

Co/Extra - curricular Handbook

MCHS/MJHS



HANDBOOK

PURPOSE

This handbook is designed to explain the rules, regulations, and policies relative to participation in athletics at Madison Consolidated School Corporation. It is the belief of the coaches, administrator and Madison School System Board of Trustees that participation in athletics is a privilege, not a right, and that as a representative of the high school, school system, and community, a student is expected to assume certain responsibilities and to live up to certain expectations. It is the purpose of this document to clarify those expectations.

Authority for the conduct of athletics in Indiana is governed by the Indiana High School Athletic Association (IHSAA) via the principals of member schools. The principal is assisted by the athletic director and head coaches.

As stated in the IHSAA By-Laws; any school may establish its own set of guidelines above and beyond those established by the state.

This handbook was originally written for the purpose of rules and regulations for Madison Consolidated High School. These rules and regulations will be guidelines and used for our junior high athletes as well.

Shared Beliefs / Philosophy

A safe environment is essential for learning.

Everyone can and will learn.

Nurturing relationships and caring environments are necessary for individuals to thrive.

Every person is unique and has equal worth.

Diversity is a valuable asset that strengthens and enriches our community.

Education is the shared responsibility of students, families, teachers, staff and community.

STATEMENT OF PHILOSOPHY

The Madison Consolidated High School Athletic Department believes a competitive athletic program is a significant part of the total education experience. MCHS provides a program of interscholastic athletics which promotes participation for qualified students within the rules and regulations of the Indiana High School Athletic Association and the MCHS Athletic Department. It is the goal of our school to provide every student the opportunity to develop their potential as athletes in activities appropriate to their level of ability. MCHS strives to provide such opportunity as a further means of developing the intellectual, emotional, and social maturity of our students, while at the same time teaching the importance of teamwork, sportsmanship, and self-sacrifice.

MCHS ATHLETIC PROFILE

Madison has developed a rich and proud tradition in athletics. The school and community take pride in our many accomplishments. Our athletes have won championships at the conference, sectional, regional, semi-state, and state levels.

MCHS offers a variety of athletic programs for its students. There are twenty sports opportunities for boys and girls at MCHS. Boys are offered a ten-sport program including cross country, football, soccer, and tennis in the fall; basketball, swimming, and wrestling in the winter; and baseball, golf, and track in the spring. Girls are offered a nine sport program including cheerleading, cross country, golf, soccer, and volleyball in the fall; basketball, cheerleading, and swimming in the winter; and softball, tennis, and track in the spring. All students with sufficient ability are eligible to “try out” provided they meet the established scholastic standards and conduct requirement.

CODE OF CONDUCT

Representing Madison Consolidated High School is an honor and privilege granted to students who are willing to make the sacrifices and commitment to meet the high standards expected of students serving as ambassadors for the school. Students representing the high school through their participation in extracurricular activities are expected to be positive role models by exhibiting a higher standard of conduct than students not serving as representatives of Madison Consolidated High School. A student who brings discredit, embarrassment, or shame to the school by not abiding by the behavioral expectations may lose the right to represent MCHS.

The following requirements shall be in effect once a student-athlete enrolls in high school and continues until his/her graduation from Madison Consolidated High School. In other words, an MCHS athlete will be held accountable for his/her actions 365 days a year.

ELIGIBILITY RULES

All student-athletes must adhere to the standards and rules established by the IHSAA and Madison Consolidated High School.

You are ineligible if:

Age

- You are twenty (20) years of age prior to or on the scheduled date of the IHSAA State Finals tournament in a sport.

Amateurism

- You play under an assumed name.
- You accept money or merchandise directly or indirectly for athletic participation.
- You sign a professional contract in that sport.

Awards/Gifts

- You receive in recognition for your athletic ability any award not approved by your high school principal or the IHSAA
- You use or accept merchandise as an award, prize, gift, or loan.
- You accept awards, medals, recognitions, gifts, and/or honors from colleges/universities or their alumni.

Conduct/Character

- You conduct yourself in or out of school in a way which reflects discredit on your school or the IHSAA.
- You create a disruptive influence on the discipline, good order, moral, and educational environment in your school.

