

ATHLETIC HANDBOOK
St. Bernard – Elmwood Place Schools
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ATHLETIC HANDBOOK

St. Bernard-Elmwood Place Schools

ATHLETICS AND THE SCHOOL

The St. Bernard-Elmwood Place Athletic program adheres to the Ohio High School Athletic Association and the MVC Athletic League and provides an opportunity for all students to participate in interscholastic competition. It is the obligation of the coaching staff to encourage participation in all phases of interscholastic competition on the highest level.

ATHLETICS AND THE INDIVIDUAL

Athletics should be for everyone. There is no field that serves as a better training ground for the individual. In an ever changing world that puts increasing pressure and demands on its citizens, the capabilities of these citizens becomes vital. In order to meet these needs we believe the following to be essential objectives for an athletic program and the individual:

1. to regard sports as an opportunity for personal growth and physical development.
2. to learn to adjust to situations and circumstances, both the long period of and entire game or season, and the split-second variety that occurs in contests.
3. to grow in character by learning fair play and good sportsmanship, especially in obedience to rules, and proper conduct on and off the field.
4. to realize that hard work, personal sacrifice, and the desire to excel are important assets both in athletics and in society and that improvement through mental and physical discipline produces not only winners but also worthy members of society.
5. to understand what cooperation and team effort means and to be willing to subordinate personal feelings and desires for the good of others, to accept each other, and especially to respect others.

PURPOSE OF THIS HANDBOOK

This handbook is for student-athletes, their parents, coaches and other interested persons and is a guide to the operation and rules of the St. Bernard-Elmwood Place Athletic Program. St. Bernard-Elmwood Place athletes are expected to adhere to the regulations and policies set forth in this handbook. These policies include requirements of the School, its Athletic Department, the League and the Ohio High School Athletic Association (OHSAA).

OHSAA ELIGIBILITY BYLAWS (ACADEMIC)

The eligibility standards of the OHSAA have been adopted by the member schools and were accepted by our school when we became an OHSAA (Ohio High School Athletic Association) member. All of the following Bylaws must be met for each athlete to participate in a sport at St. Bernard-Elmwood Place Schools.

A. Residence

1. Students in grades 7-12 must live in St. Bernard, Ohio or Elmwood Place, Ohio to eligible for participation. If a parent or guardian does not live in Ohio you will not be eligible unless you fall under Bylaw 4-6. To find this information out you must set up a meeting with the Athletic Director.
2. Once you establish eligibility at a high school, a transfer to a different high school will mean you will be ineligible for athletics for one year from the date of enrollment in the new school. There are exceptions to this rule. Set up a meeting with your Athletic Director to find out if you fall under this exception.

B. Age Limitations

1. High school students (grades 9-12) who turn 19 years of age prior to August 1, 2007, are ineligible for interscholastic athletics.
2. Seventh- and eighth-grade students who turn 15 years of age prior to August 1, 2007, are ineligible for 7th-8th grade athletics but are eligible to participate in high school athletics.
3. Those with a disability may qualify for an exception to this regulation and should arrange a meeting with the principal or athletic administrator to review the exception.

C. Scholarship

High school students (grades 9-12) must be currently enrolled in a member school and have received passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period.

Seventh- and eighth-grade students must be currently enrolled in a member school and have received passing grades in 75 percent of subjects in which enrolled.

1. You may not use summer school grades for failing grades received or lack of courses taken in the final grading period.
2. Your semester and yearly grades have no effect on OHSAA eligibility.
3. Those taking postsecondary school courses must comply with OHSAA scholarship regulations.
4. The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. **Note:** Check with your principal or athletic administrator to determine the exact date that eligibility will be restored.

D. Semesters of Eligibility

After establishing ninth-grade eligibility, you are permitted eight (8) semesters of athletic eligibility. The semesters are taken in order of attendance once ninth-grade eligibility has been established. Violating these rules may result in your being declared ineligible for a maximum of one (1) year.

E. Participation on Non-School Teams

You may not try out, practice or participate in a contest with a non-school team while a member of a school team in the same sport. (Ex. Participating on an indoor soccer team during your soccer, basketball and softball season with the school. Participating in a basketball game with your church during our basketball season. Participating on a recreational slow pitch softball team during your softball season.)

