

STUDENT ATHLETE HANDBOOK



Please return the following items filled out completely:

1. John Hardin High School Student Athlete Handbook signature page.
2. Student Health Information
3. KHSAA Physical form and permission to treat (four pages total)
4. Drug Testing Consent Form
5. Impact Test Consent Form
6. Accident Insurance Memo - Signature Form

*** All forms should be signed and complete in the appropriate areas.

DRUG SAFETY POLICY FOR ATHLETES, CHEERLEADERS AND TEAM MANAGERS WHO PARTICIPATE AT THE HIGH SCHOOL LEVEL

STATEMENT OF PURPOSE

Today, drug abuse has grown to major proportions in our society. The high school setting is not exempt from this phenomenon. It is vital that educators and parents continually explore ways to institute programs that encourage a drug-free lifestyle for students/children. It is to that end that this program is created to provide the appropriate action plan to address and nurture a drug-free environment.

WHO WILL BE AFFECTED?

All students who choose to participate on any Hardin County high school athletic team, cheerleading squad or serve as a team manager, each of which is a voluntary extracurricular activity, must abide by this policy. This includes players at the varsity or sub varsity level.

EDUCATION

At least once each semester, each head coach will review this policy with his/her respective team.

TESTING PROGRAM

In order to accomplish the purpose of this policy, each student participant on each high school team shall be required to participate in a program of substance abuse testing. Testing shall be accomplished by the analysis of urine specimens obtained from the student participants. Collection and testing procedures shall be established, maintained and administered to ensure (a) randomness of selection procedures, (b) proper student identification, (c) that each specimen is identified with the appropriate student participant, (d) maintenance of the unadulterated integrity of the specimen, and (e) the integrity of the collection and test process as well as the confidentiality of test results.

SUBSTANCES TESTED

Student participants' urine specimens shall be tested for the following: (a) amphetamines, (b) marijuana (THC), (c) cocaine and its derivatives, (d) opiates, (e) phencyclidine (PCP), (f) benzodiazepine, (g) barbiturates, (h) methadone, (i) methaqualone, (j) propoxyphene, and (k) such other abused, illegal, or banned substances.

SANCTIONS/VIOLATIONS

First Violation- if a sample tests positive, the athlete and his parents or guardians shall be notified, and the school principal shall convene a meeting with the student and his parents or guardians, at which time the student has one of the following options: (1) At the expense of the parents/guardians, the parents/guardians shall seek an evaluation of the student's drug use from a qualified chemical dependency counselor acceptable to the district. Additionally, at the expense of the parents/guardians, weekly urinalysis will be conducted during this time. At the expense of the Hardin County Board of Education, drug testing will be conducted every sixty (60) days thereafter as long as the student is a member of a sports team, cheerleading squad or serves as a team manager for the current school year. The student is also automatically suspended for ten (10) days from participating in any athletic event; however, the student may be allowed to practice. (2) If a student who tests positive fails to abide by Option 1 then the violator will suffer suspension from all athletics, including practices, for the remainder of the current season and the next athletic season for all sports (sports teams, cheerleading squads or team managers).

Second Violation - A subsequent offense results in automatic imposition of suspension from all athletics (including practices) for all sports for a twelve (12) month period.

Third Violation - The student participant shall be excluded from participation in any athletic team for the remainder of the student's interscholastic eligibility.

AMENDMENT OF POLICY

This policy may be amended at any time by the Hardin County Board of Education.

John Hardin High School Student-Athlete Handbook

To the parent

This material is presented to you because your son or daughter has indicated a desire to participate in interscholastic athletics and you have expressed a willingness to permit him/her to compete. Your family's interest in this important component of our school is gratifying. We believe participation in sports provides a wealth of opportunities and experiences, assisting students in personal adjustments.

We are concerned with the educational development of young men and women through athletics and feel a properly controlled, well-organized sports program can meet student needs for self-expression, social, mental, and physical growth. It is our intent to conduct a program that is educationally sound in purpose and will enhance each student's personal growth.

