THE ATHLETIC TRAINING AND BEHAVIOR CONTRACT
OF
POLAND CENTRAL SCHOOL
LETTER OF INTENT AND PERMISSION

To Whom It May Concern:

I have read the athletic training and behavior code of Poland Central School. I understand the provisions as stated herein and agree to abide by these provisions while a member of this team. I understand the importance of this contract and will accept the consequences for any unacceptable conduct.

_________________________________

Student-Athlete’s Printed Name

_________________________________

Student-Athlete’s Signature

Date

I have read the athletic training and behavior code of Poland Central School. I have reviewed it with my son/daughter. I agree to cooperate with Poland Central School in enforcing the behavior and training contract as it applies to my child. I give my permission for my child to participate in the stated sport, subject to the standards and provisions stated.

_________________________________

Parent/Legal Guardian Printed Name

_________________________________

Parent/Legal Guardian Signature

Sport

Date

This page is to be returned with appropriate signatures and will be kept on file in the Athletic Director’s Office with a copy of your child’s Medical and Eligibility Certification.
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IT IS THE INTENT of the Board of Education that the District operate and finance a program in interscholastic athletics and other activities for boys and girls who choose to participate. This is an extension of the regular education and physical education program. Those students who choose to participate are expected to adhere to the rules established by the District and to take extra steps necessary to assure maximum benefits from the activity in terms of physical and mental fitness, self-discipline in behavior and appearance and prerequisite satisfactory academic performance in the classroom. Satisfactory performance will be defined in individual student cases by the eligibility guidelines.

Participating in extracurricular activities is a privilege for our students, not an absolute right. It is qualified first by eligibility requirements and secondly by performance requirements.

Students not performing satisfactorily in the academic areas offered or not accepting their responsibilities in a manner acceptable to Faculty, Administration, and the Board of Education shall have their names placed on an ineligibility list and will not be permitted to participate in any school-sponsored interscholastic activities until such time as the student has been removed from the ineligibility list.

MESSAGE TO ATHLETES: The coaching staff of the Poland Central School District welcomes all candidates to the privilege of representing the Poland Central School District in the interscholastic athletic program.

IT IS OUR DUTY TO INFORM YOU THAT PARTICIPATION IN INTERSCHOLASTIC ATHLETICS MAY RESULT IN INJURY.

Your child has elected to participate in the athletic program at the interscholastic level. By doing so, your child is becoming involved in a special kind of program, designed to give the student an opportunity to experience the positive aspects of athletics, as well as the opportunity to experience personal growth and maturity. Any student may try out for any sport offered in the program, provided the student meets the required state eligibility regulations.

For all sports a four-year eligibility plan will be in effect under the guidelines of the New York State Public High School Athletic Association (NYSPHSAA). In all sports, the coach is responsible for:

1) Selection of team members
2) Assigning players to compete or sit the bench
3) Excluding players if deemed ineligible according to the Eligibility Guidelines
4) Reporting rule infractions to the Athletic Director

Each student athlete will be given a copy of the Athletic Training and Behavior Contract at the start of each season in which the student participates. In addition, the Contract will be reviewed by each coach before the first practice of the season. A copy of the Contract will be posted on the District website.

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EXPECTATIONS OF STUDENT ATHLETE BEHAVIOR

A. General Responsibilities

By indicating a desire to become a member of a team, student athletes must accept the responsibilities of a team. Personal discipline is key to any sport. By accepting these responsibilities, student athletes will have come a long way toward accepting the role of discipline which is vital to their growth and the growth of the team.

1. Personal Responsibility. A student athlete must strive to keep his/her body in the best physical and mental health. Anything that interferes with this results in a less able athlete. Student athletes must accept the limitations, explained later, regarding alcohol, drugs, etc. Student athletes must work at building their bodies and minds to peak level. They are to respect the need for rest and are to avoid continuous late hours that may lead to a tired condition.

2. Responsibility to the Team. A team is only as strong as all its members. By not being in top shape, by not attending all the practices, or by not putting forth 100% effort on and off the competitive field, a student athlete weakens the team.

