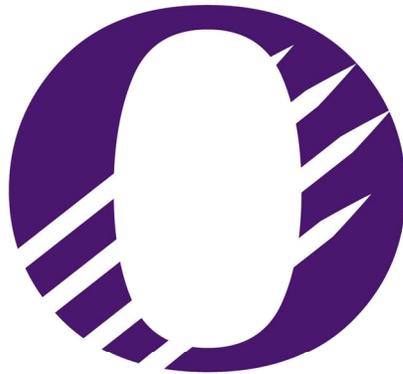


**ONSTED  
SCHOOLS  
ATHLETIC  
HANDBOOK**



**Code of Conduct  
Eligibility  
Training Rules  
Awards Policy**

**Revised June 6, 2022  
Effective July 27, 2022**

## **PHILOSOPHY OF ATHLETICS ONSTED COMMUNITY SCHOOLS**

Our athletic program is an important part of our overall educational program and, when properly approached, athletics have a great deal to offer young men and women. They present many opportunities for the development of good moral and ethical standards of behavior.

Students have the privilege of being a part of the athletic program if they choose. If students accept the privilege to participate, they must also accept the responsibilities.

As members of an Onsted HS, MS or Club Sport athletic team, we are a very visible part of our school program. Members of the Onsted Community provide the support for the total school program, so in turn they have the right to expect team members representing them to do so in a manner of which they may be proud. The Athletic Code of Conduct defines the behavior that the community expects from these athletes. Students have the right to choose whether they will or will not participate, they must realize they have committed themselves to the total program. Team members cannot accept only those parts of the Code of Conduct and Training Rules with which they agree.

At Onsted Schools, more than compliance with the minimum requirements is expected of athletes. Maximum effort is expected in the classroom and on the athletic fields. Athletes are to work hard in all of their school endeavors. Besides athletic ability, the right to represent the Onsted Community Schools is also determined by the student's citizenship, scholastic record, and attitude.

## ATHLETES CODE OF CONDUCT

### The Competition Demands:

1. Fair play at all times.
2. A square deal to opponents by players and spectators.
3. Playing for the joy of playing and for the success of the team.
4. Playing hard to the end.
5. Keeping one's head and playing the game, not talking it.
6. Respect for officials and the expectation that they will enforce the rules.
7. That an athlete should not quit, cheat, bet, yell, or abuse his/her body.

### The School Demands:

1. Out-of-school and out-of-town conduct of the highest standard.
2. Faithful completion of schoolwork as practical evidence of loyalty to school and team.
3. Complete observance of training rules as a duty to school, team, and self.

### Sportsmanship Demands:

1. Treatment of opposing team, officials, and fans as guests and the extension of courtesy to them.
2. Giving opponents full credit when they win and learning to correct one's faults through failures.
3. Modesty and consideration when one's team wins.
4. An athlete will not boast when his/her team wins or blame the officials when it loses.

## SPECTATORS CODE OF CONDUCT

1. The Athletic Arena is like the student's classroom . Respect It!
2. Cheer loudly with encouragement and positive comments to BOTH teams.
3. Respect the players, coaches, and officials. Verbal abuse will NOT be tolerated.
4. Learn the rules of the game.
5. Abide by the 24-hour rule . wait to discuss a situation with a coach until 24 hours after the contest.
6. Remember the athletes want to have FUN. It's a game!

Attendance at school contests is a privilege, not a right. The administration reserves the right to remove spectators at any time.

## ACADEMIC REQUIREMENTS

All athletes grades 6-12 must meet the minimum academic standards set by the Michigan High School Athletic Association in addition to the following requirements of Onsted Community Schools (these include club sports where athletic awards can be earned):

### WEEKLY ELIGIBILITY

1. An athlete must maintain a current nine-week grade of ~~70%~~ **D-** or better in **ALL** classes. Where no letter grades are used, an ~~50%~~ **C-** or better will be required.  
**Penalty: An athlete who fails to maintain a minimum grade will be put on probation for one week per sports season. Grades will be checked weekly. If any grade is below the minimum requirement, he/she will become immediately ineligible and will remain ineligible for a minimum of one week.**
2. Grades will be checked weekly for all athletes as soon as the lists for each sport are available.
3. The Athletic Director will meet with all students whose names appear on the eligibility list to inform them of their eligibility status. A list of athletes on probation or ineligible will be compiled and given to the staff and coaches.
4. Special Needs students will be considered to have an unacceptable grade whenever they are not working to their individual potential in any class.
5. Athletes dropping a class after the two week time limit per semester because the teacher/administrator has determined that the course is not suitable for the student will not be penalized with a failing grade for the semester.
6. An athlete who drops a class after the two-week time limit per semester, without administrative recommendation, due to attendance or discipline will receive a failing grade for the semester.
7. Athletes **MUST** practice with the team and attend all competitions while ineligible. Ineligible athletes will not dress for competitions.
8. After 4 weeks of ineligibility the Athletic Director, teacher, and coach will evaluate the student's academic standing and determine whether or not it is in the best interest of the student to continue on the team. These 4 weeks **DO NOT** have to be consecutive.