A student who elects to participate in athletics is voluntarily making a choice of self-discipline and self-denial. These are the reasons we place such stress on good training habits. Failure to comply with the rules of training and conduct means exclusion from the squad. This concept of self-discipline and self-denial is tempered by our responsibility to recognize the rights of the individual within the objectives of the team. There is no place in high school athletics for students who will not discipline their minds and bodies for rigorous competition. We are striving for excellence and do not want our athletics to compete with mediocrity.

Upon enlistment in a John Hardin sport, your son/daughter commits our staff to certain responsibilities and obligations, which are:

- a) to provide adequate equipment and facilities
- b) to provide well trained coaches
- c) to provide equalized contests with skilled officials

Likewise, we feel you have committed yourself to certain responsibilities and obligations. We would like to take this opportunity to acquaint you with specific policies that are necessary for a well-organized program of athletics.

It is the role of the department of athletics to make rules that govern the spirit of competition for the school. These rules need a broad basis of community support, which is achieved only through communication to the parent. It is our hope to accomplish this objective through this athletic publication for students and parents.

To the athlete

Being a member of a John Hardin athletic team is a fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight; it takes the hard work of many people over many years. As a member of an interscholastic squad of John Hardin High School, you have inherited a wonderful tradition, which you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our schools, and our community. Such a tradition is worthy of the best efforts of all concerned. Over the years our squads have achieved All-American, All-State, and All-Conference honors.

It will not be easy to contribute to such a great athletic tradition. When you wear the colors of your school, we assume you not only understand our traditions, but are willing to assume the **responsibilities** that go with them. However, the contributions you make should be a satisfying accomplishment to you and your family.

- a) **Responsibilities to Yourself:** the most important of these responsibilities is to broaden and develop strength of character. You owe it to yourself to derive the greatest benefit from your high school experiences.
- b) **Responsibilities to Your School:** Another responsibility you assume as a squad member is to your school. John Hardin cannot maintain its position as having an outstanding school unless you do your best in the activity in which you engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school.

You assume a **leadership role** when you are on the athletic squad. The student body and citizens of the community know you. You are on stage with the spotlight on you. The student body, the community, and other communities judge our school by your **conduct** and **attitude**, both on and off the field. Because of this leadership role, you can contribute significantly to school spirit and community pride. Make our school proud of you, and your community proud of your school, by your consistent demonstration of these ideals.

- c) **Responsibilities to Others:** As a squad member you also bear a heavy responsibility to your home. If you never give your parents anything to be ashamed of, you will have measured up to the ideal. When you know in your heart you have lived up to all the training rules; you have practiced to the best of your ability everyday; and you have played the game "all out," you can keep your **self respect** and your **family** can be justly proud of you.

The younger students in the middle schools are watching you. They will copy you in many ways. Do not do anything to let them down. Set good examples for them.

Athletic Philosophy

1) Statement of Philosophy

The John Hardin Athletic Program should provide a variety of experiences to enhance the development of favorable habits and attitudes that will prepare students for adult life in a democratic society.

The interscholastic athletic department shall be conducted in accordance with existing Board of Education policies, rules, and regulations. While John Hardin takes great pride in winning, it does not condone “winning at any cost.” We discourage any and all pressures which might lead to neglecting **good sportsmanship** and **good mental health**. At all times the athletic program must be conducted in such way that it’s an educational activity.

2) Athletic Goals and Objectives

Our Goal – The student shall become a more effective citizen in a democratic society.

Our Specific Objectives – The student-athlete shall learn:

- a) **To work with others** – In a democratic society a person must develop self-respect for authority and a spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
- b) **To be successful** – Our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
- c) **To develop sportsmanship** – To accept any defeat like a true sportsman, knowing we have done our best, we must learn to treat others, as we would have others treat us. We need to develop desirable social traits including emotional control, honesty, cooperation, and dependability.
- d) **To improve** – Continual improvement is an essential component of good citizenship. As an athlete you must establish a goal and you must constantly try to achieve that goal. Try to improve in the skills and knowledge required and those personal traits that enhance the success of a team.
- e) **To enjoy athletics** – It is necessary for athletes to enjoy participation, to acknowledge all of the personal rewards to be derived from athletics, and to give sufficiently of themselves in order to persevere and improve the program.
- f) **To develop desirable personal health habits** – To be an active, contributing citizen, it is important to achieve a high degree of physical fitness through exercise and good health habits, and to develop the desire to maintain this level of physical fitness after formal competition has been completed.

