



# OSWEGO

CITY SCHOOL DISTRICT

## *Athletics Handbook*



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*"We empower and engage students to guarantee their successful future."*

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## MESSAGE FROM THE PROGRAM DIRECTOR



Dear Oswego City Student-Athletes and Families,

On behalf of the Oswego City School District, I would like to welcome you to our Interscholastic Athletic Program. This handbook has been prepared to be used as reference to define responsibilities as they pertain to rules and regulations, as well as the policy and procedures for participation in our Interscholastic Athletic Program. I am very pleased that you have shown an interest in this phase of our school program and it is my belief that participation in athletics is a privilege and honor that provides an opportunity for developing life-long skills that may not be available in the academic classroom. Our main goal is to provide “first-class” experiences that promote team and individual growth in a safe and healthy environment both on and off the athletic fields.

Oswego CSD offers 70 different athletic teams for our students in grades 7-12. Specifically for grades 7 & 8, we offer 25 Modified programs, which serve as a training ground for skill development and participation. Our coaching staff consists of certified, dedicated professionals who enjoy working with our student-athletes. They are a group of individuals who work very hard and care a great deal about the students for which they are responsible.

The Modified program prepares our young student-athletes for the higher levels of high school competition. To participate at the high school level, a higher refinement of skills is necessary and competition is viewed at a higher level of comprehension. Our 43 Varsity & JV teams strive for success and practice to produce as efficient a team and individual effort as possible. Oswego CSD also takes great pride in its commitment to inclusion through the offering of Unified sports opportunities.

The Oswego CSD Athletic Program is governed by the regulations of the New York State Commissioner of Education and the Oswego City School District Board of Education. In addition, Oswego CSD is a member of the New York State Public High School Athletic Association (NYSPHSAA), Section III Athletics and competes in the Salt City Athletic Conference (SCAC).

Please feel free to visit our website (<https://www.oswego.org/athletics>) or call the athletic office at (315) 341-2019 if you have any questions or concerns regarding the Oswego CSD Athletic Program. I look forward to working with you to ensure that you take advantage of the tremendous opportunities athletics can provide. GO BUCS!

Cynthia A. Lauzon  
Director of Physical Education and Athletics

## **ATHLETICS PHILOSOPHY**

*The mission of the Oswego City School Athletic Program is to foster the pursuit of excellence by creating an educational and competitive experience within an atmosphere of sportsmanship.*

*We strive to develop and realize individual and team potential by promoting high standards of competence, character, civility and citizenship.*

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### **Oswego City School District Mission:**

*We empower and engage students to guarantee their successful future.*

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### **Our Beliefs:**

- *The Oswego City School District understands that interscholastic athletics are a significant part of the educational process.*
- *The combination of academics and athletics enhances the quality of students' lives and expands their options for learning and personal growth.*
- *Athletics provide an educational opportunity in which students can learn essential life lessons beyond those that can be learned in an academic classroom.*
- *It is understood that participation on a team demands a commitment that involves dedication and sacrifice. This is required not only of the student, but also of the coaches and parents.*

## ATHLETIC PROGRAM STRUCTURE



### **Modified A- Grades 7-9 & Modified B- Grades 7-8**

The opportunity to participate in a Modified sport program is available to all 7th & 8th grade students (Modified A- are available for 7th, 8th and 9th grade students). Teams offered are determined by the existence of leagues, student interest and relationship to the high school athletic program. At this level, the focus is on learning athletic skills, game rules, fundamentals of team play, socio-emotional growth and health competition. In order for the desired development of the adolescent athlete and team to occur, practice sessions are vital. Occasionally, practices and contests will be scheduled on Saturdays. Opportunities for meaningful contest participation for each team member will exist over the course of the season.