### SEMESTER ELIGIBILITY

1. High School athletes must pass a minimum of 5 classes 66% (D- or better) per semester to be eligible for the following semester.  
Middle School athletes must pass a minimum of 4 classes 50% (D- or better) per semester to be eligible for the following semester.  
**Penalty: An athlete will be ineligible for the following semester. (Exemption: incoming sixth and ninth graders.)**
2. Transfer students will be eligible according to the guidelines set forth by MHSAA. In addition, Onsted Community Schools will enforce upon the transfer student

any period of ineligibility to which that student would have been subject as a result of a student code violation (s) at that student's most recent previously attended school.

3. Seniors finishing their final Semester: The Athletic Department will do a final weekly grade check on the Monday of the last scheduled week of school for seniors. For the remaining weeks of competition, the Athletic Department will check final Semester grades.

For seniors to be eligible after the final week of school they must meet both the MHSAA guidelines for eligibility and O.H.S. Graduation Requirements.

## TRAINING RULES AND PENALTIES

These Training Rules are minimum standards and any coach may set rules which are stricter. Coaches' **and Club Sport Organizations'** additional rules are to be in writing, approved by the Athletic Director, and **MUST** be distributed to the athletes at the beginning of the season.

**Training Seasons Defined:** The training rules are in effect 12 months a year.

- ***Student-athletes are under the jurisdiction of their parents during the summer break.***
- ***All rules apply ON or OFF school property.***
- ***Once a student athlete signs the Athletic Contract in Middle School or High School they are bound by the Training Rules until leaving Onsted Schools.***

### Section 1:

1. No possession or consumption of alcoholic beverages.
2. No possession or use of tobacco, E cigarettes, Vape Pens and marijuana.
3. No possession or use of illegal drugs.

### Penalties:

#### First Offense:

- A. Suspension of 1/3 of the season plus the athlete must attend a screening program and he/she will carry out ten hours of school/community service as determined by the Athletic Director. The penalty will carry over to the next competitive season. The athlete must continue to practice with the team. **OR**
- B. If an athlete chooses not to follow the above guidelines, he/she will be suspended from all competition for one calendar year.

#### Second Offense:

- A. Suspension of one calendar year plus the athlete must attend a screening program and serve 10 hours of school/community service. **OR**
- B. The athlete is suspended from athletics for two calendar years.

**Third Offense:**

- A. The athlete is suspended from athletic competition for the remainder of his/her career at Onsted Schools.

**\*\*If student –athlete reaches 3 offenses in Middle School, the student MAY be given opportunity to participate in sports in High School, IF STUDENT APPEALS.**

***The Athlete and/or parent will notify the Athletic Director which option the athlete has chosen within one week of parental notification by the athletic office.***

If the athlete is questioned about an athletic training rule violation by the Athletic Director/Administrator and admits to a training rule violation or turns themselves in the First Offense Only will be reduced by (25%) of the season.

**Screening Program Defined:** The athlete must agree to fully participate in a screening process as so directed by the school. If an athlete chooses to participate in the screening agency process, he/she must abide by any recommendations of the screening agency.

4. An athlete must fulfill his/her responsibilities towards the team as established by the coach.  
**Penalty: Determined by the coach with approval by the Athletic Director.**

5. An athlete will have a 2 week time period, after the first day of practice/tryouts, to decide whether they want to continue to participate or to quit, without penalty. If an athlete quits a team after the 2 week time period, or quits after cuts have been made after tryouts, then they will miss 1/3 of the current season. If they choose not to participate in the current season, they will miss 1/3 of the next season the athlete competes in.

6. If an athlete is removed from a team by the coach before the conclusion of the season. The athlete will miss at least 1/3 of the current season. If less than 1/3 of the current season remains, the penalty will carry over to the next season the athlete competes in.

7. No type of behavior that would be deemed damaging to the standards of character of an Onsted athlete including but not limited to: fighting, stealing, vandalism, assault, sexual misconduct, hazing, flagrant unsportsmanlike violation, involvement with the law (even without conviction), social media misconduct, bullying/hazing, etc.

