

A large, stylized logo in the background consisting of the letters 'D' and 'V' intertwined. The 'D' is on the left and the 'V' is on the right, both rendered in a bold, blocky font. The logo is outlined in a light red color and has a grey shadow effect.

**DELAWARE VALLEY  
SCHOOL DISTRICT**

**ATHLETIC  
HANDBOOK**

## Table of Contents

	<b>Page #</b>
<i>A Message from the Athletic Director</i>	3
<i>Delaware Valley School District Coaches' Directory</i>	5
<i>Delaware Valley High School</i>	5
<i>Delaware Valley Middle School</i>	8
<i>Dingman-Delaware Middle School</i>	10
<i>Requirements for Participation</i>	12
<i>Eligibility Rules</i>	12
<i>Delaware Valley School District Academic Eligibility</i>	12
<i>Age</i>	13
<i>Amateur Status and Awards</i>	13
<i>Attendance</i>	13
<i>Consent of Parent or Guardian</i>	13
<i>Drug Testing</i>	13
<i>Comprehensive Initial Pre-Participation Physical Evaluation</i>	13-14
<i>Transfers</i>	14
<i>Attendance</i>	14
<i>Attendance in School for Eligibility to Participate</i>	15
<i>Sportsmanship</i>	15
<i>Language</i>	15
<i>Treatment of Officials</i>	15
<i>Visiting Team and Spectators</i>	16
<i>Squad Limits and Squad Selections</i>	16
<i>Team Rules</i>	16
<i>Team Travel</i>	16
<i>Athletic Equipment</i>	16
<i>Athletic Awards</i>	17
<i>Delaware Valley High School Scholar-Athlete Program</i>	17

<i>Return to Play Criteria</i>	17
<i>Rules and Regulations of the Athletic Training Room</i>	18
<i>Hazing (SB Policy # 247)</i>	18
<i>Communication with DVSD Coaching Staff</i>	18-19
<i>Order of Communication</i>	19
<i>Parent-Coach Meetings</i>	19-20
<i>Suspension from a Team</i>	20
<i>Dismissal from a Team</i>	21
<i>The College Recruitment Process</i>	21-22
<i>Role of Athletics in Schools</i>	22
<i>Appendix A</i>	
<i>Eligibility for Co-Curricular Activities</i>	23-24
<i>Appendix B</i>	
<i>Drug / Alcohol Testing for Co-Curricular Participation, Driving     and Parking Permit Privileges</i>	25-30
<i>Appendix C</i>	
<i>Hazing</i>	31-35
<i>Appendix D</i>	
<i>Planet HS Getting Started Guide</i>	36-38

## **A Message from the Athletic Director**

### To the Parents / Guardians:

Your son/daughter has expressed an interest to participate in interscholastic athletics with your approval. It is very important to read and review the information included in this document with your child. Additionally, it is recommended that you familiarize yourself with this Student-Athlete Handbook. It is equally important to understand that participation in athletics is a privilege, not a right. Education-based interscholastic athletics offered at the Delaware Valley School District (DVSD) serve as an integral part of the educational process for students grades 7-12. Our athletic philosophy is based on developing the person, the student, and the athlete. As a complement to the academic component, our athletic program is structured to foster physical, social, emotional/intellectual, and moral development in all participants. Additionally, the DVSD athletic program emphasizes teamwork, good sportsmanship, leadership, and competitive spirit. We are hopeful that the experiences and opportunities gained by participation in interscholastic athletics will help your son or daughter develop lifelong skills, making them more productive citizens within the community upon graduation. Lastly, we ask for your cooperation in being a positive role model by demonstrating respectful behaviors at all times with coaches, other parents, officials, administrators, spectators and all student-athletes.

### To the Student-Athletes:

Being a member of a Delaware Valley Athletic Team is a privilege, not a right. It is our expectation:

- That you embrace this opportunity to make yourself a better person, a better student, and a better athlete.
- That you will follow school rules at all times.
- That when you have questions or concerns, you will ask for help.
- That you will give 100% effort at all times regarding academics and athletics.
- That you take pride in yourself, your team, your school, and your community.
- That you are respectful at all times to teammates, classmates, administrators, teachers, coaches, opponents, spectators, officials, and parents/guardians.

- That you develop a sense of professionalism whereas you always do the best you can, use appropriate language, dress appropriately, and play with sportsmanship.
- That you will become leaders within athletics, within the school, and within the community.

Meeting these expectations will help in laying the foundation for success upon graduation from the Delaware Valley School District. We are proud to have you representing our school and will support you throughout your journey. Failure to meet these expectations can result in consequences that could be detrimental to your team or status with the team. With that said, we wish the best of luck and look forward to watching you compete.

Yours in Sport,

*Christopher Ross M.Ed*

Delaware Valley Athletic Director

Delaware Valley School District Head Coach Directory

# Delaware Valley High School

## Fall Sports

## School E-mail

### Football

Keith Olsommer

olsommerk@dvsd.org

### Freshman Football

Robert Cosentino

cosentinor@dvsd.org

### Boys' Soccer

Aaron Stark

starka@dvsd.org

### Girls' Soccer

Jeff Rainear

rainearj@dvsd.org

### Cross Country

Audrey Dennis

dennisa@dvsd.org

### Golf

James Salus

salusj@dvsd.org

### Field Hockey

Marielle Cavallaro

cavallarom@dvsd.org

### Girls' Tennis

Kevin Quinn

quinnk@dvsd.org

### Girls Volleyball

Bridget Crawford

crawfordb@dvsd.org

### Football Cheer

Jen Marchetti

marchettij@dvsd.org

## Winter Sports

### Boys' Basketball

Kris Holtzer

holtzerk@dvsd.org

### Freshman Boys' Basketball

Chris Neidig	neidigc@dvsd.org
<u>Girls' Basketball</u>	
Lindsay Baker	bakerl@dvsd.org
<u>Wrestling</u>	
Lou Delauro	ldelauro@dvsd.org
<u>Swimming</u>	
Chelsea Shatt	shattc@dvsd.org
<u>Competition Cheer</u>	
Jen Marchetti	marchettij@dvsd.org
<u>Basketball Cheer</u>	
Chris Gawel	gawelc@dvsd.org
<b><u>Spring Sports</u></b>	
<u>Baseball</u>	
Dave Peters	petersd@dvsd.org
<u>Softball</u>	
Chelsea Sweeney	sweeneyc@dvsd.org
<u>Boys' Tennis</u>	
Kevin Quinn	quinnk@dvsd.org
<u>Track</u>	
Nick Quaglia	quaglian@dvsd.org
<u>Boys' Volleyball</u>	
Heather Holdredge	holdredgeh@dvsd.org
<u>Girls' Lacrosse</u>	
Bernadine Salak	salakb@dvsd.org
<u>Boys' Lacrosse</u>	
Jeff Krasulski	krasulskij@dvsd.org