Enrollment/Attendance

- You did not enroll in a school during the first 15 days of a semester.
- You have been enrolled more than four consecutive years or the equivalent (e.g. twelve (12) semesters in a trimester, etc.), beginning with grade nine (9).
- You have represented a high school in a sport for more than four years.

Illness/Injury

- You are absent five or more consecutive school days due to illness or injury and do not present to your principal written verification from a physician licensed to practice medicine stating that you may resume participation.

Participation

- During Contest Season
 - You participate in try-outs or demonstrations of athletic ability in that sport as a prospective post-secondary school student-athlete.

- You participate as an individual on any team other than your school team.
- You participate as an individual without following the criteria for the outstanding student-athlete.
- You attend a non-school camp.
- You attend and participate in a student-clinic.
- During School Year Out-of-Season
 - You participate in a team sport contest as a member of a non-school team where there are more than the following number of students listed below in each sport, who have participated in the previous year in a contest as a member of their school team in that sport.
 - Basketball - 3
 - Baseball - 5
 - Football - 6
 - Volleyball - 3
 - Softball - 5
 - Soccer - 6
- During summer
 - You attend a non-school fall sports camp and/or clinic after Monday of IHSAA Week Four (4)
 - You attend any other non-school camp and/or clinic after Monday of IHSAA Week Five (5)

Required Practices

- You do not have ten practices in your sport preceding participation in a contest. (Only five (5) practices are needed if you have just recently completed an IHSAA sanctioned sport.)

Scholarship (Grades)

- You did not pass five full-credit subjects or the equivalent in the last nine weeks in the seven-period day format.

Consent and Release Certificate

- You do not have the completed physical on file in the athletic office each school year, between April 2 and your first practice.

Transfer

- You transfer for primarily athletic purposes.
- You transfer as a result of undue influence.
- You transfer as a means to nullify punitive action taken by the previous school.
- You transfer without parent/guardian changing resident. (Possible waiver by IHSAA Commissioner.)
- You are a foreign exchange student and the principal does not have on file a signed and completed IHSAA application for a foreign exchange student. A foreign exchange student has only one year of eligibility.

Undue Influence

- You have been influenced by any person to retain or secure you as a student or one or both parents or guardians as residents.

MADISON HIGH SCHOOL ELIGIBILITY REQUIREMENTS

Required Documentation:

Each MCHS student-athlete must have the following documents on file in the athletic office before they can participate in any organized practice or competition at MCHS:

- Physical Examination Form and Proof of Insurance (Same form)
- Parent/Student Agreement Signature Card (Handbook)
- Permission to Drug Test Form
- Impact Test
- SCA/Concussion form turned in

*MCHS administrators, coaches, and trainers are concerned about student-athletes' safety. Coaches are trained to instruct athletes in the safe and proper techniques of their particular sports. However, due to the nature of athletic activity, injuries do occur. The school provides the opportunity for participation while the parent/guardian retains the right of denial for such participation.

Parents/guardians will be responsible for all medical costs associated with athletic participation. We strongly advise that parents purchase insurance to cover athletic injuries and the cost of treatment.

The IHSAA carries catastrophic insurance for major injuries incurred during participation in approved IHSAA sports programs. The policy pays a premium on catastrophic coverage from \$25,000. It should be noted that neither the IHSAA nor Madison Consolidated High School carries any kind of first-dollar medical insurance for athletic injuries.

ATHLETIC PHYSICALS

A properly completed physical form must be on file in the athletic office before an athlete can practice.

MULTIPLE SPORT PARTICIPATION

The Madison Consolidated High School Athletic Department supports the concept of participation in more than one high school sport. High school coaches should not establish expectations “out of season” which would prohibit or restrict a student’s participation in another sport which is “in season.” A student who wishes to participate in more than one sport in the same season (fall, winter, and spring) must have prior approval of the coaches involved and the athletic director. A schedule resolving all practice and competition conflicts must be established prior to the season. The student-athlete may be asked to designate a “primary” sport if necessary.

