

# NORTH JUDSON-SAN PIERRE JR/SR HIGH SCHOOL



## ATHLETIC HANDBOOK

*2024-2025 Edition*

MEMBER – HOOSIER NORTH ATHLETIC CONFERENCE

<b>Argos</b>	<b>Caston</b>	<b>Culver</b>	<b>North Judson</b>	<b>North Miami</b>	<b>Oregon-Davis</b>	<b>Triton</b>	<b>Pioneer</b>	<b>Winamac</b>
"Dragons"	"Comets"	"Cavaliers"	"Blue Jays"	"Warriors"	"Bobcats"	"Trojans"	"Panthers"	"Warriors"

# **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

## **MESSAGE FROM NJSP ATHLETIC DEPARTMENT**

It is my pleasure to welcome you to North Judson-San Pierre Jr/Sr High School. We are proud of the many accomplishments of our student-athletes and we look forward to the legacy that you will bring to the "Bluejay Nation.". This Student-Athlete Handbook has been developed to assist in better understanding the goals and objectives of the Athletic Department. It will also provide useful information to help you navigate campus life in general, and, more specifically, in your role as a student-athlete. I encourage you to seek advice and input from your coach, as well as upper class student-athletes. These are additional resources that can help you to get the most out of your academic and athletic experience. We are proud to welcome you to our program and wish you all the best for continuing success in both academics and athletics. If you have additional questions, please contact the Athletic Office at 574-896-2158.

Sincerely,

Mike Sharkozy  
Athletic Director

Brian Orkis  
Principal

## **ATHLETIC DEPARTMENT STAFF**

ATHLETIC DIRECTOR  
MIKE SHARKOZY  
[msharkozy@njsp.k12.in.us](mailto:msharkozy@njsp.k12.in.us)

# NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK

## PHILOSOPHY

The NJSP Student Athletic Handbook is intended to serve as a guide for more effective operation of the athletic program of the NJSP School Corporation. It is hoped that written rules, regulations, and policies will lead to a clearer understanding between the staff and those whose responsibilities fall within the Athletic Department. Interscholastic athletics are very important and vital in the total program of the education of our youth. Participation in sound athletic programs contributes to their health and happiness, physical skill, emotional maturity, and social and moral values. As has often been said, "Anything worth doing is worth doing well." With such a belief, our aim is to present our athletic teams on a high level of performance. We feel that the Athletic Department must be a cooperative one. All sports should be considered in their proper perspective with each other and with the total school. Moral support of the entire sports program and policies is expected of all coaches.

We encourage each of our athletes to reap from the benefits of athletics; but the rewards from the athletic program correlate directly with what you, the athlete, are willing to give of yourself to that program. If the program is worth the time and effort required, then it is certainly worth giving your all. No athlete has ever experienced total satisfaction without discipline and sacrifice. These two concepts will be offered during every season. We hope that you find our athletic program a total rewarding experience, but again emphasize that you will get out of the program only what you are willing to put into it. The acceptance or rejection of these concepts is a decision that each of you must make individually.

Athletics is probably the most important single factor in the school life of many boys and girls, and undoubtedly an important influence in athletics is the personality of the coach. His or her standards are the athletes' standards, their example, and their aim. Coaches have a tremendous responsibility. In taking their place in school life, they are making more than their own reputation or even the reputation of the school. They are developing the character of youth. They should be able to improve their playing skills, develop physical vigor, desirable habits of health, safety, and sanitation. There should be various opportunities to observe and exemplify good sportsmanship.

**Athletes should realize that athletics is a privilege that carries definite responsibility.**

Athletics provide an unequalled opportunity to widen one's circle of friends by acquaintance with members of opposing teams and to visit and play in their communities. As athletes, they have a chance to enjoy one of the greatest heritages of youth, the privilege to play. **Athletes can be taught that a violation of the rules of the game brings penalty, and that this same sequence follows in the game of life.** Let us always remember that athletics are organized for transforming boys and girls into physically fit, mentally alert, morally clean, and socially sound citizens.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **HIGH SCHOOL ATHLETIC PROGRAMS OFFERED**

#### **Fall Season:**

Boys Sports - Football, Cross Country, Tennis, Cheerleading

Girls Sports - Volleyball, Cross Country, Golf, Cheerleading

#### **Winter Season:**

Boys Sports - Basketball, Wrestling, Swimming, Cheerleading

Girls Sports - Basketball, Swimming, Cheerleading, Wrestling

#### **Spring Season:**

Boys Sports - Baseball, Track & Field, Golf

Girls Sports - Softball, Track & Field, Tennis

### **JR. HIGH ATHLETIC PROGRAMS OFFERED**

#### **Fall Season:**

Boys Sports - Football, Cross-Country, Cheerleading

Girls Sports - Volleyball, Cross-Country, Cheerleading

#### **Winter Season:**

Boys Sports - Basketball, Wrestling, Swimming, Cheerleading

Girls Sports - Basketball, Swimming, Wrestling, Cheerleading

#### **Spring Season:**

Boys Sport - Track & Field, Baseball

Girls Sport - Track & Field, Softball

North Judson-San Pierre is a charter member of the Hoosier North Athletic Conference (HNAC). The other members of the HNAC are Argos, Caston, Culver, North Miami, Oregon-Davis, Pioneer, Triton, and Winamac.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC GUIDELINES**

### **ACADEMICS**

Your first responsibility as a student-athlete is to be a great student. It is required that you pass 5 classes to be eligible to participate in Athletics at NJSP Jr/Sr High School. Coaches and/or the Athletic Department will check grades and eligibility will be monitored through the Athletic Office. Grade checks will occur at a minimum twice across an athletic season. If you find yourself in need of help, please let your coach know, and set up time to meet with your teachers to get additional help.

