

# Berkeley County Schools

## STUDENT AND PARENT ATHLETIC HANDBOOK



# **BERKELEY COUNTY SCHOOLS STUDENT/PARENT ATHLETIC RULES AND POLICIES**

## **OBJECTIVES OF ATHLETICS AT BERKELEY COUNTY SCHOOLS**

1. Provide opportunities to develop skill and to experience the satisfaction of performing effectively in emotionally charged situations.
2. Contribute to the development of a health and fitness attitude that will provide a carry-over interest which will function during leisure time.
3. Satisfy the physiological needs of the growing athlete.
4. Contribute to the development of a wholesome appreciation for a well-developed and properly conditioned body.
5. Contribute to the development of desirable social and citizenship qualities such as responsibility, respect for authority and property of others, harmonious and cooperative group action, and respect for individual differences.
6. Contribute to the relief of emotional strains and stresses.
7. Contribute to the satisfaction of certain psychological needs as self-understanding, self-expression, understanding of others, challenge, acceptance, recognition, and approval.
8. Contribute to the development of desirable character traits including persistence, determination, unselfishness, will-to-win, alertness, maximum effort, resourcefulness and tenacity.

## **Discrimination Prohibited**

*As required by Federal laws and regulations, the Berkeley County Board of Education does not discriminate on the basis of sex, race, color, religion, disability, age and national origin in employment and in the administration of any of its educational programs and activities. Inquiries may be directed to the Title IX Coordinator, Berkeley County Board of Education, 401 South Queen Street, Martinsburg, WV 25401. (Phone: 304-267-3500)*

## SPECIFIC POLICIES AND RESPONSIBILITIES

1. All athletes will be expected to act and be treated in the same manner as all other students. They will have no privileges and/or restrictions not granted to all other students.
2. Athletes must meet all WVSSAC, Berkeley County Board of Education and school rules and regulations.
3. If a student has not fulfilled an obligation (such as school financial obligation, equipment return, etc.) he/she may be denied the privilege of participating in the athletic program.
4. All students have a right to try out for any athletic team, unless the coach can show that past performance was detrimental to the team or school.
5. The school will help defray only the expense of the athletes and coaches who qualify for post season tournaments, meets and matches. If a coach wants to take any other members of a team, the expenses must be borne by the individual athletes and not the school.
6. If at any time an athlete must diet to lose weight for participation in any athletic activity, such diet and/or weight loss program must be approved by and under the direction of a medical doctor.
7. If it is necessary for a parent to meet with their child's coach that they contact the athletic director to schedule a meeting. **Having a parent speak with a coach about a concern is never recommended after a contest when emotions on both sides may be running high.**
8. **Initiation or hazing activities will not be tolerated and are prohibited at any Berkeley County School.**

## SPORTS

### 1. FALL SPORTS

Football (Varsity, JV, Freshman)  
Volleyball (Varsity, JV, Freshman)  
Boys Soccer (Varsity, JV)  
Girls Soccer (Varsity, JV)  
Cross Country (Boys and Girls)  
Golf (co-ed)  
Cheerleading (Varsity, JV, Freshman, Middle School 7<sup>th</sup> and 8<sup>th</sup>)

### 2. WINTER SPORTS

Boys Basketball (Varsity, JV, Freshman, Middle School 7<sup>th</sup> and 8<sup>th</sup>)  
Girls Basketball (Varsity, JV, Freshman, Middle School 7<sup>th</sup> and 8<sup>th</sup>)  
Wrestling (Varsity, JV)  
Swimming (Boys and Girls)

### 3. SPRING SPORTS

Baseball (Varsity, JV)  
Softball (Varsity, JV)  
Track (Boys and Girls: Varsity and Freshman)  
Tennis (Boys and Girls)

