

NEW PRAIRIE MIDDLE SCHOOL ATHLETIC HANDBOOK

**NEW PRAIRIE UNITED SCHOOL CORPORATION
NEW CARLISLE, INDIANA**

ATHLETIC POLICIES AND PROCEDURAL MANUAL



A CULTURE OF EXCELLENCE

Board Approved 6/13/22

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NEW PRAIRIE INTERSCHOLASTIC ATHLETIC PROGRAM

NPUSC HS Athletic Policy and Procedures Manual

PREFACE

Most organizations have a common point of reference for direction and understanding of purpose, responsibility and procedure. This handbook was developed to serve these needs. It should be a viable instrument that is flexible enough to meet changing needs and at the same time provide stability with accurate information required to manage a sound athletic program.

The interscholastic athletic program in the NPUSC consists of the athletic activities named in the professional agreement between the NPUSC Board of Trustees and the New Prairie Classroom Teachers Association and is mentioned in the section marked "Appendix B" in the printed form.

VISION

The NPUSC interscholastic athletic program, as an integral part of the total educational process, assists in developing students intellectually, socially and physically through wholesome competitive activities and experiences.

MISSION

To maximize each child's physical, mental and emotional development in a sequential manner starting in elementary school and continuing through high school. The accomplishment of this mission will be enhanced through the cooperative efforts of the NPUSC and the broader community.

GOALS

The following are major goals of the interscholastic program:

- To promote academic achievement through the development of personal characteristics and self-discipline.
- To assist the home and community in developing students to become productive citizens.
- To recognize the interscholastic athletic program as a significant contributor in the total development of students.
- To be consistently competitive in all sports at all levels in local, regional and statewide athletic experiences.
- To provide a vehicle for the development of school spirit, loyalty, solidarity and pride within the school community.

OBJECTIVES

- To develop a sense of responsibility, cooperation, fair play and concern for the welfare of others.
- To develop qualities of leadership, commitment, self-discipline, motivation and sportsmanship in all participants.
- To develop each student athlete to his/her fullest athletic potential.
- To provide relevant, wholesome, well-organized activities and experiences for all student participants.
- To stimulate academic performance in school.
- To develop priorities and positive perspectives concerning the role of athletics in the school corporation.
- To provide for systems of structure, organization and discipline relating to athletic activities, functions and events concerning student participation.
- To provide a vehicle for the teaching of fundamental skills and rules of various sports.
- To develop decision making and problem solving skills as part of an athletic experience.
- To teach and emphasize proper discipline and conduct at all times.

**"At the heart of athletic competition is the development of personal discipline.
With it you have success, without it you may win the game,
but you have lost something of lasting value. You can find it in other activities,
but seldom is it personified in so many ways as it is in athletic competition."**

PUBLIC COMPLAINTS AND CONCERNS

Please reference our school website for information regarding public complaints and concerns by following these steps:

- ◆ Visit www.npusc.k12.in.us
- ◆ NPUSC
- ◆ School Board Policies
- ◆ **9000 - RELATIONS**
- ◆ **9130 Public Complaints and Concerns. A printed copy is in each principal's office.**

NPMS ATHLETIC POLICY

Excerpts from: NPUSC HS Athletic Policy and Procedures Manual
Adapted for MS

All students are expected to follow school and school corporation rules adopted by the School Board of Trustees as follows:

1. High School, Middle School, Elementary School Codes of Conducts.
2. Department of Transportation, Rules and Regulations.
3. In addition to the NPUSC and school rules, students must know and abide by Indiana High School Athletic Association Conference and team rules.
4. Student-athletes must also conform to the NPUSC adopted NPMS Athletic Handbook. Both the student and the parent/guardian must sign forms acknowledging an understanding and acceptance of the code, *found in the required **Parent Form Packet** available online or in the guidance office.*
5. NPUSC and IHSAA Rules and Regulations shall apply at all times during a student's school career. Annual athletic physical examination is mandatory. The physical examination must be performed on or after April 1 to be valid for the following school year- IHSAA by-Law C 3-10.
6. *The Parent Form Packet and Physical Evaluation forms must be completed, turned in and approved before participation in any athletic practice or competition.*