### **SCHOOL ATTENDANCE**

- 1) To be eligible to participate in any extracurricular activity, a student must arrive at school by 10:30 AM (regardless of their assigned lunch period) and finish the school day. Morning vocational students are expected to arrive at NJSP for their first scheduled class period after the conclusion of their regularly scheduled vocational class. Verified absences such as doctor appointments, court appearances, etc. with supporting documentation do not violate this provision.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

- 2) Students who leave school early will only be eligible for extracurricular participation if their absence is an “excused or verified absence”, with supporting documentation, or they have previous approval from the administration.

### **ACTIVITY CONFLICTS**

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

#### **DRAMA/MUSIC ACTIVITIES**

1. The “performance,” i.e., the athletic game or meet, concert, production or contest in drama/music has priority over practice or rehearsal. In the event a practice, rehearsal, or even final dress rehearsal is scheduled at the same time an athletic game or meet occurs in which the student is participating, the game or meet has priority and the drama/music member is excused without penalty. Conversely, in the event the drama/music “performance” conflicts with an athletic practice, the “performance” takes priority and non-participation will not result in a penalty.
2. Coaches and directors will do everything possible to ensure conflicts in schedules do not arise. However, from time to time there will be practice/rehearsal conflicts. In the event the practice/rehearsal occur at the same time in both drama/music and sports, the practice time shall be divided equally between the two activities. The two parties involved can work out a mutual agreement to trade off every other day in having the athlete involved. COMMUNICATION well in advance is the key.
3. In the event a drama/music performance conflicts with a game, both scheduled at the same time the student is permitted a choice without penalty. All such conflicts should be worked out well in advance (preferably the beginning of an athletic season) and communicated openly with the drama/music instructor and coach. If this causes a problem, the high school principal will act as arbitrator.

### **CODE OF CONDUCT**

1. The NJSP Athletic Discipline Code is enforced 365 days per year. The code includes athletes in grades 6-12.
2. A student becomes an athlete whenever he/she completes/submits athletic documentation (i.e., IHSA Physical Form, Concussion/Sudden Cardiac Arrest Form, Astra Insurance Waiver (done on PowerSchool). The athlete status remains in effect until the conclusion of the spring sports season of that athlete’s senior year.
3. This athletic code applies to students involved athletics such as athletic teams and cheerleaders.
4. Unless there is a major change in the Athletic Code, athletes sign the Athletic Code once and it remains in force as long as they participate in athletics at NJSP Jr/Sr High School.
5. All athletes are subject to the Athletic Code 365 days a year (1 calendar year). All Reports of athletes who violate NJSP School athletic rules and procedures will be investigated.
6. The athletic director and/or principal will notify athletes of the violation and consequences. In the event an athlete feels he/she has not been dealt with fairly, he/she may appeal such decisions to the Athletic Committee for a special hearing.

# NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK

## SECTION 1 - Policy Descriptions

**ALCOHOL POLICY** An athlete should not possess, consume, sell or be under the influence of any alcoholic beverage. An athlete who finds himself/herself at places where underage drinking is taking place is expected to leave the area immediately to avoid being associated with that behavior.

**ARRESTS** A student athlete who has been arrested and/or charged with a crime will be suspended from the team for at least one contest. The Athletic Committee will hold a hearing within five school days of the suspension. The hearing will decide if the student will be suspended until charged or if charges have been filed until his/her trial is concluded or if the suspension will be lifted before the conclusion of the trial. The Athletic Committee will determine the length of an athlete's suspension on a case-by-case basis. If the athlete is found guilty of a misdemeanor or felony, then the appropriate penalty will apply at the time of the conviction.

**DRUG POLICY** An athlete shall not possess, use, transmit, sell or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, caffeine based pill, substance containing phenylpropanolamine (PPS), stimulant, depressant, inhalant, solvent, ephedrine or intoxicant of any kind, whether prescription or sold over the counter. Proper use of a drug authorized by a medical prescription from a health care provider is not a violation of this rule. Possession of any drug paraphernalia such as but not limited to rolling papers or clips is also a violation of this rule. An athlete who finds himself/herself at a place where any of the above substances are being used is to leave the area immediately to avoid being associated with that behavior.

**FELONY or MISDEMEANOR CONVICTION** An athlete who is convicted of a felony or a misdemeanor will face the consequences listed in section 2 in addition to any sentence that is prescribed by the courts. (NOTE - These do not include minor traffic violations.)

**THEFT and VANDALISM** An athlete shall not vandalize property, have stolen any item or have in their possession any stolen item from any source, including uniforms or equipment from NJSP Jr/Sr High School, other schools, or communities.

