

BISHOP ROSECRANS
ATHLETICS
AND
EXTRACURRICULARS
HANDBOOK

ATHLETIC FEE VOLUNTEER POLICY

The Bishop Rosecrans High School will assess each player \$65.00 per sport at the beginning of each season. Family members of athletes must complete 20 minimum volunteer hours at any of the following school events which must be income producing:

- Concessions (all seasons)
- BRHS Holiday Bazaar (first weekend in December)
- BRHS annual auction “*Shimmer of the Night*” (March or April)
- Special events approved by school administration.

Students are not permitted to work to reduce the athletic fees if students receive service hours to meet graduation service hour requirements.

ATHLETIC PHILOSOPHY & REGULATIONS

The Athletic Department at Bishop Rosecrans High School is an integral part of the entire educational experience for all our students. Rosecrans High School embraces the philosophy that an athletic program committed to education and excellence should be offered as part of the school's mission. We, as the Athletic Department, agree with and support the standard of Bishop Rosecrans High School that Christ is the reason for this school.

Bishop Rosecrans High School is a member of the Ohio High School Athletic Association (OHSA) and competes in the Cardinal Division of the Mid State League (MSL). As a member of these two organizations, Bishop Rosecrans High School voluntarily agrees to abide by rules and regulations published in their official documents.

Every case is different, and the parent and student should review the current OHSA rules (www.ohsaa.org) prior to making any change of school decisions. Although exceptions exist, normally a student who transfers from one high school to another is ineligible to participate in sports for fifty percent of the season unless the family (not just the student) has made a change of residence from one public school district to another public school district. It is important that the parent and student review the current OHSA rules on transfer eligibility before making any change of schools or attending any high school (grades 9-12) sports practices at a different school from their currently enrolled school. Since Bishop Rosecrans High School is a member high school of OHSA and plays other OHSA schools, the final decision on transfer eligibility resides with OHSA.

ATHLETIC CODE OF CONDUCT

A student, who elects to participate in a co-curricular/extracurricular activity, is agreeing to abide by the standards of conduct established for that activity. Therefore, it is vitally important for both the students and the student's parents to carefully review the expected standards of conduct established in the athletic code or any special rules established by the athletic department/coach for that given activity. And, if for whatever reason the student feels that he/she cannot abide by such, then the student should not elect to engage in the activity.

It is important to remember that when a student-athlete chooses to violate the School and Athletic Code of Conduct, it is the athlete who has violated his/her own oath of participation.

Because infractions are taken seriously, the coach involved, the athletic director and the principal/designee shall meet and determine the penalty according to the degree of the infraction. The student-athlete and his/her parent should be notified before the penalty is determined and provided the opportunity to present their position on the incident. An athletic discipline report will be completed for each violation and maintained by the athletic director. These rules and regulations are in effect twelve months a year.

A. STUDENT ATHLETE: A student athlete is a student who is or has participated in any of the extracurricular activities listed above.

B. ATHLETIC PARTICIPATION: Percentages apply to regular season contests only and student/athletes remain ineligible for postseason competition as long as any carry-over consequences exist.

C. ATHLETIC SEASON: Is considered to run from the first official day of practice established by O.H.S.A.A. through the last official contest.

D. TEAM MASS: Each team will attend Mass as a team at least one time during the current athletic season.

E. CHEERLEADER SEASON: Is considered to begin with the starting date for football practice and continues through the last official contest for varsity boys/ basketball. For purposes of enforcing loss of participation, football and boys' basketball will be considered as two separate seasons. Football season ends with the last game and boys' basketball begins with the first practice date established by the O.H.S.A.A.

F. TWELVE MONTH POLICY: All athletes shall abide by a code of conduct which will earn him/her the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team, or the school will not be tolerated. Acts of unacceptable conduct, such as, but not limited to, inappropriate activity and comments on social media, theft, vandalism, disrespect, immorality, or violations of the law tarnish the reputation of everyone

associated with the athletic programs and will not be tolerated. This code shall be in effect for 12 months a year, 24 hours a day, for those who made the team. If you make the team and quit, the code still applies. If an athlete is cut, the code does not apply. The code of conduct applies for one calendar year after the conclusion of the last sports season in which the athlete participated.

