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This handbook, submitted to and passed by the school board, is written to give an insight into the basic procedures and policies that apply to the Tussey Mountain Athletic Program. The reader should not consider this booklet all inclusive. Whenever items (guidelines, policies, issues, etc.) arise or need updating, blanks have been provided for this purpose. Education is an ongoing and changing process. Athletics being a part of the curriculum at Tussey Mountain High School will be updated as needed.

“Coming together is a beginning;
Keeping together is a process;
Working together is success.”

TITLE IX STATEMENT

It is the policy of the Tussey Mountain School District, Bedford and Huntingdon Counties, Pennsylvania, not to discriminate in its educational programs, activities, or employment policies, on the basis of race, color, religion, national origin, handicap, sex or age in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, and Section 504 of the Rehabilitation Act of 1973. For information concerning rights or grievance procedures, or information regarding service, activities and facilities that are accessible to and useable by handicapped persons, contact the Title IX/Section 504 Coordinator, Rick Heath, Assistant to the Superintendent/Federal Programs Coordinator, Tussey Mountain School District, Saxton, Pennsylvania, 16678, (814) 635-3670.

TUSSEY MOUNTAIN SCHOOL BOARD

Rodney Figard, President
Leroy Walls, Vice President
Lisa Rankin, Secretary
Dawn Quarry, Treasurer
Bill Brumbaugh
Wanda Curfman
Vivian Foster
James Hodge
Aaron Martin
Roy McCabe
Jay Williams

ATHLETIC COMMITTEE FOR THE TUSSEY MOUNTAIN SCHOOL DISTRICT

Leroy Walls, Chairperson
Bill Brumbaugh

Other members of the Board who wish to participate.

ADMINISTRATION

Mark Bollman, Superintendent
Rick Heath, Director of Education
Jerry Shoemake, Senior High Principal
Melinda Damiano, Junior High Principal
Laurie Criswell, Elementary Principal

ATHLETIC DEPARTMENT

Rodney Brumbaugh, Athletic Director

Athletic Managers:

Jeff Rankin
Josh Smith
Matt McCahan

ATHLETIC PHILOSOPHY

Tussey Mountain High School is a member of the Pennsylvania Inter-Scholastic Athletic Association; therefore, all rules and philosophy are compatible to the principles of the above organization. Our athletic program seeks to attain the following:

- A. Sportsmanship, fair play and good citizenship as goals of the athletic program.
- B. The athletic program should serve educational values as an extension of the classroom.
- C. That hard work and discipline provide the basis for success and is measured not necessarily on number of wins and losses; but rather how the athletic program contributed to the overall educational growth of the students.

HIGH SCHOOL PRINCIPALS

The High School Principals are responsible in all matters pertaining to the athletic program of the school. They delegate some of those powers to the athletic director, but such delegation shall not relieve them of their responsibility for any infraction by the school of the Constitution and By-Laws of the Pennsylvania Interscholastic Athletic Association (Article IX, Section I, PIAA Handbook).

ATHLETIC DIRECTOR

Responsibilities and/or Duties as follows:

- Prepares a tentative agenda for all TMSD Athletic Committee meetings.
- Represents the school or has a representative at athletic meetings involving the interest of the school.
- Supervises and coordinates the preparation of all interscholastic sports schedules.
- Schedules and contracts with the PIAA (Pennsylvania Interscholastic Athletic Association) Officials for each home event including preparation of the remittance of payment for working PIAA Official at the event.
- Schedules transportation for athletic events at all away venues.
- Insures, with the aide of the head coaches, lists of all players eligible for athletic contests are prepared under the rules of PIAA.
- Works cooperatively with the Principal and Guidance Counselor to insure that the grades of student athletes are within the range of eligibility to compete in the respective sport. Those athletes not eligible will be listed weekly and the list will be submitted to the respective head coaches.
- Insures, with the aide of the Principal that a player, temporarily or permanently, is removed from a team when the regulations pertaining to the student's eligibility have not been met.
- Coordinates with the maintenance supervisors the preparation and up-keep of all athletic fields and gymnasiums.
- Acts as the official host for the school district assuring that all physical resources of the school are available to the visiting team.
- Attends home athletic events or arranges coverage with the Game Managers.

- Arranges for proper security coverage to be in attendance at the home events.
- Takes appropriate steps to insure crowd control and reports infractions to the high school principal.
- Arranges for proper athletic event workers for the home events; i.e., ticket sales, clock managers, etc.
- Takes charge of ticket sales and deposit of all receipts from event admissions, providing a written account of the proceeds.
- Compiles bid information from head coaches for board approval as well as to compile a listing of athletic equipment and supplies for bidding.
- Inventories equipment upon arrival.
- Assists the TMSD Athletic Committee in evaluating all coaches in order that recommendation for hiring or re-hiring can be made to the Superintendent.
- Other duties that may be assigned by the TMSD Administration.

GAME MANAGER

Essential Primary Functions:

1. Attends all home athletic events and arranges coverage if there is more than one event.
2. Acts as the official host for the school district assuring that all physical resources of the school district are available to the visiting teams.
3. Coordinates in conjunction with the maintenance supervisor the preparation and the upkeep of all athletic fields, practice areas, and gymnasiums.
4. Takes appropriate steps to insure crowd control and report infractions to the high school principal/athletic director.
5. Maintains financial accounting of the events, including appropriate accounts of tickets, monies, etc. Makes deposits and secures monies and provides a report to the athletic director.
6. Directs the security police in terms of their placement, duties, etc., and verifies that the appropriate number and types of personnel exist to carry out the smooth operation of the event.

7. Does appropriate activities before and after events. Observes and performs tasks based on these observations, i.e.:
 - a. Checks the condition of the visiting locker room before and after the event.
 - b. Greets the team upon their arrival.
 - c. Checks to see that the score tables, etc., are in place.
 - d. Be at the event early enough to see that appropriate tasks may be carried out, and remains at the event until fans have departed at which time release security police.
8. Performs any other duties related to after school athletic management as assigned by administration.

HEAD COACHES

Varsity Head Coach

The varsity head coach should first and foremost be a leader of young men and women constantly setting a fine personal example of what it means to be an athlete. It is expected that the varsity head coach will be consistent and fair in all rules and regulations applied to the athletes they coach.

One of the most important positions in education today is that of the coach. It is a position that is constantly open to public scrutiny and with it will come criticism and praise. A coach must be a person with high moral character, integrity and whose first and only thought is the welfare of the athletes he/she coaches.

The Varsity Head Coach's Specific Responsibilities:

1. Should teach the most current and recognized playing techniques to his/her student athletes.
2. Should make sure he/she and his/her assistants are using proper training and conditioning techniques.
3. The varsity head coach or his/her designee **must** attend the mandatory P.I.A.A. rules interpretation meeting prior to his/her season. It is the responsibility of the varsity head coach to instruct his/her athletes in the proper and current rules of the game.
4. He/she is responsible for all Tussey Mountain School District equipment under his/her jurisdiction.

