

ELLWOOD CITY AREA SCHOOL DISTRICT

Ellwood City

EC

Wolverines

PARENT / ATHLETIC HANDBOOK

I. REQUIRED FORMS FOR ATHLETIC PARTICIPATION

- A. In order for a student to participate in the athletic programs of the Ellwood City Area School District, the following forms must be completed, signed by all parties and on file in the Athletic Department.
1. The Student & Parent Athletic Handbook Sign-Off Form
 2. A Pre-Participation Physical Examination Form
 - a) The school will make every effort to have 2 physical dates in the summer time.
 - (1) No physical can be dated prior to June 1 of the upcoming season
 - b) A concussion baseline must be administered
 3. PIAA Authorization Form
 4. Emergency Medical Authorization Form
 5. PIAA Eligibility Checklist for High School Student Athletes

II. PHILOSOPHY

- A. The Ellwood City Area School District strives to provide a competitive athletic program and the primary goal is to have broad participation by as many male and female students as possible. It is believed that it is important that teams be competitive but never at the expense of sportsmanship, academic studies, or general welfare of the school and students. It is believed that a carefully regulated program of interscholastic athletics should be maintained as an integral part of the total secondary school program. To complement an effective instructional program to meet the many and varied needs of the high school adolescent, care must be given to including challenging activities for the physically as well as the intellectually talented student. Athletics should prepare the athlete for the game of life. Participation in athletics should promote: health and happiness, development of physical skills, emotional maturity, social competence, moral values, and a sense of cooperation, a spirit of competition, self-discipline, and respect for authority, an understanding of the democratic processes and a realization of the value of group goals. Athletic contests should always be played with emphasis on enjoyment, physical development, skills, social experiences and good sportsmanship. The selection of the athlete should be based on ability and not social, ethnic or economic status. Coaches in the Ellwood City Area School District are first, a teacher, and secondly, a coach. This means that he or she must profess and display all the attributes and personal qualities that the profession demands. Athletics must fit harmoniously in the overall educational program and shall be controlled by established and responsible school authorities. For the purpose of this handbook, interscholastic activities/athletic programs shall include the following: Football, Boys/Girls Golf, Boys/Girls Tennis, Boy/Girls Cross Country, Girls Volleyball, Boys/Girls Basketball, Wrestling, Baseball, Softball, Boys/Girls Track, Soccer.

III. ELIGIBILITY

A. Summary of P.I.A.A. Athletic Eligibility

1. Ellwood City Area School District is a member of the Western Pennsylvania Interscholastic Athletic League and conducts its athletic program according to the P.I.A.A. Constitution and By-Law.
2. The purpose of the PIAA is to (1) promote, protect and conserve the health and physical welfare of all participants; (2) safeguard the educational values of interscholastic athletics; and (3) promote uniformity of standards in all interscholastic athletic competition.
3. In order to be eligible for interscholastic athletic competition, the student must meet the following minimum qualifications:
 - a) **AGE**-Not have attained 19 years of age prior to July 1 of the school year.
 - b) **AMATEUR**-Be of amateur status. Amateur status may be jeopardized by the acceptance of illegal awards, participation in unauthorized events, etc.

- c) **ATTENDANCE**-Be enrolled in school and not be absent 20 or more days during a semester. NOTE: A consecutive absence of 5 or more days due to confining illness, injury or quarantine may be waived only by application to the Board of Control.
- d) **CONSENT OF PARENT**-Have a certificate of consent signed by a parent or guardian.
- e) **HEALTH**-Be examined by a licensed physician of medicine or osteopathy or a certified school nurse practitioner prior to practice in an intended sport.
- f) **MIGRATION**-Since transfer may involve a loss of eligibility, transfer students should check with the Principal or Athletic Director since there are many rules pertaining to transferring from one school to another.
- g) **PERIODS OF PARTICIPATION**-Students wishing to participate in a similar sport during the school's season as a member of an "outside" team or as an individual must obtain a waiver through the Principal.
- h) **REPRESENTATION**-Students wishing to participate in a similar sport during the school's season as a member of an "outside" team or as an individual must obtain a waiver through the Principal.
- i) **CURRICULUM**-In order to be eligible for interscholastic athletics, a pupil must have passed at least 4 full-credit subjects, or the equivalent, during the previous grading period.
 - (1) The above is only a brief general description of the highlights of the P.I.A.A. By-Laws governing athletic eligibility. It is not intended to be, and should not be, relied on as a comprehensive and detailed statement concerning eligibility requirements. Issues concerning eligibility are governed by the P.I.A.A. handbook for full and complete text of the P.I.A.A. Constitution and By-Laws, and to contact their Principal or Athletic Director.

