



MARSHALL ACADEMY
ATHLETIC HANDBOOK

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MARSHALL ACADEMY ATHLETIC RULES AND REGULATIONS

PHILOSOPHY

Marshall Academy feels that interscholastic athletics is an important part of our educational program. Many benefits and life-long values may be gained from participation in a sound athletic program. This participation is a privilege granted to the young men and women of our school district. Every athlete, through public participation, is an ambassador of our school and community. The athlete's conduct reflects upon his or her parents, school and community. It is important that our athletes make a favorable impression when representing our school.

Each athlete is expected to adhere to a very high level of personal conduct. The following rules and regulations represent a code of conduct which all athletes must strictly follow.

Best wishes are extended for a very rewarding experience while you participate as a member of the "Griffon" teams.

SPORTS OFFERED

Fall:	Boys' and Girls' Cross-Country Girls' Volleyball Boys' Football
Winter:	Girls' Basketball Boys' Basketball
Spring:	Girls' Soccer Boys' and Girls' Track Boys' Baseball

MHSAA ATHLETIC ELIGIBILITY

To be eligible, a student must not be 19 years of age before September 1st of the current school year. Exceptions are granted only under the guidelines established by the Michigan High School Athletic Association ("MHSAA").

School of choice students in grades 10, 11 and 12 will not be eligible to participate in a sport for one semester ((90) days) from the date enrolled.

Exclusions do apply. Please contact the administration office with any questions about eligibility.

MARSHALL ACADEMY ELIGIBILITY

- A. Any student wishing to participate in the above inter-scholastic athletics must be enrolled in Marshall Academy and meet the MHSAA's eligibility, qualifications and regulations.

- B. Student-athletes are expected to pass all classes every semester. A student-athlete must be passing at least 66% of his or her classes each week in order to participate in any athletic contest. The grade will be based on an accumulative average from the first day of each quarter year. A weekly eligibility sheet will be distributed to teachers each week. The student-athlete would be ineligible the week following the Friday of the ineligible report. Students must pass 66% of their classes from the previous semester to be eligible to practice or play in the current semester.

- C. Before any student can practice or compete on any Marshall Academy athletic team, he/she must first have on file in the office a completed physical card and signed copy of this Athletic Handbook of rules and regulations.

- D. All students participating in athletics must be covered by health and accident insurance.

- E. All student-athletes are to observe the rules set forth in this document throughout the athletic school year regardless of whether or not they are participating in a current sport. Therefore, all students who intend to participate in athletics at any time during the school year must have a signed athletic policy acknowledgment sheet on file at the beginning of the athletic school year.

- F. A student may miss no more than sixty (60) minutes of the school day to be eligible to practice or compete in an athletic contest on that day. The absence must also be for a reason excused by the coach or Athletic Director. Students will be eligible to practice and/or compete if they have advance approval by the coach, Athletic Director or Headmaster for any absence that is not related to illness. A student-athlete must notify the coach or Athletic Director if he or she has a medical appointment, court appearance, school-sponsored trip or death and/or funeral in the immediate family.

G. Unsportsmanlike conduct by athletes, or rude treatment of a teacher, staff member or game official, will not be tolerated and shall be dealt with by the coach, Athletic Director or Headmaster.

H. An athlete may participate in two (2) sports in the same season if that student meets academy eligibility and with approval of the Athletic Director and Headmaster.

I. If an athlete is suspended from school or has been placed in in-school suspension for any reason (even on an hourly basis), he or she will not be permitted to practice or participate in a game on that day, and until the suspension is terminated.

EXPECTATIONS

Expectations for Student Athletes:

- Understand that involvement in athletics is a privilege earned through commitment to academics.
- Acknowledge that the team is most important, not the individual.
- Student-athletes assume a leadership role within the school, and must act as role models to younger students.
- Involvement in athletics, and abiding by the rules in this Handbook, broaden and develop strength of character.
- Respect for one's teammates, coaches, officials and the opposing team is a requirement.
- Display good sportsmanship at all times.
- Be aware that student-athletes are representatives of Marshall Academy.
- Understand that involvement in athletics is a commitment that requires time, sacrifice and dedication.
- Your decision to play a sport is a commitment to your teammates, coaches and school.
- Any decision made by a student-athlete that breaks a team rule affects all members of the team.
- Commitment to athletics require that you attend all team meetings, practices and games.
- Understand that playing time is not guaranteed, and is at the discretion of the coach.
- Be aware that missed practices (excused or unexcused) may affect playing time. Practicing concepts learned during team practice is crucial to the development of the team and the individual athlete.

- Follow and enforce the rules in this Athletic Handbook.

