

**NORTH STAR EXTRACURRICULAR HANDBOOK
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(updated 1/28/11)

PHILOSOPHY

As a District V member school, the North Star School District athletics is viewed as an extension of the curriculum. Participation is seen as an opportunity for students to learn many of the essential lessons, which are life long skills. Athletics provide an excellent opportunity to practice and develop the traits of:

- * Sportsmanship
- * Teamwork
- * Responsibility
- * Positive Attitude
- * Perseverance
- * Character
- * Citizenship
- * Physical Fitness

These qualities are often difficult to practice in the classroom setting and are very important to success in life, careers, and in forming a positive, meaningful life.

We view coaches as teachers and expect them to promote the development of students physically, mentally, and emotionally. Coaches are expected to model this kind of behavior with the principle that lessons are better “caught” than “taught”. Participants should leave the contest and practice arena feeling a sense of accomplishment in having given all they were able to in the activity. We vest a high degree of responsibility in the varsity head coach of a program to provide leadership and set the tone for all levels of the program.

JUNIOR HIGH PHILOSOPHY

All North Star students, who choose to participate in the Jr. High athletic program, will be afforded the opportunity to improve their skills through **active** participation in all established practice sessions and an encouraging environment that will promote the concepts of school pride, team unity, self-discipline, and responsibility.

NO CUT PHILOSOPHY

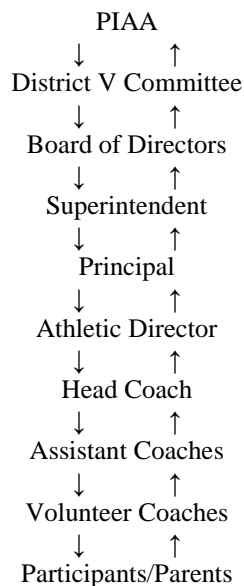
The North Star School District practices a no cut philosophy for all activities, meaning, all students that come out for the team/activity are accepted onto the team/activity.

OBJECTIVES

The Interscholastic Program at North Star High School aims to:

- Contribute to the students’ recognition of the worth and dignity of the individual and of the value of cooperation.
- Develop good sportsmanship, citizenship, and teamwork.
- Practice self-discipline and emotional maturity learning to make decisions under pressure.
- Be socially competent and operate within a set of rules that result in gaining a respect for the rights of others.
- Foster student’s skills and talents.
- Enhance self-concept through students’ assumption of responsibility and achievement of goals.
- Teach problem solving within an ethical framework.
- Teach the attitude of commitment to an objective.
- Promote physical fitness and a positive attitude toward lifelong fitness and athletic participation.

HIERARCHY OF ATHLETIC SUPERVISION



By PIAA regulation, the principal answers to the PIAA as a regulatory agency for secondary school athletics.

ATHLETIC COURTESY

Athletics should foster clean sports. It is the privilege and duty of every person connected with athletics to exemplify these principles in that person's own actions and earnestly advocate them before others.

1. The rules of the contest are to be regarded as mutual agreements, the spirit or letter of which no honorable person would break.
2. No advantages are to be sought over others except those in which the contest is understood to show superiority.
3. Unsportsmanlike or unfair means are not to be used even when opponents use them.
4. Visiting teams are honored guests of the home team, and should be treated as such.
5. No action is to be taken or course of conduct pursued, which would seem unsportsmanlike or dishonorable if known to one's opponent or the public.
6. Remember that student spectators represent their school the same as student athletes.
7. Any spectator who continually evidences poor sportsmanship should be removed at once and requested not to attend future contests.
8. Decisions of contest officials are to be abided by!
9. Contest officials and opponents are to be regarded and treated as honest in intention. In contests when opponents conduct themselves in an unbecoming manner, and when contest officials are manifestly dishonest or incompetent, future relationship with them should be avoided by the individuals and by the school.
10. Good points in others should be appreciated and suitable recognition given.
11. The practice of "booing" is regarded as discourteous and unsportsmanlike.

QUALITIES SOUGHT IN COACHES/ASSISTANT COACHES

- Preferably, members of the teaching staff at North Star School District. Secondly, people holding a teaching certificate and/or are knowledgeable in management young people.
- An understanding of the characteristics and behavior of students of the age they are coaching.
- An understanding of the role of athletics in students' lives and in the functioning of the school.
- High moral character to serve as a role model to students.
- Caring, compassion, and empathy for students.
- Poses both a knowledge of the sport coached and the psychology of coaching and adolescent behavior.
- An ability to work cooperatively with school officials, parents, other schools/coaches, and participants in maximizing the advantage for students of participation
- Loyalty to the school, its officials, and the program coached.
- Organizational abilities necessary to the development of the sport coached, within the rules of established school policy and practice.
- Knowledge of the PIAA rules and regulations.