# Delaware Valley Middle School

## Fall Sports

### Football

Joe Spinetta

spinettaj@dvsd.org

### Boys' Soccer

Nick Irwin

irwinn@dvsd.org

### Girls' Soccer

Chris Gawel

gawelc@dvsd.org

### Cross Country

Bill Gaa

gaaw@dvsd.org

### Field Hockey

Carly Propst

propstc@dvsd.org

### Girls' Tennis

Brigid Gray

grayb@dvsd.org

### Girls' Volleyball

Jessi Donnelly

donnelyj@dvsd.org

### Fall Cheer

Lexi Polanis

polanisa@dvsd.org

## Winter Sports

### Boys' Basketball

Dan Quinlan

quinlnd@dvsd.org

### Girls' Basketball

Leslie Lordi

lordil@dvsd.org

### Wrestling

Adam Penberthy

penberthya@dvsd.org

### Winter Cheer

Lexi Polanis

polanisa@dvsd.org



## **Spring Sports**

### **Baseball**

Mike Murray

murraym@dvsd.org

### **Softball**

Bridget Crawford

crawfordb@dvsd.org

### **Boys' Tennis**

James Albert

albertj@dvsd.org

### **Boys' Track**

Anthony Bergmann

bergmanna@dvsd.org

### **Girls' Track**

Rebecca Bachelder

bachelderr@dvsd.org

### **Girls' Lacrosse**

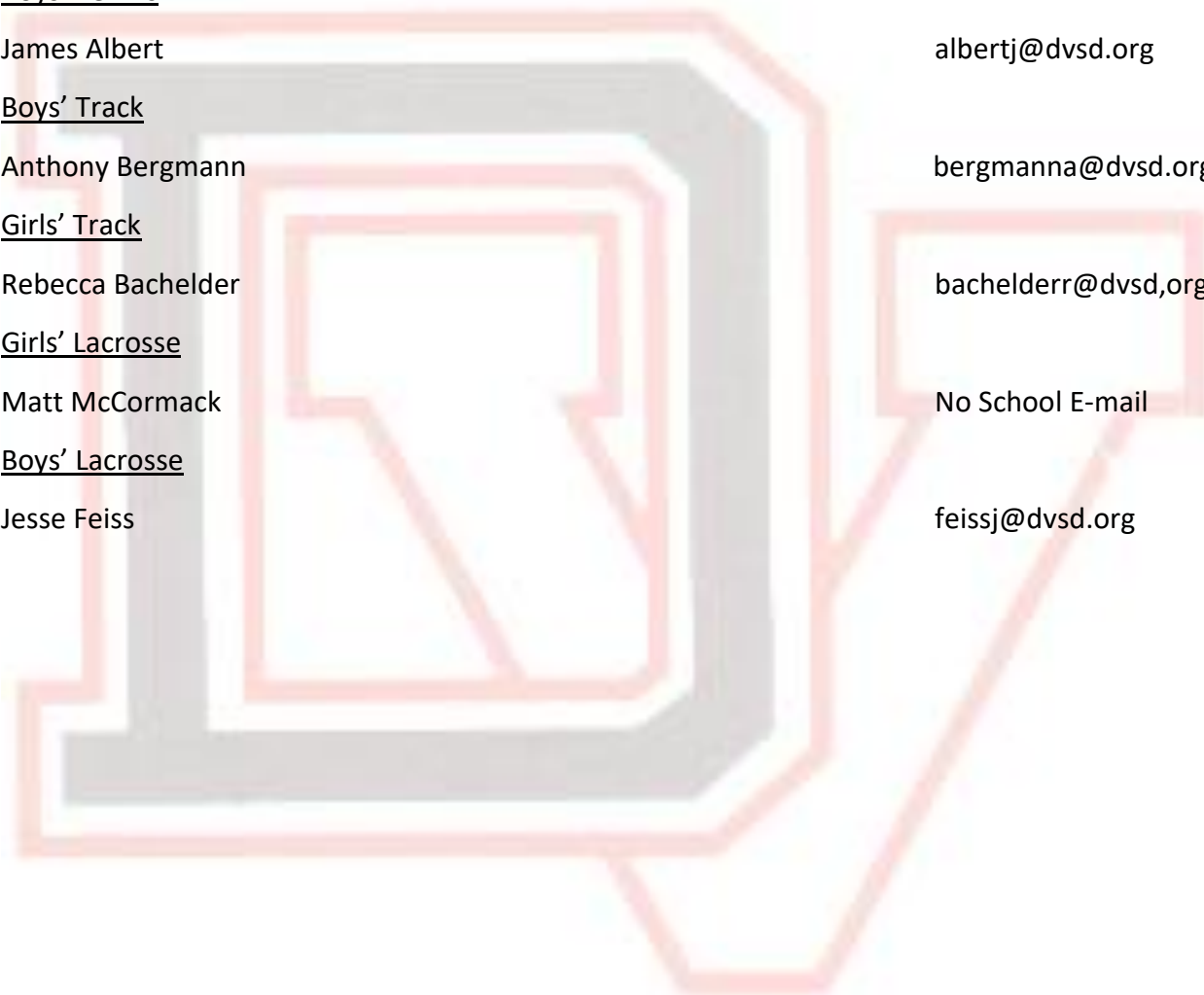
Matt McCormack

No School E-mail

### **Boys' Lacrosse**

Jesse Feiss

feissj@dvsd.org



# Dingman-Delaware Middle School

## Fall Sports

### Football

Jeff Krasulski

krasulskij@dvsd.org

### Boys' Soccer

Stephen Kim

kims@dvsd.org

### Girls' Soccer

Dana Worzel

worzeld@dvsd.org

### Cross Country

Carl Imbt

imbtc@dvsd.org

### Field Hockey

Dave Koretz

koretzd@dvsd.org

### Girls' Tennis

Stacy DeFrancesco

defrancescos@dvsd.org

### Girls' Volleyball

Adam Holdredge

holdredgea@dvsd.org

### Fall Cheer

Caitlin Vill

No School E-mail

## Winter Sports

### Boys' Basketball

Al Holtzer

No School E-mail

### Girls' Basketball

Dave Koretz

koretzd@dvsd.org

### Wrestling

David Sullivan

sullivand@dvsd.org

### Winter Cheer

Caitlin Vill

villc@dvsd.org

## Spring Sports

### Baseball

Dave Koretz

koretzd@dvsd.org

### Softball

Mark Alderfer

alderferm@dvsd.org

### Boys' Tennis

Stacy DeFrancesco

defrancescos@dvsd.org

### Boys' Track

Stephen Kim

kims@dvsd.org

### Girls' Track

John Staub

jstaub@dvsd.org

### Girls' Lacrosse

Matt McCormack

No School E-mail

### Boys' Lacrosse

Jesse Feiss

feissj@dvsd.org



## **REQUIREMENTS FOR PARTICIPATION**

Consideration for participation on an athletic team requires that a student meet the following conditions:

1. Satisfy all Pennsylvania Interscholastic Athletic Association (PIAA) and Delaware Valley School District (DVSD) eligibility standards
2. Adhere to the codes of conduct of the DVSD, the school building you attend, the athletics department and your individual sport team

### **Eligibility Rules**

#### **Know Your Eligibility Rules**

A student who participates in interscholastic athletics at Delaware Valley, which is a member of the Pennsylvania Interscholastic Athletic Association, Inc. (PIAA), must comply with PIAA eligibility rules. If you fail to comply with these rules, you will lose your eligibility to participate in interscholastic athletics. If you participate while ineligible, you, Delaware Valley, and/or your team will be penalized. It is, therefore, important for you to be aware of applicable eligibility provisions.

