

Revised June 2019

Naples Junior-Senior High School

Athletic and Extracurricular Policy and Permission Booklet



“Naples Central School is committed to excellence in athletics as part of a larger commitment to excellence and education. We view athletics to be an integral part of the school community and thus will follow and honor Naples Central School’s overall institutional mission.”

### **Philosophy**

The student athlete represents his or her school and its community and therefore is held to a high standard. Student athletes are our school’s ambassadors to our community and to the schools with whom we compete. They are often leaders in school and role models to children not yet old enough to play sports.

Participation in interscholastic athletics is a privilege, not a right. Students wishing to take advantage of the opportunities presented to them by the Naples Central School District must show a commitment to the athletic program by regular attendance at practices and contests, as well as conformity to the rules established by the district and/or coach. Failure to comply with the rules of conduct will result in appropriate disciplinary action or dismissal from the team.

### **Objectives**

**Teamwork / Group-work:** The idea will be nurtured that team or group and it’s objectives are placed at a higher level than personal desires. Participants will find value in becoming actively involved in school related activities.

**Development of the Concept of Accountability:** The student will learn that he/she is responsible for his/her behavior and consequences are attached to those behaviors. Positive behaviors bring about positive responses.

**Positive Attitude:** The participant will always give their best, regardless of success or defeat. A successful participant must learn to treat others as he or she would have others treat him or her. Everyone must develop desirable social traits, including emotional control, honesty, cooperation, and dependability.

**Development of Positive Personal Health Habits for Athletes:** Athletes will learn to obtain and maintain a high degree of physical fitness through regular exercise and good health habits. Another objective is to develop the desire to maintain a high level of fitness in the athlete’s future years.

### **Responsibilities of the NCS Participant**

Being a member of a NCS team or club is the fulfillment of an ambition for many students. The attainment of that goal carries with it certain traditions and responsibilities. As a member of an NCS athletic team or club, you have inherited a wonderful tradition, a tradition you are challenged to uphold.

**Responsibilities to Yourself:** The most important responsibility is to develop strength of character. One should try to achieve the greatest possible benefit from his/her high school experiences. A participant best prepares himself/herself for adult life through his/her studies, athletics, and other positive extracurricular activities.

**Responsibilities to Your School:** When an individual in athletics or extracurricular activities participates to the best of his or her abilities, he or she contributes to the reputation of his or her school. NCS cannot maintain its position as an outstanding district without the help and cooperation of its participants.

A participant with the NCS program automatically assumes a leadership role. The student body, as well as the citizens of the community, know you. In turn, your conduct and attitude reflect on our school. **Make Naples proud of you! Make your community proud of your school!**

**The younger students of NCS are constantly watching you. In many ways, they will want to emulate you. Provide them with a good example! Don't let them down!**

### **Requirements Prior to Participation**

**Medical Clearance by the School:** It is required by state law that each athlete be medically cleared and approved by the school physician. For that reason, athletes are required to fill out paperwork that participants in extracurricular clubs are not. The school will provide each student with the opportunity to be examined by the school's physician at no cost. An athlete may choose to be examined by his/her own physician, but must assume the expense incurred. The school physician, in any case, has final authority in ruling on an athlete's medical clearance.

The "Athletic Participation Form" can be found at:

[Athletic Participation Form](#)

These rules of eligibility have been established for the benefit of our extracurricular participants. If our school is to excel in extracurricular activities and competitions, we must first discipline our conduct and behavior as individuals; then as a team; and then as a school. If you are not currently participating in an extracurricular activity and violate this policy, the penalty will be imposed on the date that determination is made and may affect future participation. In addition to athletic teams, this Policy and Permission Booklet applies to students participating in all extracurricular activities at NCS.

## Naples Athletic Program Design

### Modified Level:

- Emphasis is placed on developing good sportsmanship, team strategies, and individual sports skills.
- Although winning must be part of any program that centers on competition, at this level it will be a secondary goal.
- Coaches will make every effort to have each team member participate in every contest. Playing time is not based solely on an individual's skill level. **Everyone should be aware that all team members are not guaranteed equal playing time.** Cuts due to a high number of players should not be made.

