

Sidney Central School District



Athletic and Extra-Curricular Activities Handbook

Dear Student Athletes, Student Participants and their Parent/Person in parental relations:

Welcome to Sidney Interscholastic Athletics and Extra-Curricular Activities!

The National Federation of High School Associations refers to athletics and extra-curricular activities as the “other half of education.” Interscholastic athletics and extra-curricular activities are some of the most visible and important activities a school offers. Extra-curricular activities are defined as those activities that are District-sponsored but are not curricular or co-curricular activities. Co-curricular activities are part of the school program outside of the normal school day such as participation in concerts for a credit-bearing music course.

This Athletic and Extra-Curricular Activities Handbook, including the Code of Conduct, shall apply to all athletic teams and extra-curricular activities that meet at least one (1) time per month. It is the policy of the District that all students participating in extra-curricular activities are required to abide by the same eligibility guidelines and disciplinary regulations as students participating in athletics. The Code of Conduct is applicable during the entire school year. Any action deemed to be a serious breach of citizenship over the summer recess, which is also likely to result in a substantial disruption to the academic process, may result in disciplinary action. A penalty will be considered the upcoming school year.

Participation in athletics and extra-curricular activities can and should be a significant contributor to the physical, psychological, and emotional development of our young people. It is expected that the District will provide our students with well-organized, well-administered athletic and extra-curricular activities programs in order that they are able to grow, mature, and develop while engaging in wholesome, competitive athletic and extra-curricular activities programs. A student should be able to achieve individually while working as part of and for the good of the team or activity.

Participation in interscholastic athletics and extra-curricular activities is a privilege. Therefore, while the District has the responsibility to provide programs of excellence, our student-athletes and extra-curricular activities participants have the responsibility to represent themselves, their families, school, and community in a manner reflective of the standards of the community and the expectations of the Board of Education, the administration, the coaching staff, and extra-curricular activity advisors.

This Handbook is designed to spell out the expectations of all members of our athletic and extra-curricular activities community. The Sidney Central School District athletic program is governed by the rules and regulations of the New York State Department of Education, the New York State Public High School Athletic Association (NYSPHSAA), Section IV, and the Mid-State Athletic Conference. This Handbook is a reflection of the rules of these organizations, as well as the Sidney philosophy of athletic competition and participation in extra-curricular events.

Please review the Handbook, including the Code of Conduct and Training Rules, very carefully. All student-athletes and extra-curricular activities participants will be held under the Code of Conduct throughout the entire school year and can be enforced during summer breaks. Please keep the Handbook as a reference for future use. If you have any questions or comments on this Handbook or on any aspect of our athletic or extra-curricular activities programs, please free to call the Athletic Coordinator at 607-561-7712 or School Principal at 607-561-7703.

Principles of the Interscholastic Athletic and Extra-Curricular Activities Programs

It is our belief that interscholastic athletics and extra-curricular activities provide students with a model of life itself; opportunities exist for lessons in responsibility, fair play, cooperation, concerns for others, leadership, respect for authority, good citizenship, loyalty, continuous learning experiences, health and wellness, and acceptance of the differences among individuals.

While we believe that the desire to win is admirable, and that winning is an integral part of development of each student, winning is not itself the sole measure of success. Of considerably greater importance is the development of each person who participates in interscholastic athletics and extra-curricular activities. The opportunities for individuals to reach their potential and experience the lessons previously mentioned should be the focal point of our athletic and extra-curricular activities programs. Sacrificing individual goals for team or activity goals is indeed paramount to this concept. Thus, the athletic and extra-curricular activities programs should be focused on the welfare of the student and the potential for growth as a result of participation on a team or in an activity.

The principles and expectations that guide athletic and extra-curricular activities at Sidney Central School District are informed by Board of Education Policy 7421 (see Appendix A) and Mid-State Athletic Conference as a member of Section IV of the New York State Public High School Athletic Association (NYSPHSAA).

Interscholastic Athletics and Extra-Curricular Activities in Sidney Central School District

- Are regarded as an integral part of the total educational program and conducted so that it is worthy of such regard.
- Are subject to the same administrative supervision as the total educational program and its code of conduct.
- Are conducted so that physical welfare and safety of participants is protected and fostered.
- Are conducted in accordance with the letter and spirit of the rules and regulations of the national, state, and league athletic associations.
- Are supplemental to rather than a substitute for physical education programs.
- Are conducted by persons with appropriate training through either physical education or coaching certification programs.

Expectations of Student-Athletes and Student Participants in Sidney Central School District

- Be respectful of teammates, opponents, and fellow extra-curricular activities participants at all times.
- Demonstrate class and good character in participation, victory, and defeat.
- Play and participate within the rules and accept the outcomes.
- Conduct yourselves with honesty, integrity, poise and composure at all times.
- Demonstrate good sportsmanship and act as a positive role model at all times.
- Student-athletes who are removed from an athletic contest for unsporting reasons are subject to suspension from games in accordance with NYSPHSAA rules. The Sidney Central School District retains the option of suspending the student-athlete for additional games if it feels it is warranted.
- Participants should learn and understand the rules of their sport/activity. Play hard, play to win, play fairly within the rules and accept the outcomes
- Demonstrate class and good character in all circumstances. Participants should always maintain self-control. Do not allow your temper to distract you from the fundamentals of good sportsmanship.
- Be respectful of all student-participants, those from Sidney CSD and beyond. Participants should respect their opponent. Never taunt. Congratulate him/her at games end. Acknowledge good play.
- Respect the integrity and judgment of officials. Never question the decision of an official.

Conduct yourself with honesty, integrity, poise and composure at all times.

- Demonstrate the high standards of Sidney Central School district via their attendance and academic performance at school.

