



STUDENT ATHLETIC HANDBOOK

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I WELCOME

Welcome! Participation on an athletic team can be a rewarding and meaningful educational experience that enhances a child's secondary education. It is important that students realize the time demands, responsibility, dedication and sacrifices required when making this kind of commitment. The following information defines the interscholastic policies and procedures for all students participating in the Coweta Public Schools athletic programs. The Athletic Department hopes this handbook provides parents and students with a better understanding of our philosophy, goals and policies. Please refer to the following information when a question about your child's athletic experience arises.

II EXPECTATIONS OF ATHLETES

Participation in the athletic program is a **privilege** which carries with it varying degrees of responsibility, recognition, and reward. Participating student athletes represent their school and other members of the student body, and it is their duty to conduct themselves in a manner that is positive for themselves, their families, their school and their community.

Contestants' conduct, in and out of school and season, shall be such as

- (1) not to reflect discredit upon their school, team, or family, and
- (2) not to create a disruptive influence on the discipline, order, moral, or educational environment of the Coweta Public Schools.

III General Rules for Athletics

1. The Coweta Student Handbook rules are in effect during athletic activities, whether those are during or outside of the school day, at Coweta or on away trips. Coaches in each sport may have additional information which will be outlined in their individual sport student/parent meeting, handbook, or syllabus.

2. Tryouts- Choosing the members of the various athletic teams is the responsibility of the head coach. Each head coach will determine if a tryout is needed for their sport. The need for tryouts can vary from year to year, sport to sport. The head coach will make the recommendation with approval from the athletic director.

Before tryouts begin, coaches will provide team information to all candidates as well as the parents or guardians at the team meeting. The length of tryout period, objectives used to select the members of the team, criteria involved in selection of team members, an explanation of commitment necessary to be a member of the team, are items that will be shared with those wishing to be a part of the team.

3. Quitting a sport: Athletics at Coweta is a class and part of the school day. Any athlete that wishes to quit a sport needs to understand that they may be given an “F” for the class and receive no credit.

a. A student wishing to quit or drop a sport must get an athletic withdrawal form from a counselor and meet with and get signatures from all required parties on the form.

b. A student who quits a sport while the sport is in season will not be allowed to move to another sport except by mutual agreement of both coaches.

4. Academic Eligibility: All athletes are subject to the eligibility requirements of both the Oklahoma Secondary Schools Activity Association (OSSAA) and the Coweta School District. Scholastic eligibility for students will be checked after three weeks of a semester and each succeeding week thereafter. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked. If a student is not passing all subjects enrolled in on the day of the grade check, he/she will be placed on probation for the next one-week period. If a student is still failing one or more classes, he/she will not be eligible to participate during the next one-week period. The ineligibility periods will begin on Monday and end on Sunday. A student who has lost eligibility under this provision must be passing without an F in any class in order to regain eligibility. A student

regains eligibility under this policy with the first class of the new one week period (Monday through Sunday).

5. Attendance: Athletes must attend a minimum of four of their classes to compete in an activity on the same day. (Any exceptions such as personal emergencies must be approved by the principal or their designee.)

a. As required by the OSSAA, a 90% attendance rate must be maintained for eligibility.

b. Unexcused absences or habitual absences from practices or games may result in dismissal from the team.

IV Additional OSSAA Policies

Coweta Public Schools is a member of the Oklahoma Secondary Schools Activities Association (O.S.S.A.A.) and responsibility of this membership is delegated to the HS principal or superintendent as the voting delegate. The O.S.S.A.A. rules govern eligibility in all cases; however, the policies and rules of the Coweta Public School District supplement those of the Activities Association. The rules of the O.S.S.A.A. can be found on their website www.ossaa.com. (This website is also available to get forms such as the physical and medical consent form, the new student form and many other forms and important information.)

AGE:

Any student who reaches his/her nineteenth birthday before September 1 will not be eligible for athletic competition. Any student who reaches his/her sixteenth birthday before September 1 will not be eligible if enrolled in a regular three-year junior high school. Any student who reaches his/her fifteenth birthday before September 1 will not be eligible for the eighth grade or below. Any student who reaches his/her fourteenth birthday before September 1 will not be eligible for

the seventh grade or below. Non-athletics: Any student who reaches his twenty-first birthday before September 1 will not be eligible

Physicals: Every student-athlete must have a current physical and medical consent form for each year of participation. The proper form to have filled out by a physician is the "OSSAA Physical examination and parental consent form" and is available to download from the OSSAA website listed above. Physicals are to be given on or after May 1 for the next school years participation. The physicals will be kept on file in the Athletic Director's Secretary's office. Athletes are required to provide their own insurance, or parents must sign a waiver.

New Students: Every new student to the Coweta Public School District from grades 7-12, needs to fill out the OSSAA New Student Form when they enroll. From these questions it will be determined if the new student is immediately eligible in accordance with OSSAA rules, if the student will have to sit out for one year, or if there is sufficient criteria for a hardship to be requested. New students that enroll after the first day of school must sit out a minimum of 15 calendar days before they will be able to compete even if they are eligible in all other respects.

