

Quitman School District

Athletic Handbook

2018 – 2019

BOARD APPROVED 06/11/2018



**HOME OF THE
PANTHERS!**

Athletics Program Handbook

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Introduction

This Athletics Handbook has been prepared to present clear guidelines to cover specific aspects of the athletic programs of the Quitman School District. The School Board and the administration believe that it will be helpful not only to staff members directly involved in athletics but also to students and parents who are affected by or interested in learning about the programs.

It is important to understand that this handbook is supplemental to - and is not intended to supersede or substitute for - the policies and procedures of the Quitman School District adopted by the School Board governing operations of the school district. Every staff member and all students are subject to these policies, together with policies as stated in student handbooks and formally adopted by the School Board each year.

In addition, the athletic programs of the district must conform to all rules and regulations established by the Mississippi High School Activities Association and the Mississippi Department of Education – www.misshsaa.com; www.mde.k12.ms.us.

All staff members are responsible for seeing that programs under their supervision and/or with which they are associated as members of the athletic department are in compliance with Quitman School District, Mississippi High School Activities Association, and Mississippi Department of Education policies. This handbook outlines in detail vital areas of the athletic programs with which staff members must be concerned.

I. Mission Statement

Athletics are an extension of the classroom and are considered extracurricular activities. Athletics should function as an integral part of the total curriculum at Quitman High School and Quitman Junior High School. The athletic programs should offer opportunities to promote self-realization and all-around growth as well as the development of fellowship and good sportsmanship.

The major objective of the athletic programs is to provide wholesome opportunities for students to develop positive and responsible habits and attitudes toward group and social living. Athletics help the student athlete develop a healthy self-concept, as well as a healthy body, by teaching those skills necessary for team participation.

The interscholastic athletic program should be conducted in accordance with the Quitman School District, Mississippi High School Activities Association, and Mississippi Department of Education policies and regulations. It should at all times be conducted in a manner that will justify it as an educational activity.

II. Code of Ethics

When one becomes a member of the coaching profession, he/she assumes certain obligations and responsibilities to the sport, to players and to fellow coaches. It is essential that every member of the profession be constantly aware of these obligations and responsibilities, to the end that coaching remains an honorable calling, and that each member conduct himself/herself in such a manner as to maintain the dignity and decency of the profession.

In relationships with players under his/her care, the coach should always be aware of the influence he/she wields for good or bad. Parents entrust their children to the coach and through his/her example, these young people should emerge as fine and decent people. The coach should never place the value of winning above that of instilling the highest ideals and character traits in his/her players. The safety and welfare of the players should be uppermost in the mind of the coach.

In teaching a sport, the coach must realize that there are certain rules designed to protect the player and provide common standards for determining a winner and a loser. Any attempts to beat these rules, to take unfair advantage of an opponent, or to teach deliberate unsportsmanlike conduct have no place in athletics. The coach should set the example for winning without boasting and for losing without bitterness.

Coaches who conduct themselves using these principles as guidelines will be successful in terms of the respect they have gained from their players as well as from their opponents.

The essential qualities desired in coaches are honesty and integrity. Coaches whose conduct reflects these characteristics will bring credit to the coaching profession and to themselves. It is through such conduct that the profession will earn and maintain its rightful place in the educational program and make its full contribution to the American way of life.

III. OUTLINE OF SPORTS OFFERED

	HIGH SCHOOL	JUNIOR HIGH
FALL	Football	Football
	Slowpitch Softball	Slowpitch Softball
	Volleyball	Volleyball
	Cross Country	Cheer
	Cheer / Dance	
WINTER	Basketball	Basketball
	Soccer	Soccer
	Powerlifting	Archery
	Archery	
SPRING	Baseball	Baseball
	Fastpitch Softball	Fastpitch Softball
	Track	Tennis
	Tennis	

IV. ATHLETIC POLICIES

It is the responsibility of the athletic director and the head coach of each sport to see that the participants meet the requirements of the MHSAA. Failure to abide by MHSAA rules may result in a coach being sanctioned, fined, and possibly terminated from his/her position.