### **Junior Varsity**

The junior varsity level is intended for student-athletes who demonstrate that they have the potential of developing into productive varsity-level athletes. Student-athletes are expected to make a visible commitment to the program, team and continued self-development. To this end, increased emphasis is placed on physical conditioning, refinement of fundamental skills, elements and strategies of team play, as well as socio-emotional development. Participants at the junior varsity level are expected to prepare themselves for a 6-day-a-week commitment.



### **Varsity**

Varsity competition is the culmination of every athletics program. It is vital that each team member has a role and understands the importance of that role. The number of roster positions is relative to a student's acceptance of their individual roles in pursuit of team goals. While contest participation over the course of the season is desirable, a specified amount of playing time at the varsity level is never guaranteed. A sound attitude and advanced skills are prerequisites for varsity team participation, as is the realization that a varsity sport requires a 6-day-a-week commitment. Student-athletes are expected to give priority to their in-season school team when it conflicts with an outside activity.



### **Unified Sports**

Oswego CSD, together with the NYSPHSAA and Special Olympics New York, is dedicated to promoting social inclusion through shared sports training and competition experiences. Unified Sports joins students with and without intellectual disabilities on the same team to create athletic teams for training and competition. Participation is rooted in the principle of meaningful involvement which ensures that every player is given an opportunity to contribute to the success of his/her team through their unique skills. Inclusive activity is among the most conducive ways to break down stereotypes and foster relationships.



## **PARTICIPATION IN ATHLETICS**

### ***Athletic Registration:***

All registrations are processed via **Family ID**, which is a secure registration platform that provides you with an easy, user-friendly way to register for your athletic programs. When families register through Family ID, the system keeps track of your information in your Family ID profile. Families will enter their information only once for each family member per season. Information will be saved for the next sports season with an opportunity to update medical history from season to season and electronically sign to give permission for your student-athlete to participate.

***\*Registration will be accepted beginning 30 days from the start of the season. Families may register their student-athletes at: <https://www.familyid.com/organizations/oswego-city-school-district>***

### ***Physicals:***

Student-athletes are required to have a physical examination prior to trying out for or playing on an interscholastic sports team. A physical is good for 12 months from the date of the physical (this should be uploaded to Family ID).

### ***Athletic Placement Process (APP):***

APP is a process used to determine a student-athlete's readiness for athletic competition by evaluating their physical maturity, fitness and skill level. The intent of this program is to provide student-athletes in grades 7-12 with the opportunity to safely participate at the appropriate level of competition based upon their individual readiness, rather than age and grade. Placing students at the appropriate level of competition is likely to result in increased opportunity, a fairer competitive environment, reduced injury and greater personal satisfaction. Please note that APP is not used to fill roster spots. The Varsity coach of each sport will recommend individuals for APP. In addition, the criteria mentioned, the social-emotional maturity of each student-athlete is also considered, especially in situations where student-athletes would be participating at an advanced level.

### ***Please refer to the Athletic Code of Conduct for all of the following:***

<input type="checkbox"/> Attendance	<input type="checkbox"/> Accident and injuries (athletic trainer/insurance)
<input type="checkbox"/> Anti-hazing	<input type="checkbox"/> Academic eligibility
<input type="checkbox"/> Cyber policy	<input type="checkbox"/> Quitting a team
<input type="checkbox"/> Expectations/offenses	<input type="checkbox"/> Transportation
<input type="checkbox"/> Suspension from school	<input type="checkbox"/> Equipment
<input type="checkbox"/> Outside participation	<input type="checkbox"/> Other

## **ATHLETIC, EXTRA-CURRICULAR, CO-CURRICULAR, AND SCHOOL FUNCTIONS EXPECTATIONS**

It is the belief of the Oswego City School District that once a student becomes a member of an athletic/co-curricular/team/group/club/organization representing the Oswego City School District that the student assumes a major responsibility. The student represents their school, their family and themselves. The student is expected to maintain high standards, as they have accepted the responsibility that coincides with being provided the opportunity to represent the school.



### **ATHLETIC CODE OF CONDUCT**

It is the belief of the Oswego City School District that participation in the Athletic Program is a privilege that carries with it responsibilities to the school, to the team, to the student body, and to the community.

