

Hampshire High School Athletic Manual



Mascot: Trojan

Colors: Green and White

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Hampshire High School
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Hampshire High School Song

Cheer for Hampshire High,
 We will until the day we die.
 Onward still we fight,
 and keep our loyalty to the
 Green and White.
 Win or lose today,
 we will be with you Trojans all the way.
 And with all our might,
 we're going to fight, fight, fight!
 Hey!
 Fight, fight, fight!
 Hey!
 On to victory!

Hampshire High School Alma Mater

Hampshire High, Oh we adore thee as thy
 colors wave green and white unfurled above us,
 always true and brave.
 From the mountains and the valleys,
 we are praising thee.
 As we cheer our Trojans thee.

Mascot

Trojan

Colors

Green and white

To the Parent:

It is the responsibility of the Athletic Department at Hampshire High School to make rules that govern the spirit of competition for the school. This can be best achieved through open and honest communication. It is our hope to accomplish this objective through this handbook. Please take time to read this with your son and/or daughter. If there are any questions, please contact the Athletic Administrator at Hampshire High School at 304-822-0244.

To the Student Athlete:

Being a member of a Hampshire High School athletic team is the fulfillment of an early ambition for many students. The attainment of this goal comes with certain traditions and responsibilities that must be maintained.

Our traditions were not built overnight. It took hard work of many people over many years. As a member of our teams at Hampshire, you have inherited fine tradition. A tradition you are challenged to uphold. Our tradition has been to win with honor and class.

Hampshire has become a member of the AMAC league. This league includes Keyser, Frankfort, Fort Hill, Allegany, Bishop Walsh, Mt. Ridge, Southern and Northern. When you wear the Green and White, it is our hope that you go along to support the team and wear the colors with pride.

Purpose and Philosophy of the Hampshire High School Interscholastic Program

The Hampshire High School Interscholastic program is an extension of the High School curriculum that provides activities for the growth and development of our student-athletes. The program includes experiences in human relations as well as opportunities for developing each student-athlete physically and

emotionally. We, the Athletic Department, view the Interscholastic Athletic Program as the other half of education.

In addition, our aim is to develop a student-athlete with an improved self-image, the ability to learn a new skill and a deep motivation for growth and development.

The Hampshire Athletic Department hopes to see a student-athlete who will demonstrate a willingness to accept responsibility for his/her actions, measure him/herself against standards of quality, express ideas and solutions to problems, and recognize the value of fair play, honesty and cooperation.

Objectives of the Hampshire High School Athletic Program

A. Our goals are to:

1. Develop and maintain the highest level of sportsmanship.
2. Develop proper attitudes toward winning and losing.
3. Encourage and develop respect for fellow athletes whether they are teammates, members of other Hampshire Teams or members of the opposing team.
4. Assure that the amount of time required for athletic participation does not interfere with academic success.
5. Develop proper attitudes toward individual health habits, appearance on and off the field, court or gym, and citizenship in and out of school.
6. Encourage competition not only for tangible rewards but also for the development of positive attitudes that makes athletic competition valuable and worthwhile.
7. Maintain the highest standard of ethics, recognize each participant as an individual who will conduct him/herself in a manner befitting his/her responsibilities and develop the kind of rapport with the broader school community that will improve not only the athletic program, but the total educational program at Hampshire High School.

B. Protecting Athletic Eligibility

To be eligible to represent Hampshire High School in any interscholastic contest, a student must:

1. Be a regular bona fide student in good standing of the school.
2. Have enrolled not later than the eleventh day of the current school year and the school from which he/she transferred and may not have participated in a contest/scrimmage that year. (see exception 127-2-7-2.8)
3. Have earned at least four full credits the pervious semester. Summer school may be included. A semester course that constitutes 100 minutes of instruction (block schedule) will count as two subjects. The student may select four full credits from any area of the curriculum offered by the school.
4. Have attained an overall "C" (2.00) average. Summer school may be included.
5. Not have reached his/her 15th (middle school), 16th (junior high school), or 19th (high school) birthday before August 1 of the current school year. (see exception 127-2-8, see your principal for details), unless parents have made a bona fide change of residence during the school term; unless an AFS or other approved Foreign-Exchange student (one year of eligibility only); unless the residence requirement was met by the 365 calendar days attendance prior to participation.
6. Not reside with a guardian/custodian.
7. Not have transferred during the school term from a private to a public or public to private member school without forfeiting 365 calendar days of athletic eligibility (see exception 127-2-7.16).
8. Be an amateur ad defined by Rule 127-2-11.
9. Have submitted to your principal prior to becoming a member of any school athletic team the Participation/Parent Consent/Physical Form, completely filled in and properly signed, attesting that the student has been examined and found to be physically fit for athletic competition and that parents or guardians consent to your participation.
10. Not have transferred from one school to another for athletic purposes.

11. Not have transferred as a result of undue influence or persuasion by any individual or group of people.
12. Not have received, in recognition of your ability as a high school, junior high school or middle school athlete, any award not presented or approved by your school or the WVSSAC.
13. Not, while a member of a school team in any sport, become a member of any non-school team or as an individual participation in a non-school organized competition in the same sport during the school sport season (see exception 127-2-10.1).
14. Not have been enrolled in more than eight semesters in grades nine through twelve; must not have participated in more than three seasons in the same sport in grades six through eight of a middle school or two seasons in any sport in grades seven and eight of a junior high school; must not have participated in more than four seasons in any one sport in grades nine through twelve.
15. Not have been retained without failing (see rule 127-2-5.3).