Coaches/Supervisors/Advisors Responsibilities in Athletics

- Enforce this athletic and extra-curricular Code of Conduct and each sport or activity- specific code of conduct, to the extent such a specific Code of Conduct exists: Report problems to supervisors and write written reports as soon as possible if applicable.
- Responsible for student participants from departure point of trip until trip is completed and are sure all student participants have transportation to their home.
- Ensure all parents have signed the “Release of Liability” form if applicable.
- Responsible for making proper eating arrangements for student participants if applicable.
- Ensure transportation provided by The Sidney Central School District, unless approved by the Athletic Coordinator or an applicable administrator, is utilized.
- Have access to all emergency information. **This information may be carried in the team’s med kit in hard copy form or may be accessed on the coach’s cell phone.**
- Notify parents if a student participant has been injured and ensure an accident form is filled out as soon as possible.
- Will notify proper authorities in cases of serious injury to athletes.
- Establish, promote, model, and maintain standards of good sportsmanship with fellow coaches, advisors, student-athletes, participants, parents, and spectators.
- Maintain your composure at all times.
- Refrain from embarrassing your players or participants.
- Treat mistakes as opportunities for learning.
- Acknowledge, in a positive way, the efforts of your opponents.
- Respect the decisions of game officials and act professionally and appropriately in interactions with the officials.

Each coach/supervisor must realize the important role they play in the success of this Code of Conduct. This success is directly related to the adult’s maturity, sense of responsibility, diligence in supervision, and effectiveness in enforcement.

The Sidney Central School District belongs to the Mid-State Athletic Conference. The Mid-State Athletic Conference is a member of Section IV of the New York State Public High School Athletic Association (NYSPHSAA). These organizations have a set of expectations in addition to Sidney Central School Districts, for all stake-holders of interscholastic athletics.

Expectations of Parents

- Respect officials, players, participants, coaches, advisors, and spectators.
- Recognize outstanding performances of **all** student-participants, by members of either home or visiting teams.
- Be exemplary role models by demonstrating good sportsmanship and showing support for individuals and teams.
- Maintain composure at all times.

Expectations of Spectators

- Respect game officials, players, participants, coaches, advisors, opposing fans, and facilities.
- Cheer in a positive way during the introduction of players, participants, advisors, coaches, and officials.
- Cheer in a positive way for your team and refrain from negative cheering/chants that are directed towards opponents.
- Demonstrate concern for any injured players or participants.
- Be reminded that you represent not only your school but your community and family as well.
- Conduct yourselves in an appropriate and civil manner at all times.

In addition to the stated expectations, Board of Education Policy 7421 states the following:

Introduction

The primary purpose of providing participation in or being present, as a spectator, at athletic events is to foster athletic competition while maintaining a safe, orderly and respectful environment for coaches, athletes, officials and spectators. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions.

Coach/Member of a Team

Any coach or member of a team who, in the opinion of any presiding official or supervisor assigned to an athletic event, uses profanity or engages in unsportsmanlike conduct will be immediately ejected from that event. That person becomes ineligible to coach or participate at any athletic event in that sport until after the next previously scheduled event at the same level has been completed. The coach/team member will not be permitted to be present at the game site.

A coach or member of a team who, in the opinion of any presiding official or supervisor assigned to an athlete event, intentionally strikes, shoves, kicks, or makes other physical contact with the intent to annoy, harass, or intimidate another person shall be expelled immediately and banned from further participation or coaching in all sports for a period of time to be determined by Section IV, the Mid State Athletic Conference (MAC), and/or the Sidney Central School District Superintendent of Schools.

Spectators

Any spectator who, in the opinion of any presiding official or supervisor assigned to an athletic event, uses profanity or engages in unsportsmanlike conduct will be immediately ejected from that event. That person becomes ineligible to attend any home athletic events until after the next previously scheduled home event in the same sport at the same level has been completed. The spectator will not be permitted to be present at the game site.

A spectator who, in the opinion of any presiding official or supervisor assigned to an athletic event, intentionally strikes, shoves, kicks, or makes other physical contact with the intent to annoy, harass, or intimidate another person shall be expelled immediately and banned from further attendance in all sports for a period of time to be determined by the Superintendent of Schools and/or Athletic Director.

Student Eligibility for Interscholastic Athletics

According to NYSPHAA regulations, a student shall be eligible for interscholastic competition provided he/she is a bona fide student in good standing of the represented school, taking four subjects including physical education, and if necessary determined eligible by the league and/or Section IV. A student shall be eligible for only four years in one sport, in consecutive years, upon entering the ninth grade, unless approved through the athletic placement process (APP).

Minimum and maximum requirements for individual and team practices are set forth in the NYSPHAA handbook. There are additional regulations for attendance, which pertain to Sidney athletics in particular. These regulations can be found in the section entitled "Attendance" found later in this booklet.

A student who reaches the age of 19 before July 1 may not participate in interscholastic athletics. For modified programs, the student is eligible upon entering 7th grade.

Individuals with questions concerning athletic eligibility should contact the Athletic Coordinator.

Sports Physicals

Sports physicals are provided by the school district at no cost to our students-athletes. A student may choose to have a sports physical through a private physician, however, school district forms and process must be completed by the physician and all costs incurred are the responsibility of the student-athlete. A sports physical is in effect for one school year. A current Health History Update form must be completed by the parent/person in parental relation for any physical over 30 days old. A sports physical is required before participation in an interscholastic school sport is permitted.

Important: A sports physical is not necessarily the same as a routine physical examination. If a student is examined by a private physician for participation in sports, it is essential that a school sports physical form be completed by the physician.

Injuries and Insurance

A student athlete or activity participant should report any injuries, immediately, no matter how slight, to his/her coach and parent. Medical expenses resulting from any injury must first be submitted to the athlete's parent/person in parental relation's own insurance carrier. If there is any remaining balance it may be submitted to the school's accident insurance carrier who will determine what, if any, further payment or reimbursement will be made. If a coach is not available, the injury should be reported to the athletic trainer, the Athletic Coordinator, or an administrator, or supervisor as soon as possible after the injury has occurred. Coaches and advisors will complete a student accident report and submit it to the school nurse.

Risk Factor in Sports

Participation in interscholastic sports is a very rewarding experience. However, as with any sport competition, there is a certain risk of injury. Each sport has its own activities which can lead to injury, and the danger involved can vary from sport to sport. The nature of athletic injury can run from minor injuries, such as bruises and scrapes, to more serious injuries, such as fractures, dislocations, and concussions.

The Sidney Central School District is committed to providing as safe an environment for participation as possible. Our fields, gymnasiums and equipment are kept in the best possible condition. Parents/person in

parental relations should notify the coach of illness or injury and make the Athletic Coordinator aware if they feel any equipment is unsafe.