Athletic Equipment: Quitman Schools strives to provide high quality athletic equipment. The athletic director and head coach of each sport shall keep abreast of the latest trends in athletic equipment. Safety is the number one priority when selecting and purchasing athletic equipment. When purchasing athletic equipment, the coach and athletic director must follow the guidelines of the purchasing department. If a coach checks out any athletic equipment, he/she must see that it is returned promptly. A fine will be assessed to any student for the misuse or loss of athletic equipment, and the fine must be paid before the grading period ends. **In addition, at the end of the season, each head coach must provide an inventory to the athletic director.**

Awards/Banquets: The booster club and support groups are responsible for athletic awards and banquets for each sport. If there is not a booster club for a particular sport, then it is the discretion of the athletic director to establish the award program and banquet for that sport. At the end of the season, the booster club of a sport may choose to have a banquet with the approval of the head coach, at which awards may be presented.

Booster Clubs: Booster clubs are essential components of successful athletic teams and provide necessary financial support to our athletic teams. However, booster clubs should limit their roles to lending financial support and not help coach, schedule, or administer the team. Any money raised by a booster club is solely for the benefit of the team. The booster club shall have a constitution with by-laws and procedures established. The monies that are raised by the support groups shall be spent at the direction of the athletic director and the head coaches of that sport. Quarterly financial statements must be submitted to the athletic director and business manager. These statements would be due on August 31st, November 30th, February 28th (29th) & May 31st of each year.

Coaching Clinics for High School Coaches: Quitman School's coaching staff shall stay abreast of the latest techniques and mechanics being used to teach their respective sports. Quitman Schools will reimburse each coach for the cost of attending one coaching clinic per year with the prior approval of the athletic director. Each coach may request approval to attend the clinic that he/she would like to attend, with preference being given to local and state clinics. It is expected that the coaches attending clinics will share the information with their colleagues after returning.

Coaching Clinics for Junior High Coaches: Coaches for grades 7 & 8 will be reimbursed for expenses incurred in attending the Mississippi Association of Coaches Clinic. It is expected that the coaches attending clinics will share the information with their colleagues after returning.

Commercial Driver's License: All Quitman School coaches will obtain a commercial driver's license and be responsible for transporting your teams to away games. If you have a medical excuse from your doctor, you must have a copy of the medical excuse on file with the Athletic Director and the Principal of the building in which you work.

Discipline Procedures: All athletes are expected to deport themselves as responsible young men and women. This applies to the classroom as well as the athletic fields and social events. If an athlete shows

a lack of self-discipline, has a poor attitude, or is not fulfilling his/her commitment to the athletic program, he/she may be suspended from that sport. If any athlete boycotts the team or coach for any reason, that athlete could be suspended from participation in that sport and any other sport for the remainder of the school year. An athlete must comply with all written and oral directions given by the coaches of his/her sport.

1. Disciplinary action for **minor offenses** such as inappropriate classroom behavior, tardiness to class, missed practices and/or meetings without proper excuses, disrespect, inappropriate dress, etc. (see list of possible **Disciplinary Actions** below)
2. Disciplinary action for **major offenses** such as defacing or destroying school property, fighting, stealing, committing forgery, defying a coach or school authority, causing a disruption in school or on a school bus, leaving school grounds without permission, abusive language, threatening another student or coach, using alcohol, tobacco and/or drugs, exhibiting a poor attitude, lack of self-discipline, boycotting the team for any reason, etc. . (see list of possible **Disciplinary Actions** below)

Disciplinary action can consist of: a parent conference, sitting out a game or games, dismissal from the program for a specific time, permanent dismissal from the program, and any other action deemed appropriate by the coaches and/or the Athletic Director.

Drug and Alcohol Testing Policy: In response to the serious health risks and other risks posed by active student drug and/or alcohol use, the QSD has implemented an extracurricular drug and alcohol testing policy designed to provide early detection of drug use and to eradicate or reduce significantly the use and influence of prohibited drugs, alcohol and other chemicals by students participating in QSD extracurricular activities.

All students enrolled in the QSD who are 7th grade or higher and who participate in any of the following QSD extracurricular activities—athletics, band, cheerleading, chorus, and ROTC shall be subject to this screening policy. Copies of this policy are available from the department of athletics.