A student may:

1. A graduating senior or any student completing athletic eligibility at the end of the current school year may play in an all-star game upon conclusion of that sport season.

A student may not:

1. Ninth graders who have been permitted by their county and parents to try out for a varsity sport may not return to the junior high team in that sport if the high school team has had a contest (scrimmage or game). (see exception 127-2-3.2.4)

C. Sportsmanship

We have a constant challenge that a high school sports program serves an educational purpose in the lives of young men and women. The challenge is sportsmanship. Good sportsmanship. Good sportsmanship and bad sportsmanship determine whether interscholastic athletics will succeed or fail.

1. THE ADMINISTRATOR – holds the key to the issue of sportsmanship. If he/she appreciates the importance of it by insisting that sportsmanship be good at any cost, then Hampshire High School cannot go wrong. If he/she realizes the value of sportsmanship but fails to implement its good practice, then the school cannot help but run into problems.
2. THE COACH – is the standard-bearer of sportsmanship. His/her role is a crucial one. He/she has the challenge of either making a contest a real showcase for education or turning it into a meaningless exercise in winning or losing. He/she can help players and spectators do the right thing through self-control and dignity or can incite either or both to act contrary to the aims and objectives of Hampshire High School athletics.
3. THE PLAYERS - generally mirror the coach in exhibiting sportsmanship. Many players do not need the coach's direction; they know that how you play the game is the number one priority. The players are neither puppets no mature individuals and are, therefore, susceptible to inconsistent sportsmanship. But the coach – the good coach – knows how to handle difficult situations even in front of spectators.
4. THE SPECTATORS/PARENTS – ***Most of them understand high school athletics and what it is all about. But there is an irritating minority that will always be with us. The 'positive' spectators, we hope, will minimize the influence of these. But if this does not happen, then there is all the more reason for players to present themselves well, for the coach to be above reproach at all times, and for the administrator to prepare and enforce procedures to keep fans and their actions in proper perspective.***

Will/Drive to Win

As long as there exists in all of us, we will have to be concerned about sportsmanship. The desire to win is not bad by itself. On the contrary, it is good. It is proper attitude with which to approach any endeavor. To do otherwise would be to opt for failure instead of success. But while the goal to win must not be stifled, it must be honorable. In athletics, someone will win and someone will lose. In high school sports, winning cannot be the only thing. Handling loss is equally as educational,

therefore, equally as important as winning. Remember that high school sports will live or die not by contests won or lost, but by sportsmanship – good or bad.

D. Athlete's Code of Conduct

- Student-athletes will refrain from unsportsmanlike behavior at all times.
- Student-athletes will model appropriate behavior and interactions with officials, coaches, and other players.
- Student-athletes will honor all school policies as specified in the Hampshire High School Handbook and the Hampshire County Board of Education Policy.
- Hampshire High School will be judged by the behavior of our athletes, especially at away games. Trash talk, negative comments about other teams or players, inappropriate language and other demonstrations of negative behavior are unacceptable. Should student-athletes be found to be neglecting their responsibilities or to be violating the code of conduct, they will meet with the Head Coach and/or Athletic Administrator to assess the situation and determine the proper course of action.

E. Athlete's Responsibilities

Student-athlete responsibility is extremely important in the Hampshire High School Athletic Program. This responsibility begins from the time the student-athlete is accepted as an athlete on a team until the completion of the interscholastic season. This would include:

- Daily school activities and functions.
- Special school activities and functions.
- Practice.
- Athletic trips.
- Athletic contests, home and away.

Student-athletes are responsible to conform to the established rules of conduct set forth by Hampshire High School and the coach with respect to their actions with opponents, spectators and official personnel of the home and visiting school. Improper conduct or violation of the rules of conduct will result in:

- Minor Violations – handled by the coach.
- Major Violations – serious violations that are punishable by direct disciplinary action from the school office, MAY lead to denied participation of a student-athlete from a sport for a designated period of time. This will take place only after a meeting of the student-athlete, the Head Coach, the Athletic Administrator and the Principal. Direct communication with the student-athlete's parent(s) is important and will take place if any disciplinary action is taken.

To help the student-athlete understand their responsibilities, they should follow these three rules:

1. Responsibility to self – to broaden yourself and develop strength of character. Each student-athlete deserves to get the greatest possible good from the high school experience.
2. Responsibility to Hampshire High School – by participating in sports, and by doing your best, you will be contributing and strengthening the reputation of our school. Hampshire High School cannot maintain its reputation of being an outstanding school unless you do your best in whatever activity you engage in.
3. Responsibilities to others – as a member of a team, you share a responsibility to your teammates your coaches and the past and future student-athletes of Hampshire High School. Remember, the younger student-athletes in our county are watching you. They will copy you in many ways. Set a good example for them. Don't let them down!

F. Physical Examinations and Injury Releases

All athletes at Hampshire High School must pass a physical examination prior to participating on athletic teams. Costs involved are the responsibility of the parents of each athlete. The Athletic Department will attempt to arrange free physicals during the summer months with local physicians.