B. Ellwood City Academic Policy:

1. Under Article IX of its By-Laws, the PIAA has delineated the minimum academic standards for participation in interscholastic athletics. These standards are as follows:
 - a) To be eligible for interscholastic athletic competition, a pupil must pursue a curriculum defined and approved by the Principal as a full-time curriculum. Where required, this curriculum or its equivalent must be approved by, and conform to, the regulations of the State Board of Education and the Pennsylvania School Code, as well as any local policies established by the local school board. The pupil must be passing at least four full-time credit subjects, or the equivalent. Eligibility shall be cumulative from the beginning of a grading period, and shall be reported on a weekly basis. In cases where a student's cumulative work from the beginning of the grading period does not as of any Friday meet the standards provided for in this section, he shall be ineligible from the immediately following Sunday through the then next following Saturday.
 - b) In order to be eligible for interscholastic athletics, a pupil must have passed at least four full-time credit subjects, or the equivalent, during the previous grading period, except as provided in Section 5.
 - (1) Back work may be made up, providing it is in accordance with the regular rules of the school.
 - c) In cases where a student's work in any preceding grading period does not meet the standards provided for in Section 2, said student shall be ineligible to participate in interscholastic athletics for the first twenty (20) school days of the next grading period, except as provided in Section 5.
 - d) Pupils, who are enrolled for the first time, must comply with the requirements of the curriculum rules. The standing required for the preceding week, the preceding grading period or the preceding year shall be obtained from the records of the last school which the pupil has attended.

- e) At the end of the school year, the student's final credits in his subjects rather than his credits for the last grading period shall be used to determine his eligibility for the next grading period.
- f) Students must be in attendance for at least ½ a day to be eligible to play.
 - (1) Come in before 10:30
 - (2) Can not leave school before 11:30
 - (a) Unless team is getting out early for travel
 - (3) Exceptions for planned appointments and other emergencies shall only be granted on an individual basis by the principal.
 - (a) Students will obtain permission by submitting a letter from their parents to the principal forty eight (48) hours in advance of the absence.
 - (b) The principal or acting administrator will determine if permission is granted and will notify the student, parent, and coach.

IV. PARTICIPATION CONFLICTS

- A. Ellwood City Area School District students are encouraged to participate in many school activities, and it is not uncommon for students to be involved in more than one curricular and/or co-curricular activity at a time. While such conflict is not encouraged or recommended, it does happen. When activity conflicts occur, students should notify the advisors, directors, and/or coaches of the conflicting activities as soon as possible so they can meet and arrive at a solution in everyone's best interests. Whenever possible, the staff discussions should attempt to remedy the scheduling conflict.

V. PRE-SEASON PARENT/ATHLETE MEETINGS

- A. All coaches will conduct pre-season parent/athlete meetings. While 100% attendance by parents and athletes is our goal, we realize that said goal is not always attainable. All meetings will be held in advance of the official season starting date and prior to any team selections which may be made. During such meetings, the following will be addressed by our coaches:
 - 1. Ellwood City School's Student & Parent Handbook.
 - 2. Athletic Academic Eligibility
 - 3. The criteria by which teams may be selected.
 - 4. The forms which must be completed in order for students to participate.
 - 5. Practice and contest schedules
 - 6. Questions from parents.

VI. ATHLETIC CHAIN OF COMMUNICATION

- A. The responsibility for organizing and operating the interscholastic athletic program is delegated from the school board through the Superintendent to the Principal, Athletic Directors, Head Varsity Coaches, and Assistant Coaches.
- B. The high school Principal has the ultimate responsibility for the operation of the athletic program and is the official representative for the school district on all matters pertaining to interscholastic athletic.
- C. Within the Ellwood City Area Schools, the following chain of communication is in effect:
 - 1. STUDENT ATHLETES/PARENTS
 - 2. ASSISTANT COACH
 - 3. HEAD COACH
 - 4. ATHLETIC ADMINISTRATOR
 - 5. PRINCIPAL
 - 6. SUPERINTENDENT

- D. If there are any questions or concerns involving some aspect of our athletic program, the athlete/parent should first contact the appropriate coach. If there is still no resolution, he/she would then follow the Athletic Chain of Communication as listed.