***This rule is in effect 12 months a year.***

**Penalty: Consequences ranging from a minimum action of Letter of Apology to dismissal from athletics determined by the Athletic Director and Principal.**

- ***A combination of violations of rules 1, 2, 3, and 7 may result in a suspension of sports for one calendar year.***
- ***When an athlete is in violation of rules 1, 2, 3, and 7, no recognition will be given to the athlete for All-Conference and All-State for the current sport season.***

8. Contest ejection policy.

- ***If an Onsted athlete is ejected from an athletic contest during their athletic career: (4 years HS)***

Penalty: 1<sup>st</sup> ejection the athlete will be subject to: MHSAA Rule Reg. V Section 3 (D)

2<sup>nd</sup> ejection will miss the next two days of competition.

3<sup>rd</sup> ejection will be removed from the current sports team and suspended for one calendar year from the date of ejection.

Disqualifications from one season carry over to the next season in that sport for undergraduates or the next season in any sport for seniors.

\*Following the one-year suspension the athlete must apply to the Appeals Committee for reinstatement to athletics.

**NOTE:** In the event of a conviction by a court of law an athlete will be suspended a minimum of 1/3 of the season and must apply to the Appeals Committee for reinstatement to athletics.

9. Internet Use:

- ***Athletes are cautioned against misusing the internet, both in written posting and in visual (picture) postings. Any behavior that would be unacceptable or improper in person would also be unacceptable and improper and subject to disciplinary action if posted on a website or broadcasted on the internet. Violations of the Athletic Code include but not limited to: tobacco, alcohol, and other drugs (use of, mention of, or possession of), obscenity, slander/libel and threats to others.***

### ADMINISTRATION OF RULES 1-8

- The following will be responsible for contacting the Athletic Director if a training rule violation is suspected: coach, administrator, faculty, law enforcement, club sport organization, or parent of the athlete.
- The Athletic Director and Principal will handle administration of all training rule violations.
- The Athletic Director will talk to any athlete involved in or suspected of being involved in breaking training rules. This will be done on an individual basis and in private. Under no circumstance should a coach make the decision of suspending an athlete under these training rules.
- If the athlete denies the accusation, the athlete will have the right to face his/her accuser.

## SECTION II

1. Curfew\*

A. Night before a school day . 11:00 PM

B. Night before an athletic contest . 11:00 PM

C. Weekend or no school/competition the next day . 1:00 AM

\*May differ with approval from the Athletic Director

**Penalty set by the coach**

2. School Attendance
  - Athletes must be in school for at least 3 class periods to be eligible to practice or participate in an athletic contest. Exception: Doctor Appointment, funeral, or with prior approval of the athletic director. In no case will a student suspended from school be allowed to practice or participate in an athletic contest.
  
3. Practice Attendance\*
  - A. Athletes are expected to attend all practice sessions and tryouts. If they cannot attend, the coach **MUST** be notified. Athletes will be responsible to continue conditioning in all cases.  
 Penalty set by the coach
  - B. A student will not be able to join an athletic team after the first cut or after the first competition of that team. Exceptions may be made such as illness, injury, or as decided by the Athletic Director and coach.
  - C. Middle School absences due to **Detentions** count as **one unexcused absence.**
  
4. School Suspensions:
  - A. An Onsted HS/MS administrative suspension will count as one unexcused absence from athletics. In addition, the athlete will miss the minimum of one contest during or immediately following the suspension period.
  - B. A second suspension in the same sport season will result in removal from that sport.
  
5. Athletes Appearance
  - Varsity athletes should always be neatly dressed.
  - Each coach will be in charge of dressing attire on game days.
  - Hair will be kept clean and well groomed.  
 Penalty set by the coach.
  
6. Bus Transportation
  - Athletes *will* ride the bus to all away competitions.
  - Athletes will return on the bus unless riding with their own parents, in which case, parents must make arrangements with the coach and sign a permission slip provided by the coach.  
 Penalty: Athlete will be suspended for the next contest.
  
7. Equipment Return Policy.
  - Each athlete will be held responsible to return all school issued equipment or pay the replacement cost. Lost, stolen, or misplaced equipment is the responsibility of the athlete.  
 Penalty: The athlete will not be allowed to participate in sports until the matter is resolved.

## APPEALS PROCESS

All athletes have the option of appealing a decision made to enforce penalties. The appeal must be in writing and presented to the Athletic Office. Penalties will remain in effect until the appeal is acted upon.

Step 1 . The student and/or parents will meet with the APPEALS COMMITTEE (a five member panel consisting of two members of the Board of Education, two out of season coaches, and one administrator). The committee shall either uphold the previous decision or overturn that decision with a greater or lesser penalty.