All physicals will be valid for a year from the date of the exam. Physical forms can be picked up from a coach or the Athletic Administrator. Completed forms should be turned in directly to the coach. Following injuries, an athlete must have a release form by the attending physician and a signed note from the parent/guardian before he/she may return to play.

G. Coach/Athlete Relationship

The coaches at Hampshire High School demand a great deal from our student-athletes. Only by doing so will our program lead to success. Student-athletes must be prepared to give and sacrifice in order to benefit from athletics.

Coaches, in turn, will give a great deal to the student-athletes. A relationship where each party is called on to give of oneself must be founded on TRUST and RESPECT. The following statements are most important:

1. Coaches will notify student-athletes at the beginning of the season of all rules, regulations, game and practice schedules and other information that will help avoid possible conflicts during the season.
2. Student-athletes will follow all rules and procedures established by the coach or may face denial of participation.
3. When concerned or confused about such rules and procedures, the student-athlete will approach the coach as soon as possible for clarification and explanation. Student-athletes should not bring complaints or questions to the attention of others before requesting clarification.
4. The coach will respond to questions from student-athletes concerning such rules and procedures and explain, when necessary, the purpose and reasons behind the rules.

H. Expectations for Parents

- Be positive with your son/daughter. Let them know that they are accomplishing something by being part of the team.
- Do not offer excuses to them if they are not playing. Encourage them to work hard and do their best.
- Encourage your son/daughter to follow the rules. All players are an important part of the team and all should be treated the same.
- As a parent and fan, you have the right to cheer as loud as you want, but don't become belligerent. Coaches work with student-athletes and know their talents. Respect their judgement.
- Insist your son/daughter respect team rules, school rules, game officials and sportsmanship. Self-respect begins with self-control.
- Encourage your son/daughter to improve their self-image by believing in them.
- Encourage your son/daughter to play for the love of the game.
- Remember that the coach is involved as a coach because he/she is sincerely fond of children and is an experienced professional, as a teacher. Coaches have different ways of dealing with people and situations. Student-athletes lives are enriched by interaction with different types of leaders.

I. Expectations for Fans

Officials, coaches, school administration, reserve the right to eject anyone from an event or game at Hampshire High School if a person's behavior has been deemed inappropriate. If a person is ejected from an event, the consequences will be:

- First Offense: Banned for two games (not including the game of the ejection)
- Second Offense: Banned for a calendar year. A meeting with administration will

J. *Athletic Program Policy on the Use of Alcohol, Drugs and Tobacco*

Federal, state and county laws prohibit the use, distribution and/or possession of drugs or any controlled substance. Therefore, it is a violation of school law and the athletic department of Hampshire High School.

- The Hampshire High School Athletic Department recognizes the individual value and potential of not only its student-athletes, but also of ALL members of its school community. It recognizes that controlled substance, alcohol and drug abuse and/or dependency seriously impairs the abilities of its student-athletes to develop their full potential. This policy is based on our belief that substance abuse and usage could be a life threatening habit that can also affect the individual in all areas of their lives: Spiritually, emotionally, physically, intellectually and socially.
- The HHS Athletic Department recognizes that the illegal use of these substances is a serious problem with legal, physical and social implications for the whole school community. As an educational institution, Hampshire High School hall strive to prevent the use of all illegal substances.
- Controlled substances shall mean ALL dangerous controlled substances prohibited by law; look alike drugs, alcoholic beverages, anabolic steroids or drug paraphernalia. Any volatile solvents or inhalants such as but limited to, glue and aerosol products as well as prescription or patent drugs, except those for which permission for use in school has been granted according to Hampshire County Board of Education Policy.
- The HHS Athletic Department prohibits students from using, mimicking of use, possessing, sale, mimicking of sale, distributing and being under the influence of any controlled substances during school hours, on school property, at any school sponsored event and in route to and from school by any mode of travel. This also includes practice, athletic trips and athletic contests.
- HHS student-athletes are prohibited of being present when or where these activities are illegally taking place.
- HHS student-athletes are prohibited of providing transportation to a location where alcohol or other controlled substances are illegally present.
- All violations on “school time” would also fall under the WV Safe Schools Law and the Board of Education.
- If a student-athlete or student-athletes have been alleged to have violated this policy during the course of the school year and the three week window of summer practice time under the supervision of HHS coaching staff, the allegations must be placed in writing and signed by the person(s) making the allegation. The student-athlete(s) will then be brought before the Principal, the Athletic Administrator, the Head Coach and the person who signed the paper of the allegation. The student-athlete should have a parent/guardian present during this meeting. The student-athlete will be given his/her due process. From this meeting, the student-athlete and parent/guardian will be informed of the next procedural step. If nothing is placed in writing, the student-athlete will be informed of the innuendoes made and by whom if possible.
- If a coach sees a violation of this policy, it is his/her responsibility to report it to the proper authorities. School authorities can be contacted during the course of the school calendar year. If this violation occurs at any other time or location, the coach should contact the proper law enforcement agencies. Proper measures will be taken.