3. Responsibility to School. Once the student athlete puts on the Poland uniform, the athlete represents the school; the individual and the school are inseparable.

4. Medical Eligibility. No student may participate in the athletic program unless the student has had a physical exam by an accredited medical doctor and been cleared for the appropriate activity.

Student athletes must abide by NYSPHSAA rules, including those regarding necessary pre-game practice sessions and re-examination after prolonged illness or injury. If a student athlete is absent from school five or more days because of illness or significant injury, the student must be issued a new Medical and Eligibility Certification card before being allowed to participate in an interscholastic activity.

5. Transportation. Student athletes are to travel to and from athletic contests in the vehicles provided by Poland Central School. In special cases, where a parent might have a valid reason to provide private transportation, arrangement may be made on the day of the contest with the coach or Athletic Director. In these instances, transportation home after a scheduled contest is the responsibility of the student athlete and parent.

Since a school bus is looked upon as a mobile classroom, and since teams frequently travel in a co-ed manner, the Code of Conduct functions as the rules of conduct while on the bus. Coaches and advisors are expected to ride the school activity bus with the team participants to and from all contests and activities.

Late bus transportation is available Monday through Thursday, provided the student has attended practice that day and signed up for the late bus by the designated time. Late bus transportation is encouraged.

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6. Care of Equipment and Facilities. Student athletes are expected to show proper care for the equipment and facilities provided them. This applies equally in the home school and when visiting another school. Equipment and/or property that is carelessly or willfully lost or destroyed, will become the responsibility of the student athlete.

Loss or destruction of such property will require the student athlete and parent(s) to make full restitution. Records will not be released if restitution is not made. Also, student-athletes may not wear issued athletic equipment in gym class or for personal use.

B. Code of Conduct and Training Rules

The following conduct and training rules apply to student athletes from the first practice until the last practice or contest of a sports season.

1. Conduct During a Game/Match. One of the purposes of athletes is the growth of individual discipline. It is the student athlete’s responsibility to control his/her conduct and not become involved in situations where he/she is disrespectful, insubordinate, or foul-mouthed. In addition, he/she shall practice self-control in refraining from any inappropriate behavior regarding spectators at a contest.

**Insubordination or behavior deemed detrimental to the good of the team may result in the suspension of a student athlete by the coach for a period of time designated by the coach. This rule also covers cases of misconduct or glaring unsportsmanship conduct during practices or games.

2. Attendance. Since student athletes are expected to be in top physical and mental condition, good attendance is expected of them. Patterns of being late to school or absent due to participation on a team will not be tolerated. Student athletes will be in regular attendance at school at all times. If a student athlete does not attend school on a regular basis, the coach and Athletic Director will meet with the student athlete to discuss the situation. Students athletes must report to each and every practice session, unless absent from school for a legal reason or excused in advance by the coach of that sport. If a student athlete misses practice without proper reason as determined by his/her coach, the coach may take disciplinary action against the student athlete which may include suspension from athletic contests up to and including a full season.

A student athlete must be in school on the day of an athletic contest by 12:30 PM in order to participate. If the student athlete is present for AM attendance and then is legally excused, the athlete may participate in the day's contest. Previous permission to a day’s absence by the Athletic Director or building principal will also permit the student to participate in a contest.

3. Training Rules. All student athletes will refrain from the following:
   a) using or possessing tobacco products on and off school grounds.
   b) using or possessing alcoholic beverages on and off school grounds.
   c) using, possessing, or selling drug paraphernalia or any mind or performance enhancing drug for a non-medicinal purpose on and off school grounds.
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d) violating any state or local law on and off school grounds.