V Hazing Prohibited

Hazing constitutes unethical and unacceptable conduct that will not be tolerated in Coweta Public Schools. To that end the district adopts the following policy prohibiting hazing. "Hazing" means any activity which recklessly or intentionally endangers the physical or mental health or safety of a student, required as a condition of membership in an organization, regardless of willing participation, including but not limited to physical brutality such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of food, alcohol, drugs, or other substances, and activities which would induce extreme mental stress such as prolonged sleep deprivation, prolonged isolation, and conduct which could cause extreme embarrassment or humiliation. Endangering the physical health shall include, but not be limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, alcoholic beverage, low-point beer,

drug, controlled dangerous substance, or other substance, or any other forced physical activity which could adversely affect the physical health or safety of the individual. Endangering the mental health shall include, but not be limited to, any activity except those authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could adversely affect the mental health or dignity of the individual. No organization having student members which is sponsored by the district or which is permitted to hold meetings or other events on district property (a “Student Organization”) and no student member of a Student Organization shall engage or participate in or directly or indirectly condition membership on participation in or submission to a hazing activity. Students violating these prohibitions shall be subject to disciplinary measures which may include not participating in extra-curricular activities, suspension, and shall, when appropriate, be referred to local law enforcement authorities for prosecution. Student Organizations which violate these prohibitions shall forfeit all rights, privileges, and recognition from the district for a length of time determined by the board of education, and shall be referred to local law enforcement authorities for prosecution. Hazing will be dealt with as outlined in the Code of Student Conduct. School employees who are linked to hazing shall be subject to discipline – including dismissal or non-renewal.

VI Equipment and Facilities

1. Students are responsible for all school equipment that is checked out to them and will need to pay for lost equipment or equipment that is damaged beyond the extent of “normal wear and tear”.
2. In most of our sports, parents or students may be expected to take care of washing and cleaning of athletic clothing. Coaches will instruct students as to whose responsibility this will be and emphasize the proper care of uniforms.
3. It is the athlete’s responsibility to “daily” take home practice clothing to be cleaned. Personal hygiene is of the utmost importance.

4. Athletes should keep their locker area clean. Clothing and equipment should always be put in lockers when possible and the lockers should be locked. The school will not be responsible for lost or stolen items. Take pride in keeping your locker rooms and other facilities neat and clean.

5. Weight room: Athletes are not permitted to work out in the weight room unless supervised by a staff member. Everyone has a responsibility to practice good hygiene in the weight room. Shirts must be worn when using equipment and benches should be wiped regularly. All weight should be properly racked or put in its proper place after use.

VII Team Travel

Team members will travel to and from athletic contests on school provided transportation. Athletes may return with their parents if the parents make arrangements with the coach. A signed note from the parent must be given to the coach. Students will only be allowed to leave when a parent has contacted the coach in person following the event.

Athletes should keep the bus as clean as possible. Coaches will expect them to pick up around their seats, close windows, and help sweep bus and throw away trash as necessary.

Athletes should pick up around dressing rooms, bleachers, showers, or other team areas before leaving the opponent's facility. There should be an effort to leave the team area better than you originally found it.

VIII Playing Time

There is no guarantee of playing time on the high school level. This MUST be understood by both the player and parents. IF a player has a question about playing time they may ask a coach about it during a free moment at practice, or after the conclusion of practice. Under no circumstance should playing time be discussed with a coach before or after a game. If this becomes a problem then the player will be subject to removal from the team by the Head Coach or Athletic Director.

VIII CONFLICTS BETWEEN ACTIVITIES

Students participating in two or more school-sponsored activities will have conflicts from time to time with contests scheduled at the same time. We will follow the following policies to settle those conflicts:

- a. Conference, district, or state contests will prevail in all conflicts and the two sponsors shall get together to work this out.
- b. If there is a conflict in the above policy, the Athletic Director, the Principal, and the student will try to come to an agreement (that would be in the best interest of the student involved) acceptable to all. If an agreement cannot be reached, the student must make the decision and the student must not be penalized in any manner for the choice made.
- c. A contest shall always take precedence over a practice, performance, or meeting.

X Parent • Athlete • Coach COMMUNICATION GUIDE

Parent & Coach Relationship: Children are best served in their athletic experiences by understanding and respecting the position of both coaches and parents. Clear communication between athletes, coaches and parents is an important element in any athletic program.

COMMUNICATION ATHLETES AND PARENTS SHOULD EXPECT FROM THE COACH

- Expectations that the coach has for the team and your child for the season
- Philosophy of the Coach
- Team Selection Process

- Team Rules and guidelines and consequences for infractions
- Times and locations of practices and games
- Injury procedures
- Lettering and awards policies for athletics

COMMUNICATIONS THAT COACHES EXPECT FROM PARENTS:

- Concerns expressed directly to the coach
- Notification of any injury or illness in a timely manner
- Notification of any scheduling conflicts well in advance

As a student athlete at Coweta Public Schools your child may experience some of the most rewarding moments of his/her life. It is also important to understand that things may not always go as your child expects. At these times discussion with the coach by the student athlete is encouraged. This is an important first step to a mutual understanding.