K. *Possession/Consumption – Consequences*

- First Offense – Five day suspension from the athletic program and one regular season game. The student-athlete will not be permitted to travel with the team during the suspension and have no contact with the team at away games.
- Second Offense – 30 day suspension from practices or until the remainder of the season, whichever is greater. This includes all games. This can extend into the next sport, season or year.

- Third Offense – The student-athlete will be suspended for one calendar year.

*Reinstatement after the third offense – The student-athlete in this situation will appear before an athletic committee that will include the Principal, Athletic Administrator, a Guidance Counselor and two Head Coaches chosen by the Athletic Administrator. The student-athlete may be represented by parent/guardian and will have an opportunity to present reasons as to why he/she should be reinstated to the athletic program in good standing. The student-athlete, if he/she is not in agreement with the decision of this committee, may appeal to the Superintendent of Schools.

L. Being Present or Providing Transportation TO a party or event where alcohol and/or drugs are being consumed – Consequences

- First Offense – Suspension from practices for three days. The student-athlete will not be permitted to practice but will be required to attend. If a game is scheduled for the time of the suspension, the student-athlete will NOT be permitted to participate.
- Second Offense – Suspension from practices for six days and one regular season game suspension. The student-athlete will not be permitted to practice but will be required to attend.
- Third Offense – Suspension from the athletic program for at least 20 practices and a minimum of five regular season games. This can extend into the next sport, season or year.
- Fourth Offense – Suspension from the athletic program for one calendar year.

*Reinstatement after the fourth offense – The student-athlete in this situation will appear before an athletic committee that will include the Principal, Athletic Administrator, a Guidance Counselor and two Head Coaches chosen by the Athletic Administrator. The student-athlete may be represented by parent/guardian and will have an opportunity to present reasons as to why he/she should be reinstated to the athletic program in good standing. The student-athlete, if he/she is not in agreement with the decision of this committee, may appeal to the Superintendent of Schools.

*The WVSSAC or Hampshire County Board of Education Policy will govern student-athletes representing Hampshire High School in addition to any of the above rules. The Superintendent and Board of Education will have the final say in all decisions or appeals.

Basic Procedures

A. Curfews

All curfews will be established by the Head Coaches.

B. Practice

- At the beginning of any athletic season, organized practice shall be defined by the WVSSAC and end with the last regularly scheduled contest or elimination from tournament play.
- Athletes are expected to attend all practices and games unless excused by a doctor. If it is a personal matter, the head coach of that sport will decide if an excuse is feasible.
- Injured athletes are expected to attend all practices unless excused by the head coach.
- Coaches may monitor attendance and may have team consequences for unexcused practices or games. The Head Coach will address these situations on an individual basis.
- It is the responsibility of the student athlete to inform the coach at least one day in advance if he/she plans to miss or be late to practice.
- Coaches should be first to arrive and last to leave practice sessions. They will also be responsible for monitoring the students waiting to ride the activities bus.

- If practice is going to be cancelled by the coach, notification must be given to the Athletic Director before 2:00 PM that day.
- Saturday practices are allowed.
- No athletic events or practices or any kind of athletic work is allowed on Sunday.
- When school is cancelled because of inclement weather, practices or contests will not be scheduled.
- If school is cancelled for reasons that are not weather related, practices or contests are cancelled unless permission is granted by the Athletic Director.

C. Conflicts in Extracurricular Activities

A student-athlete at Hampshire High School may be involved in more than one extracurricular activity and may, undoubtedly, be in a position of a conflict of obligations. The Athletic Department understands that each student shall have the opportunity for a broad range of experiences in the area of extracurricular activities. To help accomplish this, the Athletic Department will attempt to schedule events so as to reduce the chance of conflicts. It is the STUDENT'S responsibility to notify the Head Coach, advisors and/or faculty members involved immediately when a conflict arises. When this happens, the adults involved (coaches, advisors, etc.) will work out a solution. A decision will be based on the following criteria:

1. The relative significance of each event.
2. The contribution the student can make.
3. How long each event has been scheduled.
4. Communication with the parents.

D. Attendance at School

- Students MUST be IN SCHOOL and IN CLASS at least half a day to participate in athletic events. If a student is absent on a Friday, they will be unable to participate on the following Saturday unless permission has been granted by the Athletic Administrator or Principal.
- Student-athletes will follow all rules pertaining to attendance that are in the Hampshire High School Student Handbook.
- Students suspended from school are not permitted to practice or participate in contests until the suspension that is issued is completed.
- If a student-athlete has after-school detention or lunch detention, the Head Coach will determine if the student may or may not participate. It is solely up to the coach.

E. Early Release from Class

On occasion, it may be necessary for a student-athlete to miss class due to a scheduled game. They may have to leave early due to the travel distances we must make. Under these circumstances, it is the responsibility of the STUDENT-ATHLETE to see their teachers to turn in any work that is due that day or to get any assignments that they will miss before boarding the bus. There will be no excuses accepted.

When the student-athlete is dismissed from a class to leave for a game, he/she will report directly to a designated area chosen by the coach. The coach will be responsible for supervision of their team during early release.

F. Communication – Parent/Player/Coach

As your son/daughter becomes involved in the athletic program at Hampshire High School, they will experience some of the most rewarding moments of their lives. We hope that there is a total commitment to the program. It is important to understand that there also may be times when things do not go the way your child wishes. This is the opportunity for your child to talk with their respective coach and discuss the situation. When your child handles the problem, it becomes part of the learning and maturation process. There may also be situations that require a conversation between the coach and the parent. These are encouraged. It is also important that all parties have a clear understanding of the others position.

