluation criteria will be determined by the coach.

## **PLAYING TIME**

Competitive sports do not always coincide with equality. Among student-athletes, all are born with varying natural abilities and other student-athletes develop superior work ethic. A team member must realize that due to different levels of skill and work ethic he/she may not receive the same amount of playing time as others on the squad.

### **MODIFIED:**

This program of competitive sports focuses on the fundamentals of the game, rules, training, and basic skills. Limited emphasis is placed on winning and maximum participation is desired.

### **JUNIOR-VARSITY:**

The junior varsity level of competition is where increased emphasis is placed upon team play, physical conditioning, and refinement of basic skills. Attitude, effort, and ability will be the determining factors in making the team at the junior varsity level. Winning at the junior varsity level is considered important and participants will be taught how to cope with losing and crowd influence during contests. An attempt will be made to play all participants. It is recognized; however, that all participants may not play and those who do play may not play equally. All members of the team that participated during the entire season will receive recognition for their efforts.

**VARSITY:**

The varsity level of athletic competition is a culmination of the high school athletic program. Team play, sportsmanship, individual physical ability, motivation, and mental attitude are very important aspects of competition at the varsity level. Attitude, effort, and ability will be the determining factors in making the team at the varsity level. The team plays to win the contest at the varsity level. Important life lessons are to be learned from participation. It is recognized that not all participants will play in every contest. All members of the team during the entire season will receive recognition for their efforts throughout the season.

**ELIGIBILITY AND PHYSICAL EXAMINATION**

To be eligible to be a member of an OACSD interscholastic sponsored athletic team, you must be a bona fide student of grades 7 – 12. A student who reaches the age of 19 prior to September 1 will not be eligible to participate. (NYSPHSAA Rule)

Seventh, eighth, and ninth grade students between the ages of 12 and 15 may participate in a modified program. A student reaching the age of 16 during a modified sport season may complete that season, but must play on a junior varsity or varsity team the next season.

Any student who wishes to participate on an OACSD interscholastic sponsored athletic team must be examined by the OACSD physician or his/her family physician. A student may not practice nor participate in a game or a contest without a physician's approval.

**ATHLETIC PLACEMENT PROCESS**

The OACSD participates in a New York State Education Department approved program that provides an opportunity for exceptional seventh and eighth grade student athletes to participate on varsity and junior varsity teams. This program has been designed for those few students who are better served by playing on a higher level than their age and grade might indicate.

The Director of Athletics has the sole responsibility for authorizing a student to participate in this program. Information must be collected and evaluated by the Athletic Director before a student may be allowed to participate in this program. The criterion that must be met includes: (NYSPHSAA Rule).

- 1.) A recommendation by the Head Varsity Coach to the Director of Athletics.
- 2.) A medical examination by an OACSD physician and his/her assessment that the student has reached the development and maturity levels as specified by New York State Education Department guidelines.
- 3.) Sufficiently high scores on the New York State Physical Fitness Screening Test administered by a physical education teacher.
- 4.) Agreement between the student, parents/guardians, coach, and the Athletic Director



## **STUDENT-ATHLETES' BEHAVIOR DURING SCHEDULED CONTESTS**

All officials assigned to OACSD athletic events have been certified by the New York State Public High School Athletic Association (NYSPHSAA) and have experience consistent with the level of competition that they officiate. An official is to be treated with respect at all times. In no instance should an official's judgment be challenged by an athlete.

Any athlete who is ejected from a contest for having used profanity or engaged in unsportsmanlike conduct shall be sanctioned according to NYSPHSAA Section IV policy. Depending on the severity of the violation OACSD may apply additional penalties beyond that required of Section IV or the State; these sanctions may include a prohibition from playing in the next regularly scheduled contest, multiple future contests or even for the remainder of the season. A complete copy of the NYSPHSAA Misconduct Policy is available in the athletic office or online at [www.nysphsaa.org](http://www.nysphsaa.org) [www.sectionivathletics.com](http://www.sectionivathletics.com).