The Principal of any Delaware Valley Secondary School (DVHS, DVMS, DDMS) is responsible for certifying as to your athletic eligibility. If you have any questions concerning your academic eligibility, you should discuss the matter with Mr. Christopher Ross, Athletic Director. If the athletic office is unsure about an eligibility matter, they will seek guidance from the PIAA Offices.

### **Delaware Valley School District Academic Eligibility**

#### **School Board Policy # 122.1 (Appendix A)**

Student eligibility to participate in events, such as games, productions, competitions, club meetings and similar activities shall be based on the following:

#### **Academic Eligibility Requirements**

##### General Provisions

- a. A student must not be failing two (2) or more subjects.

##### Eligibility Procedure

- a. Academic eligibility will be determined weekly.
- b. All grades will be cumulative within each nine (9) week period.
- c. Teachers will report any failing grades to the athletic office by the last day of the school week.
- d. The athletic office will provide the ineligibility list to sponsors, coaches, and teachers every Friday during the season.

### **Age**

To be eligible to participate in grades 10 through 12, you must not have reached your 19<sup>th</sup> birthday by June 30 immediately preceding the school year. Where you will participate only in grades 7 and 8 (DVMS / DDMS), you may not have reached your 15<sup>th</sup> birthday by June 30 immediately preceding the school year. Where you will participate only in grades 7 through 9 (Freshman Football, Basketball / JH Cross Country, JH Track), you may not have reached your 16<sup>th</sup> birthday by June 30 immediately preceding the school year.

### **Amateur Status and Awards**

To be eligible to participate in a sport at Delaware Valley, you must be an amateur in that sport. Amateur status, and eligibility, is lost if you, or your parent(s) or Guardian(s), receive money or property for or related to your athletic ability, participation, performance, services, or training in a sport.

### **Attendance**

You must be enrolled and attend a Delaware Valley School, DV Cyber School, Charter School, Cyber-Charter School, or be home-schooled.

Generally, you are eligible only at the school at which you are enrolled (Delaware Valley) or, if a home-schooled student, at a public school district in which you reside. If you are a student enrolled in either a Charter School or Cyber Charter School, you should consult with your principal to determine the school at which you are eligible.

### **Consent of Parent or Guardian**

You are eligible at Delaware Valley only if there is on file with the Nurse / Athletic Office / *Planet HS* a certificate signed by your parent(s) or guardian(s) consenting to your participation in the particular sport(s) involved.

### **Drug Testing / School Board Policy #227.1 (Appendix B)**

Delaware Valley School District Policy # 227.1 includes the random testing of in-season athletes. Student-athletes are required to hand in a "Drug Testing Permission Form" to their coach, Athletic Office, or *Planet HS* online before participation in a sport season. Failure to turn in a permission form will result in a student-athlete's suspension from team activities.

### **Comprehensive Initial Pre-Participation Physical Evaluation**

(Also See **Appendix D** for *Planet HS* Directions)

You are eligible at Delaware Valley only if you have completed a comprehensive initial pre-participation physical evaluation (CIPPE) performed by an Authorized Medical Examiner (AME) before your first sports season's first practice of that school year.

If you want to participate in subsequent sport(s) in the same school year, you will be required to be re-evaluated by an AME or re-certified that your physical condition is satisfactory. If there are any questions concerning your re-certification status, please contact the athletic office for guidance.

Wrestlers must also obtain a certification of the minimum wrestling weight at which they may wrestle during that season.

In all cases and with no exceptions, an Authorized Medical Examiner (AME) must certify, on the PIAA CIPPE form, as to your physical fitness to participate in the particular sport(s) involved. A CIPPE may be performed and dated no earlier than June 1; and, regardless of when performed during the school year, remains effective only until the next May 31.

Delaware Valley performs physicals on campus before the start of each sports season. The cost of the physical is \$20.00 and physicals are performed on a first-come, first-serve basis. Please make sure to listen to announcements for physical sign-up dates throughout the school year.

### **Transfers**

You are treated as having transferred whenever you seek eligibility to participate in interscholastic athletics at a school other than the one you were previously either enrolled or otherwise eligible. You are considered to have transferred even if you are promoted to a higher level school or are out-of-school for a period of time before entering the new school. If your Transfer from one school to another is materially motivated in some way by an athletic purpose, you will lose your athletic eligibility in each sport in which you participate within a period of one year immediately following the date on which you transferred. In addition, any student-athlete that transfers schools after the completion of his/her sophomore year may be declared not eligible to participate in post-season district and state playoff games regardless of the motivation for the transfer.

### **Attendance - (PIAA Constitution and By-Laws: Article III)**

A pupil must be regularly enrolled in a secondary school in full-time attendance. A student is eligible only at the school at which the student is enrolled. Exceptions exist for home-schooled students and students enrolled in Charter or Cyber Schools. A pupil who has been absent from school for a total of twenty or more days in a semester shall not be eligible to participate in any athletic contest until he/she has attended school for a total of forty-five (45) school days following the twentieth day of absence. A PIAA district committee may consider an exception when there is an extended absence because of approved reasons.

An attendance irregularity during the last day of classes of the school week will make a student ineligible for activities during the weekend. Exceptions for absences for educational, religious and medical reasons will be made when prior approval from the student's assigned secondary school office has been granted.

### **Attendance in School for Eligibility to Participate**

In order for a student-athlete to be eligible to participate in any contest, he/she must be enrolled in school and attend school regularly in accordance with applicable law. Additionally, student-athlete participation in scheduled activities or athletic contests is contingent upon the following:

- A student-athlete who is absent from school for the entire day may not participate in or attend a scheduled activity or athletic contest unless pre-approved by administration.
- A student-athlete who arrives AFTER 10:30 a.m. may not participate in a scheduled activity or athletic contest for that day unless pre-approved by administration.
- A student-athlete who leaves early from school without pre approval by administration or because of illness may not participate in a scheduled activity or athletic event for that day.
- A student-athlete who is suspended from school may not participate in a scheduled activity or athletic contest for the duration of the suspension. If a suspension ends on Friday, the student-athlete cannot participate in any weekend practices, contests, or events.