The district employs a certified athletic trainer to provide quality care for our student-athletes. Please see the athletic coordinator for days/hours for the athletic trainer's schedule.

Concussions

In accordance with the Concussion Management and Awareness Act and Board Policy 7522, the following information is being provided to parents in an effort to increase the overall awareness of concussions. A definition of a concussion, the signs and symptoms, how concussions occur, practices regarding prevention, and the guidelines for the return to school and school activities for a student who has suffered a concussion, even if the injury occurred outside of school are listed below.

A concussion is a mild traumatic brain injury (MTBI). A concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head or body that causes the head and brain to move rapidly back and forth. Recovery from concussion and its symptoms will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management. Concussions can impact a student's academics as well as their athletic pursuits.

Symptoms of concussion usually fall into four categories:

Thinking/Remembering

Physical

Emotional/Mood

Sleep

- **Thinking/Remembering**
 - Difficulty thinking clearly
 - Feeling slowed down
 - Difficulty concentrating
 - Difficulty remembering new information
- **Physical**
 - Headache, fuzzy or blurred vision
 - Nausea or vomiting, especially early on.
 - Dizziness
 - Sensitivity to noise or light
 - Balance Problems
 - Feeling tired, having no energy
- **Emotional/Mood**
 - Irritability
 - Sadness
 - More emotional
 - Nervous or anxious
- **Sleep**
 - Sleeping more or less than usual
 - Trouble falling asleep

Concussions occur when the head or body receives a blow or is jolted which causes the head and brain to move rapidly back and forth. The Sidney Central School District is doing the following to help prevent concussions and to avoid re-injury through over-exertion or return to activities before the student is fully recovered.

- All Sidney Central School District Coaches receive training in recognizing the symptoms of concussions or MTBIs and monitoring and seeking proper medical treatment for students who suffer from a concussion or MTBI.
- The Sidney Central School District has chosen to use validated Neurocognitive computerized testing as a concussion assessment tool to obtain baseline and post-concussion performance data. This computerized baseline testing will be used on students participating in selected sports designated “contact sports” by the New York State Public High School Athletic Association. Normative data will be used on students participating in non-contact sports. This testing is not a replacement for a medical evaluation to diagnose and treat a concussion; it is merely a tool for the physician to gather as much information in order to as accurately as possible diagnose the injury.
- If an athlete is removed from a contest following any signs or symptoms of concussion the student in question will not return to play in the current game. He/she will be required to have the injury medically evaluated.
- Athletes will complete the following stepwise process prior to return to play following a concussion:
 - Neuropsychological testing (considered a cornerstone of proper post-injury assessment)
 - Steps to return to play
 1. No activity and rest until asymptomatic
 2. Light aerobic exercise
 3. Sport-specific training
 4. Noncontact drills
 5. Full contact drills
 6. Full Game play

Note: Once a student begins the return to play steps, the student in question must be symptom free for all of the steps before the student will be granted permission to return to play. If the student develops **ANY** of the symptoms during the return to play protocol, the student will return to the previous step and then resume the return to play protocol.

For example, if a student was doing some sport-specific training drills (step 3) and during these drills got a headache, this student would rest until asymptomatic (at least 24 hours) and return the last step the student was at where he/she was asymptomatic. In this case it would be step 2.

In accordance with Commissioner's Regulations, the Sidney Central School District's Chief Medical Advisor will give final clearance on a return to activity (physical education classes, recess or interscholastic athletics).

Transportation for Athletics and Extracurricular Activities

Students will be transported in a school district vehicle to and from away contests. Parents may request approval from the Athletic Coordinator/School Principal to transport their children in a special circumstance. The Athletic Coordinator/School Principal will make a final decision on this request.

ATHLETIC AND EXTRA-CURRICULAR ACTIVITIES CODE OF CONDUCT AND TRAINING RULES

General Statement on Participation

Participation in interscholastic athletics and extra-curricular activities at Sidney is a privilege. This participation should elicit great pride among all school and community members. Part of the responsibility that goes with the participation in school sports and extra-curricular activities is the need to maintain appropriate standards of behavior. Therefore, the following are standards of behavior which must be maintained in order to remain eligible for participation in interscholastic athletics and extra-curricular activities at Sidney. The signatures of both the student-athlete/extra-curricular activity participant and a parent/person in parental relation indicate that each is aware of the expectations. Before a student-athlete or extra-curricular activity participant is permitted to participate on an athletic team or in an activity, both the student athlete/extra-curricular activity participant and the parent/person in parental relation must sign a Code of Conduct form and return it to either a coach, the Athletic Coordinator, or the activity advisor. (This form can be found at the back of this Handbook, or may be obtained from a coach, the Athletic Coordinator, or activity advisor.)

Attendance

Absence

Absence from school is not acceptable, although it is recognized that occasionally student-athletes and extra-curricular activities participants will be absent. It is expected that all student-athletes and extra-curricular activities participants should only be absent from school for excused reasons.

Per Board Policy 7110 excused and unexcused absences will be determined by the following procedure:

Excused and Unexcused Absences

The school district makes a distinction between excused and unexcused absences. Excused absences will not count against students' ability to earn course credit. Written excuses must be provided for each excused absence and the work missed from the absence must be made up in a timely manner.

Excused absences will include but not be limited to:

Student illness up to five (5) consecutive school days (with a parent/person in parental relation's note);

Student illness for more than five (5) consecutive school days (with a doctor's note);

Necessary medical appointments (with parent/person in parental relation's note);

Mandatory court appearances or necessary legal appointments;

Religious observances from the New York State recognized days of religious observance list (with a parent/person in parental relation's note);

Death of a family member (with a parent/person in parental relation's note);

Meetings requested by the principal or assistant principal;

Alternative educational programs;

Special education testing and Committee for Special Education meetings;

Field trips, conferences and workshops;

Band and chorus lessons;

College visits when accompanied by parent/person in parental relation (with a parent/person in parental relation's note);

Drivers test;

Other absences approved by the principal or designee.