## **PRESS & ELECTRONIC MEDIA RELATIONS**

Student-athletes should always be very thoughtful in their statements to reporters as they are a reflection of the school district, administration, coaches, student body, and community. If there is any doubt as to whether to talk to a reporter, athletes should consult with their coach. An athlete should always be modest about his/her own accomplishments, give proper credit due to teammates, and never criticize game officials, other schools, players, coaches, or fans. This principle extends to social media websites, including, but not limited to, Facebook and Twitter, especially those in which the student-athlete is the author of the online content.

## **SOCIAL MEDIA/COMMUNICATION**

The Athletic Department has established an official website that can be accessed through the district's webpage at [www.oacsd.org](http://www.oacsd.org). Our site is linked to Digital Sports, the official scheduling site for the Southern Tier Athletics Conference. This site will act as the primary source for all OFA athletics schedules, news and highlights. Parents may register at this site to receive e-mail alerts and pertinent athletics updates and information. This will allow you to receive real time updates or changes to the athletics schedule.

Follow OFA Athletics on Twitter: @OFAAthletics1

All student-athletes and their families should be mindful of what they post to social media. Any negative comments, photos, videos etc that cause a disruption to the positive team and/or department structure will be addressed and if necessary disciplined under our code of conduct.

## **CARE OF EQUIPMENT AND UNIFORMS**

Proper care of all equipment issued by the OACSD to an athlete will be the responsibility of the athlete. Any equipment not returned at the end of the season or deliberately damaged must be paid for by the athlete. Failure to do this will result in the student's suspension from further participation in athletics or graduation activities in the case of a senior.

Updated June 2018

## **TRANSPORTATION TO AND FROM AWAY CONTESTS**

All athletes must ride to and from away contests in vehicles provided by the OACSD. Travel to and from games is no different from other school bus travel. Athletes are expected to conduct themselves in a fashion that will ensure the safety of all passengers.

There may be times when it is necessary for a parent or legal guardian to make alternate transportation arrangements to and/or from a contest. This must be cleared with the Director of Athletics prior to the game, and a written note from the parent to the Director of Athletics/Coach is required. The coach should be notified by the parent when he/she leaves the site. Athletes will not be permitted to leave the site of an away contest with anyone other than an approved party.

In cases where bad weather may threaten a safe journey home, the OACSD coach, after consulting with the bus driver, will inform the opposing coach of the need for overnight accommodations.

We have agreements with most schools to house our players at their players' homes. We will also use commercial lodging if necessary. After the decision to remain overnight has been made, the coach will contact the Athletic Director who will in turn contact the parents of the athletes involved.

## **OTHER OACSD EXTRACURRICULAR PROGRAMS**

The interscholastic sports program is on an equal basis with other extracurricular programs. The athletic department makes every attempt to avoid scheduling conflicts with other programs. If a conflict does exist, the student(s) involved should feel able to resolve it without pressure from the advisors or coaches of the conflicting activities.

## **LEAVING A TEAM/REMOVAL FROM A TEAM**

An athlete may not quit a team without first talking to the coach. The athlete will not be allowed to participate in another OACSD sponsored sport unless authorized by the Athletics Director after meeting with the coaches of both teams involved, as well as the athlete and parent/guardian.

In addition, if an athlete is removed from a team for disciplinary reasons the above process will be followed

In either instance there is no guarantee that the athlete will be allowed to participate in future athletic seasons. All efforts will be made to educate the athlete on department and team expectations in an effort to assure a positive outcome.

- **Athletes who quit or are removed from a team for disciplinary reasons are not eligible to receive OFA post-season Athletics Awards, Scholarships and other school/community awards involving character and leadership associated with that sport.**

## **PROLONGED ABSENCE FROM SCHOOL**

A student athlete who is absent from school for five (or more) consecutive days must be re-examined and released by the OACSD physician or their family physician before he/she may resume participation.

