

LEIPSIC HIGH SCHOOL

ATHLETIC

HANDBOOK

Revised 3/27/23

This handbook is being presented to you because your son or daughter has a desire to participate in interscholastic sports. We are pleased that you have made this decision and hopefully it will be a positive as well as an educational experience for everyone involved. Participation in athletics provides the student the opportunity to learn leadership skills, gain confidence, self-discipline, organization, decision making skills, and to set goals.

The mission of Leipsic Local Schools, in partnership with parents, students, staff and the total community, is to create a positive learning environment. Our partnership, centered upon high expectations and mutual respect, will provide a diversity of proven curriculum and innovative instructional practices to stimulate, challenge, and assist all students in the fullest development of their unique abilities and talents as citizens.

The athletic department seeks to hire highly qualified coaches, charging them with the unique opportunity to teach lifelong skills and values to all athletes. In order to ensure that athletes are prepared for commitment and personal sacrifice needed to be successful in athletics, coaches must help them develop and understand the roles that desire, dedication, and self-discipline play in reaching individual and team goals.

With these goals in mind, a committee of coaches and administrators have worked together to formulate this guide for the benefit of all concerned.

The conduct of an athlete is closely observed in many areas of life. It is important this behavior be above reproach in the following areas:

- Does not use profanity or illegal tactics on and off the court, track or field.
- Accepts the fact that losing is part of the game and all athletes need to demonstrate good sportsmanship.
- Does not display fits of temper or show disrespect.
- Be humble and modest in victory and accepting in defeat

Officials in a game are there for the purpose of insuring that both teams will receive a fair contest. Officials do not lose a game for you. They are the proper authorities in making decisions regarding the rules and its interpretations. These decisions should be accepted. Officials should be respected on and off the court or playing field.

During home contests, we serve as the host to the visiting team, its students and spectators. They are our guests and should be treated accordingly. As visitors, we expect to act as invited guests. We will treat all facilities with care and respect.

Leipsc High School Sport Offerings

Fall

Cross Country - (Varsity – Boys & Girls, JH Boys& Girls)

Football – (JH, JV & Varsity)

Cheerleading – (JH, JV & Varsity)

Golf – (Varsity – Boys & Girls)

Volleyball – (JH, 9th, JV & Varsity)

Winter

Basketball – (Varsity, JV, 9th, JH – Boys & Girls)

Cheerleading (JH, JV & Varsity)

Spring

Track and Field – (Varsity and JH, Boys & Girls)

Baseball – (JV and Varsity)

Softball – (JV & Varsity)

**The administration may need to eliminate a team from any of the listed sports if there are not enough student-athletes to justify playing a season.

Levels of Competition

JH/Freshman – The emphasis at these levels is participation. Players at these levels need to continue to work on skill development, while at the same time working toward team goals.

Junior Varsity – This area of each program should be for skill refinement. Squad limitation may occur at this level and it's possible that not every player will play in every game.

Varsity – The perfection of skill, putting the best players in the game, and winning is the emphasis at this level. While winning at all costs is not part of the Leipsc Athletic Department philosophy, no apology should be necessary if the varsity team does everything it can to win each contest within the bounds of ethics, integrity and sportsmanship. In certain sports, squad limitation may be used at this level, and it's extremely likely that not every player will play in every game.

Affiliations

Leipsic High School is a member of the Ohio High School Athletic Association, which governs both public and private schools throughout the state. Leipsic also competes in the Putnam County League and the Northwest Conference.

Leipsic High School Athletic Policies

Having an opportunity to participate in athletics at Leipsic High School can provide some of the most enjoyable and memorable experiences ever. Playing interscholastic sports at Leipsic is a privilege and not a right. All students are expected to behave properly at all times. Athletes, managers and cheerleaders should be good students. School eligibility regulations will adhere to the following scholastic requirements as set forth by the Ohio High School Athletic Association, and or adopted by the Leipsic Board of Education.

1. A student in grades 9, 10, 11, or 12 must be currently enrolled in school, and meet all the requirements of the OHSAA and Leipsic Schools. During the preceding grading period (nine weeks) the student must have received passing grades during that grading period in subjects that earn a minimum of 5.0 one credit courses or the equivalent which count toward graduation. Athletes may only receive one F per grading period and must maintain a 1.0 GPA. A student in grades 7 and 8 must maintain passing grades during the grading period in 75% of those subjects in which the student received grades.
2. The eligibility or ineligibility of a student continues until the start of the next grading period at which time the immediately preceding grading period grades become available. Ineligible students may practice and participate with the team during the ineligible period. The athlete may not dress on game night, but may be with the team.
3. In the occurrence of any type of Summer School courses, they cannot be used to substitute for failing grades from the last grading period of the regular school year.