▶ ANY PERSON DETERMINED TO HAVE ENGAGED IN RECRUITING (convincing a student to change from another sport to his/her sport within the school district or to change schools for the benefit of athletics) EITHER IN WHOLE OR IN PART, FOR AN ATHLETIC PURPOSE SHALL BE DISQUALIFIED FROM COACHING ANY ATHLETIC TEAMS OF PIAA MEMBERS FOR A PERIOD OF AT LEAST ONE YEAR.

▶ ANY COACH OR ADVISOR THAT REFUSES TO UPHOLD NORTH STAR SCHOOL DISTRICT POLICIES WILL FACE DISCIPLINARY ACTIONS THAT MAY RESULT IN DISMISSAL FROM THE EXTRACURRICULAR ACTIVITY PROGRAM.

▶ COACHES MEETINGS WILL BE HELD SEMI-ANNUALLY. THESE MEETINGS WILL BE MANDATORY FOR ALL COACHES. COACHES THAT DO NOT ATTEND WILL BE CONSIDERED INSUBORDINATE AND SUBJECT TO DISCIPLINE.

▶ North Star guidelines dictate that when the head coach/advisor of an activity/sport resigns, all other coaching/advisor positions within that sport/activity are opened. It is the head coaches/advisors responsibility to notify their staff of the resignation. All resignations must be submitted in writing to the High School Principal.

▶ All necessary paperwork, required by the North Star School District, must be submitted within 30 days of the hiring date. Failure to do so will result in suspension from coaching until all appropriate paperwork is on file. The coach/advisor will not be paid until all paperwork is completed/filed.

▶ Any coach that attends a clinic after their season and then resigns before the next season must reimburse the school district for the conferences expenses.

PIAA CODE OF ETHICS PERTAINING TO HIGH SCHOOL ATHLETICS

RESPONSIBILITIES OF THE HIGH SCHOOL PRINCIPAL

The Principal of each school, in all matters pertaining to the interscholastic athletic relations of the Principal's school, is responsible to the PIAA. The Principal may delegate some of these powers but such delegation shall not relieve the Principal of responsibility for any infraction against Policies and Procedures, and Rules and Regulations of the PIAA.

The Principal shall:

1. have control over all interscholastic athletic relations in which the Principal's school participates.
2. sanction all contests in which the Principal's school participates, and to notify the Executive Director of PIAA, within ten days, if the Principal's school has entered a contest, which the Principal has not sanctioned.
3. exclude any contestant who, because violations of guidelines of the local School Board or Board having jurisdiction over the school, would not represent the Principal's school in a becoming

- manner, and also to exclude any contestant who has suffered serious illness or injury until that contestant is pronounced physically fit by the school's licensed physician of medicine or osteopathic medicine, or if none is employed, by another licensed physician or osteopathic medicine.
4. be responsible for the treatment of all visitors and officials attending contests conducted by the Principal's school. Penalties may be imposed upon a member school whose Principal fails to provide reasonable protection for officials and visitors at home contests. If a contest is played at a neutral place, the Principals of the participating schools shall be held jointly responsible for this protection. In such a case, penalties may be imposed upon either or both of the schools.
 5. see that all contracts in which the Principal's school participates and with officials are in writing and bear the Principal signature or, at the Principal's option that of the Athletic Director.
 6. authorize a full-time professional employee of the Principal's school district to be the Game Manager of the team representing the school, unless the Principal acts as the Game Manager.
 7. authorize a coach to accompany the team to all contests.
 8. be responsible for certifying in writing the eligibility of all contestants in accordance with the By-Laws of the PIAA.
 9. shall have such other powers concerning interscholastic athletics within the Principal's school as are in keeping with the growth and needs of the school and which are consistent with the provisions of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of the PIAA.
 10. be honest in the certification of players, refusing to certify any player where a lack of thoroughly reliable information makes possible his/her eligibility.
 11. endeavor to foresee possible misunderstandings with other schools and, as far as possible, settle them before they materialize.
 12. pass on to another school's athletic administration any seemingly reliable information, which calls in to question the eligibility of any of the other school's student-athletes.
 13. encourage the school's support of its teams.