Gender Equity Review Committee

The purpose and function of the Gender Equity Review Committee is to review the policies and procedures of the John Hardin High School's Athletic Department. The Gender Equity Review Committee shall meet at least three (3) times a year (once during the fall sports season, once during the winter sports season and once during the spring sports season prior to March. The Gender Equity Review Committee shall consist of the Athletic Director, head coach of varsity sport, parents and teachers as well as one male and one female student-athlete.

Governance

The Hardin County Board of Education is the ruling agency for the Hardin County Schools. All Schools are voluntary members of the Kentucky High School Athletic Association and compete only with member schools. As a member school district, the secondary schools of Hardin County agree to abide by and enforce all rules and regulations promulgated by this association.

The primary role of the state association is to maintain rules and regulations that ensure equity in competition for the student-athletes and a balance with other educational programs. The association solicits input and is responsive to requests for rule modification from member schools, appointed committees, and coaches' associations.

Athletic Equipment

The Athletic Department has invested heavily in equipment and uniforms for athletes at John Hardin High School. Because of limited revenues, it is imperative that the Athletic Department operates in a fiscally conservative manner. This means that each student-athlete must take total responsibility for school-owned property issued to him/her. If equipment should be damaged while the athlete is involved in practice or competition, repair or replacement will be the responsibility of the school. If any school-owned property is lost or damaged while under the care of the student-athlete, he or she will be responsible for any and all replacement/repair costs. School-owned uniforms, equipment or clothing of any kind are to be worn to athletic contests or practices only unless specifically instructed otherwise by the coach of that sport.

In addition, all school uniforms are to be turned in to the head coach immediately after the conclusion of the season. After a reasonable amount of time has been given, a student failing to return his/her uniform or replacement costs shall not be able to participate on any other school team until those needs have been met.

Requirements for Participation

Eligibility Requirements:

To participate in the athletic program at John Hardin High School, all student-athletes must be on grade level and comply with the standards set forth in the John Hardin Student Handbook and HCS Discipline Code as well as the regulations set forth in the KHSAA Bylaws. During each season, a weekly grade check will be conducted to ensure a competing student-athlete does not have any failing grades for that grading period. If a student-athlete is found to be failing more than one class, he/she will be suspended for that week or until the grades are passing. Weekly grade checks will be conducted on Wednesday and the period of ineligibility shall be from the start of school on Thursday through the following Wednesday evening.

Attendance:

Student-athletes must be in attendance at school (if school is in session) by 11:35 a.m. on days of athletic games and/or practices in order to be eligible to attend/participate. The Principal and/or Athletic Director must approve exceptions, such as court, doctor/dentist appointments, funerals, etc. Students placed in the In-School Detention (ISD), or out-of-school suspension (OSS) is not eligible to attend/participate while assigned to a restriction. Individual coaches may have more stringent expectations on attendance for their respective sport.

1) Physical Examination

A yearly physical examination is required. The physical form must be completed by the physician and submitted to the coach prior to participation. The examination is good for one calendar year from the date it was administered.

2) Emergency Medical Authorization

Each athlete's parent shall complete an Emergency Medical Authorization Form giving permission for treatment by a physician or hospital when the parent(s) are not available. The form will be kept by the coach for availability at all practices and contests.

3) Insurance

The school district carries a secondary insurance policy to cover student athletic injuries. Parents must possess a family plan or purchase school insurance.

4) Scholastic Eligibility

In order to participate on a John Hardin athletic team, each athlete must have satisfied all of the scholastic eligibility requirements prior to participation.

Varsity Letters

The varsity head coach is responsible for keeping accurate record of playing time and/or quarters of participation for purposes of determining awards. In order to receive a varsity letter, a student must be in grades 8-12 and meet the following requirements by sport:

Baseball

Dress for District Tournament.

Basketball

Boys: Participate in 1/3 of all varsity quarters.

Girls: Participate in 1/2 the Varsity games.