5. He/She will make recommendations on hiring of Jr. High and all assistant coaches. Recommended candidates must have Act 34 & 151 Clearances, TB Test and Drug Test, this includes paid and volunteer staff. Paid coaches must also obtain a complete physical and Act 114 Clearance. No coaches may work with students until their clearances and drug tests are received by the Athletic Director.
6. Assign all duties to Jr. High & assistant coaches within their jurisdiction.
7. A thorough check of locker rooms, showers and equipment room after each practice session and game.
8. He/She or his/her designee should be the last to leave practice or the game or locker area. They will also be responsible for the security of any buildings.
9. Is responsible for submitting all medical reports to the team trainer within 24 hours following the injury.
10. He/She must maintain an up-to-date team roster with names, addresses, and phone numbers of all athletes and managers. A copy of this roster shall be submitted to the athletic office, main office, and trainer.
11. He/She is responsible for the reporting of all game scores and highlights to the news media. The athletic department will provide a list of appropriate news media and phone numbers.

The responsibility of the Head Coaches shall include, but not be limited to:

- A. Organization and Administration
 1. Operate the program within the rules, guidelines, regulations and philosophy of the school district.
 2. Organize and coordinate the entire junior and senior high school program.
 3. Have a well-organized seasonal plan for the sport.
 4. Ably administer details for home and away games.
 5. Assign each assistant specific duties.
 6. Insure conveyance of all information and material assistants. Distribute insurance forms.

7. Be fully aware of legal responsibilities of the activity and take precautions against negligence.
8. Insure adequate provision for care, maintenance and ordering of equipment and facilities for the entire program.
9. Recommend letter winners based on a criteria to make the letter at Tussey Mountain High School worthy of achieving.
10. Responsible for turning in all keys (including assistants) at the end of the season to the high school principal.
11. At the end of each season, and at the beginning of each season, coaches will conduct equipment in inventories and maintain written records of such.
12. Provide adequate supervision for all athletes at all times.
13. Participate in yearly sports medicine clinics, if offered by the school district.
14. After the final regulation and or playoff game, the coach will have 20 calendar days for equipment/uniform inventory and proper storage.

B. Personal Characteristics

1. Exhibit at all times the same good sportsmanship and high moral principles that are expected from all athletes.
2. Be highly competent in the sport(s) coached (i.e. rules, techniques, strategies, and skills.)
3. Constantly study, analyze, and improve competencies in the sport and promote the same among assistants.
4. Motivate the staff and players toward desired goals.
5. Emphasize academic excellence among athletes.
6. Does not allow coaching duties or responsibilities to inhibit and/or interfere with instructional or supervisory assignments during the school day.

C. Public Relations

1. Set a pattern for wholesome public relations by emphasizing the sport as a part of the entire interscholastic sport program at Tussey, NOT THE ONLY SPORT.
2. Treat opponents as guests at home contests.
3. Be available for and willing to accept speaking engagements that will bring credit to the sport and Tussey.
4. Emphasize at all times to the athletes and public that the sports program is a part of the whole educational program offered at Tussey.
5. Must provide a means to acknowledge parents of the individual teams policies and rules, such as parental meetings that will transpire at the season's initiation.

D. Any or all other duties assigned by the principals.

BOARD POLICY ON THE DECORUM OF CHAPERONES AND COACHES IN THE SUPERVISION OF STUDENTS/ATHLETES

1. The board requires that any school sponsored overnight trip involving school students receive the approval of the board prior to any verbal or financial commitment for such an activity being authorized.
2. A written outline proposal shall be submitted to the board via the appropriate principal. This should occur at least two (2) months in advance of the event.
3. Only field trips with educational value or directly related to the planned program of an athletic activity will be considered (See field trip policy 21).
4. Chaperones shall be recommended by the group sponsored and subject to the approval of the building administration.
5. Chaperones and coaches replace the parents and therefore shall be good role models, willing to devote their entire time to the needs of the group. All chaperones/coaches are expected to act in the same manner expected of district professional employees. Board policy 440 Responsibility of Staff For Student Welfare.
6. Chaperones and coaches acting as officials of the school are the sole authority during the entire trip from departure until return.

7. The Tussey Mountain Discipline Code will be in effect during all overnight trips. Coaches and chaperones are expected to enforce all aspects of the Code. Coaches and chaperones will be given copies of the Code and will be responsible for reporting violations of the Code to the head coach or the professional employee in charge who will upon returning report such violations to the proper principal.
8. Coaches and chaperones are responsible for the supervision and safety of the students in their charge for the full time of an event, trip, or practice session. This includes all time involved from the arrival of the first student at a designated time and place to the last student departing from a designated place. Under no circumstances will any chaperone or coach leave students or athletes unattended or unsupervised. Head coaches may assign or share this duty with assistant coaches. Coaches and chaperones must record student or athlete attendance of the event. Students will be released only to parents or guardians or to those authorized (in writing) by the parents or guardians.
9. Chaperones and coaches are subject to all the policies of the Board including board policy 218, page 3, line 43 to page 4, line 4, policy 227, page 1, line 18 to 36, and policy 231 which among other things prohibits coaches and students from the use of alcohol or illegal drugs while on a trip. Coaches who use alcohol or illegal drugs while on a trip or athletic event requiring an overnight stay or otherwise, shall be dismissed from their coaching duties. Coaches who violate other provisions of the policy may be disciplined or dismissed. Chaperones, teachers, or volunteers paid or non-paid who violate the drug and alcohol provisions will be disciplined according to policy.
10. Coaches and chaperones are responsible for setting standards of conduct for a trip. Failure of the students to remain under supervision or to comply with instructions may be cause for termination of a student's participation.
11. Coaches shall be given a copy of this policy and shall sign a statement indicating the date of receipt.

**CHART 2
DECISION MAKING PROCESS
(Request or need in writing)
Head Coaches**

**Athletic Director
Explain**

**High School Principals
Discuss/Inform/Clarify**

**Athletic Committee
Superintendent
(Inform/Clarify/Discuss)**

**Tussey Mountain Board
(Recommend Items)**

**CHART 2: THE DECISION MAKING PROCESS CONCERNING
INTERSCHOLASTIC SPORTS IN THE TMSD.**

Chart 2 exhibits to the reader the flow of the decision-making process concerning need, requests, policy, and issues that are involving the interscholastic sports program at Tussey. Prior to discussing the chart, principles should be set forth.

Principal One

It should be understood by all concerned that resources (such as finance, facilities, time, and transportation) within any public school system are limited. Because limitations exist, needs must be viewed by those in the decision and/or policy-making roles in a priority perspective.

Principal Two

It should be understood by all concerned that whenever organizational needs conflict with individual needs – priority must always be given to the organization.

Requests generate usually from the head coaches of the respective sports program (or from the Coaches Association if one exists). These requests are placed on a short form found in the principal's office and the nature of the request is explained to the principal upon submission of the form to him. Depending on the nature of the request, the principal may deny the written request (return it to the head coach) or inform and discuss the item with the head coach.