VII. EXPRESSING PARENTAL CONCERNS

- A. When expressing an occasional concern with a coach, parents are asked to refer to and use the following guidelines:
1. Always follow proper athletic chain of communication.
 2. Never approach a coach at a time when the coach's responsibility is the supervision of his/her athletes (i.e. at practice or before or immediately after a contest. Neither is the proper time nor place for a discussion concerning your child or the team.)
 3. Appropriate concerns to discuss with the coaches include the treatment of your child mentally and physically, ways to help your child improve, and concerns about your child's behavior.
 4. Inappropriate concerns to discuss with the coaches include playing time, team strategy, play calling, and other student-athletes.
 5. Call the school to schedule an appointment which is convenient for both you and the coach to meet.
 6. Raise your concerns in a calm and civil manner. Yelling, being rude or using foul language is totally unacceptable and will bring an immediate end to the meeting.
 7. Once you have stated your question or concern, listen to the explanation. Often a parent may be blinded by emotion which overrides logic and reason. Listening receptively and respectfully may help you to understand an explanation which is given.

VIII. SELECTING THE TEAM

- A. While our ultimate goal is to promote the greatest athletic participation possible at all levels of the Ellwood City Area Schools' athletics, it may be necessary in some sports to "cut" players. This may occur due to any number of reasons, but usually the nature and limitations specific to some sports. Each coach has the ultimate responsibility and authority for selecting his/her team. The criteria for selecting the team is developed by the coach. It is also important to remember that there are no guarantees. Players from the previous year's team for example, do not automatically make the upcoming team, nor does being a senior ensure that an athlete will make the squad. Both parents and prospective team members should expect that every candidate is treated fairly and given every opportunity and consideration. Coaches will be sensitive to feelings of disappointment, will handle the task as positively as possible, and will be available to answer athletes' questions. While we understand that being cut is disappointing for many athletes and their parents, the possibility of not making a team will have been made clear at the pre-season parent/athlete meeting. Anyone cut from a team is welcome to tryout again next season or try another sport. When parents and athletes understand and support the coach's decision, this difficult process becomes a less painful experience for all.

IX. RELATIONSHIP WITH: P.I.A.A., W.P.I.A.L

- A. The interscholastic athletic program of the Ellwood City Area School District is operated in accordance with the rules of the Western Pennsylvania Interscholastic Athletic Association (WPIAL) and the Pennsylvania Interscholastic Athletic Association (PIAA). All school personnel involved in athletics **must** be familiar with their by-laws and regulations.

X. GENERAL INSTRUCTION TO COACHES:

- A. Coaches must stress safety measures in the locker rooms. No horseplay must be tolerated. Hazing is also prohibited. Hazing shall be defined as:
1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking,

- or placing a harmful substance on a student.
- 2. Any type of physical activity that subjects a student to an unreasonable risk of harm or adversely affects the student's mental or physical health or safety, such as exposure to the elements, confinement in a small place, forced calisthenics, or carrying objects not normally associated with the individual's activity.
- 3. Any type of activity involving forced consumption of food, liquid, or controlled substances which subjects the student to an unreasonable risk of harm or adversely affects the student's mental or physical health or safety.
- 4. Any activity that induces, causes, or requires someone to perform a duty or task that involves a violation of law.
 - a) **Examples of hazing may include:**
 - (1) Paddling or striking in any manner.
 - (2) Marking or branding
 - (3) Requiring calisthenics such as sit-ups, push-ups, etc.
 - (4) Requiring the carrying of items, such as rocks, helmets, books, horns, or food trays.
 - (5) Preventing or restricting class attendance.
 - (6) Forcing someone to eat or drink against their will.
 - (7) Placing items or a substance on a person's body such as Bengay, etc.
 - (8) Forcing students to wear inappropriate garments
 - (9) Throwing items at an individual.
- 5. Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates.
- B. Effective security must be maintained. Someone, preferably a manager, should check the locker room during the practice period. Non-athletes must be identified and removed from any area of the building or grounds involving athletics.
- C. Athletes are not permitted in any area of the building after school except those areas designated by the coaches.
- D. The maximum number of days of practice is six (6) per week. Sunday practice permitted (but not recommended) Must start after 1:00 P.M. Only if Saturday or another day of the week was skipped.
- E. The maximum length a practice can be is 3hrs. This include setup time, practice time, clean up time, and after practice talks. The only time this rule is not enforced is a preseason camp situation when the students don't go home. Example football camp. But the students can not be on the field longer than 3 hrs.
- F. Coaches are to attend mandatory rules meeting in compliance with the P.I.A.A. Failure to attend these meetings will result in a \$50 fine assessed to the school district.