APPROPRIATE CONCERNS TO DISCUSS WITH THE COACH:

1. The coach's interaction with your child
2. Any concerns about your child's interaction with others
3. Ways to help your child improve athletically

The primary role of every Coweta coach is that of an educator. As a parent, it is sometimes difficult to accept that your child is not playing as much as you wish. Coaches make decisions on what is in the best interest of all student-athletes in their programs. Certain concerns such as those previously listed are appropriate to discuss with your child's coach. Other areas, such as those listed below, must be left to the **discretion of the coach.**

- Team strategy
- Playing time

- Play calling
- Other student-athletes

Conference Meeting

Conferences are generally best resolved at the lowest level, that between the player and the coach. Such conferences are encouraged. When a parent-coach conference is necessary, please follow the procedure outlined below.

WHEN YOU HAVE A CONCERN TO DISCUSS WITH A COACH – PLEASE USE THE FOLLOWING PROCEDURE:

1. If the coach-athlete conference does not resolve the situation, please call the main number at the school and ask for the coach's extension. You may also access their email through the district web site or get it from the front office. Please only use email to set up the conference and not in place of the conference.
2. Request a time to meet with the coach.
3. If the coach cannot be reached, call the District Athletic Director and request that a meeting be arranged between the parent and coach.
4. Please do not attempt to conference a coach before or after a contest or practice. These can be emotional times for the parent, athlete, and the coach. Meetings of this nature usually do not promote positive relations.

THE NEXT STEP:

What can a parent do if the meeting with the coach does not provide a satisfactory resolution?

1. Call the District Athletic Director to discuss the situation.
2. Call the Principal and schedule a meeting to discuss the situation.

3. Final step would be with the Superintendent of Schools.

(Please do not call the members of the school board as you will be re-directed to the above process.)

PARENT CODE OF CONDUCT:

- Be realistic about your child's athletic ability.
- Help your child set realistic goals
- Be an encourager at home and in the stands by emphasizing "improved performance", not winning
- Don't relive your own athletic past through your child.
- Control your emotions at games and events.
- Respect your child's coaches, communicate with them in a positive way and encourage others to do the same.
- Be a positive role model
- Be responsible, sensible, and keep your priorities in order. Much more is at stake than a win or loss.

XI SOCIAL NETWORK POLICY FOR STUDENT-ATHLETES

Coweta Public Schools supports and encourages its student-athletes' rights to freedom of speech, expression, and association including the use of social networks. Nevertheless, as representatives of the school, student-athletes are held in high regard and are seen as role models in the community. Playing and competing for Coweta Public Schools is a privilege not a right. As leaders we have

the responsibility to portray our team, our school and ourselves in a positive manner at all times. Therefore, our athletes are under the same guidelines that are found in our acceptable use policy.

ACCEPTABLE USE-STUDENTS: Students agree to access material in furtherance of educational goals or for personal leisure and recreational use which does not otherwise violate this policy. No student may make an electronic or digital communication which disrupts the education environment- even if that communication is made outside of school or on personal equipment. Types of electronic or digital communications which can disrupt the educational environment include but are not limited to:

- *Sexting

- *Harassing, intimidating, threatening or bullying posts, tweets, blogs, images, texts, etc.

- * Distributing pictures, recordings or information which is harmful or embarrassing

Students who engage in electronic or digital communications which disrupt the education environment are subject to disciplinary action, including suspension from school. Depending on the nature of the electronic or digital communication, students may be subject to civil and criminal penalties.

Students will be held responsible for their action. Ignorance of these regulations and policies does not excuse student athletes from adhering to them.

Student-athletes may not be aware that third parties including the media, faculty, potential employers, college administrators, OSSAA and NCAA officials, law enforcement officials, can easily access their profiles and view all personal information. This includes all pictures, videos, comments and posters.

Inappropriate material found by third parties affects the perception of the student, the student's family, the athletic department and the district. Coweta student-athletes are expected to post only information and images that

appropriately represent themselves, their families, the district, and the community of Coweta.

The following are guidelines the student-athlete is expected to follow:

1. You should not post any information, photos, comments, videos or other items online that would embarrass or reflect negatively on you, your family, your team, or Coweta Public Schools.
2. For your safety and privacy, you should not post your home address, local address, phone number(s), date of birth, team travel arrangements, team hotel and restaurants, or other personal information including whereabouts at any given time or place. This will minimize the potential of being stalked, assaulted, or the victim of other criminal activity.
3. What you post may affect your future. Many employers and college admissions officers review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments and posters).
4. Be mindful that internet postings that show images or language reflecting sexual misconduct, underage drinking, violence, hazing, use of illegal drugs or controlled substances may affect your status as an athlete representing Coweta.
5. Be aware that the department of athletics may monitor the internet sites for the sole purpose of determining whether you are in compliance.
6. Derogatory language or remarks about teammates, coaches, or teachers from Coweta High School or any other school is unacceptable and will not be tolerated.
7. Demeaning statements or physical/emotional threats to another person is unacceptable behavior. (This is known as cyber-bullying and is against the law).