RESPONSIBILITIES OF THE ATHLETIC DIRECTOR

The Athletic Director shall:

1. carry out the athletic policies/practices of the Board of School Directors in accordance with the regulations of the PIAA and in cooperation with the North Star High School Principal.
2. in conjunction with the principal, the director of athletics shall supervise all the activities of the athletic program. The Athletic Director may hire a Game Manager in his place.
3. be responsible to the principal for all matters involving interscholastic athletics and crowd control.
4. represent his/her school at athletic meetings when assigned.
5. prepare a budget each year to conduct the total extracurricular program.
6. keep on file a complete financial record of receipts and expenditures.
7. keep an inventory of all athletic equipment and supplies.
8. hold professional meetings with members of the athletic department.
9. arrange schedules for all athletic contests, file contracts in the Athletic Director's office and approve the publication of all schedules.
10. arrange transportation for all extracurricular programs, lodging and meals, as approved.
11. contract for all home game officials and have checks prepared for them, including those assigned by the respective athletic chapters.
12. maintain complete athletic records for all sports, including medical records and waivers.
13. be responsible for the care, maintenance and storage of all athletic equipment.
14. coordinate all repair and maintenance activities with the Maintenance Director. Make recommendations for the improvements of facilities to the Maintenance Director and the High School Principal.
15. coordinate use and schedules of athletic facilities for all athletic contests.
16. be responsible for publicity, press releases, and report schedules and rating sheets to the district tournament chair.
17. attend all games, meets, contests, or appoints a representative to act in his/her behalf.
18. assume responsibility for game management at all home contests and for the accounting and deposit of gate receipts.

19. be responsible for the coordination of the attendance of administrative personnel, i.e., ticket sellers/takers, announcers, security, game managers, trainer, medical doctor as necessary, maintenance, and officials.
20. arrange for the opportunity for all athletes to have medical examination.
21. approve all recommendations for school sponsored athletic awards.
22. evaluate all coach candidates for original appointments. The Athletic Director will be a member of the selection committee, unless involved in the activity.
23. have a thorough knowledge of PIAA rules and regulations.
24. review athletic policy and handbook annually.
25. present changes in policy to the High School Principal.
26. treat visiting teams and officials as guests, promoting good sportsmanship within the district.
27. cancels/postpones contracted contests, officials, and transportation due to inclement weather or other hazardous conditions.
28. act as tournament manager for all assigned playoff activities or assign Game Manager.
29. maintain an active community wide sportsmanship program.
30. notify coaches of students' tardies, absences, and ineligibilities.
31. collect all keys and equipment from coaches that resign
32. complete all paperwork related to the Business Office in a timely fashion or as requested.
33. train any Game Managers.

RESPONSIBILITIES OF THE GAME MANAGER

The Game Manager shall:

1. attend to the overall supervision of the event.
2. serve as facilitator to assure that all equipment and facilities are properly prepared.
3. maintain spectator decorum and intervene as necessary to maintain proper order.
4. arrive at the game or event 15 minutes prior to ticket sales.
5. attend to the setup of the ticket selling/collection function. Take custody of unsold tickets and money and secure according to the instructions of the Athletic Director.
6. attend to the setup of any special equipment (i.e., PA system, score board controls, lights)
7. distribute checks or other documents to officials, or others, as appropriate.
8. remain in the immediate proximity of the event during the entire time from spectator arrival until final departure.
9. attend to emergencies and/or accidents as necessary. Be knowledgeable of phone system operation.
10. check the condition of facilities following events, especially the visitor's locker room and report exceptions to Athletic Director.
11. other necessary functions assigned by the Athletic Director/Principal.

RESPONSIBILITIES OF THE HEAD COACH

The Head Coach shall:

1. set a proper example of conduct for participants and fans. Promote good sportsmanship.
2. support school district procedures, policies, guidelines and decisions of the district administrative staff.
3. refrain from the use of any obscene, vulgar, or abusive language.
4. teach appropriate protective skills, fundamentals, and conditioning techniques to participants.
5. be responsible for the day to day operation of their program, including Junior Varsity and Junior High and Elementary components.
6. attend PIAA mandatory rules interpretation meeting for the sport coached. The responsibility of paying any fine levied by the PIAA for non-attendance shall be the responsibility of the head coach.
7. notify Athletic Director or designee of all injuries within 24 hours. Properly attend to and report all injuries sustained by participants, cooperate fully in the treatment of those injuries and make a full and proper report of the injury on the form provided by the school.
8. prepare and submit team eligibility sheets. Inform the Athletic Director of any students that quit or are removed from the team.
9. make sure every member of the team is covered by insurance.