1. Communication you should expect from your child's coach.
 - a. The coach's philosophy.
 - b. Expectations the coach has for the team members.
 - c. Requirements to be part of the team – equipment, etc.
 - d. When your child is injured while participating.
 - e. Any disciplinary action that involves your child.
 - f. When and where practices and contests will be held.
2. Communication coaches expect from parents.
 - a. Concerns expressed directly to the coach.
 - b. Notification of any schedule conflicts well in advance. How much advance notice is needed will be determined by each individual coach.
3. Appropriate things to discuss with your child's coach.
 - a. The treatment of your child.
 - b. Skill improvement and development.
 - c. Concerns about your child's behavior.
 - d. Progress of your child's academics
4. Inappropriate things to discuss with your child's coach.
 - a. Playing time.
 - b. Team strategy.
 - c. Play calling.
 - d. Other student-athletes.

If you have a concern, please use the following procedures to help promote a resolution.

1. Make an appointment with the coach to discuss the concern. If the coach cannot be reached to schedule an appointment, contact the Athletic Administrator.
2. If a conflict remains unresolved after meeting with the coach, contact the Athletic Administrator to arrange a conference.
3. If further action is needed, the next step will be determined at the conference with the Athletic Administrator.
4. **Please do not attempt to confront a coach before, during or after a practice or game. These can be emotional times for both the parent and the coach. Meetings of this nature and time do not promote resolutions and objective analysis of the situation. Allow 24 hours to schedule an appointment with the coach.**

G. Vacations

Vacations by members of our athletic teams during the sport season are discouraged. A parent or athlete wishing to do so may wish to reassess their commitment to the team and sport. In the unavoidable event of an absence due to a vacation, an athlete must:

1. Notify the Head Coach at least one week prior to the vacation.
2. Practice one day for each practice missed PRIOR TO RESUMING COMPETITION.
3. Be willing to accept the consequences relative to your role or position on the team.

H. Off-Season or Out of Season Practices and Coaching

Hampshire High School coaches, student-athletes and all personnel connected with the Athletic Department will follow all WVSSAC rules concerning this activity. It will be the responsibility of all coaches to explain these rules to their players. Violations of WVSSAC rules could result in suspension and jeopardize eligibility.

I. Travel Policy

- All student-athletes are expected to travel to ALL away athletic contests by Hampshire County Board of Education provided (and approved) transportation. However, in certain cases, if this is not possible, a student may travel to an away game with his parents providing the student-athlete has a signed note from their parents/guardians and the note is signed and approved by the Principal and/or Athletic Director at Hampshire High School.
- HHS student-athletes will board the bus at Hampshire High School (or at a designated Board of Education owned property). If the latter, arrangements must be made PRIOR to the athletic event with the Head Coach of that sport. The coach should be given a note signed by the parent/guardian for permission.
- The Head Coach will have a travel manifest. This manifest will include the names of all students assigned to him/her for the bus trip to the away contest. The following procedure should be followed:
 - a. The manifest should include ALL students who are to be on the bus to the away event.
 - b. The names of those designated to pick up students after the game should be listed PRIOR to the start of the season.
 - c. HHS student-athletes should bring a note to school ON the day of the game directly to the office BEFORE noon.
 - d. The notes will be checked, and then given to the Head Coach by the office.
 - e. At the conclusion of the event, the designated person should tell the coach that he/she is taking the student home.
 - f. The coach should check if he/she has the approved note.
 - g. The designated person must sign the manifest before leaving with the student. In this way, Hampshire County Schools legally turns over the student to the designated person and is no longer responsible for his/her actions after the game.
 - h. Only those designated names on the manifest will be permitted (with a signed note prior to the game) to take the players with them.

Note: The Hampshire Athletic Department understands the inconvenience this may cause some parents. We hope you will understand that WE are responsible for your son/daughter. We understand that these are YOUR children and want to keep them safe. These legal procedures must be taken due to state regulations.

J. Equipment

All equipment used in the athletic program is the property of the Hampshire High School Athletic Department. It is loaned to the student-athlete for his/her use. To be an athlete in good standing and eligible for awards at the end of the year, it is expected that all equipment will be returned at the end of the season, cleaned and prepared for storage.

No athlete is to cut or alter equipment without the permission of the coach. Any equipment lost, destroyed, or stolen is the sole responsibility for the athlete to replace.

All members of the Hampshire Athletic Teams will wear uniforms as prescribed by the coaching staff. This means there are no modifications or additions to the uniform. Wear them with PRIDE.

Lost or damaged equipment must be paid for at the rate of the replacement cost

Students who have delinquent bills will not receive any school-sponsored awards or be allowed to tryout/practice for another sport until the obligations has been met

K. Insurance

All students participating in the Hampshire High School athletic program are urged to obtain the school accident policy for their protection. Students MUST have insurance before participating in athletics. The school requires the students to provide their own insurance and provide evidence of insurance coverage.

The financial responsibility for athletic injuries rests with the student-athlete and their parent or guardian. Hampshire High School and the Board of Education cannot assume any financial responsibility in this area.