Violations for the stated guidelines and expectations could result though not limited to the following:

1. Meeting with student, parents, coach, and athletic director.
2. Loss of athletic privileges or game suspensions as deemed appropriate.
3. Dismissal from the team.
4. Complete removal from athletics altogether.

For Your Safety, please remember to keep the following recommendations in mind as you participate in social networking websites:

- a) Set your security settings so that only your friends can view your profile.
- b) You should not post your email, home address, local address, telephone number(s), or other personal information as it could lead to unwanted attention, stalking, identity theft, etc.
- c) Be aware of who you add as a friend to your site – many people are looking to take advantage of student-athletes or to seek connection with student-athletes.
- d) Consider how the above behaviors can be reflected in all Facebook applications.

If you are ever in doubt of the appropriateness of your online public material, consider whether it upholds and positively reflects your own values and ethics as well as the athletics department and that of Coweta Public Schools. Remember, always present a positive image and don't do anything to embarrass yourself, the team, your family or the school. Always present a positive image and don't do anything to embarrass yourself, the team, your family or the school.

XII The Athlete and the NCAA

The following is a summary by grade for athletes who are interested in competing at NCAA Division I and II schools. There are two important links that anyone can access over the internet: www.ncaa.org and www.ncaaclearinghouse.net. It is highly recommended to go to the above links and take some time to look through the sites.

Students and their parents can download the “Guide for the College-Bound Student Athlete”. This guide is very thorough and will help high school athletes prepare for meeting the requirements to play at NCAA Division I and II schools. Also included within this guide are worksheets that will help you compute and plan your high school schedule to meet the core requirements to play in the NCAA.

Middle School: It is important to note that any class taken at the middle school for high school credit “WILL NOT” be counted towards meeting NCAA eligibility requirements.

9th – 11th grades: This is where the worksheets for Division I and Division II come into importance. The most important thing to do your freshman year is to begin a course of study that will enable you to meet the NCAA core requirements. This can be determined by completing the worksheets described above. Two other important things to keep in mind are your GPA and planning on when you will take the ACT and /or SAT tests, as these are all important components in determining eligibility for the NCAA. “You should also go online and find out which courses at our high school are considered as core courses for eligibility.”

11th grade: After the completion of your junior year, go online and register with the NCAA clearinghouse at the site listed above. Student athletes will be assigned a PIN number once you have registered and the school will be asked to send official transcripts at different times so they can determine if you are on course for qualifying.

12th grade: Make sure that you have registered with the clearinghouse as mentioned above and send in your transcripts as requested. Keep tracking your

core course requirements, GPA, and make sure your ACT or SAT score is in the acceptable range by taking it as many times as needed.

XIII HEAT ILLNESS

Dehydration Symptoms: thirst-fatigue-irritability-loss of performance- muscle cramps-nausea-vomiting

Do this:

-Rehydrate

-Stop activity and massage cramped muscles if necessary

Heat Exhaustion Symptoms: dizziness-rapid pulse- head ache-weakness-cold clammy skin-nausea-vomiting

Do this:

Replace fluids, rehydration is critical. Rest in a cool, shaded area until all symptoms have passed

If dizziness continues, lie down with your legs elevated to promote circulation and seek appropriate medical attention.

Heat Stroke Symptoms: dangerously high temperature-confused or disoriented-irrational behavior-drowsiness-hot dry skin-nausea

Do this:

Get out of the heat and seek immediate medical treatment. Heat stroke is an emergency that calls for fast cooling with ice baths or any other means available.

The above symptoms of dehydration, heat exhaustion, and heat stroke are not additive, which means an athlete could experience heat stroke in the absence of

other symptoms. Seek immediate medical assistance at the first signs of serious or unusual symptoms.

XIII CONCUSSION/HEAD INJURY FACT SHEET STUDENT-ATHLETES

WHAT IS A CONCUSSION?

- A concussion is a brain injury
- Is caused by a bump or blow to the head
- Can change the way your brain normally works
- Can occur during practice or games in any sport
- Can happen even if you have not been knocked out
- Can be serious even if you have just been “dinged”

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy or groggy
- Concentration or memory problems
- Confusion

- Does not “feel right”

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

- Tell your coaches or parents. Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach if one of your teammates may have a concussion.
- Get a medical checkup. A doctor or health care professional can tell you if you have a concussion and when you are OK to return to play.
- Give yourself time to get better. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Additional concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

HOW CAN I PREVENT A CONCUSSION?

- Follow your coach’s rules for safety and the rules of the sport.
- Practice good sportsmanship
- Use the proper equipment, including personal protective equipment (such as helmets, padding, shin guards and eye and mouth guards --- IN ORDER FOR EQUIPMENT TO PROTECT YOU, it must be the right equipment for the game, position and activity; it must be worn correctly and used every time you play.)