When an athlete accepts this privilege, he or she must also live up to a Code of Conduct and assume responsibility as an ambassador for the Oswego City Schools. This responsibility applies whether the student-athlete is on campus, off campus, or at a competitor's school, and also applies during both the sporting season and the off season. While all students in the Oswego City Schools are expected to conform to the district's code of conduct, student-athletes, because of their visibility, have an additional responsibility to maintain good sportsmanship and a positive attitude in all sporting competitions.

The intent of the Oswego City School District is to promote responsible behavior, good sportsmanship, and love of the sport in an orderly and safe school environment. The belief of the Oswego City School District is that everyone in our community must strive toward contributing to this goal. Student athletes, parents/guardians, coaches, and spectators all have the responsibility to uphold the District Standards based on:

- *Responsible Behavior-Use of self-control in your actions and language;*
- *Mutual Respect- Treating oneself and others with care and consideration;*
- *Integrity-Concern for Others- Being truthful, honest and fair in your dealings with others;*
- *Cooperation- Listening and working together to make a positive contribution;*
- *Resiliency-Putting forth your best effort in whatever you attempt; and*
- *Adaptability- Challenging oneself to take on leadership roles on the team.*

#### **A. PARTICIPATION**

It is a privilege for students to participate in interscholastic athletics at the Modified, Junior Varsity and Varsity levels. This participation requires that student-athletes take on additional responsibility when it comes to their behavior on and off the field, whether it is in or out of season. For this reason athletes will follow the athletic training rules year-round. Student athletes and their parents will review and sign the code of conduct prior to each season as part of completing the registration process on Family ID.

#### **B. SCHOOL ATTENDANCE**

It is an expectation that athletes are students first and academics is their number one priority. For that reason all student-athletes are required to be in school by 10:00am. Students arriving after 10:00am without a legal excuse or who are absent from school will not be permitted to participate in practice or games that day. The athletic director or building administrator may make exceptions to

this rule for the following reasons: death or serious injury of a family member; court appearance; medical appointment verified by a note from the medical office personnel; religious observance; college visits; extraordinary circumstances.

- School Tardiness – A student-athlete who is illegally tardy to school jeopardizes participation in interscholastic athletics during that season. Student-athletes who are illegally tardy to school or illegally leave school early five (5) times will not be permitted to participate in athletic practice or contests that day. Each subsequent tardy will result in a suspension of eligibility for that day.
- Practice Attendance/Tardiness – The New York State Public High School Athletic Association (NYSPHSAA) outlines the required number of practices needed prior to entering a scrimmage and/or contest for each sport. Each coach will set up his or her own rules on practice requirements beyond the New York State mandated requirements. Coaches will provide for students/athletes a practice schedule, practice attendance requirements, general team rules and consequences for rule violations. To maintain the appropriate physical conditioning, students/athletes under disciplinary review will continue to attend any practice or meeting associated with the sport unless otherwise directed by the principal and/or athletic director. Student/athletes are expected to be at every practice and game. Missing practice or game may be reason for suspension from contests based upon the coach’s discretion. It is suggested that potential conflicts be discussed with the coach prior to the conflict.

### C. HAZING

When membership or participation in any athletic team is linked with involvement in hazing activities, the educational purpose of the endeavor is compromised or completely undermined. Moreover, such activities can endanger the safety of student-athletes.

Because the school district is committed to providing a safe and orderly environment that promotes respect, civility and dignity for all members of the school community, hazing is strictly prohibited by the board of education. No hazing activities will be tolerated under any circumstances. Members of the school district community may not participate or be involved in hazing activities. Any member of the school district community involved in such activity shall be subject to disciplinary action for violation of this policy.

