

# **Covington High School**



## **Athletic Handbook**

**2019 - 2020  
School Year**

## **PHILOSOPHY OF INTERSCHOLASTIC ATHLETIC PROGRAM**

The major objective of the program is to provide wholesome opportunities for athletes to develop mental and physical abilities through athletic competition. High leadership qualities are essential to the program so those athletes can learn to develop favorable skills, habits, and attitudes that are productive toward being successful in a democratic world.

Success of an athlete should not necessarily be measured in victory and defeat records, but in personality development factors that are an outgrowth of the major objectives of the athletic program.

The athletic program is an extension of the school itself and should always conform to the general objectives of the school. Student curriculum advancement and development should always be first priority with athletes, coaches, and administration. The opportunity to participate in athletics is considered a privilege and is contingent upon following the guidelines set forth in both the student handbook and athletic handbook, along with those established by individual coaches.

### **ELIGIBILITY**

The athlete must pass five solid subjects each grading period in order to be eligible for the subsequent grading period of that duration. If a student athlete does not meet the standard of passing five solid subjects for a grading period, the athlete is to be declared ineligible for competition of all interscholastic sports for the following grading period. The Indiana High School Athletic Association prescribes this minimum of an athlete passing five solid subjects in order to maintain eligibility.

Certain prescribed requirements are established by the IHSAA in regard to participating in athletics outside of school teams. It is the responsibility of ATHLETES to be familiar with these restrictions placed upon them. In the event of uncertainty, they should check with their coach, athletic director, or principal to find out if participating might jeopardize their eligibility for interscholastic athletics.

The school corporation reserves the right to amend this handbook as may be deemed necessary.

Adopted – July 2019

Revised – July 2019

**To Students:** Your high school years will provide some of the most memorable and enjoyable moments you will ever experience. Competition in interscholastic athletics is a once-in-a-lifetime experience, which will influence you forever.

**Your participation in high school athletics is dependent on your eligibility.**

**Keep that eligibility; review the rules with your parents/guardians. Ask questions of your principal, athletic director, and coaches.**

**To Parents:** The value of participating in athletics has been well documented. Participants earn better grades, have better attendance, and have a greater chance for success later in life than non-participants.

**Students must meet certain standards in order to maintain the privileges of competition. Ask questions of your principal, athletic director, and coaches.**

### **Sportsmanship Tips:**

#### **Sportsmanship tips for student-athletes:**

1. **Accept your responsibility as a role model. Understand that representing your school and your community is a privilege that's not to be taken lightly.**
2. **Learn the rules of the games you play. Help your parents and fellow students understand them better.**
3. **Treat your opponents the way you want to be treated, with respect. Nobody understands how hard they have worked better than you do.**
4. **Refrain from taunting, trash talking, or making any kind of derogatory remarks to your opponents, especially comments of an ethnic, racial, or sexual nature. No trash talking!**
5. **Respect the integrity and judgment of game officials.**

#### **Sportsmanship tips for parents:**

1. **Remember that high school athletes are teenagers. They're still learning, which means they make mistakes. It's important to praise them, not criticize.**
2. **Always respect opposing players, coaches, and spectators. Show appreciation for the outstanding plays they make.**
3. **Respect game officials.**
4. **Censor those fans around you whose behavior is inappropriate.**
5. **Remember that a ticket to a high school athletic event is not a license to verbally assault others, including officials, coaches, and players from the opposing team**

#### **Unsporting Behavior/Ejection:**

IHSAA By-Law C-8-3 reads: **Any contestant, spectator, or coach ejected from a contest for an act of unsporting behavior shall be suspended from the next interschool contest at that level of competition and all other interschool contests at any level in the interim, in addition to any other penalties assessed. An ejection of a player, spectator, or coach will result in the discipline by the IHSAA and may result in additional game(s) suspension(s) for Covington High School**

#### **ATHLETIC ATTENDANCE POLICY**

- A. An athlete who is absent the last three (3) periods of a school day will be unable to participate in an athletic practice or contest later that day unless prior arrangements have been made with the athletic director or principal OR medically excused.
- B. If an athlete is absent from the last day of the school week and the athletic contest is on a non-school day the athlete must get permission from the head coach to participate. Coaches may establish further requirements for participation such as a parent note.
- C. A student who has been injured and has had medical treatment cannot participate again until the date indicated by the student's doctor in writing.
- D. Daily practice attendance policies will be established by individual sport coaches issued in writing to athletes.