Concussion and Head Injury Acknowledgement Sheet

In compliance with Oklahoma Statue Section 24-155 of Title 70, this acknowledgement form is to confirm that you have read and understand the Concussion Fact Sheet provided to you by the school district related to potential concussions and head injuries occurring during participation in athletics.

I, _____ (please print student's name) as a student athlete who participates in athletics and

I, _____ (please print parent/guardians name) as the parent/legal guardian have read the information material provided to us by the school district related to concussions and head injuries occurring during participation in athletics programs and understand the content and warnings.

Please indicate if you have been diagnosed with a concussion or head injury, or withheld from any type of athletic participation over the last three years due to a head injury.

_____ No, I have not had a concussion over the past three years

_____ Yes, I have had one or more concussions in the past three years

If yes, please indicate date, or dates, of each concussion from the last 3 years:

Were you cleared by a doctor to resume participation?

An athlete who has been removed from participation may not participate until they have been evaluated by a licensed health care provider (M.D. or D.O.) trained in the evaluation and management of concussion and receives written clearance to return to participation from that health care provider.

Signature of Student-Athlete _____ Date _____

Signature of Parent/Legal Guardian _____ Date _____

XV EXTRACURRICULAR ACTIVITIES STUDENT ALCOHOL AND DRUG TESTING

The board of education, in order to protect the health and safety of students participating in extracurricular activities and to educate and direct students participating in extracurricular activities away from drug and alcohol use and abuse, thereby setting an example for all other students of the district, adopts the following policy for testing of students participating in extracurricular activities for the use of illegal drugs, alcohol and performance enhancing drugs.

Statement of Purpose and Intent

1. It is the desire of the board, administration and staff that every student in the district refrain from using or possessing alcohol and illegal or performance enhancing drugs. Notwithstanding this desire, the administration and board of education realize that their power to restrict the possession or use of alcohol and illegal or performance enhancing drugs is limited. Therefore, except as provided below, the sanctions of this policy relate solely to limiting the opportunity of any student determined to be in violation of this policy to participate in extracurricular activities. This policy is intended to supplement and complement all other policies, rules and regulations of the school district regarding possession or use of alcohol and illegal or performance enhancing drugs.
2. Participation in school-sponsored extracurricular activities at the school district is a privilege, not a right. Students who participate in these activities are respected by the student body and are expected to conduct themselves as good examples of behavior, sportsmanship and training. Accordingly, students who participate in extracurricular activities carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible example of conduct, which includes avoiding the use or possession of alcohol and illegal or performance enhancing drugs.
3. The purpose of this policy is to prevent alcohol and illegal or performance enhancing drug use, to educate students who participate in extracurricular activities as to the serious physical, mental and emotional harm caused by alcohol and illegal or performance enhancing drug use, to alert students participating in

extracurricular activities who have possible substance abuse problems to the potential harms of use, to prevent injury, illness and harm as a result of alcohol and illegal or performance enhancing drug use, and to strive within the school district for an environment free of alcohol and illegal or performance enhancing drug possession and use. This policy is not intended to be disciplinary or punitive in nature. The sanctions of this policy relate solely to limiting the opportunity of any student who participates in extracurricular activities and who is found to be in violation of the policy to participate in extracurricular activities. There will be no academic sanction solely for a violation of this policy. Notwithstanding the foregoing, a student may be disciplined, including suspended out of school, if a violation of this policy also results in a violation of the school district's student behavior policy.

Definitions

- Extracurricular - means any school district sponsored team, club, organization or activity in which student participation is not required as a part of the school district curriculum and in which students represent the school district in competitions sanctioned by the Oklahoma Secondary Schools Activities Association.
- Student extracurricular activities participant - means any student participating in any competitive extracurricular activity.
- Student Athlete - means a 6th-12th grade member of any school district sponsored interscholastic sports team, including athletes and cheerleaders.
- Coach/Sponsor - means any person employed by the school district to coach athletic teams of the school district, to act as a sponsor or coach of a cheerleader team of the school district, or to serve as sponsor for any other extracurricular activity.
- Athletics and athletic activity - means participation by a student athlete on any athletic team or cheerleader team sponsored by the school district.