Ejections of Athletes/Coaches and/or penalties: The Quitman School District follows all MHSAA rules relative to the ejection of an athlete or a coach. If an athlete or coach is penalized, he/she must comply with the penalty. The Quitman School District encourages all coaches to conduct themselves in such a manner that neither a fine, penalty, nor ejection from a game will be warranted. However, should a financial penalty be imposed on a coach, it is his/her responsibility to pay the penalty. The Quitman School District will not be responsible for payment of a coach's fine.

Eligibility: All coaches must be knowledgeable of and comply with the MHSAA rules governing eligibility of student athletes, which require that a contestant must:

- (a) Have enrolled no later than the 15th day of any semester of participation, carry the required number of subjects for graduation by their local district, and deport himself/herself satisfactorily;
- (b) Not have become 19 years of age prior to August 1 (\$1,000 fine to the coach for this infraction);
- (c) Not be a graduate of a four-year high school;
- (d) Not have enrolled in college or junior college or participated in athletics beyond the high school level;
- (e) Be a student whose parent(s) or legal guardian(s) are (1) bona fide residents of the district or (2) are instructional personnel or licensed employees of the district;
- (f) Have a certified copy of his/her birth certificate on file with the school;

(g) See MHSAA handbook for the recognized exceptions.

To be eligible for athletic competition and co-curricular activities, students must meet the minimum scholastic requirements stated below. Eligibility will be determined at the end of each semester in compliance with the new Children First Act.

Middle/Junior High Eligibility

To be eligible only for middle/junior high activities, a student must have passed any four courses (that meet the equivalent of 250 minutes per week and meet MDE requirements) with a 2.0 GPA for the preceding semester (computed numerically or by GPA). The year-end average for the spring semester will be used to compute averages for the fall semester. Students must be on track to be promoted to be eligible.

To be eligible for high school activities, the middle/junior high school student must have passed the four core courses (English, math, science, and social studies) with a 2.0 GPA for the preceding semester (computed numerically or by GPA). The year-end average for the spring semester will be used to compute averages for the fall semester. Students must be on track to be promoted to be eligible.

Summer school or extended school year grades will replace the grade for a failed course in the spring semester GPA.

High School Eligibility

To be eligible, a student must have a 2.0 GPA on a 4.0 scale for the 1st semester of the year to participate in the 2nd semester of that school year and a 2.0 for the year-end average of the school year to be eligible to participate in the 1st semester of the next school year. According to the MHSAA, students must also stay on graduation track as well as having a 2.0

The MHSAA allows a student to become eligible only once for the second semester of a school year if that student was ruled ineligible using their year-end average. This can only happen once for that student, because the MHSAA requires the student to stay on graduation track.

A student can gain credits toward eligibility through summer school courses, correspondence courses, and credit recovery. The grade earned in those courses would be used in computing the year-end average for the spring semester in place of the original grade.

Eligibility for student athletes is now checked twice a year – at the end of the school year for fall eligibility and at the end of the fall semester for spring eligibility. In order to be eligible, a student athlete must have a 2.0 (70) GPA and be on track to graduate.

It is the coach's responsibility to check all of your student/athletes for eligibility. If you have any questions, you need to consult the athletic director before allowing the student/athlete to compete.

New students to the District must complete a Transfer Student form that must be signed off by their previous school and the MHSAA before they are able to compete.

Evaluations: All coaches must answer to their building principal for their teaching evaluations. All High School and Junior High School head coaches will be evaluated at the end of their season by the athletic director. He/She will sit down with each to discuss their season and complete an evaluation form on the head coach. The head coach will be responsible for completing an evaluation form on his/her assistant

coaches. The head coach should bring these evaluations to his/her end-of-the-year meeting with the athletic director. The head coach should also bring his/her inventory list to the meeting.

Game and Practice Supervision: All coaches must ensure that proper security and fan supervision is in place prior to an athletic contest/event. Further, no game or practice may be held without a coach present.