The item is then placed on the tentative agenda by the principals and taken to the superintendent for discussion of the perceived ramifications. After a review of each item, the principal will present in a supportive or non-supportive nature the various items to the athletic committee.

The athletic committee has several options at this point concerning the items.

Options:

- A. Recommend to the school board approval of an item.
- B. Deny the request of the item.
- C. Table the request for consideration of the full board.
- D. Table the request for further study (ex: need more data, cost, figures, etc).
- E. Suggest action to the administrative team.
- F. Allow the administrative team to use their discretion concerning the item.
- G. Assign the item to the assistant principal.
- H. Others

SCHOOL DISTRICT REGULATIONS/GUIDELINES

All starting and ending dates, number of games, and number of scrimmages will be in compliance with the current regulations for that sport as established by the PIAA.

Contests – In-season sports have priority concerning facilities, time, etc.

Any eligible student may begin to participate in a varsity level sport up to and including the third day beyond the first legal practice date as established by the Pennsylvania Interscholastic Association (PIAA). Students will not be permitted on the varsity level team after this date except under the following circumstances:

- A. A student transferring into Tussey Mountain School District from another entity.
- B. Prior arrangements have been agreed to by the coach and the student and/or parent prior to the start of the season. Which will be submitted for approval by the Athletic Director.
- C. A student may participate in a scheduled meet or event only after completing the proper documentation; ie physical, PIAA card, and participation in a total of five approved practices.

The policy regarding junior high cut off dates will be determined by the head coach of each specific sport. In the event of a conflict, PIAA policy and/or District V policy supersedes this policy.

BOYS ATHLETICS

- A. **Varsity Football** – To adhere to current PIAA point system and guidelines.
1. Football practice shall begin with the opening date set by the PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference schedule shall be followed.
 5. Tickets for Varsity and JV games shall be sold at the gate.
- B. **Varsity Basketball** – To adhere to current PIAA point system guidelines. If possible, each team should be scheduled twice on a home and away basis.
1. Basketball practice shall begin with the opening date set by the PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. Tickets for Varsity and JV games shall be sold at the gate.
- C. **Varsity Wrestling** – To adhere to current PIAA point system guidelines.
1. Wrestling practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. Tickets for Varsity and JV games shall be sold at the gate.
 6. Wrestlers will follow PIAA Weight Control Program.
- D. **Varsity Baseball** – To adhere to current PIAA point system guidelines.
1. Baseball practice shall begin with the opening date set up by the PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.

5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.
- E. **Varsity Track and Field** – To adhere to current PIAA point system guidelines.
1. Track practice shall begin with the opening date set up by the PIAA.
 2. The first meet shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.
- F. **Varsity Tennis** – To adhere to current PIAA point system guidelines.
1. Tennis practice shall begin with the opening date set up by the PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.
- G. **Varsity Golf** – Co-op with Northern Bedford High School. Follow the guidelines put forth by Northern Bedford.
- H. **Varsity Soccer** – Co-op with Forbes Road High School. Follow the guidelines put forth by Forbes Road.

GIRLS ATHLETICS

- A. **Varsity Volleyball** – To adhere to current PIAA point system guidelines.
1. Volleyball practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. Tickets for Varsity and JV games shall be sold at the gate.
- B. **Varsity Soccer** – To adhere to current PIAA point system guidelines.
1. Soccer practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. Tickets for Varsity and JV games shall be sold at the gate.
- C. **Varsity Basketball** – To adhere to current PIAA point system guidelines.
1. Basketball practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. Tickets for Varsity and JV games shall be sold at the gate.

- D. **Varsity Softball** – To adhere to current PIAA point system guidelines.
1. Softball practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.
- E. **Varsity Track and Field** -To adhere to current PIAA point system guidelines
1. Track practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.

JUNIOR HIGH SPORTS

- A. **Junior High Football** – To adhere to current PIAA point system and guidelines.
1. Football practice shall begin with the opening date set up by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference schedule shall be followed.
 5. Tickets shall be sold at the gate.
- B. **Junior High Basketball (Boys and Girls)** – To adhere to current PIAA point system guidelines.
1. Basketball practice shall begin with the opening date set up by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA.

4. The Inter-County Conference and Sideling Hill schedule shall be followed.
- C. **Junior High Wrestling** – To adhere to current PIAA point system and guidelines.
1. Wrestling practice shall begin with the opening date set by the PIAA
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. Tickets for Junior High games will be sold at the gate.
 6. Wrestlers will follow PIAA Weight Control Program.
- D. **Junior High Baseball/Softball** – To adhere to current PIAA point system and guidelines.
1. Baseball/Softball practice shall begin with the opening date set by the PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.
- E. **Junior High Track and Field (Boys and Girls)** – To adhere to current PIAA Point system and guidelines.
1. Track practice shall begin with the opening date set by PIAA.
 2. The first game shall be scheduled in accordance with the PIAA established schedule.
 3. Scrimmages will be negotiated and scheduled with nearby schools and adhere to PIAA regulations.
 4. The Inter-County Conference and Sideling Hill schedule shall be followed.
 5. In case of inclement weather arrangements for practice indoors must be made with the athletic director.

TICKET PRICES

Varsity Football, Basketball, Wrestling, Volleyball and Soccer
Adults: \$4.00 Students: \$2.00

Junior Varsity Football, Junior High Football, Basketball and Volleyball:
Adults: \$2.00 Students: \$1.00

*All athletes participating in a sport during the in-season will be issued a pass for those events.

*Junior High triple header games will be charged admission.

EQUIPMENT

Ordering equipment, athletic purchases and care of equipment.

- A. Equipment Orders
 - 1. Each year head coaches will be asked to order equipment for the upcoming season at least 5 months prior to the start of their season.
 - 2. All requests should be submitted to the athletic director for coordination and approval prior to submission to the high school principal and athletic committee.
 - 3. Coaches should bear in mind that there is a limit to district finances and exercise common sense in their requests.

- B. Athletic Purchases
 - 1. Coaches cannot always anticipate a year in advance the athletic needs for that season; therefore, if it becomes necessary to purchase incidentals, approval will be received from the high school principal.
 - 2. All purchases must be handled with purchase orders secured from the principal.

- C. Care of Equipment
 - 1. All athletic equipment will be appropriately marked for identification.
 - 2. Every piece of equipment issued to a student should be recorded in writing by the coach.
 - 3. Care of equipment is very important. It should be kept clean and dry.

4. All equipment that is being used should be checked periodically by head coaches to discover tears, breaks, or broken parts. Arrangements will be made to have equipment repaired.
5. At the beginning of each season, an inventory of equipment will be taken.
6. At the end of the season, all equipment will be checked, inform each boy/girl, and the coach will complete the inventory of equipment. This form will be submitted to the principal.