## **CELL PHONES AND ELECTRONIC DEVICES**

No pictures shall be taken with any electronic device in the locker room.

## **SOCIAL NETWORKING SITES**

Student-athletes are responsible for information contained in written or electronic transmissions and any information posted on a public domain (all forms of social media). Inappropriate or personal information or pictures should not be posted in any public domain. Student-athletes are not precluded from participation in such online social networks; however, student-athletes should be reminded that they serve as representatives of their team, the athletic program, and the Covington Community School Corporation.

Texting, tweeting, and the use of other social networks to disparage or criticize the team, other students, opponents, coaches, or other school personnel is inappropriate behavior and unbecoming of a Covington student-athlete. Any individual identified on a social networking site, which depicts illegal, or inappropriate behavior, due to the Honor Code or other policy, will be considered in violation and subject to athletic discipline or suspension per policy guidelines (see Rule II-B).

## **PHYSICALS, INSURANCE, EMERGENCY MEDICAL AUTHORIZATION PERMIT**

Before an athlete is allowed to participate at any level of practice or competition he/she must have a complete physical on file in the Athletic Office. All athletes must have an Emergency Medical Authorization Permit on file in the athletic office.

## **TRANSPORTATION OF ATHLETES**

Athletes must travel to and from contests away from Covington in transportation provided by the school. The only exceptions are:

1. Injury to a participant which would require alternate transportation.
2. Parent signature required for athlete to ride home with parent/guardian.

## **COVINGTON HIGH SCHOOL CRITERIA FOR DUAL SPORT PARTICIPATION ADOPTED: AUGUST 1995**

1. An athlete must first contact the athletic director if there is interest in dual sport participation
2. A meeting of both head coaches and athletic director.
3. The athlete must meet with both head coaches and athletic director to discuss the guidelines. The written guidelines must be signed by the parent/guardian and student-athlete. This must be returned before the official starting date of both sports.
4. Athletic handbook will be followed for both sports.
5. Maximum number of points earned during the dual sport season will remain at three points.

## ATHLETIC DISCIPLINE CODE

### I. GENERAL REGULATIONS

A suspension of an athlete shall occur when the principal, athletic director (or their designees) and/or coach of the athlete has evidence which establishes that the athlete has violated the Covington Community School Corporation handbook.

1. Suspension for athletics shall mean suspension from team season contest. A suspended athlete may be permitted to practice with the team with approval by the head coach. An athlete suspended under Rule II-B3 may not practice or participate with a team in any capacity. Season contests include all tournaments with each tournament game/match being considered one regular season contest.
2. All suspensions shall begin with the notification to the athlete of his/her suspension by the athletic director or head coach.
3. Completion of an entire season, including all tournament games, in good standing is required in order for an athlete to be eligible for a letter or team award.
4. No athlete may quit one sport and turn out for another after the season has begun without mutual consent of both head coaches and athletic director.
5. Indiana High School Athletic Association rules must be followed in all cases of eligibility, transfer, physical examinations, insurance coverage, starting dates, and other related by-laws. Each coach has the responsibility to know these rules; to inform team members and parents of them; and to enforce school and IHSAA regulations as necessary.
6. These rules apply to athletes during the entire calendar year, as well as the athletic seasons.
7. Once an athlete participates in a high school sport he/she remains under the athletic handbook policy his/her entire high school career.
8. Athletic eligibility may be reinstated by the athletic appeal council after a 12 month non-participation period by the athlete. The athlete must request this in writing. It is the responsibility of the athlete to clearly establish that eligibility should be reinstated.