The term “hazing” as used in this code of conduct, means any conduct or methods of initiation into any student organization, whether on public or private property, before, during or after school hours, which willfully or recklessly endangers the physical or mental health of any student or other person, or which is reasonably likely to cause harassment, intimidation, physical, emotional or psychological harm, including embarrassment or loss of human dignity to another person. Consent of the victim of hazing **shall not** be available as a defense to any prosecution of hazing under this code of conduct. Whoever knows that another person is the victim of hazing and is at the scene of such a hazing shall, to the extent that the person can do so without danger or peril to himself/herself or others, report such activity to an appropriate official as soon as responsibly possible.

Any person who knowingly and unreasonably fails to report hazing activity shall be guilty as an accomplice in such activity. Employees who fail to report an incident of hazing may be subject to disciplinary action.

While not an exhaustive list, hazing includes the following:

- Whipping, beating, branding, or any other physical assault;



- Forced calisthenics of any kind, such as sit-ups, pushups, any other physically abusive exercises, or any other brutal treatment or forced physical activity, which is likely to adversely affect the physical health or safety of any such person;
- Forced exposure to weather or the elements;
- Forced consumption of food, liquor, beverage, drug or any other substance;
- Any forced activity which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation;
- Forced total and/or partial nudity at any time;
- Forced wearing or carrying of any obscene or physically burdensome or embarrassing article;
- Forced transportation and intentional abandonment of any person or member at any location;
- Forced assignment of “pranks” such as stealing, painting objects, or harassing other organizations, institutions or activities;
- Calling or assigning prospective teammates demeaning names.

#### **D. CYBER- ONLINE BEHAVIOR**

Any identifiable image, photo or video which establishes that a student-athlete is using or possessing tobacco (including, but not limited to e-cigarettes, Juul, Vapes), controlled substances (including, but not limited to aerosol chemicals and inhalants), or alcoholic beverages, will prompt an investigation into the situation. Additionally, any substantiated form of cyberbullying to fellow teammates or students in school that could result in further problems within the school may result in a violation of the athletic training rules.

#### **E. EXPECTATIONS**

The basis for the Athletic Code of Conduct is that of good citizenship and sportsmanship. In addition, student-athletes are expected to follow all local, state and federal laws. Student-athletes are also expected to follow the rules and policies of the school district, the athletic department and the particular team. Student athletes are expected to comport themselves as role models.

On or off school grounds and year round, no athlete shall use, be in possession of or under the influence of any controlled substance, including but not limited to alcohol, and/or tobacco products, steroids or any other performance enhancing substances, inhalants or any drug paraphernalia, except by lawful prescription.

It is also expected that student-athletes must not attend any social functions where alcohol or tobacco products are being used by minors or where controlled substances are being used unlawfully by anyone. The athlete must leave the site immediately upon the knowledge of alcohol or tobacco use by minors or unlawful use of controlled substances by anyone. Student-athletes who attended and willfully remain at an event where there is alcohol or other illegal substances are deemed to be in possession by association of those illegal substances or alcohol and will be subject to discipline.

Students are encouraged to contact a coach or administrator to establish their role in connection with any such event. The purpose of the call is to protect the students who made the right choice in leaving the event from future allegations of misconduct. It should be noted; Parents, by law, may not host or participate in any social functions where controlled substances (including alcohol) are being served and/or used by minors. This includes these types of functions held at an adult property when the owner is not present.

The following will be taken into account prior to any necessary disciplinary action(s): student's age/grade, the nature of the offense, any prior record, the effectiveness of the discipline, information from the teachers or parents, or extenuating circumstances.

### ***First Offense***

For the first offense of the Athletic Code of Conduct, a student-athlete will receive consequences ranging from a warning to game/contest suspensions for that sport. The student must attend all practices during the suspension unless they are suspended from school. Additionally the student is required to complete one (1) counseling session with their school counselor or another counseling professional assigned by the athletic office.

Upon completion of the suspension, the student-athlete will meet with the Athletic Director to verify all sections of the suspension have been met, expectations reviewed, and a return to play is agreed upon.