NOTE: *While the middle school is not bound by IHSAA Law, NPMS supports the objectives of the association.*

Academic Eligibility

Students participating in athletics will follow academic guidelines established by the New Prairie United School Corporation, which state:

- The athletic department will conduct grade checks every two weeks.
- Students with three F's will be considered ineligible. They will not practice or compete. Ineligible students will continue to be present during practices and competitions but will focus on academics rather than athletics.
- Students with two F's will have limited eligibility. They will be required to participate in an academic study session for a minimum of 30 minutes prior to all practices. These students will have the opportunity to compete in athletic competitions.
- Students will remain ineligible or have limited eligibility until the following grade check is complete.

School Representation, Supervision and Transportation

Adapted for MS

1. A student athlete representing NPUSC shall compete in the events scheduled for the team and/or individual(s). Students who wish to compete in IHSAA approved events that are not scheduled by the *middle school* must have permission from the *middle school* athletic director.
 - UNAUTHORIZED PARTICIPATION:
 - Participation without school authorization will be considered a violation of NPUSC athletic department rules and regulations and shall result in a temporary suspension from the team with the possibility of a student being permanently excluded.
2. **In all cases of athletic participation, a student athlete must be under the direct supervision of the school designated coach and/or supervisor.**
3. Prior approval of expenses will be paid for the student athlete only when under the direct supervision of a designated coach unless there are extenuating circumstances.
4. Students transported to out-of-town sites by parents when authorized school transportation is provided must have a signed parental waiver stating the parents understand they assume all responsibility and liability for the child in case of injury while traveling.
5. Transportation will be provided to all athletes, coaches and team personnel. All regulations and rules adopted by the Transportation Department will be in effect during these activity trips.
 - A. **Progressive Discipline for Transportation Referrals**
 - B. Students who cause disruptions on school sponsored transportation are subject to a referral write up by the driver or supervision adult present. These write ups will be sent by the Director of Transportation to

NPUSC administration. Based on the content on the referral, students will be subject to the following progressive steps (All steps are subject to change due to the details of the situation and discretion of administrative decision):

1. 1st offense: Verbal warning to student with driver parent call, bus conduct report filed for admin follow up conversation with student
2. 2nd offense: Bus conduct report, administrator parent call with in-school consequence
3. 3rd offense: Bus conduct, administrator parent call (1 day off bus)
4. 4th offense: Bus conduct report, administrator parent call (3 days off bus)
5. 5th offense: Bus conduct report, administrator parent call (possible removal from bus for 5 days or more and notified that next infraction bus privilege may be denied for the rest of semester and/or year)
 - a) NPUSC reserves the right to enact any discipline for unique or more concerning situations outside of these guidelines

School Closings & Athletic Programming on School Holidays

Adapted for MS

1. IHSAA AND OTHER ATHLETIC CHAMPIONSHIPS:

- There is no automatic closing of school or the granting of a school holiday as a result of an athletic team winning an IHSAA or any other championship.

2. NATIONAL, LOCAL OR SCHOOL HOLIDAY CLOSINGS:

- On the day schools are closed for a religious holiday (and all Sundays), practices and contests will not be scheduled in or outside a school building.
- On days school is closed for a national, local, etc., holiday, practice and/or contests may be scheduled at the discretion of the school principal or his/her designated representative.
- During school vacation periods (Thanksgiving, Winter, Spring, Summer, etc.), practices and/or contests will be held at the discretion of the school principal or his/her designated representative.

3. CLOSING OF SCHOOL FOR EMERGENCY REASONS:

- The Superintendent of Schools has the prerogative of canceling practices and/or events as he/she deems necessary.
- When school is closed due to weather conditions, *it is the policy of the middle school to cancel all athletic practices and competitions.*
- When school is closed due to any other emergency condition, the principal and his/her designated representative shall determine if practices and/or contests will be held in the building.
- The *middle school* Athletic Director, Building Principal, and/or Transportation Director will evaluate weather conditions regarding practice and contests during periods when school is not in session.

4. SCHEDULING OF ATHLETIC EVENTS AND HOLIDAYS:

- Scheduling of interscholastic athletic events need not be altered for any religious or civic holiday if school is in session for one-half day or more.