### A. SELF REPORTING CLAUSE

It is the intent of Covington High School to assist students with developing responsibility for their actions. Therefore, any student voluntarily reporting a personal violation of a rule in the Athletic Handbook may be permitted leniency. This student athlete may have their athletic suspension **reduced by 50% of a sport season**. Rules and regulations regarding suspensions due to conduct violations are outlined in Rule II-B.

#### The Self Report Clause is:

Used only one time in the student's four-year career.

1. Only applicable to a student's first offense
2. Is specific to Section II Rules, Item B regarding possession/use of alcohol and/or drugs; violations of Indiana law or juvenile code.
3. Initiated by the student and or parent/guardian. They must report the violation to the
4. Athletic Director or Principal by the close of the next school day following the violation. The close of the school day is considered 3:30. In the event the violation/report takes place during a holiday or summer vacation, every good faith effort should be made to contact the High School Office or Superintendent's Office to schedule a meeting as soon as possible.
5. (For illustrative purposes but are not intended to be all-inclusive):

Examples:

Violation on Saturday Night

Reported by 3:30 Monday (Clause Allowed)

Violation on Friday Night

Reported 8:30 Tuesday (Clause Denied)

*A student absence does not extend the reporting deadline. In the event of an absence the student/parent should call the High School Office to report the violation.*

Violation on June 20th

Reported August 16<sup>th</sup> (Clause Denied)

**The Self Report Clause is not:**

1. Used in cases of second and third offenses.
2. Applicable to violations via the Random Drug Testing Policy
3. Applicable to violations related to tobacco use/possession.

**B. HONESTY CLAUSE**

As mentioned above it is the intent of Covington High School to assist students with developing responsibility for their actions. We believe that honesty is a characteristic that helps prepare students for the challenging demands of a competitive global community, as stated in our mission statement. This student athlete may have his/her athletic suspension reduced by 25% of a sport season. Rules and regulations regarding suspensions due to conduct violations are outlined in Section II Rules, Item B.

**The Honesty Clause is:**

1. Is used only one time in the student's four year career
2. Is only applicable to a student's first offense
3. Is specific to Section II Rules, Items B
  - a. Involving possession, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind without a doctor's prescription. It also involves the violation of theft, misdemeanors, Indiana criminal law of Indiana juvenile code.
4. Is initiated by the student when first questioned by the Athletic Director or Principal. (For illustrative purposes but are not intended to be all-inclusive):

Example: Athletic Director and/or Principal call a student in to question him/her about a possible violation of the athletic code of conduct. The student, when questioned, tells the truth the first time he or she is asked. This will be a documented, hand written response to the question(s) asked by the administrator. This document will be signed and dated by the student and the administrator.

**The Honesty Clause is not:**

1. Used in cases of second and third offenses.
2. Applicable to violations via the Random Drug Testing Policy
3. Applicable to violations related to tobacco use/possession

**C. DUE PROCESS PROCEDURE**

Any alleged violation will result in the following:

1. The Principal and/or Athletic Director (or their designee) shall meet with the accused athlete. If the athletic director and principal find the athlete to be in violation of the athletic code, they will impose punishment as outlined in Rule II A-D.
2. Parents of the athlete will be notified by mail or personal contact. This notification will inform them of the action taken by the Principal and/or Athletic Director.
3. If the athlete does not agree with the action initiated by the Principal and Athletic Director(or their designee), they have a right to appeal to the Athletic Appeal Council and the following format will be followed:

- a. The Athletic Appeal Council will be made up of a minimum of five varsity head coaches.
- b. Upon receipt of the notification of the findings, the parents or athlete have five(5) school days to contact the athletic director requesting a hearing.
- c. The Superintendent (or their designee) will preside at the hearing and will vote only in the event of a tie among the Athletic Appeal Council.
- d. Those in attendance will be the Athletic Appeal Council members, Superintendent (or designee), parents, athlete, Principal and Athletic Director.
- e. The parents and athlete will present their position to the council first. The Principal and Athletic Director shall respond. The council will then deliberate privately and then vote to reverse or uphold the decision.
- f. The Superintendent (or their designee) shall make the findings of the Athletic Appeal Council known to all parties within 72 hours of the decision by the council.

## II. RULES

These rules are accumulated during the student/athletes four years of high school.