The complete OHSAA Bylaws can be found online at: www.ohsaa.org

In addition to maintaining satisfactory grades, all students involved in the Athletic program should:

- Give respectful attention to classroom activities
- Show respect for students and faculty members at all times
- Remember that horseplay and unnecessary talking are not approved habits of behavior
- Have a good attendance record
- Athletes should never be truant from classes or school

During School

Behavior and appearance during school is of great importance. The athletes should be leaders, since fellow students respect and follow them. There are certain standards that pertain to athletes.

Violations of the Leipsic Local School District "Student Conduct Policy" which requires administrative action will be handled in accordance with the provisions of the specific sections as outlined in this handbook.

1. For example, if a violation involves a three-day suspension, either internal or external, then said athlete would be suspended from practices/contests of that team for those days.
2. It should be clearly understood that the same standard of behavior and discipline for the regular day student shall also apply to the student-athlete and any violation of the "Student Conduct Policy" may result in forfeiture of the privilege to participate on a Leipsic JH/high School athletic team.
3. Vandalism of school property (at home or away) is a direct violation of this Athletic Code of Conduct and will result in disciplinary action. This includes Leipsic Local Schools and also the hosting school's property.

On trips

Student athletes directly represent their family, community, school, team, and coaches. Therefore, it is expected that all concerned will dress in acceptable manner when traveling and conduct themselves on the bus in a manner in keeping with this code.

All athletes must travel to and from contests, away from Leipsic, in transportation provided by the school. The only exceptions are:

1. Injury to a participant that would require alternate transportation.
2. Prior arrangement made in writing between the participant's parent/guardian and the coach for the student to ride with the parent/guardian.
3. When school transportation is not provided and alternative means are approved.

Leipsic High School Athletic Department Training Rules

Students have no absolute rights to extracurricular activities. Such participation is a privilege accorded to students that is encouraged by the Board of Education, administration and faculty. To be eligible to participate in extracurricular athletic activities at Leipsic High School, students must read, comprehend, sign, and comply with the provisions with this policy. Participants in the athletic program will follow all guidelines and procedures as stated in the Leipsic Alcohol and Other Drug policies. The policy is an effort to promote a drug free athletic program. Any athlete in violation will conform to all procedures and guidelines established herein.

This policy is cumulative for grades seven (7) through twelve (12) and is in effect for the **ENTIRE** calendar year beginning with the Fall sports programs of the 2016-2017 school year.

The Student Athlete shall not:

1. Use, consume, furnish or the mere possession of any illegal drugs including steroids.
2. Use, consume, furnish or the mere possession of any alcoholic substance.
3. Use, consume, furnish or the mere possession of any tobacco product.
4. Participate in any act, criminal or otherwise, that may violate civil law (this includes hazing of students).
5. Participate in any act that violates the student code of conduct as set forth by the Leipsic Board of Education.

If a student chooses to disregard the policy of the Board of Education which states "...Only those students may participate in the program of interscholastic athletics that have demonstrated good citizenship and responsibility. " If a student is determined to be in possession of, or use of tobacco, alcohol, or illegal drugs (including steroids) by a police officer, school administrator, faculty member, staff or coach, the following will apply.

The notice of the violation will be presented to the High School Principal/Athletic Director. The High School Principal/Athletic Director will immediately notify the parent/guardian and set a date for a potential hearing with the Athletic Council Discipline Committee. Parents/Guardians and student will then be advised of the meeting and invited to attend to review the findings. After the parents and student have commented, the council will review all information and decide final action on the matter. The High School Principal will inform the parent(s) and student of the Council's decision about participation. The final decision will be communicated and mailed to the family within 72 hours.

Definitions and Explanations

Self-Referral

- A. An athlete or parent of an athlete can turn themselves in to school personnel (Superintendent, High School Principal, and Athletic Director) before being confronted by school personnel.
- B. The self-referral only applies to the first (1) offense.
- C. Any police/law enforcement involvement in a situation negates the self-referral option.

Non Self-referral

- A. Matter of public record, police log or report or law enforcement involvement.
- B. Confronted by an administrator and/or school personnel or coach and admission occurs.