## LETTER REQUIREMENTS AND AWARDS

1. The coach shall recommend the athletes who have met the requirements for a letter. These recommendations are to be approved by the athletic director. If any problems arise, a committee composed of the Coach, Principal and Athletic Director shall make the final decision.
2. Requirements – Completion of season and:
  - Football, Basketball, Soccer 50% of quarters
  - Cross Country, Golf, Wrestling 75% of meets
  - Volleyball, Tennis 75% of matches
  - Baseball, Softball 50% of innings
  - Track Point System
  - Swimming 75% of meets
  - Cheerleaders Varsity Squad
  - Managers/Stats 2 yrs. on Var. Squad
3. Special consideration for awarding letters will be given for extended participation, injuries, etc.
4. Athletic awards will be presented at appropriate programs to honor student-athletes, these may include: Letters and/or pins with certificates, Participation certificates, Senior certificates, Plaques for individual sport honors, Trophies for outstanding and scholastic athlete (Boy and Girl).
5. Team Award Patches will be given for:
  - a. League Championships
  - b. State Playoffs in Football, Regional Championships in Basketball, Soccer, Golf, Cross Country, Wrestling, Track, Volleyball, Baseball, Softball, Tennis and Cheerleading.

## INSURANCE

1. The financial responsibility for athletic injury rests solely with the student and his/her parents/guardians. The school or county cannot assume any financial responsibility in this area.
2. It will be the responsibility of the parent/guardian of each athlete to make sure that he/she has an insurance plan in force.
3. Acceptable insurance plans for a student-athlete are an individual or group health/accident insurance provided through the family or a student classroom accident insurance which can be purchased at the school or a special insurance for football only which can be purchased at the school. Please see the Athletic Director for insurances that can be purchased at the school.
4. The athlete and parents understand and hereby release the Berkeley County Board of Education, each high school and their members, agents, or employees from all claims, suits or demands for any damage or injuries sustained by the student in connection with any athletic participation.
5. All injuries must be reported by the player or the parents to the Athletic Director within 24 hours and the appropriate forms picked up at that time.

## INDIVIDUAL ELIGIBILITY RULES

**If you have any questions regarding your eligibility or are in doubt about the effect any activity or action might have on your eligibility, check with your principal or athletic director. They are aware of the interpretation and intent of each rule. Meeting the intent and spirit of WVSSAC standards will prevent athletes, teams, and schools from being penalized. Rules cited below can be found in the WVSSAC Rules and Regulations Handbook.**

**To be eligible to represent your school in any interscholastic contest, you:**

- must be a regular bona fide student in good standing of the school. (See exception under Rule 127-2-3)
- must qualify under the Residence and Transfer Rule (127-2-7)
- must have earned at least 2 units of credit the previous semester. Summer School may be included. (127-2-6)
- must have attained an overall "C" (2.00) average the previous semester. Summer School may be included. (127-2-6)
- must not have reached your 15th (MS), 16th (9th) or 19th (HS) birthday before August 1 of the current school year. (127-2-4)
- must be residing with parent(s) as specified by Rule 127-2-7 and 8.
- unless parents have made a bona fide change of residence during school term.
- unless an AFS or other Foreign-Exchange student (one year of eligibility only).
- unless the residence requirement was met by the 365 calendar days attendance prior to participation.
- if living with legal guardian/custodian, may not participate at the varsity level. (127-2-8)
- must be an amateur as defined by Rule 127-2-11.
- must have submitted to your principal before becoming a member of any school athletic team Participation/Parent Consent/Physician Form, completely filled in and properly signed, attesting that you have been examined and found to be physically fit for athletic competition and that your parents consent to your participation. (127-3-3)
- must not have transferred from one school to another for athletic purposes. (127-2-7)
- must not have received, in recognition of your ability as a HS or MS athlete, any award not presented or approved by your school or the
- WVSSAC. (127-3-5)
- must not, while a member of a school team in any sport, become a member of any other organized team or as an individual participant in an unsanctioned meet or tournament in the same sport during the school sport season. This includes, but is not limited to: practicing, try-outs, fund raising activities, team pictures, etc. (See exception 127-2-10).
- must follow All Star Participation Rule. (127-3-4)
- must not have been enrolled in more than (8) semesters in grades 9 to 12. Must not have participated in more than two (2) seasons in the same
- sport in grades 7 and 8 or more than three (3) seasons while in grades 6-7-8. (Rule 127-2-5).
- must not have been retained without failing in grades 6, 7 or 8. (127-2-5)

**Eligibility to participate in interscholastic athletics is a privilege you earn by meeting not only the above listed minimum standards but also all other standards set by your school and the WVSSAC.**

## **ATTENDANCE POLICY**

1. Athletes must be in attendance in school a **FULL DAY** during a day of any athletic event or contest in which they may be involved, unless it is the judgment of the Principal or Athletic Director and/or prior arrangements are made that they are excused. It should be noted that this is to include all practice sessions. Also, tardiness to homeroom or classes will constitute attendance.
2. Athletes must be in school the day after the contest.