A. Any civil law infraction or misconduct by a student athlete that is determined by the head coach and/or school administration to be detrimental to the athletic program or school will result in a counseling conference with possible suspension.

**B. Covington Community High School holds a Zero Tolerance policy regarding substance abuse.** Substance abuse involves possession, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind without a doctor's prescription. The violation of theft, misdemeanors, Indiana criminal law of Indiana juvenile code will also result in the following action.

1. **First Offense:** A first violation of rule “B” will result in 100% suspension from a sport season. If less than 100% of a sport season remains the suspension will carry over to the next sport season the athlete plans to participate in, until the 100% suspension has been completed. A sport season is the number of contracted games plus 1 game for the state tournament. An athlete may reduce their suspension by completing (one) of the following criteria listed below.

- a. Reporting Clause (See section 1-A)

The athlete must have earned a minimum of 1 participation point during the previous sport season that he/she plans to serve their suspension. The athlete can **not** use a sport he/she has never participated in to serve their suspension. The only exception would be during the athlete’s 9th grade year because he/she hasn’t participated in a high school sport previously. Participated is defined as successfully completing the season in good standing and earning the participation point.

- **Counseling Program**  
In addition to the self reporting clause, a student athlete may reduce his or her suspension by an additional 25% if he or she completes professional counseling at the athlete’s expense. The counseling program must be approved by the High School Principal and the Athletic Director.

(or)

- b. Honesty Clause (See section 1-B)

The athlete must have earned a minimum of 1 participation point during the previous sport season that he/she plans to serve their suspension. The athlete can **NOT** use a sport he/she has never participated in to serve their

suspension. The only exception would be during the athlete's 9th grade year because he/she hasn't participated in a high school sport previously. Participated is defined as successfully completing the season in good standing and earning the participation point.

- **Counseling Program:**  
In addition to the honesty clause, a student athlete may reduce his or her suspension by an additional 25% if he or she completes professional counseling at the athlete's expense. The counseling program must be approved by the High School Principal and the Athletic Director.
- (or)**

c. Counseling Program

The student athlete may reduce his or her suspension by 25% if he or she completes professional counseling at the athlete's expense. The counseling program must be approved by the High School Principal and the Athletic Director.

To Summarize:

- A student who self reports and does NOT attend counseling may have his/her suspension reduced by 50%.
- A student who self reports and does attend counseling may have his/her suspension reduced by 75%.
- A student who utilizes the Honesty Clause and does NOT attend counseling may have his/her suspension reduced by 25%.
- A student who utilizes the Honesty Clause and does attend counseling may have his/her suspension reduced by 50%.
- A student who does not utilize the Self Report Clause or Honesty Clause and only attends counseling may reduce his suspension by 25%.

2. **Second Offense:** A second violation of rule "B" will result in a one calendar year suspension from all sports in the Covington Community Schools.

3. **Third Offense:** A third violation of rule "B" will result in complete suspension from all athletics in the Covington Community Schools.

C. **Covington Community High School holds a Zero Tolerance policy regarding Tobacco abuse.** Tobacco abuses, including possession, transfer of, or use of:

These rules are accumulated.

1. **First offense:** Violation of the rule "C" will result in suspension from 10% of a sports season following the violation. After the suspension a meeting will be held between the head coach, athletic director, and athlete to determine if further competition will be allowed. If a sport season ends before the 10% suspension is completed the suspension shall continue to the next sport season the athlete would participate in. The athlete must have participated previously in the sport that he/she plans to serve their suspension. The athlete can not use a sport that he/she has never participated in to serve their suspension. The only exception would be during the athlete's 9th grade year because he/she hasn't participated in a high school sport previously.

2. **Second Offense:** A second violation of rule "C" will result in a 100% suspension from a sport season. If less than 100% of a sport season remains the suspension will carry over to the next sport season the athlete plans to participate in until 100% suspension has been reached.

The athlete must have participated previously in the sport that he/she plans to serve their suspension. The athlete can not use a sport that he/she never participated in to serve their suspension. The only exception would be during the athlete's 9th grade year because he/she hasn't participated in a high school sport previously.