**TOBACCO POLICY** An athlete shall not use or possess tobacco IN ANY FORM including but not limited to snuff, chewing tobacco, cigarettes, cigars, nicotine gum, nicotine patch or any cigarette simulations device (vaporizer pipe or e-cigarettes with or without nicotine) or smoking tobacco on or off the grounds of NJSP Jr/Sr High School.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **SECTION 2 - Code of Conduct Violation Penalties**

#### **Level 1 - Equivalent to 30% of the regular season**

- First violation of the Tobacco Policy
  - First violation of the Alcohol Policy
  - First violation of the Use of Drug Policy
  - First violation of the Theft or Vandalism Policy
  - First conviction of a Misdemeanor
- 1) Reduced Penalty – If a student-athlete is caught in violation of any of the above policies, he/she will have 1 opportunity to lessen their consequences by participating in 4 NFHS courses and completing their certification. If the certification is completed the student-athlete will lessen their consequence to 10% of the regular season. Must be completed within 5 days of violation.
  - 2) Probation Period – If a student-athlete violates any of the above policies and serves their consequences, they will be placed on a probation period. The probation period is, if a student-athlete can go 365 days after a Level 1 violation and not have any more violations, they will wipe their athletic violation record clean.

#### **Level 2 - One Calendar Year Exclusion from athletics**

- Second violation of the Tobacco Policy (plus participation in a substance abuse program\*)
- Second violation of the Alcohol Policy (plus participation in a substance abuse program\*)
- Second violation of Use of Drug Policy (plus participation in a substance abuse program\*)
- Second violation of the Theft or Vandalism Policy
- Second conviction of a Misdemeanor
- First conviction of a Felony

#### **Level 3 - Career Exclusion from athletics at NJSP Jr/Sr High School**

- Third violation of the Tobacco Policy
- Third violation of the Alcohol Policy
- Third violation of the Use of Drug Policy
- Third violation of the Theft or Vandalism Policy
- Third conviction of a Misdemeanor
- Second conviction of a Felony

\* = at the expense of the athlete

Any combination of violations (Tobacco, Alcohol, Use of Drugs, etc.) will result in consequences on an increasing level. For example, a student that violates the Use of Drug Policy will face Level 1 consequences for their first offense. If he/she would violate any other Policies, such as the Tobacco Policy, it would result in a Level 2 consequence for their second offense

# **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

## **SECTION 3 ADDENDUM**

Coaches shall have the right to impose further rules, as they deem proper for their activities.

A medical prescription from a health care provider is not a violation of the code of conduct.

Length of imposed penalties will be calculated on the length of the season including the scrimmage (if the team has one), all regular season games and one guaranteed sectional contest. For calculation purposes, the number of games to be served is rounded up at point five (.5).

Once a Jr. High Athlete has become enrolled in the high school all previous offenses are erased and they will start with a clean slate.

### **CARRY-OVER SUSPENSION**

If the violation of the code of conduct occurs in the last part of a sport's season and the violator cannot fulfill the terms of his/her violation in that sport, the suspension will carry-over until the suspension is fulfilled. This includes the next sport or the same sport next year. i.e. if the suspension is for 25% of the football season (3 games) and the student athlete misses only one game before the season has ended, then he will serve the remaining 16% of the suspension in his next athletic season. If that next season is basketball, then he must miss 16% of the basketball season (16% of 21 games is 4 games). If a one-sport student athlete elects to participate in a new sport in order to serve a suspension, he/she will be required to complete that season in good standing.

### **COMPLETEING A SUSPENSION**

When serving a suspension, the student athlete is expected to be present at all athletic contests and practices involving his/her team or squad. The student athlete NJSP Jr/Sr High School is a member of the team and is expected to fulfill this responsibility. The head coach's discretion can excuse the student athlete.

### **RESPONSIBIITY AT SOCIAL EVENTS**

Athletes and their parents will make the decision to attend social events (dances, parties, etc.) - choice of attendance is up to the athlete and his/her parents. However, athletes are expected to leave social events immediately or as soon as transportation arrangements can be made where illegal activity takes place (ie: use of drugs, consumption of alcohol, vandalism, etc). All athletes must understand that failure to leave such events may result in disciplinary action and/or dismissal from a team as determined by the rules, coaching staff, Athletic Director, and/or Administration of NJSP Jr/Sr High School.



## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **SELF-REPORT CLAUSE**

It is the intent of NJSP to assist students with developing responsibility for their actions and to encourage honesty. Therefore, any student who voluntarily reports on him/herself as to a violation of the Code of Conduct before being reported by some other means will be permitted leniency as long as the athlete answers questions about his/her conduct honestly. This student will serve a lesser penalty for the infraction than stated; he/she will not be permitted to participate in a number of contests equal to one-half of the previous stated penalties or at least one contest of the sport season he/she is in or will be in. This Self – Report clause can be used only on a first violation of any rule and can be used only once during the student – athlete’s time here at NJSP.

### **SUBSTANCE ABUSE ACKNOWLEDGEMENT**

Prior to the beginning of an athletic season, athletes who know they have a problem with alcohol, tobacco, and or drugs may approach the Athletic Director concerning the problem. Those athletes would be eligible to practice and play as soon as they show proof of participation in a counseling or rehabilitation program. Any subsequent violations would result in the previously listed suspensions.

### **APPEAL HEARING PROCESS**

The athlete or parent/guardian has the right to appeal the disciplinary action that has been taken. The request for an appeal hearing must be made, in writing, to the Athletic Director within ten (10) days of the notification of the suspension by way of certified mail.

#### *DISCIPLINARY HEARINGS AND APPEAL PROCESS*

It will be the responsibility of the Athletic Director and/or designee to conduct all investigations into violations of the Athletic Handbook. Based upon the investigation, the Athletic Director will make the decision as to the degree of punishment. An athlete who has been cited for a serious offense has the right to call a hearing before the Athletic Committee. A hearing may also be requested by the Principal, Athletic Director, Head Coach, or member of the Administrative Team.