Expectations for Parents:

- Be a positive role model so that, through their actions, student-athletes have the best athletic experience possible.
- Be a "team" fan, not a "my child" fan.
- Understand that an athlete's playing time is at the discretion of the coach and is determined by many factors.
- Weigh what the student-athlete says in any controversy, rather than rushing to judgment.
- Do not instruct the student-athlete before or during a game, because it may conflict with the coach's plan and strategies.
- Help the student-athlete learn that success is experienced in the development of skills and that an individual can feel positive about his or her skill development during the season regardless of playing time or the team's record.
- Take the time to talk with coaches in an appropriate manner, including proper time and place, if there are any concerns; this includes showing respect for the coach and following the chain of command by not going first to the Athletic Director or Headmaster.
- Be prepared to help in providing transportation of the student-athlete to and from team practices and games.
- Be considerate of others' time by promptly picking up the student-athlete from practices or games.
- Understand that siblings cannot be allowed at the school to wait during practice. Any student who is not involved in an athletic practice must be supervised, and the school cannot provide supervision after the end of the school day.
- Support and reinforce the expectations set out in this Athletic Handbook.

Expectations for Coaches: Coaches are educators and must understand that high school athletics provide student-athletes a unique opportunity for development of not only physical conditioning and athletic skill, but also character traits essential for success in life. Recognizing his or her role as an educator, coaches are expected to:

- Encourage and assist team members in setting personal goals to achieve their highest academic potential.

- Gain an awareness of the importance of prevention, care and treatment of athletic injuries.
- Respect the integrity and judgment of game officials.
- Teach and abide by the rules of the game in letter and spirit.
- Strive for excellence in coaching skills and techniques through professional improvement.
- Promote personal fitness.
- Support and reinforce the expectations set out in this Athletic Handbook.

PARENT/COACH COMMUNICATION

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the others and provide greater benefit to the student-athlete. As parents when your children become involved in a school program, you have the right to understand what expectations are placed on your child. This begins with clear communication.

In order for this communication to be a successful endeavor, the following steps must be taken:

1. Call the school to set up an appointment to discuss your concerns. Requests to speak with a coach during class time or practice will not be granted. However, parents are encouraged to leave messages for coaches via the phone voice mail system, school secretary, or e-mail addresses provided for each coach. Coaches are required to check these sources of communication at least daily. Every effort will be made by the coach to contact you in a timely manner.
2. Please do not attempt to confront a coach without first making an appointment. It is especially emphasized to avoid contacting a coach before or after a contest or practice. Often this is an emotional time for both parents and coaches. Meetings of this nature usually do not promote a positive resolution.
3. Contact the coach first to share and receive information. Remember, we all respond more productively when we treat each other respectfully. Try to share honestly and openly, emphasizing the facts, as we know them. Take time to learn the full situation and be ready to work together for the good of the student-athlete.
4. If the concern is not satisfactorily resolved after meeting with the coach, the student-athlete and or parent(s) should contact the Athletic

Director and attempt to resolve the situation. If the student-athlete and/or parent(s) wish to make a formal complaint to the Headmaster or Athletic Director about the situation, it should be submitted in writing, with a copy provided to the coach.

5. The Headmaster and Athletic Director will investigate the complaint, and discuss the concern with the coach. The results of the investigation and subsequent action(s) to be taken to resolve the complaint will be documented in writing by the Athletic Director. A meeting between the student-athlete and/or parent, coach, Headmaster and/or Athletic Director may also be appropriate to attempt to resolve the complaint.

USE OF EQUIPMENT

Marshall Academy will provide game uniforms and specialized pieces of equipment as required by MHSAA regulations, and for the safety and welfare of the student participating. The student-athlete must furnish shoes, socks and other personal equipment. Athletes are expected to keep their personal equipment clean and orderly in the locker provided for their use. Athletes should also speak with their coach to obtain a lock for their lockers, and keep the lockers and personal items locked. Labeling of these personal items will help to prevent loss. Equipment lost by the athlete must be replaced or paid for before awards will be given.

DRESS

The athlete shall, at all times, act, dress and be groomed in a manner that befits his or her position as a representative of Marshall Academy and as an honored member of the community.

The school code of dress shall apply to all athletes for trips to away games and it is recommended that players will dress in a highly presentable manner on the day of games and for the trip to away games.

TRAVEL

Marshall Academy/Tekonsha Cooperative Sports: For those sports where Marshall Academy participates with Tekonsha High School and games are not played at Marshall Academy (currently football, baseball and softball), all athletes will travel both ways on school-approved transportation to a contest, unless written notification by a parent or legal guardian is given to the coach. Parents transporting students to a game must have the required documents in the office at least 24 hours prior to the away contest. Approval by the coach and/or Athletic Director must

be given before the athlete will be allowed to leave the athletic contest. Athletes must ride home in their assigned vehicle, unless their parent or guardian has signed them out at the end of a contest. Athletes riding home with anyone other than their parents, guardian or school-approved transportation will face disciplinary action by the coach or Athletic Director. Should an emergency occur and an athlete misses the school's transportation to an away contest, he or she may be transported to the away site by his or her parents or guardian. Upon arrival, the parent or guardian must discuss the emergency with the coach before participation will be allowed.