RULE VIOLATIONS - SUSPENSION PROCEDURE AND APPEAL

Adapted for MS

- Student misconduct rules may be grounds for suspension or expulsion of a student from a school team and/or the athletic program. Such misconduct may include but is not limited to the acts defined in NPUSC Board policies.
- **SUSPENSION PROCEDURE:** When a violation occurs, the coach may suspend or expel the student from the team. Proper procedures in suspension cases are as follows:

1. The student must be given an opportunity for an informal hearing in which he/she is entitled to:
 - A statement of charges against him/her.
 - A summary of evidence against him/her.
 - An opportunity to explain his/her conduct.
2. Immediately or as soon as possible, the coach shall notify the parent describing (1) the student's conduct or violation, (2) the reason for the action taken and (3) the length of the suspension. Suspension is defined as a

temporary or permanent restriction when applied to this procedure and the ATHLETIC & ACTIVITIES POLICY HANDBOOK.

- The student and/or parents may appeal this action by addressing their concerns through the proper steps and personnel, starting first with the immediate supervisor of the coach/sponsor. Subsequent public complaints and concerns can be made through board Policy 9130.
3. In the event the appeal process is followed, the following protocol should be followed for review and necessary action and/or resolution:
 - (1) Head Coach of Sport
 - (2) NPMS Activities/Athletic Director/Coordinator
 - (3) Building Principal
 - (4) Superintendent and/or designee
 4. In the event the student is expelled from the team for any rule violations, the same process should be followed.

PARTICIPATION RULES

NPUSC HS Athletic Policy and Procedures Manual
Adapted to MS

1. **QUALIFICATIONS:**
 - To be eligible to participate in the NPUSC interscholastic athletic program, students must comply with all applicable IHSAA, NPUSC and local school procedures and rules for participation.
2. **CHANGING SPORT IN A SEASON:**
 - A student participating in a sport may not quit the sport to which he/she made an initial commitment and become immediately eligible for another sport.
 - **Exception:** A student granted a release from the coach of the sport to which he/she made an initial commitment may try out for another sport if permission is granted by the school athletic director and the coach of the new sport.
3. **NPUSC SEASONS DEFINED:**
 - A sport season begins on the date specified by the school in keeping with IHSAA, league and NPUSC policy and procedure. A sport season ends on its last scheduled interscholastic contest.
4. **STUDENTS CUT FROM A TEAM: HIGH SCHOOL/MIDDLE SCHOOL:**
 - A student cut from a team to reduce numbers may immediately try out for another sport providing the tryout period is still open or the coach permits a late tryout.
5. **CUTTING PROCEDURES:**
 - School athletic personnel and principals shall be familiar with the cutting procedures used by all coaches in their schools. Once the contest season begins, any further student athlete cuts must be cleared by the school athletic director and principal before notification is given to the student(s).
6. **STUDENTS SUSPENDED FROM THE TEAM FOR DISCIPLINARY REASONS:**
 - A student suspended from a team for disciplinary reasons shall serve the term of the suspension. Additionally, the student shall not be eligible for another sport (practice or competition) until the season for the sport from which he/she was suspended is completed.
7. **OUT-OF-SEASON PARTICIPATION: N/A**
8. **STUDENT-ATHLETE INFLUENCE:**
 - Coaches are to encourage students to participate in "in-season" sports and as many school sponsored activities as possible within reason.
 - There shall not be any attempt to influence a student to refrain from participation in a sport or any other school activity by a coach/sponsor.
9. **PRACTICE SESSIONS:**
 - Generally, practices may be scheduled by the head coach on any school day. When school is closed due to weather conditions, Athletic Director, Building Principal, Transportation Director and Superintendent will collaborate to approve or deny practices.
10. **LENGTH OF PRACTICES:**
 - Generally, routine practices shall be approximately two hours. Exceptions for practices to go beyond the two hour limit on a regular basis must be approved by the school athletic director or building principal. (Two hours applies

to the time spent on the field, floor, court, etc.) Practicing more than necessary to fulfill the two hour period is not required or expected.

