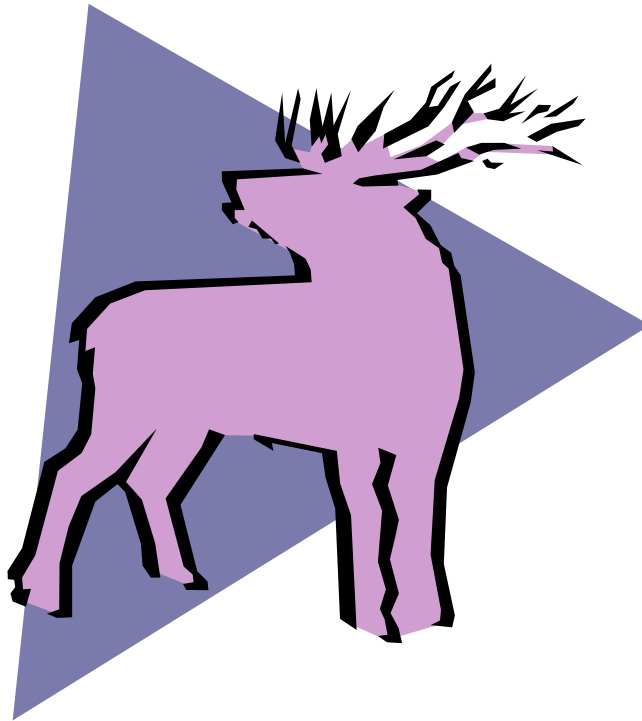


Ridgway Area Middle/High School



Student-Athletic Handbook

The Pride Continues!

2005-2006 Ridgway, Pennsylvania

Ridgway Area School District Interscholastic Athletics

The Purpose of Interscholastic athletics in The Ridgway Area School District is to afford maximum opportunity for any student to participate on a team in competition and is to promote physical, mental, social, emotional, and moral well being of the participants.

Interscholastic competition is a natural extension on many lessons learned in the classroom. The athlete is forced to make decisions and live with the consequences immediately. Nowhere else in our curriculum are decision making skills more evident.

Although winning is not the most important objective of Ridgway sports, it should be noted that varsity teams participate in District IX, as well as competitive local program leagues (such as the Allegheny Mountain League) making it necessary for coaches to field the best teams possible for league competition. Choosing the best talent and properly preparing them for varsity competition is one of the purposes of varsity athletics in Ridgway.

According to the Pennsylvania Interscholastic Athletic Association (PIAA), the high school principal is the official head of the athletic program in each high school in Pennsylvania. He/She is ultimately responsible for smooth operation of all interscholastic competition.

The Athletic Director handles the daily routine of athletic affairs.

His/Her responsibilities are far reaching. They include being responsible for scheduling events, hiring officials for matches and games, arranging for transportation to away contests, evaluating coaches, conducting all aspects of home athletic contests, monitoring the eligibility of all athletes, publicizing and promoting the athletic program, and representing

Ridgway at meetings of P.I.A.A., District Nine, Pennsylvania State Athletic Director Association(P.S.A.D.A.), and the Allegheny Mountain League (A.M.L.)

-PREFACE-

This handbook is a guide to the policies, procedures, regulations, and services at the Ridgway Middle/High School pertaining to Interscholastic Athletics. It is intended as a resource for the **student-athlete and parent/s** to consult throughout the season to become better acquainted with our school's Interscholastic Athletic policies. Each student and parent/s should read and become familiar with the information in the handbook. The Middle School Principal, High School Principal and Athletic Director will be available to answer any question you may have.

It is important for **student-athletes and parent/s** read this handbook and to use it as a reference. We wish each and every student-athlete a very successful season.

This handbook is intended only as a guide. The administration maintains responsibility of final interpretation. Suggestion for changes in policy, procedures, regulations and services should be submitted in writing.