## **RETURNING TO PARTICIPATION AFTER AN INJURY**

A student athlete who has been under the care of a physician for an injury must be released by that physician or the OACSD physician before she/he can resume participation.

\*\*\* See OACSD Concussion Management Protocol . Separate NYS guidelines are followed in dealing with Return to Play following a head injury or concussion.

## **CORRECTIVE LENSES**

Special athletic or sports spectacles are required for all athletes who must wear corrective glasses. Contact lenses (rigid or soft) may be worn in lieu of corrective glasses

## **ACCIDENTS AND INSURANCE**

Any injury must be reported to the coach immediately so that appropriate first-aid treatment may be administered. Immediate care and treatment will minimize the physical restrictions caused by an injury.

The OACSD subscribes to the New York State Public High School Athletic Association's insurance plan called the Pupil Benefits Plan, Inc. This plan is designed to supplement the insurance of an athlete's parent/guardian. It should be noted that the Pupil Benefits Plan, Inc. may or may not cover the remaining balance. The OACSD is not liable for medical or hospital fees. In all cases of injury or accident, an athlete's parents/guardians have responsibility for primary insurance coverage.

All accidents must be reported and paperwork filed within 30 days or coverage is voided. There is a one year limit for a claim to be filled with the Pupil Benefits Plan.

## **ATTENDANCE REQUIREMENTS**

Participation on an athletic team is a privilege granted after a student's academic responsibilities are met. Attendance in the classroom is an important requirement for a good education as is attendance at team activities.

Students participating in athletic practices and games are expected to attend **all of their classes** that day. Students exhibiting a pattern of tardiness or absences (both excused and unexcused), as determined by the athletics director, may be prevented from participating in an athletic practice or contest.

## **VACATION POLICY/NON-SCHOOL SANCTIONED EVENT**

If an athlete is on vacation during the season or attending an unsanctioned non-school event, he/she should be prepared to sit out a certain number of games depending on the amount of time missed. The following regulations have been developed to be fair to all, including the athlete who has to take the absent athlete's place during practice and contests that occur during the vacation period.

□ 2 Practices = 1 Game

□ 1 Game = 1 Game

Scheduling conflicts during vacation period cannot be avoided. STAC and Section IV do not schedule around vacations. School contests will also not be changed due to conflict with unsanctioned non-school functions. Athletes and parents need to be aware that these games will be played and/or forfeited but not changed.

Athletes and parents are making a commitment to a team with the understanding of this policy. Please understand your commitment to your school team and teammates; and uphold that commitment throughout your season.

## **PARTICIPATION IN OUTSIDE ORGANIZATIONS**

Participation in non-school activities (ie. participation on a travel team, AAU, or other, without prior approval from the coach, are not valid reasons for missing practices and contests. Outside sports organizations conflicts that interfere with organized school practice and games should be discussed with the coach prior to the season in a timely manner. This rule has been implemented in an attempt to promote multi-sport athletes; but also communicate that the emphasis should be placed on interscholastic athletics participation and proactive communication. Athletes and parents need to be aware that games in conflict with outside organizations schedules will be played and/or forfeited but not changed. In the absence of proactive communication and school coach approval, penalties may be enforced in conjunction with the above vacation policy.

Athletes and parents are making a commitment to a team with the understanding of this policy. Please understand your commitment to your school team and teammates; and uphold that commitment throughout your season.

## **AWARDS**

In order to earn a varsity letter an athlete must satisfy certain requirements. The following guidelines are used by OACSD coaches in determining who qualifies to receive a varsity letter:

- A senior who has completed at least two years on a varsity team.
- A player who participates in at least one-half of the quarters (or periods) and successfully completes the season;
- A softball or baseball player who plays in at least one-half the team's games, or pitcher who appears in at least one-quarter of the team's games'

- A track or cross-country participant who “places” in at least one-half of the large invitational meets in which the team participates;
- A wrestler who participates in at least one-half of the team meets, and who scores in at least one-quarter of the team’s meets.