ACTIVITY CONFLICTS

Where sports and other school activity conflicts occur, the following policy will apply:

- The “performance,” i.e., the athletic game or meet, theatrical performance, concert or contest in music, has priority over practice or extra rehearsal. In the event a practice, extra rehearsal, or even final dress rehearsal is scheduled at the same time an athletic game or meet occurs in which the student is participating, the game or meet has priority and the music member is excused without penalty. Conversely, in the event the theatrical or music “performance” conflicts with an athletic practice, the “performance” takes priority and non-participation will not result in a penalty.
- In the event the practice occurs at the same time as theater, music, and sports, the practice time shall be

divided equally between the two activities. The parties involved can work out a mutual agreement to trade off every other day in having the athlete involved.

- In the event a theatrical or music performance conflicts with a game, scheduled at the same time, the student is permitted a choice without penalty. If this causes a problem, the high school principal will act as an arbitrator.

EQUIPMENT AND SUPPLIES

- No athletic equipment issued to team members may be worn in gym class or outside of practice or game situations.
Note: jackets, jerseys, etc. are not to be worn by anyone other than the athlete to who the equipment was issued.
(Exception: athletes may wear game jersey, shirt or warm-up on the day of a game or meet with the coach’s approval.)
- All equipment issued to athletes shall be recorded by the head coach and returned at the conclusion of the season.
- It is the coach’s responsibility to see that all equipment is returned and in good condition.
- If the equipment is lost or has had abnormal usage, the athlete will pay for the replacement.
- All student purchases through the athletic department must be paid for prior to equipment being issued.

TRANSPORTATION

- It is expected that all athletes ride on the bus to and from the site of the game/meet.
- Appropriate behavior and citizenship is expected of all students who ride buses.
- The coach is responsible for exercising control and maintaining proper supervision of their team on the bus.

- An athlete must remain under the supervision of the coach on all trips from the time of departure until the return to Madison.
 - Exception: an athlete may return home with his/her parent(s) upon the parent's notification, in writing or in person, to the coach. This request may be denied by the coach.
 - No athlete may ride home with a team member's parent unless a written permission note from his/her parents is given to the coach prior to departure.
 - No athlete will be permitted to return home with anyone but a parent or a pre-approved parent of a teammate.

WEIGHT ROOM RULES

- No athlete is permitted in the weight room without a coach supervising.
- No food or beverages are permitted in the room.
- No horseplay, running, wrestling, etc. will be tolerated.
- All athletes are expected to work with "spotters" at all times.
- Equipment should be put back in its place after use.
- In-season sports teams will have first priority for weight room usage.
- Athletes failing to comply with weight room rules will be reprimanded or could lose their privilege to be in the weight room for a period of time.

INDIVIDUAL TEAM RULES

Each head coach may establish training and behavioral rules for athletes under their supervision during the IHSAA season. These rules will typically cover language, being on time for practices, dress for contests, decorum at contests and on buses, sportsmanship, and curfew on nights before and after the contest.

Specific rules established by the head coach in a sport will be put in writing and a copy will be made available to the athlete and his/her parents.

Note: some head coaches may have "Team Rules" that go above and beyond those established in the MCHS Athletic Handbook.

CHANGING SPORTS

Athletes will be allowed to transfer from one sport to another only with the approval of the athletic director and both head coaches.

- Transfers will be denied for the following reasons:
 - The first scheduled contest of the season has already been played.
 - The athlete has not turned in all equipment, locks, and uniforms.
- In the event an athlete is dismissed from a team during the season for disciplinary action, he/she will not be allowed to join another team during the same season.
- In-season quit/removal. Prior to participation in anything during the season, athlete left until season tournament completion, or both head coaches and athletic director meet and agree.

GAME CONDUCT

Athletes are expected to represent Madison Consolidated High School and the community in a positive manner in school, out of school, and on the athletic field. Profanity or inappropriate gestures will not be tolerated and may result in suspension.

EJECTION FROM AN ATHLETIC CONTEST

Anytime an athlete is ejected from a game, meet, etc. the athletic director will be notified as soon as possible. The athlete will be suspended from participation under the following guidelines.

First Violation

According to IHSAA By-Law C-8-3: Any contestant or coach ejected from a contest for an unsportsmanlike act shall be suspended from the next interschool contest at that level of competition and any other lower-level contest in the interim, in addition to any other penalties assessed. The athlete may not:

- Participate in any contest at any level of play until the suspension has been served.
- A suspended athlete may practice during the suspension period at the athletic director's discretion.
- A suspended athlete must attend contests at the athletic director's discretion.

