

***2020-21***

***HILLTOP CADETS***

***STUDENT-ATHLETE***  
***and***  
***PARENT HANDBOOK***

**Adopted June 2020**

## **FORWARD**

The general philosophy underlying the Millcreek-West Unity Local School's Athletic Program as guided by the policies of the Board of Education, must emphasize not merely winning, but the development of cooperation and teamwork with all involved personnel including the Board of Education, coaches, parents, athletes, and community. Sportsmanship, self-discipline, and a positive attitude are traits that we feel should be fostered in the lives of all involved.

We recognize the importance of family, church, and education in the lives of our participants and we will give them the priority they deserve in the lives of our youth. We are also aware of the time and effort that it takes to reach full potential in the athletic arena. We realize that there will always be tensions in this area, but the goal of the program is that through dialogue and cooperation, these tensions may be held to a minimum.

We feel that the athletic experience should be an enjoyable period in which everyone is working together to achieve team and personal improvement. All interested students are encouraged to take advantage of the privilege to participate in athletics.

## **STATEMENT OF PURPOSE**

The Hilltop Schools Athletic Council believes the interscholastic athletic program and other programs which support the interscholastic program exist for the purposes of:

1. Providing boys and girls who have interest and ability in sports with an outlet for the expression of these interests and abilities.
2. Providing an opportunity to experience important lessons of life which are a part of athletics. For example:
  - a. The opportunity to see that many limitations: physical and mental can be conquered.
  - b. The ability to accept limitations which cannot be overcome.
  - c. The joys of teamwork as well as individual accomplishment.
  - d. The ability to accept both victory and defeat gracefully.
3. Teaching physical skills and good health habits which will be of lasting benefit to the individual.

In relating the desire to win with the purpose listed above, the Athletic Council feels that with a good attitude, these lessons can be taught and learned.

## CODE OF CONDUCT

### A. RESPONSIBILITIES

Players are members of teams that represent Hilltop High School, the community, and their families and therefore the school's standards of conduct are established so as to achieve favorable and positive results for their participation in sports. They will be judged by their conduct both on and off the court or field.

### B. GENERAL DUTIES

It is the duties of the athletes to adhere to the rules set forth in the Hilltop Athletic Policy Handbook and any additional rules set by the individual coaches.

### C. SPECIFIC DUTIES

#### 1. Scholarship

- a. In order to be eligible for athletics, a student in grade 9, 10, 11, or 12 must be currently enrolled and must have been enrolled in school the immediately preceding quarter and received passing grades during that quarter in subjects that earn a minimum of five credits per year towards graduation. In addition, athletes must maintain a 1.25 GPA and cannot fail more than one subject the preceding grading period.
- b. Athletic scholastic eligibility for each grading period is determined by grades received the preceding nine-week grading period. Semester averages have no effect on eligibility.
- c. 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 applicable. **EXCEPTION:** At the start of the fall sports season, the first grading period is considered to have started insofar as this bylaw is concerned.
- d. A student enrolled in the first grading period after advancement from the eighth grade must have passed all those subjects carried the preceding quarter.
- e. A student enrolling in the seventh grade for the first time will be eligible for the first quarter regardless of previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must be currently enrolled and must have been enrolled in school the immediately preceding quarter and received passing grades in all subjects carried that preceding quarter in that grading period.

#### 2. School Conduct and Discipline

- a. Any athlete that has been in or out of school, suspended, or expelled from school or from a class will be ineligible to practice or participate in any athletic event for that period of suspension or expulsion.
- b. Athletes are representatives of our school, and the school itself will be judged by their conduct more than their play. They should conduct themselves as ladies and gentlemen at all times.

#### 3. School Attendance

Any student participating in extracurricular activities shall attend at least a full afternoon of classes in order to participate in any practice, competition, or event that day. Absences excluded are verified attendance at funerals, doctor appointments, and absences approved in advance such as college visitation, or other situations approved by the principal.

4. **Transportation to Athletic Events**

Athletes will NOT be permitted to drive themselves to athletic contests. Students are highly encouraged to ride school transportation to and from events. Written consent will be accepted if a parent(s) wishes to have their child ride home from a contest. Parents who transport other athletes must have written authorization from all parents involved.