Cheerleading

Must complete the athletic season in good standing.

Cross Country

Golf

Boys/Girls: Play in one varsity match.

Soccer

Girls: Play ten minutes in at least 1/3 of the games.

Boys: Play in at least 1/2 of the games, or dress the post season.

Softball

Play 12 full innings.

Track

Wrestling

Must score a minimum of 15 team points.

Tennis

Play in four varsity matches and attend 90% of practices.

Volleyball

Make the Varsity team and play in one varsity contest.

Football

Bowling

Injured Athlete

If a student-athlete has a season-ending injury which keeps him/her from meeting normal lettering requirements, the varsity coach may grant the student-athlete a varsity letter if they attended all practices and contests for the remainder of the season following the injury, and (in the coach's professional opinion) would have met the standards for a varsity letter had the injury not occurred.

The Athletic Director may award a letter to a student athlete that makes a significant contribution to their team, yet does not meet the playing time criteria.

Athletic Codes of Conduct

Conduct of Athletes

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. The community, school administrators, and the coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. The welfare of the student is our major consideration and transcends any other consideration.

All athletes shall abide by a code of ethics which will earn them the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team, or the school will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, immorality or violations of law, tarnish the reputation of everyone associated with the athletic program and will not be tolerated.

PENALTIES FOR VIOLATION

Due to the serious nature of this rule, the coach involved, the athletic director, and the principal shall meet and determine the penalty according to the degree of the infraction.

Training Rules and Regulations

Medical research clearly substantiates the fact that use of tobacco, alcohol and any type of mood altering substances produces harmful effects of the human organism.

You cannot compromise athletic participation with substance abuses. The student who wishes to experiment with such substances should remove him/herself from the team before he jeopardizes team morale, team reputation, and team success and does physical harm to him/herself.

The surrounding community is concerned with the health habits of student-athletes and is convinced that athletics and the use of these substances are not compatible. It is also a

fact that when students have a strong interest to participate in athletics their desire to use these substances is greatly reduced.

Students have to decide if they want to be athletes. If you do wish to be an athlete, you must make the commitment to be a competitor. A big part of this price is following a simple set of training rules, which the department of athletics believes to be fair.

Use of Tobacco, Alcoholic Beverages, Drugs

Student athletes will refrain from the use of tobacco, alcoholic beverages and/or drugs throughout the year, not just during the season. The ingestion of any substance for the purpose of mood modification through consumption, smoking or inhalation contradicts the goals and philosophy of John Hardin High School athletic programs. Any deviation from accepted training rules suggests an unwillingness to behave in a responsible manner representative of your sport, John Hardin High School, and our community-at-large, and violations will be dealt with as stated in the Hardin County Student Code of Conduct.

In compliance with the Hardin County Student Code of Conduct, it is a behavioral violation for students to be under the influence or to use, possess, sell or transmit controlled substances, look-alikes, drug paraphernalia, or alcohol on the school premises or during a school related event.

PARENT/SPECTATOR ATHLETIC INTERFERENCE POLICY

The purpose of the John Hardin Parent/Spectator Athletic Interference Policy is to prevent parent/spectators from exhibiting offensive or threatening behavior toward anyone at John Hardin High School events. Persons coming onto District property shall be under the jurisdiction of the school system and the site administrator. Individuals who come onto District property or contact employees on school or District business are expected to behave in a civil manner and abide by District policy. Actions that are discouraged and may warrant further action include, but are not limited to:

1. Cursing or use of obscenities (including obscene clothing),
2. Disrupting or threatening to disrupt school or events operations,
3. Acting in an unsafe manner that could threaten the health or safety of themselves or others,
4. Verbal or written statements or gestures indicating intent to harm an individual or property,
5. Physical attacks (or threats of) intended to harm an individual or damage property.

Established rules and regulations to enforce the Athletic Interference Policy are set forth by this policy as follows:

FIRST OFFENSE- Removal from the event immediately. The school administration will review the incident within five (5) school days to determine if further action should be taken which may include being suspended from attending school activities for one (1) calendar year.

SECOND OFFENSE- Same process as **FIRST OFFENSE** but may result in permanent suspension from school activities/campus.