Special Circumstances

- A. An athlete who floats from Varsity to JV will be denied the % amount of scheduled varsity contests (1st or 2nd offense) For example, if a student is suspended for two games, this would include both the JV and Varsity games on consecutive dates such as a typical football weekend. If they are both played on the same day such as typical basketball JV/Varsity situation that would count as one contest.
- B. Athlete must practice with the team on a daily basis and travel with the team. However, the athlete will not dress with the team, but dress in appropriate gear during the contest.
- C. Tournament games are also subject to disciplinary action.
- D. Denied participation may be carried over to the next season. If the number of games remaining is less than the % of contests to be denied, the penalty is carried over into the athlete's next season.
- E. In the event if an injury and then an infraction of the Athletic Code, denial of participation cannot take place until the medical release is given.

First Offense (Grades 7-12)

- A. Self-Referral (1st Offense only) After the self-referral to a school administrator or coach, an athlete voluntarily seeks assistance for dealing with an alcohol or other drug situation,
- B. They shall be denied 10% of scheduled contests.
- C. Non-Self-Referral – Athletes will be denied 20% of scheduled contests.
- D. First Offense will go on record in the high school office.
- E. Mandatory participation in the Insight Program.

Second Offense (Grades 7-12)

Athletes will be denied participation in 50% of the scheduled contests and be required to attend the Insight Program. The Second Offense will go on record in the high school office.

Third Offense (Grades 7-12)

The athlete will be denied participation for one calendar year. Mandatory participation in the Insight Program will be scheduled. This offense will go on record in the high school office.

Fourth Offense (Grades 7-12)

If the athlete is in violation of any of the rules for the fourth time, he or she will be denied participation for the remainder of his or her high school career.

The Athletic Council reserves the right to extend or lessen any denials of participation if more information becomes available to the Athletic Council at a later date. The council will consist of the High School Principal, Athletic Director, and a Leipsic School Board member, Coach of the sport involved and one other coach to be appointed by the high school principal.

Whenever the action plan involves Insight or any rehabilitation, the party must attend without failure or interruption. Failure to complete any required rehabilitation will result in continued suspension from the date of the violation. Any financial responsibilities are those of the parent/student.

Note: Parents/Guardians will be informed of any disciplinary action concerning the above, by the coach, Athletic Director or the High School Principal. If an athlete is dropped from the team, he/she is ineligible for all-league, county, etc. awards or selections for the current season.

Social Media

Participation on athletic teams is a privilege at Leipsic Local Schools. The use of social media by a student considered to be “unbecoming of a Leipsic Viking” may result in discipline including suspension or removal from the team.

Hazing/Bullying

It is the position of the Leipsic High School Athletic Department and the Leipsic Local Board of Education that bullying/hazing activities of any type are inconsistent with the educational process and shall be prohibited. Under no circumstances will bullying/hazing be tolerated. Such actions will result in discipline including suspension or removal from the team.

Leipsic Athletic Drug Testing Policy

Purpose – Recognizing that the potential use of alcohol and illegal drugs by Leipsic Local School District athletes is a concern, a program of deterrence will be instituted as a pro-active approach to insure the safety and well-being of our students.

The random drug testing could be done as much as a weekly basis and students are obligated to be tested, if their name is drawn. If they refuse, they will be denied the privileged to participate with the athletic team.

Non-Punitive Nature of Policy – No student athlete will be penalized academically for testing positive for illegal drugs or banned substances as a result of this policy. The results of drug tests pursuant to this policy will not be documented in any student’s academic record, nor will the results be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process.

Procedures – The random testing for the use of drugs will begin with the fall sports season of their 9th grade year and conclude at the end of the spring sports season before the student athlete graduates from high school. During this time frame, Great Lakes Biomedical (www.greatlakesbiomedical.com) from Perrysburg Ohio will test a specific number of students each week. Students will be randomly selected by Great Lakes Biomedical, and the company will inform the high school principal which athletes were randomly selected. The company arrives on site at Leipsic High School and will test selected students. Great Lakes Biomedical uses a urine sample, but also has the ability to use hair, saliva and sweat if needed.

The results of these tests will be held in the highest confidence. Great Lakes Biomedical has a Medical Review Officer on-staff. The MRO will review any potential positive results, verify results, and then release results to the high school principal at Leipsic High School.