## **PHYSICALS**

1. All students participating must have a yearly physical exam by a licensed physician and dated after June 1 prior to tryouts or practices.
2. Costs involved in physical examinations are to be borne by the individual athlete, unless prior arrangements are made and approved by the Principal and Athletic Director.

## **PARTICIPATION FEE**

1. A participation fee of \$15.00 per sport played will be charged per athlete involved in sports at a Berkeley County School.
2. Schools will give consideration to waive the fee for students who have financial need.

## **TRANSPORTATION**

1. The mode of transportation to all events will normally be by bus. When this is not possible, cars or vans will be used with coaches or parents as drivers. The parents/guardians and athlete understand and hereby give permission for the athlete to travel to away athletic events under the supervision of their school.
2. Under no circumstance will student-athletes be allowed to drive themselves and/or other students to athletic contests.
3. It is the responsibility of the parents to provide transportation to all practices and in some cases to in-county sporting events.
4. Athletes may ride home from events with the parents/guardians with coach's consent. Parents/guardians must inform the coach in writing and in person when they are leaving.

# STUDENT/PARENT CONTRACT

**I intend to be an athlete at my school. As an athlete, I will not drink, smoke, use, possess, or distribute any of the following:**

- A. Any Alcoholic Beverages
- B. Drugs not prescribed by a doctor
- C. Tobacco products
- D. Marijuana
- E. Any controlled substance or narcotic drug

**[If a violation of any of the above occurs on school property, at a school approved activity or on a school approved trip, then the following will be enforced.]**

- A. Berkeley County School policy will be followed (see Berkeley County File: Student Code of Conduct Procedures for Drug and Alcohol Violations). Student-athletes may be suspended or expelled not only from school, but also from the athletic program.

**[If a violation of the above occurs off of school property or at a non-school activity, then the following will be enforced].**

- B. Sale or Distribution of a Narcotic Drug or Controlled Substance
  - a. Complete suspension from school athletic program for 365 days. Individual may appeal decision to the Principal and Athletic Director.
- C. Unlawful Possession or Use of a Controlled Substance
  - a. First Offense: Ninety school days suspension from athletic program. NO practice and NO games. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a drug counselor, medical doctor, psychiatrist or psychologist.
  - b. Second Offense: Complete suspension from school athletic program for 365 days. Individual may appeal decision to the Principal and Athletic Director. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a drug counselor, medical doctor, psychiatrist or psychologist.
- D. Use or Possession of Any Alcoholic Beverages
  - a. First Offense: Two weeks suspension from team. NO practices and NO games. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a counselor, medical doctor, psychiatrist or psychologist.
  - b. Second Offense: Complete suspension from school athletic program for 365 days. Individual may appeal decision to the Principal or Athletic Director. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a counselor, medical doctor, psychiatrist or psychologist.

E. Use or Possession of Tobacco Products

- a. First Offense: One week suspension from team. NO practice and NO games. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a drug counselor, medical doctor, psychiatrist or psychologist.
- b. Second Offense: Two weeks suspension from team. NO practice and NO games. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a drug counselor, medical doctor, psychiatrist or psychologist.
- c. Third Offense: Complete suspension from school athletic program for 365 days. Individual may appeal decision to the Principal or Athletic Director. Athlete cannot return to practice until they provide written evidence that he/she has received counseling from a community agency or professional individual such as a drug counselor, medical doctor, psychiatrist or psychologist.

\*Social Probation – Student shall be prohibited from attending or participating in any and all school activities occurring outside of the instructional day (e.g., athletics, dances, extra-curricular events, field trips, concerts, festivals, etc.).