### **Sportsmanship**

As a PIAA member school, Delaware Valley School District firmly feels that the outcome of the Contest should be determined by the quality of play on the court and by the positive support of the spectators. Any actions deemed as unsportsmanlike can result in your removal from the contest site and standing with the team. DVSD also has the expectation that parents will serve as positive role models for sportsmanship for their own student-athletes.

### **Language**

Profane and obscene language will not be tolerated. Athletes using profane and obscene language during practice sessions or at athletic contests will result in disciplinary action determined by the Coach / Athletic Director.

### **Treatment of Officials**

Officials are selected because of training and experience. Student-athletes and Spectators should realize that officials are honest in their intent. Athletes and Spectators are reminded that officials are in complete charge of an event. The decision of the official should never be challenged. Violations of sportsmanship conduct will result in negative consequences for the athlete and the team and may result in the removal of the athlete or spectator from an athletic contest.

### **Visiting Teams and Spectators**

Visiting teams and their fans are GUESTS of Delaware Valley School District and should be welcomed to our Gyms, Courts, and Fields with great respect and cordiality. Any action meant to demean opposing players, coaches, or fans is not in the highest ideal of interscholastic education and will not be tolerated. Our goal is to create a culture that is enthusiastic for our student-athletes and respectful of our opponents and fans.

### **Squad Limits and Squad Selections**

Many sports teams have no squad limits; therefore, all students who meet eligibility requirements and participate in try-out activities/practices become part of the team. However, the nature of certain sports limits the number of team members who can be effectively managed by the coaching staff and/or facilities. Coaches, as the designated professionals in charge of these sports will make student-athletes aware of the criteria for selection. The coaches will maintain records of try-out evaluations and will provide sufficient opportunity to fairly evaluate and rank student-athletes.

Students not selected for a squad may be permitted to try-out for another sport during the same season, provided the selection process for that team has not been completed. The student-athlete must contact and obtain approval from the coach no later than two days after receiving notification that he/she was not selected for the first sport he/she attempted to join.

### **Team Rules**

Due to the varied expectations that are inherent of different sporting activities, specific team rules will be determined by the coach and approved by the athletic director. These are to include, but not limited to, rules governing attendance at practice sessions and games. When developed, these rules will be kept on file in the office of the athletic director and principal.

### **Team Travel**

All athletes must travel to and from all athletic contests with the squad unless the coach or athletic director grants permission in advance.

At away games, athletes are guests of the host schools. Proper and respectful conduct is expected and reflects in a positive manner on the athlete, the team, and the community.

### **Athletic Equipment**

The athlete is responsible for all athletic equipment issued. It is also the athlete's responsibility to give this equipment the best of care and to return the equipment promptly at the end of the season. The athlete or the parent/guardian(s) shall pay for any equipment not returned, or equipment altered beyond regular use. This must be rectified by the first event of the next sport season or the athlete will be ineligible. For seniors, cap and gown can be held until the equipment return/payment is processed.



## **Athletic Awards**

The coaching staff of the individual sport determines the “Varsity Letter” award criteria. These criteria may include, but are not limited to, playing time, points scored, dedication, co-operation, loyalty, leadership, a sense of fair play, and years of service. Certificates of recognition are awarded for each sport and sport level; however, only one chenille is awarded to a student-athlete at varsity level, regardless of the number of sports in which a letter is earned.

Students dismissed from the team for disciplinary reasons or who elect to leave the squad prior to the completion of the season forfeit their eligibility for awards.

## **Delaware Valley High School Scholar-Athlete Program (HS Only)**

Delaware Valley High School will honor high achieving student-athletes that maintain exemplary academic achievement while participating in Delaware Valley High School Athletics. Any student that maintains a 3.3 GPA during their sport season will be named a Delaware Valley High School Scholar-Athlete. The awards will be determined as follows:

Fall Scholar-Athletes	-	First Quarter GPA
Winter Scholar-Athletes	-	Second Quarter GPA
Spring Scholar Athletes	-	Fourth Quarter GPA

Every student achieving Scholar-Athlete status will be recognized with a Scholar-Athlete Certificate and also be listed on the Scholar-Athlete Page on the DV Athletics Website.

Any student who qualifies for the Scholar-Athlete Program for all four years at Delaware Valley High School will also be given a Senior Scholar-Athlete Award.

## **Return to Play Criteria**

Following a complete physical assessment, the certified athletic trainer(s) may, at his or her discretion and in accordance with approved protocols, return a student-athlete to practice or competition unless the student-athlete is under the current (proximate) care of a licensed physician. When the student-athlete is under the care of a licensed physician, the certified athletic trainer must have written or verbal documentation for consideration of return to play. Final return to play decisions will be made in cooperation and agreement with the treating licensed physician, certified athletic trainer and in accordance with approved protocols, policies, and procedures. If a student-athlete is not being seen by a licensed physician following an injury, the certified athletic trainer will determine when the student-athlete returns to practice or competition.

### **Rules and Regulations of the Athletic Training Room**

- The Athletic Training Room is a medical facility; act appropriately.
- Use universal precautions to protect yourself and others from infectious diseases.
- Be respectful of the Athletic Trainer's time and efforts to assist you.
- Be courteous and polite to all Athletic Training staff and Athletic Training students; anything less may be grounds for removal from the facility.
- The Athletic Training Room is co-educational facility; dress accordingly.
- Only student-athletes receiving treatment or waiting to see the Athletic Trainers should be in the Athletic Training Room.

### **Hazing (DVSD Board Policy No. 247)**

Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student for the intention of team initiation or membership; for our purposes, this refers to any sports team recognized by the Board of School Directors. Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student participates willingly.

The DVSD does not condone any form of initiation (i.e., hazing) as part of any school-sponsored interscholastic sports-team activity. The District has adopted a policy prohibiting the involvement of students, volunteers and employees in any hazing activity; no student-athlete, coach, volunteer or District employee shall plan, encourage, assist or engage in any hazing activity.

### **Communication with DVSD Coaching Staff**

In a time of question concerning an appropriate topic, the following procedures are to be followed in the attempt to resolve the problem:

- Avoid telephone and email discussions if possible. Speak face-to-face (at an appropriate time; see below) with the other individual(s) so that the most complete communication takes place.
- The first level of contact should always be between the student-athlete and coach; However, this contact should be made at a time other than during a practice or competition. Speaking privately with the coach or in a place away from other team members is preferred.
- If the problem is not resolved at this primary-level meeting, a conference which includes the coach, student-athlete and parent/guardian may take place. However, none of these persons should be confronted immediately before or after a practice/competition to discuss the matter.