It should be noted, any part of a suspension not fulfilled may be carried over to the next sport season. If an athlete elects to participate in a sport in which they normally do not participate so that their suspension does not affect their primary sport, that student will face suspension in both sports.

### ***Second Offense***

For the second offense of the Athletic Code of Conduct, a student-athlete will receive consequences ranging from a game/contest suspension to suspension for the remainder of the season. Additionally, the student-athlete must complete a minimum number of counseling sessions. The number of sessions will be determined following the initial counseling session.

Upon completion of the suspension, the student-athlete and his/her parent(s)/guardian will meet with the Athletic Director, coach(es), and building administrator prior to re-entry into participation.

### ***Third and Subsequent Offenses***

A student-athlete who violates the Athletic Code of Conduct for the third time will receive consequences ranging from suspension for the remainder of the season to a suspension for the rest of the calendar year from the date of the offense or any portion deemed by the Athletic Director.

## **F. REPORTING VIOLATIONS**

Reports of alleged violations coming from the individuals listed below, having personally witnessed the alleged violation, must be investigated by the Athletic Director or designee;

- a. Any district employee or school board member;
- b. Any adult acting as a chaperone or assisting with a school activity at the request of a district employee;
- c. Any law enforcement officer or agency;
- d. A parent or legal guardian of the student involved.

It should be noted, reports of alleged violations from persons other than the above may be investigated if cause to do so is warranted by the Athletic Director or designee. Alleged violations of training rules **must be reported** to a coach, the Athletic Director or a school administrator.

## **G. PROCEDURE FOR DISPOSITION OF REPORTED VIOLATIONS**

After conducting the investigation, if it appears that there is sufficient cause to believe the violation occurred, a due process conference will be held. The conference will be held within ten (10) calendar

days of the initial report alleging a violation; or thirty (30) calendar days if the report is received other than during the school year. Where practicable (e.g. if there are no contests scheduled within three (3) days, at least two (2) days prior a written notice of the hearing will be provided to the following individuals:

- Student-athlete
- Parent or guardian of the student-athlete
- Coach of the athletic team the student-athlete is presently a participant on, and if not during an active season, to the coach of either the team the student most recently competed on or the coach of the team it is anticipated the student will next participate on
- Principal of the school the student-athlete attends

Where written notice of the conference is required, the student-athlete shall also be provided with a list of persons the Oswego City School District intends to call as witnesses at the conference and the allegation, or allegations, at least two (2) days before the conference. The student-athlete may call his/her own witnesses and is to provide the Oswego City School District with a list of names, one (1) day prior to the conference. The student-athlete may be represented by counsel, provided notice of at least one (1) day is provided to the District. The district may elect to bring counsel as well.

The formal rules of evidence will not be in effect at the conference. The Athletic Director, or designee, will be the sole fact finder and shall make his or her findings in writing within two (2) days of the conference.

Any finding that the student-athlete violated the Athletic Code of Conduct must be determined by a preponderance of the evidence. Findings of violations may be appealed to the Superintendent, in writing within ten (10) days of the finding of the Athletic Director.

The Superintendent may, at his or her discretion, either review the record of the conference, make a determination from there, or conduct a new conference under the same rules as the conference previously set forth. The Superintendent shall be bound by the same standard of proof and any determination of the superintendent shall be final.

#### **H. Offenses Resulting in Arrest or the Filing of Formal Charges in Court**

An athlete who participates in activities resulting in his/her arrest or formal charges being filed in court may face additional penalties under this code.

If the district has adequate and competent evidence that the student participated in the offense for which he or she is charged, a penalty may be imposed pursuant to this code prior to completion of the criminal proceeding.

If the district does not have such evidence and the student is convicted of a crime, the penalty pursuant to this code will be imposed upon conviction. In the latter case, the athlete may continue to participate in his/her sport until resolution of the matter by the judicial system.

#### **I. DUE PROCESS**

Prior to imposition of any penalty under the code, the Athletic Director will notify the student-athlete of the nature of the infraction and the student will be given an opportunity to explain his or her side of the story.