Students must submit a signed note from their parent/person in parental relation to return from the absence for that absence to be counted as excused. Failure to submit a parent/person in parental relation's note in a timely manner will result in an absence being classified "unexcused" even though the student was out for an excused reason.

Unexcused absence will include but not be limited to:

Shopping trips;

Hair appointments;

Oversleeping;

Delays at open lunch;

Skipping class;

No explanation.

Upon reaching five (5) unexcused absences for any class period during the fall or spring season or activity or eight (8) unexcused absences for any class period during the winter season or activity, the athlete or extra-curricular activity participant will have his/her eligibility to participate reviewed by: 1) the Athletic Coordinator and School Principal in the case of the student athlete or 2) the School Principal and activity advisor in the case of the extra-curricular activity participant.

Arriving Late To School

Any late arrival after 7:55am must be an excused tardy in order to participate in any athletic practice, contest, or activity.

Student-Athlete/Extra-Curricular Activity Participant Behavior

A student-athlete or extra-curricular activity participant represents the school community, and the privilege of being a member of a school team or participating in an activity must be earned and maintained. Therefore, the following rules have been established so that student-athletes and extra-curricular activity participants understand the value of participation in interscholastic athletics and extra-curricular activities and as a reminder

that inappropriate behavior is punishable by suspension or removal from a team or activity at the discretion of the School Principal and Athletic Coordinator.

Students serving the penalty of Out of School Suspension (OSS) for a school day incident shall be ineligible to participate in the interscholastic athletic program or extra-curricular activity during the period of suspension. The student may not practice, sit on the bench, or attend the extra-curricular activity. They may not attend home school events other than academic classes. If the suspension occurs on a Friday, the student-athlete or extra-curricular activity participant will not be eligible to participate in practice, eontests, or activities that weekend.

Students serving the penalty of In School Suspension (ISS) for a school day incident shall be ineligible to participate in the interscholastic athletic program or extra-curricular activity during the period of ISS. The student will be expected to attend, but will not be permitted to practice or participate in the athletic event or extra-curricular activity. If the ISS occurs on a Friday, the student athlete or extra-curricular activity participant will attend, but not participate in practices, contests, or activities that weekend

Academic Eligibility

Generally speaking, participation in Interscholastic Athletics and extra-curricular activities has a positive effect on academic performance. It is the belief of the Sidney Central School District that parents, coaches, teachers, activity advisors, and students should form a partnership in the development of the whole child. Therefore, all parties will work together to ensure the athletic and academic success of the student-athlete and extra-curricular activity participant.

High School and Junior High Academic Eligibility Policy

- Student academic performance will be evaluated on weekly basis (Monday) by the Athletic Coordinator (Athletics) and School Counselor to determine their eligibility for the current week. The Athletic Coordinator and School Counselors will submit the list of identified students to the Assistant Superintendent by the end of the day each Monday.
 - A student who is participating in the athletic program and/or in an extra-curricular activity and who is failing any class will be assigned to attend the Sidney Central School District Intervention Classes.
 - Students failing **2 or more classes** are ineligible for athletic competition and/or extra-curricular activity participation until the next week's grade report is reviewed and will be assigned to attend the Sidney Central School District Intervention Classes.
 - Note: all student-athletes and extra-curricular activities participants who are determined to be ineligible for academic reasons can appeal the decision to 1) the Athletic Coordinator and School Principal in the case of the student athlete or 2) the School Principal in the case of the extra-curricular activity participant. Should a student disagree with any determination of the 1) Athletic Coordinator and School Principal or 2) School Principal, the student may appeal to the Superintendent of Schools in writing within five school days of notification of the determination. The decision of the Superintendent of Schools shall be final.

Tobacco, Drugs and Alcohol Substance Abuse Policy

Students are prohibited from the use, possession, or sale of tobacco, electronic cigarettes alcohol or illegal drugs during school and out-of-school.

The use, possession, distribution or selling of tobacco, alcohol, electronic cigarettes or illegal drugs to another student or minor during school or **out of school** is prohibited. All students accused of violating the tobacco, drugs, and alcohol substance abuse policy are entitled to due process hearing to decide guilt. For purposes of this Code of Conduct, “tobacco” includes smoking, chewing, or any form of ingestion; “electronic cigarettes” includes electronic cigarettes and vaping; and “illegal drugs” means drugs whose production or use is prohibited, drugs for which no valid prescription exists, and synthetic drugs. If students are found in possession, under the influence or participating in the sale/transfer of alcohol or other illegal drugs on school grounds, at school events, or off school property but with a sufficient nexus to the academic or extra-curricular environment, discipline will be in accordance with the Student Handbook/Code of Conduct. **In addition**, student athletes and extra-curricular activities participants may face further discipline. The following procedure will be used to determine any further discipline:

- The Superintendent of Schools, upon referral and collaboration from an administrator, will determine if any further discipline should be considered.
- If determined that additional discipline may be warranted, the Superintendent of Schools or designee will hold an informal hearing.
- The hearing will include a notice of charges, accused participants rights to the hearing, and the potential further discipline that is being considered.
- Following the hearing, the Superintendent of Schools will make a determination to the additional discipline that will occur. There is no further appeal of the superintendent of schools decision.

The District may consider a student’s prompt and forthright disclosure of a violation of the tobacco, drugs and alcohol substances policy when imposing a penalty.

If a student and/or their parent/person in parental relation recognize that the student may have a problem with the use of tobacco, electronic cigarettes, alcohol, and/or illegal drugs, they may contact the School Principal with concerns.

Dignity for All Students’ Act

The Dignity for All Students Act amends Education Law to put in place procedures for the creation of school environments free from discrimination and harassment. This law is effective July 1, 2012.

Definition:

- Harassment/Hazing- The creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of reasonably and substantially interfering with a student’s educational performance, opportunities or benefits or mental, emotional or physical well-being.

Prohibitions:

On school property and at school functions, the Dignity for All Students Act prohibits:

- Student harassment by school employees or students on school property or at a school function. This prohibition extends to cyber-bullying: this can be through verbal or written threats through an internet service such as e-mail, chat room, discussion group, instant messaging, or social networking sites on or off school property.
- Student discrimination by school employees or students which is based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

Reporting Discrimination or Harassment:

- Any person having reasonable cause to suspect that a student has been subjected to discrimination or harassment, who acts reasonably and in good faith in reporting such information or initiates informal or formal proceedings, has immunity from any civil liability that may arise. No school district or employee may take, request, or cause retaliatory action against a person, who, acting reasonably and in good faith makes a report or initiates informal or formal proceedings.