- Always call or e-mail to set up an appointment. If the coach cannot be reached in this manner, the parent/guardian should contact the athletic office in order to obtain assistance in reaching the coach.
- If a resolution still is not gained after this conference, contact the Athletic Director in for input as to how to proceed. The Athletic Director will give due process and consideration to all of the involved parties while attempting to bring the matter to a reasonable conclusion. DVSD School Board Policy #906 ("Public Complaints") may be initiated at this point if dissatisfaction with the Athletic Director's ruling occurs.

### **Order of Communication**

1. Player meets with position coach and/or head coach
2. Player meets with Athletic Director / Assistant Athletic Director
3. Parent/Guardian meets with position and/or head coach
4. Parent/Guardian meets with Athletic Director / Assistant Athletic Director
5. Communication with the Building Principal
6. Communication with the Director of Secondary Education
7. Communication with the Superintendent or Designee

### **Parent - Coach Meetings**

It is anticipated that communication between any of the parties can easily and respectfully be conducted throughout the season. However, the most critical time for the working relationship to be employed is when a concern or conflict arises about an expectation or comprehension of a policy/procedure. The meeting time should be scheduled ahead of time and must not interfere with game, practice, or meeting times.

Topics that are **ACCEPTABLE** as appropriate for discussion are:

- The student-athlete's school attendance or academic performance
- The student-athlete's behavior in school, with the team, or in the general public as it pertains to the team's reputation
- The student-athlete's role on the team
- The application of PIAA, District, department and team philosophies, procedures, rules and expectations for DVSD student-athletes
- Suggestions to improve a student-athlete's skill acquisition, knowledge and attitudes relevant to the sport
- Information about recruiting and recommendations about a student-athlete's suitability for play at collegiate levels
- Management of injuries incurred by the student-athlete

However, there are also topics which are not appropriate for discussion. These include certain prerogatives for which the coach alone has jurisdiction with the bounds of school district philosophies, regulations and policies.

Topics that are **NOT ACCEPTABLE** as appropriate for discussion are:

1. Other player's roles on the team
2. Selection, placement and determination of playing time
3. Establishment and enforcement for all guidelines and training rules related to the activity
4. Appointment of practice times, dates and procedures
5. Preparation and execution of all travel arrangements for the team
6. Creation and implementation of competition strategies
7. Management or determination of all awards

### **Suspension from a Team**

The Coach of the sport, Athletics Director or Building Principal, may make suspensions from a team. The coach, athletics director and/or the building principal will confer with one another before such action is taken. Causes for suspension include violations of team, athletics department, and school and district rules and/or policies.

If a student-athlete is under investigation for dismissal from a team, the coach, Athletics Director, or administrator may invoke a suspension until the investigation is complete as per Due Process procedure. A student-athlete who is suspended from a team or loses eligibility to participate in a sport shall not be subjected to ridicule or embarrassment.

### **Dismissal from a Team**

Removal of a student-athlete from a team may be made by the coach of the sport, Athletics Director, or Building Administrator for severe or repeated violations of team, department, school or District rules and/or policies. The coach, Athletic Director and/or Administrator will confer with each other before such action is taken. If a student athlete is under consideration for suspension from a team, he/she has the right to due process. Any student-athlete dismissed from a team will not be permitted to participate on another school team during that sport's season and is not permitted to start practicing or begin attending open gym/field sessions with another school team until the season is concluded for the first team. The severity of the violation may further restrict a student's participation during that school year. A student-athlete who is dismissed from a team or loses eligibility to participate in a sport shall not be subjected to ridicule or embarrassment. Due Process The following procedure has been developed by the DVSD Athletics Department to provide due process in the event a student is under consideration for suspension or dismissal from a team:

- The Coach, Athletic Director or Administrator will notify the student-athlete and the student-athlete's parent/guardian of the possibility of suspension or dismissal, its proposed date/time of effect, and the infraction that prompted the consideration of this consequence. This notification may take place in person or by a phone call.
- The student-athlete and his/her parent/guardian will then be afforded the opportunity to reply to the charge and present evidence.
- If requested, such conference will be held as soon as possible as mutually agreed upon by the school district official, the student-athlete, and his/her parent/guardian. Nothing contained in this section denies a student or parent/guardian of his/her right to then appeal to the Building Principal, Director of Secondary Education, or Superintendent at any stage of the process.

### **The College Recruiting Process**

The coach, school counselor and the Athletic Director should be your primary sources of information and guidance regarding the collegiate recruiting process. They are willing to communicate with parents and student-athletes about their interest in becoming a college student-athlete, collegiate eligibility standards and collegiate sport particulars. To supplement the assistance of these professionals, the DVSD athletic department has posted NCAA Eligibility Booklets and a link to Dynamite Sports Inc. to allow student-athletes and parents gather more information on the college recruiting process and academic requirements from our Athletic Website. The athletic department and guidance counselors will be available to answer any questions you may have about the recruitment process.

Please be aware that collegiate recruiting personnel frequently contact coaches and the athletic office seeking information about DVSD student-athletes. In compliance with FERPA (Federal Educational Rights and Privacy Act), directory information about a student (name, address, phone number, honors and awards) may be disclosed to college recruiters as requested. If any

student-athlete or his/her parent/guardian does not wish to have this information made available to recruiters, a request to that effect should be made in writing. This request should be filed with the DVSD athletic office prior to the first official day of practice for the team.

### **Role of Athletics in Schools**

1. The athletic program complements life skills learned in the classroom. Organization, time management, integrity, a strong work ethic, perseverance, and a commitment to excellence are a part of daily athletic interactions.
2. The athletic program teaches student-athletes the importance of respect and professionalism. Through appearance, communication, and good sportsmanship, student-athletes learn the impact of their actions and behaviors on others.
3. The athletic program provides students with strict practice schedules during seasons, and voluntary workouts before and after school during the off-season allowing students to strengthen their bond with peers, coaches and the school.
4. Athletic events allow the school and community to come together in support of all teams.
5. The athletic program aids in the development of school pride through organized competitions, logos, defined colors, mascots, uniforms, and adequate facilities.

***“Winning at the professional level is required. Winning at the collegiate level has become expected. Winning at the high school level should be a pleasant by-product to what you’re really supposed to be doing, which is developing young people into productive citizens.”***

## Appendix A

Title: Eligibility for Co-Curricular Activities

Code: 122.1

Adopted: September 17, 2015

Last Revised: September 17, 2015

### **Authority**

The Board shall establish eligibility requirements for students involved in noncredit co-curricular activities.

### **Guidelines**

#### Eligibility Standards

To be eligible for noncredit co-curricular activities, a student must pursue a curriculum approved by the principal as a full-time curriculum. Where required, this curriculum or its equivalent must be approved by, and conform to, the regulations of the State Board of Education and the Pennsylvania School Code, as well as any local policies established by the local School Board. Students must also comply with Board policy on drug and alcohol testing.

The principal, working in conjunction with the athletic director, shall establish a monitoring system where all students failing subjects within the approved curriculum are reported to the athletic director weekly by district staff. Co-curricular advisors will be responsible for carefully monitoring all members of their organizations.