Mrs. Heather Vargas-RHS Principal
Mr. William Connelly-RMS Principal
Ms. Sandra Hanes-RHS Athletic Director

RIDGWAY MIDDLE/HIGH SCHOOL CONTACTS

Ridgway High School
Principal
Athletic Director
Athletic Secretary

773-3164
Mrs. Vargas
Mrs. Hanes

Ridgway Middle School **773-3156**
Principal
Athletic Director
Athletic Secretary

Mr. Connelly
Mrs. Hanes

Student-Athletes Code of Ethics

- **Student-athletes will perform to the best of their abilities both academically and athletically.**
- **Student-athletes shall contribute their best effort to the success of the team.**
- **Student-athletes shall conduct themselves both on and off the field in a way, which brings credit to the team, the athletics' program, and the Ridgway Area School District.**
- **Student-athletes shall abide by the rules and regulations of The Ridgway Area School District.**
- **Student-athletes shall at all times respect and be courteous to all members of the community.**
- **Student-athletes shall exhibit dignity in manner and dress when representing the Ridgway Area School District.**

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A. General Information- Student-Athlete

1. Eligible Student- Any eligible student in grades 7-12, who meets academic and attendance standards, can participate in one or more of the following sports:

Fall Sports

**Varsity and Junior Varsity Football
Varsity and Junior Varsity Girls Volleyball
Varsity Boys Soccer
Junior High Girls Basketball
Varsity Boys and Girls Golf
Varsity Girls Soccer
Junior High Football
Varsity Boys Cross Country
Varsity Girls Cross Country
Junior High Cross Country**

Winter

**Varsity and Junior Varsity Boys Basketball
7th Grade Boys Basketball
8th Grade Boys Basketball
9th Grade Boys Basketball
Varsity and Junior Varsity Girls Basketball
Varsity and Junior Varsity Wrestling
Junior High Wrestling
Varsity Gymnastic**

Spring

**Varsity Boys Track
Varsity Girls Track
Junior High Track
Varsity and Junior Varsity Boys Baseball
Varsity and Junior Varsity Girls Softball
Junior High Volleyball**

a. All athletic programs at the Ridgway Middle/High School are governed by the regulations promulgated by PIAA and school board policies.

A student may not represent Ridgway Middle/High School in athletics if he has:

- (1) Been in attendance more than 12 semesters beyond the 6th grade.**

- (2) Played four seasons beyond the 8th grade in any one form of Interscholastic Athletics.
- (3) Completed the work of grade 9,10,11 and 12 inclusive.
- (4) Student is eligible for Interscholastic Athletic Competition until reaching the age of 19. If the pupil reaches the age of 19 on or after July 1st, the pupil shall be eligible to compete through that school year.

2. Eligibility Rules Athletics

a. Each prospective athlete must have a physical examination, parental permission and show evidence of health insurance coverage before he/she may practice or play (PIAA). A pupil shall be eligible to represent Ridgway Middle/High School in any sport only when there is on file a certificate of consent, which is signed by his/her parent or guardian. The Ridgway School District provides physical exams before each sports season. This examination is given free by the school doctor or contracted agency at stated times. School officials announce dates and times for physicals. A student may choose to be examined by his/her family doctor, if that is more convenient and comfortable, however the cost of this option is to the parent/guardian's expense.

Before an athlete is deemed eligible by the Ridgway Area School District administration, he/she must have the following forms on record in the appropriate offices:

The following two forms must be on file in the nurse's office:

- (1) A completed and signed Health Record and Questionnaire (HRQ) Parent/Guardian Consent Form.
- (2) A completed and signed Pre-participation Sports Physical Evaluation.

The following two forms must be on file in the athletic director's office:

- (1) A signed consent form for the student to participate in "Random Drug Testing of Students Participating in a Competitive Extra-Curricular Activity"
- (2) A signed contract and a signed and completed "Authorization for Transportation and Treatment"

3. Drug Testing Of Athletes (Policy 227.1)

a. The Ridgway Area School District has the responsibility to enact broad discretionary authority to maintain safety, order and discipline in school and during school sponsored activities. Furthermore, the administration recognizes that substance abuse among the student population is becoming increasingly more predominant. Evidence of the predominance of substance abuse among the student population includes the increase in drug policy violations in the school setting and the increase in drug related crimes within the community environment. A student's abuse of a substance prior to, during, and/or after school adversely impacts the school district's ability to enact broad discretionary authority to maintain safety, order and discipline in school and during school-sponsored activities.