4. Violation of Training Rules.
   First Offense: Student athlete may be suspended for 25% of contests.
   Second Offense: Student athlete may be suspended for a full sports season.
   Third Offense: Student athlete may be suspended from athletic participation for a full calendar year.
   Further Offenses: Student athlete may be permanently suspended from athletic participation.

   a) The number of contests the student will be suspended from will be determined by using the number of regularly schedule games during the sports season when the offense has occurred. For example, if there are 20 scheduled basketball games, a student athlete would be suspended for 5 games for a first offense and 20 games for a second offense.
   b) A penalty may carry over into the next sports season. For example, if a student athlete’s first offense is a 5 game suspension, but only 4 games remain in the season, the student athlete will be suspended for 1 game in the next sports season in which the athlete participates.
   c) Violations of training rules will be cumulative over a student athlete’s career at Poland Central School.
   d) Any student athlete who confidentially approaches a coach or school official for help with a substance abuse problem will be given appropriate confidential help. If there has been no public incident of violation, there will be NO athletic suspension as long as it can be determined that participation is not a health risk to the individual or a safety risk to teammates and/or opposing athletes.
   e) In cases involving substances (such as tobacco, alcohol, etc.) prohibited by the Code of Conduct, counseling may be recommended for the student athlete. If a student athlete agrees to participate in counseling, provides the Athletic Director with evidence that counseling sessions have successfully begun and continues to attend counseling sessions throughout the season, the student may be exempted from suspension from athletic contests. If proper attendance at and completion of the counseling program is not fulfilled, the student athlete’s suspension will be reinstated. While the school will continue to recommend counseling for further violations of the training rules, a student athlete may only have a suspension voided on the first offense.
   f) Any student athlete who truthfully admits to his/her violation of training rules may have the required suspension reduced by 10%.

5. Quitting the Team. Once a student athlete has signed a letter of intent to play on a team, the athlete is expected to complete the season. After signing the letter of intent, a player may withdraw from a squad only after discussing the matter with the coach of that sport and the Athletic Director and has submitted a completed “Permission Form to Discontinue Participation” (Appendix I). Quitting without consent of the Athletic Director and coach will be considered a violation and may result in partial or full suspension during the next sport season in which the student athlete participates.

6. Social Restriction. Any student athlete placed on social restriction will be ineligible to attend or participate in any game/match during the restricted period. The student athlete will be expected to attend all practices.
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during this time. The MS/HS Principal may place a student on social restriction for an incident not related to academic eligibility.

7. In-School Suspension.
   a) If a member of an athletic team has been assigned an In-School Suspension on the day of the game, the student athlete is not allowed to play in that game.
   b) If a student athlete is sent to In-School Suspension for improper behavior during the last period of the school day and has an away game for which the bus leaves before the period ends, the athlete may not leave the In-School Suspension Room to get the bus.

8. Out of School Suspension.
   a) Any student athlete who is suspended out of school will be suspended from participating in practices and contest during the period of our of school suspension.

9. Additions. Any specific regulations from the coach will be attached to the last page of this contract. Any additions must be discussed by the coach and the Athletic Director before they become part of the contract.

C. Disciplinary Procedures

1. Minor Disciplinary Problems of a minor nature will be handled by the coach of the sport.

2. Major Disciplinary Problems, such as, but not limited to, breaking training rules, quitting a team, consistent cutting of practices, serious deliberate damage to property, etc, shall be termed violations of this agreement.
   a) A charge or violation may be brought against a student athlete by:
      i. the school administration
      ii. the Athletic Director
      iii. the team coach
      iv. a teacher
   b) Alleged violations should be reported to the Athletic Director who, with the Middle/High School Principal, will then conduct an investigation regarding the alleged violation as soon as practicable. The Athletic Director will also notify the student athlete’s parent, by phone, that an alleged violation has occurred and will be investigated. If the investigation indicates a violation of the Athletic Contract, the Athletic Director will meet with the student athlete and team coach to discuss the imposition of a disciplinary action.
   c) Within 5 school days of determination that a violation has occurred, the Athletic Director will notify the student athlete’s parents or guardians in writing of the violation and the disciplinary action taken. The letter will provide the parents or guardian with the opportunity to meet informally with the Athletic Director, Middle/High School Principal and the coach to discuss the violation and disciplinary action.

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d) If the student athlete and/or parent/guardian wish to make an appeal of the decision regarding a violation, it may be done through a written request to the Superintendent within one week of the decision regarding disciplinary action. The Superintendent will review the case and present a finding in writing to the student athlete, parent or guardian, Middle/High School Principal, and Athletic Director. This decision will be final.