An injured player may be awarded a varsity letter based upon the guidelines given above and modified for the number of games in which she/he was able to compete.

The coach may award a varsity letter in special cases after consultation with and approval of the Athletic Director. A manager may receive a varsity letter if recommended by the coach.

An athlete who earns his/her first varsity or junior varsity award will receive a monogram letter, an award certificate, and a metallic pin indicating the sport for which she/he won the letter. Additional letters won will be recognized by awarding certificates.

If an OFA team wins a Southern Tier Athletic Conference (STAC) league or divisional title, all individuals on the team will receive a certificate and medal. If an OFA team wins a Section IV tournament or is runner-up, all individuals on the team will receive a certificate.

Individuals may also receive certificates and medals for placing sufficiently high in STAC or Section IV competition (e.g. cross country, tennis, track, and wrestling).

A varsity athlete may also receive an all-star certificate if voted by STAC or Section IV coaches as being one of the outstanding individuals in the division or league. No awards or public recognition will be given at the modified level.

## **ATHLETICS LEADERSHIP COUNCIL**

Athletics Leadership Council has been created to cultivate positive character, good decision making and leadership skills in our student-athletes. ALC also participates in community events and volunteer efforts throughout the school year. This Council meets with the Athletics Director bi-weekly throughout the school year. Student-athletes are nominated by the Head Varsity Coach of their respective program. All captains are required to be active in this Council.

## **RESPONSIBILITIES OF AN OFA STUDENT-ATHLETE**

It is expected that Owego Free Academy student-athletes will:

1. Cooperate with and show respect to coaches, school administrators, and teammates at all times
2. Uphold and respect all district, school, and team rules
3. Strive for the highest degree of excellence in classroom, the playing field, and the community
4. Arrive on time for class and to be a positive contributor to the learning environment
5. Complete assignments, including homework, and give your very best daily effort in the classroom.

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6. Treat all officials and opponents with respect and dignity, never taunt an opponent, and never argue with an official
7. Accept victory with humility, defeat with grace, and display good sportsmanship at all times
8. Follow training rules and refrain from any action which might bring shame upon themselves, their parents, the team, the school, or the community
9. Place primary emphasis on the success of the team
10. Be supportive of all OACSD teams
- 11.

## **SPORTSMANSHIP**

One of the main goals of the OACSD athletic program is to develop character and foster sportsmanship. Owego Free Academy and Section IV of the NYSPHSAA will be stressing the ideals of sportsmanship and fair play throughout the year. We are asking all students, parents, friends, spectators, etc. for cooperation.

All coaches, players and fans are expected to adhere to the following when attending any school sponsored athletic event, home or away:

- Welcome the other team as you would welcome a guest at your home
- Cheer for your team, but not against your opponents; urge your neighbors in the stands to do the same
- Remember that officials, like all of us are human and will occasionally make mistakes. They are not trying to cheat us or help the other team. Referees are on the court to ensure the safety of the players and to see that neither team has an unfair advantage. They attempt, to the best of their abilities, to enforce both the spirit and the letter of the rules
- Remember that your actions reflect upon the entire community. An athletic event is not a matter of life or death for any player, fan, official, coach or school. Be humble in victory and gracious in defeat

NYSPHSAA has created a “Stay in the Game” program. This program awards schools that go an entire school year with no ejections from a player or coach. This banner is hung in the HS Gymnasium.

## **TRANSFER RULE**

A student in grades 9 – 12 who transfers, with a corresponding change in residence of his/her parents (or other persons with whom the student has resided for at least six months) shall become eligible after starting regular attendance in the second school. A residence change must involve a move from one school district to another. Furthermore, when a student moves from one public school district to another public school district, to gain athletic eligibility the student must enroll in the public school district of his/her parent’s residency.