In the event a parent/spectator's behavior is such that it cannot be resolved in this manner, law enforcement will be notified and the situation will be handled by a court of law.

ACCIDENT INSURANCE MEMORANDUM

Dear Parent/Guardian: Below is information describing the accident insurance program. In the event you need to file a claim during the school year, please follow the Claim Procedure instructions.

BENEFITS

If accidental bodily injury occurs while practicing for or competing in athletics, and requires treatment within 30 days from the original date of the injury by a licensed Physician, Surgeon or Osteopath, Chiropractor or Podiatrist or treatment in a legally constituted hospital, the insurance company will pay the reasonable and customary expenses incurred for necessary medical, dental or hospital care provided within one year from the date of the injury up to the policy maximum amount for any one injury, which are not paid by other collectible insurance plans (SEE LIMITATIONS AND EXCLUSIONS BELOW).

CLAIM PROCEDURE

- 1) Present a claim to your own insurance company FIRST. After a settlement has been made with your insurance company, make certain all questions on the claim form are completed.
- 2) A. A school official must complete Part A on the claim form.
B. The parent or guardian must complete Part B and Part C on the claim form.
- 3) The attending Physician's statement must be completed by the doctor.
- 4) Attach all medical bills (doctors, hospitals, etc.) to the claim form.
- 5) Attach either proof of benefits paid by your insurance company or their letter of denial.
- 6) Mail completed claim form to: SCHOLASTIC INSURORS, INC., P.O. Box 3194, Johnson City, Tennessee 37601.

**NOTE: TREATMENT MUST COMMENCE WITHIN 30 DAYS.
SUBMIT A CLAIM TO COMPANY WITHIN 90 DAYS FROM DATE OF ACCIDENT.**

LIMITATIONS

- 1) Hospital Room and Board (semi-private room rate) – Inpatient hospital miscellaneous charges (\$5,000 maximum).
- 2) Outpatient hospital charges – Non-surgical (\$1,000 maximum)/Surgical (\$4,000 maximum).
- 3) Physician's surgery/ fracture care fees (U&C*). Physician's non-surgical visits or consultations (U&C*)
- 4) Physical Therapy (\$40/visit - \$400 maximum).
- 5) Dental (\$400 per tooth).
- 6) Ambulance (one ground trip paid in full per injury).
- 7) Motor Vehicle (\$500 per injury).
- 8) Orthopedic Appliance (\$500 maximum).
- 9) Diagnostic x-rays, MRI's, CAT Scans (\$500 per injury).

*Note: "U&C" means usual and customary.

PLEASE READ CAREFULLY

The accident insurance plan has been designed to provide maximum benefits at a minimum premium. It will only consider medical expenses not payable from other family insurance plans, such as deductibles and items, which may not be covered by the family policy. You must indicate on this form and the form when submitting a claim the name of your personal insurance company before benefits can be paid by the insurance plan. Failure to provide complete claim information will prolong payment of allowable benefits.

Thank you for your cooperation with this program. Please complete below and return to the school. Retain top portion for future reference.
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**ALL FORMS
TO BE
RETURNED
TO COACH
PRIOR
TO
PARTICIPATION**

John Hardin High School Student Athlete Handbook

_____ and _____
(Parent/Guardian name) (Student's name)

have read and agree to the John Hardin High School Student Athlete Handbook.

Parent or Guardian Signature

Date

Student Signature

Date

AUTHORIZATION FOR RELEASE OF STUDENT'S HEALTH INFORMATION

As (please specify) parent/guardian of _____ ("the Student"), a student at John Hardin High School in Radcliff, Kentucky, who desires to participate in the following extracurricular athletic program(s) of the School:

(Circle all that apply)

Baseball	Football	Tennis
Basketball	Golf	Track & Field
Bowling	Soccer	Volleyball
Cheerleading	Softball	Wrestling
Cross Country	Swimming	

I understand that in the course of competing in the Program or Program-sponsored events the Student may require attention or assistance from an athletic trainer or physical therapist for illness or injury incurred while participating in such Program-sponsored sporting events. I understand the School has arranged for Hardin Memorial Hospital to provide such attention and assistance during certain Program-sponsored events. I, the undersigned, hereby authorize Hardin Memorial Hospital to release all medical information about the Student obtained in the course of providing athletic training attention or assistance during Program-sponsored events to the Hardin County Board of Education, School, and its representatives including, but not limited to, coaches, for the purpose of making determinations regarding the continued participation of the Student in the Program or Program-sponsored sporting events and ongoing monitoring of the Student's medical condition.