G. HOSTING: For purposes of this Code of Conduct, a "Hosting" violation occurs when a student organizes and/or holds an event to which others are invited and where conduct prohibited by the Code of Conduct occurs. Hosting may occur in a student's home or in any other public or private place. The totality of the circumstances shall be considered in determining whether a student is in violation of the Hosting prohibition of this Code of Conduct. One or more students may be in violation of the Hosting prohibition for the same event.

A. FAILURE TO COOPERATE: When, as a result of the consequences set forth hereinafter, a student athlete is required to attend alcohol and drug education, and if that student fails to agree to attend such a program, such failure to agree to attend will result in the athlete being removed from athletic participation until the starting date of the season in which the infraction occurred. The student athlete will be required to attend ten (10) hours of alcohol and drug education before further participation will be granted.

B. PROOF: Discipline will be administered upon the basis of clear and convincing evidence.

REGULATIONS: ALCOHOL AND DRUGS

Student athletes of Bishop Rosecrans High School shall not possess, give, sell, distribute or otherwise transmit any alcoholic beverages, illegal drugs, and counterfeit drugs or controlled substances, the possession or transfer of which is prohibited by law. Further, the student athlete shall not use, or be under the influence of any alcoholic beverage, illegal drug, counterfeit drug or controlled substance, including but not limited to narcotics, hallucinogenic drugs, amphetamines, steroids, cocaine, or intoxicants or any kind. (This Code does not apply to medications used as prescribed by a student athlete's physician.)

A. PENALTIES: use or possession of **ALCOHOL/DRUGS**

| <u>1. FIRST VIOLATION</u> | <u>1. SECOND VIOLATION</u> | <u>1. THIRD VIOLATION</u> |
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| The penalty for a first violation will be denial of athletic participation for 20% of the scheduled contests of that sport. Any remaining percentage of the prohibition of participation not served shall be applied toward the next sport in which the athlete participates. | Upon confirmation of the second violation, athletic participation will be denied athletic participation of 50% of the scheduled contests of that sport. Any remaining percentage of the prohibition of participation not served shall be applied toward the next sport in which the athlete participates. | The student athlete found in violation of the training rules a third time shall be denied athletic participation for the remainder of their athletic career. |
| 2. The athlete agrees to complete a program of counseling as | 2. The athlete agrees to complete a program of counseling as | 2. After one calendar year from determination of his/her guilt, an |

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| established by the Principal and/or Governing Board. (An unexcused absence from a session will immediately reactivate the original | established by the Principal. (An unexcused absence from a session will immediately reactivate the original prohibition of | appeal can be made to the appeals board for reinstatement contingent upon substantiated 46 prohibition of participation.) participation.) rehabilitation. |
| 3. The athlete agrees to revoke any leadership positions, such as, but not limited to, team captain, and will not hold any leadership positions on athletic teams for the remainder of the school year. He/she may also be required to forfeit individual post season banquet recognition (i.e. Team MVP, etc...). | 3. The athlete agrees to revoke any leadership positions, such as, but not limited to, team captain, and will not hold any leadership positions on athletic teams for the remainder of the school year. He/she may also be required to forfeit individual post season banquet recognition (i.e. Team MVP, etc...). | |
| The student may not participate in athletic conduct for a two week time period beginning at the first day of suspension and ending at the last day of suspension. Student athletes may return to activity the day after the last day they have been suspended. | The student may not participate in athletic conduct for a five week time period beginning at the first day of suspension and ending at the last day of suspension. Student athletes may return to activity the day after the last day they have been suspended. | |

TOBACCO

Possession or use of tobacco in any form (cigarettes, cigars, snuff, chewing tobacco, electronic cigarettes, vapes etc.) is a violation of board policy and will result in the following consequences:

A. PENALTIES: use or possession of tobacco

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| 1. <u>FIRST VIOLATION</u> Denial of athletic participation for 10%of the scheduled contests of that sport. Any remaining percentage of the prohibition of participation not served shall be applied toward the next sport in which the athlete participates. | 1. <u>SECOND VIOLATION</u> Denial of athletic participation for 20%of the scheduled contests of that sport. Any remaining percentage of the prohibition of participation not served shall be applied toward the next sport in which the athlete participates. | 1. <u>THIRD VIOLATION</u> Denial of athletic participation for 50%of the scheduled contests of that sport. Any remaining percentage of the prohibition of participation not served shall be applied toward the next sport in which the athlete participates | 1. <u>FOURTH VIOLATION</u> The student athlete found in violation of the training rules a fourth time shall be prohibited from athletic participation for the remainder of their athletic career. |
| 2. The athlete will be required to perform 6 | 2. The athlete will be required to perform 10 | 2. The athlete will be required to perform 10 | 2. After one calendar year from determination of |