TICKETS AND ADMISSION

NPUSC HS Athletic Policy and Procedures Manual

NPUSC FEEDER PROGRAM ATHLETES:

Athletes will be admitted free with a paying adult if the athlete's name is listed on the current season sports roster.

FRESHMAN/JV/VARSITY PLAYERS:

Athletes will be admitted free if the athlete's name is listed on the current season sports roster.

SPECTATORS:

NPMS charges admission at most competitions. Prices are subject to change.

Adults - \$4; K-12 Students & Senior citizens - \$2; Family - \$8

NPMS

Athletic Program Code of Conduct - Parents and Students

Student Code of Conduct

1. Be at all practices.
2. Be on time for all practices and games.
3. Follow all rules stated in the New Prairie Middle School Student Handbook.
4. Follow all the rules stated in the New Prairie Athletic (Cougar Code of Conduct) Handbook.
5. Be respectful to all coaching staff and each other.
6. Be respectful to all other students/adults and fellow athletes.
7. Be cooperative to each other and the coaching staff.
8. Meet the New Prairie United School Corporation Academic Requirements.
9. Be in good behavioral standing with the school and team.
10. Come prepared to learn and participate each day.
11. Demonstrate good Sportsmanship and behavior at all times.
12. Be responsible for securing all your belongings during practice and games.
13. Be responsible for the cleanliness of buses and host team facilities.

CONTINUED FAILURE TO FOLLOW THESE TEAM EXPECTATIONS WILL RESULT IN BEING SENT HOME FROM PRACTICE, A REDUCTION IN PLAYING TIME, OR REMOVAL FROM THE (SPORT) TEAM.

Parent or Guardian Code of Conduct

The purpose of the Parent or Guardian Code of Conduct is to develop parental support and positive models for our athletic program. In the tradition of excellence, one purpose of New Prairie Middle School's athletic program is to promote the physical, mental, social and emotional well-being of each student and all of our student-athletes. Parents and guardians are an integral part of this process.

-----Parent/Coach Relationship-----

Both parenting and coaching are challenging vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefits to the student-athletes. As parents, when your child becomes involved in our program, you have the right to understand the expectations that are placed on your child. This begins with clear communication from the coach of your child's team.

-----Parent or Guardian Code of Conduct-----

1. Pledge to provide positive support, care and encouragement to my student-athlete and his or her team, coaches and school.
2. Pledge to provide positive support and encouragement to the visiting team, their coaches and school.
3. Maintain appropriate behavior and attitude at all athletic contests.

4. Respect the position and professionalism of the game official.
5. Refrain from the use of foul language.
6. Refrain from yelling criticism at my student-athlete and his or her coach or team.
7. Refrain from making derogatory comments to players, other parents, game officials or school administrators.
8. Refrain from interfering with the coach.
9. Willing to let the coach be responsible for my son or daughter during practice, games and team-related activities.
10. Will assist in providing for student safety and welfare.
11. Will sign and submit, with accurate information, all required student-athlete handbook forms to the Athletic Department.
12. Will not attempt to circumvent any rules or guidelines of New Prairie United School Corporation or the Indiana High School Athletic Association (IHSAA)

Violations of the Athletic Code can result in some of the following consequences: assigned disciplinary consequences at the team level, probation, and suspension from practices and/or games, career expulsion from athletics and other extracurricular events.

Type 1 violation	Occurrence	Penalty
Being arrested for or possessing, using, consuming or being under the influence of a controlled substance or possession of paraphernalia	1st	Expelled from athletics/extracurricular activities for 365 days and probation for the remainder of career.
****	2nd	Permanent expulsion from middle school athletics and extracurricular activity participation.
Type 2 violation	Occurrence	Penalty
Possessing, using, consuming, or being under the influence of alcohol, tobacco, or E cigarette type of product.	1st	33% of current, next, or combined seasons or extracurricular term. Example: If 20% of a season remains when violation occurs, 13% of the next season ineligible.
****	2nd	Expulsion from athletic/extracurricular activities for 365 days.
Type 3 violation	Occurrence	Penalty
Unlawful conduct, disruptive conduct, hazing, harassment, and/or bringing dishonor to the school, the athletic department, or the community	All	Determined by the Principal, Athletic Director, and head coach.