A student who transfers without a corresponding change in residence of his/her parents (or other persons with whom the student has resided for at least six months) is ineligible to participate in any interscholastic athletic contest in a particular sport for a period of one (1) year if the student participated in that sport during the one (1) year period immediately preceding his/her transfer.

Updated June 2018

**NOTE:**

After approval by the school medical officer a student may practice immediately and must satisfy the specific Sports Standard according to the number of practice sessions required before the student can participate in a contest.

Practices at the previous school may be counted toward the minimum number of practices required provided the principal or athletic director of the previous school submits, in writing, the number and dates of such practice to the principal or athletic director of the new school. (NYSPHSAA Rule)

Updates to this rule and any exemptions or waivers can be found in the state handbook at [www.nysphsaa.org](http://www.nysphsaa.org)

## **STUDENT-ATHLETE DISCIPLINE CODE**

A. The following is a partial list of potential situations in which disciplinary actions may occur.

Disciplinary action may be taken on student-athlete offenses not listed here:

- Being under the influence of an alcoholic beverage, drinking an alcoholic beverage, or being in possession of an alcoholic beverage.
- The use, possession, sale, or gift of any drug or controlled substance (including marijuana) such as a pipe, syringe or other paraphernalia.
- Any drug taken in accordance with a current prescription signed by a physician which is to be taken by that particular student at the time in question is accepted. All drugs are to be deposited at and administered through the nurse's office
- Possessing, smoking, or giving away a cigarette, cigar, pipe, or possessing, using, or giving away smokeless tobacco (in any form including chewing tobacco and tobacco/nicotine delivery devices, including vapes and e-cigarettes.)
- Stealing, lying, cheating, plagiarism or other acts of dishonesty
- Verbal or physical intimidation
- Fighting or causing physical harm to another
- Disrespect toward a district employee
- Possession or use of firearms, knives, or other weapons
- Failure to comply with the directions of a teacher, administrator or other school employee
- Exhibiting profane, vulgar, or abusive language, clothing, or signs which may incite or offend another person
- Selling, using or possessing obscene material, including those found on electronic devices
- Participating in, organizing and/or running games of chance
- Unauthorized absence from school which is defined as being absent without the knowledge or consent of either the student's parents/guardians or the appropriate school official
- Inappropriate use of social media
- Any willful act which disrupts the normal operation of the school community
- Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliation with, or maintaining membership in any school sponsored activity, organization, club, or team.
- Bullying in any form, including cyber-bullying

○ Failing to following rules as set forth in all student handbooks and team rules

B. The range of penalties which may be imposed and the procedures which may be utilized for the conduct set forth in A above is as follows:

1. Verbal warning
2. Written warning
3. Request for written explanation from student-athlete
4. Written notification to parent
5. Notification of parent by phone
6. Counseling
7. Reprimand
8. Disciplinary exclusion from athletic participation
9. Disciplinary exclusion from social or extracurricular activities
10. Disciplinary exclusion of other privileges
11. After School Detention
12. Probation
13. Suspension from transportation
14. Exclusion from a particular class
15. In-house suspension
16. Involuntary transfer
17. Out of school suspension

## **ATHLETIC TRAINING EXPECTATIONS**

All athletes participating in any sport at Owego Free Academy and Owego Apalachin Middle School are to be chemical free. Participation in Varsity, JV and Modified athletics is a privilege. Student athletes will be held accountable for these expectations on or off campus, 24/7. The school reserves the right to invoke team discipline for violation of these expectations that occur on or off campus; in and out of season.

**An athlete is prohibited from the possession, use, distribution or sale of the following:**

1. Alcohol, stimulants, controlled substances and drug paraphernalia.
2. Performance enhancing substances (e.g., anabolic agents, diuretics, peptide hormones, analogues and any other substances identified as banned by the NCAA and the USOC).
3. Tobacco (in any form including chewing tobacco and tobacco/nicotine delivery devices; including vapes and e-cigarettes).