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| hours of community service approved by the school administration. | hours of a Tobacco Education Program as approved by school administration and conduct 6 hours of Community Service. | hours of a Tobacco Education Program as approved by school administration and conduct 6 hours of Community Service | his/her guilt, an appeal can be made to the school administration for reinstatement contingent upon substantiated rehabilitation. |
| 3. The student may not participate in athletic conduct for a one week time period beginning at the first day of suspension and ending at the last day of suspension. Student athletes may return to activity the day after the last day they have been suspended. | 3. The athlete agrees to revoke any leadership positions, such as, but not limited to, team captain, and will not hold any leadership positions on athletic teams for the remainder of the school year. He/she may also be required to forfeit individual post season banquet recognition (i.e. Team MVP etc...). | 3. The athlete agrees to revoke any leadership positions, such as, but not limited to, team captain, and will not hold any leadership positions on athletic teams for the remainder of the school year. He/she may also be required to forfeit individual post season banquet recognition (i.e. Team MVP etc...). | The student may not participate in athletic conduct for a four week time period beginning at the first day of suspension and ending at the last day of suspension. Student athletes may return to activity the day after the last day they have been suspended. |
| | The student may not participate in athletic conduct for a two week time period beginning at the first day of suspension and ending at the last day of suspension. Student athletes may return to activity the day after the last day they have been suspended. | The student may not participate in athletic conduct for a three week time period beginning at the first day of suspension and ending at the last day of suspension. Student athletes may return to activity the day after the last day they have been suspended. | |

Sportsmanship

Because players are respected and admired, they exert a great deal of influence over the actions and behavior of the spectators. Their display of sportsmanship is to be expected, encouraged, and rewarded. The following sportsmanlike behavior is to be adhered to by our players:

- a. Shake hands with opponents before and after competition.
- b. Respect the official's judgment in interpretation of the rules. Never argue or indicate a dislike for a decision. (Applies to students attending the games)
- c. Accept both victory and defeat without being boastful or bitter. Be gracious whether your team wins or loses.
- d. Cooperate with the coach and fellow players in promoting good sportsmanship.

- e. Accept seriously the responsibility and privilege of representing the Church, the school, and the community.

Athletes should live by a code of ethics, which will entitle them to the honor, and respect, which they can rightfully earn, through competition and representation of their school. Conduct resulting in dishonor to athletes reflects not only upon themselves, but also upon their teams, coaches, school, church, and family. Participation in Rosecrans athletics is a privilege, not a right. These rules and regulations are in effect every day, in school or out, for the athletic season beginning on the first scheduled practice and ending with the awards program for that sport. Violation of good sportsmanship may result in the denial of participation in future contests.

Student Athlete Conduct

Student athletes are representatives of their school. As ambassadors of the Bishop Rosecrans High School community, it is incumbent upon them to represent their school with class, respect, dignity, integrity, good sportsmanship and compassion for their fellow competitors and their communities. Failure on the part of the student athlete to do this may result in disciplinary action being taken against them by their coach, Athletic Director, High School Director, and/or Principal.

Such consequences may include, but are not limited to, normal disciplinary action taken against students such as: detention, In-School restriction, suspension from the sport or activity, or suspension from school. Student athletes shall be afforded their right of due process, and an appeal to the Principal and/or Pastor. A student's behavior shall follow these guidelines:

- 1 Athletes will always conduct themselves in the proper manner. Conduct codes and school rules to all athletes for 24 hours of every day, 12 months a year.
2. No foul language or offensive actions will be permitted either as a spectator or an athlete.
3. Show respect to your coaches, coaches of opposing teams and officials.
4. As an athlete, you are always in the public eye. You should be an example to others - maintain good grades and show respect to your teachers *and* administrators. Help with trouble (don't cause it).

Relationship with Teachers

Athletes are expected to be examples of good behavior in all aspects of their school life. If a faculty or staff member reports an incident of unacceptable behavior or negative classroom attitude, the act will be discussed with the player, and disciplinary action, if necessary, will be determined by the High School Director, Principal, Athletic Director, and Coach.