5. **Training Rules for All Sports:**

Participation in athletics is a privilege granted to students who (1) gain admission to the athletic program through tryouts and/or demonstrated skills and (2) who exercise self-discipline needed for athletic competition. Because athletic competition is a privilege (not a right) athletes are subject to a stricter code of conduct. We believe there is no place in high school or junior high school athletics for alcohol, drugs, tobacco, or gross misconduct and therefore state the following policies

6. **Definitions**

- a. **Athlete:** An athlete, including auxiliary personnel such as a cheerleader, trainer, manager, statistician, etc., is a student who is participating in the athletic program or has received an athletic award after entering the seventh grade.
- b. **Athletic Career:** Athletic career begins when the athlete first participates, beginning in the seventh grade until high school graduation.
- c. **Athletic Program:** The athletic program is comprised of the sports which Hilltop enrolls with the Ohio High School Athletic Association.
- d. **Suspension:** A suspension is the temporary removal of an athlete from the athletic program until such time as the athlete complies with conditions for reinstatement into the athletic program.
- e. **Expulsion:** An expulsion is the permanent removal of an athlete from the athletic program and no conditions will be given to allow for reinstatement during an athletic career.
- f. **Sports Season:** A sports season of the athletic program is one of three seasons, i.e. fall, winter, or spring.
- g. **Violation:** A violation is an infraction of training rules or behavior. Violations are recorded for the athletic career of a student which extends from their initial participation until graduation. No violation is removed at the end of a sports season or school year.
- h. **Training Rules:** Training rules are in effect for the athlete throughout the year, including summer months when school is not in session. Any violation of the training rules will result in disciplinary measures being taken. If the athlete is out of season or between seasons, the suspension will carry to the next athletic event he/she participates in.

- i. **Gross Misconduct:** Gross misconduct is defined as any violation of state or federal laws, the Student Conduct Code, Student Handbook rules, or a coach's rules which becomes official when the student athlete has been informed of the infraction and offered his rights to the due process procedure.
- j. **Award Programs:** Athletes must attend the awards program to receive their awards unless prior arrangements have been made with their coach. Any athlete serving a suspension while participating in a sport shall not receive any special awards.

## 7. **Alcohol or Drugs**

A student will not possess, use, transmit, conceal, or be under the influence of any alcoholic beverage, dangerous drug, narcotic, or any substance that causes physical or mental change. This includes look-a-like drugs or placebos.

**First Violation:** The athlete will be given an immediate suspension from the athletic program. The athlete may be reinstated to the athletic program on the following conditions:

- a. He/she has enrolled and successfully completes a school approved drug and alcohol program.
- b. The athlete shall be suspended for 20% of the scheduled contests. If the contest is canceled, then it cannot count as one of the suspended contests. Each tournament event will count as one suspended contest. If the violation occurs and there is not 20% of the season left, then the remaining suspension will be administered during the next participating sports season.
- c. Once the conditions of suspension have been established and approved by the principal, the athlete shall practice.
- d. The athlete must pass a drug screening at the conclusion of the suspension in order to regain eligibility.
- e. With the violation comes a requirement that the athlete WILL be selected for screening at some point during the next year's rounds of drug testing.

**Second Violation:** The athlete will be given an immediate suspension from the athletic program. The athlete may be reinstated to the athletic program on the following conditions.

- a. He/she successfully completes a school approved drug and alcohol assessment program. If the assessment recommends treatment and/or professional counseling, the athlete must successfully complete the treatment and counseling.
- b. The athlete's suspension will be for 50% of the scheduled contests. If the contest is canceled, then it cannot count as one of the suspended contests. Each tournament event will count as one scheduled contest. If the violation occurs and there is not 50% of the season left, then the remaining suspension will be administered during the next participating sports season.
- c. Once the conditions of the suspension have been established and approved by the principal, the athlete shall practice.
- d. The athlete must pass a drug screening at the conclusion of the suspension in order to regain eligibility.

- e. With the violation comes a requirement that the athlete WILL be selected for screening at some point during the next year's rounds of drug testing.

**Third Violation:** The athlete will be given immediate suspension from the athletic program. The athlete may be reinstated to the athletic program on the following conditions.

- a. He/she successfully completes a school approved drug and alcohol assessment program. If the assessment recommends treatment and/or professional counseling, the athlete must successfully complete the treatment and counseling.
- b. The athlete's suspension will be for one calendar year starting on the date of the violation.
- c. The athlete must pass a drug screening at the conclusion of the suspension in order to regain eligibility
- d. With the violation comes a requirement that the athlete WILL be selected for screening at some point during the next year's rounds of drug testing.