## **J. SUSPENSION FROM SCHOOL**

Any time an athlete violates a regulation pertaining to all students and that student is suspended from school (either in-school or out-of-school suspension) they are additionally suspended from participation and attending any extra-curricular school- sponsored activities for the length of their suspension. Coaches will be notified by the athletic office and/or the middle school or high school main office when these suspensions take place.

## **K. OUTSIDE PARTICIPATION**

The NYSPHSAA allows outside participation. Oswego student-athletes must understand that commitment to the school team comes first, and outside participation should not be detrimental to an individual or the team. There may be many circumstances where a student- athlete should not participate in an outside activity due to the possible effect on the team. Do not participate until you check with the individual coach involved with the school team.

## **L. ACCIDENT AND INJURIES**

Participation by an athlete involves some degree of risk of physical injury. Such physical injury can occur in any type of athletic activity, be it “contact” or “non-contact”.

Further, many injuries are truly accidental in nature and involve no negligence by anyone, including the athlete. By volunteering to participate in school sponsored athletic activity, the athlete and his/her parent(s) assume the risks for injuries to occur.

If during the course of any athletic practice or contest, an athlete is injured, it is the responsibility of the coach or coaching staff to provide basic First Aid to the injured athlete and obtain further assistance, where necessary. To add to this, coaches are required to make appropriate phone calls to parents and/or guardians and district administration and document all injuries, per district procedures.

### ***Athletic Trainer***

The athletic trainer provides emergency service for student athletes and develops prevention strategies through appropriate training methods and physical conditioning programs, to ensure proper follow-up after an injury, the trainer consults with parents, the school nurse, physicians, coaches and physical education teachers. The district’s athletic trainer is **Michael Schlichtig** and his office is located in the high school weight room, his hours run 1pm until approximately 9pm; along with attending a large majority of home contests.

### ***Medical Certification Process for Participation in Interscholastic Athletics***

1. All students must have an up-to-date physical in order to participate in interscholastic athletics. Physicals are good for one calendar year, if the physical expires during a season, the physical will be certified for the entire season.
2. If the physical is completed more than 30 days prior to the start of the season, a parent/guardian of that child must complete and submit to the high school nurse an interval health history form. (Those forms are available in the nurse’s office or athletic office and the athletic website).
3. Any injury or surgery must be resolved and a note of return to full activity signed by a physician must be on file in the nurse’s office or presented to the nurse at the time of recertification.

4. If a student is unable to schedule a sports physical with their primary physician, a student will be able to see their school nurse to have one completed in their office. (During the school year).

### ***Injuries***

It is the student-athlete's responsibility to immediately report any injury to his/her coach. The coach will then complete an incident report and submit that to the athletic office. No student-athlete is permitted to participate or play in an athletic practice or contest if a clearance note from a physician is not submitted to the athletic trainer or school nurse. Return to play after injury

If a student has seen a physician for an injury or is absent from school or practice session, due to an injury they must have written permission from a physician before returning to participation in practices, scrimmages or games. By volunteering to participate in school sponsored athletic activity, a student and his/her parent/guardian assume the risk for injury to occur.

### ***Insurance***

Students who suffer accidental injury during any school sponsored and supervised activities are first covered under the parent's insurance. The school district's insurance is supplemental coverage that may provide a benefit after submitting it through your personal insurance. The forms to access the supplemental coverage will be provided by the athletic office, after an accident reporting form is submitted to the athletic office.

## **J. ACADEMIC ELIGIBILITY**

To maintain a standard of excellence at both the academic and athletic levels, the following eligibility rules have been established to govern the behavior and conduct of students choosing to participate in interscholastic athletics:

### **Prior to the Start of Each Sport Season**

The 10-week marking period previous to the sport season desired to participate in will be used to determine a student's eligibility status to try-out for an athletic team. Fall sport candidates will refer to the previous spring marking period (weeks 30-40). Winter sport candidates will refer to the fall marking period (weeks 1-10). Spring sport candidates will refer to the winter marking period (weeks 10-20).