Medical Review Officer Responsibilities

- A. The MRO determines if any discrepancies have occurred in the Chain of Custody.
- B. Depending on the substances found in the urine, if necessary the MRO would contact the parent/guardian/custodian and ask for an appointment with the student to determine if the student is on any prescribed medication from a physician.
- C. If the student is on medication, the parent/guardian/custodian will be asked to obtain a letter from the prescribing physician, within five working days, to document what medications the student is taking. Failure to provide such requested information will be considered a positive result.

- D. The MRO will complete the final review on the drug testing custody and control form and return the appropriate copy to the Building Principal in a confidential manner. This review is completed within the federal guidelines. Reference: Federal Regs 49 CRP Part 40 “procedures for Work Place Drug and Alcohol Testing.

Illegal or Banned Substances – For the purpose of this policy, the following drug classes, substances or their metabolites that can be tested for that are illegal or banned for Leipsic Local School District Student Athletes: Alcohol, Barbiturates, LSD, Methaqualone, Phencyclidine, Amphetamines, Benzodiazepines, Marijuana, Metabolites, Nicotine, Propoxyphene, Anabolic Steroids, Cocaine metabolites, Methadone and Opiates.

Before students will be allowed to participate in any sport, they and their parents/guardians/custodians/ will be asked to sign an informed Consent Agreement at the conclusion of this handbook.

Scheduling – Urine drug testing is announced. The day and the date are selected by Great Lakes Biomedical and confirmed by the building principal. Great Lakes Biomedical will use a computer generated system to assure students are selected in a random fashion.

Procedures in the event of a Positive Result – When the presence of illegal drugs or banned substances has been verified in the collected specimens, the student athlete will be subject to the consequences as set forth by the Leipsic Local School Policy Handbook for Athletes (Athletic Code of Conduct).

Training Rules – Individual and Team Sports

1. No late hours: Home by 10:00 pm on weeknights including Sundays. Home by 12 am (midnight) on Friday and Saturday nights, or as specifies by the coach.
2. Obey specific training rules of the coach.
3. True athletes adhere to training rules year-round
4. Each coach in situations 1, 2, and 3 above will take disciplinary action.
5. Coaches should review these items with their squads, at the first team meeting, and then periodically throughout the season.

The Principal and Athletic Director prior to the season must approve additional rules and/or regulations from the head coach. Any additional rules and/or regulations must be in writing and on file in the Principal’s office.

Transfer Students

A transfer student who does not meet an exception to be eligible insofar as transfer is concerned for all contests ONLY until the first 50% of the maximum allowable regular season

contests have been competed in any sport the student played in the 12 months immediately preceding the transfer. Thereafter, the student shall be ineligible for the remainder of the regular season contests AND the OHSAA sponsored tournament in that sport (s).

Insurance

In regards to accidental insurance coverage, Leipsic High School does not provide any type of accidental insurance for student athletes. Since the school does not carry any insurance on any students, the parents/guardians are responsible for all excess costs above and beyond what their insurance will not cover.

Physicals

No student shall be permitted to participate in any practice sessions, scrimmages, game or meet unless they have turned in a completed and signed physical. Failure to do so makes the coach liable and vulnerable to a lawsuit.

Varsity Awards

An athlete should attend the local awards ceremony as part of their responsibility.

1. Awards
 - A. The first award earned in a varsity sport will be a seven (7) inch chenille letter "L" with a gold pin indicating that sport
 - B. The second award in a varsity activity will be a three (3) inch by five (5) inch plaque as well as a gold pin for their letter.
 - C. The third award in a varsity activity will be a five (5) inch by seven (7) inch plaque as well as a gold pin indicating their letter.
 - D. The fourth award will be a seventeen inch (17) trophy as well as a gold pin indicating their letter.
2. Requirements to earn a varsity letter.
 - A. Football – 50% of the quarters played
 - B. Basketball – 50% of the quarters played
 - C. Baseball – 50% of the innings for the season, or for pitchers 25% of the innings for the season.
 - D. Track – Average one point per meet, or score in a district, regional or state meet.
 - E. Volleyball – 50% of the matches played
 - F. Golf – Score in 50% of the meets
 - G. Softball – 50% of the innings for the season, or for pitchers 25% of the innings for the season.

- h. Cross Country – Score in 50% of the meets
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- i. Swimming – Score in 50% of the meets.
- j. Managers – can earn a letter by serving for the whole season and be recommended by the head coach.

In addition – it is expected that in meeting with the participation requirements, an athlete will meet the scholastic requirements and maintain high standards of conduct in and out of athletics as emphasized in the Code of Ethics.