Step 2 . The student and/or parents meet with the Superintendent.

Step 3 . All residents have the right to request a hearing before the Board of Education.

## **THE ATTITUDE OF THE ATHLETE**

- As an athlete, you cannot do some of the things other students do. If you are not willing to pay the price+it is best for you to refrain from participating in athletics.
- Older members of the team are expected to set examples and be leaders for the rest of the team.
- Let's keep our standards high. Instead of worrying about your game, work on your individual weaknesses. Be confident that you can and must improve.
- Always respect your opponents abilities and efforts.
- Set definite goals for yourself and try to advance to a higher position on the team. If you are satisfied with yourself, you will not improve which will ultimately weaken the team or a person who has set his or her goals above yours may replace you. You must show continuous growth or someone whose growth is greater than yours will bypass you.
- Do everything you can in each contest to help your team. You must think of team success and not your own personal successes.
- Operate as a team player. Do not criticize teammates!!
- Don't try to alibi your way out of problems.
- Avoiding selfish desires will aid in the betterment of the team.
- You must avoid forming small groups within the team.
- You must take all personal grievances and problems to the coach. He/she is experienced in the game and is prepared to give you advice.

Athletics are not over-emphasized but other worthwhile activities are under emphasized.

## **WHY WE HAVE TRAINING RULES**

The reasons for having training rules are many and varied. Alcohol, drugs, and tobacco have been proven to be injurious to one's health. They are definitely not conducive to a person's well being and are against the law. Certainly from a standpoint of health, it is advisable to avoid the use of these items. By having training rules, athletes know definitely what is expected of them. From the standpoint of attitude, training rules take on a new importance. Coaches and successful people in all endeavors agree that proper attitude and discipline are great motivational forces, and in many cases they are the difference between success and failure. We find this very true in the area of athletics. They player who is not willing to follow training rules indicates to is fellow

players and coaches that he/she has a poor attitude and is not willing to make personal sacrifices necessary to be a winner.

The personal pride and sense of achievement a student derives from participation in our program may be greatly enhanced by a student committing to the philosophy of duty to school, team, and self.

### **ATHLETIC AWARDS**

**VARSITY LETTER:** Each Varsity Letter earned will consist of a varsity booklet containing a team picture and certificate of varsity letter.

**VARSITY RESERVE:** Athletes who are on the varsity teams but do not reach the standards needed to attain their Varsity Letter will be awarded a Varsity Reserve Letter upon recommendation of the coach. A Varsity reserve Letter will consist of a Certificate of Participation for that sport.

**JUNIOR VARSITY:** All junior varsity athletes who finish the season will be awarded certificates of participation.

**FRESHMEN:** All Freshmen who compete on a freshmen team will be awarded certificates of participation.

**SPECIAL AWARDS:** All varsity sports may issue, at the coach's discretion, three special awards: Most Valuable, Most Improved, and Coach's Award. Each team's coach will determine the criteria for award winners. Special awards may consist of engraved trophies or plaques.

**ACADEMIC CERTIFICATES:** Any student-athlete who achieves a minimum of 3.5 grade point average for the first three nine-week grading periods of the year, and remains in good standing will qualify for an academic certificate.

**CLUB SPORTS:** Are eligible for Varsity Letter. In order to earn an Onsted Varsity Letter, the student-athlete must abide by the Onsted Athletic Handbook.

### **MEMORIAL AWARDS:**

1. The **Mark Kozar Memorial Award** will be presented to the varsity wrestler voted the best freshman wrestler by his teammates.
2. The **Matt Lassey Memorial Heavyweight Award** may be awarded to any wrestler who has wrestled a majority of his varsity matches during a season in the unlimited weight class if he has achieved at least two of the three criteria set forth . 1) Win at least 67% of the total matches wrestled in a season; 2) Win at least one tournament; 3) Qualify for the Regional Wrestling Tournament. The award may be given to more than one heavyweight wrestler during the same season if each has met the requirements.

### **ATHLETIC AWARDS NIGHT**

1. **Attendance at awards night is mandatory to fulfill team participation requirements.**
2. Athletes who do not attend the Athletic Awards Night Program, unless excused, **will not** receive a Varsity Letter or Certificate of Participation for that sport.
3. Athletes are expected to dress appropriately for the Athletic Awards Program.

### **AWARDS POLICY**

The following requirements must be met before a varsity letter can be awarded (under extenuating circumstances, Varsity Letters may be awarded at the coach's discretion):

**Baseball:** Must play in as many innings as there are regular season games.

**Basketball:** Girls and Boys must finish the season and play in 1/3 of the quarters and receive coach's recommendation.