I understand I have the right to revoke this authorization at any time except to the extent Hardin Memorial Hospital has already acted as a result of this authorization. I further understand that any revocation must be provided in writing to Hardin Memorial Hospital.

I also understand that when information is used or disclosed based on this authorization, the information may be re-disclosed by the recipient and no longer protected by the Standards for the Privacy of Individually Identifiable Health Information.

This authorization shall expire at the end of the Program's season(s).

I understand I have the right to refuse to sign this authorization.

Student's Name

Street/Box Number

Student's Date of Birth

City, State, Zip Code

Student's Signature (required if
student is 18 or over or will turn 18
before season ends)

Student's Telephone Number

Name of Parent or Guardian

Date

Signature of Parent or Guardian

Relationship to Student (Parent, Guardian, etc.)

Drug Testing Consent Form

All student athletic participants and at least one parent or legal guardian are to sign the following:

THE UNDERSIGNED STUDENT ATHLETE, CHEERLEADER OR TEAM MANAGER AND THE STUDENT'S PARENT OR LEGAL GUARDIAN HEREBY ACKNOWLEDGE THAT THEY HAVE READ AND UNDERSTAND THE FOREGOING POLICY AND AGREE TO BE BOUND BY THE TERMS AND CONDITIONS CONTAINED IN THE POLICY. THE UNDERSIGNED HEREBY PERMIT THE AGENCY AS DETERMINED BY THE HCBE TO PERFORM DRUG TESTING OF THE STUDENT'S URINE AND TO RELEASE THE RESULTS TO THE TITLE IV COORDINATOR. POSITIVE RESULTS WILL BE RELEASED TO THE PRINCIPAL AND TO ALL ATHLETIC COACHES OF TEAMS FOR WHICH THE STUDENT PARTICIPATES OR TRIES OUT. THE STUDENT'S PARENT(S) OR LEGAL GUARDIAN(S) WILL ALSO BE NOTIFIED.

Print student name

School

Student signature

Grade

_____-_____-_____
Social Security Number

Date Signed

Print parent or guardian signature

Parent or guardian signature

Date signed

JOHN HARDIN HIGH SCHOOL
IMPACT TEST
CONSENT FOR COGNITIVE TESTING and RELEASE OF
INFORMATION

I give my permission for (name of child) _____

(child's date of birth) _____

to have a pre/post-concussion ImPACT (Immediate Post-concussion Assessment and Cognitive Testing) administered at John Hardin High School. Post test will only be administered in the case of a concussion. I understand my child may need to be post tested more than once, depending upon the results of the test, as compared to my child's baseline test, which is on file at John Hardin High School. I understand there is no charge for the testing.

John Hardin High School may release the ImPACT (Immediate Post-concussion Assessment and Cognitive Testing) results to my child's primary care physician, neurologist, or other treating physician, as indicated below.

I understand general information about the test data may be provided to my child's guidance counselor and teachers for the purpose of providing temporary academic modifications, if necessary.

Name of parent or guardian: _____

Signature of parent or guardian: _____

Date: _____

PLEASE PRINT THE FOLLOWING INFORMATION:

Name of student's doctor: _____

Name of doctor's practice or group: _____

Doctor's phone number: _____

Student's home address: _____

Parent or guardian phone numbers (please indicate preferred contact number and time, if necessary):

Home: _____ Work: _____ Cell: _____

ACCIDENT INSURANCE MEMORANDUM – Signature Page

To: JOHN HARDIN HIGH SCHOOL

As parent or guardian of _____, I have read the Accident Insurance Memorandum and agree to the provisions of the insurance plan.

My family or group insurance coverage is with:

Insurance Company(s)

The student participates in the following sport(s):

Signed: _____
Parent or Guardian