### ***Notes:***

- *The passing of a course, final exam or regents exam does not determine eligibility; only the 10-week marking period grade.*
- *If a student fails the (30-40 week) marking period, however, due to failing the course retakes the course during summer school and passes the designated course will begin the next season without any restrictions.*
- *Students with 3 or more failing grades in the previous marking period will not be allowed to try-out, as they need to concentrate on their academics.*

### **During the Sport Season**

#### ***Probation Period***

- Any student with 2 or more deficient grades (based on the 5-week academic reports)--will be considered to be on "probation". "Probation" will require the student to stay after for a teacher in the course(s) that was below the minimum and provide their coach with a daily pass in order to practice or compete. In cases in which the specific teacher is not available, they may designate from whom the student may get help.

- A student deficient in multiple courses--will develop a rotating schedule with their teachers of who they will stay after school each day with. On days of faculty meetings or when teachers are not available, the student is required to stay in the Homework Lab until 3:15pm.

The “probation” period will last 10 school days! At the end of the 10<sup>th</sup> school day, a release form is signed by the teacher(s) and is due to the Athletic Office (in the hands of the Athletic Director or Secretary) by 3:00pm.

### ***Ineligible Period***

After the 10 school day probation period, any athlete with 2 or more deficient grades becomes ineligible to compete in all contests for the remainder of the 5-week marking period. Athletes with 2 or more deficient grades will remain ineligible until they are properly released to where they are deficient in no more than 1 course. Athletes deficient in 1 course must continue the responsibilities of the student on probation.

- An “incomplete” will be reviewed by the Athletic Director and Building Administration to ensure proper athletic eligibility is obtained.
- All athletes, coaches and parents are to respect the integrity of each teacher’s grades. Any potential mitigating circumstances must be brought to the attention of the Athletic Director.
- Upon request, a panel made up of a Building Administrator, a Coach, and a School Counselor may review a student’s eligibility status. If it is determined that the failing grades were significantly influenced by circumstances beyond the student’s control, participation may be granted.

### ***Quitting a Team***

When participating on an athletic team we ask the student to make a commitment to the team, the coach, the school and the sport. Before a final decision is made the athlete should meet and discuss their situation with the coach and if necessary the athletic director along with their parent/guardian. If a student-athlete elects to quit a team after the first week of the season that student may face consequences for that decision. If an athlete makes this decision they are to inform the coach and athletic director immediately. Quitting of a team may result in a suspension from the next season of participation; final determination will be made by the Athletic Director with the assistance of athlete, coach, parent and future coach.

### ***Transportation***

It is the expectation of the athletic department and its coaches that student athletes will ride team buses to and from all athletic contests. In extreme cases parents may sign their children out after a contest. Additionally, parents may request in writing to the athletic director **24 hours prior to contest** permission for their son/daughter to ride home with another parent. Form found in athletic office or at [Parent Information](#) on our athletics website

### ***Equipment***

Athletic equipment becomes more costly each year. It is the responsibility of the student athlete to return to the coach all clothing and equipment issued. No one should have any equipment home after the season without school permission. Failure to do this will result in the student athlete paying for the missing equipment.



## EMERGENCY ACTION PLAN

The primary function of an emergency action plan is to prevent furthering an athletic injury. Each person involved in an athletic event has responsibilities when a serious athletic injury occurs. Below, is an outline of the coaches' & athletes' responsibilities in the event of a serious injury. Please share this with your athletes at the beginning and periodically throughout the season.