TRANSPORTATION

- A. Transportation to away games will be arranged through the superintendent's office. Transportation after practice is also arranged through the superintendent's office.
 1. Prior request forms for away games should be obtained from the principal. These forms should be returned to the transportation secretary at the conclusion of the trip (The following school day).
 2. Following practice or an away event, students should not be left in or around the school **UNLESS SUPERVISION IS PROVIDED. ALL STUDENTS SHOULD HAVE APPROPRIATE TRANSPORTATION HOME PRIOR TO THE COACHES LEAVING.**
 3. Under no circumstances are students permitted to drive to away games in private cars or go home in private cars unless the vehicle is operated by that student's parent.
 4. Parents of athletes who request to take their children home at an away event shall be permitted to do so. However, approval for this must be obtained from the head coach or principal. A release form should be kept on file by the coach.
 5. Students participating in a co-op are responsible to provide their own transportation to and from practices and games. Permission forms will be kept on file.

CODE OF CONDUCT

The following are minimal standards that apply to all athletic teams at Tussey Mountain High School. Additionally, each coach shall develop set standards or regulations that are deemed necessary in a particular sport.

A written Code of Conduct must be given to every interscholastic athlete each school year. This code must clearly define by head coach:

1. Practice and game philosophy.
2. What is expected of team members at practice, games, in school, and on bus trips.
3. Training rules.
4. Personal appearance code.
5. Locker room and equipment rules
6. Philosophy pertaining to discipline. Be consistent in stating a progression of measures which will lead to suspension and finally to expulsion from the team. Whenever possible, consult the principal before permanently expelling an athlete from your squad. Keep the administration informed on ALL measures of discipline.
7. The written code MUST be presented to and reviewed by the principal prior to being given to athletes.
8. All participants must be informed of the potential for injury in each sport prior to the commencement of practice.
9. Code must be consistent with the district policies outlined in the athletic handbook.

GENERAL RULES

- a. An athlete must demonstrate an interest in ACADEMIC ACHIEVEMENT. ATHLETICS are not an excuse for not studying.
- b. PROMPTNESS at all practice sessions, meetings and trips.
- c. Positively NO INVOLVEMENT WITH ILLEGAL SUBSTANCES under any circumstances. Discipline can include suspension or expulsion from the team.
- d. An athlete must plan study time and get plenty of rest (minimum of 8 hours a night).
- e. An athlete must attend every practice session. If something of extreme importance comes up, the coach is the only one who grants permission to miss a practice.
- f. An athlete is responsible for all equipment and its maintenance.
- g. Personal valuables should be given to the designated manager or locked in your locker.
- h. Friends may not enter the locker room.
- i. If an athlete is dropped from the squad, the athlete will turn in all equipment within 24 hours.
- j. All that takes place at practice or in the locker room is confidential. Treat it so. Be a booster of teammates.
- k. Athletes absent (past 10:00 a.m.) on the day of an event, cannot participate in that contest, unless the absence is due to a prior approved medical excuse. Athletes absent past 10:00 a.m. may not practice on that day, unless absence is for medical reasons or another viable excuse approved by the principal.

- l. Any student dismissed or who voluntarily leaves a team before the team plays together for the last time, will not receive a letter for a sport; or receive credit for a year's participation in that sport; or have his/her picture appear in the yearbook with that team.
- m. A student may not practice or participate on a day that he/she left the school during normal school hours unless the reason for the departure is justifiable and approved by the administration.
- n. Violations of the "CODE OF CONDUCT" will be treated on an individual basis. Each case will be weighed by the coaching staff and/or administration and could lead to suspension and/or expulsion from a squad.

SUMMER ATHLETIC CONTEST

Re: Clarification concerning student athletes who participate in summer athletic contests where prizes are given to winning teams.

PIAA By-Laws states in Article II, Section 2, Loss of Amateur Status:

An athlete loses his amateur status in an interscholastic sport whenever:

- A. He, or the school organization that he represents, or his parent(s) or guardian(s) receives compensation, other consideration, or an award not permitted under Section IV hereof, for or related to his athletic ability, performance, participation or services.

SUNDAY PRACTICE POLICY

The use of Sundays for athletic practice shall not be permitted except under the following conditions:

1. Preparation for a playoff contest on Monday.
2. Inclement weather has caused the postponement of practice from the preceding day(s).
3. An emergency has occurred which prohibits the coach from holding practice during the preceding day(s).

Practice may be held under one of these conditions only with prior approval from the Athletic Director and/or Principal. Also, practice will not be mandatory on Sundays for the athletes.

INSURANCE FOR ATHLETES AND REPORTING ACCIDENTS

- A. All athletes will be covered by insurance prior to beginning of practice. This insurance will be obtained by the Tussey Mountain High School Athletic Department.
1. Insurance will be through the company designated by the Board.
 2. Coaches must report all accidents to the principal as soon as possible.
 3. Accident forms for coaches will be provided by the principal.
 4. If accidents are not reported, coaches may be liable.
 5. When in doubt, still report the injury and make out a claim.
- B. School Insurance – In the past, there have been some misunderstandings concerning the insurance coverage the school district carries on each pupil. If a pupil participates in an interscholastic sport, cheerleading, band or twirling (which is an extension of the band), he or she is covered by insurance purchased by the school district. **WHILE PARTICIPATING IN, PRACTICING FOR, AND TRAVELING TO AND FROM THAT PARTICULAR PROGRAM ONLY!** The sports, band and cheerleading coverage will pay the first \$100 of coverage charges and then becomes excess over any other group or hospitalization insurance carried by the parent. No elementary or secondary student is provided around the clock coverage at the beginning of the school year, when each student will be given a student accident insurance application.

SCHEDULING OF PRACTICE AND STARTING TIMES

- A. Scheduling: All athletic events will be scheduled with the cooperation of the assistant principal, high school principal, and head coach. The Inter-County Conference and Sideling Hill schedule will be followed with those sports involved. (According to the signing of all contracts).
- B. Practice: Coaches are responsible for conducting practice sessions for their athletic teams. Practice will not start before the first opening date set by the PIAA, and **MUST END AT THE CONCLUSION OF THE SEASON** or by the PIAA ending date. Coaches may hold practice during holiday seasons. If school is closed for any unforeseen reason, such as bomb scares or inclement weather, practices and games will be canceled and rescheduled at a later date. **NOTE: ANY NIGHT OR SATURDAY PRACTICES MUST HAVE ADMINISTRATIVE APPROVAL.** Athletic committee stated that practicing on days school is canceled is up to the administration. Practice should be worked out with the principal and coach. It is recognized that students benefit and learn from experienced athletes in a particular sport. However, it should be remembered that all programs operate from the benefit of current students. Coaches should use the utmost discretion in allowing non-students to participate with their teams.

If non-students are to use school facilities, provide instruction for or participate with student athletes, approval must be obtained from the principal and/or Board of Directors prior to the participation. Also, if away sporting events are to take place on days of bomb threats, please enforce the rule that no students are to be permitted back in the building to pick up materials, equipment, etc.