**Fourth Violation:** The athlete will be given an immediate expulsion for the remainder of his/her athletic career.

## 8. **Tobacco**

A student will not possess, use, transmit, or conceal smoking (Including vaping materials) or smokeless tobacco.

- a. **First Violation:** The athlete will be given an immediate suspension from the athletic program for 20% of the scheduled contests. If the contest is canceled, then it cannot count as one of the suspended contests. If the violation occurs and there is not 20% of the season left, then the remaining suspension will be administered during the next participating sports season. The athlete shall practice. However, they must pass a drug screening at the conclusion of the suspension in order to regain eligibility. With the violation comes a requirement that the athlete WILL be selected for screening at some point during the next year's rounds of drug testing.
- b. **Second Violation:** The athlete will be given immediate suspension from the athletic program for 50% of the scheduled contests. If the contest is canceled, then it cannot count as one of the suspended contests. Each tournament event will count as one scheduled contest. If the violation occurs and there is not 50% of the season left, then the remaining suspension will be administered during the next participating sports season. The athlete shall practice. However, they must pass a drug screening at the conclusion of the suspension in order to regain eligibility. With the violation comes a requirement that the athlete WILL be selected for screening at some point during the next year's rounds of drug testing.
- c. **Third Violation:** The athlete suspension will be for one calendar year starting on the date of the violation. They must pass a drug screening at the conclusion of the suspension in order to regain eligibility. With the violation comes a requirement that the athlete WILL be selected for screening at some point during the next year's rounds of drug testing.
- d. **Fourth Violation:** The athlete will be given an immediate expulsion for the remainder of his/her athletic career.

## 9. Drug and Alcohol Testing Policy

The Board recognizes the interscholastic athletic program is an integral part of the entire educational program. Through participation in interscholastic athletics, students are provided an opportunity for educational and character-building experience. The athlete assumes responsibility for regulating his/her personal life in ways that will make them an efficient member of a team and a worthy representative of this school. Drug and alcohol use/abuse by student athletes is a major detriment to attaining these goals. The Board believes by implementing a drug testing program, it will encourage students who want to participate in interscholastic athletics to remain drug/alcohol free. A program of deterrence will be instituted as a pro-active approach to a truly drug-free school. Likewise, through participation in athletics, students using illegal drugs/alcohol pose a threat to their own health and safety, as well as to that of other students. The purpose of the program is to:

- a. Provide for the health and safety of all student athletes
- b. Undermine the effects of peer pressure by providing a legitimate reason for athletes to refuse to use illegal drugs/alcohol; and
- c. To encourage athletes who use drugs to participate in drug treatment programs.

## 10. Definitions within Drug and Alcohol Testing Policy

- a. **Athlete:** Any student participating in a high school program and/or contest under the control and jurisdiction of the district and the Ohio High School Athletic Association (OHSAA)
- b. **Random Selection:** A mechanism for selecting athletes for drug/alcohol testing in which each athlete shall have an equal chance of being selected for testing each time selections are made.
- c. **Reasonable Suspicion:** A suspicion based on specific contemporaneous, articulable personal observations including, but not limited to, appearance, speech, body odors, behavior or other physical or observable traits of a student athlete.
- d. **Drugs:** Any substance which an individual may not sell, offer to sell, exchange, give, possess, use, distribute, or purchase under State or Federal law. This definition also includes all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used in any way other than for medical purposes in the accordance with the directions for use provided in the prescription or by the manufacturer.
- e. **Alcohol:** Intoxicating liquor, liquor, wine, beer, mixed beverages, malt liquor, and malt beverages as defined by the Ohio Revised Code Section 4301.01. The term alcoholic beverages also means any liquid or substance, such as “near beer” intended for use as a beverage or capable of being used as a beverage, which contains alcohol in any proportion or percentage.
- f. **Positive:** The presence of alcohol, nicotine, or any illegal drug.
- g. **Medical Review Officer:** A doctor, not necessarily a licensed medical review officer, who serves in the capacity on behalf of the district.

## 11. Procedures within Drug and Alcohol Testing Policy

- a. Each athlete shall be provided with a copy of the Millcreek-West Unity School Drug and Alcohol Testing Policy for Student Athletes and “Student Consent to perform Urinalysis for Drug/Alcohol

Testing” which shall be read, signed, and dated before the athlete is eligible for athletic participation. The parents and/or guardian are also required to sign the “Parent/Guardian Consent to perform Urinalysis for Drug/Alcohol Testing” before the athlete is eligible for athletic participation. Random drug testing will remain in effect.