- Varsity letters can be awarded at a head coach's discretion.

Junior Varsity Awards

1. Any athlete participating as a member of a Junior Varsity squad is eligible for this award providing they are in regular attendance in practice and fulfill obligation of team members.
2. The awards for JV are four (4) inch shields indicating Junior Varsity.

Freshman Awards

1. Any freshman participating as a member of a freshman, junior varsity, or varsity squad is eligible for a freshman awards proving the fulfill obligations expected of team members.
2. Awards will be three (3) inch numerals.

Junior High

Certificates are available for Junior High Awards, after the season is completed and provided by the Junior High Coaches at their discretion.

Miscellaneous Subjects

Working Athletes - Working athletes must comply with the code of ethics and maintain academic standards. The athlete must maintain training rules and not let work interfere with practice or games.

School Equipment

- A. Theft of Equipment – If a member of an athletic team has an obligation for issued athletic equipment, they may not be participate during the next sports season or and further reason until all athletic obligations have been cleared.
- B. He/She will receive credit on items turned in only if the items that were given to him/her.

- C. Equipment must not be abused. The principal/athletic director/coach may impose a fee if equipment and/or clothing attire was purposely abused.
- D. All game and practice gear should be washed daily if possible.

Quitting

Any athlete that is dropped from the team of his/her own accord will:

- A. Forfeit any personal awards
- B. Not be allowed to participate in any other sport until the season or sport which she/he has dropped, is completed, unless dropping is of best interests of all concerned. This includes the return of school issued equipment.

Practice Regulations

- A. A coach must be consulted if any athlete must miss practice. An athlete missing a practice or game without good reason may be suspended or expelled from the team
- B. A signed note of explanation from a parent/guardian must be given to the head coach at the next practice.
- C. Athletes will obey specific practice rules.
- D. Athletes will show utmost respect for all coaches at all times.

Locker room Procedures

- A. **All Cell Phones must be turned off when any athletes are in the locker room. This applies to home and away contests.**
- B. Any type of hazing is prohibited and could cause suspension of acting athletes.
- C. Follow all locker room procedures described by coaches.
- D. Athletes will be properly dressed before leaving locker room.
- E. Showers need to be turned off before leaving locker room.
- F. No one will be allowed in a locker room except team personnel of that sport or sports.
- G. Report all injuries to coach or trainer for attention.

Chain of Command

The Leipsic High School in conjunction with the athletic department will follow the chain of command as indicated below. We ask that you observe the order this line of communication with any concerns that you may have.

- A. Assistant coach (if applicable)
- B. Head Coach of the sport
- C. Athletic Director
- D. High School Principal
- E. Superintendent
- F. Board of Education

OHSAA Meeting

Mandatory attendance at the pre-season meeting of parents(s), student(s) and coach(es) on an annual basis before each sport begins is required before student participation in the planned activities is permitted.

Detach This Page And Return to Coach

Having read the Athletic Handbook and the Code of Ethics of Leipsic high School, I hereby agree to the pages in this document and will diligently follow and uphold the same.

I understand that participating in athletics is a privilege and not a right at LHS.

I also understand that beginning with the 2016 Fall athletic sport season, that the training rules, that have been outlined, are now a year-round policy. This document will not have to be signed again and will be valid until the athlete graduates high school.

I understand that I will be subjected to random urine drug testing and if I refuse, I will not be allowed to practice or participate in any athletic activities. I have read the consent and understand that this is binding and agree to its terms. (Random Drug Testing – for grades 9-12 only)

It is the expectation of Leipsic High School that as a student athlete you represent our school in the best possible manner. Your signature below indicates that you understand the information provided in the handbook in regards to the Social Media Policy and its consequences. Furthermore, you will continue to uphold the high standards and character that is expected of all of our students. The Social Media standards are a year-round policy.

Signature of Athlete _____ Date _____

Having read and understood the Athletic Handbook for Leipsic Local School, I hereby agree that my son/daughter shall comply with the Code of Ethics in this handbook in order to participate. I will see that he/she diligently follows and upholds the same, knowing that violations could result in suspension or expulsion of the team.

I further understand that beginning in the Fall of 2016 that this document will not have to be signed again and that the training rules are now a year-round policy through the completion of the spring sports season their senior year. I also understand that information will be exchanged on a “need to know” basis between school personnel and law enforcement agencies.

Signature of Parent/Guardian _____ Date _____

Complete Address _____

Telephone (cell) number _____