XI. STUDENT ACTIVITY FUNDS (BOOSTERS)

- A. These Rules apply to all extracurricular and are taken directly from the Board Policy on Student Activity Funds.
- B. All fundraisers must be organized through the business office or the sports officially recognized Booster Organization (No private fundraisers, petty cash or "slush funds")
- C. The Board is responsible for adopting and enforcing reasonable policy and rules regarding the management, supervision, control and prohibition of student activities, including raising and disbursing funds.
- D. For the purposes of this policy, student activities will include all organizations created to provide extracurricular opportunities for the student body in the areas of publications, entertainment, student government, general interest clubs, school classes, school musical groups, and any other student oriented groups by the Board.

- E. The Board authorizes the Superintendent and the appropriate building administrator to develop reasonable rules and regulations regarding the organization, management, supervision, and control of student activities, and further, authorizes the Business Manager to develop procedures for the proper control of activity finances.
- F. The organization's student treasurer and faculty advisor are responsible for maintaining records of all funds collected and disbursed and submitting required reports to the Business Manager. The Business Manager will prepare quarterly reports for Board review.
- G. Each student activity covered by this policy must be recognized and budgeted by the student organization before funds can be collected or disbursed in the name of the group.
- H. All funds collected by student organizations shall be deposited in a student activities fund in a bank designated by the Board.
- I. No school-sponsored student organization is permitted to establish an account separate from the student activities fund.
- J. Records shall be maintained of the receipt and disbursement of all funds in designated accounts, according to the bylaws of the activity involved.
- K. All purchases of materials or supplies by any organization, club, society or group, or by any school or class shall be made by the purchaser in accordance with the requirements of law.
- L. All funds accumulated in the name of a specific activity must be closed out annually, and any residual funds shall revert to the same group for the following school year.

XII. INJURIES:

- A. Each coach is held responsible for reporting injuries that occur while students are under his/her supervision. This report should be made as soon as possible in the nurse's office.
- B. In the event of a sports injury, that requires further medical attention, the following procedures should be followed:
 - 1. Report injury **immediately** (next school day following injury) to the school Health Office. Failure to report an injury immediately may result in non-payment of benefits.
 - a) The Health Office will give the athlete the appropriate forms
- C. **If the parent has Any Health Coverage, the parent must go through their doctor.**
 - 1. If the parents Health Coverage only covers partial of the bill
 - a) The schools Health coverage will kick in if the proper paperwork is filed
 - b) **If you have any further questions, call 724.752.1591, ext. 3035**
- D. In case of injury, the coach should do the following :
 - 1. Call the parent. (This could be done by the head coach or trainer)
 - 2. In the absence of parental instructions, the injured athlete should be taken to the emergency room or their private physician.
- E. A student who is injured while participating or playing a (varsity, junior varsity, jr high, or middle school) sport and requires the services of a doctor, the athlete must be discharged by a doctor before he/she returns to the practice or the playing of that sport.
- F. If a student athlete suffers a concussion
 - 1. The student must get cleared by a physician 1st then,
 - 2. must complete the P.I.A.A. return to play protocol
 - a) which will be administered by our training staff