#### Student Eligibility for Co-Curricular Activities

Student eligibility to participate in events, such as games, productions, competitions, club meetings and similar activities shall be based on the following:

#### Academic Eligibility Requirements

##### *General Provisions*

- b. A student must not be failing two (2) or more subjects.

##### *Eligibility Procedure*

- e. Academic eligibility will be determined weekly.
- f. All grades will be cumulative within each nine (9) week period.
- g. Teachers will report any failing grades to the athletic office by the last day of the school week.
- h. The athletic office will provide the ineligibility list to sponsors, coaches, and teachers every Friday during the season.

### *Academic Warning*

A student who is failing one (1) subject will be placed on Academic Warning. The student may participate in practice, competitions, and events following a mandatory tutoring program.

- a. A student that falls into Academic Warning must attend study sessions until such a time that the student attains a passing grade in the subject.
- b. A student's progress towards academic proficiency will be monitored on a weekly basis by the principal or designee.
- c. A student failing to fulfill the requirements of his/her academic warning status will be declared ineligible for the following week (Sunday-Saturday).
- d. A student who is failing one (1) subject for 10 weeks will require additional intervention by the school district.

### *Academic Ineligibility*

A student who has been deemed academically ineligible must attend mandatory, study sessions prior to attending any practice, and must not participate in any competitions for the following week (Sunday-Saturday). The student will not be reinstated his/her eligibility until the general provisions of this policy are met.

- a. If a student has not met the general provisions of this policy at the end of the nine (9) week grading period, he/she will be deemed academically ineligible for fifteen (15) school days of the next grading period.
- b. Athletic eligibility for students beginning prior to or at the time the school year begins will be based upon final grades of the previous school year. A student not meeting the academic requirements will be deemed academically ineligible for the first fifteen (15) school days of the first marking period. The student may participate in practice prior to the beginning of the first quarter and up to the fifteenth (15<sup>th</sup>) day of school; however the student may not compete in any competition at this time. After the fifteenth (15<sup>th</sup>) school day, academic eligibility will be determined on a weekly basis.
- c. A student may attend summer school in order to correct deficiencies in regard to the general provisions of the policy. In such cases, the final summer school course grade will be used to determine eligibility for the first quarter of the school year.



## Appendix B

Title: Drug/Alcohol Testing for Co-Curricular Participation, Driving, and Parking Permit Privileges

Code: 227.1

Adopted: July 18, 2019

Last Revised: June 20, 2019

Last Reviewed: June 20, 2019

### **Purpose**

The Delaware Valley School District considers participation in a co-curricular program, driving to school and the issuance of parking permits for parking upon school property to be privileges and voluntary activities. As representatives of the school district and leaders in their schools, students involved in co-curricular programs and students who drive to school are expected to exemplify high standards by the public and are held in high esteem by other students. Participants in co-curricular programs and those who drive to school are expected to accept the responsibilities accompanying these opportunities.

Deterring drug use by school students is important. School years are the time when physical, psychological, and addictive effects of drugs are most severe. The effects of a drug-infested school are visited not just upon the users, but upon the entire student body and faculty because the educational process is disrupted.

With regard to school athletes and student drivers, the risk of immediate physical harm to the drug and alcohol user or those with whom s/he is playing a sport or sharing the highway is particularly high. Apart from psychological effects, which include impairment of judgment, slowing of reaction time, and a lessening of the perception of pain, alcohol and the particular drugs screened by this policy pose substantial physical risks to athletes and drivers. Co-curricular participants, whether athletes or not, are student leaders and, as such, serve as role models for their peers and for young children as well. The use of drugs and alcohol by these role models exacerbates the problem of illegal substances in our schools.

The purpose of this policy is:

1. To deter/prevent student participants in co-curricular programs and students with driving privileges from using drugs.
2. To protect the health and safety of students.
3. To deter/prevent accidents and injuries, resulting from the use of alcohol or controlled substances.

4. To provide drug and alcohol users with assistance programs.

### **Authority**

The need for this policy is magnified by the fact that the evil of drugs and alcohol is visited not just upon individuals at large, but upon children for whom the school district has undertaken a special responsibility of care and direction. In addition to its parental, *in loco parentis*, responsibilities for students, the school district has custodial and tutelary duties with regard to the students who have been placed in its care. It is reasonable for the school district, as a guardian and tutor, to undertake the testing of co-curricular participants and student drivers for drug and alcohol usage.

This policy is adopted in accordance with the authority granted to School Boards, permitting School Boards to adopt reasonable rules and regulations regarding the management of school district affairs and the conduct and deportment of all students during the time that they are under the supervision of the Board of School Directors and teachers, including the time necessarily spent coming to and returning from school.[\[1\]](#)

### **Guidelines**

#### **Requirements**

No member of a co-curricular program and no student who has been given permission by the school officials to drive to school and has been issued a school parking permit shall have a breath alcohol concentration of 0.02 or higher, and no student who has been given permission by school officials to drive to school and has been issued a school parking permit shall use any controlled substance, as verified by the testing of a urine sample. Co-curricular students shall notify the sponsor of their co-curricular program if they are taking any therapeutic drugs and shall supply a written certification from the physician prescribing the drug that the substance will not adversely affect the student's ability to safely and effectively participate in the co-curricular program. Student drivers shall provide the same notice and documentation to the school principal.

No student shall refuse to submit to an alcohol or controlled substances test required under this policy. Such refusal includes, by way of example and not limitation:

1. A student's failure to provide adequate breath for testing without a valid medical explanation after s/he has received notice of the requirement for breath testing in accordance with this policy.
2. A student's failure to provide adequate urine for controlled substances testing without a valid medical explanation after s/he has received notice of the requirement for urine testing in accordance with this policy.
3. A student's conduct that clearly obstructs the testing process. Any attempt by a student to adulterate a sample shall be treated as conduct that clearly obstructs the testing process.

Testing shall take place when the student is at school, when the student is participating in the co-curricular program, or otherwise as designated by this policy.

## Scope

This policy shall apply to students participating in co-curricular programs in the district's secondary schools, middle schools and high schools, and those who have been given permission by school officials to drive to school and/or have been issued a parking permit. Co-curricular participation shall include all interscholastic athletics, clubs, and other activities in which students participate on a voluntary basis and for which credit is not awarded toward meeting graduation requirements. A list of the co-curricular activities in a school shall be available from the principal.

There shall be four (4) types of tests: random testing; reasonable-suspicion testing; return-to-activity testing; and follow-up testing.

Random testing shall be conducted on a monthly basis for ten percent (10%) of the co-curricular and driving students. The students selected for testing shall be chosen at random. Selection shall be by a scientifically valid method. Each student shall have an equal chance to be selected with each random sampling. Random testing shall be unannounced and spread reasonably throughout the year. When the student is notified that s/he has been selected, the student shall proceed to the test site immediately.