Multiple Sports Participation: Quitman School District acknowledges that there are sports whose seasons overlap, and some athletes may have conflicts in scheduling. Sports, in-season, take precedent over tryouts in other sports. In the case of an athlete who wishes to participate in multiple sports and scheduling conflicts arise, it is hoped that the two coaches can arrive at a solution. If no agreement can be reached, then a “playoff game” would take first priority, followed by a “district game” next and a “non-district game” last. Athletes are encouraged to participate in as many sports as they wish, and they should be able to do so without pressure from any coach to limit participation to one sport. **Quitman School District may discipline any coach who discourages an athlete from participating in more than one sport.**

A student/athlete who quits one sport to participate in a second sport will not be allowed to play in the second sport until the season of sport that he/she quits is over. (Example: Jon Doe quits basketball late in the season to play baseball. John Doe will not be allowed to play baseball, practice or compete, until basketball season is over.)

Paraprofessional Coaches: In some cases, depending on teaching assignments available, Quitman Schools may have to hire paraprofessional coaches. These paraprofessional coaches must meet the recommendations of the MHSAA in order to coach at the High School or Junior High School level.

Physical Examination/Waiver: All athletes are required to complete an “Athletic Clearance form” that includes insurance information. A physical examination must be conducted **prior** to participating in tryouts, a practice, or game. **Quitman School District may discipline any coach who knowingly allows a student/athlete to participate without these forms on file.**

Purchases: Each head coach will be allowed to give a “Wish List” to the athletic director each year. In most cases, the athletic department will not be able to purchase everything on the wish list, so the head coach and athletic director will have to prioritize the list. The head coach and athletic director will agree on the purchases to be made by the athletic department. The athletic department will work with the business office to get a purchase order for the items. The vendors should not place an order until they have received a purchase order from Quitman School District. The vendor should make sure that all items ordered are delivered to the correct school. **Quitman School District may discipline any coach who does not follow the proper procedure for ordering equipment, etc.** Head Coaches can use their Booster Club to purchase other items that the athletic department could not cover.

Religious Neutrality: Quitman School District recognizes the right of every person to make personal decisions about religion free from school or governmental involvement.

Quitman School District encourages all students and staff to appreciate, respect, and be tolerant of each other’s religious decisions and views. Coaches and/or district employees may not lead, plan, or encourage, discourage, or prohibit prayers or religious activities at school and/or school events.

Safety Procedures for Athletes: The safety of athletes in practice and games is a top priority in the Quitman School District. The athletic director and supervising coaches must take all necessary precautions to insure the safety of the athletes.

Scholar-Athlete Team Award: Each head coach should complete a Scholar-Athlete Team Award Application. These are due to the MHSAA by April 1st and are based on first semester grades. Therefore, all head coaches should complete the form and submit it to the athletic office shortly after the first semester ends. It is based only on varsity athletic teams, and everyone who played on a varsity fall sport or winter sport should be listed. Coaches who will begin their practice in February for spring sports will need to estimate their varsity teams based on past participation or tryouts and use this list to complete the application.

School Attendance on Game Day (Practice): In order to be counted present, a student must be in attendance for at least 63% of the school day. In order to participate in any extracurricular activity (including daily practices), a student must attend school a minimum of four periods on the day of the activity. A student absent with permission for a school-related activity will be considered to have attended school the required minimum of four periods on the day of the activity. **These same guidelines apply to coaches. Coaches must be present in order to participate in activities associated with an extracurricular activity - practices, games, banquets, etc. It is the coach's responsibility to check school attendance for his/her players on athletic and/or extracurricular days.**

Squad Selection: Each head coach will have a policy on how athletes are selected for a team ("selection policy"). This policy shall be approved by the athletic director and should be posted in a visible place prior to the team selection. Each selection policy will be on file in the athletic director's office.

STAR Sportsmanship: According to the MHSAA, all coaches, sponsors, student-athletes, cheerleaders, and dance participants in middle school, junior high, and high school sports must have completed the online *STAR Sportsmanship* training program at some point in time. Junior High and Middle School coaches, sponsors, and students must complete STAR Sportsmanship training before their season ends. High School coaches, sponsors, and students must complete STAR Sportsmanship before post-season play begins in their sport. It is the responsibility of the **head coach or sponsor** of each sport to make sure that his or her team's student athletes and assistant coaches complete STAR Sportsmanship training.

Completion Reports for each team will be reviewed by the MHSAA to check eligibility.