1. In the individual sports of bowling, cross country, golf, gymnastics, swimming and diving, tennis, track and field and wrestling, however, you may practice and try out for a non-school team but may not compete in a contest.
2. Those in the team sports of baseball, basketball, field hockey, football, ice hockey, soccer, softball and volleyball may try out, practice and compete on non-school teams before and after the school season provided:
 - a. The number of students from the same school on the roster of the non-school team is limited to five (5) students in the sports of soccer and field hockey; four (4) students in the sports of baseball and softball; three (3) students in the sports of volleyball and ice hockey, and two (2) students in the sport of basketball.

- b. School football team members are prohibited from competing on non-school teams except from June 1 to July 31. **Note:** Seniors are exempt from these limitations after the conclusion of their sport season.
3. You have no contact with school coaches while on a non-school team other than the 10 days (seven days in football) permitted between June 1 and July 31.
4. Violating these rules during the school season may result in you're being declared ineligible for the remainder of the school season.
5. Violating these rules outside the school season may result in you're being declared ineligible for the next season.
6. Violating these rules by a senior may result in that student being declared ineligible for the remainder of the school year.

F. Instructional Programs (Coaching in Summer)

You may attend camps, clinics and workshops that involve team play any time between June 1 and July 31.

1. Team play means there is more than one player opposing one player.
2. There is no limit on the number of students from the same school team that may participate on the same non-school team from June 1 to July 31.

You may receive instruction from a coach from your school team only:

1. During the season of the sport, or
2. For 10 days (seven days in the sport of football) only from June 1 to July 31.

Note: Interscholastic coaches in the individual sports of bowling, golf, gymnastics, swimming & diving and tennis may coach athletes from the school where employed outside the interscholastic season of the sport.

You may receive individual skill instruction from a non-school coach at any time during the year in individual or group lessons.

Members of a school football team may play in non-contact football contests and attend non-contact team football camps at any time between June 1 and July 31. Remember, however, that the seven-day football regulation for instruction from school coaches is in effect.

Note: It is a violation if a coach suggests your participation in an instructional program is mandatory.

G. Student Conduct

You are expected to accept seriously the responsibility and privilege of representing your school and community while participating in interscholastic athletics.

As a student-athlete, you are expected to:

1. Treat opponents, coaches and officials with respect.
2. Display no behavior that could incite fans or other participants in the contest or which is intended to embarrass, ridicule or demean others under any circumstances including on the basis of race, religion, gender or national origin.
3. Remember that winning isn't everything. Having fun, improving your skills, making friends and doing your best are also important.

The OHSAA has established a policy for students ejected or disqualified for unsporting behavior or flagrant fouls. If you are ejected or disqualified, you:

1. Will be ineligible for all contests for the remainder of that day.
2. Will be ineligible for all contests at all levels in that sport until two regular season/tournament contests are played at the same level as the ejection (one contest in football).

If you are ejected or disqualified a second time in a season, you are subject to additional, stiffer penalties, including suspension from play for the remainder of the season in that sport.

CODE OF CONDUCT

A. Attendance

1. You must attend all practices and games. If something should arise that you will not be able to attend you must inform your coach immediately. If you are to leave school early because of illness be sure to report to your coach before leaving or the Athletic Director.
 - a. If you are not at school due to a medical excuse you **must bring the medical excuse to your coach the next day in order to return to participation.**
 - b. If you get injured on the field of play during practice or a game and seek medical attention, then a note releasing you to play from the doctor must be given to your coach before you can play again. **This is an OHSAA Bylaw.**
2. You must be in school by 10:00 am to be able to participate in athletics after school. If you leave early from school you have to have been in school until 1:14 pm.
3. Communication is the key to our success. Please inform your coaches of any absences you may have.

B. Equipment/Uniforms

Every athlete will be supplied with a jersey top and bottom. This part of the uniform is paid for through the Athletic Department. **Golf athletes will need to supply their own khaki pants**. All athletes are responsible for their own shoes. The following is a list of other supplies the athlete will be responsible for:

1. Golf – Golf gloves, golf balls (a limited supply will be given to each golfer from the school), khaki pants with black belt, socks
2. Volleyball – knee pads, game socks
3. Soccer – shin guards
4. Basketball – knee pads (if you desire to wear these), game socks
5. Track & Field – game socks
6. Baseball – game socks (white)
7. Softball – game socks (white)

Your entire uniform must be turned in at the end of your season. Your coach will inform you of the date you must have it turned in. If you do not turn in your entire uniform you will receive a letter from the A.D. reminding you to do this.