- C. Starting Times: All varsity basketball and wrestling events will start immediately following the junior varsity contest which will start at 6:00. Varsity football will start at 7:00 at home; JV and junior high will start at 6:00. Away starting times may vary with each school. All junior high games will start at 4:00 or 4:30, except football. NOTE: Beginning August 31, 1989, there will be no early dismissals permitted for sports events (prior to 2:38) unless approved by the administration.
- D. Tussey Mountain will honor and attempt to complete all scheduled and rescheduled interscholastic sports contests.
- E. The PIAA formulates that maximum number of games and events in our state. To be a member in good standing, we must comply with regulations.

BANNER POLICY

- A. Must be an interschool or interscholastic event.
- B. Athletic excellence includes but is not limited to
 - 1. State placement
 - 2. Conference of County Titles

TROPHY POLICY

- A. Any object to be put in any of the athletic trophy cases must be given to the athletic director for board approval. This recommendation must include a description in writing. If any object is put in the athletic cases without board approval it will be taken out until reviewed by board.

ATHLETIC CLINICS, CONVENTIONS OR CONFERENCES

- A. Each coach should submit his/her plans for attending an athletic clinic, convention, or conference to the principal prior to the athletic committee meeting for inclusion on the agenda.
- B. Head coaches will be permitted to be absent from their teaching duties for maximum of three (3) days for all major clinics, conventions or conferences, and one (1) day for assistant coaches.

EVALUATION – COACHES

All coaches are subject to an evaluation following their sports season by the administration in conjunction with the principal.

LEGAL LIABILITY – COMMON CAUSES

There are several factors that commonly cause legal liability claims. They are:

1. The absence of protective measures.
2. Poor selection of activities.
3. Unsafe conditions of facilities and equipment.
4. Inadequate supervision.
5. Inadequate control measure.
6. Use of poor judgment.
7. Failure to inform participants of the potential for injury.

Should an accident occur:

1. Administer first aid only.
2. Get professional medical assistance as soon as possible.
3. Keep an accurate record of the exact circumstance surrounding the accident. The latter is particularly useful in the event of suit, since memory tends to dim with time.

ATHLETIC AWARDS

- A. An award of a varsity “TM” letter will be made to athletes fulfilling the requirements listed for the sport in which they participated. Only one “TM” monogram will be presented to the eligible athlete. Additional recognition for athletic participation will be shown through issuance of medallions to be placed on the monogram.
- B. Any player participating in one half or more of the number of quarters or meets the required number of points in that sport for the season will be eligible for a varsity letter.
- C. Any senior who has been a member of the varsity team for three consecutive years, regardless of the number of quarters of participation, will receive a varsity letter.
- D. Any player dismissed from the team for disciplinary reasons (by coaches or principal) or any player who voluntarily quits before the completion of the season is not eligible for a varsity letter.
- E. Any player injured during the season will maintain his “status quo” as of the time the injury occurred.

STATUS QUO (1st Scheduled Event)

Any player injured during the season and, on the advice of a physician, withdrawn from the team will maintain his “status quo” for the sport in which the injury occurred. “Status quo” does not apply during practice season.

VARSITY JACKET

Any athlete who has earned two varsity letters will be eligible for a varsity jacket. Any senior who has participated in the same sport as a player exclusively or as a manager exclusively or a combination of both (manager and player) in the same sport and has completed three varsity seasons is eligible for a jacket. A student dismissed from any interscholastic athletic team or voluntarily quits during the senior year shall not receive a varsity jacket unless able to meet the prescribed requirements by participation in another recognized interscholastic sport during the sophomore and junior years.

Any senior who has received a varsity letter and is injured during the senior year is eligible for a varsity jacket, providing the athlete was a member of the team during the sophomore and junior years.

Transfer students are eligible for athletic awards providing they meet the requirements for the time they are members of our school.

CRITERIA FOR EARNING LETTERS

(All letters are at the Coaches discretion)

Football	Track (Boys & Girls)
Girls Basketball	Tennis (Boys)
Boys Basketball	Volleyball
Wrestling	Athletic Managers
Baseball	Cheerleaders
Softball	Golf
Soccer	

A. Varsity Football

1. Any player participating in one half or more of the number of quarters for the season will be eligible for a varsity letter.
2. Any senior who has been a member of the varsity team for three consecutive years, regardless of the number of quarters or participation, will receive a varsity letter.
3. Any player injured during the season will maintain his “status quo” as of the time the injury occurred.

B. Varsity Basketball (Boys and Girls)

1. Any player participating in one half or more of the numbers of quarters for the season will be eligible for a varsity letter.
2. Any senior who has been a member of the varsity team for three consecutive years, regardless of the number of quarters or participation, will receive a varsity letter.
3. Any player injured during the season will maintain his “status quo” as of the time the injury occurred.

C. Varsity Baseball/Softball

1. Any player participating in one third or more of the innings for the season will be eligible for a varsity letter.
2. Any pitcher who has been credited with winning two games or who has pitched 17 innings will be eligible for a varsity letter.
3. Any senior who has been a member of the varsity team for three consecutive years regardless of the number of innings of participation will receive a varsity letter.
4. Any player injured during the season will maintain his “status quo” as of the time the injury occurred.

D. Varsity Wrestling

1. Any wrestler who earns a minimum of nine varsity points for the season will be eligible for a varsity letter.
2. Any wrestler who has competed in at least one half of the varsity wrestling matches for the season will be eligible for a varsity letter.
3. Any wrestler who wins a championship match in the holiday tournament in a district meet or in a state meet shall be eligible for a varsity letter.
4. Any senior who has been a member of the varsity team for three consecutive years, regardless of the matches in which he participates, will receive a varsity letter.
5. Any player injured during the season will maintain his “status quo” as of the time the injury occurred.

E. Varsity Track (Boys and Girls)

1. The criteria for earning a letter is based on a point system that depends upon the number of meets occurring during the season and the number of points scored in each meet. The total number of meets are multiplied by three to determine the number of points required to earn a letter. Participants receive a point for each event entered, plus the number of points for the place finished in the event. Points for

each meet are accumulated to reach the required number to earn a letter.

2. To fully understand this system, let us use an example:

13 number of meets x 3 = 39 total points for season to earn letter

3. Points for one meet:

Participants enter two events	2
Participant finishes 1 st in event #1	5
Participant finishes 3 rd in event #2	1
Total points toward letter for that meet	8

F. Varsity Volleyball (Girls) & Tennis (Boys) & Soccer (Girls)

1. Any players participating in one half the games played by team will be eligible for a varsity letter.
2. Any senior who has been a member of the varsity team for three consecutive years, regardless of the number of matches competed in, will receive a varsity letter.
3. Any player injured during the season will maintain his “status quo” as of the time injured.