Teaching Assignments: Most coaches will have a teaching assignment at one of the Quitman Schools. You will be evaluated by your building principal during the year based on your teaching assignment. It is your responsibility to maintain up your teacher license and to keep it current. In some cases, Quitman School District will hire a paraprofessional coach who will not have a teaching assignment in the District.

Teacher Certification: Each coach is responsible for keeping his/her teaching certification current through the Mississippi Department of Education (MDE). The personnel office will remind you during your last year of certification, but you should have already done some previous work to keep current. In order to keep up your certification, there are many opportunities for you to get CEU's during the school year.

Travel: The athletic director and head coach are responsible for transporting the athletes to and from games/contests in an approved state vehicle. Alternative travel may be arranged in accordance with Quitman School District Policy. Any alternative travel should be approved by the athletic director prior

to the event. It will be up to the head coaches if they want to allow student/athletes to ride home with parents. If the head coach decides to allow them to ride home with a parent, it can only be their legal guardian and cannot be a relative. The legal guardian must sign the child out and take responsibility for the student/athlete getting home. If the legal guardian will not be traveling to the away contest, the student/athlete will ride the bus back home. He/She cannot ride back with another parent, relative, etc.

Tryouts: The MHSAA issued new tryout guidelines in the spring of 2011. A sport that begins in the fall must have its tryouts in the spring semester. A sport that begins in the spring must have its tryouts in the fall semester. **The date(s) of your tryout must be approved by the MHSAA.** Coaches must submit tryout date(s) to the athletic director well in advance. Tryouts cannot be conducted until your date(s) have been approved by the MHSAA.

Weight Room: A well-organized weight program is essential to a competitive athletic program. All head coaches should work to stay current with the latest weight training techniques specific to your sport. The weight room should be a safe and wholesome environment.

Athletes are prohibited from working out in the weight room without the supervision of a coach.

V. ATHLETIC FORMS

Physical Form: A generic physical form is in the athletic office. All athletes must have a physical **prior** to tryouts. Doctors can use their own physical forms as long as they designate the athlete can participate in the sport or all sports he/she is trying out for. **Quitman Schools may discipline any coach who knowingly allows a student/athlete to participate without a physical form on file.**

Athletic/Extracurricular/Co-Curricular Activity Participation Clearance: This form covers three (3) things and is available online:

- (1) The Parent/Guardian waiver allowing the student/athlete to participate;
- (2) The insurance information for the athlete;
- (3) Emergency contact information

This form must be turned in **prior** to tryouts. **Quitman Schools may discipline any coach who knowingly allows a student/athlete to participate without this form on file.**

Concussion Form: This is a form from the MHSAA and must be signed by each athlete each year. This form must be turned in **prior** to tryouts. **Quitman Schools may discipline any coach who knowingly allows a student/athlete to participate without a concussion form on file.**

Emergency Medical Authorization: This form must be filled out for all athletes and must be **kept with the coach at all times.** If an athlete has a medical emergency, this form gives all the necessary information to medical personnel treating the athlete.

Insurance: All student/athletes must provide a proof of insurance before being allowed to tryout, practice, or play. Quitman School District provides supplemental insurance for student athletes that covers accidents during practices and games.

VI. COACHES

Out-of-State Events: MHSAA must approve any out of state events at least 30 days prior to the scheduled event. This included teams from other states competing in events at Quitman School District.

Private Transportation: This form is for athletes who will not travel with the team to an away game. This is used only for extenuating circumstances and must be approved by the athletic director and head coach in advance.

COACHES

Day Travel: Coaches wishing to attend clinics must to complete the day travel form a minimum of 2 weeks in advance. The leave must be approved by your direct supervisor, your building principal, and the superintendent.

Field Trip (Bus) Permits: This form is commonly referred to as the “bus permit” and must be filled out by the driver/coach before the team leaves and after arriving back on campus. The permit will remain on the bus. **A bus cannot be used without a bus permit.**

MEALS/SACK LUNCHES

Any coach requesting sack lunches from the cafeteria must submit in **writing/e-mail** the dates to the athletic office at least **2 weeks** prior to the request. The cafeteria must have sufficient time to order the necessary supplies to make these meals. Arrangements must be made with the cafeteria to pick up the lunches on time. Most of the time the cafeteria workers are gone by the end of the day, so please keep this in mind when needing to pick meals up. The cafeteria workers have always gone “above and beyond” to help the teams out with making the sack lunches, so please take care of picking them up. Once you start picking them up, please make sure that your athletes do not waste the food. If they are not eating the meals, cancel the orders. These sack lunches will be for teams that will be traveling.