3. **Third Offense:** A third violation of rule "C" will result in a one calendar year exclusion from all sports in the Covington Community Schools.

D. Additional rules of regulations from head coaches must be submitted, approved, and on file in the athletic office before they are to take effect.



## LETTERING GUIDELINES

- A. All varsity athletic letters will be made through the recommendation of head coaches as to their individual sport. The athletic director must approve these recommendations.
- B. Varsity letter winners will receive a certificate and be recognized at the individual sports banquet.
- C. An athlete must complete the season in good standing to earn an athletic letter unless recommended for waiver by head coach to the Athletic Director.
- D. Covington High School Athletic Booster Club will purchase athletic letter jackets using the following guidelines.
1. Two (2) points will be awarded to those athletes earning a varsity letter in each individual sport.
  2. One (1) point will be awarded for successfully completing an individual sport but not earning a varsity letter.
  3. One (1) point will be awarded each time an athlete participates in the same sport the next year. This point can only be earned by the athlete in the 10th, 11th, and 12th grade. The athlete must end the sport season in good standing.
  4. Letter Jacket Award: An athlete must earn 11 points and have earned at least 1 varsity letter to receive an athletic jacket. If 6 or more of these points are cheerleading points, the letter will have a megaphone. If 6 or more of these points are managerial, the letter will have MGR on it. If 6 or more of these points are dance team, the letter will have a dance logo on it.
- E. Miscellaneous Awards:
1. 4 Year Plaque: An athlete must have participated in the same sport for 4 consecutive years.
  2. Leroy Keeling: The recipient must have committed all 4 years to the same Fall, Winter, and Spring sport.
  3. Jack Hunter "Trojan Pride Award": Selected by the Athletic Council with the criteria being a senior athlete: multiple sport athlete, competitive spirit, positive attitude, good sportsmanship, leadership, dependable, motivated, high school involvement, and tremendous school spirit.
  4. Outstanding Trojan Award: Athlete must have earned the following: 9 Varsity letters in an IHSA recognized sport (manager letters not included) plus 1 All-Conference Award. Any senior athlete during his/her four (4) years as a high school student may qualify for the "Outstanding Trojan Award" which is a blanket with a large "C" in its center and athlete's name in the lower corner.
- F. The athletic department will honor all certified varsity letters from transfer students who attend and participate in athletics at Covington High School.
- G. All letter awards are property of the athletic department until the recipient has graduated from high school. The athletic department may recall these awards if the athlete brings dishonor to Covington High School because of his/her conduct.
- H. After earning his/her first varsity letter an athlete is eligible to join the letterman's club.

## **INDIVIDUAL SPORT REQUIREMENTS AND AWARDS**

**FOOTBALL:** Play in one-half of the varsity quarters for which the athlete is physically fit.

1. Most Valuable Player - elected by varsity team and approved by the head coach.
2. Mental Attitude Award - selected by the coaching staff at the end of the season.
3. Skilled Player Award - selected by the coaching staff at the end of the season.
4. Lineman Award - selected by the coaching staff at the end of the season.
5. Tackle Award - player with most recorded tackles in varsity competition and approved by head coach.
6. Most Improved JV Player - selected by the coaching staff at the end of season.

**VOLLEYBALL:** Play in one-half of all varsity matches, including tournaments for which athlete is physically fit.

1. Most Valuable Player - elected by varsity players and approved by head coach.
2. Mental Attitude Award - selected by the head coach at the end of the season.
3. Serving Award - player with the highest percentage of good serves during varsity competition.
4. Most Improved JV Player - selected by the coaching staff at the end of seasonal.

**TENNIS (B/G):** Play in one-half of all varsity matches including tournaments for which athlete is physically fit.

1. Most Valuable Player - elected by tennis team and approved by the coach.
2. Mental Attitude Award - selected by the coach at the end of the season.
3. Ray Derringer Sportsmanship Award - elected by tennis team and approved by the coach. This player must reflect high qualities of sportsmanship, leadership, and a positive attitude toward tennis.
4. Most Improved JV Player - selected by coach at the end of season.