- In-season - means anytime during the day, night, weekends or holidays, including all time in and away from school during the entire school year for all student extracurricular activities participants.
- Alcohol - means ethyl alcohol or ethanol and any alcoholic beverage and includes “low-point beer” as defined by Oklahoma law.
- Illegal drugs - means any substance which an individual may not sell, possess, use, distribute or purchase under either federal or Oklahoma law. "Illegal drugs" includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization and all prescribed and over-the-counter drugs being used for an abusive purpose, and paraphernalia to use such drugs.
- Performance enhancing drugs - include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term “performance enhancing drugs” does not include dietary or nutritional supplements such as vitamins, minerals and proteins which can be lawfully purchased in over-the-counter transactions.
- Drug or alcohol use test - means a chemical test administered for the purpose of determining the presence or absence of alcohol or illegal or performance enhancing chemical substances or their metabolites in a student’s blood, bodily tissue, fluids, products, urine, breath or hair.
- Random selection basis - means a mechanism for selecting student extracurricular activities participants for drug and/or alcohol use testing that:
 - results in an equal probability that any student extracurricular activity participant from a group of student extracurricular activity participants subject to the selection mechanism will be selected, and does not give the school district discretion to waive the selection of any student extracurricular activity participant selected under the mechanism.
- Positive - when referring to an alcohol or drug use test administered under this policy means a toxicological test result which is considered to demonstrate the

presence of alcohol or an illegal or a performance enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug or alcohol use test.

- Reasonable suspicion - means a suspicion based on specific personal observations concerning the appearance, speech or behavior of a student extracurricular activity participants and reasonable inferences drawn from those observations in the light of experience. Information provided by a reliable source, if based on personal knowledge, shall constitute reasonable suspicion. In the context of performance enhancing drugs, reasonable suspicion specifically includes unusual increases in size, strength, weight or other athletic abilities.
- Games/competitions - mean regular season, tournament and playoff games/competitions and do not include practice games and scrimmages.

Participation and Procedures

1. Alcohol and illegal or performance enhancing drug possession or use is incompatible with participation in extracurricular activities on behalf of the school district. For the safety, health and well-being of the student extracurricular activity participants of OSSAA sanctioned extracurricular activities in the school district, the school district has adopted this policy for use by all participating students at the 6th-12th grade level. Any student found to be in possession of, or having used alcohol or illegal or performance enhancing drugs, either by observation or drug or alcohol use test, will be considered to have violated this policy.

2. Each student that participates in an OSSAA sanctioned extracurricular activity shall be provided with a copy of this policy and the “Student Extracurricular Activity Participant Alcohol and Illegal or Performance Enhancing Drugs Contract (the “Contract”) which shall be read, signed and dated by the student, parent or custodial guardian and a coach/sponsor before such student shall be eligible to practice or participate in any extracurricular activity. No student shall be allowed to practice or participate in any OSSAA sanctioned extracurricular activity unless the student has returned the properly signed Contract.

3. The athletic director and applicable coach/sponsor shall be responsible for determining whether a violation of this policy has occurred when an observation of possession or use of alcohol or illegal drug by a student extracurricular activity participant has been reported, or a positive test has been detected by the lab. If a violation of the policy is determined to have occurred by a student extracurricular activities participant the Athletic Director will contact the student, the coach/sponsor, and the parent or custodial guardian of the student and schedule a conference. At the conference, the violation of the policy will be described and the restrictions explained.

4. Extracurricular Activities Participant Alcohol and Illegal or Performance Enhancing Drugs Contract will utilize testing via a urine sample:

A. for student athletes, as part of the annual physical examination, and for all other student extracurricular activity participants, either (i) prior to the start of the season for the extracurricular activity in which a student extracurricular activities participant competes, or (ii) if the extracurricular activity has no established season, within one week after the first day of classes at the beginning of the school year;

B. as chosen by the random selection basis; and

C. at any time a student extracurricular activities participant is requested by the principal or athletic director or by the sponsor or coach, based on reasonable suspicion, to be tested for alcohol and illegal or performance enhancing drugs.

5. All student extracurricular activities participants will be required to sign the Extracurricular Activities Participant Alcohol and Illegal or Performance Enhancing Drugs Contract and shall be required to provide a urine sample for drug use testing for illegal drugs as part of the annual physical examination for student athletes. This must be completed prior to the start of the season for the extracurricular activity in which a student extracurricular activities participant competes, or, if the extracurricular activity has no established season, within one week after the first day of classes at the beginning of the school year. Student athletes who have physical examinations performed by their personal physicians

must nonetheless sign the Extracurricular Activities Participant Alcohol and Illegal or Performance Enhancing Drugs Contract and comply with all policy requirements.

6. Drug and/or alcohol use testing for student extracurricular activities participants will also be chosen on a random selection basis weekly from a list of all in-season student participants. The school district will determine a weekly number of student names to be drawn at random to provide a urine sample for drug and/or alcohol use testing for alcohol and/or illegal or performance enhancing drugs.

7. In addition to the drug and alcohol use tests required by paragraphs 4, 5 and 6, any student extracurricular activities participant may be required to submit to a drug and/or alcohol use test for alcohol or illegal or performance enhancing drugs or the metabolites thereof at any time upon reasonable suspicion.

8. The school district will set a fee charge to be collected from each student when the Contract is signed and returned to the coach or sponsor.

9. Any alcohol or drug use test required by the school district under the terms of this policy will be administered by or at the direction of a professional laboratory chosen by the school district using scientifically validated toxicological methods. The professional laboratory shall be required to have detailed written specifications to assure chain of custody of the specimens, proper laboratory control and scientific testing.