### **TOBACCO USE PENALTY:**

Athletes found in violation of the tobacco use training expectation will receive the following consequences:

**1st Offense** – 1 game suspension

**2nd and Subsequent Offenses** – revert to 1<sup>st</sup> offense penalty listed under alcohol, stimulants, controlled substances, drug paraphernalia.

Updated June 2018



**Violations:** Violations will be reported to the Athletics Director. The Athletics Director will be responsible for the administration, enforcement, and monitoring of the policy. Parents of athletes will be notified of any offense requiring disciplinary action.

**ALCOHOL, STIMULANTS, CONTROLLED SUBSTANCES, DRUG PARAPHERNALIA  
PENALTY:**

Athletes found in violation of a training expectation will be suspended as follows:

**1st Offense** - 20% of regular season games (*no suspension will be less than two games*); and will seek education/counseling in the area of substance abuse.

**2nd Offense** - An athlete will be suspended from the team for the entire season.

**3rd Offense** - An athlete will be suspended from participating on any team for 3 consecutive seasons.

**Disciplinary action for violations:** Violations are cumulative for all sports played during a school year, carrying over into subsequent seasons.

**Performance enhancing drugs penalty:** A student athlete who has been determined to have used, in or out of season, androgenic/anabolic steroids or other performance enhancing substances shall be declared ineligible for all NYSPHSAA controlled activities for one hundred eighty (183) school days on each occurrence. The one hundred eighty (183) school day period of ineligibility commences on the day that such determination is made.

**Distribution or Sale of a Controlled Substance penalty:** An athlete will not be permitted to participate in the athletics program for one hundred eighty (183) school days following the violation commencing with the imposition of the penalty.

**While serving an athletics suspension the student athlete must:**

- Attend all contests and may not participate, but must be in uniform. Attendance and participation at practices will be at the coach's discretion.
- Complete a re-entry interview with the Athletics Director and Coach.

Note:

- While serving an out of school suspension, athletes may not attend or participate in any practices or contests.
  - Partial day In School Suspensions will be reviewed by the Athletics Director and Coach prior to the end of the school day.

- **Athletes who violate athletics training expectations are not eligible to receive OFA post-season Athletics Awards, Scholarships and other school/community awards involving character and leadership.**
- **Captains found guilty of violating athletics training expectations will lose their position as captain and will not be eligible to be named captain of a team until three seasons of play have passed from the date of the violation.**
- **All coaches at the beginning of their seasons will review these expectations with team members and parents.**

## **FIREARMS, WEAPONS, ETC.**

The possession or use of firearms, knives, weapons or other destructive devices is strictly prohibited. Violation will be addressed in a very serious manner according to the penalties in the Student Discipline Code. In addition, the Gun Free School Act of 1994 states that the punishment shall be a suspension from attendance for a period of no less than one year.

## **HARASSMENT/BULLYING**

The district has a specific policy adopted by the School Board. Harassment and bullying as defined by this policy will be subject to investigation and disciplinary action. If you feel you have been harassed/bullied, seek your counselor or an administrator immediately.

Updated June 2018

**\*\*Pages 19-25 of this handbook are for Review Only. Please find the link on the Athletics Website to electronically sign and submit these forms. Thank you!**

## OWEGO-APALACHIN CENTRAL SCHOOL DISTRICT RISK OF INJURY STATEMENT

I acknowledge that I have been shown a film outlining “Informed Consent” and the risks involved in participation in sports and physical education. I am aware that competing or practicing in any athletic activity can be a dangerous activity with the risk of injury. I understand that the dangers and risks of competing and practicing in an activity include, but are not limited to, death, neck and spinal injury which may result in complete or partial paralysis, brain damage, injury to virtually all bones, joints, ligaments, muscles, tendons and other aspects of a muscular-skeletal system and injury or impairment of future abilities to earn a living, to engage in business, to participate in social and recreational activities, and to generally enjoy life.