The Ridgway Area School District considers a student's participation in competitive extra-curricular activities to be an important part of the educational experience.

Likewise, administrators, teachers and coaches recognize that drugs have a deleterious effect on the motivation, memory, judgment, reaction time, coordination, and performance of students participating in competitive extra-curricular activities; that students participating in competitive extra-curricular activities increase their exposure to intense physical demands on their bodies and intense mental strain on their minds; and that students who participate in competitive extra-curricular activities generally do so in close proximity to and with other students. The interaction between students, that typically occurs in extra-curricular activities, is often times, though not always, intensely physical in nature. Therefore it is reasonable to assume that students participating in competitive extra-curricular activities not only risk harm to themselves, if they participate under the influence of drugs and/or alcohol, but also risk harm to teammates and/or their opponents. Students participating in competitive extra-curricular activities must endure the responsibility of taking an active role in ensuring their personal health, safety, and welfare, as well as

the health, safety, and welfare of their teammates with whom they engage in extra-curricular activities

Both the Ridgway Area School District's responsibility to enact broad discretionary authority to maintain safety, order and discipline in school and during school sponsored activities and the students need to maintain optimal physical and mental health while participating in competitive extra-curricular activities, in order to ensure that the students, their teammates and their opponents are participating in a safe and secure environment, have constituted the development of this policy.

Every member of a competitive extra-curricular activity within the Ridgway Area School District Athletic must consent to random urine test(s) during that period of the school year, in which the competitive extra-curricular activity in which they are participating is in session. The district shall pay all costs associated with the testing.

Each year, the athlete and their parent/guardian will sign a contract authorizing the school district to have the athlete participate in a random urine test(s) during that period of the school year, in which the competitive extra-curricular activity in which they are participating is in session.

Two percent of the student population participating in each competitive extra-curricular activity shall be selected via a computerized random selection program. The numbers identified by the program will be compared to the list of student i.d. numbers. The student i.d. numbers will be compared to the list of corresponding names of students participating in the activity.

Two percent of the total number of students participating in that activity will be selected one time per week prior to a competition, game, event, meet and/or match. In addition, activities that do not have weekly competitions will have a random student selection for urine screenings every Monday morning, two percent of the population of all students who are participating in all competitive extra-curricular activities will be selected and expected to participate in a random urine screen.

The selection process will occur by 8:00 am on Mondays and 8:00 am of the day before any given competition. Students and parent/guardians will be notified by 12:00 pm on the given

selection day. Students must sign a testing consent form or be dropped from the activity. Students must report to med express by 10:00 pm on the given selection day.

Med Express will notify the school administration or athletic director of the test results within 24 hours of receiving the results. If the initial screening results are positive, the original sample will be sent to an off site lab and a confirm test will be completed. Results shall never be turned over to law enforcement authorities.

If the initial test results are positive the parent/guardian is notified and the student shall be ineligible to participate in competition, however the student may dress out for the event.

If the confirmation test is negative, the student may resume his or her status of active participation and the parents are notified.

If the confirmation test is positive, the student's parents/guardians are notified and the student remains on the inactive participation list (can dress out, but cannot physically participate). The administration will convene a meeting with the student and his/her parents/guardian. Students who test positive for drugs will complete the following:

(1) The principal or his/her designee will hold a parent conference to review the results with the student and his/here parents/guardians.

(2) Parents will be offered the opportunity to confer with their family physician. If the family physician can explain the reason for the positive test result, no further action will be taken and the positive test result will not be considered an incident. Parents/guardians are responsible for the cost of the family physician consultation. The results of the consultation must be presented to the administration/athletic director within two weeks of the initial administrative conference. If this option is not being pursued or if no written explanation is forthcoming, the procedures enumerated in items 3 through 5 will be followed.