The Athletic Director will notify the parents, athlete, and others involved of the time and place of the meeting. This notification will come in the forms of a personal telephone call to the parents/guardian of the student and will be followed with a certified letter.

Prior to the hearing, the athlete will present to the Athletic Director written accounts of the incident in question signed by witnesses as well as other information that is relevant to the situation that may help his/her position. In return, the Athletic Director will gather witness accounts and other relevant information.

During the hearing, the Athletic Director will present all available information. When appropriate, the athlete will present his/her explanation of the situation or incident. Members of the Athletic Committee may ask questions for clarification purposes. The parents/guardians and the athlete may make statements or ask questions for the purpose of clarification.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

Upon the completion of the hearing, Committee members will discuss privately the information presented during the hearing and make a recommendation to the Athletic Director. If necessary, the Administration may recall the Committee for clarification or to present additional information.

The final decision rests with the Athletic Director/Principal who will personally notify the parents/guardians and the athlete of the decision. All decisions that arrive from the Athletic Committee may be appealed to the building administration. The proceedings and the results of all Athletic Committee hearings are confidential among the participants.

### **ATHLETIC COMMITTEE**

The Athletic Committee serves as an advisory body to the Athletic Director. The Committee will have responsibilities in the areas of approving athletic policy and acting upon an appeal made by an athlete concerning a violation to the code of conduct. The Athletic Committee is jointly appointed by the Principal or designee and the Athletic Director at the start of the school year. The Committee shall consist of:

- A non-coaching Faculty Member
- 2 Head Coaches
- Principal
- Athletic Director

### **SPORTSMANSHIP**

1. Display exemplary SPORTSMANSHIP.
2. Bring nothing but credit to him/her, the athletic program, and the school.
3. Display proper respect for those in authority, including teachers, coaches, officials and your opponents.
4. Profanity, vulgar talk, and obscene gestures will not be tolerated on or off the playing surface.
5. Because of the athlete's high standing in the school and community, the athlete must never place himself/herself in a position where he/she has to defend his actions on or off the field.

### **CONDUCT IN PARTICIPATION**

1. It is courteous to congratulate your opponent after an event.
2. A false athlete often displays fits of temper, clowning, etc. when things fail to go as desired. This shows a distinct lack of mental maturity. A true athlete has complete control of him/herself at all times.
3. Officials do not lose games for you. It is an athletic tradition and rule that no one except the appointed captain talks to the officials. He/she should speak only in a tone of respect and only ask question for full clarification of violation.
4. Any behavior contrary to that, which has been stated, is a direct reflection on the school, team, and coaches and it will not be tolerated.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### *Ejection from an Athletic Contest Player*

Anytime an athlete is ejected from a game, meet, etc., the athletic director will be notified as soon as possible. IHSAA Rule 8-4 will be followed:

#### *First Ejection*

1. The athlete will be suspended for the next contest at the level for which he/she was suspended.
2. The athlete will be required to take an online NFHS Sportsmanship Course prior to returning to competition.

#### *Second Ejection*

1. The athlete will be suspended for the next two contests at the level for which he/she was suspended.

#### *Third Ejection*

1. Removed from the team for the rest of the season

### *Ejection from an Athletic Contest Parent/Fan*

Anytime a parent/fan is ejected from a game, meet, etc., the athletic director will be notified as soon as possible. IHSAA Rule 8-4 will be followed:

#### *First Ejection*

1. The parent/fan will be suspended from the next two (2) interschool contest (home contests for a fan) at that level of competition and all other interschool contests (home contests for a fan) at any level in the interim.

#### *Second Ejection*

1. The parent/fan will be suspended for the next Four (4) Contests (Home Contests for a Fan) at that level of competition and all other Contests (Home Contests for a Fan) at any level in the interim, unless an IHSAA sport-specific rule or policy provides a different protocol or penalty for a second ejection.

#### *Third Ejection*

1. Parent/Fan will be banned from NJSP athletic events indefinitely or permanently.

## **CONDUCT ON ROAD TRIPS**

1. On trips, athletes directly represent the community, school, and coaches. Therefore, it is expected that all will act in an acceptable manner when traveling. Equipment and facilities of the opposing school will be respected and cared for just like personal equipment.

## **RULES AND POLICIES**

1. The coaching staff and administration believe that when a student participates in sports at NJSP he/she assumes responsibility. That responsibility is to represent himself/herself, his/her school, family and community in the finest possible manner.
2. Thus, our athletes are expected to set positive examples of leadership, attitude, cooperation, sportsmanship and conduct throughout the school and community. Our athletes reflect not only a personal image, but an image of our teams, our school and our community.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **IHSAA ELIGIBILITY RULES FOR ALL STUDENTS GRADES 9-12**

In order to represent NJSP Jr/Sr High School in any interscholastic competition, a student must meet all eligibility requirements of the IHSAA, as well as those of NJSP Jr/Sr High School.

You are not allowed to practice if:

**A. You have not completed consent and release certificate (between April 1 and the first practice), which includes:**

1. Physician's certificate signed by the physician
2. Student medical history signed by physician or parent (guardian)
3. Parent consent and insurance release signed by parent (guardian)
4. Student consent signed by student
5. Concussion information / Consent

**B. You are ineligible by Indiana High School Athletic Association rules if:**

**1. AGE**

- a. You are 20 before the first day of the state tournament in that particular sport.