It is understood that disciplinary action decided by the Middle/High School Principal for violations of school rules listed in the Student/Parent Handbook will take precedence over those outlined in this Athletic Training and Behavior Code.

D. Student Athlete Academic Eligibility

1. Student Athlete Expectations

Each student must accept the responsibility of maintaining his/her academic accomplishment while participating in athletics. The primary responsibility of the school district is to see that all students achieves the best of their ability. Athletic participation is a privilege and cannot be allowed to detract from academic achievement.

It is the goal of the Student Athlete Academic Eligibility Policy to provide all student athletes with an opportunity to maintain academic success while participating in athletics.

It is the student athlete’s responsibility to remain in good scholastics standing. Student athletes are expected to maintain a passing average in all subjects.

2. Procedures

a) Every student must be evaluated each Wednesday for the previous five day period by his or her grade-giving teacher. The resulting S (satisfactory) or U (unsatisfactory) is based on whether or not the student is passing each course in which the student is enrolled. A passing grade is 65 or above.

b) Teachers will be given a form on Tuesday afternoon to report student athletes who are failing. This form will be turned in to the Athletic Office no later than Wednesday by 3:15 pm.

c) Any student athlete who receives two “U”s in any single week becomes ineligible to attend or participate in all extracurricular activities and events during the following week from Sunday through Saturday. Student athletes should continue to attend practice, but may not participate in contests.

d) Any student who receives a “U” in the same course for three consecutive weeks or more loses the privilege to participate in all extracurricular activities and events during the following week from Sunday through Saturday. Student athletes should attend practice, but may not participate in contests.
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**Any student who becomes ineligible three (3) times under section “c” above and/or section “d” above will be removed from the team for the remainder of the season in order to focus on improving his or her academic performance.**

   e) If the classroom teacher is absent on Wednesday, it will be the teacher’s responsibility to submit the eligibility sheet as soon as the teacher returns to school.

   f) A letter will be sent to parents indicating the courses the student is failing on Thursday. A progress report for each course a student athlete is failing will also be included in the mailing.

   g) Any student athlete who receives a “U” for the week will be required to attend the After School Study Hall from 3:10 PM until 4:00 PM for each “U” that is earned on either Tuesday or Thursday of the following week. The student athlete may then attend the remainder of practice. The Athletic Director or Principal will meet with those student athletes that received a “U” to notify them and schedule their after school study hall. Any athlete that is unable to stay for their after school study hall for that week will have to get an extension from the Athletic Director or Principal to attend their required after school study hall the following week.

   h) Athletes that do not attend or did not get an extension from the Athletic Director or Principal for their required After School Study Hall will be given lunch detention until their mandatory after-school study hall has been made up.

   i) Student athletes will be given a clean slate at the beginning of each new marking period. If a student athlete received a failing average for a particular marking period, it does not carry over to the next marking period.

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APPENDIX I
PERMISSION FORM TO DISCONTINUE ATHLETIC PARTICIPATION

**INSTRUCTIONS:** It is understood that the coach’s signature below indicates that a coach/student athlete discussion regarding the decision to discontinue the program has taken place prior to the parent and Athletic Director signatures. Signatures are to be obtained in the order requested on this form. Student athletes are required to continue to attend their scheduled practices until instructed by the coach or Athletic Director.

**STEP 1: STUDENT INPUT**  Please state the reason for wanting to discontinue playing the sport in the space below.

<table>
<thead>
<tr>
<th>Student Athlete's Printed Name</th>
<th>Student Athlete's Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sport To Be Dropped</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STEP 2: COACH INPUT**  Please place a check beside one of the statements and add comments.

- [ ] I approve  [ ] I disapprove  of the student athlete’s request to discontinue playing the sport.

**COMMENTS:**

<table>
<thead>
<tr>
<th>Coach’s Printed Name</th>
<th>Coach’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STEP 3: PARENT INPUT**  Please place a check beside one of the statements and add comments.

- [ ] I approve  [ ] I disapprove  of the student athlete’s request to discontinue playing the sport.