Individual Team and Extra-Curricular Activities Standards

Often a coach or extra-curricular activity advisor will develop standards for a specific team or activity. These standards may come in the form of responsibilities, requirements, expectations, and penalties for violations. They will reflect the standards of this Handbook and the coach's or extra-curricular activity advisor's expectations for his/her team or activity.

Once approved by the Athletic Coordinator or School Principal, these standards will act as an extension of the District Athletic and Extra-Curricular Activities Code of Conduct. Student-athletes, extra-curricular activities participants, and their parents/person in parental relations should become familiar with the standards and expectations for a specific team or activity.



Book	Sidney Central Schools Policy
Section	7000: Students
Title	Comprehensive Student Attendance Policy and Procedure
Number	7110
Status	Active
Legal	Education Law Section 3024 Education Law Section 3025 Education Law Section 3202 Education Law Section 3205 Education Law Section 3206 Education Law Section 3210 Education Law Section 3211 Education Law Section 3213 8 New York Code of Rules and Regulations (NYCRR) Section 104.1 8 New York Code of Rules and Regulations (NYCRR) Section 109.2 8 New York Code of Rules and Regulations (NYCRR) Section 175.6
Adopted	November 19, 2013

Objectives

The objectives of the Attendance Policy of Sidney Central School District are:

- a. To accurately monitor the attendance, absence, tardiness and early departure of students to and from school;
- b. To ensure sufficient student attendance of classes so that students may achieve state mandated education standards;
- c. To monitor student location for safety reasons and to account to parents regarding the location of children during school hours;
- d. To help students develop strong work habits of responsibility and reliability and to thereby achieve excellence to the best of their abilities in all areas;
- e. To monitor attendance to provide academic support for students who miss class time out of necessity.

Excused and Unexcused Absences

The school district makes a distinction between excused and unexcused absences. Excused absences will not count against students' ability to earn course credit. Written excuses must be provided for each excused absence and the work missed from the absence must be made up in a timely manner.

a. Excused absences will include but not be limited to:

1. Student illness up to five (5) consecutive school days (with a parent/guardian's note);
2. Student illness for more than five (5) consecutive school days (with a doctor's note);
3. Necessary medical appointments (with parent/guardian's note);
4. Mandatory court appearances or necessary legal appointments;
5. Religious observances from the New York State recognized days of religious observance list (with a parent/guardian's note);
6. Death of a family member (with a parent/guardian's note);
7. Meetings requested by the principal or assistant principal;
8. Alternative educational programs;
9. Special education testing and Committee for Special Education meetings;
10. Field trips, conferences and workshops;
11. Band and chorus lessons;
12. College visits when accompanied by parent/guardian (with a parent/guardian's note);
13. Drivers test;
14. Other absences approved by the principal or designee.
15. Students must submit a signed note from their parent/guardian to return from the absence for that absence to be counted as excused. Failure to submit a parent/guardian's note in a timely manner will result in an absence being classified "unexcused" even though the student was out for an excused reason.

b. Unexcused absence will include but not be limited to:

1. Shopping trips;
2. Hair appointments;
3. Oversleeping;
4. Delays at open lunch;
5. Skipping class;
6. No explanation.

Unexcused absences will count against students in earning course credit under this attendance policy (twenty (20) absences in a full year course or ten (10) in a half year course).

For excused absences the teacher is responsible for providing the opportunity for work to be made up and handed in within two days for every day absent. For unexcused absences the teacher may provide, upon student request, the opportunity for work to be made up and handed in within two days for every day absent.

School Policy Regarding Attendance and Course Credit

In order to derive the most from their education, students are expected to attend classes regularly. A student who has unexcused absences in excess of 11 % of the total number of days a course is in session will lose academic credit for that course. In other words, a student with more than 20 unexcused absences in a full-year course or more than 10 unexcused absences in a half-year course will lose credit for that course.

"Unexcused absences" for the purpose of this attendance policy will include:

- a. Absences for reasons other than those listed as approved "excused absences" in section II;
- b. "Excused absences" for which a student fails to hand in a signed note from their parent/guardian within a timely manner of their return to school;
- c. "Excused absences" for which a student fails to make up work.

Any absence of ten (10) minutes or more of a class period will count as an absence.

Course credit will be determined on a class-by-class basis. Thus it is possible for a student with excessive absences to lose course credit.

Appeal Process

A parent/guardian/person in parental relation may request a building level review of his/her child's attendance record.

Building Review of Attendance Records

The Building Principal will work in conjunction with the designated staff in reviewing attendance records at the end of each quarter. This review is conducted to identify individual and group attendance patterns and to initiate appropriate action to address the problem of unexcused absences, tardiness and early departures.

Annual Review by the Board of Education

The Board of Education shall annually review the building level student attendance records and if such records show a decline in student attendance, the Board of Education shall make any revisions to the Policy and plan deemed necessary to improve student attendance.

Community Awareness

The Board of Education shall promote necessary community awareness of the Sidney Central School District's Comprehensive Student Attendance Policy by:

Providing a plain language summary of the policy to parents/guardians or persons in parental relation to students at the beginning of each school year and promoting the understanding of such a policy to students and their parents/persons in parental relation;

Providing each teacher, at the beginning of the school year or upon employment, with a copy of the policy; and

Providing copies of the policy to any other member of the community upon request.

Who To See With Questions About This Policy

Parents/guardians with questions about this policy or about their student's attendance should contact the building principal, teacher, school nurse, school nurse-teacher, health aide, or guidance counselor, depending on the nature of their concern. These people will attempt to provide assistance in resolving issues that may arise related to attendance and this policy.

Strategies to Achieve Objectives

- a. At elementary level attendance will be taken by the classroom teacher at the beginning of each school day and whenever there is a change in supervision.
- b. At middle school and high school levels, attendance will be taken and sent to the main office during homeroom. Within the first ten minutes of each period or whenever there is a change in supervision, attendance will be taken. Any discrepancy between the homeroom attendance and class attendance will be forwarded to the main office in a timely manner.