### ***A serious athletic injury includes the following:***

- Back/Head/Neck Injury
- Heat Stress (exhaustion leading to stroke)
- Open Fracture
- Displaced Closed Fracture
- No Breathing
- No Heartbeat
- Internal Bleeding/Shock

**\*\*ALWAYS ALERT THE ATHLETIC TRAINER\*\***

### **COACH RESPONSIBILITIES**

#### ***HOME GAMES***

1. Have each athlete's emergency information/medical release form filled out properly and at the site (in the Medical Kit).
2. Have ice, water, stocked Medical Kit, and an AED at the site.
3. Make sure a phone is available at the site.
4. Make sure you have contact information for our Athletic Trainer.
5. Have emergency care with pertinent numbers on it in the Medical Kit.
6. Inform opposing coach of emergency action plan & availability of medical personnel, ice, etc.
7. DO NOT MOVE a seriously injured athlete. (Calm & reassure the athlete).
8. Begin first aid procedures while a responsible person calls emergency numbers.
9. Have a responsible person meet the ambulance at the road/entrance to the field.
10. If parents/guardians are not available, travel with the athlete in the ambulance. (Take medical release card).
11. Contact parents/guardians as soon as possible.
12. Document injury with the school nurse on a Student Incident Report form (within 5 days).

#### ***AWAY GAMES***

1. Have each athlete's emergency information/medical release form filled out properly and at the site (in the Medical Kit).
2. Speak with the opposing coach about availability of ice, water, and emergency action plan.
3. Go with an injured athlete in an ambulance. The coach is the athlete's legal guardian unless the parent/guardian is present.

## **ATHLETE RESPONSIBILITIES**

### ***HOME & AWAY GAMES***

1. If injured, stay down on the field/court until medical attention arrives (Athletic Trainer).
2. Never attempt to pick up an injured teammate as this can further aggravate their injury.
3. Clear the area when an injury occurs to a teammate so that medical personnel can function.
4. Assist coach in calling medical personnel (Athletic Trainer) or in meeting the ambulance on the road.
5. Do as instructed by the coach.

## **ADMINISTRATIVE CONSIDERATIONS**

1. Liability
  - ❖ *Do as a responsible and prudent person would do*
  - ❖ *Foreseeability*
  - ❖ *Failure to perform a duty (**omission**)*
  - ❖ *Performing the wrong duty (**commission**)*
2. If you are properly performing your duties "**Save Harmless**" laws and school district liability will protect you. (Grossly inappropriate or criminal conduct not covered).
3. Provide proper adult supervision; you are their teacher/coach-not their buddy-friendships will result. Respect will be earned.
4. Proper instructional plans:
  - ❖ *Lesson or practice plans (written out)*
  - ❖ *Skills to be taught*
  - ❖ *Drills to be used*
  - ❖ *Proper terminology*
  - ❖ *Warn of dangers-not doing correctly-"You don't do it this way because..."*
  - ❖ *Correct improper & potentially dangerous technique*
  - ❖ *Know the right thing, do the right thing and tell the world*
  - ❖ *Kids will remember-"Coach told us..."*
  - ❖ *It's in your plans*
  - ❖ *Attend sports medicine seminars-you care & want to stay up-to-date*
5. Facility & Equipment Inspection
  - ❖ *Report verbally & in writing deficiencies you see*
  - ❖ *If potentially dangerous, stop the action*
  - ❖ *Document your inspections*
  - ❖ *Check your area before practices/games (broken glass, etc.)*

***Doing what is best for the student-reducing risks.  
Expect the unexpected & plan for potential problems/events.***





## HELPFUL INFORMATION

### Oswego Athletics Website

#### ***Schedules:***

- Games: [Athletic Calendar](#)
- Practices: [Practice Schedules](#)

***Section III:*** [www.section3.org](http://www.section3.org)

***NYSPHSAA:*** [www.nysphsaa.org](http://www.nysphsaa.org)

- Handbook:
  - Modified & High School Sports Standards
- Safety & Research:
  - Heat Index & Wind Chill Procedures
  - Thunder & Lightning Policy
  - MRSA Concerns
  - Air Quality Guidelines (recommendations)
  - *Concussion Management Information*
  - Dominic Murray Sudden Cardiac Arrest Act