L. Valuables

The Hampshire County Board of Education and its employees will not be responsible for the safe keeping of the valuables of student-athletes. They are encouraged to limit currency, headsets, jewelry, etc. when participating in athletic activities. If “safe-keeping” devices are available, athletes should plan to deposit the limited valuables in them. Coaches will turn in all found valuables to the school principal for storage in the school’s lost and found if unable to determine the owner.

M. Fundraising Activities

Each athletic team is permitted to hold fundraising events during the school year. These must first have the approval of the Athletic Administrator and the Hampshire County Board of Education on the county mandated fundraiser request form. Funds should be deposited to the safe in the main office on a daily basis. A profit/loss form must be completed and turned in to the accounting secretary at the close of the fundraiser. The athletic department will attempt to hold fundraisers throughout the year. These fundraisers are held to support the rising costs of travel, officiating, equipment and possible lodging for our teams. Teams are strongly encouraged to participate in all athletic department fundraisers.

N. Weight Room Safety

A coach or an adult supervisor must ALWAYS supervise the weight room. Everyone is expected to follow the succeeding rules:

1. Absolutely NO horseplay.
2. NEVER interfere with a person who is lifting.
3. Make sure the area is clear of equipment before lifting.
4. Make eye contact with nearby students before lifting.
5. Make sure collars are snug.
6. Protect the lower back; head up, buttocks down, spread the chest, lock in lower back and use a belt.
7. Spot carefully. Concentrate on the lifter.
8. Return weights to racks.
9. Keep the room clean. Do not bring food, glass bottles, etc. in the weight room area.
10. Help and encourage each other! Stronger, faster athletes will better each team. Help each other to be the best you can be.

O. Hazing and/or Initiations

Hazing is defined as “any action or situation which recklessly or intentionally endangers the mental or physical health of a student enrolled in a public school.” It is the policy of the Hampshire Athletic Department that injurious hazing activities of any type, on or off school property, by any student-athlete, coach, or group organizations affiliated with the Athletic Department, are inconsistent with the educational process and shall be prohibited. No student-athlete shall plan, encourage, or engage in hazing activities. Violators of this policy may be subject to disciplinary action, which MAY include suspension from school and/or athletics, expulsion, or other appropriate measures. Activities may include but are not limited to the following:

1. Use of alcohol or other drugs.

2. Paddling of any form.
3. Creation of excessive fatigue.
4. Physical and psychological shock.
5. Hair Cuts.
6. Morally degrading or humiliating games and activities which are not consistent with school rules, policy, or the regulations of school district.

P. School Discipline

If a student-athlete receives In-school Suspension (ISS), After-School Restriction (ASR), and/or Out-of-School Suspension (OSS), he/she is also suspended from participating in any athletic activities the same day(s) of the ISS, ASR and/or OSS. Athletic activities include practices, games, and/or any other team activity.

The following guidelines will apply to any school-disciplined student-athlete

(ISS, ASR, OSS) during the current season:

- First Suspension – The student-athlete will receive a verbal reprimand by the team's coach
- Second Suspension – The student-athlete will be suspended from the team for five (5) school days, resume team practice on the sixth (6th) school day, and becomes eligible for game competition on the eleventh (11th) day.
- Third Suspension – The student-athlete will be dismissed from the team.

Athletic Monogram Eligibility Requirements

A student-athlete is required to meet the following guidelines and the sport specific requirements:

- Be a member of the team for the entire season
- Meet the team attendance requirements
- Return and/or pay for team issued equipment
- Be in “good standing” with the team coaching staff and the school administration

All Sports

- Varsity team members are eligible to earn a monogram.
- To qualify for a monogram, a team member must be in good standing with the school administration and coaching staff.

Baseball and Softball

- A student-athlete must participate in half or more of the possible number of innings played by the varsity team during the season.

Basketball and Football

- A student-athlete must participate in half or more of the total number of quarters played by the varsity team during the season.

Bowling

Cheerleading (sideline)

- A student-athlete must complete two (2) successful varsity seasons.
- Example: fall and winter (same year) = 2 seasons

- Example: fall or winter (last year) and fall or winter (this year) = 2 seasons
- Other combinations may apply.

Cross Country

- A student-athlete must qualify as one of the team's top seven varsity runners in half or more of the meets during the season.

Cheer (competition), Golf, Tennis, Soccer, and Volleyball

- A student-athlete must participate in half or more of the varsity games or matches during the season.

Swimming

- A student-athlete must participate in half or more of the team's scheduled meets and average one (1) point per meet, or participate in all the meets during the season and be the first or second place performer for the HHS team.

Track and Field

- A student-athlete must participate in half or more of the team's scheduled dual/tri meets and at least two (2) of the invitational meets or...
- Earn at least 10 points during regular season meets or...
- Be a senior who has participated in four (4) seasons as a member (or manager) of the team or...
- Place in the district championship meet and/or qualify to participate in the region/state championship meets.

Wrestling

- A student-athlete must participate in half or more of the varsity matches wrestled during the season. A tri-meet counts as two matches. A quad-meet counts as three matches.

Monogram Award Sequence

First Monogram – The student-athlete will receive a chenille H monogram and an emblem of the sport.