HEAD COACH JOB DESCRIPTION

The job description for all head coaches, High School and Junior High School, will be on file in the athletic director’s office and in the personnel office. Whenever a job becomes available, the job vacancy will be posted on the website and made available to all applicants.

ASSISTANT COACH JOB DESCRIPTION

The job description for all assistant coaches, High School and Junior High School, will be on file in the athletic director’s office and in the personnel office. Whenever a job becomes available, the job vacancy will be posted on the website and made available to all applicants.

EVALUATION FORMS FOR HEAD COACHES

The evaluation forms for all head coaches, High School and Junior High School, will be on file in the athletic director’s office. The athletic director will inform all head coaches of these expectations and review the head coach’s progress at an end-of-the year meeting at the conclusion of their sport. Both the athletic director and head coach will sign the forms and file them in the head coach’s file. The head coach will be given a copy of the forms for his/her file.

EVALUATION FORMS FOR ASSISTANT COACHES

The evaluation forms for all assistant coaches, High School and Junior High School, will be on file in the athletic director's office. All head coaches, High School and Junior High School, should complete an evaluation form on all of your assistant coaches at the conclusion of your season. Both the head coach and the assistant coach will sign the forms and the head coach should bring them with him/her to his end-of-the year meeting with the athletic director. The assistant coach/coaches will be given a copy of the forms for his/her file.

VII. Team Policies and Procedures

Archery / Cross Country / Powerlifting / Tennis / Track / Volleyball

Attendance

1. Athletes must attend 63% of the school day to participate in an event
2. All absences MUST be discussed with the Head Coach in advance. Any unexcused absences could result in sitting out of a portion or all of a game. Emergencies/extenuating circumstances will be evaluated by the head coach.
3. Athletes must attend ALL practices and games. Missed practices / games should be communicated with the Head Coach prior to the absence ~~if possible~~. Excessive absences from school / practice / games could result in loss of playing time or removal from the program. Emergencies/extenuating circumstances will be evaluated by the head coach.
4. Athletes are required to ride the bus to all away games. Parents are allowed to sign their child out after games. Everyone else will ride the bus back to the high school. Parents must make sure their child is picked up at the designated time after games / practices.

Academics

1. Athletes are required to have and maintain at least a 70 cumulative average to be eligible for extracurricular activities. Eligibility will be officially checked at the end of school and after Christmas break. Students who do not meet academic requirements will not be allowed to practice or participate in games.
2. Athletes must be promoted to the next grade to be eligible.

Behavior

1. Athletes must abide by all school and team rules.
2. Any athlete suspended from school will not be allowed to practice or play in games during the duration of the suspension.
3. Athletes must conduct themselves appropriately at all practices and games. Violation of team / school rules could result in disciplinary action including but not limited to a parent conference, sitting out a game or games, dismissal from the program for a specific time, permanent dismissal from the program, and any other action deemed appropriate by the Head Coach.

Baseball

General standards for Quitman Baseball:

Player Expectations:

1. I expect you to support your teammates.
2. I expect you to give your best effort at all times.
3. I expect you to make mistakes.
4. I expect you to learn from your mistakes.

A. Practice Schedule:

1. All practices begin during the athletic period for HS & for JH.
2. If for some reason you will be absent or late for practice, you or a parent will personally talk by phone or in person with one of the coaches prior to the scheduled time for practice. (Note: Missed practice—unexcused—will result in a 1 game suspension; Late to practice—unexcused will result in running 2 miles before you will be eligible to practice or play in a game). If a coach does not hear from the player or a parent for being absent or late, then it will be assumed that it is an unexcused. An excused absence would be sick with a doctor's excuse, funeral, family emergency, or an approved school related function. Simply having a headache or the sniffles will not be excused. If you don't practice, don't expect to play. **Ultimately, I need to know.**
3. No one will leave a practice session or game without prior approval of one of the coaches. All players must stay for all of practice and all games unless it is a family emergency. WE are a TEAM. On away games, parents must be present until all games are finished to sign their son out if they do not wish to ride the bus back. Otherwise, they will ride the bus back to the school. This is a school rule. If it is a player's week to cleanup, they must ride the bus back from away games.