10. not permit any student to participate in any way in the sport until the student has submitted all necessary forms.
11. have a thorough knowledge of all athletic policies approved by the PIAA and the North Star Board of Education and is responsible for the implementation of these policies by their entire staff.
12. understands the proper administrative line of command and refers all requests or grievances through proper channels.
13. govern the conduct of participants when they are under his/her jurisdiction, including the time on the buses.
14. be present or assign another coach to supervise participants at all times during the activity. This provision includes being present when students arrive and being present until all students have left. Supervision is especially important in the locker rooms.
15. appropriately discipline student athletes. Inform the Athletic Director of any disciplinary actions taken by coach or official.
16. make participants/parents aware of award criteria. Submit method of determining awards to the Athletic Director prior to the start of each season.
17. prepare the scouting schedule.
18. maintain forms for current equipment inventory.
19. recommend the amount and type of equipment to be purchased.
20. take responsibility for the custody and care of all related equipment. Advise the athletic director or principal of any necessary repairs.
21. work closely with the athletic director in scheduling contests, scrimmages, practices, and officials.
22. all purchases must be accompanied by a purchase order. **Any item or service purchased without a purchase order will be the financial responsibility and billed to the person making the purchase.**
23. take custody and provide security for all necessary keys. No key shall be duplicated without the approval of the building principal.
24. serve as liaison between the Administration and any established booster group.
25. obtain administrative approval for any structural changes associated with the program. Changes may include but are not limited to adding players to your roster, participation of ninth graders, or the addition of program volunteers.
26. coordinate all program fund-raisers and submit pertinent financial records to the Administration.
27. know and make sure that their athletes know the provisions of the North Star School District Student Handbook as they relate to the student-athletes. A copy of this book can be obtained from the Principal. For the convenience of the coaches, a summary of the general rules for athletes is included in this manual: it is not all-inclusive, but includes some salient points from the handbook.
28. file contracts, team rules, calendars, and transportation forms with the AD/Principal prior to the start of each season.
29. be responsible to collect and maintain all uniforms.
30. determine the number of players and, **only if needed**, submit proper volunteer coaches forms for approval prior to the beginning of the season.
31. be responsible for notifying the media of wins and losses after home and playoff events.
32. North Star guidelines dictate that when the head coach/advisor of an activity/sport resigns, all other coaching/advisor positions within that sport/activity are opened. It is the head coaches/advisors responsibility to notify their staff of the resignation.
33. Provide team rosters for all financial requests.

RESPONSIBILITIES OF THE ASSISTANT COACH

The Assistant Coaches shall:

1. assist the head coach in carrying out his/her responsibilities.
2. demonstrate an appropriate loyalty to the head coach.
3. shall be under the direct supervision of the head varsity coach for that sport, is expected to attend staff meetings and accept the role designated by the head coach and carry out all necessary responsibilities associated with that role.
4. serve as head coach in his/her absence.
5. make sure all credentials are on file and Board approval has been obtained.
6. North Star guidelines dictate that when the head coach/advisor of an activity/sport resigns, all other coaching/advisor positions within that sport/activity are opened.

RESPONSIBILITIES OF VOLUNTEER COACHES

The Volunteer Coaches shall:

1. assist the coaching staff in carrying out their responsibilities.
2. demonstrate an appropriate loyalty to the coaching staff.
3. carry out duties assigned by the coaching staff.
4. make sure all credentials are on file and Board approval has been obtained.

RESPONSIBILITIES OF THE CHEERLEADING ADVISORS

The Cheerleading Advisor shall:

1. be directly responsible to the Athletic Director.
2. schedule, organize, and conduct try-outs for the squad level using criteria approved by the Principal.
3. be responsible for the care, use, and storage of all school equipment.
4. supervise the squad at home and away interscholastic games and activities.
5. direct pep rallies as requested by the Principal.
6. all other activities consistent with head coaching responsibilities.

RESPONSIBILITIES OF THE PARTICIPANTS/PARENTS/GUARDIANS/PUBLIC

The Participants/Parents/Guardians/Public shall follow the:

LETTER TO PARENTS

ATHLETIC CODE OF CONDUCT

The North Star School District views its extra-curricular athletic and cheerleading programs as extensions of the classroom. While these programs are also recreational, we hope students will learn worthwhile lessons of teamwork, discipline, hard work, cooperation, and lifelong fitness. The coach is considered first as teacher, teaching skills and reinforcing the other qualities that we hope to see in participants. He/She has authority similar to that of a teacher in the classroom. Likewise, students and their parents also have an obligation to conduct themselves appropriately.

Since participation in extra-curricular activities is a **privilege** provided by the District, there is no such thing as a "right" to participate in interscholastic athletics. As such, the school has the authority to establish the parameters for the expectations for all those involved in the activities. The school holds these expectations for the athletic programs in the interest of maximizing the programs' benefits to students and for their smooth operation.

The following are expectations for participants during a school activity/event:

We expect coaches and advisors to:

- *Be knowledgeable of their activity and be able to demonstrate and reinforce its skills.
- *Always exemplify the very best courtesy, manners, and sportsmanship.
- *Be able to effectively work with the students on their teams in promoting harmony and cooperation.
- *Exhibit the highest possible level of fairness in dealing with all participants and parents.
- *Take charge and make decisions as necessary to keep the activity running smoothly and efficiently.
- *Assume responsibility for the direction of the program at every level.
- *Support school policy with respect to attendance, academics, and operation of their program.