- c. A record of student absences and attendance for each class will be kept by each individual teacher in either an electronic or a hard copy class record book.
- d. Records of student absences from class will be kept in the main office of each building. This data will be disaggregated and analyzed to determine trends and to develop school attendance improvement strategies.
- e. The administrator or designee in each of the buildings will collect written excuses from parents/guardians to account for all absences. These notes will be kept on file by date in each of the main offices. Students will be required to bring written excuses from parents/guardians to the attendance office of each building in a timely manner of any absence from school. Failure to bring such a note in a timely manner of the absence will result in the absence being classified as unexcused.
- f. Daily attendance sheets will be distributed to teachers each morning as soon as homeroom attendance is complete.
- g. Parents/guardians are encouraged to call the health office when their child is expected to be absent for part of a day or a whole day. If no call is received, the school district will attempt to contact parents/guardians in a timely manner to notify them of their child's absence and attempt to identify the reasons for that absence.
- h. If there is a discrepancy in attendance, parents will be notified in a timely manner.
- i. Students will be required to report to class for attendance before being allowed to sign out to the library or other places in the building.
- j. The school will receive notice from parents/guardians - written, in person, or by telephone-prior to dismissing a student from school. A student must bring a note to the office on the day they are to be dismissed. A student must also sign out in the main office when leaving for an appointment and sign back in immediately upon returning. A student who needs to leave the school unexpectedly during the school day must still follow these procedures. No student will be released from school without prior permission from the parent/guardian. At the elementary level, parents are required to sign the student in and out at the Main Office.
- k. In grades 9 through 12, teachers will send warning notices home to parents/guardians as well as calling the parents/guardians when a child has exceeded ten (10) absences in a full year course or five (5) absences in a half-year course. In grades K through 8, letters are sent home to parents when a child has exceeded five (5) absences in any given quarter. Copies of warning notices will be kept in the student's permanent record file.
- l. In grades 9 through 12, the teacher will inform the student's guidance counselor if a student exceeds fourteen (14) absences in a full year course or seven (7) absences in a half-year course. The guidance counselor will send a student attendance report to the parent/guardian. In grades K through 8, parent conferences will be held for students who have exceeded ten (10) absences in a semester, in addition to attendance letters sent quarterly. The guidance counselor will also follow up with the parent/guardian and child in ways they determine to be the most effective in communicating the seriousness of the problem to the child and family. Copies of all notices will go to the Principal and be kept in the student's permanent record file.
- m. In grades 9 through 12 and accelerated grade 8 courses, after twenty (20) unexcused class absences in a full year course (or ten (10) absences in a half year course), the teacher will inform the guidance counselor, and the guidance counselor will send out a notice informing the parents/guardian that their child has exceeded the maximum number of absences in that class. The principal or designee will meet with the parent/guardian to review the student's attendance record in all of his or her classes. If the principal finds that the student has in excess of twenty (20) unexcused absences, the principal will deny credit for that course. The student will be allowed to continue to attend the class, but will not be graded for any future work and will not be allowed to sit for any further exams in the affected course.
- n. The parent/guardian may appeal informally to the principal or formally to the Superintendent of Schools on behalf of the student at any time during this process. An appeal to the Superintendent of Schools requesting a review of the student's attendance record must be made in writing.

- o. The district will notify all district parents/guardians of the district attendance policy, with any changes highlighted, every school year it is in force (beginning with the 2002-2003 school year).

A Description Of Codes

High School Elementary

A=Absence A=Absence
 AE=Absence Excused AE=Absence Excused
 AU=Absence Unexcused AU=Absence Unexcused
 T=Tardy TE=Tardy Excused
 TE=Tardy Excused T=Tardy Unexcused
 TU=Tardy Unexcused D=Dismissed
 DE=Dismissed Excused DS=Dismissed Sick
 DU=Dismissed Unexcused
 ISS=In School Suspension (an excused absence)
 OSS=Out of School Suspension (an excused absence)
Middle School
 A=Absence
 AE=Absence Excused
 AU=Absence Unexcused
 T=Tardy
 TE=Tardy Excused
 TU=Tardy Unexcused
 DE=Dismissed Excused
 DU=Dismissed Unexcused
 ISS=In School Suspension (an excused absence)
 OSS=Out of School Suspension (an excused absence)

Elementary

A=Absence
 AE=Absence Excused
 AU=Absence Unexcused
 TE=Tardy Excused
 T=Tardy Unexcused
 D=Dismissed
 DS=Dismissed Sick

A student who is absent will be marked absent (A). Once an excuse is provided, this code will be converted to an AE. If no excuse is provided, or if it is found that the student was "illegally absent," the code will be changed to AU.

Reviewing Records and the Development of Intervention Strategies

The administrator or designee will review attendance lists on a daily basis and identify students who are a concern. These concerns will be shared, as appropriate, with the principal, guidance counselor, or other school officials. Individual teachers will also be encouraged to review the absence list on a daily basis and to bring their concerns forward as well.

Building principals, guidance counselors, and teachers will periodically review attendance data for individual students and for the building as a whole. They will look for trends and use the data to diagnose problems with attendance in the district. Intervention strategies to improve student attendance will be developed based on the data that is collected as a result of the Sidney Central School District Attendance Policy. In middle school and high school, data will be available period by period as well as for the entire school day.

Last Modified by Sheri J Kinsella on March 12, 2014



Book	Sidney Central Schools Policy
Section	7000: Students
Title	Sports and the Athletic Program
Number	7420
Status	Active
Legal	Title IX of the Education Amendments of 1972, 20 United States Code (USC) Section 1681 et seq. 45 Code of Federal Regulations Part 86 8 New York Code of Rules and Regulations (NYCRR) Section 135
Adopted	November 19, 2013
Last Revised	July 7, 2015

SUBJECT: SPORTS AND THE ATHLETIC PROGRAM**General Principles and Eligibility**

Athletics are an integral part of a well-balanced educational program. The District's interscholastic athletic program will conform with the Commissioner's regulations, as well as the established rules of the New York State Public High School Athletic Association and the State Education Department.