### Junior Varsity Level (Or Modified A / Two Step Programs):

- A continued emphasis is placed on developing good sportsmanship and individual sport skills.
- Team strategies and tactics become more important while the team concept of being competitive and successful receives more attention.
- Winning contests takes on new meaning because when a team wins, valuable lessons in developing the team concept of working together are easily understood. Skill level and sportsmanship becomes a factor in determining playing time and athletes need to learn the relationship of performance, work ethic, attitude and teamwork to the rewards of increased playing time. Cuts may be made by the coach. (Not at the Modified A level)

### Varsity:

- Coaches spend considerable time on team strategies and tactics.
- Sportsmanship becomes of great importance because a varsity team represents our community at the highest level of interscholastic athletics.
- Coaches will make decisions about playing time based on the goal of being competitive in each contest. **Often this means some athletes will not play in a game or several games.** The decision-making process of coaches, the performance level and attitude of athletes all play a major role in winning contests, which is a goal of varsity sports. Cuts may be made by the coach.

## Communication Process

Parenting and coaching are both rewarding and at times, challenging vocations. By establishing an understanding of each position, we are better able to accept the actions of others and provide greater benefits to our students. As parents, when a child becomes involved in athletics, he/she has a right to understand the important expectations.

### Communication You Can Expect From the Coach

- Philosophy of the coach
- Expectations the coach has for your child as well as all members of the team

- Location and times of all practices and contests, as well as, policies on pick up times
- Team requirements, i.e.:special equipment, off season conditioning
- Procedures should your child be injured during practices or contests
- Discipline that results in the denial of your child's participation

### **Communication Your Coaches Can Expect From Parents**

- Concerns expressed directly to the coach
- Notification of any schedule conflicts well in advance
- Specific concerns regarding a coach's philosophy and/or expectations

As your child becomes more involved in the programs at Naples Central School, they will experience some of the most rewarding moments of their lives. It is important to understand, however, that there may be times when things do not go the way you or your child wishes. At these times, discussion with the coach is encouraged.

### **Procedure to Use in Discussing Concerns with Coaches**

1. **The Student - Athlete** talks to the coach before / after practice or sets up a meeting to discuss the concern. No conversation should take place immediately prior / following a contest.
2. **Parent and athlete discuss the concern with the coach.** (Note: Step 2 will not happen until Step 1 has been attempted. While we understand that some athletes may feel anxious about talking to the coach, we feel it is necessary to begin teaching our student athletes that they need to learn to advocate for themselves. A parent should not be voicing an initial concern to a coach that the student athlete has not previously raised.) As stated above, avoid the four topics that are not appropriate to discuss with the coach and DO NOT attempt to confront a coach before or after a contest or practice. This can be an emotional time for all parties.
3. **Parent and Athlete discuss the situation with the Athletic Director.** This step will not occur until Step 1 and Step 2 have been met. The Athletic Director will not discuss the four topics that are not appropriate to discuss with the coach.
4. **Parent and athlete discuss the situation with the Building Principal** (Building Principal will not discuss the four topics that are not appropriate to discuss with the coach)
5. **Parent and athlete discuss the situation with the Superintendent** (Superintendent will not discuss the four topics that are not appropriate to discuss with the coach)
6. **Parent and athlete discuss the situation with the Board of Education** (BOE will not discuss the four topics that are not appropriate to discuss with the coach)

We understand that athletics, at their very heart are competitive in nature. This has the potential to bring about questions and concerns throughout a season. A parent / student athlete may discuss the following items with the coach;

### **Appropriate Concerns to Discuss with Coaches**

- The treatment of your child mentally and physically
- Ways to help your child improve
- Concerns about your child's behavior

As a parent, at times, it is very difficult to accept a child's playing time or role within the team. Coaches are professionals. They make judgements based on what they believe to be best for the team. As you have seen from the list of "Appropriate Concerns to Discuss with Coaches", certain topics can be and should be discussed with a child's coach. Other issues however, such as those listed below, should be left to the discretion of our professional coaching staff.

### **Issues NOT Appropriate to Discuss with Coaches**

- Playing Time
- Team Strategy
- Play Calling
- Other student-athletes

### **Provisions For Attending Athletic Contests For Parents**

1. Be respectful of the team's space and please don't enter the players area at anytime to hold discussions with your student - athlete or other student - athletes.
2. Please refrain from coaching your student - athlete or other student - athletes during a practice or contest.