We expect participants to:

- *Respect the position and the requests of the coach.
- *Always exemplify the very best courtesy, manners, and sportsmanship.
- *Adhere to and willingly follow the rules imposed by the coach.
- *Be faithful in attending practices and contests or performances.
- *Cooperate fully with the coach and teammates in striving to achieve the team's goals.
- *Give the very best effort and performance possible, both in practices and contests.
- *Maintain acceptable behavior during both school and non-school hours.
- *Follow the school's attendance policy. In order to participate in any after school, extra-curricular activities, including games or practices; a student must be at school by 11AM of that day.
- *Adhere to the PIAA eligibility rules for student-athletes.
- *Refrain from the use of illegal drugs, alcohol, and tobacco.

We expect parents to:

- *Support the position and authority of the coach/advisor as the person in charge of the activity.
- *Realize that the coach has authority with the team similar to that of the teacher in the classroom.
- *Help their child fulfill the expectations stated above.
- *Realize that participants may be disciplined or removed from the team for such acts as missing practices, unacceptable behavior, or failure to follow team or school rules.
- *Arrange a private meeting with the coach/advisor apart from the time of practices and contests to discuss matters, which may be confrontational.
- *Expect and encourage their daughter/son to always exemplify the best effort and performance possible.
- *Respect the coach's decisions regarding their son's/daughter's playing time and game time strategies.
- *Conduct themselves in a courteous manner when dealing with a coach, opposing players, officials, and fans.
- *Realize that parents and others are not permitted in the locker rooms before, during, or following a contest or a practice.
- *Be honest about your child's athletic capability, competitive attitude, sportsmanship, and actual skill level.
- *Appreciate the efforts of the team.

We expect the public to:

- *Be supportive of our teams.
- *Realize that according to PIAA regulations, the High School Principal (or his/her designee) has control of all interscholastic athletic events and may ask any spectator to leave if unsportsmanlike behavior is shown.
- *Remember that all students participating are someone's children.
- *Remember that spectators represent their school the same as student-athletes.
- *Realize that decisions of contest officials are to be abided by.
- *Recognize the practice of "booning" is regarded as discourteous and unsportsmanlike.

COMPLAINT POLICY

The North Star School District has taken reasonable steps to hire quality individuals to direct our extra-curricular programs. The Board feels that these individuals are competent and should perform their duties with limited distractions.

However, the Board recognizes that concerns do arise between parents and coaches/advisors. The Board, therefore, has created an organized, sequential complaint process to address these concerns. The Board feels that strict adherence to this practice will bring proper and immediate closure to any such concerns.

The procedure for processing complaints will be as follows:

1. Parents will request a face to face meeting with the coach/advisor.
2. In the event satisfaction is not reached, the parent may arrange a meeting with the athletic director and the coach/advisor.
3. In the event that the issue is not resolved, the parent may schedule a meeting with the principal, athletic director, and coach/advisor to address the concerns.
4. If the issues are still not resolved by the Principal, the superintendent may meet with the parent to discuss these concerns.

A PARENT WILL NOT ADDRESS ISSUES OF GAME STRATEGY AND PLAYING TIME TO A COACH OR ADVISOR; NOR MAY THEY BE ADDRESSED THROUGH THE COMPLAINT PROCEDURES.

VIOLATORS OF THE ABOVE, ATHLETIC CODE OF CONDUCT, ARE SUBJECT TO DISCIPLINE, INCLUDING THE POSSIBILITY OF BEING BANNED FROM ATTENDING HOME, NORTH STAR SCHOOL DISTRICT, EVENTS FOR A PERIOD OF ONE CALENDAR YEAR OR LONGER.

REGULATIONS FOR STUDENTS

SCHOOL BUS CONDUCT

Students are required to ride to and from athletic events on the bus provided by the school district for their transportation. Parents or guardians who wish to transport their own child home from an event must present themselves to the coach and inform him/her of that intention in writing. Unless prior arrangements have been made, in writing, the coach may only release the student to that student's parent or legal guardian. Only school personnel are permitted to ride district transportation to and from athletic events, unless special permission is granted by the Principal or Athletic Director.

Students are expected to be seated while the bus is in motion.

The following acts are prohibited on the school bus:

- The possession or use of drugs, alcohol, and all tobacco products.
- Throwing objects on the bus or from the bus.
- Any unnecessary noise that may distract the driver including the playing of electronic devices.
- Profane or objectionable language or obscene gestures.
- Extending arms, or legs, or head out the window.
- Causing damage to the bus (student will be financially responsible and billed for the cost of repair).
- Opening the emergency door except by the direction of the driver or in cause of emergency when driver is incapacitated.
- Eating or drinking on the bus.