(3) The student must participate in the SAP/R.E.A.C.H program. This includes an assessment via a certified drug and alcohol counselor. The student's failure to comply with the

assessment recommendations will result in a dismissal from the activity or a referral to General Committee III.

(4) For first offenses, the student's parent/guardian will determine if the student shall continue to participate in the activity (not withstanding any adverse medical conditions).

(5) The student must participate in follow up urine screen 5 weeks after the initial test OR before the start of his/here participation in another competitive extra-curricular activity.

(6) In the event that the student is randomly selected again to participate in a urine screen and is found to test positive a second time, as per the guidelines, the second positive test will qualify as a second offense and the procedures enumerated in steps 1 through 3 shall be applied and the student will be suspended from participating in all competitive extra-curricular activities for one calendar year from the date of the offense. The student must test negative prior to his or her return to participating in competitive extra-curricular activities.

(7) A student who has a third offense shall participate in the procedures enumerated in steps 1 through 3 and he or she shall be suspend from participation in competitive extra-curricular activities for a second full year term. A student with three offenses may request reinstatement of participation in competitive extra-curricular activities after he or she has served an entire second year of suspension for the third offense. This request should be made via the administration and may be heard by Committee III.

Should any student, who participates in competitive extra curricular activities, at any time, refuse to submit a urine sample for testing, it shall result in the student's suspension from the activity for the remainder of the time that the activity is in session.

A positive test result, does not reasonably lead the administration to believe that the student was in possession of and/or distributing the unauthorized and/or illegal substance in school and/or at school sponsored activities or events. Therefore it would be arbitrary and capricious to implement any disciplinary sanctions (strikes, discipline referral,

suspension, and/or expulsion) upon a student for a positive test result.

School Board Policy No.227, "Drug Awareness", concerning the use, possession, or distribution of illegal and/or unauthorized substances on school premises shall remain unaffected by this policy.

4. ACADEMIC ELIGIBILITY

a. Since extra curricular activities are a privilege at Ridgway, a student must maintain a satisfactory academic standing in order to participate. To be eligible for interscholastic competition, a student must maintain a satisfactory attendance and academic record. He/She must maintain a weekly average of 75% and cannot be failing more than one (1) subject. An incomplete (I) grade will be interpreted as a 60% unless otherwise notified by the instructor. The athletic department issues weekly scholastic eligibility lists to all teachers during the sports season. Teachers will complete athletic eligibility each week using the school's computer network. Any student not meeting the above requirements will be automatically ineligible to practice/participate for a period of one (1) week. The suspension lasts from Monday thru and including Saturday. He/She may resume practice and participation if academic progress has improved by the next report. If the student is deemed ineligible at the end of a grading period the student will not be permitted to practice or participate for a period of fifteen (15) school days from the day report cards are mailed/issued. At the end of the school year if the student has not met requirements to go on to the next grade, the student will not be permitted to practice or participate for a period of fifteen (15) school days after school begins and then the student must have had five (5) days of practice before he/she is eligible to participate in a contest.

5. EQUIPMENT AND UNIFORMS

a. Practice equipment and uniforms are loaned to the athletes by the athletic department with the expectations that they will be cared for and returned at the end of the season or when participation ends. Special care should be taken on the bus and in the locker room at away games and matches and at home to prevent the opportunity for theft and /or damage. In the event of loss or theft of equipment or uniform, the student athlete should report the loss to the head coach who will inform the athletic

director. Efforts will be made to recover the lost item. A new item will be issued so that the student may continue to participate. All equipment/uniforms issued to the student athlete must be returned to the head coach or his designee within five (5) school days after the final competition of that sport's season. Any item of wearing apparel or equipment not returned must be paid for at the cost of replacement. Failure to do so will result in a bill being sent, report cards being held, and in the case of a senior, graduation diploma being held until the obligation is fulfilled.