Cheating

The privilege of representing your school as an athlete also carries responsibility into the classroom. Any team member found to be cheating in class work or tests will be denied participation for one week of athletic contests effective immediately. Continued problems will

bring increased denial of participation. Please refer to p. 55 of the Student/Parent Handbook for disciplinary action.

Stealing

One purpose of the athletic program is to develop respect for the rights and property of others. If an athlete takes the property of another person or of the school or becomes knowingly involved in theft by receiving stolen property, he/she shall be denied participation for one week of all athletic contests effective immediately. If a student has a second violation, they will be dismissed from the team.

Please refer to pg. 40 of the Student/Parent Handbook for disciplinary action.

Attendance Policy for Athletic Activities

Students involved in athletics must be in attendance to participate in their activity after school. Students must be in attendance by 11:00 AM (before the start of the 5th period) the day of an athletic contest, and the day after an athletic contest. Student athletes are permitted one arrival by 11:00 AM without a doctor's note per quarter. Athletes not in attendance according to these requirements shall not be eligible to participate in the next contest. The Principal, according to the situation, may make exceptions, or if the student has a doctor's permission slip. Students must be in attendance for at least four full class periods of the school day to practice, play or participate in any Bishop Rosecrans athletic activity.

Student athletes may not leave school early and return for athletic events unless they return with a written doctor's note.

Eligibility: Below is a list of eligibility requirements for participation in athletics at BRHS:

- a. No student shall be kept from participation **in** athletics at BRHS due to his or her race, religious beliefs, gender, or socioeconomic status. The Diocese of Columbus recognizes students according to the name on the student's birth certificate.
- b. Students are required to meet certain academic requirements as set forth by the Diocese and the Ohio High School Athletic Association. Examples of these policies include:
 1. Students must have a minimum of a 1.5 grade point average (GPA) during the preceding and current grading period in order to be eligible, must be passing at least 5 one-credit classes or the equivalency, and must not have more than one failing grade. (For other academic eligibility questions, please refer to the current year student handbook).
 2. For transfer students and eligibility, please refer to the Bishop Rosecrans High School Student Handbook.
 3. Students must be deemed eligible on the first day of practice for that sport in order to participate in that sport for that school year. A player who is not eligible for practice when the season begins may not join a team later in the season, or after the end of the next grading period. A student may not be added to a team once a "cut" has been made.

c. Students must have medical information, proof of insurance, completed physical form and parental consent information on file with the Athletic Director prior to the first practice to be eligible to participate in athletic activities at BRHS.

Hygiene, Appearance, and Decorum

"Wash yourselves, make yourselves clean;" (Isaiah 1:16a)

Being that student-athletes represent their school to their peers, parents, and members of this and other communities, it is important that they look, act, and play like athletes. Coaches are responsible for ensuring that the players do so in a manner that well represents the individuals, the team, the school, and the community. Players that fail to abide by these rules are subject to disciplinary action and may have their participation withheld until they comply with the coaches' rules.

While it is difficult to create a policy that is able to accommodate everyone, there are reasonable standards that can easily be met by athletes relative to their grooming, appearance, and decorum. Below is a list of these reasonable expectations:

- Players are encouraged to shower after practices and games. Facilities are provided and maintained so that players may practice good hygiene to prevent the spread of infections and diseases that may be transmitted throughout the course of athletic participation.
- Players are not to share towels, soap, deodorant, or other products which may transmit infection and disease.
- Uniforms, game and practice, should be regularly washed and properly cared for by the athlete.
- School policy and the coach have the authority to make decisions regarding game day appearance such as wearing jerseys or dressing up for school. Players are expected to dress according to a coach's specification pursuant to school policy, and should dress in a manner that reflects the unity of the team.
- During contests players' uniforms are to be worn as specified by coaches according to what is appropriate for that sport and that uniform, also following the guidelines and rules of the Ohio High School Athletic Association. For example: Softball, Volleyball, and some Football uniforms are not tucked in,

while Golf shirts, Basketball jerseys, and Baseball uniforms are all to be tucked in. These determinations are expressed by the coach at the beginning of the season and will be included in a coach's team rules and regulations.

