

Oak Hill High School



Department of Athletics

A Total Athletic Program with Class!

Constitution, Policy, and By-Laws

Philosophy, Honor Code & Code of Conduct Included

Member of the
INDIANA HIGH SCHOOL ATHLETIC ASSOCIATION
&
CENTRAL INDIANA CONFERENCE

June 2014

Oak Hill High School Athletic Department
A Total Athletic Program with Class!

PHILOSOPHY

The philosophy of the Oak Hill Athletic Department is to provide the best opportunities for its student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character. The purpose is to provide each participant with experiences that will be positive, memorable and will help them to develop the capacity for commitment to a cause, acceptance of responsibility and loyalty towards any chosen endeavor.

For his/her part in this endeavor, the student-athlete is expected to abide by the following *Honor Code* and *Standards of Conduct*.

HONOR CODE

HONESTY

I WILL NOT TAKE UNFAIR ADVANTAGE OF MEMBERS OF MY TEAM, MY SCHOOL OR MY COMMUNITY. I WILL BE TRUSTWORTHY, BOTH TO MYSELF AND OTHERS.

PRIDE

I WILL LET THE FOUNDATION OF MY SPIRIT BEGIN WITH PRIDE IN MYSELF, MY TEAM, MY SCHOOL, AND MY COMMUNITY. I WILL LET MY PRIDE SWELL MY HEART, NOT MY HEAD.

LEADERSHIP

I WILL NOT ABUSE NOR TAKE ADVANTAGE OF MY POSITION OF LEADERSHIP. I WILL SET A POSITIVE EXAMPLE FOR OTHERS THROUGH DEDICATION AND COMMITMENT TO MY TEAM, MY SCHOOL AND MY COMMUNITY.

RESPECT

I WILL CONDUCT MYSELF IN A MANNER THAT PORTRAYS SELF-RESPECT AND DIGNITY. I WILL BE OPEN-MINDED TO OTHERS' OPINIONS, IDEAS AND POINTS OF VIEW.

STANDARDS OF CONDUCT

*The good of the team is first and foremost. Once a team is eliminated, the individual becomes the most important.

*No player(s) will ever employ illegal tactics to gain an undeserved advantage. All athletes will devote themselves to being a true sportsman.

*All athletes will care for all equipment as though it was their own personal property. If equipment is destroyed through practice, it will be replaced by the school. If equipment is lost or stolen, the athlete(s) will fulfill their responsibility by paying for replacement of item(s).

*All athletes will obey the specific training and practice rules of their team as given to them by the coaching staff.

*Athletes should not engage in doing negative things. Drinking or possessing alcohol, taking or possessing controlled drug substances, using or possessing tobacco products, using profanity and being disobedient are harmful to athletes and their team. Maximum effort and performance cannot be attained doing these things.

*Athletes and support students of the team must pass five credits each grading period to be eligible to participate in athletics. Team members should plan their time so that they devote energy to their studies to insure passing grades which represent their true abilities.

*Athletes should be a positive influence in all they attempt to do. They are to work for the betterment of Oak Hill High School and set a good example by doing what is right and good.

*Officials and opponents deserve respect. All must realize that officials do not lose a game or contest and that opponents simply have the same goal of winning the contest.

*Athletes should appreciate that coaches, teachers, and school officials have the best interests of all athletes in mind as they equip, schedule and conduct the athletic program.

*Any Oak Hill High School student-athlete that does not comply with the Honor Code, the Standards of Conduct, school rules, and team rules will be subject to disciplinary action, including suspension or dismissal from a team, as determined by the rules, coaching staff, Athletic Council, athletic director, and/or principal of Oak Hill High School.