DETENTION

Students who have been assigned detention and have not fulfilled their hours are not permitted to participate in any contests/activities until their hours have been fulfilled.

SUSPENSION

Any student that is out-of-school suspended may not participate in any activity/practice/contest concurring within the days of suspension.

ATTENDANCE

Students choosing to participate in extracurricular activities must be enrolled and in full-time attendance at North Star High School. Home Schooled students are considered to be full-time enrollment, but must be approved by the school board for each activity, each year. Coaches must submit a request for approval to the Principal/AD before the season begins.

Students are not permitted to arrive at school late the morning following an event. Exceptions are by Principal permission, only. Those students that arrive late will be subject to assigned tardies or absences depending on the time of arrival.

GUARDIAN EXCUSED TARDY

If a student arrives to school tardy, it must be prior to 9:30. This must be an **excused tardy** as per the High School Attendance Procedure. The HSAP provides that a written excuse that includes a contact phone number and is signed by a parent or guardian must be presented to the Attendance secretary.

Additionally:

Only one guardian excused tardy will be accepted per academic year for eligibility purposes.

MEDICAL EXCUSED TARDIES

Medical Doctors/dentist excused tardies will be accepted up to 11:05. This does not include physical therapy, chiropractic treatment or other non-medical doctor/dentist appointments.

No student arriving after 11:05 will be permitted to attend games, events, practices regardless of the reason for their tardiness.

ABSENCE

No student shall be permitted to participate in practice, rehearsal, game, match, or meet on any day that the student is absent from school (funeral and doctor's appointment are excused absences). No student shall be permitted to participate in practice, rehearsal, game, match, or meet on any day for which the student arrives after 11:05AM.

A student that is absent from school during a semester for a total of 20 or more days shall not be eligible to participate in practices, scrimmages, or contests until the student has been in attendance for a total of 45 school days following the student's 20th day of absence (PIAA Article III, Section 3). Suspensions shall count towards the 20 days. Attendance at summer school does not count towards attendance.

EARLY DISMISSAL

A student who must leave school early for an excused reason may not leave prior to 1:15 pm and must follow the High School attendance Procedures. The High School Procedure provides that a written excuse that includes a contact phone number and is signed by a parent or guardian must be presented to the attendance secretary.

(NOTE: Coaches should check daily attendance bulletins to help monitor absences and tardiness by their athletes. Coaches may have to designate a captain liaison for this purpose)

ACADEMICS & CURRICULAR REQUIREMENTS

The students must pursue a curriculum defined and approved by the North Star High School Principal as a full-time curriculum.

The student must maintain an acceptable grade in that approved curriculum throughout each grading period and for the school year, according to the North Star High School grading policy.

If the student is **failing any two subjects** the student is ineligible to participate in contests for the following week (Sunday through Saturday). Any student that is deemed ineligible for the week will not leave school in connection with that activity.

If the student is **failing any two subjects** in his/her final grades, the student will lose eligibility for the first 15 school days of the next school year.

BEHAVIORAL ELIGIBILITY

A pupil may be deemed ineligible due to NSHS Code of Conduct violations. The failure to serve a NSHS Code of Conduct consequence will result in ineligibility. During the determination of the Code of Conduct

Violation Level the principal and/or his designee will inform the student of their ineligibility. This will be documented and coaches and parents will be informed in writing.

CHEERLEADING

Each cheerleader will follow the scholastic eligibility requirements as adopted by the North Star Board of Education. (see Academics & Curricular Requirements)

Each cheerleader will have a current physical examination card on file in the athletic office prior to the start of a season.

Each cheerleader will follow the rules and regulations for athletics as stated in the athletic handbook.

The PIAA Board of Control is most concerned with dangerous activities performed by cheerleaders at interscholastic events. In an effort to eliminate or minimize injury to cheerleaders, the following shall be in effect for all PIAA District events.

1. No cheerleader shall stand on another person unless that other person has at least one foot on the ground.
2. No flips are permitted from another person unless that other person has both feet on the ground.
3. Trampolines and/or mini tramps shall not be used.

The above regulations are also recommended to PIAA member school for implementation during regular season interscholastic events.

Any further restrictions on cheerleading activities must be determined at the advisor's discretion on the training and abilities of the individual cheerleaders and subject to the approval of the principal.

HAZING

Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or membership in or affiliation with any extracurricular activity recognized by the North Star School Board.

Endangering the physical health shall include but not be limited to any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled substance; or other forced physical activity that could adversely affect the physical health or safety of the individual.

Endangering the mental health shall include any activity that would subject an individual mental duress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

District V promotes a school environment that is free from hazing.

North Star School District practice is that students caught hazing will be dismissed from the extracurricular teams/activities for the school year and subject to other school discipline. It is possible that an entire team may be dismissed and the season cancelled.