Dismissal from the team may result should an athlete come home by any other type of travel except as set forth above.

Marshall Academy Sports: Students and/or their parents are responsible for transportation to any contest that takes place away from school. Students are encouraged to carpool with other student-athletes and their parents. If students have attempted unsuccessfully to locate transportation to an event, they should then notify the coach or Athletic Director to seek assistance.

ATHLETIC TRAINING RULES

Disciplinary action will be taken if any athlete violates the following:

- A. Possession and/or use of tobacco in any form.
- B. Possession and/or use of alcoholic beverages.
- C. Possession and/or use of over-the-counter stimulants.
- D. Stealing, destruction of property, or acts of dishonesty.
- E. Possession, use and/or sale of drugs.
- F. Curfew (reasonable hours to be set by the coach).
- G. Practice and/or game schedules set for the team. A student-athlete must receive permission from the coach or Athletic Director to miss or be excused from any practice or game.
- H. Failure to abide by the rules stated in the Marshall Academy Student Handbook.
- I. Unsportsmanlike conduct, or Insubordination or misbehavior towards a coach, school employee or game official.

DISCIPLINARY ACTION PROCESS

A violation of the Athletic Training Rules occurs when a coach, teacher, administrator or law officer reports said violation. Complaints from other sources must be placed in writing and signed by the person observing the

violation. This person must be willing to confront the offender personally in the presence of the coach, Athletic Director or Headmaster.

Any violation of a rule which would prevent an athlete from competition will be cause for the coach and/or Athletic Director to inform the parents or guardian.

If a violation occurs for Rules A, B, C or D listed above, disciplinary action will be as follows:

1st Offense: Suspension from two (2) playing dates, but student must attend practices and must attend games.

2nd Offense: Suspension for the remainder of that sport season or for a minimum of forty-five (45) school days of sport participation and loss of the sports award for the sport season in which the infraction occurred.

3rd Offense: Suspension for one (1) calendar year from the date of the offense.

4th Offense: Suspension for the remainder of the athletic sports participation career.

All offenses will accumulate throughout the athlete's high school career.

If a violation occurs for Rule E listed above, disciplinary action will be as follows:

1st Offense: Suspension for one (1) calendar year from the date of the offense.

2nd Offense: Suspension for the remainder of the athletic sports participation career.

All offenses will accumulate throughout the athlete's high school career.

Athletic Training Rules F, G and H listed above will be enforced at the discretion of the coach.

If a violation occurs for Rule I listed above, disciplinary action will be taken in accordance with the severity of the violation. This decision is to be made by the coach, Athletic Director and/or Headmaster.

APPEAL PROCESS

The athlete or his or her parents/guardian may make an appeal of a suspension by contacting the Headmaster and/or Athletic Director within 48 hours of the offense. The parents/guardian, athlete, coach and Athletic Director will meet to discuss the circumstances surrounding the disciplinary action.

ALL INTER-SCHOLASTIC SPORTS CAN BE DANGEROUS AND MAY LEAD TO SERIOUS INJURY OF THE STUDENT-ATHLETE. BY SIGNING THE ATTACHED ACKNOWLEDGMENT, STUDENTS AND PARENTS/GUARDIANS ACKNOWLEDGE THIS RISK.

ATHLETIC HANDBOOK ACKNOWLEDGMENT FORM

This form, with signatures requested below, verifies that I, as a student-athlete or parent/guardian, have attended the mandatory season meeting or met with the Athletic Director. I have received a copy of the Athletic Handbook and understand, support and agree to the contents, meanings, expectations and consequences.

I also understand that, prior to participation as a member of an athletic team, a student-athlete must have on file in the Athletic Director's office a current physical examination card verifying medical permission to participate as an athlete. By MHSAA rules, such medical permission must be dated after April 15 in order for the student-athlete to compete the following school year.

Student's Name: _____
(Print Name)

Signature of Student Athlete

Date

Signature of Parent/Guardian

Date

I understand that I am responsible for providing transportation for my child to attend practices and games.

Parent Initials

I understand that my child's siblings are not permitted to wait unsupervised at the school during practices or games, and the school cannot provide supervision after the end of the school day.

Parent Initials

MEDICAL TREATMENT CONSENT FORM
(to be completed by Parent or Guardian)

I, _____, the parent or guardian of _____, recognize that, as a result of athletic participation, medical treatment on an emergency basis may be necessary and further recognize that school personnel may be unable to contact me for my consent for emergency medical care. I do hereby consent in advance to such emergency care, including hospital care, as may be deemed necessary under the then-existing circumstances and to assume the expenses of such care.

Signature of Parent/Guardian

Date