6. SPORTSMANSHIP

a. Each student and fan should follow these suggestions. They will serve as a guide to carry out his/her responsibility in promoting good sportsmanship.

- 1) Visiting teams, fans, officials, etc. will be treated with dignity and respect.
- 2) The use of tobacco products is forbidden in the gym and on school property.
- 3) No one is permitted on the gym floor during a game except those who are participating.
- 4) Accept the official's decision as final.
- 5) Support your cheerleaders with enthusiasm.
- 6) "Be modest in victory and gracious in defeat."
- 7) Consider it a privilege and duty to encourage everyone...(players and spectators) to live up to the spirit of the rules of fair play and sportsmanship.

b. Students and fans will avoid the following un-sportsman-like conduct:

- 1) Boo, jeer, taunt or intimidate officials, players, coaches or fans at any time.
- 2) Applaud errors by opponents or penalties imposed upon them.
- 3) Call for or demand a substitution or withdrawal of a player.
- 4) Use profane language at any time during a game.
- 5) Throw objects on the field or playing court.
- 6) Criticize players or coaches for losing a game.

c. Paid admission to events entitles guests to an exhibition of skills developed by students in an educational setting. Please give them your positive encouragement and support. Be proud to be an American and a member of the Ridgway community. Represent your school with pride and respect the rights of others.

7. STUDENT MANAGERS

The head coaches of each sport appoint student managers of all teams. Any pupil desiring to become a manager must serve an apprenticeship as an assistant manager. Pupils who wish to become an assistant manager should report to the coach at the beginning of the sport season.

8. ATTENDANCE:

All students participating in competitive extra-curricular should have excellence in their attendance habits. A student may not represent Ridgway Middle/High School in an athletic practice, athletic contest, extra-curricular practice, and extracurricular event if he/she has not been in attendance for the full day of school on the day the event is scheduled. Permission to deviate from this policy may be obtained from the Athletic Director or Principal. (Ex: student has a medical appointment the day of a game). If you cannot be in school and get there on time, you should not be representing Ridgway. Any unexcused late or absence from the school the day of an event will result in the student not participating in the activities, event or contest that day. Every effort should be made to attend school each and every day and to always make practice and events. Participation in two (2) sports at the same time is most difficult. Head coaches are as understanding as possible; however, if a student is not at practice the day prior to an event, the athlete may still be permitted to play, but he/she will not start. Students must inform the coaches, directors, advisors, etc ahead of time if unable to attend practice. Family and school obligations should take precedence over athletics; however, many appointments can be taken care of other than during practice times. Habitual absence or tardiness will result in your being declared ineligible. Three (3) unexcused absences may result in dismissal from the team. The P.I.A.A. states that a student who has been absent from school during a semester for a total of twenty or more school days, shall not be eligible to participate in any athletic contest until he has been in attendance for a total of sixty school days following his/her twentieth day of absence. A student should report to school and each class on time. Students who have been assigned out-of-school suspension may not attend or participate in extracurricular activities.

Students who participate and travel to any out of District extracurricular activity, sport, or field trip are expected to be in school on time the following day. If the student comes in to school late, they will be considered tardy unexcused unless a medical excuse is provided. The only exception will be when students involved in a scheduled event arrive at the school after midnight. In such situations, the sponsor/coach must request and receive prior approval from the principal for the students to arrive late to school. If such prior approval is not obtained, then the students will be listed as tardy unexcused.

9. BEHAVIOR

When you become a member of any Ridgway Area School District competitive extra curricular activity; you automatically assume the role of representative of our school at every event you attend. By playing by the rules and by demonstrating good sportsmanship and appropriate behavior, everywhere you travel, your actions will positively reflect upon the school district and you. This proud tradition is being passed down to you today. This is a great responsibility and you should take it seriously.