**CROSS COUNTRY (B/G):** Run in one-half of the varsity meets which the athlete for which the athlete is physically fit. Be certified for the conference or sectional meet.

1. Most Valuable Runner - is given to the team member that earns the greatest number of points.
2. Mental Attitude Award - selected by the coach at the end of the season.
3. Most Improved Runner - selected by the coach at the end of the season.

**GOLF (B/G):** Golfer must be a top five finisher for Covington at least one-half of the meets for which athlete is physically fit. Be certified for the conference or sectional meet.

1. Most Valuable Player - golfer with the lowest total of strokes for all regular scheduled meets.
2. John Shambach-GPA Award – golfer with highest GPA.
3. John J. Wichus Most Improved Player - selected by coach at the end of season.

**SOCCER:** Play in one-half of the varsity halves for which the athlete is physically fit.

1. Most Valuable Player - elected by varsity team and approved by the head coach.
2. Mental Attitude Award - selected by the coaching staff at the end of the season
3. Leadership Award - selected by the coaching staff at the end of the season.
4. Defensive Player Award - selected by head coach.
5. Offensive Player Award - selected by head coach.
6. Most Improved JV Player - selected by the coaching staff at the end of season.

**WRESTLING:** Wrestle in one-half of the varsity meets which athlete is physically fit. Be certified for the conference or sectional meet.

1. Most Valuable Wrestler - elected by varsity team and approved by the head coach.
2. Most Take Downs - wrestler with the most varsity match takedowns during the season and approved by the head coach.
3. Most Pins - wrestler with most varsity match pins during season and approved by head coach.
4. Most Improved JV Wrestler - selected by coaches at the end of season.

**BASKETBALL (B/G):** Play in one-half of scheduled varsity quarters for which the athlete is physically fit. Also be certified for one varsity tournament.

1. Most Valuable Player - elected by varsity team and approved by the coach (boys & girls).
2. Free Throw Percentage Award - player with highest free throw percentage in varsity competition and approved by head coach (boys & girls).
3. Miss Hustle Award – selected by coaches at the end of the season (girls).
4. CT Award – selected by coaches at the end of the season (boys).
5. Bruce Bennett Award (boys & girls)
6. Most Improved JV Player – selected by the coaches at the end of the season (boys & girls).
7. Freshman Most Improved Player – selected by the coaches at the end of the season.

**BASEBALL:** Play in at least one-half of varsity innings during season for which athlete is physically fit.

1. Most Valuable Player - elected by varsity team and approved by the coach.
2. Earl Strawser Memorial Award - leading batting average at the end of season. Player must have at least 25 at bats.
3. Dick Ashton: E.R.A. Award - pitcher with lowest earned run average at the end of the season. Must have more than 18 innings of varsity competition.
4. Most Improved JV Player - selected by coaches at the end of the season.

**SOFTBALL:** Play in at least one-half of varsity innings during season for which athlete is physically fit.

1. Most Valuable Player - elected by varsity team and approved by the coach.
2. Mental Attitude Award - selected by the coaching staff at the end of the season.
3. Batting Average Award - leading batting average at the end of the season. Player must have at least 25 at bats.
4. Most Improved JV Player - selected by coaches at the end of season.

**TRACK (B/G):** Run in one-half of the varsity meets for which athlete is physically fit. Be certified for the conference or sectional meet.

1. Most Valuable Runner - athlete who has scored the most points by the end of season.
2. Most Valuable Field Event – athlete who has scored the most points by the end of the season.
3. Most Improved - selected by coaches at the end of season.
4. Mental Attitude Award.

Note: Coaches are not required to issue every award listed for a sport. If the situation warrants the athletic department may add or remove awards to meet special needs of individual coaches, athletes, and teams.

#### **DRUG TESTING POLICY**

The Covington Community School Board has developed a Drug and Alcohol Testing Policy. The Parents and Athletes will be required to sign a statement that will place the student in a random drug-testing program.

It will be mandatory to sign the policy in order to participate in sports and extra- curricular activities.

The terms of the drug and alcohol testing policy contained in the student handbook are incorporated by reference.