### **Participation Guidelines For Students**

Extra-curricular participation is a privilege that carries with it responsibilities to the school, to the team, to the student body, and to the community. Participants assume responsibility as an ambassador of the district, on and off school property, during the season. When participants accept this privilege, they must abide by:

- Substance Training Guidelines
- Code of Conduct Guidelines

#### **I. Substance Training Guidelines (Grades 9-12)**

Training rules address the use of tobacco products, alcohol, or controlled substances. (Consumption of alcohol while participating in religious services or ceremonies does not constitute a violation of the Substance Training Guidelines.) No participant may possess, use, distribute, manufacture, or be in the presence of:

- Tobacco products
- Illegal drugs and paraphernalia
- Alcoholic beverages
- Look-alikes
- Electronic/smokeless/vapor cigarettes

Law enforcement officials may be called in at any time. A more severe penalty may result if an athlete denies guilt and he or she is later found to be guilty. Students violating this guideline shall be subject to at least:

**1. First Offense (first violation committed while the participant is a member of any sport or extracurricular club):** The participant will be suspended from all extracurricular sports/activities for the next five days that the sport/club is in session from the time of the decision. Note: The period of suspension from the sport/club is not to exceed 14 calendar days. While the individual may still attend athletic events as a spectator, he/she will not be able to participate in activities such as dances, activity nights, rehearsals, etc. until the suspension is over. The suspension will be carried over to the following season if necessary. The participant must also meet with a school-designated counselor for sessions of substance counseling. The school counselor will identify the number of counseling sessions the individual must attend (minimum of two), and the counseling may extend beyond the suspension of the student from extracurricular participation. Ex: A student might be able to resume participating before they have fulfilled their required substance counseling obligations.

**2. Second Offense (second violation committed while the participant is a member of any sport or extracurricular club):** The participant will be suspended from all extracurricular sports/activities for the next ten weeks that the sport/club is in session from the time of the decision. The suspension will be carried over to the following season if necessary. The participant must also meet with a school-designated counselor for sessions of counseling outside instructional time. The school counselor must also agree to the number of sessions and the athlete's release from counseling before the athlete can resume participation.

**3. Third Offense (third violation committed while the participant is a member of any sport or extracurricular club):** The participant will be banned from all extracurricular sports for the remainder of his/her high school career.

**4. Reinstatement:** After one calendar year, a participant may apply to the Athletic Director for reinstatement to the Athletic Program or to the High School Principal for reinstatement to the extracurricular activity. Sufficient evidence must be provided to indicate the necessary steps have been taken to address the participant's behavior/choices. Application does not guarantee reinstatement. The school counselor must also agree to the participant's release from counseling before the participant can resume participation.

**5. Self-reporting:** If a participant self-reports for assistance in dealing with his/her alcohol or other drug use, he/she will be referred to a school counselor. Amnesty from discipline will continue as long as a participant follows his/her recommended treatment program, he/she will be subject to the regular regulations regarding extra-curricular activities. This section does not apply to a participant being investigated for training rule violations. This is a one-time-only amnesty arrangement that is valid for only one such reported incident.

In addition, a situation might arise where a participant accidentally finds themselves surrounded by individuals using tobacco products, alcohol, or other controlled substances. Because participants are not permitted to be in the presence of such substances, the participant will need to leave the area immediately and report the incident to a coach, an advisor, a school counselor, or school administrator within the next 24 hours to avoid an athletic suspension.

**6. Substance Training Rules (Grades 7-8):** Training rules address the use of tobacco products, alcohol, or controlled substances. No participant may possess, use, distribute, or manufacture tobacco or alcohol or any other drug, or use or possess drug paraphernalia at any time. The same three steps above for participants in grades 9-12 will be followed for a participant's seventh and eighth grade career. Once a participant is a ninth grader, he/she will start with a clean slate. A selectively classified seventh or eighth grade participant will be treated as a junior-high athlete or participant for any alleged violations.

## **II. Code of Conduct Guidelines**

All athletes must abide by the Naples Code of Conduct. Conduct rules for non-team or non-club issues address violations of school rules, as well as violations of good citizenship. Some examples of unacceptable behavior both on and off school property include: unsportsmanlike conduct; truancy or illegal absence from school or classes; insubordination; fighting; lack of cooperation with school personnel; vandalism; internet misconduct; violation of the rights of others; bullying; stealing; hazing; assault; and harassment.

If school rules are broken, a participant will face school penalties associated with the infraction as well as any consequences outline herein. In serving penalties, special consideration will not be given to an athlete beyond those given to all students. If a student is serving a half or full day of "in school" or "out of school" suspension on a particular day or days, he/she is also banned from practices or events for that day.