**2. AMATEURISM**

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

**3. AWARDS/GIFTS**

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

**4. CONDUCT/CHARACTER**

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

**5. ENROLLMENT**

- a. You did not enroll in school during the first 15 days of the semester.
- b. You have been enrolled more than four fall semesters and four spring semesters beginning with grade 9.
- c. You have represented a high school in a sport more than 8 semesters.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **6. ILLNESS/INJURY**

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

### **7. PARTICIPATION**

- a. During contest season:
  1. You participate in try-outs or demonstrations of athletic ability in that sport as a prospective college student athlete.
  2. You participate as a grade 9, 10, 11, or 12 student in a contest with or against a student enrolled below grade 9.
  3. You participate in an organized athletic contest with or against players not belonging to your school.
  4. You participate as an individual on any team other than your school team.
  5. You participate as an individual without following the criteria for the outstanding student athlete.
  6. You attend a non-school camp.
  7. You attend and participate in a student-clinic.
- b. During school year out-of-season:
  1. You participate in a team sport contest, where admission is charged, as a member of a non-school team where there are more than two students who have participated in a contest as a member of their school team in that sport.
  2. You receive instruction in team sports from individuals who are members of your high school coaching staff.
- c. During summer:
  1. You attend a non-school camp and/or clinic after Monday of Week 3 in football and Monday of Week 5 for all other sports. (See your Athletic Director for specific dates.)

### **8. PRACTICE**

- a. The IHSAA requires that all athletes participate in 8 practices before they can compete in their first contest. An athlete going directly from 1 season to the next season, is only required to have 5 practices in before being able to participate in competitions, if they report within a week. If they do not report within a week, then they need the normal 8.
- b. If a student-athlete misses a certain number of days, per the IHSAA the student-athlete will need to make-up practices before they can participate in an event:
  - a. ● 8-14 days missed in a row = 2 practices required to play
  - b. ● 14+ days missed in a row = 4 practices required to play
- c. The following constitutes an official practice according to the IHSAA:
  - a. One called by the coach for all team members.
  - b. The student-athlete must participate in the practice.

## NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK

- c. Only 1 practice per day may be counted.
- d. Participation in warm-ups before a contest may count as a practice, but it cannot count as your last practice needed to participate in a contest.

### 9. SCHOLARSHIP

- a. Student-athletes must be enrolled in at least 5 traditional setting (in-person), full credit courses to be eligible to participate in interscholastic athletics.
- b. You must pass FIVE full credit subjects or the equivalent in your previous grading period. Physical Education will count as one of the five full credit subjects. Semester grades take precedence.
- c. Of the FIVE credit bearing courses, only ONE may be an APEX course. This course may not be a credit recovery course. Credit recovery courses cannot be applied toward eligibility at the grading period or semester reporting.
- d. Only credit recovery courses taken over the summer may be applied to athletic eligibility (limit two courses) to satisfy any academic deficiencies from the Semester 2 reporting period. A course taken in the summer must be completed prior to the 1st student day of the upcoming academic school year.
- e. Scholastic eligibility is determined on the certification date, which is determined each year by the principal.
- f. The North Judson-San Pierre School Corporation stipulates that a student who attends a Virtual Education School is not permitted to participate in interscholastic athletics at North Judson-San Pierre Jr-Sr High School. This also includes students who attend NJSP virtually via utilization of APEX or other online providers, due to documented health issues, disciplinary issues or other administratively approved circumstances.

### 10. TRANSFER

- a. You transfer from one school to another primarily for athletic reasons. s
- b. You were not enrolled in your present high school your last semester or at a junior high school from which your high school receives its students unless:
  - 1. You are entering the 9th grade for the first time.
  - 2. You are transferring from a school district or territory with a bona fide move by your parents.
  - 3. You are a ward of the court.
  - 4. You are an orphan.
  - 5. You reside with a parent with legal custody.
  - 6. Your former school closed.
  - 7. Your former school is not accredited.
  - 8. Your transfer was pursuant to school board mandate.
  - 9. You are a foreign exchange student attending under an approved CSJET program.
  - 10. You did not participate in any contests as a representative of another school after you completed your 8th grade year.

## NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK

### 11. UNDUE INFLUENCE

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

### 12. IF YOU CANNOT CHECK ALL 10 ITEMS BELOW, SEE YOUR ATHLETIC DIRECTOR

- a. You will not or have not turned 20 before the first day of the state tournament in that sport.
- b. You are currently enrolled in and currently passing in 5 full credit subjects.
- c. You have had a physical examination between April 1 and your first practice each year.
- d. You have filed with your principal the Consent and Release Certificate, which has been signed by your parent/s or legal guardian/s.
- e. You have not changed schools without a corresponding move by your parent/s or guardian/s.
- f. You have not participated in non-school contests in your sport after having reported for your school team.
- g. You have never dropped out of school.
- h. You have had 10 practices in your sport preceding participation in a contest.
- i. You enrolled in your school during the first 15 days of a semester.
- j. You have never received money or merchandise directly or indirectly for your athletic participation.