G. Varsity Soccer (Boys) & Golf (Boys/Girls): Follow guidelines from co-op’s.

H. Athletic Managers

1. Managers of any varsity sport will receive a letter their senior year providing they have served in this capacity for a minimum of two years. One of these two years of service must be the senior year.

I. Cheerleaders

1. Cheerleaders will receive a letter upon completion of season (Football, Wrestling and Basketball) and recommendation of the advisor.

J. Junior Varsity and Junior High Sports

Fall Season:

Football – JV and Jr. High
Girls Volleyball – JV and Jr. High

Winter Season:

Boys Basketball – JV and Jr. High
Girls Basketball – JV and Jr. High
Wrestling – JV and Jr. High

Spring Season:

Baseball – Jr. High

Softball – Jr. High

Track & Field (Boys/Girls) – Jr. High

(The PIAA reserves the right for all head coaches to letter or not letter an athletic based on their judgment.)

Note: All PIAA activities, where Tussey Mountain Student Athletes participate and there is no home sports team, the Athletic Director and Athletic Committee will devise criteria and/or determine letter status. This includes, but is not limited to, any co-op or athletic opportunity where there is District playoff events.

OUT-OF-SEASON REGULATIONS

Out-of-season rules for all sports will be in compliance with the guidelines established by the PIAA. Coaches should consult with the athletic director and the principal before initiating any out-of-season activity.

ATHLETIC EVENT DECORUM POLICY – Approved by the Board 07/22/85

Revised 1/19/09

A. Expectations of Coaches' Conduct Underlying Philosophy; coaches will act in a fashion that will be a proper role model for the athletes under their tutelage; that will lead and direct the fans and supporters in a conduit conducive to a positive sporting atmosphere; and that will provide Tussey Mountain with an enhanced reputation with no negative stigmas degrading the school's name and reputation. The following infractions and resulting measures will fall within this philosophy:

1. Misconduct will include:
 - a. Any abusive language such as swearing, profanity, or obscenity that is said to oneself or is directed towards anyone within the proximity of the playing area.
 - b. Any physically abusive actions directed towards anyone within the proximity of the playing area.
 - c. The above language and physical actions may have been directed toward, but necessarily inclusive of players, coaches, referees, and fans.
2. Measures to be taken with coaches involved in misconduct:
 - a. After an investigation, school officials will determine the extent and severity of the misconduct. PIAA officials will be as much as possible a factor in the determination.
 - b. Depending on the severity and repetition of the misconduct, a coach may be suspended from coaching from one to 15 school days of practice and/or games with or without pay. If a Saturday would be determined as a practice day, the Saturday coaches, referees and fans would be included among the practice days.
 - c. A continuance or increase of severity of misconduct will result in a permanent suspension.
 - d. A formal conference prior to and following any disciplinary measure will be mandated. A union representative may be present.
 - e. An opportunity for a formal hearing with the Board and/or superintendent will be made available.

B. Athletic Event Decorum For Fans

1. Violation: To be evaluated and determined by the PIAA officials and school officials.

- a. Verbally abusive conduct directed toward players, officials, coaches or fans including swearing before, during or following an athletic event.
- b. Physically abusive conduct directed toward players, officials, coaches, or fans before, during or following an event.
- c. In the event that the fan is ejected by the official or any school representative.

2. Measures to be taken with fans

- a. The fan will be suspended from attending any athletic event for up to a year from the date of the infraction.
- b. The fan will be notified in writing by the principal's office of the decision along with a request for a conference.
- c. The fan may request a hearing with the superintendent and/or the Board.

C. Attendance of Children/Students under twelve (12) years of age at athletic events:

1. Students/Children under twelve (12) years of age must be accompanied by the guardian.
2. If an accompanied child/student acts inappropriately at an athletic event, the guardian will be informed of the inappropriate behavior. If the behavior persists, both the child/student and the guardian will be removed from the athletic event. The child/student and/or the guardian will be suspended from attending any athletic events for up to a year from the date of the infraction.
3. The child/student and the guardian will be notified in writing by the Principal's office of the decision, along with a request for a conference.
4. The guardian may request a hearing with the Superintendent and /or the Board.

CHEERLEADING GUIDELINES

- A. Cheerleaders should be selected prior to the close of school each spring.
- B. A cheerleader may only cheer for one winter (PIAA) sport per year.
- C. A cheerleader may cheer for a maximum of two (2) PIAA sports during any given year – one fall/one winter.
- D. To be a varsity cheerleader, a student must be in grades 9 thru 12.
- E. There will be a maximum number of cheerleaders per squad.
- F. There will be one squad for boy's basketball and wrestling that will cheer at both JV and varsity games if numbers apply.
- G. There will be a junior high squad of 7th thru 9th graders who will cheer at home junior high basketball and home junior high wrestling matches and football games.
- H. Try outs will be judged by qualified people.
- I. Points for previous service will be credited during tryouts as follows:
 - 1. Four (4) additional points shall be added to a contestant's score for each previous year served as a varsity cheerleader in that sport.
 - 2. Three (3) additional points shall be added to a contestant's score for each previous year served as a junior varsity cheerleader in that sport.
 - 3. Two (2) additional points shall be added to a contestant's score for each previous year served as a junior high cheerleader in that sport.
- J. There will be a varsity and JH competition squad that will attend at least three competitions

PIAA SUMMARY OF STUDENT ELIGIBILITY

Know Your Eligibility Rules

A student who participates in interscholastic athletics at a school that is a member of the PIAA must adhere to the PIAA eligibility rules for student athletes. Failure to comply with the PIAA rules may result in a loss of eligibility to represent the school in interscholastic athletics.

The information contained here highlights and summarizes the major eligibility requirements that must be met in order to participate in interscholastic athletics. It does not list every rule of every detail. Unless otherwise indicated, each requirement applies to grades 7 throughout 12.

The principal is responsible for certifying the eligibility of all students in interscholastic athletics. Any questions concerning athletic eligibility, either present or future, should be referred to the school principal, who has available a complete copy of all the PIAA eligibility rules. The principal may also obtain from the appropriate PIAA District Committee a formal ruling as to your athletic eligibility.

AGE

A pupil shall be ineligible for interscholastic athletic completion upon attaining the age of nineteen years, with the following exception:

If the age of 19 is attained on or after July 1, the pupil shall be eligible, age-wise to compete through that school year. (15th birthday where interscholastic competition is limited to grades 7 and 8; 16th birthday where interscholastic competition is limited to grades 7 through 9.)

AMATEUR STATUS AND AWARDS

PIAA By-Laws state: Article II, Section 2, Loss of Amateur Status

An athlete loses his amateur status in an interscholastic sport whenever:

1. He, or the school or organization which he represents, or his parent(s) or guardian(s) receives compensation, other consideration, or an award not permitted under Section 4 hereof, for or related to his athletic ability, performance, participation or service.