Students representing our school at home and away events are expected to behave in a calm, rationale manner at school, at practice, on buses, during games and matches, at program, at activities and in general. Expected student behavior at school activities or athletic contests is the same as during the school day and students will be disciplined as indicated by school procedures and policies. All negative actions reflect on Ridgway Middle/High School and are personally degrading to you. The High School Principal and/or Athletic Director will address all inappropriate behaviors by implementing the student discipline policy. Some of your fondest memories of high school will undoubtedly center on your participation in the athletic programs and competitive extra-curricular activities. So make the most of it. Have a great time. Do your best. Wear the maroon and white proudly and represent us well.

10. RIDING PERMISSION

Students participating in competitive extra-curricular activities are required to ride to and/or from away events via the transportation provided by the school district. Students are NOT permitted to drive themselves to and/or from away

events. The school district does not provide transportation to and/or from athletic practices, home athletic events, or other home practices/programs. Any student who violates this directive shall face serious disciplinary sanctions.

Students may ride home with a parent/legal guardian if the Event Transportation Permission Slip, in possession of the head coach, is filled out and signed by the parent/legal guardian at the event. Violation of this policy will result in the student being assigned a Saturday remediation on the first occasion and removal from the team/squad for any subsequent violations. Students may not ride home with someone else's parent/legal guardian.

B. Student-Athlete Clinic

1. **Student-Athlete Clinic-** The Student-Athlete Clinic is established in order to meet with all the student-athletes who will represent the Ridgway Area School District. The purpose of the Student-Athlete Clinic is to discuss and explain athletic related school policies and procedures.

C. PIAA Rules

1. PIAA Practice Rules

a. **Practices, Inter-School Practices, Scrimmages, and Contests Limited to Six Days Per Calendar Week During Regular Season.**

2. PIAA Season

a. Each sport has a defined-season, which includes, the first Practice day, the first Inter-School Practice or Scrimmage day, the first Regular Season Contest day, the last Regular Season Contest day, the District Deadline, the dates for PIAA Championships, the maximum number of Regular Season Contests and the maximum number of Regular Season Inter-School Practices or Scrimmages.

(1) First Practice Date 2005-2006:

Fall Sports Season-August 15

Winter Sports Season-November 14

Spring Sports Season-March 6

(2) First Inter-School Practice/Scrimmage

May be held after the fifth day of practice

3. PIAA-Out-of-Season Activities-

a. Member schools may not sponsor teams.

b. Member schools and coaches and/or students of member schools may be involved in sports activities such as training programs, recreational activities, Open gyms, clinics, and camps provided that any participation by coaches and/or students is as private citizens and is voluntary as described below;

(1) Coaches and/or students acting as private citizens, and on a voluntary basis, may participate on teams that are not affiliated with that school or other member schools during the out-of-season period. The coach or other personnel representing the school shall not require a student to participate in a sport or training program for a sport outside of the PIAA-defined sport's season. The participation of students in any sports activity that occurs outside its defined season must be voluntary.

(2) The school's name, nickname, interscholastic athletic uniform, interscholastic athletic equipment, and interscholastic athletic health/first-aid supplies may not be used by community organizations and groups. The school's name, nickname and interscholastic athletic uniforms may not be used by students, however, the Principal, with the exception of football equipment, may permit students to use the school's interscholastic athletic health/first-aid supplies.

4. PIAA Contest Rules

a. Any coach and/or contestant ejected from a Contest by a state high school association recognized and/or registered official in that sport for un-sportsmanlike conduct or flagrant misconduct shall be disqualified from coaching and/or participating for the remainder of the day and in the next Contest on the next Contest Day at the same level (varsity, junior varsity, or otherwise) of competition.

(1) The official shall file a report with the PIAA Office on the form prescribed for the sport involved, within twenty-four (24) hours following the completion of the Contest in which the ejection occurred. Failure to file such a report shall not affect the validity or consequences of the ejection.

D. Dress and Grooming-Student Athlete (Policy 221)

1. Student-athletes may be required to wear certain types of clothing while participating in Interscholastic Athletics. Student athletes should demonstrate by example and precept wholesome attitudes toward

neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.