If I am a participant in baseball, field hockey, softball, football, lacrosse, soccer, basketball or wrestling, I specifically acknowledge that it is a contact sport involving even greater risk of injury than other sports.

Because of the possible dangers of participating in the activities, I recognize the importance of following the coaches’ instructions regarding playing techniques, training, and other team rules and I also agree to obey such instructions.

In consideration of the school district’s permitting me to try out for and to engage in all activities related to the team including, but not limited to, trying out, practicing or participating in that activity, I hereby assume all risks associated with participation.

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

\_\_\_\_\_  
Date

The undersigned Parent/ Guardian of the individual who has signed the Risk of Injury Statement hereby acknowledges receipt of the Risk of Injury Statement and acknowledges awareness of the various risks set forth in the statement and, considering such risks, gives permission for the student to participate in an extracurricular athletic activity. If I withdraw my permission, I understand that the withdrawal must be in writing and delivered to the principal as well as the coach of the particular athletic activity.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**NOTE TO PARENTS AND LEGAL GUARDIANS**

Each of the following documents require your and the student-athletes signature and these signatures may be considered valid for the entire school year in which they were signed. Please note that you and the student-athletes will be asked to sign the above “Risk of Injury Statement” each sport season as required by our district guidelines.

**PERMISSION FOR TRANSPORTATION**

I give permission for my child \_\_\_\_\_, who is on the \_\_\_\_\_ team, to be picked up from away games by:

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

For the following athletic season(s) – (circle all that apply per transport)

FALL

WINTER

SPRING

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

\_\_\_\_\_  
Date

## PARENTS' CODE OF ETHICS

*I hereby pledge to provide positive support, care and encouragement for my son/daughter participating in high school athletics by following this code of ethics:*

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other athletic-related event.

I will never force an unwilling child to participate in athletics.

I will place the emotional and physical well-being of my son/daughter ahead of any personal desire to win.

I will insist that my son/daughter play in a safe and healthy environment.

I will not contradict the instructions of the coaching staff by giving instruction to my son/daughter during an athletic contest

I will provide support for all coaches and officials working with my son/daughter in order to provide a positive and enjoyable experience for all.

I will demand a drug, alcohol, and tobacco-free athletic environment for my son/daughter and agree to refrain from their use at athletic events.

I will expect and ask my son/daughter to treat other players, coaches, fans, and officials with the utmost respect regardless of race, sex, creed or ability.

I will promise to help my son/daughter enjoy the sports experience within my personal constraints by assisting in any way I can: by being a respectful fan, supporting the program, providing transportation, or any other way I can help.

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Parent/ Guardian Signature

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Parent/ Guardian Signature

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Date

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## Southern Tier Athletic Conference

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### STAC Sportsmanship Policy

Whereas good sportsmanship is a major concern among the member schools of the Southern Tier Athletic Conference, a season of commitment with the student athletes, their coaches, and their parents/guardians is being made for the purpose of promoting good conduct among all players, coaches, cheerleaders, and fans of the member schools.

Therefore, we are asking all team members, (Varsity, Junior-Varsity, and Modified) coaches, and parents/guardians, to certify and honor the following contest sportsmanship guidelines.

The home school Athletic Director will collect and maintain the records certifying each team member to the STAC Sportsmanship Policy.

### All Concerned Agree:

1. To live up to a high standard of good sportsmanship at all times.
2. To be a good host and treat visitors as guests.
3. To treat opponents with respect.
4. To respect the judgment of the contest officials.
5. To avoid profane, abusive language and obnoxious behavior.
6. To always set a good example for others to follow.
7. To accept both victory and defeat with pride and compassion and never being boastful or bitter.
8. To remember that an athletic contest is only a game and not a matter of life or death for any player, coach, school, official, fan, community, state or union.