ATTENDANCE

1. Students must be regularly enrolled in full time school attendance there.
2. Students are eligible only in the school at which they are enrolled.
3. If a student is absent from school during a semester for a total of 20 or more school days, he/she will lose his/her eligibility until having been in attendance for a total of 60 school days following the 20th day of absence.

TRANSFERS

PERIOD OF ATTENDANCE AND PARTICIPATION AND GRADE REPETITION

1. A student will lose eligibility when he/she has been in attendance more than eight semesters beyond the eighth grade. Repeating a grade after grade 8 will result in ineligibility as a senior.
2. A student may participate only one season in each sport during each school year.
3. A junior high/middle school student may not participate in any sport for more seasons than there are grades in his school above sixth grade.

MULTIPLE PARTICIPATION

1. A student may participate only one (1) season in each sport during each school year.

ELIGIBILITY

Students who are participating in an athletic competition will maintain academic eligibility within the classroom. Eligibility will be determined as follows:

- A. Students may not fail more than one course per week during the eligibility period.
- B. Students failing a course with credit value higher than one (i.e. Chemistry, BCO, Physics, etc.) will be automatically ineligible.
- C. Courses with credit value less than one (i.e. Physical Education) will be considered a one credit course for the purposes of determining eligibility.
- D. The eligibility list will be determined from grades reported by the faculty each Tuesday at 1:00 p.m. Faculty will be required to report ineligible students by this time.
- E. The period of ineligibility begins 12:01 a.m. on the Sunday following the Tuesday grade run. The ineligibility period ends at 11:50 p.m. on the following Saturday.

Remediation Opportunity:

Students will be informed of their ineligibility after the Tuesday grade run. Each ineligible student will have the opportunity to remediate and become eligible through the following:

- A. Each ineligible student can report to the Guidance Office to receive a form to be used in the remediation process.
- B. This form must be presented to the teacher of the course being failed. During ninth period, ineligible students will report to the teacher of the course which they are failing to receive instruction/remediation, make up missing assignments, complete tests, etc. If the ineligible student completes the missing work by Friday prior to homeroom period, the teacher will adjust the grade to reflect the student's efforts and sign the grade form which the student will return to the Guidance Counselor.
- C. Students who were listed as ineligible on Tuesday can be subject to an additional grade check at 12:00 Noon on Friday of the same week. The Guidance Counselor will determine who is now eligible from the signed teacher forms that have been returned. The Guidance Counselor will in turn inform the Principal and Athletic Director of those now eligible and those who remain ineligible.
- D. The Guidance Counselor, Principal and Athletic Director will inform those affected of their eligibility status. Coaches will be informed of those ineligible by the Athletic Director.

WEEKLY GRADE REPORTS

Each coach/advisor is expected to make weekly checks in the academic standing of their players/members. If any significant change has occurred in the academic progress of the student, the matter should be brought to the attention of the principal, guidance department and the students' parents. This is a professional responsibility of every coach/advisor.

ALL-STAR CONTESTS

1. A student will lose eligibility in a sport for one year if he/she participates in an all-star contest in a sport, unless he/she is a senior.

OUT-OF-SEASON PARTICIPATION

1. All PIAA sports have a defined season. If a team conducts practice and/or plays a contest after the concluding date for the PIAA season in a sport, the coach will appear in front of the Tussey Mountain School Board of Directors and the team will be subject to PIAA penalties.

MEALS FOR ATHLETES DURING PLAYOFFS

1. Meals may be provided for athletes during playoffs at the discretion of the principal and/or athletic director. This decision will be based on time of day, duration of events, and travel time.

FRESHMEN ELIGIBILITY GUIDELINES FOR PLAYING SENIOR HIGH ATHLETICS

1. The following guidelines should be used when it is necessary to determine if a 9th grade student is permitted to compete at the senior high school level of interscholastic athletics.

These guidelines are necessary because there are times when it is in the best interest of the 9th grade student athlete to compete at the senior high school level. In order for the freshman promotion to be in the best interest of the student, the benefits to the individual student must be the only concern which is ultimately considered.

2. The following excerpt was taken from the PIAA manual. It relates to the participation of junior high school students at the senior high school level. Any and all Tussey Mountain School District guidelines or decisions regarding the Freshman Rule must be, at minimum, within the parameters of the established PIAA rules.

“Students in the 7th and 8th grade who have not attained the age of sixteen years may not compete or practice with students in the 10th, 11th, or 12th grades.

Students in the 7th or 8th grade who have attained the age of sixteen years and students in the 9th grade may, with written approval of the High School Principal, compete with students in grades 10, 11, or 12. The option to compete at the senior high school level of competition (grades 10-12) or at the junior high school level of competition (grades 7-9) is exercised when the ninth grade student participates in a scrimmage or in a contest. If the ninth grader first participates in a junior high school scrimmage or contest, he is committed to that level of competition in the sport involved for the entire school year. If the ninth grader first participates in a senior high school scrimmage or contest, he/she is committed to that level of competition in the sport involved for the entire school year. If the ninth grader does not participate in a scrimmage or contest, the option to compete at the junior high school level of competition or senior high school level of competition must be exercised not later than 21 days after the ninth grader begins practice. Once this option is exercised, it may not be changed in the sport involved for the entire school year.”

3. In order to insure that the “best interests” of individual student athletes are being protected, the athletic department suggests that the following questions be asked when a 9th grader is being considered for the move to a varsity level:

- A. Can a 9th grader in question handle the move to the senior high school level, physically? The student will be competing against older and perhaps more mature student athletes.
 - B. Can the 9th grader in question handle the move to the senior high school level, socially? The student will be removed from his/her normal social circles as far as athletic competition socialization goes.
 - C. Can the 9th grader in question handle the move to the senior high school level, academically? Competing at the senior high school level normally requires more practice and competition time than is required at the junior high school level.
 - D. Will the 9th grader in question receive comparable “competition” time at the senior high school level? It is only natural that he/she will receive more practice time, but will he/she also get the opportunity to compete as well?
4. The following procedures must be followed before a 9th grade student can be committed to the senior high level of participation.
- A. Ninth (9th) grade students may only begin practicing at the senior high school level after they have been invited to that level by the head coach of the senior high school level.
 - B. The senior high school head coach must explain the rules to the 9th grade student.
 - C. The 9th grade student must be clear on the fact that he/she is not required to move up to the senior high school level. He/she should understand that he/she will be moved up to the senior high school level only if he/she desires to do so.

NOTE: COACHES – UNDER NO CIRCUMSTANCES CAN YOU PRACTICE OR MEET WITH YOUR TEAM WITHOUT ALL APPROPRIATE CLEARANCES.

New Head Coach Mentor Process

The purpose of this action plan is to:

1. Provide experiences, and opportunities for collaboration to insure that new head coaches develop effective strategies to increase athletic performance.
2. Encourage new coaches to develop professional communications for themselves and assistants, in their respective area of responsibility, to further enhance professional relationships between coaching staff, students, parent's administration and community.
3. Troubleshoot various issues in a collaborative effort between coaching staff, mentor and athletic director.
4. Provide opportunities for training if additional training is needed.
5. To insure a detailed review of athletic policies and school procedures regarding all areas of the sport.