E. Tobacco Use (Policy 222)-Student Athlete

1. Policy 222-Tobacco Use

- a. In order to protect students and staff from the safety hazards of smoking and from an environment noxious to nonsmokers, the use of tobacco products by students and student-athletes is prohibited on school property. The prohibition shall extend to possession and/or use off or away from school property.
- b. Act 145 of 1996 prohibits students from possessing or using tobacco products on school property.

School districts are granted authority to initiate prosecution for any such offense. Upon conviction, the student will be found guilty of a summary offense and subject to a fine of up to \$50.00 and court costs. The second occasion will result in a \$50.00 fine, court costs and a three (3) day out-of-school suspension.

F. Prohibition Of Anabolic Steroids-Student Athlete

1. Prohibition of Anabolic Steroids(Policy 227)

- a. Act 93 of 1989-Eligibility for participation in school athletics shall be limited. No student shall be eligible to resume participation in school athletics unless there has been a medical determination that no residual evidence of steroids exists. The board may require participation in any drug counseling, rehabilitation, testing or other programs as a condition of reinstatement into a school athletic program.

The use of steroids by students involved in athletics is prohibited. In addition to the prohibition of use, the Board directs the administration to develop educational plans regarding the use of anabolic steroids.

35P.S. Sec 807.1-The Superintendent shall prescribe, implement and enforce rules and regulations to prohibit the use of anabolic steroids, except for a valid medical purpose, by any student involved in school-related athletics. Bodybuilding and muscle enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid under the provisions of the law.

Education regarding the dangers of anabolic steroids shall be provided in other district drug and alcohol programs.

35P.S. Sec. 807.3-The following minimum penalties are prescribed for any student found in violation of the rules and regulations above. Violation of the rules and regulations include:

- (1) For a first violation, suspension from school athletics for the remainder of the season.
- (2) For a second violation, suspension from school athletics for the remainder of the season and for the following season.
- (3) For a third violation, permanent suspension from school athletics.

Act 104 of 1989 42P.S. 8337 Pol.233-Students should be made aware that anabolic steroids are classified as controlled substances and that the use, unauthorized possession, purchasing, or selling could subject them to suspension, expulsion and/or criminal prosecution.

G. Sports Complex

1. Heindl Sports Complex (Policy 707.1)

a. The Sports Complex is not an adult fitness center. It was built with the monies donated for the specific purpose of serving the needs of our physical education classes and sports' programs. For this reason alone the following rules are provided as an administrative directive.

a. Security Guidelines-The Sports Complex is locked with a Keyless entry system that restricts authorized personnel to approved times. Access cards will be provided to the following individuals:

- (1.) High School Principal
- (2.) Middle School Principal
- (3.) Weight Room Supervisor
- (4.) High School/Middle School Maintenance Foreman
- (5.) Custodian and Maintenance Personnel assigned to annex.
- (6.) Physical Education Teachers.
- (7.) All Weight Room Coaches during assigned times.
- (8.) Junior Olympic Head Wrestling Coach, during season.
- (9.) Head Wrestling, during the season.
- (10.) Athletic Director.
- (11.) Assistant Athletic Director

b. Administration-The administration of the Sports Complex is under the direction of the High School Principal and Weight Room

Supervisor. Arrangements must be made with the principal and/or the weight room supervisor to open the facility.

- c. Instructional Use-The Sports Complex will be locked at all times. (7:30 AM to 3:00 PM), the Sports Complex should be checked and locked after each use.**
- d. After School and Summer Use-The Weight Room Supervisor or Principal will design and post a schedule for Sports Complex use after school hours and during the summer. Only Physical Education faculty and Board approved weight-training coaches may supervise the Sports Complex after school hours or during the summer.**

Physical education faculty members and Board approved weight-training coaches should be scheduled into the Sports Complex for the sole purpose of supervising students at a time approved by the principal or the weight room supervisor are only permitted to use the Sports Complex when they are assigned student supervisory duties. Again, all adults must realize that their personal use of the Sports Complex is governed by their supervisory duties; personal use of the facility is forbidden.