- Players may not wear earrings or other jewelry while competing in their sport pursuant OHSAA; visible tattoos are to be covered during any interscholastic athletic competition, i.e. scrimmages, previews, games, tournaments.
- During practices athletes are to wear proper attire. In the case a practice uniform is provided they are to wear the practice uniform. Coaches may make rules and establish consequences for those athletes who do not bring their practice clothes. Players are not to take shirts off during practice (no shirts vs. skins) and female athletes must wear appropriate tops over sports bras. While shirts and shorts do not have to adhere to the policies specified in the student dress code for school, a degree of modesty is expected, and clothing shall not be excessively revealing or worn inappropriately.
- Players should be neat and generally well-groomed meaning their hair should be clean, neatly combed and worn in a manner appropriate for athletic competition. This means hair should not be in a player's eyes or face. As a rule, a male athlete's hair should not go beyond his collar and a female who wears her hair long should keep her hair pulled back while practicing or playing.
- Players are expected to refrain from the use of profanity, vulgar language, and rude gestures. Coaches will establish consequences for players who use inappropriate language which may include, but not be limited to: running, push-ups or other exercises, benching, or suspension from the team depending on the severity of the situation and the number of times the issue has been addressed.
- Coaches have the authority to establish rules and regulations for their athletes that fall under the umbrella of these guidelines. They shall have the full support of the Athletic Director and Principal in making decisions regarding these issues. The intent of this policy is to create a reasonable set of minimum standards for athletes to protect them from infection and disease, to ensure their safety, and to promote the ideals of class and integrity throughout the athletic program.

Dual Sport Participation

Any student/athlete seeking to participate in only two sports in one season will be required to determine his/her "primary" and "secondary" sports. A student athlete must submit in writing to both coaches prior to the start of the season, which sport the student determines as their primary sport. This determination will be used only to resolve scheduling conflicts that arise after the start of the season.

While not encouraged, dual sport participation in the same season is permitted under the following conditions:

- a. The athlete and his/her family are in favor of competing for two sports teams.
 - b. The coaches of the affected sports are in agreement that this is a desirable situation.
 - c. The coaches of the affected sports, the athlete, and the athletic director will meet to determine if a schedule for practices and competitions can be mutually agreed upon.
 - d. The athlete is expected to practice regularly in both sports.
 - e. The athlete will not be permitted to leave practice early in order to attend a practice in the other sport without permission of the coach of the "primary" sport.
 - f. The athlete will not be permitted to miss any practices or contests in their "primary" sport without the consent of the "primary" coach.
- If the letter requirements of both sports are met, then the athlete will be eligible to receive letters and awards in both sports.

All final authority regarding conflicts and clarification of this policy shall be vested in the Athletic Director and Principal.

Athletic Letter Requirements

Each coach will determine the criteria for earning an athletic letter and team honors (e.g. captains, leaders etc).

Requirements for all student athletes to Letter in any sport:

Student athletes must attend the end of the season awards banquet. Student athletes must be given a minimum of a weeks' notice to be held accountable for their attendance.

Student athletes must end the season in good standing.

Cheerleading

- Must complete the entire season having earned a spot on a varsity squad.
- 90% practice attendance is also required.

Football

- GPA must be in accordance with OHSAA to remain eligible
- Student athletes must compete in 20 out of 40 regular season quarters. A single play in a quarter would constitute a quarter played.
- Must have regular attendance to all practices and team functions unless excused by the head coach.

Golf

- Student athletes must play in 50% of varsity matches

Girls Soccer

- GPA must be in accordance with OHSAA to remain eligible
- Student athletes must play in 50% of regular season varsity games

Boys Soccer

- GPA must be in accordance with OHSAA to remain eligible
- Student athletes must play in 50% of regular season varsity games

Volleyball

- Must be in good athletic and academic standing.
- Student athletes must compete in 50% of sets played. A single play in a set would constitute a set played.
- Must have regular attendance at all practices and team functions unless excused by the head coach.
- Injured players must contribute while unable to play.

Boys Basketball Student athlete must compete in 50% of quarters in that year's games

- Any senior that completes the entire basketball season can receive a varsity letter
- Any varsity player that has an injury that keeps him from playing in games and attends practices and games when possible is eligible for a varsity letter
- Any player held out to save quarters on the varsity team, the held quarter will count as a quarter played.