Second Monogram in the same sport - The student-athlete will receive a chenille bar.

Third or Fourth monogram in the same sport – The student-athlete will receive a chenille star.

First Monogram in second/third/etc. sport – The student-athlete will receive an emblem of the sport.

College Planning

The process of selecting a college is one of the most difficult and rewarding experiences that a student goes through in high school. This process works best when the students, parents or guardians, guidance counselors, teachers, coaches, and administrators all work together in this process. It is a long, complicated process that is best when it is started early. The following information can assist in the process of selecting a college or university and preparing for college athletic participation. This is only a basic guide for navigating the process; a meeting should be held with the student's professional school counselor to discuss the specifics of the entire process. A student athlete interested in attending college and participating in NCAA athletics should obtain a copy of NCAA Guide for the College-Bound Student-Athlete from the Guidance office:

<http://www.ncaa.org>

Grades 9 and 10

2. Pursue academic and behavioral excellence. Make sure you are aware of NCAA sliding scale with regard to eligibility requirements and that your classes are consistent with NCAA guidelines.

1. Meet with your school counselor to assure your classes are NCAA approved.
<http://www.ncaa.org>
3. Develop a sports resume of athletic achievements including stats, news clippings, etc...
4. Attend sports camps to increase exposure, improve skills, and to gain contest experience.
5. Participate on high school teams year round, if possible, to gain a wider perspective, increase strength and conditioning, and create a more impressive resume.

Grade 11

6. Continue your hard work in the classroom. Make your best effort in school and get the highest grade point average (GPA) possible. Take a strong academic load that is not only challenging, but also meets the NCAA requirements.
7. Meet with your guidance counselor regarding your interests and the recruitment process. Develop a list of schools with the help of your school counselor, coach, and athletic director.
8. Take required standardized tests (SAT or ACT).
 1. <http://www.collegeboard.com/student/index.html?student>
 2. Make sure you are aware of the NCAA sliding scale and eligibility requirements.
 - i. <http://www.ncaa.org>
9. Continue to develop your athletic resume.
10. Obtain literature and visit colleges you may be interested in attending.
11. Work with your coach to evaluate your athletic skills to determine a realistic level of competition.
12. Attend sports camps during the summer.
13. Attend financial aid seminars and fill out appropriate financial aid forms in consultation with your school counselor.

Grade 12

14. Continue to pursue excellence in the classroom.
15. Request and return college applications as early as possible. Pay attention to application deadlines. Work closely with school counselor to be familiar with the application process.
16. Complete and return financial aid forms paying close attention to deadlines.
17. Continue to keep your athletic resume updated.
18. Re-take SAT or ACT tests if necessary.
 1. <http://www.collegeboard.com/student/index.html?student>
19. Contact college coaches to express interest in their school athletic program. Include your athletic resume and other pertinent information.
20. Request that your teachers and or high school coaches write letters of recommendation to the colleges to which you have applied.
21. Be familiar with the NCAA eligibility requirements and the NCAA Clearinghouse.
 1. <https://web1.ncaa.org/eligibilitycenter/common/>
 2. Meet with your school counselor to make sure you have filled out all appropriate paper work.

NCAA Clearinghouse: If a student-athlete is planning to enroll in a college as a freshman and wishes to participate in Division I or Division II athletics, he/she must be certified by the NCAA Initial-Eligibility Clearinghouse. To be certified by the Clearinghouse, you must:

22. Fill out an NCAA Clearinghouse student-release form (available in the guidance office) and mail or fax the form along with the appropriate fee to the clearinghouse.
23. Graduate from high school.

24. Have a core-course grade-point average (based on a maximum of 4.0) and a combined score on the SAT verbal and math sections or a sum score on the ACT based on the qualifier index scale. The qualifier index scale is available in the guidance office.

NCAA Clearinghouse forms are available online. See a HHS guidance counselor for more information. If you have any questions, please contact your professional school counselor.

Duties and Responsibilities of Coaches

All coaches are official representatives of Hampshire High School and the Hampshire County Public Schools system. Coaches have the responsibility for the guidance of team members. The work of the coach must be an integral part of the educational program through character development, encouragement of academic achievement, and enforcement of school rules and policies. Coaches are expected to:

- Complete mandatory WVSSAC Coaches Education Requirements.
- Attend all WVSSAC rules clinics each year. Know the rules of their sport. They should provide students with thorough conditioning and comprehensive fundamentals of the sport to ensure safety for the participants. Coaches are responsible for making athletes aware of appropriate safety equipment at all times when participating in a sport.
- Report all sportsmanship violations and ejections to the Athletic Director immediately following the contest in which the action occurred.
- Give due process to all student-athletes. If a student has particular needs, it is the responsibility of each coach to inform the student, parent, and school administration of the issue at hand and help seek an appropriate remedy. There should be consultation with the student, parent, and administrator before a student is dismissed from a team.
- Be responsible for submitting a complete roster of participants trying out for a team to the athletic secretary at the conclusion of the first week of practice. Additions or deletions should be submitted regularly as needed.
- At least ten (10) days prior to the first scheduled contest, provide a roster of team members, including managers, to the athletic secretary. This roster should include the name of participants with uniform numbers listed in order by number, grade in school, and position(s) played. Keep emergency release forms on hand at all times, especially at away competitions.
- The head coach is expected to be available to participate in the team parent meetings each season.
 - i. All coaches will conduct preseason meetings on the night predetermined by the coach and Athletic Director.
 - ii. Coaches will give participants and their parents written copies of team rules and procedures.
 - iii. A copy of the team rules and regulations will be kept in the athletic department. Team award guidelines should be discussed at this time. All written communication with parents should receive prior approval of the Athletic Director.
 - iv. During the Parent meeting, the coach should emphasize the following to each participant:
 1. attendance requirements for practice.
 2. proper care of the locker room and equipment.
 3. respect for authority.
 4. good sportsmanship, both in victory and defeat.