10. All aspects of the alcohol or drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student extracurricular activities participants to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility behind a closed stall. The principal or athletic director shall designate a sponsor or coach or other adult person of the same sex as the student to accompany the student to a restroom or other private facility behind a closed stall. The monitor shall not observe the student while the

specimen is being produced, but the monitor shall be present outside the stall to listen for the normal sounds of urination in order to guard against tampered specimens and to insure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform the principal or athletic director who will then determine if a new sample should be obtained. If a student is determined to have tampered with any specimen or otherwise engaged in any conduct that disrupts the testing process of any student, then the student will be deemed to have committed a second offense under this policy and the sanctions for a second offense will be imposed. The monitor shall give each student a form on which the student may list any medications he/she has taken or any other legitimate reasons for having been in contact with illegal drugs or performance enhancing drugs in the preceding thirty (30) days. The medication list may be submitted to the lab in a sealed and confidential envelope.

11. If an initial drug use test is positive, the initial test result will be subject to confirmation by a second and different test of the same specimen. The second test will use an equivalent scientifically accepted method of equal or greater accuracy. A specimen shall not be reported positive unless the second test is positive for the presence of an illegal drug or performance enhancing drug or the metabolites thereof. If an initial alcohol use test is positive for the presence of alcohol, the initial test result will be subject to confirmation by a second test using any scientifically accepted method. The unused portion, if any, of a specimen that tested positive for alcohol or illegal or performance enhancing drugs shall be preserved by the laboratory for a period of six (6) months.

12. If the alcohol or drug use test for any student extracurricular activities participant has a positive result, the laboratory will contact the athletic director with the results. In the case of student extracurricular activities participants who are not athletes, the principal will contact the student, the sponsor, and the parent or custodial guardian of the student and schedule a conference. In the case of student athletes, the athletic director will contact the student, the

sponsor or head coach, and the parent or custodial guardian of the student and schedule a conference. At the conference, the principal or the athletic director will solicit any explanation for the positive result and ask for doctor prescriptions of any drugs that the student was taking that might have affected the outcome of the alcohol or drug use test. If the student and his/her parent or custodial guardian desire another test of the remaining portion, if any, of the specimen, or athletic director will arrange for another test at the same laboratory or at another laboratory agreeable to the athletic director. Any such re-test shall be at the expense of the student and his/her parent or custodial guardian.

13. If the student extracurricular activities participant asserts that the positive test results are caused by other than consumption of alcohol or an illegal or performance enhancing drug by the student, then the student will be given an opportunity to present evidence of such to the athletic director. The school district will rely on the opinion of the original laboratory that performed the test in determining whether the positive test result was produced by other than consumption of alcohol or an illegal or performance enhancing drug.

14. A student who has been determined or the athletic director to be in violation of this policy shall have the right to appeal the decision to the superintendent or his/her designee(s). Such appeal must be lodged within five (5) business days of notice of the initial report of the offense, during which time the student will remain ineligible to participate in any extracurricular activities. The principal or his/her designee(s) shall then determine whether the original finding was justified. There is no further appeal right from the principal's decision and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be the sole and exclusive judgment and discretion of the principal which shall be final and non-appealable.

15. Before a student extracurricular activities participant who has tested positive in an alcohol or drug use test may rejoin his/her extracurricular activity after a first or second offense, such student may be required to undergo one or more additional alcohol or drug use tests to determine whether the student is no longer using alcohol or illegal or performance enhancing drugs. The school district will

rely on the opinion of the laboratory which performed or analyzed the additional alcohol or drug use test in determining whether a positive result in the additional alcohol or drug use test was produced by alcohol or illegal or performance enhancing drugs used by the student before the offense or by more recent use. In addition, a student extracurricular activities participant who has tested positive in an alcohol or drug use test may be required to submit to one or more additional alcohol or drug use tests for up to 6 months following the date of the positive result, notwithstanding that such student has been permitted to rejoin his/her extracurricular activity.

16. All documents created pursuant to this policy with regard to any student will be kept in a confidential folder and will never be made a part of the student's cumulative folder nor be considered a "disciplinary" record.

Violation

Any student who is determined by observation or by alcohol or drug use tests to have violated this policy shall be subject to the loss of the privilege to participate in extracurricular activities and offered educational and support assistance to stop using.

For the First Offense

Suspension from participation in 30% of the games, competitions, and/or contests allotted by the OSSAA for the sport or activity for which the student is involved. The suspension may be reduced to 20% provided the student successfully completes at least four (4) hours of substance abuse education/counseling provided by the school district or an outside agency). The student must also pass a physical so that a doctor clears the student and it is determined the student is okay for physical activity. The student can continue to practice during the suspension only after the new physical is complete. The student will be required to fulfill the suspension period if the activity season is finished or has not started for that school year. These restrictions and requirements shall begin immediately following the determination of an observed violation or the reporting of the results of a positive alcohol or drug use test. Such

suspension will extend into a succeeding competition season if necessary to fulfill the suspension.