### 13. IHSAA NON-PUBLIC, NON-ACCREDITED STUDENT ATHLETIC ELIGIBILITY (RULE 12.5)

If a student is Enrolled in and attends, Full-time, a non-public, non-accredited school the student may have eligibility to participate in the athletic program at the Indiana Public School serving the student's residence, provided that:

- a. The student in conjunction with the non-public, non-accredited school and the Public School serving the student's residence, provides proof to the IHSAA that the spirit of the eligibility rules will not be compromised; and
- b. The student has been Enrolled in the non-public, non-accredited school for the previous Three (3) years in succession; and
- c. The student completes any state-wide examinations authorized by the Indiana Department of Education; and
- d. The non-public, non-accredited school agent provides proof of meeting the provisions of rule 18-1 of the IHSAA by-laws during the time period between the end of the member School's designated Grading Period and the corresponding certification date; and
- e. The student must be Enrolled in and attending a minimum of One (1) full credit subject offered within the member School building.
- f. In addition to the above IHSAA By-Law language, the North Judson-San Pierre School Corporation stipulates that the student must be enrolled in two (2) classes for the entire academic school year. Those two (2) classes must be a core Mathematics course and a core English / Language Arts course offered within the member School building.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **14. NJSP Jr-Sr High School – Athletic Facility Use Policy – Out of District Athletic Teams and/or Individual Student-Athletes (6-12)**

Both interscholastic athletic teams and individual student-athletes, specifically those who are not enrolled in and/or participating for the North Judson-San Pierre School Corporation, are not permitted to utilize corporation athletic facilities for practices and competitions in IHSA sanctioned sports when competing for and/or representing either a non-member or IHSA member school. Possible exceptions will be as follows:

- A. Neighboring schools who are experiencing a short-term facility closure that does not allow for practice or competition to take place during the short-term closure. Administrators from NJSP and neighboring school(s) will work to temporarily provide facility space and usage, if possible, to the affected teams / student-athletes. All requests must be received, reviewed, and approved by the North Judson-San Pierre School Corporation Superintendent of Schools.
- B. When NJSP is deemed a host site for IHSA Tournament Events (i.e. – Sectional and Regional competitions) participating schools are afforded the ability to utilize facilities to practice prior to the beginning of the tournament event. Practice times and usage will be determined at the required tournament meetings prior to the onset of the scheduled tournament event.

### **15. NJSP Jr-Sr High School & Saint Peter Lutheran School – Interscholastic Athletic Participation Policy (6-12)**

The NJSP School Corporation and Saint Peter Lutheran School have a long-standing relationship that, at times, requires some shared educational services and student opportunities. Due to Saint Peter Lutheran School being the private school that serves students within our local school district, it is permissible for students attending Saint Peter Lutheran School in Grade 6 through Grade 8 to be provided the opportunity to participate in interscholastic athletics at NJSP Jr-Sr High School in sports that are not provided at Saint Peter Lutheran School. Student-athletes who wish to pursue this option are bound by all the policies and regulations governing interscholastic athletics at NJSP Jr-Sr High School in Grades 6-12. Students wishing to participate in interscholastic athletics must receive approval from both the Saint Peter Lutheran School Administration and NJSP Jr-Sr High School Administration.

## **COACH/PARENT ADMINISTRATION COMMUNICATION POLICY**

Interscholastic athletics provide young men and women the opportunity to learn many life lessons. By participating in athletics, young men and women learn lessons in sportsmanship, teamwork, competition, mental and physical exercise, and handling success and failure. Athletics also increase an individual's pride in representing the school and community. Athletics prepare our student athletes for future success. Both parenting and coaching are extremely rewarding, but sometimes difficult roles. By establishing an understanding of each other's positions, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your children are involved



## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

in our program, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's team.

Communication parents should expect from coach:

- Coach's philosophy
- Expectations each coach has for your child, as well as the entire team
- A schedule of practices and contests
- Team requirements, fees, equipment, conditioning, etc.
- Procedures followed when your child is injured at practice or contest
- Discipline that results in the denial of your child's participation

Communication coaches expect from parents:

- All concerns expressed directly to head coach of team
- Notification of any schedule conflicts well in advance of practice or contest
- Specific concerns in regard to expectations of child

Appropriate Concerns to discuss with coach:

- Ways to help your child improve
- Concerns about your child's attitude or behavior
- The treatment of your child, mentally and physically

Coaches are professionals and make decisions based on what they believe is best for the team and all players involved. As you see in the above list, certain things can be and should not be discussed with your child's coach.

Issues not to discuss with the Coach:

- Playing time
- Strategy
- Roster decisions
- Play calling
- Other team members

24 Hour rule of Communication:

If you have a concern:

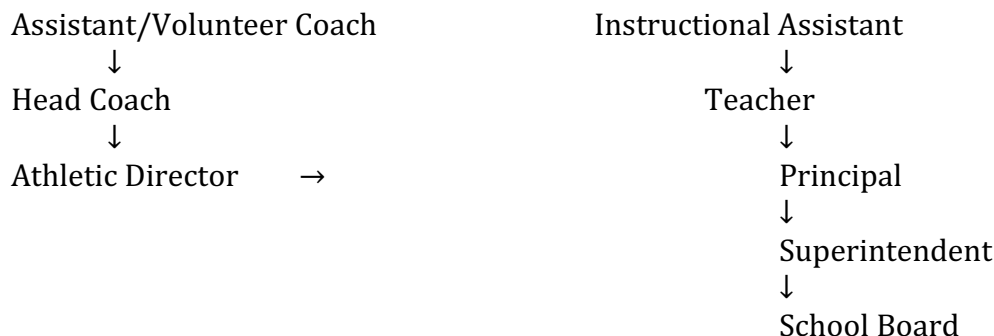
- Please do not attempt to confront the coach before or after a contest or practice.
- Wait 24 hours to contact the coach
- Call to set up an appointment
- If the coach cannot be reached, call the athletic office. If a problem arises, see your Head Coach. In 90% of cases the coach can clear up any problem you or your student athlete may have.