Hazing, Initiations and Bullying

Hazing, initiations, or bullying of student-athletes by other team members is not acceptable, and any such practice of this type of behavior will not be tolerated. Hazing is defined as any action that is intended to or cause intimidation, embarrassment, or discomfort to a team member in public or private. Any person who believes he or she has been the victim of hazing or any person with knowledge of conduct that may constitute hazing shall report the alleged acts immediately to the coach or athletic director. Those participating in such activities or purposely withhold knowing information of such incidents could face, but not limited to, suspension and/or removal from athletic teams, school discipline, and/or loss of athlete awards. Appropriate cases will be forward to local law enforcement for possible prosecution.

Constitution and By-Laws

Indiana High School Athletic Association Handbook (Rule 3-Section 1)

The principal of each member school is recognized as the representative of his or her school and as such is accountable to the association for the conduct of the athletic program of that school.

The members the Athletic Council of Oak Hill High School are: Superintendent, Principal, Assistant Principal, Director of Athletics, Assistant Director of Athletics, Athletic Trainer, and all head coaches of high school sports. All assistant coaches of high school sports are non-voting members of the Athletic Council.

Oak Hill Athletic Award System

All awards (such as medals, ribbons, certificates, trophies, and other items given for athletic excellence) won by an athlete as an individual, will become his or her property immediately.

1. AWARD NUMERALS (1/2 point)

- A. The numeral will be a three inch high chenille numeral (vegas gold in color on a navy blue background and border).
- B. Upon recommendation of his or her coach, athletes will be presented numeral following the completion of their first sport.
- C. Only one set of numerals will be awarded per athlete.
- D. If the numerals become unwearable, a new set will be issued.

2. PARTICIPATION AWARD (1/2 point)

Upon recommendation of his or her coach, any athlete who does not meet letter requirements for a sport, will be awarded participation points beginning with the completion of the second sport he or she competes in.

3. AWARD LETTER (1 point)

- A. The letter is a seven inch high chenille letter (vegas gold in color on a navy blue background and border).
- B. A letter will be awarded in the following sports: football, soccer, volleyball, cross country, swimming, basketball, wrestling, track, golf, baseball, softball, fall cheerleading, winter cheerleading, and athletic training.

C. The following requirements must be met in order to earn a varsity letter in a sport.

- 1. *Baseball* - participate in 1/2 the varsity games played, certify for the sectional tournament, and/or recommendation of the coach.
- 2. *Basketball* - participate in 1/2 the number of games played that year by the varsity team, certify for the sectional tournament, and/or recommendation of the coach.

3. *Cheerleading* - participate in 1/2 the varsity games as a varsity cheerleader and/or recommendation of the coach.
4. *Cross Country* - letters will be given to the top five (maximum of ten) runners, based on the season performance, and/or recommendation of the
5. *Football* - participate in 1/2 the number of quarters played that year by the varsity team, certify for the sectional tournament, and/or the recommendation of the coach.
6. *Golf* - participate in 1/2 the varsity matches, certify for the sectional, and/or recommendation of the coach.
7. *Soccer* - participate in 1/2 the varsity games played, certify for the sectional tournament, and/or recommendation of the coach.
8. *Softball* - participate in 1/2 the varsity games played, certify for the sectional tournament, and/or recommendation of the coach.
9. *Swimming/Diving* - score two times as many points as there are dual, triangular, and quadrangular meets, and/or recommendation of the coach
10. *Track and Field* - score two times as many points as there are dual, triangular, and quadrangular meets, and/or recommendation of the coach.
11. *Volleyball* - participate in 1/2 of the varsity matches, certify for the sectional tournament and/or recommendation of the coach.
12. *Wrestling* - wrestle in 1/2 the varsity matches; certify for the sectional tournament, and/or recommendation of the coach.
13. *Student Trainers* - recommendation of the head trainer and/or head coaches in season.
14. *Student Managers* - recommendation of the head coaches in season.
15. *Student Statisticians* - recommendation of the head coaches in season.

D. Only one chenille letter will be awarded per athlete and if it becomes unwearable, a new one will be issued.

E. Final decision as to who will receive a letter will be in the hands of the coach in season with the approval of the athletic council. Each head coach will present his/her list of letter winners to the athletic council for approval/review at least one week prior to the presentation of the letters.