**COMMENTS:**

<table>
<thead>
<tr>
<th>Parent’s Printed Name</th>
<th>Parent’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STEP 4: ATHLETIC DIRECTOR INPUT**

- [ ] I approve  [ ] I disapprove  of the student athlete’s request to discontinue playing the sport.
- [ ] Student’s uniform and equipment have been returned.

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**APPENDIX II**

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THE ATHLETIC TRAINING AND BEHAVIOR CONTRACT
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GUIDELINES FOR DUAL SPORT PARTICIPATION

A. Definition: An athlete who wishes to play two sports in the same sport season, simultaneously.

B. Procedures for Participation:

1. The athlete must notify the Athletic Director at least one week prior to the start of the sport season.
2. The coaches involved will be notified of the athlete’s intentions and given an opportunity to make a decision.
3. If one of the said coach is not in agreement with the athlete’s request to participate in their sport, simultaneously with another sport, then the athlete will be asked to choose one sport.
4. If both coaches can come to a consensus to allow dual participation, then the following guidelines will apply:
   a) the athlete will designate a primary sport (one that will take priority over the secondary sport).
   b) a primary sport will take precedence over the secondary sports under all circumstances.
      - the athlete will attend all regularly scheduled and rescheduled events of the primary sport.
      - if both sports have a scheduled contest on the same day, the athlete will compete in the primary sport.
   c) Both coaches will mutually agree on specific guidelines that states each of their expectations of the athlete. This agreement will be shared with the Athletic Director and signed by both coaches and athlete and athlete’s parent or guardian.
   d) If the primary coach deems it necessary to mandate that the athlete attend a particular session over a scheduled contest in the secondary sport, that coach reserves the right to do so.
   e) The athlete is expected to fulfill the obligations set forth by coaches without a change of heart, specifically after the first scheduled contests have been played.
      - If circumstances prevail, the athlete may breach the agreement set forth by both coaches if and only if the decision is mutually agreed upon by athlete and coach.
      - At this time, the athlete would transfer focus solely to their previously determined primary sport.
      - If a breach of dual participation agreement is NOT mutually agreed upon, and the athlete chooses to quit, then a penalty of two week’s suspension from athletic competition will be imposed (as per the athletic Code of Conduct). This will take immediate effect on the primary sport.
   f) The following State guidelines for dual participation must be satisfied:
      - All mandatory number of practices must be satisfied for each sport prior to competition, as determined by the NYSPHAA Handbook. The athlete must attend each sports practice session to get credit for attending said practices.
      - The athlete must compete in one sport with a majority of contests (more than half of the scheduled league contests) in order to be eligible for league championship competition.

**The form on the next page will be completed for a student seeking permission to Double Up in sports.**
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PERMISSION TO “DOUBLE UP” SPORTS PARTICIPATION

In accordance with Section III rules, students are allowed to participate in more than one sport in one athletic season. As a result, students at Poland Central School have the option of trying out for an additional team—an individually-oriented athletic team. For students of Poland Central School, these include:

a) Cross Country (fall)

b) Cheerleading (winter)

c) Golf (spring)

d) Tennis (spring)

e) Track (spring)

f) Others as approved by the Athletic Director

Students wishing to “double up” must meet several conditions throughout the season to maintain playing eligibility in both sports.

1) The participant declares a primary and secondary sport designated below. The primary sport takes precedence over the secondary sport.

2) The participant meets state-mandated practice requirements prior to the sports game.

3) The student maintains academic eligibility for the entire season according to the rules of Poland Central School.

4) The student is willing and able to participate in additional practices as deemed necessary by the secondary sport coach. Additional clarification of practice requirements will be made clear by the particular coaches and athletic director as circumstances arise.

I have read the above statements, and agree to the terms.

My primary sport is ____________________________________________

My secondary sport is ____________________________________________

Student’s Printed Name ____________________________________________

Student’s Signature ____________________________________________

Parent’s Signature ____________________________________________

Primary Coach Signature ____________________________________________

Secondary Coach Signature ____________________________________________

Athletic Director Signature ____________________________________________

Date ____________________________________________

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