### **CHAIN OF COMMAND**

We understand that from time to time there will be disagreements and conflict will arise. It is in everyone's best interest to resolve the conflict at the level from which it arose whenever possible. The following flowchart depicts the appropriate chain of command to be used. Please understand that individuals bypassing this chain of command will be

## NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK

directed back to the first link for resolution of the conflict. We truly hope that conflicts are few and that by following the chain of command a more effective solution for all parties concerned will be achieved.



### EQUIPMENT AND UNIFORMS

You may not participate in any athletic activity until the previous coach has released you. All uniforms and equipment must be turned in prior to going out for another sport.

1. Athletes are responsible for all athletic equipment issued to them for the duration of the season.
2. Athletes must turn in all athletic equipment issued to them immediately after the completion of any sport season.
3. Lost or abused equipment:
  - “Normal” wear and tear of equipment is expected, but team members will be held responsible for unusual abuse of equipment or uniforms. Example, baseball/softball pants may become torn or worn out due to sliding. This is normal wear and tear. A football player who cuts the sleeves of his jersey in order to have more room would be unusual abuse of equipment.
  - Athletes shall pay for all items not returned. The cost will be what the amount is to replace the item not returned.
4. Honors or awards for a particular sport will be denied any athlete who fails to turn in all school equipment issued to them or fails to pay for lost or damaged equipment.

### FACILITY USE

This section serves as a policy for gym/athletic facility usage at NJSP (Elementary gym, Jr. High gym, & HS gym/weight room). Users will fall under one of the following 3 criteria in order to use the gym/athletic facilities at NJSP.

#### 1) School Aged Users

- a. Must be under the direct supervision of a staff member at all times.
- b. Must use a facility according to program guidelines (i.e. IHSA & NJSP policies).
- c. Facility usage will be scheduled with the master gym scheduler.

#### 2) Post-Secondary Aged/Pre-Self Insured Aged Users

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

- a. May use the facilities under the guidelines of a volunteer coach
- b. Must become a volunteer coach for a program/team at NJSP
  - i. Must be able to pass a background check and be approved by the NJSP School Board
- c. By becoming a volunteer coach, user will assist a team either in season or during the offseason. Examples of assisting include, but not limited to; assisting at summer youth camps, going to team camps with HS team, assisting in practices at the discretion of the head coach.
- d. Need to clear your facility usage request with the master gym scheduler.
- e. No corporation facility request or insurance needed from user.
- f. Keys will be issued like any other coach/volunteer coach.

### **3) Self-Insured Individual/Group**

- a. Individual or group not affiliated with NJSP will need to fill out and apply for a facility request.
- b. Must be approved by all directors/principals/Superintendent (just like a regular facility request).

**\*Any individual/group out of compliance will have their keys and privileges revoked\***

## **CHANGING SPORTS/ QUITTING TEAMS**

Athletes who quit any time after the first official day of practice or who are removed from a team before the official end of that season will not be able to start pre-season workouts for another sport (ex. A player cannot quit football to go out for basketball until the football season is over). Should a coach believe it necessary to remove a participant from an athletic team, he or she should have a meeting with the Athletic Director before the action is finalized.

## **INDIVIDUAL TEAM RULES**

Each head coach may establish training and behavior rules for the athletes under their supervision during the IHSA season. These rules will typically cover being on time for practices, dress for contests, decorum at contests and on buses, language, sportsmanship, and curfew on nights before and after contests. Specific rules established by the head coach in a sport will be put in writing and a copy will be made available to the athlete and his/her parents. The rules set forth by each coach, will be followed in addition to this handbook.

## **INJURIES & MISSING PRACTICE**

When an athlete obtains an injury and cannot actively participate in practice, they are still expected to attend and pay attention during all practice sessions. If they fail to do so, it will be considered an UNEXCUSED absence and be dealt with accordingly. Once an athlete visits a doctor, they are under that Doctor's care and CANNOT actively practice until they are released by that doctor. ALL doctor's releases MUST be written and delivered directly to an athlete's coach, our trainer OR the athletic department. It is the athlete's responsibility to

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

obtain all doctor's releases and communicate them. If, due to an injury, an athlete misses 8 to 14 consecutive days of practice, they **MUST** make up 4 practices **BEFORE** they will be allowed to play in a game. If an athlete misses more than 14 consecutive days of practice, they **MUST** make up 6 days of practice **BEFORE** they will be allowed to play in a game. The intent of this IHSAA Bylaw is for the student-athlete's safety – it is not meant as a punishment. For further information reference IHSAA Bylaw 9-14.

### **Return to Play Policy**

The NJSP Sports Medicine Team consists of a certified athletic trainer licensed by the Indiana Board of Health professions and the designated sports medicine fellowship trained and board-certified team physician. Members of the Sports Medicine Team are responsible for emergency care, evaluation, treatment and rehabilitation of injuries sustained by NJSP athletes. The Sports Medicine Team will also make the final determination of when an injured athlete may resume participation.

- Parents have the ultimate authority to exclude their child from participation but cannot overrule the exclusion requirements of any member of the NJSP Sports Medicine Team.
- The coach has the authority to exclude a member of their team from participation but cannot overrule the exclusion requirement of any member of the NJSP Sports Medicine Team.
- A treating physician, athlete's personal physician, or other health care provider **MUST** issue a "release" when visited. Athletes who visit a physician **FOR ANY REASON** cannot participate until a "release" is supplied to the NJSP Athletic Department or any member of the NJSP Sports Medicine Team.