5. report all injuries to the coach or trainer.
 6. school policy on the use of tobacco products, alcohol, and illegal drugs.
- Attend all post season meetings pertaining to the selection of Area and Region teams.
 - Supervise all participants until their departure from HHS after practice or games. No students should be left unsupervised at any time. Student athletes should be dismissed from practice sessions in sufficient time to make the activity buses. Coaches are responsible for their athletes and must supervise them before they leave on the activity bus.
 - Be responsible for the cleanliness of the bus after use.
 - Assist the Athletic Director in the preparation of the playing facility for contests.
 - Assist the Athletic Director in securing the playing facility after a contest.
 - Work with and follow the directions of the athletic trainer for injured athletes.
 - Do not provide any medication to participants.
 - Be responsible for issuing proper and safe equipment to each participant.
 - Coaches should keep an accurate record of equipment issued and make sure that the equipment is returned at the end of a season in an appropriate condition.
 - Supervise all participants in the locker room before and after practices and at home and away contests.
 - Be responsible for the practice and game facilities to make sure that these areas are kept clean.
 - Be friendly and responsive to news media personnel. The head coach is responsible for reporting to local media the home contest results at the conclusion of each event. Athletes, game officials, and opposing teams and coaches should not be degraded in the media at any time.
 - Game results also need to be reported to proper media sources in a timely manner. Win or lose.
 - Report any unsportsmanlike conduct or game ejection to the Athletic Director the night of the event
 - Provide the Athletic Director with end of the season awards by the predetermined dates.

Policy 7434 – Use of Tobacco on School Premises

For the purposes of this policy, “use of tobacco” means a cigar, cigarette, pipe, snuff, chewing tobacco, or any other matter or substances that contain tobacco.

The Board of Education believes that the right of persons to use tobacco must be balanced against the right of those who do not use tobacco, to breathe air untainted by tobacco. In order to protect students and staff who choose not to use tobacco from an environment noxious to them, and because the Board cannot, even by indirection, condone the use of tobacco, the Board prohibits the use of tobacco products in school buildings, on school grounds, and at any school sponsored functions.

This policy shall apply at all times to any building, property or vehicle leased, owned or operated by the Board. This policy shall apply to any private building or other property including automobiles or other vehicles used for school activities when students or staff are present.

No person shall distribute or use any tobacco product in any area at any time. In no case shall any student possess any tobacco product while on school grounds, in any county owned vehicle, or at any school sponsored functions.

Individuals supervising students off school grounds are prohibited from distributing or using any tobacco product while in the presence of students or at any time while engaged in any activities directly involving students.

No school or Board property, as defined in this policy, or school or Board publication may be used for advertising of any tobacco product.

Groups using areas described in this policy shall sign agreements with the Board agreeing to comply with this policy and to inform students, parents and spectators that this policy remains in force on evenings, weekends and other times that school is not in session.

WV State Board of Education Policy 2422-5A

WV Code St. R. 126-66-1 (2005)

WV State Board of Education Policy 4373

WV Code St. R. 126-99-1 (2005)

WV Code 16-9A-1 et seq.

U.S.D.O.E. Memorandum 1995

Tobacco Possession or Use on School Property – Consequences

- First Violation – Four counseling sessions per county policy, a written citation and 16 hours of community service. Code ST1, ST2
- Second Violation – Two days ASD and a written citation.
- Third Violation – Three days ASD and a written citation.
- Fourth Violation – Three days OSS and a written citation.

*Charges will be filed with the Magistrate Court under WV Code 16-9A-3 and 16-9A-4.

Warning:

Participation in organized interscholastic athletics involves the potential for injury which is inherent in all sports. Even the best coaching, use of the most advanced protective equipment and strict observance of rules will not prevent the possibility of injury. On rare occasions, these injuries can be so severe as to result in total disability, paralysis, quadriplegia or even death.

HAMPSHIRE HIGH SCHOOL ATHLETIC MANUAL

THIS IS TO CERTIFY THAT I HAVE RECEIVED AND REVIEWED THE HAMPSHIRE HIGHSCHOOL ATHLETIC MANUAL.

IF ANY QUESTIONS ARISE, PLEASE SEE THE HEAD COACH OF THE SPORT YOU ARE PARTICIPATING IN FOR FURTHER CLARIFICATION AND/OR EXPLANATION.

Parent/Guardian _____ (print): _____

(Signature): _____ Date: _____

Parent/Guardian _____ (print): _____

(Signature): _____ Date: _____

Athlete _____ (print): _____

(Signature): _____ Date: _____

Received on file Date _____