**These penalties shall be cumulative beginning with and throughout the student's participation in the Athletic Programs, Grades 6 – 12, in Berkeley County Schools.**

**Furthermore, I will conduct myself as a lady/gentleman when I am representing my school. I agree not to cause any embarrassment to the school by my actions on or off the field or court. Also, I agree my actions will not be detrimental to team morale.**

**I agree to:**

1. Dress neatly on away trips.
2. Have respect for school property, both ours and opponents.
3. Show respect for ALL coaches.
4. Have no unauthorized absence or tardiness from class.
5. Not to be convicted of a crime or involved in any criminal activity.
6. Not to be involved with any bullying or harassment of any other individual physically, verbally, mentally or through the use of social media.

**Failure to comply with the above rules will result in suspension and/or dismissal from the team.**

## **PARENTAL CODE OF CONDUCT FOR SPORTS PARTICIPATION**

Berkeley County Schools believes that participation in sports is a privilege that should never be taken for granted; and

Berkeley County Schools believes that parents should provide a supportive, positive athletic environment where children will be able to enjoy sports participation and maintain a proper perspective concerning winning; and

Berkeley County Schools believes that parents should allow and encourage their children to experience fun in their participation on athletic teams and minimize the pressure on them. The focus should be to learn the lessons in life and to be a positive team member; and

Berkeley County Schools believes that parents should teach their children to model respectful behavior, to handle frustrations, and to understand what is best for the team rather than what is the athlete's personal best interest; and

Berkeley County Schools believes that athletes should be given the opportunity to participate in a variety of sports so that they can be introduced to multiple skills that are necessary for athletic development; and

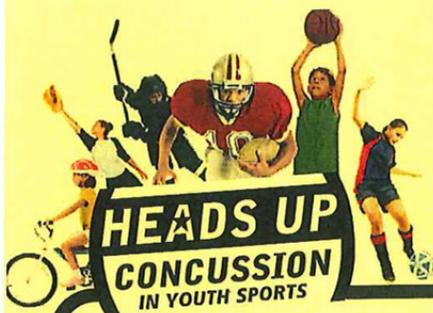
Berkeley County Schools believes that adults need to separate their ego from the accomplishments of the children. Adults also need to view money and time dedicated on a child's sports experience as an investment in which children demonstrate a positive and admirable effort and not an investment on which they expect a monetary return; and

Therefore, be it resolved that Berkeley County Schools believes that parents should always provide unconditional love and support regardless of the athletic performance of their child. Mistakes made in competition should not result in negative responses from a parent; and

Be it further resolved that Berkeley County Schools believes that parents need to teach their children to embrace their role as a team member and to reinforce the importance of always focusing on the elements that they can control – attitude, effort and contributions to the team. Children need to honor the game in which they are participating and competing with integrity.

**INFORMATION IN THIS HANDBOOK CAN BE  
FOUND**

1. **Berkeley County Schools Policy Manual** can be found online at **berkeleycountyschools.org**
2. **Berkeley County Schools Athletic Handbook** can be found online at **berkeleycountyschools.org**
3. **Berkeley County Schools Student and Parent Athletic Handbook** can be found online at **berkeleycountyschools.org**
4. Contact your principal or athletic director for **school student handbooks**.
5. **WVSSAC Rules and Regulations Handbook** can be found online by going to **berkeleycountyschools.org -> WV Department of Ed -> State Board -> Policies -> West Virginia Secondary Schools Activities Commission Policies**.
6. **WVSSAC Coaches Packets** can be found online at **wvssac.org -> Sports and Schedules**.
7. **“WVSSAC Interscholastic”** can be found online at **wvssac.org -> The Interscholastic**.



### WHAT IS A CONCUSSION?

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

### WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

#### Signs Observed by Parents or Guardians

*If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:*

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

#### Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

### HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion.

- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

### WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- 1. Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
- 2. Keep your child out of play.** Concussions take time to heal. Don’t let your child return to play until a health care professional says it’s OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- 3. Tell your child’s coach about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

*It’s better to miss one game than the whole season.*