All coaches or advisors reserve the right to determine an appropriate disciplinary action for failure to abide by the team's/club's code of conduct. The consequence will be based on the nature of the misconduct, the level of severity, and the number of times it occurs. The disciplinary action set by the coach may include, but is not limited to, warnings, playing time reductions, game suspensions, and dismissal from the team. A coach, advisor, Principal, or Athletic Director may refer the case to the Athletic Review Board if he/she so chooses.

### **Yellow - Red Policy**



## **Public Conduct on School Property**

The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, “public” shall mean all persons when on school property or attending a school function including students, teachers and district personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the objectives of the district.

The purpose of this code is to maintain public order and prevent abuse of the rights of others. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property. As appropriate, the District’s Yellow/Red Card Zone procedures will be in effect.

### **A. Prohibited Conduct**

No person, either alone or with others, shall:

1. Intentionally injure any person or threaten to do so. (red)
2. Intentionally damage or destroy school district property or the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson. (yellow or red)
3. Disrupt the orderly conduct of classes, school programs or other school activities. (yellow or red)
4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program. (yellow or red)
5. Intimidate, bully, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation, disability or any other legally protected status. (red)
6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed. (yellow or red)
7. Obstruct the free movement of any person in any place to which this code applies. (yellow or red)
8. Violate the traffic laws, parking regulations or other restrictions on vehicles. (yellow or red)

9. Possess, consume, sell, offer, manufacture, distribute or exchange alcoholic beverages, controlled or illegal substances, or any synthetic versions (whether or not specifically illegal or labeled for human consumption), or be under the influence of either on school property or at a school function. (red)
10. Possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the school district. (yellow or red)
11. Loiter on or about school property. (yellow or red)
12. Gamble on school property or at school functions. (yellow or red)
13. Use tobacco products on school property. (yellow or red)
14. Refuse to comply with any reasonable order of identifiable school district officials performing their duties. (yellow or red)
15. Willfully incite others to commit any of the acts prohibited by this code. (yellow or red)
16. Violate any federal or state statute, local ordinance or Board policy while on school property or while at a school function. (yellow or red)
17. Pet owners are responsible to make sure animals do not urinate, defecate or commit any nuisance upon any playground, athletic field or other student-occupied area. Should an accident occur the pet owner is personally responsible for any and all cleanup. (yellow or red)
18. Use profanity or any form of vulgar language. (yellow)
19. Use negative remarks to/about officials, players, coaches, or other spectators. (yellow)
20. Display actions of poor sportsmanship. (yellow)

## **B. Penalties**

Persons who violate this code shall be subject to the following penalties:

1. Visitors. Their authorization, if any, to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.
2. Students. They shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.
3. For purposes of community events, including interscholastic competition, the designated Yellow and Red Card Zone procedures shall be followed.

## **C. Enforcement**

The building principal or his or her designee shall be responsible for enforcing the conduct required by this code. When the building principal or his or her designee sees an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate threat or injury to persons or property, the principal or his or her designee shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop.

The principal or his or her designee shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the principal or his or her designee shall have the individual removed immediately from school property or school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

This enforcement may come in the form of a "yellow or red card" which will alert the individual of consequences or possible actions if conduct does not improve.

The district shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the district reserves its right to pursue a civil or criminal legal action against any person violating the code.

#### **Athletic / Extracurricular Review Committee**

The Athletic/Extracurricular Review Committee will consist of the High School Principal, Athletic Director, a current teacher of the athlete's choice, and a varsity coach or advisor not directly involved with the sport or club in question who teaches in the school district. The job of the Athletic/Extracurricular Review Committee will be to make decisions that need to be made which are not covered in the Athletic/Extracurricular Handbook. They will also hear appeals of decisions regarding Substance Training Guidelines and Code of Conduct Guidelines Concerning Non-team or non-club Issues. The Principal will conduct the meeting. The Principal will make the final determination based on the discussions and findings of the committee.

#### **Additional Athletic / Extracurricular Policies**

**Academic Eligibility:** Participants will follow the regular school Academic Policy. A copy of the policy is available in the Main Office.