Needs statement - Provide experiences and opportunities for collaboration to insure that new coaches develop effective strategies.

1. Review how to contact parents concerning problems.
2. Annual notices for mentor meetings.
3. Review of school policy and development of sport discipline guidelines.
4. Develop an awareness of responsibility to address the need for professional division between athlete and coach.
5. Mentor feedback to athletic director as needed.
6. Enhance a positive roll model attitude which all head coaches should emanate.

Method of Evaluation:

- a) Mentor will be required to observe practices, games and describe how the new coach's needs were addressed and or which were not addressed.
- b) New head coach will be required to keep a journal with bi-weekly entries.

Time Line:

1. Mentor assigned before end of pre-season practice.
2. All observations, meetings, feedback and journal entries completed by last official day of sports season.
3. Mentor description of needs addressed and new coach journal due one week after the sports season to the athletic director.

A New Head Coach will be defined by any extra curricular coach who has met one or more of the following criteria:

1. The individual has never previously been a head coach in that sport.
2. The individual has had less than three years of coaching experience in any sport.
3. The Athletic committee and or athletic director recommend this process.

**TUSSEY MOUNTAIN
ATHLETIC DEPARTMENT**

FORMS

TUSSEY MOUNTAIN SCHOOL DISTRICT

ATHLETIC SEASON SUMMARY REPORT

Sport: _____ Year: _____

1. Participation: (One must be completed for every year in the sport.)

Varsity: _____ JV: _____ Jr.High: (9) _____ (8) _____ (7) _____

2. Season Record:

Varsity: (overall) _____	Junior Varsity: _____
Varsity: (division) _____	Junior High: (9) _____
Varsity: (district) _____	Junior High: (8) _____
Varsity: (state) _____	Junior High: (7) _____

3. Individual Honors/Awards (Varsity Only):

4. Program Highlights for the Season:

TUSSEY MOUNTAIN SCHOOL DISTRICT

FRESHMAN FORM FOR SENIOR HIGH ATHLETICS

Your son/daughter, _____, has been selected (as a freshmen) to participate in the sport JV/Varsity, _____.

According to the Tussey Mountain School District Athletic Department guidelines for freshman senior high eligibility, you, your child and the high school principal must sign this document in order for your son/daughter to be permitted to compete at the senior high school level (JV/Varsity).

I hereby grant permission for my son/daughter to participate at the senior high school level (JV/Varsity).

Signature of Parent/Guardian

Date

I understand that it is my option to compete at the junior high school level or the senior high school level as a freshman.

Signature of Ninth Grade Student Athlete

Date

I hereby grant permission for the above ninth grade student to compete at the senior high school level.

Signature of High School Principal

Date

ACKNOWLEDGEMENT OF RISK

Athlete's Name: _____

Tussey Mountain School District employs a Certified Athletic Trainer (A.T.C.) who is qualified to assess, treat and rehabilitate most injuries you may incur while participating in our interscholastic athletic program. The Head Athletic Trainer's qualifications include: Certification by the National Athletic Trainer's Association; Certification by the PA State Board of Physical Therapy; Certification in CPR and First Aid; and a minimum of a Bachelor's Degree in a health related field with an emphasis in Athletic Training / Sports Medicine.

I am aware that with the participation in sports comes the risk of injury and that the risk of head or neck injury (although very rare) increases for the following sports: Baseball, Football, Soccer, Softball, and Wrestling.

Furthermore, I attest that I am physically fit and have sufficiently trained for this event. I do not have any medical record of history that could be aggravated by my participation in this activity.

.....
FOOTBALL ONLY

I understand that football is the highest risk sport for injury on the high school level. Due to the nature of the physical violence and collisions that are a part of the game and sport of football. I understand that the risk of serious physical injury, including catastrophic injury resulting in permanent paralysis, brain injury or death does exist. I am aware that there is a warning label on all Football Helmets. This label is typically a N.O.C.S.A.E. warning label. It states that a football helmet is not intended to use for spearing or butting an opponent. It also states that a football helmet will not prevent brain damage and head or neck injury. I knowingly assume responsibility for any and all such risks and any and all resulting injuries, including death. I promise to accept and assume responsibility and risk for injury, death, illness, disease, or damage to property arising from travels to, participation in, or returning from this activity. I do hereby voluntarily choose to participate in this event in spite of the risks.

.....

I have read the above, agree with it and understand it is my responsibility to follow the physician's, athletic trainer's, and/or coach's instructions in order to reduce the possibility of serious injury.

Student Signature *Date*

I have read and understand above acknowledgement of risk and agree with its terms. I acknowledge and accept the risks inherent in my son's / daughter's sport and with the travel involved. This acknowledgement will be valid for participation in all interscholastic sports during the current school year. With this knowledge in mind, I grant permission for my child to participate in his / her selected sport.

Parent/Guardian Signature *Date*

TUSSEY MOUNTAIN TITANS

PARENTAL TRANSPORTATION REQUEST

The Tussey Mountain School District provides transportation to athletic contests for those student-athletes participating in scheduled athletic events. All participating students shall use the transportation so provided.

Provisions are available, however, to have students excused from school-provided transportation for a scheduled event. Under the revisions, students may be excused from the provided transportation only with the permission of the coach responsible for the scheduled activity and only with the written permission of the parents. Such students shall only be released to the PARENT(s) or GUARDIAN(s) of the students.

TUSSEY MOUNTAIN ATHLETICS

I assume responsibility for transporting my daughter/son home and release the Tussey Mountain School District of all liability and legal responsibility associated with the transportation which I as a parent or guardian provide.

(Location)

(Student-athlete's name)

(Date)

(Parent or guardian's signature)

Tussey Mountain Booster Club Activity Form

Booster Club: _____

Year: _____ - _____

Following are activities & services provided for the Tussey Mountain School District _____ team.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

TUSSEY MOUNTAIN

Assistant Coach Request Form

I, _____, Head _____ Coach,
recommend the following as my assistant and volunteer coaches for the
_____ - _____ season.

PAID COACHES

VOLUNTEER COACHES

CLEARANCES NEEDED:

Act 34 – PA State Police
Act 151 – Child Abuse
Act 114 – FBI Finger Printing
Complete Physical w/TB Test
Drug Test

CLEARANCES NEEDED:

Act 34 – PA State Police
Act 151 – Child Abuse
TB Test
Drug Test

No individual will be able to perform coaching duties until proper clearances are received by the Superintendent's Office.

TUSSEY MOUNTAIN 9TH PERIOD STUDY HALL FORM

The ninth period study hall is to be used for educational purposes. Unless you have cleared a 9th period practice with the Athletic Director, Director of Education or Superintendent, you must have a supervised study hall.

My 9th period study hall is in room_____. The supervisor for the study hall is _____.

Coach Signature