XIII. SOCIAL MEDIA

- A. As the District has stated, it is a privilege to participate in interscholastic athletics and with that privilege comes certain responsibilities. As an advocate for technology, the District also recognizes the role of social media plays in communication and outreach . It is the expectation that our student-athletes will use social media platforms in a positive and respectful manner to engage with family, friends, and the community at large. Disrespectful, insulting, abusive, and /or threatening content-be it original, re-posted, “re-tweeted” or “liked” - has no place in Ellwood City Athletics and will not be tolerated. Student-Athletes who post offensive commentary or content aimed at opponents, officials, team members, and/or coaches will be subject to disciplinary action which may include suspension from all team activities. Remember, it is a privilege to represent the Ellwood City Area School District in interscholastic competition and we hold our student-athletes to the highest standards for integrity and ethical decision
- B. The illegal use of electronic communication devices by minors is an alarming and increasingly common issue for school districts, students, and law enforcement, and can have serious, long-term consequences for student’s academic, athletic, collegiate, and professional aspirations. Over the past several years, law enforcement has taken an aggressive stance in responding to reports of the illegal use of electronic communication devices. Infractions can lead to school suspensions and expulsions, juvenile charges or adult criminal charges depending on age, long-term supervision and even placement (minors) or incarceration (adult offenders) can result from this type of misuse of electronic communication devices. THINK before you CLICK, POST or SEND! You can’t take it back, and there ARE consequences.

1. Social Media Tips/Reminders

- a) **Nothing is really private!** Even though you may utilize privacy tools, everything you post is public information.
- b) **Your content is your thumbprint!** Once you post it, it is forever and it is you.
- c) **Your audience is global.** Consider the appropriateness as your audience is young, old, and everywhere.
- d) And they are watching.
- e) **Who is watching?** Just a reminder that college coaches and prospective employers often review social media sites to gauge the character of the student.

XIV. CULTURAL DIVERSITY:

A. **Philosophy:**

- a. The Ellwood City Area School District strives to maintain a safe, positive learning environment for all students, and which is free from discrimination. This environment extends to the athletic arena as the District recognizes that sports can promote social inclusion and benefit the school and local community. Athletics help develop a strong, positive, unified and integrated community. Respect for diversity promotes greater participation by the entire community. The District is committed to diversity and inclusion among its athletic programs and student-athletes by seeking to establish and maintain an inclusive culture respecting participants from diverse backgrounds.

B. Diversity:

- a. Diversity recognizes our individual differences including ethnicity, gender, age, sexual orientation, religious beliefs, and physical abilities. Diversity involves acceptance and respect for these differences.

C. Prohibited conduct:

- a. All student athletes shall treat teammates and opponents with dignity and respect and shall exhibit conduct reflecting inclusion and respect for diversity. Student athletes shall conduct themselves in an appropriate manner at all times, and shall represent the District in a manner that exhibits sportsmanship and diversity. Discrimination, harassment, bullying, insults, slurs or other disrespectful and inappropriate conduct or behavior against others is prohibited. Such conduct is prohibited at all times by student athletes on school grounds, at school-sponsored activities and/or during transport to/from a school facility or school-sponsored activity. Such conduct is also prohibited off-campus when related to any athletic team or activity.

D. Penalty:

- a. Participation in athletics is a privilege, not a right. Any student athlete who engages in any prohibited conduct will be subject to disciplinary action, including suspension from participation in one or more games or events up to expulsion from the team. No progressive discipline is required under this policy.

E. Procedure:

- a. The District & ECASD Diversity Committee shall meet to review any complaints or allegations of any violation of this Policy, and shall make a recommendation to the Athletic Director and Principal. The Athletic Director and Principal shall have the final decision regarding the imposition of any penalty and the extent of the penalty.

ELLWOOD CITY LINCOLN HIGH SCHOOL ATHLETIC HANDBOOK
PARENT & STUDENT-ATHLETE SIGN-OFF

BEFORE ANY STUDENT-ATHLETE CAN PARTICIPATE IN THE FIRST PRACTICE SESSION OR CONTEST, BOTH A PARENT/GUARDIAN AND THE STUDENT-ATHLETE MUST RETURN THIS PAGE TO THEIR HEAD COACH. THE HEAD COACH MUST SUBMIT THE SIGN-OFF TO THE ATHLETIC OFFICE TO KEEP ON FILE. STUDENT-ATHLETES IN MULTIPLE SPORTS MUST INDICATE SUCH AND ONLY ONE SIGNATURE IS NEEDED FOR EACH SCHOOL YEAR.

THE ATHLETIC HANDBOOK CAN BE LOCATED ON THE DISTRICT WEBSITE UNDER THE DEPARTMENTS TAB UNDER ATHLETICS: www.ellwood.k12.pa.us

By signing below, you have indicated you have reviewed the Athletic Handbook:

Parent Print Name _____

Date _____

Parent Signature _____

Student Print Name _____

Date _____

Student Signature _____

Fall Sport _____

Winter Sport _____

Spring Sport _____