Reasonable-suspicion testing shall be conducted when the sponsor of the co-curricular activity or Student Assistance Program team member has reasonable suspicion that a co-curricular student or student with driving privileges and/or a school parking permit is using or has used alcohol or controlled substances in violation of this policy. Reasonable suspicion shall be based on specific, contemporaneous, articulable observations of appearance, behavior, speech or body odors when the student is at school, at a school-sponsored event, or taking part in the

Co-curricular program. The alcohol test shall be conducted as soon as possible after observation, but no more than eight (8) hours after observation. If the test is not conducted within two (2) hours of the observation, records shall be kept stating why the testing was not performed within two (2) hours. A written record of observations shall be made and, in the case of controlled substance testing, the report shall be made within twenty-four (24) hours or before the release of the test results, whichever is earlier.

Return-to-activity testing shall be required before a student is allowed to return to participation in a co-curricular activity or to resume driving to school after having violated any of the prohibitions in this policy relating to drug and alcohol use. The alcohol test shall show a result of less than 0.02 in order for the student to return to the co-curricular activity or to resume driving privileges. A controlled substances test shall be negative.

Follow-up testing shall be required when any co-curricular student or student with driving privileges is in need of assistance in resolving problems associated with the use of alcohol and/or controlled substances as determined by a substance abuse professional, and shall be subject to unannounced testing as directed by the substance abuse professional. When required, a student may be tested a number of times.

## Procedures

As a prerequisite for joining and becoming a member of a co-curricular program and for the privilege of driving to school and/or obtaining a school parking permit, a student shall consent to testing for alcohol

and controlled substances. Prior to admittance to each co-curricular program and to the receipt of driving privileges in a school year, a contract shall be signed authorizing the school district to collect urine, and breath samples. The contract shall be signed by a parent/guardian of a minor student or by the student if s/he is eighteen (18) years of age or is married, whether age eighteen (18) or not. A contract shall be in effect for only one (1) school year.

Testing shall be conducted according to established protocol. Breath alcohol testing shall be conducted by a certified Breath Alcohol Technician using an instrument approved by the National Highway Traffic Safety Administration as an evidential breath testing device. A breath alcohol concentration of 0.02 or higher shall be followed by a confirmation test at least fifteen (15) minutes after the screening test. Prior to conducting the confirmation test, the Breath Alcohol Technician shall obtain an air blank registering 0.000. Following the confirmation test, the student shall be given a printout of confirmation results, which shall be identified with unique, sequential confirmation test number.

Urine samples shall be collected by trained medical personnel in a manner that balances the values of privacy and confidentiality with the accuracy of the tests. Tests shall utilize the split sample method and a laboratory which follows procedures required by the Substance Abuse and Mental Health Service Administration. The laboratory's chain of custody procedures shall be followed. There shall be an initial screening test using an immunoassay test. All specimens identified as positive in the initial screening test shall then be subject to a confirmation test using a gas chromatography/mass spectrometry technique. If the confirmation test is positive, the results shall be submitted to a medical review officer. The medical review officer shall conduct a review of the test to determine the existence of possible alternative medical explanations for the positive results. This review may include a medical interview and review of the student's medical history, or review of other biomedical factors and medical records. The medical review officer shall give the student or the student's parent/guardian an opportunity to discuss a positive test result.

When a medical review officer's services are used, the principal shall:

1. Make reasonable efforts to contact each student who submitted a specimen under this policy or the student's parent/guardian and to request that they discuss the results of the controlled substances test with the medical review officer who has been unable to reach the student or parent/guardian.
2. Notify the medical review officer within twenty-four (24) hours that the student or parent/guardian has been notified to contact the medical review officer. If the medical review officer believes that there is no adequate alternative explanation for the positive result, the positive result shall be reported to the Building Administrator, who shall forward the report to the student's principal. The test shall be reported as negative if a negative finding is found on the initial screening test, through the confirmation test, or through a determination by the medical review officer. Within three (3) days of notice of a positive result, the student or the student's parent/guardian may request a retest of the split sample that was retained.

In order to ensure the accuracy of the tests, samples shall be collected at the nurse's office or other suitable location within the school building. Specified control forms shall be utilized to ensure accurate identification of the sample and chain of custody. Techniques shall be adopted to prevent tampering. A certified laboratory shall be used for the tests.

Alcohol testing shall be conducted by a trained breath alcohol technician using an evidential breath testing device approved by the National Highway Traffic Safety Administration. Alcohol testing shall be conducted in a location selected for its visual and aural privacy for the student being tested. If a test result is 0.02 or higher, a confirmation test shall be performed at least fifteen (15) minutes later. The results of the confirmation test shall control whether the test is deemed positive or negative. The breath alcohol technician shall transmit all results to the school principal in a confidential manner.

All costs associated with the testing shall be paid by the school district. The principal shall recommend the actions necessary to ensure that the school district can perform the testing described in this policy and has the services of a qualified medical review officer, a qualified substance abuse professional, and a certified laboratory. The testing lab will be instructed to test for one or more illegal drugs. Testing for controlled substances shall focus on a set of drugs selected by the school nurse in consultation with the secondary principals who shall decide which illegal drugs will be screened, but in no event shall that determination be made after selection of students for testing. Student's samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug intoxication. An example of an appropriate set of drugs is the following group: marijuana; cocaine, to include crack; opiates, to include heroin and codeine; amphetamines, to include speed; phencyclidine, to include PCP and angel dust; barbiturates; benzodiazepines; methaqualone; methadone, propoxyphene and oxycotin. The results of the tests for alcohol and drugs shall be disclosed only to the student, his/her parents/guardians, and a limited class of school personnel who have a need to know: athletic director; the principal; the student assistance team; the substance abuse professional who works with the student; the guidance counselor, the coach and/or advisor; otherwise known as the implementation committee. These school representatives shall protect the confidentiality of test results.

### Penalties

If the student tests positive for alcohol or controlled substances, the following responses shall be activated:

1. The principal or his/her designee shall hold a parental conference to discuss the results of the testing.
2. The student shall participate in the student assistance program. The student shall participate in a drug/alcohol assessment with a certified drug and alcohol evaluator. Failure to comply with the evaluator's recommendations shall result in dismissal from co-curricular activities, the loss of driving privileges to school and forfeiture of school parking permit.
3. The student with a first offense shall be required to participate in a drug/alcohol assistance program and submission to weekly drug testing for six (6) weeks; suspended from participation for a period of fifty percent (50%) of the athletic contests, club events and performances, or driving time remaining in the regular season of the student's co-curricular program(s) and the period covered by the student's driving privilege. If there is not fifty percent (50%) of the appropriate item(s) remaining, the percentage of the suspension not served shall be applied to the next co-curricular program and driving period in which the student participates. Guidelines for this suspension shall be developed and carried out by a district-level implementation committee.