Athletic eligibility requires that the student:

- a) Provide written parental/guardian consent. The consent form must contain information regarding mild traumatic brain injuries (concussions) as specified in the Commissioner's regulations.
- b) Obtain medical clearance from the school physician/nurse practitioner or the student's personal physician. The school physician/nurse practitioner retains final approval on any physicals performed by a student's personal physician.
- c) Meet the requirements for interscholastic competition as set forth by the Commissioner's regulations and the New York State Public High School Athletic Association.
- d) Comply with all District rules, codes, and standards applicable to athletic participation.

Title IX Compliance

The Board supports equal athletic opportunities for members of both sexes through interscholastic and intramural activities. To ensure equal athletic opportunities for its students, the District will consider:

- a) Its accommodation of athletic interests and abilities (the nature and extent of sports offered, including levels of competition, team competition, and team performance);
- b) Equipment and supplies;
- c) Scheduling of games and practice time;
- d) Travel costs and opportunities for travel;
- e) Assignment and compensation of coaches;
- f) Locker rooms, practice, and competitive facilities;
- g) Available medical and training facilities and services; and
- h) The nature and extent of support, publicity, and promotion, including cheerleading, bands, programs distributed at games, and booster club activities.

The District may consider other pertinent factors as well. Each of the factors will be assessed by comparing availability, quality, type of benefits, kind of opportunities, and form of treatment. Identical benefits, opportunities, or treatment are not required.

The District's Civil Rights Compliance Officer will coordinate the District's efforts to comply with and carry out its responsibilities under Title IX. This person will be appropriately trained and possess comprehensive knowledge about applicable federal and state laws, regulations, and policies. To the extent possible, the District will not designate an employee whose other job duties may create a conflict of interest, such as the athletic director.

Booster Clubs

The District has a responsibility under Title IX to ensure that boys' and girls' programs are provided with equivalent benefits, treatment, services, and opportunities regardless of their source. When determining equivalency, therefore, benefits, services, and opportunities attained through private funds-including donations, fundraising, and booster clubs-must be considered in combination with all benefits, services, and opportunities.

Athletic Placement Process for Interscholastic Athletic Programs (APP)*

The APP is a method for evaluating students who want to participate in sports at higher or lower levels, consistent with their physical and emotional maturity, size, fitness level, and skills. The Board approves the use of the APP for all secondary school interscholastic team members. The Superintendent will implement procedures for the APP, and will direct the athletic director to maintain records of students who have successfully completed the APP.

Student Athletic Injuries

No injured student will be allowed to practice or play in an athletic contest. An appropriate medical professional should diagnose and treat an athlete's injuries. The coach should ensure that any player injured while under his or her care receives prompt and appropriate medical attention, and that all of the medical professional's treatment instructions are followed. The injured student has an obligation to promptly inform his or her coach of all injuries. No student will be allowed to practice or compete if there is a question whether he/she is in adequate physical condition. A physician's certification may be required before an athlete is permitted to return to practice or competition.

Athletic Program-Safety

The District will take reasonable steps to minimize physical risks posed to students participating in the interscholastic athletic program by:

- a) Requiring timely medical examinations of participants;
- b) Employing certified or licensed staff to coach all varsity, junior varsity, and modified practices and games;
- c) Providing or requiring certified or licensed officials to officiate all competitions;
- d) Ensuring that its players' equipment is safe and operates within the applicable manufacturers' guidelines;
- e) Ensuring that all home fields, courts, pools, tracks, and other areas where athletes practice, warm-up, or compete are safe and appropriate for use; and
- f) Providing professional development and training opportunities for all coaching staff.

Title IX of the Education Amendments of 1972, 20 USC Section 1681 et seq.
45 CFR Part 86
8 NYCRR Sections 135 and 136

NOTE: Refer also to Policies

Policy 3420: Non-Discrimination and Anti-Harassment in the School District

Last Modified by William H Christensen on August 14, 2018



Book	Sidney Central Schools Policy
Section	7000: Students
Title	Discipline at Athletic Events
Number	7421
Status	Active
Adopted	November 19, 2013

This policy applies to all students, school personnel, parents and other visitors when attending a school sponsored athletic event.

Introduction

The primary purpose of providing participation in or being present, as a spectator, at athletic events is to foster athletic competition while maintaining a safe, orderly and respectful environment for coaches, athletes, officials and spectators. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions.

Coach/Member of a Team

Any coach or member of a team who, in the opinion of any presiding official or supervisor assigned to an athletic event, uses profanity or engages in unsportsmanlike conduct will be immediately ejected from that event. That person becomes ineligible to coach or participate at any athletic event in that sport until after the next previously scheduled event at the same level has been completed. The coach/team member will not be permitted to be present at the game site.

A coach or member of a team who, in the opinion of any presiding official or supervisor assigned to an athlete event, intentionally strikes, shoves, kicks, or makes other physical contact with the intent to annoy, harass, or intimidate another person shall be expelled immediately and banned from further participation or coaching in all sports for a period of time to be determined by Section IV, the Mid State Athletic Conference (MAC), and/or the Sidney Central School District Superintendent of Schools.

Spectators

Any spectator who, in the opinion of any presiding official or supervisor assigned to an athletic event, uses profanity or engages in unsportsmanlike conduct will be immediately ejected from that event. That person becomes ineligible to attend any home athletic events until after the next previously scheduled home event in the same sport at the same level has been completed. The spectator will not be permitted to be present at the game site.

A spectator who, in the opinion of any presiding official or supervisor assigned to an athletic event, intentionally strikes, shoves, kicks, or makes other physical contact with the intent to annoy, harass, or intimidate another person shall be expelled immediately and banned from further attendance in all sports for a period of time to be determined by the Superintendent of Schools and/or Athletic Director.