Coaches that allow hazing to exist in any North Star activity/team shall be suspended immediately, subject to dismissal.

MISCELLANEOUS

With the exception of pre-approved, Dual Sport Athletes, It is the practice of the North Star School District that students entering a sport, *and participates in one or more practices on or after the PIAA defined season,* may not participate in another sport during the same season, unless that season is over and then the student may only practice with the second sport to remain in shape or practice for the next season.

During any type of emergency, the North Star Superintendent is the only media contact. Any other employee contacted by the media, shall refer the contact to the superintendent.

According to PIAA policy, a sports team may only practice or play 6 consecutive days out of 7. It is the North Star guideline that any type of Sunday play will not be considered mandatory. Therefore, no student can be punished in any way for not attending a Sunday practice, open gym, or game.

ATHLETICS AND LIABILITY

Coaches should inspect playing fields, locker rooms, and other similar areas for safety hazards and to report any problems they see. It is the school district's responsibility to investigate the problems reported and to make any necessary repairs and adjustments.

Apply the "reasonable and prudent man" standard. Do not act hastily or in anger. Keep in mind that our highest duty is toward our students.

Participation in sports entails some assumption of risk, that defense has been seriously eroded in recent court decisions, particularly when plaintiffs have shown that they were not warned of the danger of an activity or did not understand the danger. For that reason, coaches should meet with the parents and players prior to the beginning of the season to discuss the sports program, coaching expectations, and safety measures used routinely. Communicate with parents. Safety films are also helpful in this area.

Students must be supervised at all times!!

Alumni may **NOT** participate in practices or open gyms/fields. Coaches must take care while demonstrating moves or skills when making contact with the students

USE OF FACILITIES

Athletic facilities are available for coaches' use with their sports and should be scheduled through the AD. Student-athletes must be supervised at all times when using district facilities and coaches must make sure that students stay in the assigned area.

Keep in mind that numerous school and community groups request the use of school facilities. District practice is to give in-season athletic teams first priority over fields and gyms, other school sports or groups second choice, and community groups next choice in scheduling school facilities. In cases where sports overlap seasons, the principal will set practice schedule times.

Coaches that are not in-season or practicing on weekends must fill out building use permits to acquire the use of facilities.

BUDGETING

Each year during the budgetary process, head coaches will submit to the Athletic Director, a budget for their sport/activity for the following school year. Coaches must include any expenditure for their sport (ie, supplies, clinics, transportation, officials, equipment, and any items that the coach deems necessary for the safe and efficient conduct of their particular program). Budgets must be detailed and include model, serial, or order numbers.

Inventories must also be taken and submitted at the same time.

Budgets/inventories must be submitted by the close of the North Star High School day on January 15.

Those coaches/advisors that do not submit the required information by the deadline will be subject to the ordering discretion of the principal/athletic director.

A coach/advisor must fill out a purchase order to order any supplies/services. Those coaches/advisors that order anything without a purchase order written first, will be responsible for paying for that purchase.

ATHLETIC FORMS

The proper handling of athletic forms is of critical importance because the health and safety of the student athletes is directly involved.

No student may begin practice in a sport without first having had a physical, parental consent, health insurance, and all forms required by the North Star School District. The only valid certificate of consent is the PIAA Parents Certificate.

All coaches must make a booklet consisting of the medical forms and keep it with their first-aid kit at all times.

PHYSICAL EXAMINATION

The student is eligible only if there is a physical card on file with the North Star High School Principal by a licensed physician of medicine or osteopathic medicine, a certified school nurse practitioner, or a physician's assistant before the student begins practice for the first sports season of the academic year.

Before each subsequent sports season of the same academic year, the student must be re-examined or certified that their condition is satisfactory before they begin to practicing in that sport.

Wrestlers must also obtain from the physician or certified school nurse practitioner, prior to beginning practice, a certification of the minimum weight class at which they may wrestle according to PIAA rules and regulations.

PROCEDURE OF INCLEMENT WEATHER

If school is canceled or dismissed early to due weather conditions, all practices, open gyms, or contests are canceled. These rules are subject to change concerning play-offs (follow the chain of command) or when games must be played as conference/district deadlines approach.

HEALTH ISSUES

All coaches/advisors must maintain record of the students' medical history forms and carry it with them at all times.

Injured students must have medical clearance from the doctor or trainer before they can resume participation.

DRUG POLICY

Any student that wishes to participate in North Star High School Extracurricular Activities must have on file a permission to test drug form before any participation can occur. Those students that refuse to file a form, may not participate. The coaches are responsible to make sure all forms are collected and correctly filed with the Athletic Director.