For the Second or Subsequent Offense (in the same school year)

Complete suspension from participation in all extracurricular activities including all meetings, practices, performances and competition for eighteen (18) continuous and successive school weeks from the date of the determination of a violation or the reporting of the results of a positive alcohol or drug use test under this policy. Such suspension will extend into a succeeding school year if necessary to fulfill the suspension. Offenses shall not accumulate from school year to school year; the eighteen (18) week suspension from participation in all extracurricular activities shall come into play only when two (2) or more offenses are committed in the same school year.

Self-Referral

As an option to the consequences for a first offense only, a student may self-refer to the principal or athletic director or to a coach or sponsor before being notified of a policy violation or prior to being asked or required to submit to an alcohol or drug use test. A student who self-refers will be allowed to remain active in all extracurricular activities after the following conditions have been fulfilled: a conference has been held with the student, the principal or athletic director, the sponsor or coach, and the parent or custodial guardian of the student to discuss the policy violation; an alcohol or drug use test is provided by the student that is not positive, and a participation commitment by the student and parent for four (4) hours of substance abuse education/counseling provided by the school or an outside agency. Documentation of successful completion of this commitment must be provided to the principal or athletic director by the student or parent. A student who self-refers will, however, be considered to have committed his/her first offense under this policy. A self-referral may be used only once in a student's time in the school district.

Refusal to Submit to Alcohol or Drug Use Test

If, after signing the Contract, a student extracurricular activities participant refuses to submit to an alcohol or drug use test authorized under this policy, such student shall not be eligible to participate in any extracurricular activities including all meetings, practice, performances and competition for eighteen (18) continuous and successive school weeks. Such suspension will extend into a succeeding school year if necessary to fulfill the suspension

Extracurricular Activities Participant Alcohol and Illegal or Performance Enhancing Drugs Contract Statement of Purpose and Intent

Participation in school sponsored extracurricular activities at the school district is a privilege and not a right. Such privilege is governed by the attached policy on Testing for Alcohol and Illegal or Performance Enhancing Drugs. Alcohol and illegal or performance enhancing drug use of any kind is incompatible with participation in extracurricular activities on behalf of the school district. Students who participate in activities are respected by the student body and are expected to hold themselves as good examples of conduct, sportsmanship and training. Accordingly, student extracurricular activities participants carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of alcohol or illegal or performance enhancing drugs.

Participation in Extracurricular Activities

For the safety, health and well-being of students, the district has adopted the attached policy and this Student Extracurricular Activities Participant Alcohol and Illegal or Performance Enhancing Drugs Contract (the "Contract") which shall be read, signed and dated by the student, parent or custodial guardian and sponsor or coach before such student shall be eligible to practice or participate in any extracurricular activity. No student shall be allowed to practice or participate in any extracurricular activity unless the student has returned the properly signed Contract.

Student Section

I understand after having read the policy and this Contract that, out of care for my safety and health, the district enforces the rules applying to the consumption or possession of alcohol and illegal or performance enhancing drugs. As a student extracurricular activities participant, I realize that the personal decision that I

make daily in regard to the consumption or possession of alcohol and illegal or performance enhancing drugs may affect my health and well-being as well as the possible endangerment of those around me and reflect upon any organization with which I am associated. If I choose to violate the policy regarding the use or possession of alcohol and illegal or performance enhancing drugs any time during the school year, I understand upon determination of that violation I will be subject to the restrictions of my participation as outlined in the policy.

Student Name: _____ ID No.: _____

Student Signature: _____ Date: _____

Parent (and Adult Students) Section

We have read and understand the policy and this Contract. We desire that the student named above participate in the district's extracurricular activities and we hereby agree to abide by all provisions of the school district's policy. We accept and consent to the method of obtaining urine samples, testing and analyses of such specimens, and all other aspects of the program. We agree to cooperate in furnishing urine specimens that may be required from time to time. We further agree and consent to the disclosure of the sampling, testing and results as provided for in this program. This consent is given pursuant to all state and federal privacy statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent of the disclosures authorized in the program.

Parent Signature: _____ Date: _____

Adult student signature _____ Date: _____



STUDENT ATHLETIC HANDBOOK

Student-Athlete:

I have read and understand all of the information presented in the Athletic Handbook. I also understand that there may be additional team rules presented by my coach that I am expected to follow. I understand that I represent Coweta High School at all times and will act responsibly both in and out of school. I understand that misbehavior or unsportsmanlike behavior will result in consequences.

PRINT Student-Athlete Name

Student-Athlete Signature

Date

Parent/Guardian:

I have read and understand all of the information presented in the Athletic Handbook. I also understand that there may be additional team rules presented by the coach. I understand that it is my responsibility to reinforce the rules of the athletic department with my student-athlete. I understand that I am expected to act appropriately at all events which I attend. I understand and agree that I must contact the head coach first, prior to contacting the Athletic Director or Administration with any issues.

PRINT Parent/Guardian Name

Parent/Guardian Signature

Date