4. The student shall be required to be retested before the start of another co-curricular program and driving period in which the student will be a participant. The student must test negative prior to his/her return to co-curricular participation and to the privilege of driving to school.
5. The student who retests and is found to have a positive test, qualifying as a second offense, shall be suspended from participation in all co-curricular programs and the privilege of driving to school for one (1) calendar year from the date of the offense. The implementation committee described above shall determine the guidelines for and supervise the levying of this suspension. The student must test negative prior to his/her return to co-curricular participation and the privilege of driving to school.
6. The student who has three (3) offenses shall be barred from all co-curricular competition and the privilege of driving to school for the remainder of his/her years in the Delaware Valley School District. The implementation committee described above shall determine the guidelines for and supervise the levying of this suspension.
7. If any co-curricular student or student with the driving privilege and/or a school parking permit at any time refuses to submit a urine or breath sample for testing in accordance with this policy, the refusal shall be treated as an offense. Any covered student who attempts to obstruct the testing process, for example by adulterating a sample, shall be treated as having received a positive test result.
8. Since the presence of any prohibited substance does not necessarily mean that the student was in possession or under the influence of such substance on school premises, such detection shall not result in suspension or expulsion from school. School district and school-based policies relating to the use, possession, or distribution of illegal substances on school premises, on school buses and at school-sponsored events shall remain unaffected by this policy.
9. No student shall be penalized academically for testing positive for alcohol or illegal drugs. The results of alcohol and drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of alcohol and drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified at least seventy-two (72) hours before response is made by the district.

## Appendix C

Title: Hazing

Code: 247

Adopted: April 25, 2019

Last Revised: March 21, 2019

### **Purpose**

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

### **Definitions**

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[\[1\]](#)

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[\[2\]](#)

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, bodily injury shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, serious bodily injury shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

### **Authority**

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

### **Delegation of Responsibility**

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

### **Discrimination/Discriminatory Harassment**

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer. If, in the course of a hazing investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

### **Guidelines**



In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of distribution of written policy, publication in handbooks, presentation at an assembly, and verbal instructions by the coach or sponsor at the start of the season or program. [\[4\]](#)

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct. [\[7\]](#)

### **Complaint Procedure**

A student who believes that s/he has been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

### **Interim Measures/Police**

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard. [\[13\]](#)

### *Referral To Law Enforcement and Safe Schools Reporting Requirements –*

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [\[14\]](#)[\[15\]](#)[\[16\]](#)

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. [\[14\]](#)[\[15\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)[\[20\]](#)

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian. [\[14\]](#)[\[20\]](#)[\[21\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form. [\[15\]](#)[\[20\]](#)

### **Confidentiality**

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

### **Retaliation**

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

### **Consequences for Violations**

#### ***Safe Harbor –***

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if s/he complies with the requirements under law, subject to the limitations set forth in law. [\[13\]](#)

#### ***Students –***

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student

qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline. [\[4\]](#)[\[7\]](#)[\[13\]](#)[\[22\]](#)[\[23\]](#)

#### ***Nonstudent Violators/Organizational Hazing -***

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, s/he shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment. [\[24\]](#)

If an organization is found to have engaged in organizational hazing, it shall be subject to appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

#### ***Criminal Prosecution –***

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution. [\[4\]](#)



## Appendix D

# Athletic Pre-Participation Forms Getting Started Guide Planet HS (Parent & Student)

Your school has elected to collect pre-participation forms online through Planet HS. Follow the steps below to complete pre-participation registration:

### 1. Create Accounts

- Both a parent and student are required to create separate accounts. Each account must have a unique email or mobile #.
- Go to [www.planeths.com](http://www.planeths.com)
- If your school has provided their Quick Account Code, TEXT the code to 69274 to create your parent & student account. \*Creation of accounts can be done on all devices with a connection: Computers, Smart Phones, Tablets, iPads, etc.
- Home School selection- this is the school that you/your student attends/studies. Do NOT select the school district in which your school resides.
- My student plays for both the Middle School and High School?

If your student plays on both a middle and high school team, upon account creation, select the home school in which your STUDENT STUDIES. You will be able to select a secondary school within the Additional Schools section after creating your account.

### 2. Emergency Contact Section

- STUDENT: not required to input. Can proceed to clicking on "Link Account"
- PARENT: required to input as much information as possible, which will then automate information into the forms, saving time and duplicate work.

### 3. Link Parent & Student Accounts

- Once logged in, you will be prompted to link the parent and student account.
- Enter the email address or mobile # to send an invitation to the parent/student.
- The invited person clicks on the link in the email or text message to finish the linking process.
- The invited person can also login and accept the link request by clicking on the Link Account Button and selecting accept.
- Why do I have to link accounts?

Forms required by your school, often require both a parent and student signature to mark the form as completed. For the system to know what student and parent will be viewing and signing the proper forms, a linked parent/student account is required.

#### 4. Athletic Forms

- Click the Athletic Forms button to move to the Pre-Participation Forms Overview Page and complete the required digital forms.

#### 5. Select the Sports you will Participate

- In the Sports Interest section, check the sports you will be trying out for.
- By checking these sports, you are allowing the coach of that team to view your pre-participation paperwork...

#### 6. Additional Schools (If Applicable)

- If you/your student participate in sports at multiple schools, add the additional schools here.
- If you/your student do not play for multiple schools, leave this section blank.
- Adding additional schools will allow the Athletic Director(s) at the additional school(s) view your pre-participation paperwork.

#### 7. Complete & Sign Digital Forms

- Click on each form link, complete each form, and click the Sign & Submit button.
- Both the parent and student must complete this step.
- Your school/district chooses which forms require the student, parent, or student AND parent signatures.
- Upon completion of each form, you should be auto promoted to the next form.
- Students with accounts may begin completing digital forms immediately.
- Parents must be linked to a student account to see the electronic version of the forms. If they are not linked, they will only see example PDF versions of the forms.
- You can complete forms or see their status at any time by clicking on the ATHLETIC FORMS button. This gives the ability for students to send a parent linked account request and to upload the physical exam signed by the physician during group physicals.
- STUDENT Upload Buttons are shown when you are required to upload a document instead of completing the web-form. For example, the physical exam form your physician completes or a birth certificate. These forms can be uploaded by either the parent or student but require the parents signature.

#### 8. Accepted Forms Notification

- When your school has accepted all forms, a notification will be sent to you stating all forms have been accepted. You will be notified via email and/or text message (if you have selected the text message option during account creation), if a form has been

denied by your school. You will be sent a notification, in which you will be given the reason for denial and a link to review and resubmit your changes back to the school.

If you need assistance with BigTeams or need more information, please consult the help documents found <https://bigteams.force.com/support/s/> or email [schoolsupport@planeths.com](mailto:schoolsupport@planeths.com).

If you have questions regarding the content of form requirements, please contact your school Athletic Director.