Parent/Spectator Communication (24-hour Rule)

Parents and spectators are required to wait twenty-four (24) hours before approaching a coach or member of the coaching staff to express their concerns during or following a practice or contest. Locations vary by sport and include, but are not limited to, bench areas, locker rooms, field of play, or any other designated area in which a coach would meet with his/her team. The time period immediately following contests is set aside for coaches to speak with his/her players about the game. Any parent or spectator who violates this policy will be immediately ejected from the game. That person becomes ineligible to attend any home athletic events until after the next previously scheduled home event in the same sport at the same level has been completed. The spectator will not be permitted to be present at the game site. A second offense may result in that person being banned from further attendance in all sports for a period of time to be determined by the Superintendent of Schools and/or Athletic Director.

There are situations that may require a conference between the coach, the athlete, and the parent. When these conferences are necessary, the following procedure should be followed to help resolve the concern. The Athletic Director has the discretion to schedule parent meetings to resolve concerns in less than twenty-four (24) hours, if deemed necessary.

- a. When appropriate, the student athlete should first talk with the coach about the concern.
- b. If the coach/athlete meeting does not resolve the situation, then the parent(s) should call during the day and set up an appointment with the coach.
- c. If the parent(s) need further discussion on the issue, the parent should contact the Athletic Director to schedule a meeting.
- d. If following this meeting the parent still has concerns, they should contact the Superintendent of Schools to schedule a meeting.

Last Modified by Sheri J Kinsella on March 24, 2014



Book	Sidney Central Schools Policy
Section	7000: Students
Title	Concussion Management
Number	7522
Status	Active
Legal	Guidelines for Concussion Management in the School Setting, SED Guidance Document, June 2012 Education Law 207 Education Law 305(42) Education Law Section 2854 8 NYCRR 135.4 and 136.5
Adopted	November 19, 2013

The Sidney Central School District Board of Education recognizes that concussions and head injuries are the most commonly reported injuries in children and adolescents who participate in sports and recreational activities. The physical and mental well-being of our students is a primary concern. Therefore, the Sidney Central School District adopts the following Policy to support the proper evaluation and management of concussion injuries.

A concussion is a mild traumatic brain injury (MTBI). A concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head or body that causes the head and brain to move rapidly back and forth. Recovery from concussion and its symptoms will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management. Concussions can impact a student's academics as well as their athletic pursuits.

Concussion Management Team (CMT)

In accordance with the Concussion Management and Awareness Act, the Sidney Central School District is authorized, at its discretion, to establish a Concussion Management Team (CMT) which may be composed, but is not limited to, the school physician, a school nurse, the district athletic director, a coach of an interscholastic team, a certified athletic trainer or such other appropriate personnel as designated by the School District. The Concussion Management Team shall oversee and implement the School District's concussion policy and regulations, including the requirement that all school coaches, physical education teachers, nurses and certified athletic trainers who work with and/or provide instruction to pupils engaged in school-sponsored athletic activities complete training relating to mild traumatic brain injuries. Furthermore, every concussion management team may establish and implement a program which provides information on mild traumatic brain injuries to parents and persons in parental relation throughout each school year.

Staff Training/Course of Instruction

Each school coach, physical education teacher, school nurse and certified athletic trainer who works with and/or provides instruction to students in school-sponsored athletic activities (including physical education class and

recess) shall complete a course of instruction every two (2) years relating to recognizing the symptoms of concussions or MTBIs and monitoring and seeking proper medical treatment for students who suffer from a concussion or MTBI.

Components of the training will include:

- a. The definition of MTBI;
- b. Signs and symptoms of MTBI;
- c. How MTBIs may occur;
- d. Practices regarding prevention; and
- e. Guidelines for the return to school and school activities for a student who has suffered an MTBI, even if the injury occurred outside of school.

The course can be completed by means of instruction approved by SED which include, but are not limited to, courses provided online and by teleconference.

Information to Parents

The District shall include the following information on concussion in any permission or consent form or similar document that may be required from a parent/person in parental relation for a student's participation in interscholastic sports. Information will include:

- a. The definition of MTBI;
- b. Signs and symptoms of MTBI;
- c. How MTBIs may occur;
- d. Practices regarding prevention; and
- e. Guidelines for the return to school and school activities for a student who has suffered an MTBI, even if the injury occurred outside of school.

The District will provide a link on its website, if one exists, to the above list of information on the State Education Department's and Department of Health's websites.

Identification of Concussion and Removal from Athletic Activities

The District shall require the immediate removal from all athletic activities of any student who has sustained, or is believed to have sustained, a mild traumatic brain injury (MTBI) or concussion. Any student demonstrating signs, symptoms or behaviors consistent with a concussion while participating in a class, extracurricular activity, or interscholastic athletic activity shall be removed from the class, game or activity and must be evaluated as soon as possible by an appropriate health care professional. Such removal must occur based on display of symptoms regardless of whether such injury occurred inside or outside of school. If there is any doubt as to whether the student has sustained a concussion, it shall be presumed that the student has been injured until proven otherwise. The District shall notify the student's parents or guardians and recommend appropriate evaluation and monitoring.

The School District will allow credentialed District staff to use validated Neurocognitive computerized testing as a concussion assessment tool to obtain baseline and post-concussion performance data. These tools are not a replacement for a medical evaluation to diagnose and treat a concussion.

Return to School Activities and Athletics

The student shall not return to physical activity (including athletics, physical education class and recess) until he/she has been symptom-free for not less than twenty-four (24) hours, and has been evaluated and received written authorization from a licensed physician. In accordance with Commissioner's Regulations, the Sidney

Central School District's Medical Advisor will give final clearance on a return to activity (physical education classes, recess or interscholastic athletics). All such authorizations shall be kept on file in the student's permanent health record. The standards for return to athletic or school activity will also apply to injuries that occur outside of school. School staff should be aware that students may exhibit concussion symptoms caused by injuries from outside activities and that these visible symptoms also indicate a removal from play.

The District shall follow any directives issued by the student's treating physician with regard to limitations and restrictions on school and athletic activities for the student. The District's Medical Advisor may also formulate a standard protocol for treatment of students with concussions during the school day.

In accordance with NYSED guidelines, this Policy shall be reviewed periodically and updated as necessary in accordance with New York State Education Department guidelines. The Superintendent, in consultation with the District's Medical Director and other appropriate staff, may develop regulations and protocols for strategies to prevent concussions, the identification of concussions, and procedures for removal from and return to activities or academics.

Last Modified by Sheri J Kinsella on March 24, 2014