BOOSTER ORGANIZATIONS

North Star booster organizations operate for the benefit of their sport specific students. When boosters run fund raisers, they should notify the High School office secretary to verify the timeliness of the sale. The High School does not control their funds, but the boosters should maintain records and have them audited accordingly.

SECURITY

District V recommends security at every event. The number of personnel and the extent of their powers and training will be determined by the North Star School District.

TRAINERS

District V strongly encourages member schools to have emergency medical personnel on site for all athletic events. Personnel should include, but not limited to, a certified athletic trainer.

SUPERFROSH

Superfrosch comes into effect when the school district's individual sports program is defined as Junior High, grades 7 through 9 and Senior High, grades 10 through 12. If the program believes that a grade 9 student should be moved from the Junior High to the Senior High for outstanding abilities or other district allowable reasons, the student may be superfrosched in accordance with PIAA guidelines.

District allowable reasons:

- Playing another sport
- No Junior High level of that sport
- Lack of numbers
- League Rules

The student may participate in practice or scrimmage for up to 21 days. On the 21st day or when the athlete has participated in a contest, they must remain at that level of competition.

COLLEGE BOUND STUDENT ATHLETE

All athletes planning on playing a sport at a Division I or Division II college/university must be registered with the NCAA Clearinghouse, including home-schooled students. The Clearinghouse will determine a **Core Course GPA**, based on grades in English, Math, Social Studies, and Science only.

Division I schools are based on a sliding scale. In other words, the lower the students Core GPA, the higher their SAT or cumulative ACT scores must be to be eligible.

Division II schools are based on set numbers. For instance, a 2.0 Core GPA requires a minimum 820 SAT or 68 cumulative ACT. If the student meets only one of the two required numbers, they can be a partial qualifier and practice but not compete.

Division III schools have higher academic standards and the student/athlete must meet the requirements of the individual institutions.

Typical milestones for the student/athlete:

1. Register with the Clearinghouse in their junior year.
2. Have SAT scores sent directly to the Clearinghouse by entering 9999 in the school code as one of the five choices. The Clearinghouse will combine the two best scores no matter how often you take the test.
3. Send a copy of transcripts at the end of their junior year (needs to include 6 semesters of work).
4. Send final, official transcript at end of their senior year.

PRACTICE GOVERNING EXTRACURRICULAR AWARDS

Any team that must participate in a District VI Open Playoff Tournament, because a District V Playoff Tournament is not available, must have a minimum .500 record.

District V Championships:

- All teams participating in the championships will receive \$5.00 per person, per meal (Forensics-second day) upon written request (using proper forms) by the coach. Proper receipts must be kept, initialed, and turned in by the coach.

- Charter buses will be paid for by the school district when the teams travel outside a 75 mile radius (one way). Those teams that wish to take charter buses inside a 75 mile radius will be responsible to pay the difference between a school bus (district sponsored) and the charter bus.

- Teams or individuals that win the District Championship are entitled to \$10.00 per person for awards, and extra medals if the team contains more players than the District V Committee provides.

Regionals/Interdistrict Play:

- All teams participating in the championships will receive \$5.00 per person, per meal, upon written request (using proper forms) by the coach. Proper receipts must be kept, initialed, and turned in by the coach.

- Charter buses will be paid for by the school district when the teams travel outside a 50 mile radius (one way). Those teams that wish to take charter buses inside a 50 mile radius will be responsible to pay the difference between a school bus (district sponsored) and the charter bus.

States:

- All teams participating in the championships will receive \$5.00 per person, per meal, upon written request (using proper forms) by the coach. Proper receipts must be kept, initialed, and turned in by the coach.

- Charter buses will be paid for by the school district when the teams travel outside a 50 mile radius (one way). Those teams that wish to take charter buses inside a 50 mile radius will be responsible to pay the difference between a school bus (district sponsored) and the charter bus.

- All teams participating in the championships will receive hotel accommodations paid for by the School District.

- Teams or individuals that place #1 at States are entitled to \$10.00 per person for awards, and extra medals if the team contains more players than the State Committee provides.

Miscellaneous:

- Band, Chorus, Cheerleading, and Forensics will receive performance transportation, provided it has been listed in the budget.

- Individual Awards Dinners that are planned for county or district teams will be paid for by School District, including volunteer coaches.

- The North Star School District will pay \$70.00 of the cost of letter jackets. The student will be responsible for the remaining cost of the order.

- When the Forensics team goes to Nationals, the district will pay for the hotel accommodations, \$5.00 per person, per meal, and budgeted transportation. Awards paid will be \$10.00 per person for individual awards for those that win Nationals.

- When the Cheerleaders go to Nationals, the district will pay for the budgeted transportation and \$10.00 per person for awards for winning nationals.

- Contact North Star High School Principal for qualifications for placement on the Wall of Fame.