**Advanced Placement Process (APP):** According to paraphrase from the New York State Department of Education; "Normally, a student is eligible for senior high athletic competition in a sport during each of four consecutive seasons, beginning with entry into the ninth grade. However, by satisfying the requirements of the APP, a student may receive extended eligibility that permits (a) participation during five consecutive seasons in the approved sport, after entry into the eighth grade or (b) participation during six consecutive seasons in the approved sport, after entry into the seventh grade. The program is not to be used to fill positions on teams, provide additional experience, provide a place for junior high students when no modified program is offered, or reward a student. Instead, it is aimed at the few select students who can

benefit from such placement because of their level of readiness. In order to qualify for APP consideration, students, teachers, coaches, or parents/guardians may request the director of physical education/athletics to process a student through the APP screening procedure." If you believe your child may qualify to undergo this evaluation, click the link below to start the process.

### [Athletic Placement Process \(APP\)](#)

**Coaches Evaluation During APP Process:** Once a student has passed through the levels of the APP and arrives at the coach's evaluation portion; The athlete must be deemed ready to play at the level **by the coach**. In regards to playing time; if the coach does not feel the athlete will play **more than 70%** of the time the Athletic Director will deny the request. If an athlete is being considered to move up they should be getting significant playing time. If an athlete doesn't meet the 70% mark on the coaches evaluation that means the student is not ready to be placed at a higher level and therefore, should be left at the appropriate level to gain more experience and more skill development.

### **Attendance Policies**

**School Attendance:** A participant who misses school or part of school because of illness is not allowed to participate in that day's athletic practice, rehearsal, competition, etc. "If a participant is too sick to be in school, the participant is too sick to play." Note: This does not pertain to a participant who visited a doctor on that specific day (excused absence). A participant must be on time to school and attend all classes, lunch, and study halls to participate in practices and games, unless excused by the High School Principal, the Attendance Clerk, or the Athletic Director. If a participant misses school due to an excused absence, it is the participant's responsibility to get a signed yellow pass to participate in practice or games later in the day. If a student is late for school or needs to leave for reasons not listed in the Athletic/Extracurricular Policy, he or she may request a yellow pass to practice or play from the Athletic Director, the Principal, or the Attendance Clerk. If the reason for lateness or leaving school is deemed legitimate, a pass will be issued.

**Vacations:** Family vacations that occur on official school days will be handled as per the District's Attendance Policy.

It is important to note that the District recognizes the importance of family time and vacations. No coach or advisor will adversely discourage a student from participating in a family vacation when school is not in session. When parents and students choose to take family vacations during seasons of competition it must be understood that the time missed by the student-athlete may affect team chemistry, personal conditioning, or activity readiness. To be fair to all members of the team/club, students who miss practices or competitions for any reason may see adjustments in positions or playing time. The coach may determine that those students who were present for the practices/competitions are better conditioned for participation in competitive athletics or prepared for an extracurricular activity than those who have not attended all scheduled events (practices and contests).

**Practice Attendance:** All participants need to be in attendance at all scheduled practices unless excused by the coach. Unexcused absences may result in suspension or dismissal from the team.

**Quitting, Dismissal, and Cuts:** An athlete who quits or is dismissed from an activity is ineligible to participate in that activity for the remainder of the season. He/She will not be able to go out for another sport during the season unless he/she has the approval of the Athletic Director and all coaches involved. An athlete who quits or is dismissed from an activity will also forfeit awards and letters earned for that activity. An athlete cut from a sport can play another sport that season with the approval of both coaches and the Athletic Director.

**Equipment/Uniforms:** Equipment and clothing issues to an athlete is school property and is to be used and worn only during practice sessions and contests. The athlete must return all equipment and clothing issued during the season. Failure to do this may make the athlete ineligible to participate in any other sport. The athlete may not be eligible for letters, pins or team awards. The athlete may be required to pay for the replacement of unreturned or lost articles. The athlete may be given detention.

**Injuries:** It is extremely important to report all injuries immediately to the head coach. Appropriate paperwork will be completed by the coach and submitted to the high school Nurse.

**Transportation:** When possible, each participant should be transported to and from all away contest/practices by school-authorized vehicles. Travel time is an integral part of being on an athletic team or club. It affords time to the advisors, coaches and athletes to prepare prior to the contest and to reflect on the contest afterwards. The only exception to this policy would be a written request on an athlete's "Ride Sign-out Permission Slip" that is signed by the parent/guardian and turned in to the High School Principal 24 hours in advance of the scheduled athletic contest, performance, or competition. In this case, it is understood that the participant must be transported after the contest by their parent/guardian or other designated adult. This does not include a participant's friends, siblings, significant others, etc.