After receiving this letter if you still have not turned your uniform/equipment in then a statement of charges for complete cost of uniforms/equipment will be issued to the athlete.

You will not receive another uniform/equipment from the school until this charge is paid or the equipment/uniform is returned.

Any damage done to the uniform/equipment will also result in a statement of charges issued to the athlete.

C. Alcohol/Tobacco Policy

Athletes in the St. Bernard-Elmwood Place School System shall not harm themselves, their team or their school by violating the following athletic code. An athlete will be denied participation on an athletic squad after due process if he/she is found guilty of the following during his/her sports season:

- 1. Use of alcohol or harmful drugs not prescribed by a physician.**
- 2. Use of tobacco in any form.**

The coaching staff or faculty representative of any sport has the right and responsibility to remove any athlete from immediate participation in their given sport for violations of the above.

Violations of the above code shall be handled with due process in the following manner:

1. Upon the alleged violation of the athletic code, an athlete will have a hearing conducted by the head coach or athletic director.
2. If found guilty of a first violation, the OHSAA rules for unsporting conduct will be followed. That rule states a two game, meet, or match suspension. It will be recommended that the athlete seek counseling to help correct the offense.
3. Upon a second violation, the athlete shall be denied participation on the team for the remainder of the current season which includes the post season. Evidence of counseling shall be required before participating in another sport season.
4. If participation on a squad is to be denied, the athlete may request the case is reviewed by the athletic director or principal.

5. It is the responsibility of all coaches to explain fully our athletic code to all athletes at the beginning of each sports season.

D. Sportsmanship

St. Bernard-Elmwood Place Schools believe that lessons learned from fairly played competitions benefit both students and the school. The following are some sportsmanlike rules to live by while participating in athletics:

- Treat others fairly, as they should be treated and as you wish them to treat you.
- Regard the rules of the games you play as an agreement; you should not seek to evade or break either the spirit or letter of the agreement.
- Treat game officials and opponents with courtesy and respect.
- Accept absolutely and without complaint or quarrel the final decision of any game official.
- Consider and treat visiting teams and spectators as your guests. Similarly, when you visit another school, behave courteously as a responsible guest.
- Be gracious--in victory and defeat. Learn especially to take defeat gracefully.
- Be as cooperative as you are competitive.
- Remember that both on and off the field your actions reflect on you and on the School.

As part of our Athletic code, stated in the Alcohol/Tobacco section, an athlete will be denied participation on an athletic squad after due process if he/she is found guilty of the following during his/her sports season:

- 1. Stealing – school property or on school property.**
- 2. The willful destruction of school or personal property.**
- 3. Serious breaches of unsporting conduct prior, during or after an athletic contest at any time during the school year.**

The coaching staff or faculty representative of any sport has the right and responsibility to remove any athlete from immediate participation in their given sport for violations of the above.

Violations of the above code shall be handled with due process in the following manner:

1. Upon the alleged violation of the athletic code, an athlete will have a hearing conducted by the head coach or athletic director.
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4. If participation on a squad is to be denied, the athlete may request the case is reviewed by the athletic director or principal.

5. It is the responsibility of all coaches to explain fully our athletic code to all athletes at the beginning of each sports season.

E. Diet and Strength Supplements

1. Erogenic Aids – any drug or nutritional supplement that is used by an athlete to increase his/her strength, speed, or general athletic performance.
2. Drug Supplements – The use, sale, or possession of ergogenic aids that are classified as drugs by the FDA will be viewed by the St. Bernard-Elmwood School District as use, sale, or possession of an illegal drug.
Examples: Anabolic Steroids, Human Growth Hormone, Testosterone Patches
3. Nutritional Supplements – No member of our athletic department will promote the use of nutritional supplements. The use of these ergogenic aids is strongly discouraged.
Examples: Creatine Monohydrate, Carnitine, Caffeine
4. Diet Aids – the use of these aids to lose weight is strongly discouraged and will not be promoted within our athletic department
Examples: Dexatrim

MIAMI VALLEY CONFERENCE (MVC)

Our school participates in the OHSAA in Division IV, as well as, the Miami Valley Conference. Teams that are in the MVC are as follows: New Miami, Cincinnati Christian, Cincinnati Hills Christian Academy, Seven Hills, North College Hill, Clark Montessori, Lockland, Cincinnati Country Day School, and Summit Country Day School. Our leagues website is <http://www.miamivalleyconference.org>. Directions to schools, schedules, conference information, and pictures of students receiving awards are all found on this website.