**Bowling:** Must be in 1/3 of all varsity meets during the season.

**Cheerleading:** Participate in practice and games the entire season.

**Competitive Cheer:** Participate in a minimum of one round throughout the season.

**Cross Country:** Must receive as many points as there are dual/jamboree meets or win a medal at a varsity invitational. Points will be awarded as follows:

10 points = 1<sup>st</sup> place

9 points = 2<sup>nd</sup> place

8 points = 3<sup>rd</sup> place

7 points = 4<sup>th</sup> place

6 points = 5<sup>th</sup> place

5 points = 6<sup>th</sup> place

4 points = 7<sup>th</sup> place

3 points = 8<sup>th</sup> place

2 points = 9<sup>th</sup> place

1 points = 10<sup>th</sup> place

**Football:** Participate in the entire season or coach's discretion if the athlete started late.

**Golf:** An athlete will receive the varsity letter as follows:

- Top six golfer in 3 LCAA jamborees.
- Top four golfer in ½ of total matches.
- Top four golfer in LCAA league jamboree, district, regional, or state meet.
- Fourth year golfer may be approved by coaching staff

**Soccer:** Play 10 hours of game time and complete the season.

**Softball:** Play in as many innings as there are regular season games.

**Tennis:** Attend and participate actively in 90% of the practices/matches during the season.

**Track:** An athlete must score 12 points in the season or score in LCAA league meet, regional, or state meet to be awarded a Varsity letter. Points will be awarded as follows:

- Athlete receives all points she/he scores in a meet, except for team relays, where athletes on the team receive ¼ points scored.
- Any event swept by Onsted, during a meet, all members who place receive equal points.
- All school issued equipment returned.
- Points scored in freshman and sophomore races do not count towards a varsity letter.
- Athlete who meets point criteria must finish the season in good standing and approved by the coaching staff.
- Athlete who has competed 2 years and has met all requirements (attendance, dedication, equipment return, hard work) may be approved by coaching staff even if the athlete has not achieved 12 points.

**Volleyball:** Play in half of the total number of matches.

**Wrestling:** Score 12 points in varsity competition. Points are awarded as follows:

Wrestle Varsity including forfeits = 1 point

Win by Decision = 2 points

Win by Superior Decision = 3 points

Win by Pin = 4 points

**Club Sports:** Club sports, such as Hockey, Equestrian and Power Lifting are eligible for Varsity Letters and are up to coach's discretion.

## POST SEASON AWARDS POLICY FOR INTERSCHOLASTIC SPORTS COMPETITION

1. Golf, Cross Country, Track, Wrestling, and Cheerleading . honors will be determined by League Meets, County Competition, and State Competitions.
2. Football, Basketball, Volleyball, Softball, Baseball . Varsity coaches will be responsible for nominations. Nominations of athletes for post season honors by coaches should be carried out according to the following guidelines:
  - a. All Varsity team members will be evaluated for post-season honors. There shall be no discrimination by race, age, or class year in school.
  - b. Coaches will base nominations on statistical data when applicable.
  - c. Coaches may also take into account leadership qualities and character attributes.
  - d. Number of athletes to be nominated:
    - i. LCAA/TRAC . dictated by the individual sport rules.

- ii. Media . dictated by media. If the number of nominations is open, the coaches will nominate every player whose statistics are comparable to other players in the same media area. All available statistics will be provided to the media.

### **INJURIES and INSURANCE**

1. Athletes are to report all injuries immediately to the Athletic Trainer and/or their coach.
2. If the injury is serious, an accident report will be submitted to the Athletic Director.
3. It should be understood that Onsted Community Schools would not assume the liability for injuries incurred through your participation in the athletic program

### **IMPORTANT INFORMATION FOR POTENTIAL COLLEGE BOUND ATHLETES**

The NCAA Clearinghouse is the agency of the NCAA responsible for certification of athletic eligibility for Division I and Division II colleges and universities. You cannot compete at this level without receiving their approval. If you want to participate in post high school athletics you should ***start the certification process early – usually by the end of your junior year.*** Eligibility requirements change periodically so you should ***contact the Athletic Director or your school counselor for detailed information.***

**Remember: It is the responsibility of the athlete to make sure the Clearinghouse has the documents it needs to certify you!**

### **NOTICE OF NON-DISCRIMINATION POLICY**

It is the policy of the Onsted Community Schools that no person shall, on the basis of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment.

Any questions concerning Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of sex or inquiries related to Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis handicap, should be directed to:

Superintendent of Onsted Community Schools  
PO Box 220  
Onsted, MI 49265