Note: Tournaments (conference, sectional, etc.) are not exempt from suspension. If a tournament is the next contest, the athlete will be unable to participate until required suspension is served.

Second Violation

Any athlete who is ejected from a Contest for an unsportsmanlike act a second time during a sport season shall be suspended for the next two (2) Contests at that level of competition and all other Contests at any level in the interim unless an IHSAA sport-specific rule or policy provides a different protocol or penalty for a second ejection.

SCHOOL ATTENDANCE

Absence from School

- An athlete should strive to be at school every day.
- Students who are absent from school or do not arrive by the end of period 3, may not attend extra-curricular

activities that evening. If extenuating school or family circumstances result in a student's failure to be present for these classes, an exception can be made by the school administration.

In-School Suspension

Any student assigned all day "in school" suspension due to misconduct is ineligible to practice or compete that day. Any student who violates this rule will be suspended from two athletic contests to run consecutively.

Out of School Suspension

No student will participate in practice or competition on the day that he/she has been suspended from school for that day or any part of that day. In order to return to participation, the student must gain clearance from a school official designated by the principal.

SUMMER PARTICIPATION

- The IHSAA allows coaches of team sports to conduct a one-week team camp at the school facilities for high school athletes. This camp may be conducted anytime during the summer but must be completed prior to Monday, Week Four (4) of the IHSAA calendar.
Note: This team camp shall be voluntary. No athlete will be penalized for non-participation.
- The IHSAA mandates a one-week moratorium from all open facility, conditioning, and weight lifting programs. There shall be no contact between the coaches and student-athletes during this week.
 - The IHSAA has established the Week of July Fourth (4th) for the one-week moratorium.

Additional weeks may be mandated by the MCHS Athletic Department.

- The IHSAA no longer establishes rules and mandates concerning summer practices or open gym activities. The IHSAA does require all summer activities end by IHSAA Week Four (4)

SOCIAL MEDIA POLICY

Our student-athletes are not restricted from using social media; however, each team/coach has the discretion to establish rules and penalties as they see fit

***PLEASE NOTE**

Any use of social media that is deemed inappropriate and does not fit under RULE 8, Section 1, IHSAA By-laws will face disciplinary action determined on a case by case issue by Athletic Director and Head Coach as well as supported by Principal

ALCOHOL/TOBACCO/VAPING/DRUGS

A student participating in co/extracurricular activities shall not possess or be under the influence of any alcoholic beverage, tobacco, vaping, or drugs. Violation of this rule will result in the following disciplinary action.

First Offense: Parent(s) will be required to meet with the athletic director and head coach to discuss the course of action.

The minimum consequence shall be

- An immediate suspension from fifty (50) percent of scheduled contests. If the student-athlete is not currently participating, then the suspension will be served during his/her primary sport.
- Completion of 20 hours of documented community service with an approved service organization. Students may

participate in practice sessions (with the approval of the head coach and athletic director) but may not dress out for games or activities until all requirements for the violation of this rule have been completed.

Second Offense: Dismissal from all MCHS co/extracurricular activities for a period of one year from the date of the violation.

Third Offense: The student will not be permitted to represent MCHS or participate in any athletic activities in any capacity for the rest of his/her high school career.

MCHS DRUG TESTING

The Madison Consolidated School System has a random drug testing program.

DRUGS EXPLAINED

No student-athlete shall possess, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate or marijuana. In addition, the use of steroids or illegal inhalants (huffing) will also be prohibited.

Use of a drug in a manner authorized by a medical prescription from a health care provider is not a violation of the rule. In addition, students participating in co/extracurricular activities may not possess, use or transmit any substance which is represented to be or look like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverages, stimulant, depressant, or intoxicant of any kind.

Also, possessing, using, transmitting, or being under the influence of caffeine-based substance, substances containing phenylpropanolamine (PPA), or stimulants of any kind, be they available with or without a prescription will not be permitted.

THEFT AND VANDALISM

The taking, willful destruction or marring of personal or private property by any student participating in any extracurricular activities shall not vandalize the property of others, in any setting or location. A student shall not have in their possession any item taken from another individual, school, business, etc. without permission or without properly purchasing an item. Being in possession of the stolen property shall be treated the same as actually stealing the property. Violation of this rule shall result in the parent(s) being required to meet with the athletic director and head coach to discuss the course of action.