- e. Weight-Training Coaches-Qualifications-**

A weight-training coach is a Board approved coach employed by the district to manage and instruct students in one (1) or more of the school's athletic programs, a qualified individual, employed by the school district, and approved by the principal, or a qualified individual, not employed by the school district, approved by the weight room supervisor and the principal.

Weight training coach vacancies will be posted in each school building. Current employees will be given a one (1) week period of time to indicate an interest before the position is advertised outside.

Current coaches employed by the school district will be notified of the vacancy by letter and will be given a one (1) week period of time from receipt of the letter to indicate an interest in the position before position is advertised outside.

Interested individuals not employed by the school district are required to submit a letter of interest to the weight room supervisor and secure an Act 34 Clearance and DPW Clearance before applying. All weight room coaches must have clearances in order to supervise students in the weight room. This is a state regulation that the school district will follow. All weight room coaches must be approved by the Ridgway Area School Board.

f. Responsibilities

(1) A weight-training coach's primary responsibility is to supervise students who are lifting. This includes making sure the students are using proper weight lifting techniques and are not abusing the equipment of the facility.

(2) A maximum of two (2) weight-training coaches may be in the weight room to assist students in weight training.

(3) Arrangements to open the Sports Complex must be made with the principal or weight room supervisor if a weight training coach wishes to supervise his/her athletes in the weight room.

g. General Public (Ridgway Area School Residents) Employee Use

The Ridgway Area School Board reserves the right to permit the public to use the facility.

All such usage requests will be submitted to the Superintendent through procedures and formats for "Use of Facilities Initiatives."

The Superintendent will consider the mission statements, purpose of use, times and number of residents making the request before referring the matter to the board.

h. Miscellaneous

Students will be considered members of the Ridgway Area High School until September of their graduating year. Other than physical education classes, the mat room is under the direction of the head wrestling coach. Personnel are under his/her direction and usage is governed by use of facility procedures.

A Weight-training coach's primary responsibility is to assure appropriate supervision for students using the weight room. He/she may engage in personal weight training only if the primary responsibility is not compromised.

The Sports Complex cannot be used before 7:00 AM or after 10:00 P.M. with the specific authorization of the principal. Likewise, similar authorization is needed to open the Sports Complex on Saturdays or non-school days.

H. Chain of Command Procedures

1 . Athletic Chain of Command Procedures-

In keeping with Policy Number 906, when a student/parent experiences a situation with his/her team. S/he must follow the proper Chain of Command Procedures.

**Athletics takes teamwork.
We all must work together.**

The following is the Ridgway Area School Districts' Chain of Command Procedures:

<u>High School</u>	<u>Middle School</u>
Team Coach	Team Coach
Head Varsity Coach (if different)	Head Varsity Coach (if different)
Athletic Director	Athletic Director
High School Principal	Middle School Principal
Superintendent	Superintendent
Committee III	Committee III
School Board	School Board

Student/Parents Please Follow this Chain of Command, The Ridgway Area Interscholastic Athletic Program, Thanks' You!

A Message to the Parents

Parents should never interfere but support the high school, the athletic department, the coaches, and you. The Ridgway School District hires qualified coaches and personnel to run the athletic program. Student athletes and parents should trust and understand that everyone connected with the Ridgway School District athletic program desires success, sportsmanship, and a good experience at all times. We strive towards those goals in everything we do. Parents should be reminded that the success of the entire program and the "team concept" are far more important than individual performances and laurels.

If an athlete has a problem with a coach, he/she should talk with that coach. If the situation is not resolved, the athlete should consult the Athletic Director. If the situation is still not resolved, the athlete should bring the matter to the attention of the Principal. An attempt will be made to fairly judge the issue and solve the problem for the benefit of all concerned. Parents will be notified of the solution to the problem. We hope that parents support the Ridgway athletic program by being supportive and by being good fans. We thank them for their positive actions and patience.

All athletic programs at the Ridgway Middle/High School are governed by the regulations promulgated by PIAA and school board policies.