PARTICIPATION ON MORE THAN ONE TEAM

We encourage athletes to play as many sports as possible. If an athlete would like to play more than one sport they need to see the Athletic Director to be sure that the schedules are not conflicting. Head coaches will also have to agree to allow an athlete to play two or more sports in a season. We want our athletes to be able to experience as much as possible while in high school.

COACHES

Each candidate is interviewed and selected by a member of the Athletic Department and by an administrator. Those hired must submit to a fingerprint and police background check and undergo safety, First Aid and CPR/AED training, as well as some undergo van drivers' education. These coaches understand and adhere to St. Bernard-Elmwood Place School's philosophy and professional requirements.

GUIDELINES FOR SPECTATORS

St. Bernard-Elmwood Place Schools--expect all student-athletes, coaches, game officials and other spectators to maintain high standards of good sportsmanship when they attend St. Bernard-Elmwood Place School athletic competitions. The following has been adopted by the Miami Valley Conference as guidelines for spectators:

1. Let the officials handle the game
2. No obscene gestures or language
3. Be respectful and courteous of others
4. Cheer for a team and not against an opponent
5. Use self-control, No taunting. Remember, it is only a game.

These are some other rules to use as a guideline as a spectator.

1. At home or away, spectators at School athletic contests--students, faculty, parents, alumni or friends--bear an important responsibility to the School to ensure the proper atmosphere and conduct for the game.
2. Spectators should watch games from the spectators' specified areas. Spectators must not run up and down sidelines, call out to players, coaches or officials, go onto the field of play, or deface or damage property. Actions that detract from the ability of players, coaches and officials to do their best are not acceptable.
3. Faculty members who attend games should remember that their responsibilities for student discipline and behavior extend to disciplining and controlling students who misbehave as spectators.
4. The use of alcohol or illegal drugs may not be associated in any way or at any time with a School athletic event.

ROLE AS PARENTS

COMMUNICATING WITH YOUR CHILD

1. Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
2. Be helpful, but don't coach them. It's tough not to, but it is a lot tougher for the athlete to be flooded with advice and critical instruction.
3. Try not to relive your athletic life through our child in a way that creates pressure.
4. Don't criticize the coach in front of your child. This puts your child in a bad position and displays a type of message that is not appropriate.

APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

1. Mental and physical treatment of your child.
2. Strategies to improve your child's ability
3. Behavior concerns about your child

ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES

1. Playing time for your child.
2. Other athletes on the team or not on the team
3. Team strategies

TRANSPORTATION

Our Athletic Department will transport all athletes to and from away games, meets, and/or matches. This transportation will come by bus or van. Only coaches who have undergone the van driver's education course are qualified to transport athletes by van. When transporting your son/daughter home from an athletic event we will drop off at both St. Bernard High School and Elmwood Place Elementary. Please be here to pick your son/daughter up. A coach will be waiting until you arrive. Please try to pick your son/daughter up as soon as possible because our coaches need to get home as well. Some of our coaching staff does not live in St. Bernard or Elmwood Place and have quite a drive themselves.

If you are planning on transporting your son/daughter home from an away game, meet, and/or match you must fill out the Transportation Request Form with your coach. This form is also found online. You must fill this request out and sign out your student with the head coach at the conclusion of the event. We want to make sure your athlete gets home safely with the correct parent/guardian.

Parents/Guardians are responsible for getting their son/daughter to all practices regardless of where the practice is held in St. Bernard or Elmwood Place.

SCHEDULES AND DIRECTIONS TO GAMES

Directions to game sites and game schedules are provided by the Athletic Department. Directions are also available in athletics online at <http://www.sbepschools.org>. Schedules and directions for Grades 7 - 12 are posted on the website.

AWARDS

Athletes shall receive recognition for participation on all athletic teams. Means of selection for any award will be at the discretion of the head coach. Each coach, prior to the start of the season, must inform parents regarding the selection process involving award and submit a list of criteria for those awards to the A.D. prior to the start of the season.

1. The key award of the St. Bernard-Elmwood Place Schools' award system shall be the varsity letter "T".

Junior High and Reserve

1. An athlete lettering JV will receive a reserve size letter.
2. An athlete lettering in more than one reserve sport will receive a certificate for each sport after the initial letter is awarded.
3. Junior High coaches will select two awards given at the discretion of the coach, but will not be an MVP or equivalent.
4. Reserve coaches will select one MIP and one coach's award.
5. The athlete's numerals will be given the first time they letter JV or Varsity.