Game Suspensions

If a student-athlete is suspended from their season due to an infraction and the number of games remaining is less than his/her suspension, the suspension will carry over into their next season until the full suspension has been served.

SELF REFERRAL POLICY

A self-referral may be initiated only by a student who believes he/she has the potential to abuse or is abusing drugs, alcohol, or tobacco. That student must make the initial referral contact with a Madison Consolidated High School certified employee who will involve an MCHS administrator. A third party may accompany the student at the time of the referral. A school administrator will determine the disciplinary consequences of the self-referral. A self-referral which will not subject the student to otherwise applicable disciplinary consequences of this Student Assistance Policy is one which that administrator determines was (1) motivated by the student's strong desire to avoid future use of drugs, alcohol, and/or tobacco and (2) not shortly after an event, or the student becoming aware of an investigation, which makes imminent exposure of the student's potential for abuse (or actual abuse) likely.

STUDENT APPEAL PROCESS

- An athlete has the right to appeal violations.
- The imposed penalty will remain in effect during the appeal process.
- The appeal must be made within five (5) school days following notification of the penalty. It must be in writing stating the basis of the appeal. School officials will review and decide on the appeal within five (5) school days.
- The building appeals committee shall consist of personnel appointed by the athletic director

ATHLETIC AWARDS

Qualifications for Awards

- An athlete must have complied with all IHSA and local eligibility rules.
- An athlete must have returned all equipment issued to them to the satisfaction of the head coach.
- An athlete must complete the season. An athlete with a school-related injury is still expected to be with the team until the season concludes.
- Each student-athlete must meet specific standards set in each sport by the head coach in order to qualify for a varsity letter and other awards or certificates.

Awards Program

Athletic awards are presented at the conclusion of each season. Athletes and their parents are encouraged to attend this program.

Types of Awards

- Numeral - Award for successful participation on a freshman team.

- Participation Certificate - Award for successful participation on a team.
- Varsity Letter - Award for meeting lettering requirements in a varsity sport.
- Bar - Awards for varsity participation after an athlete has received their first varsity letter.
- Letter Jacket - Athletes may purchase a letter jacket on their own after they have earned one varsity letter. MCHS does not provide Letter Jackets..

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

Athletes and parents should contact the MCHS Student Services Office or e-mail the NCAA at: www.ncaa.org for NCAA guidelines. This information contains a detailed description of requirements for collegiate athletic participation.

Student-athletes who wish to participate in collegiate athletics must meet NCAA athletic eligibility requirements. These requirements vary depending on NCAA division.

Some of these requirements include:

- A specific grade point average in the core curriculum.
- A specific score on the ACT and/or SAT.
- Certification by the NCAA Initial-Eligibility Clearinghouse.

A student-athlete who does not meet these requirements may still be admitted to a college or university and may still be eligible for financial aid. However, the athlete will be ineligible the freshman year, cannot practice the freshman year, and forfeits one of the four permitted years of athletic eligibility. It is the joint responsibility of the student and parent to understand and meet these eligibility requirements.

- For further information contact the Madison Consolidated High School Student Services Office.

SCHOOL INFORMATION

Name of School: Madison Consolidated High School

Grades: 9 - 12

Address: 743 Clifty Drive, Madison, Indiana 47250

School/Athletic Phone: (812) 274-8403

Athletic Website: www.mchscubs.com

School Song: *Washington and Lee Swing*

Superintendent: Dr. Jeff Studebaker

Principal: Michael Gasaway

Assistant Principal: Jill Deputy

Assistant Principal: Ronnie Lawhead

Director of Student Services: Janelle Smith

Athletic Director: Joe Bronkella

Assistant Athletic Director: Patric Morrison

School Song

(Washington and Lee Swing)

Well this is M A D I S O N.

Are we a peppy bunch, well yes, I guess.

For when the loyal students gather 'round,

We'll raise to Heaven above our ripping, roaring sound.

Well this is M A D I S O N.

Break through that defense;

Make these touchdowns (baskets) ring.

For we're the same who put the "M" in fame

Always game

M H S Rah! Rah!

C U B S

Go Cubs Go!

School Colors

Red and White

Nickname

Cubs