The goal of the NJSP Sports Medicine team is to practice "athlete centered medicine". This is best accomplished by having the athletic trainer and physician make decisions that best serve our student-athlete's short- and long-term medical interests.

### **IN-SCHOOL SUSPENSION (ISS)**

While in season, any athlete assigned "in school" suspension is ineligible to practice or compete that day. An athlete will be penalized for each separate incident for which an in-school suspension is earned. (NOTE: When a student earns an in-school suspension, they will not be subject to the missing practice rules during their suspensions.)

### **OUT-OF-SCHOOL SUSPENSION (OSS)**

While in season, no athlete will participate in practice or competition on the day(s) that he/she has been suspended from school. An athlete will be penalized for each separate incident for which an out-of-school suspension is earned. (NOTE: When a student earns an out-of-school suspension, they will not be subject to the missing practice rules during their suspensions.)

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

### **PETITIONING ADDITIONAL PROGRAMS**

Students and their parents/guardians may petition the school district to begin additional interscholastic sports or additional levels of competition in existing sports. The petition should be submitted in writing to the high school principal. The high school principal will then attempt to determine the level of student interest. The high school principal will then present the petition with a recommendation to the Board of School Trustees.

### **TRANSPORTATION OF ATHLETES**

It is the responsibility of the coaching staff of the particular sport to be responsible for the conduct of the players while they are in transit to contest. Athletes are to ride to and from each sporting event with the team, unless written permission from the parents is given to the Athletic Director or Coach. The student may only ride home in another form of transportation provided the above policy has been followed or there is a medical/family emergency/other school function that they must attend. Remember, the athlete is part of a team and should be able to enjoy the company of teammates in victory and defeat.

## ***ATHLETIC AWARDS***

### **AWARDS - FRESHMAN / JV / JR. HIGH**

All Freshmen and JV award winners will receive a certificate of participation.

### **VARSITY AWARDS**

The requirements for earning a varsity award at NJSP Jr/Sr High School are as follows:

- Must be in good athletic and academic standing, complete the season and be eligible academically.
- Injured players may receive a letter if in the opinion of the head coach he/she would have participated enough if they had not been injured, and also served the team in some capacity while injured.
- Show marked improvement during the season and from the previous season.
- Be of good character, a teammate, and team player.
- Attend all practices, games, meets or matches unless excused by the coach, parent, or doctor.
- Contribute to the team's success.
- Regular member of the varsity team.
- At the discretion of the head coach, only with the approval of the AD.

In addition to the general letter requirements, the following sport requirements will also contribute to the varsity letter awarding:

- **Baseball & Softball**
  - Play in at least one-third of the total number of games.
- **Boys & Girls Basketball**
  - Play in one-third of the total number of seasons games.
- **Cross Country**
  - Placing within the top seven (7) in over one-half of all scheduled meets.
- **Football**
  - Complete in one-half of total seasons quarters of varsity football.
- **Golf**
  - Participate in one-half of the varsity matches.
- **Swimming**
  - Swim one event at every meet and accumulate at least 40 points.
- **Tennis**
  - Participation in one-third or more of the varsity matches.
- **Track & Field**
  - Accumulate a minimum of twenty points during the season in regularly scheduled meets including the tournament series. Points will be awarded on the following basis:
    - One-half point per event participation in each meet. Must be an event in which you regularly compete or train for.
    - Actual points scored in varsity competition.

## **NJSP JR/SR HIGH SCHOOL ATHLETIC HANDBOOK**

- **Volleyball**
  - Play one-half of total seasons games.
- **Wrestling**
  - Accumulate a minimum of 25 points during a wrestling season in regular scheduled meets. Points are awarded on the following basis:
    - One point for weigh-in.
    - Four points for a win.
    - Six points for a pin.
- **Cheerleaders**
  - Must participate in ninety (90) percent of all varsity games as a member of the varsity cheerleading squad.
  - Presented at the discretion of the head coach.
- **Managerial Awards**
  - Presented at the discretion of the head coach.

### **IHSAA CHAMPION PATCHES**

IHSAA championship (team & individual) patches will be purchased by the Athletic Department. One patch will be purchased at depicting the highest level of achievement in the state tournament. An individual or team must earn a championship to get a patch (with the exception of State Runner-up for teams or individuals, State Finalist or State Qualifier for individuals). The patch will be in the shape of the State of Indiana.

### **CONFERENCE CHAMPION PATCHES**

Conference (team & individual) patches will be purchased by the Athletic Department.

### **TOURNAMENT / INVITATIONAL CHAMPION PATCHES**

Tournament (team & individual) champion patches will be purchased by the individual teams, by the individual athletes or by other means. The athletic department will not fund these awards.

### **AWARD RINGS IHSAA**

**Team Champions** Any team that is an IHSAA “State Champion,” “Runner-up or “Finalist” will have the opportunity to purchase the ring the IHSAA offers to those groups. These rings will not be purchased by the Athletic Department. They must be funded by another means. **IHSAA Individual Champions** Any individual that is an IHSAA “State Champion,” “Runner-up or Finalist” will have the opportunity to purchase the ring the IHSAA offers. State “Qualifiers” do not qualify for rings. Individually, an athlete must be in the top two places in the “State Meet.” These rings will not be purchased by the Athletic Department. They must be funded by another means.

### **CRITERIA FOR TEAM WALL PICTURE**

In order for a team to be added to the wall, the following criteria must be met:

1. Earn a Sectional (or higher) Title.