Girls Basketball

- Student athlete must compete in 50% of quarters in that year's games
- Any senior that completes the entire basketball season can receive a varsity letter
- Any varsity player that has an injury that keeps him from playing in games and attends practices and games when possible is eligible for a varsity letter
- Must be in good athletic and academic standing according to Bishop Rosecrans standards, complete the season and be eligible academically
- Attend all practices and games, unless excused by the head coach, athletic trainer, or doctor
- Injured players may receive a letter, but must serve the team in some capacity while injured
- Attend all practices and games, unless excused by the head coach, athletic trainer, or doctor

Swimming

Swimming is one of the varsity sports offered here at Bishop Rosecrans and as such athletes will represent their school, sport and family with respect, courage, and understanding of others needs. To letter you must:

- Meet the Bishop Rosecrans standards for GPA
- Attend 100% of practices
- Must participate in 90% of swim meets
- Must in participate in the events chosen by head coach
- Must contact head coach if ill or unable to attend practice (absence will count against swimmer if not approved ahead of practice or meet)

Baseball

- GPA must be in accordance with OHSAA to remain eligible
- Student athletes must compete in 50% of all regular season games. Must have regular attendance to all practices and team functions unless excused by the head coach.

Softball

- GPA must be in accordance with OHSAA to remain eligible
- Student athletes must compete in 50% of all regular season games. Must have regular attendance to all practices and team functions unless excused by the head coach.

Track

- Letters will be awarded for both attendance at practice and meets
- A student is to participate in at least 90% of the track meets as determined by the head coach.

Other

1. A student athlete is to be at 90% of all practices with only excused absences due to illness, school work, or unavoidable family situations.
2. The coach with approval from the Athletic Director/Principal has the right to waive any or all requirements when a student athlete is injured. The head coach with the approval from the Athletic Director/Principal reserves the right to not award a letter to a player if there is just cause.

If the coaching staff determines an athlete unable to participate due to injury, number of participants, or any other reason as specified, the athlete will not be penalized towards earning a letter.

The coach with approval from the Athletic Director/Principal has the right to waive any or all requirements when a student athlete is injured. The coach with approval from the Athletic Director/Principal reserves the right to not award a letter to a player if there is just cause.

DRUG, ALCOHOL AND TOBACCO POLICY FOR ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Introduction:

Participation in athletics and other extracurricular activities is a privilege offered to all students at Bishop Rosecrans High School. Students can lose this privilege by violating this code developed to protect their safety and health. This code will also apply to any activity (including transportation to and from the activity) outside of the school year where students are representing Rosecrans in any capacity, either formally or informally.

Tobacco Policy:

The use and/or possession of tobacco in any form are prohibited.

Consequences of Violations:

- **1st Offense:** Denial of participation for 10% of scheduled contests of that sport or activity. Any remaining percentage not served shall be applied toward the next sport or activity in which the student participates. Students will complete 6 hours of community service approved by school administration. One week suspension from all athletic related activity. Student athletes may return to activity the day after the last day they have been suspended.
- **2nd Offense:** Denial of participation for 20% of scheduled contests of that sport or activity. Any remaining percentage not served shall be applied toward the next sport or activity in which the student participates. Two week suspension from all athletic related activity. Students will complete 6 hours of community service and be subject to

10 hours of Tobacco Education program approved by school administration. The student agrees to revoke any leadership position in any sport or activity

- **3rd Offense:** Denial of participation for 50% of scheduled contests of that sport or activity. Any remaining percentage not served shall be applied toward the next sport or activity in which the student participates. Four week suspension Students will complete 6 hours of community service and be subject to 10 hours of Tobacco Education program approved by school administration. The student agrees to revoke any leadership position in any sport or activity. Suspension from athletic related activity for 5 weeks.
- **4th Offense:** Denial from participation in any sport or activity for the remainder of the high school career.

General school policies also apply. Violations of these rules are cumulative during a student's high school career.

Alcohol and Illegal Drug Policy:

The use and/or possession of alcohol or illegal drugs in any form is prohibited.

Consequences of Violations:

- **1st Offense:** Denial of participation for 20% of scheduled contests of that sport or activity. Any remaining percentage not served shall be applied toward the next sport or activity in which the student participates. Students will complete a program of counseling to be determined by the Principal and verification of program completion will be submitted by the agency to the school. The student agrees to revoke any leadership position in any sport or activity.
- **2nd Offense:** Denial of participation for 50% of scheduled contests of that sport or activity. Any remaining percentage not served shall be applied toward the next sport or activity in which the student participates. Students will complete a program of counseling to be determined by the Principal and verification of the program will be submitted by the agency to the school. The student agrees to revoke any leadership position in any sport or activity.
- **3rd Offense:** Denial from participation in any sport or activity for the remainder of the high school career.

Violations of these rules are cumulative during a student's high school career.