- b. The consent shall be to provide a urine sample for drug/alcohol testing as chosen by random selection and/or because of reasonable suspicion. (Both at district’s expense)
- c. Random selection, by the testing of up to 30% of the in-season athletes may be obtained 6 times during the school year. The athletes selected will be notified as determined by the athletic director and will be tested within the time parameters established by the athletic director and testing lab.
- d. Prior to the testing procedure, the athlete will be given a form on which the athlete may list any prescription or medications he or she has taken during the preceding 72 hours. The information will be provided to the testing laboratory to protect the athlete’s privacy and will not be provided to district personnel.
- e. The sample will be taken under guidelines established by the collection agency. For all testing, the athlete shall report to the site designated by the district for specimen collection.
- f. The samples will be labeled and sealed and maintained under strict security by the collection agency so as to maintain proper chain of custody and safeguard the rights of the athlete.
- g. The sample testing may include any or all of the following substance: Amphetamines, Cannabinoids, Phencyclidine, Barbiturates, Cocaine & Metabolite, Propoxyphene, Benzodiazepines, Opiates, Alcohol methadone, & Nicotine.
- h. The laboratory administrator will communicate written test results only to the designated medical review officer
- i. The vendor, testing laboratory, or medical review officer may not release any statistics on the rate of positive drug tests to any person, organization, entity news publication or media without the express written consent of the Millcreek-West Unity Local School Board of Education.

12. **Positive Results and Violation of the Drug and Alcohol Testing Policy**

If the athlete’s test indicates positive results, the laboratory selected by the district for testing will retest another sample from the same specimen vial used for the first test. If the second test is also positive, the results will be reported to the district contact person. If the second test is negative, no further action will be taken. If the result is reported to the district as positive, consequences as spelled out in the athletic handbook will be enforced.

13. **Refusal to Submit to Drug/Alcohol Testing Policy**

- a. An athlete, who misses an appointment for the random collection without good cause, as determined by the athletic director, is ineligible to participate in the athletic program for that sport for the remainder of the season.
- b. If a participating student athlete refuse to submit to a drug/alcohol use test authorized under this policy, such student shall not be eligible to participate in the athletic program for that sport the rest of the season.

14. **Gross Misconduct**

Violations are the same as stated under **Tobacco**.

15. **Dress**

The standards of dress, appearance, and curfew hours are to be set by each coach during his/her sport. Additional rules and regulations may be found in the Athletic Policy Handbook.

16. **Due Process**

An athlete can request an informal hearing with the Principal and Athletic Director to challenge the reasons for the suspension or otherwise explain his/her actions. The student and parents have the right to appeal the Principal and Athletic Director's decision to the designee of the Board of Education, the local Superintendent of Schools.

17. **Varsity Letters**

Awarding varsity letters is left to the discretion of the coach, but the following criteria are recommended:

- a. Golf - play in 40% of the matches.
- b. Volleyball - play in 50% of the matches.
- c. Football - play in 50% of the quarters.
- d. Basketball - play in 50% of the quarters.
- e. Track - score at least 10 team points.
- f. Cross Country - varsity runner (top 7) of 25% of regular season meets
- g. Softball and baseball - play in 40% of the innings.
- h. Cheerleaders - discretion of the advisor.
- i. 7<sup>th</sup> grade - Certificates of participation.
- j. 8<sup>th</sup> grade - Hilltop patches for participation.
- k. Freshman - Class numbers for participation.
- l. Reserve - Small "H" letter
- m. Varsity - Large Varsity "H" for first letter. Once a large varsity letter has been earned for a varsity sport, appropriate pins will be awarded for second, third, and fourth year awards.

All candidates must be members at the completion of the season for which an award is to be given. This includes the awards presentation unless previous arrangements have been made with the Athletic Director or Coach. Excepting students injured during the season or transferring into school district. They will be considered for a letter at the discretion of the coach.

18. **Special awards**

Special awards will be presented on the following basis at the discretion of the head coach.

- a. Football - 5 awards.
- b. Volleyball - 3 awards.
- c. Golf - 3 awards.
- d. Cross Country - 3 awards
- e. Basketball - 3 awards.
- f. Baseball and softball - 4 awards.
- g. Track - 4 awards

Success can only come to you as an individual from the self-satisfaction of knowing that you gave everything to become the best that you are capable of becoming. Perfection can never be attained, but it must be your goal.