Varsity

1. Varsity coaches will select four awards based on each coach's list of criteria (1 – 8x10 and 3 – 6x8).
2. An athlete lettering for the first time will receive his/her varsity "T" and a pin signifying the sport in which he lettered.
3. If first year varsity T's are won in more than one sport, a pin will be awarded for each sport. These pins will be tacked on the original varsity "T". Only one varsity "T" will be awarded.
4. Second year award – All athletes who letter twice in the same varsity sport will receive a gold bar and certificate.
5. Third year award – All athletes who letter varsity in the same sport for three years will receive a gold star.
6. Fourth year award – All athletes who letter varsity in the same sport for four years will receive a gold star and an engraved 4x6 plaque for the Fourth year sports.

Outstanding Senior Athlete of Year Award

The following is the criteria for the “Outstanding Senior Athlete” award:

- I. Letter on a high school team (Varsity). 5 points each
- II. Member of a championship team (League, Sectional, District, Regional, State). 5 points each
- III. Being an individual champ (League, Sectional, District, Regional, State). 5 points each
- IV. Making an All-League or City Team (1st team, 2nd team, Honorable Mention, or Academic All-League) 5 points each

- ⌚ To be nominated, an athlete must have accumulated at least 25 points in the criteria listed above.
- ⌚ He or she must have a 2.0 cumulative grade point average.
- ⌚ Any student who violates the sporting regulations as set forth by the Ohio High School Athletic Association may be ineligible for the selection process. (EX. Drug use during sport season, OHSAA suspension from team, etc...)
- ⌚ Recipients are voted on by the administration, teachers and coaching staff.
- ⌚ After the voting process the athlete with the most points will be our Outstanding Senior Athlete. If there is a tie, we will resubmit the names to the coaching staff to be voted on again.

- V. Coaches and Teachers Nomination based on good school character 3 points each

TEAM SELECTION PROCESS

Teams in the Miami Valley Conference (MVC) league are set up by the coaches to be competitive in nature and to provide productive experiences to students according to their abilities. In some sports, depending on the numbers of students who sign up, coaches and the Athletic Director may elect to form A, B, and C teams. Because these teams are competitive, they may be organized based on the athletes' abilities. In some sports, depending on the numbers of students who sign up, coaches, the Athletic Director, and administration may decide not to offer these sports for a variety of reasons.

TITAN ATHLETIC BOOSTERS

Our Titan Athletic Boosters meet every third Wednesday of the month in the Teacher's Dining Room at the High School. The meetings start at 7:00 pm. Everyone is encouraged to become a member for only \$5. Our Boosters provide uniforms, equipment, money for field trips, etc... If you would like any information about our Titan Boosters please contact our **President Mr. Mark Statt**.

IMPORTANT FORMS TO BE FILLED OUT

Prior to participation a variety of forms must be filled out to insure that your son/daughter is physically responsible to participate. These forms can be found on our school's website at <http://www.sbepschools.org> These forms are also attached to the back of this packet.

1. Physical Examination - This medical form must be signed by the examining physician as well as by a parent or guardian and must be on file in the Athletic Director's office **before** the student will be permitted to practice or participate.

These forms, required by the Ohio High School Athletic Association, can be found online or in the high school office. *Expires after 13 months*

2. Emergency Medical Form – This medical form is to **be on file prior to any participation** by your son/daughter. This form is used in case of an emergency. The Athletic Director as well as the coach will have one on file at all times. *Expires in one year*
3. Athletic Code – this form must be on file with the A.D. prior to your team's first scheduled contest. *Expires in one year*
4. Injury Release – this form must be on file with the A.D. prior to your team's first scheduled contest. *Expires in one year*
5. Athletic Handbook Form – this form must be on file with the A.D. prior to your team's first scheduled contest. This form is used to display who has and has not read our Athletic Handbook. This form also states that the athlete will voluntarily abide by the rules in the handbook. *Expires in one year*
6. Coach's Rules Form – this form must be on file with your coach prior to your team's first scheduled contest (not attached in packet). *Good for that sports team*

Insurance – All student athletes must be covered under medical and hospitalization insurance through their family. The school does not assume responsibility for insuring student-athletes.