Detection:

Violations must be detected by law enforcement personnel, coaches, school administrators, or school staff.

Proof:

Discipline will be administered upon the basis of clear and convincing evidence as determined by the Athletic Director, High School Dean of Student, Assistant Principal or Principal.

Procedure for removal from extracurricular and athletic activities:

1. The infraction shall be reported to the Athletic Director (athletes), Assistant Principal (others) by the head coach or staff member.
2. The student and his/her parents will be required to meet with the Athletic Director (athlete), Dean of Students, High School Director and/or Principal (others) to be informed of the infraction and the consequences to be imposed. The student and parents will be required to sign a document acknowledging they understand the proposed consequences and the consequences that will occur if there is a future violation of the policy.
3. The student has the right to appeal his/her infraction/consequences to the principal whose decision will be final. Such an appeal must be in writing and sent to or delivered to the principal within 15 days of the meeting described in Section B above, setting forth the grounds for such appeal.

Self-Referral:

A self-referral program is in effect whereby a student may refer himself/herself to the athletic director, Dean of Students, High School Director, Principal, guidance counselor or coach acknowledging a substance abuse problem. The student will then be required to complete a counseling program (at the student's expense) approved by the school.

A self-referral is not counted as a violation and does not carry punitive consequences. However, a self-referral cannot be used by a student as a method to avoid consequences once the Drug, Alcohol, and Tobacco Policy is violated and a student has been identified.

The self-referral process must be initiated by the student or his/her parent(s). Use of the self-referral process is restricted to one time per student, per high school career.

Voluntary Admission Upon Questioning:

Voluntary Admission upon Questioning is when a violation is not detected by law enforcement personnel, coaches, administrators, or school staff but a student voluntarily admits to a policy violation when questioned by coach or school personnel at a time subsequent to the actual violation. If this violation constitutes the first

Voluntary Admission on Questioning is counted as a violation but will not require any removal from competition for the first offense. However, a second, third or fourth offense, whether detected or voluntarily admitted to upon questioning, will result in the imposition of whatever consequences are called for by the policy. A voluntary admission cannot be used as a method to avoid consequences once the Drug, Alcohol and Tobacco Policy is violated, and a student has been identified.

PROCEDURE TO RESOLVE PARENT TEACHER & PARENT COACH DISAGREEMENTS

Complaints about school personnel will be investigated fully and fairly. Anonymous complaints will be disregarded.

Whenever a complaint is made directly to the High School Director and/or Principal or a Bishop Rosecrans School Board Of Trustees member, it will be referred to the High School Director and/or Principal for study and possible solution. An employee who is the object of a complaint will be informed promptly and afforded the opportunity to present the facts as he/she sees them.

The goal of this section is to establish a simple framework for addressing concerns, to provide for prompt resolution of concerns, to expect that all parties will participate in a cooperative manner to resolve concerns, and to assure that the system has a procedure to receive concerns in an orderly fashion to achieve the best possible education program for students.

1. Direct Conversation: If a parent has a disagreement or misunderstanding with a teacher or coach, the parent must address the concern to the specific teacher or coach directly involved with the circumstances surrounding the concern. The teacher/coach will meet with the parent as soon as possible, but in no case longer than five calendar days after the teacher has been notified of the concern. (Subject to change by mutual agreement).
2. Fact and Possible Resolution: If a parent or teacher is not satisfied with the outcome of Step #1 or the parent/teacher/coach is unwilling to meet independent of the administrator, a meeting with the teacher/coach, the High School Director and parent will be arranged at a mutually convenient time, but in no case more than five calendar days after the meeting in Step #1. This step is to be informal and verbal. No further action will be taken beyond Step #2, unless the parent submits in writing a signed and dated statement of facts giving rise to this concern, the name of the accused teacher/coach, and the remedy sought.
3. Formal Process: If a parent's concern is not satisfactorily resolved at either the first or second level, the parent should then refer this concern to the Principal in writing. At that time another meeting will be arranged at the convenience of the parent and teacher/coach directly concerned, but in no case later than ten calendar days (subject to change by mutual agreement). The teacher/coach has the right to be at all meetings with or without a non-legal representative as he/she so determines. The Principal will supply written dispositions to all parties within five calendar days. The disposition may also be placed in the teacher's personnel file when deemed appropriate by the High School Director and/or Principal. The teacher/coach and parent shall be informed if the letter is to be placed in the personnel file.