School \_\_\_\_\_ Team \_\_\_\_\_

Player Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Coach \_\_\_\_\_ Date \_\_\_\_\_

**Founded 1966**

**Division I**

Binghamton  
Ithaca & Corning  
Union Endicott  
Vestal & Elmira

**Division II**

Johnson City  
Maine Endwell  
Norwich  
Owego-Apalachin

**Division III**

Chenango Forks  
Chenango Valley  
Seton Catholic & Oneonta  
Susquehanna Valley & Windsor

Updated June 2018

## CONSENT FOR MEDICAL TREATMENT, TESTS PROCEDURES, OR OPERATIONS

In the event that an athlete is injured while participating in a practice or a game, it is the Owego-Apalachin Central School District policy to call the athlete's parents or guardians and allow time to arrange for appropriate medical treatment. However, in case of an emergency, or when a parent or guardian cannot be reached, this permission form will allow us to seek treatment for an injured athlete.

I, \_\_\_\_\_, being legally empowered to do so as the parent or guardian of \_\_\_\_\_ whose date of birth is \_\_\_\_\_ hereby grant to the Owego-Apalachin Central School District's coaches, the right and power in my behalf to consent and give permission to any doctor or hospital to make such examinations, give such anesthesia, render such treatment, or perform such operations on my child as they deem necessary and advisable.

This consent is hereby granted only for that period of time when my child is with an Owego-Apalachin Central School District team during the \_\_\_\_\_ school year, and only when an emergency exists, and I, the parent or guardian, am unavailable to act in my child's behalf.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Father/ Male Guardian's Name:

- Home address -
- Home phone number -
- Place of employment -
- Work phone number -
- Cell phone number -

Mother/ Female Guardian's Name:

- Home address -
- Home phone number -
- Place of employment -
- Work phone number -
- Cell phone number -

Updated June 2018

Emergency Contact:

- Relationship to child -
- Address -
- Home phone number -
- Cell phone number -

Insurance Information:

- Company -
- Group/Plan Number -
- Policy Number -

Other Important Medical Information:

- Family Physician and phone number -
- My child is allergic to (if anything) -
- My child had his/her last tetanus shot on -
- My child has the following condition(s) which requires special handling in case of any emergency -

**ACKNOWLEDGMENT**

Before a student is allowed to try-out for an OACSD sponsored team, the following form must be signed and returned to the coach and in turn to the Athletic Director.

We acknowledge that we have read and understand all of the material included in the Owego-Apalachin Central School District Athletic Department’s publication, “A Manual for Student-Athletes and Parents.”

\_\_\_\_\_  
Signature of Student Athlete

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



## 2018-19 OFA Player Contract

I, \_\_\_\_\_, pledge to abide by the following rules as a member of OFA & OAMS \_\_\_\_\_ Program. Should I break one or more of these rules I understand there will be consequences for my actions. Consequences may include game suspensions and possible dismissal from the team.

1. I will treat teachers, coaches, peers, officials, and opponents with respect at all times.
2. I will make every effort to be in school and in class on time.
3. I will put forth my best effort in the classroom and on the field.
4. I will bring energy and positivity to every practice and game.
5. As an OFA representative, I will always act professionally and responsibly; especially while traveling to away games.
6. I will not drink alcohol, use tobacco or take any illegal drugs.
6. Should I find myself in a situation where someone around me is using Drugs, tobacco and/or alcohol, I will leave the situation immediately.
8. Should I be suspected of partaking in any illegal or irresponsible activities, I may be temporarily suspended until further investigation.
9. If I am failing any classes, I realize I may be suspended until I am passing again. I must put extra effort into the classes I am not doing well in which might mean I will not be allowed to practice or play until I am doing better in the class.
10. I will follow and respect the policies established by the coaches and athletic department.

Player Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**END OF DOCUMENT**