F. Defending Letters

1. An athlete must defend a letter **every** year following the issuing of such letter or forfeit all letter credit and prior participation credit in that sport. (Definition of "Defend"-an athlete must go out for the sport and satisfy the coach of that sport with his/her effort and attitude in a genuine attempt to defend the letter) If the athlete goes out for the sport, but is removed from the squad for insubordination, he/she has **not** defended his/her letter. An athlete may be excused by action of the coach with the approval of the athletic council.
2. In the event an athlete wishes to try out for a sport other than the one he/she has earned previous points or letter credit after the freshman year, he/she must take the following steps:
 - a. Obtain prior recommendation, in writing from all coaches involved.
 - b. Seek and receive approval of the Athletic Council if he/she wishes to request credit for previous points earned in that specific sports season is retained.

G. Letters will be awarded at the conclusion of each sport season.

4. AWARD JACKET LETTER

The letter is a seven inch high chenille letter (vegas gold in color on a white background and border.)

5. CHAMPIONSHIP PATCHES

A. The patch will be a chenille patch (vegas gold in color). The sport, year, and the championship won will be stitched into the patch in navy blue.

B. Patches will be offered to all letter winners of teams winning ; Conference Championships, County Championships, Sectional Championships, Regional Championships, Semi-State Championships, State Championships, or State Participant.

C. Patches will be offered to Student Trainers upon recommendation of the head trainer, with the approval of the athletic council.

D. Patches will be ordered through the athletic department and be paid for by the Adult Booster Club.

6. CHEVRONS

A. Chevrons will be navy blue in color and will be awarded to the following sports: Football, Volleyball, Girls Cross Country, Boys Cross Country, Girls Swimming, Boys Swimming, Boys Basketball, Girls Basketball, Wrestling, Boys Track, Girls Track, Golf, Baseball, Softball, Boys Soccer, Girls Soccer, Fall Cheerleading, Winter Cheerleading, and Student Training.

B. Chevrons will be awarded to all letter winners.

7. LETTER JACKETS & HONOR JACKETS

The jacket for athletes will be navy blue with gold sleeves and vegas gold collar and waist trim.

A. The athlete may buy his/her letter jacket after being awarded two (2) letters.

B. The earliest an athlete may buy a jacket will be the end of the fall sports season his/her sophomore year.

C. An athlete who earns a total of seven (7) points (one letter equals one point, one participation (for each sport) during the freshman, sophomore, junior, and senior years equals 1/2 point) will receive reimbursement for their jacket at the Spring Sports_Awards Program during his/her senior year. The athlete must be in good standing with the Athletic Council.

D. In an effort to recognize those athletes that earn seven (7) points the athletic department will present those athletes with an "Honor Jacket Patch" at the conclusion of the season in which the 7th point is earned. The honor patch will be vegas gold in color.

8. SENIOR PLAQUE AWARD

A. The plaque will be wooden with a vegas gold chenille letter along with

- the athlete's name and total points earned.
- B. This award will be presented to our athletes who earn a total of ten (10) points. Manager, trainer, and statistician points will not count toward this award.
 - C. This award will be presented at the Spring Sports Awards Program.
 - D. The athlete must be in good standing with the Athletic Council.

9. **SUSPENSION OF ATHLETES**

A. *First Suspension*-An athlete who is suspended for his or her first "major" violation (buying, selling, under the influence of, possession of, or use of alcohol, tobacco, e-cigarettes/hookah pipes (or similar) or non-prescription drugs and/or certain law violations)*will be suspended for a total of 50% of a regular scheduled season's contests. If the suspension cannot be met in the current season, the remainder of the suspension will be served in the next sport season in which that athlete participates.

For example-If an athlete is suspended for the remaining 20% of the season in which he or she is participating, he or she will also miss the first 30% of the next sport that he/she also participates.

First Suspension Option: An athlete who admits to one of the major violations may have his/her suspension reduced to 25% of a season by choosing one of the following options;

1. Counseling by a member of the Oak Hill Ministerial Association totaling five sessions of at least one hour each. (No cost)
2. Private or public counseling by a licensed professional organization. It must be at least three sessions that total at least five hours. (Cost to be paid by athlete.)

During the suspension, it will be up to the coach in season whether the athlete will continue to practice. When an athlete has satisfied his/her suspension, in the same season in which the suspension occurred, the coach may elect to dismiss the athlete for the remainder of that season.

*Violation of the Law-Such cases will be handled on an individual basis by the Athletic Council.

B. *Second Suspension*-An athlete who is suspended for a second "major" violation will not participate in any sports at Oak Hill High school for 365 days (1 calendar year) from the date it is determined by the athletic department that he/she committed a "major" violation.

During the 365 day suspension the athlete will not be allowed to participate with any team or squad in contests, practices, open facilities or conditioning.

C. *Third Suspension*- An athlete who is suspended for a third "major" violation will not participate in any sports for the remainder of his/her high school career.

D. Each athlete and/or his/her parents may have the opportunity to appear before the athletic council after the incident causing suspension.

E. The suspension policy, which is set by the athletic council, will remain in effect 365 days a year. Once a student-athlete has received or been offered a copy of the *OHHS Dept. of Athletics and Athletic Council Constitution, Policy and By-Laws* or has participated as a player, manager, or statistician for a team he/she

remains under these guidelines for the entirety of his/her high school career whether or not he/she continuously participates in athletics.

10. SURRENDER OF POINTS DUE TO FAILURE TO DEFEND

- A. An athlete must defend a letter every year following the issuing of such letters, or forfeit all letter credit and prior participation credit in that sport. (Definition of Defend-An athlete must go out for the sport with his/her best effort and attitude in a genuine attempt to defend the letter.) If the athlete goes out for the sport but is removed for insubordination he/she has **not** defended the letter.

- B. An athlete may ask the Athletic Council to be excused from this requirement of defending his/her varsity award. The following steps must be followed if a student-athlete is seeking an exception:
 - 1. A meeting between the athlete and the coach of the sport involved.
 - 2. Written approval statement from the coach to the Athletic Director.
 - 3. Final approval by the Athletic Council.

11. QUITTING or BEING DISMISSED FROM A TEAM

Any athlete that quits or is dismissed from a team, after participating for two weeks, will not be permitted to go out for any other team during that sport season or attend conditioning, open facility, weights etc.... with any team/individuals. He/she may start practicing/trying out for a team for the next season on the first official practice date for that next season/sport.

Any questions or extenuating circumstances will be handled by all coaches involved and the athletic office.

12. OAK HILL SPORTS SEASON POLICY

In the best interest of the athletes at Oak Hill, and to maintain our policy of cooperation in the use of athletes in the various sports, we find it necessary to establish the following limitations.

- A. All sports will begin practice according to the IHSAA Guidelines and will end when the individual or team is eliminated from the State tournament.
- B. All sports may condition during their sport season and during the summer. When fall practice starts there will be no winter or spring sport conditioning/open facility until after Labor Day. There will also be no spring or fall sport conditioning/open facility between the second sectional football game and the Monday following Thanksgiving. No fall or winter sport conditioning/open facility can be held between the boys basketball sectional championship and April 1st
Exceptions: An exception can be made for a state, regional, or national event by appealing to the Athletic Council.
- C. If a player quits one sport, he/she may not enter another sport during that season without the mutual agreement of both coaches.
- D. An athlete may participate in two sports in the same season, with the approval of both coaches. The athlete will determine a major and minor sport between the two sports he/she will be participating and the

coaches involved will work out practice and events in which the athlete will participate.

1. Only an athlete who participates in two(2) sports in the same season will be eligible to receive two (2) varsity letters.
2. A manager, trainer, or statistician who participates in two(2) sports in the same season (even if he/she competes as an athlete in one of the sports) will be eligible to receive a maximum of 1 1/2 points.