B. Conduct of Players:

1. The issues of alcohol, drug abuse, and any form of tobacco are prohibited by Quitman High School. I discourage the use of any of these for your success both now and in the future. If you choose to use any of these, the result may be bear crawls, running, suspensions, and even dismissal from the team.
2. Disrespect towards a coach or questioning decisions that the coach makes (during practice or a game) will be disciplined as the coaching staff seems necessary. Possible punishments could be conditioning, game suspension, or dismissal from the team.
3. Players on the bench should be intense and concentrating on the game.
4. Socializing with spectators/parents/friends in the stands or along the fence will not be allowed during practice or game situations.

5. Negative reactions or comments by players toward officials will not be allowed. A dismissal by the umpire during the game will result in a 1 game suspension. We want to show class inside and outside the fence. It is my job only to dispute a call by an official. An umpire never wins or loses a game for you. There is always something we can do better.
6. Criticizing will not be allowed towards teammates, opponents, coaches, or officials. Foul language will also not be allowed and could result in conditioning, suspensions, or dismissal from the team.

C. Appearance:

1. You must dress properly during practice and game situations. You represent QHS, the baseball program, and yourself.
2. Players must wear baseball pants, a belt, a baseball shirt, and their Quitman Baseball hat to practice (or toboggan if cold). Shirts will be tucked in. We will always look professional. Players will face disciplinary action for not being dressed properly for practice.
3. Hair needs to not be too, too long. I'm allowing you to be yourself as long as it's not a distraction.
4. **You** are responsible for yourself and your stuff.

D. Academics:

1. Your first responsibility is your academics and the baseball team is your second responsibility.
2. You are a STUDENT-athlete and you will not receive preferential treatment.
3. If there is a problem in the classroom (grades, discipline, etc.) proper discipline will be enforced.

E. Conference/Parents:

Playing time is determined by many factors (**attitude, hard work, talent, production, effort, discipline**), but remember that the final decision is up to the coach. If you have any questions, feel free to call the athletic director or the high school office to set up a conference. The conference will consist of coaches, an administrator, the parent and the player.

Playing time, the lineup, and practice organization/philosophy ~~is~~ are the coach's decision. It is the coach's **job** to coach. In order to be a successful program, parents need to be supportive no matter what role their child plays on the team. Parents, please let the **player**, not you, **come talk to the coach** if they want to talk about their role on the team. This helps them take ownership and responsibility.

Cheerleading

Cheerleaders are selected during the spring semester of the previous year. The cheerleaders occupy a position of leadership and have great responsibility for good sportsmanship and school loyalty, resulting in an enthusiastic school spirit. As school leaders, they are expected to display at all times those same traits which they seek to develop in the traditional school spirit.

Cheerleaders are selected in the spring by judges. Eligibility requirements include:

- A. Must be eligible under the No Pass/No Play rule
- B. Must have satisfactory conduct and attendance for the current year.

- C. Parental approval
- D. Agrees to attend workshop, clinic in preparation for selection
- E. Agrees to attend summer and fall practices
- F. Agrees to furnish the uniform

These policies must be maintained after being selected. This means that they are in effect during the year selected and the year of participation.

Cheerleaders are not allowed to wear uniforms to school.

All cheerleaders will follow the guidelines set forth by the sponsors and school administration.

Eligibility for Tryouts

1. Any student selected as a cheerleader for the upcoming year must be eligible according to MHSAA. Any student not meeting eligibility requirements by the specified date will be removed from the squad.
2. All candidates must have a copy of a current physical on file with the district prior to the participation in any pre-tryout clinic or tryouts.
3. Candidates for the high school cheer squad must be in grades 9-12 for the next school year. Candidates for the junior high cheer squad must be in the 7/8 grade for the next school year.
4. Candidates who are trying out for their SENIOR year of cheer and have cheered for 9th, 10th, and 11th grade without being dismissed and meet the MHSAA academic guidelines will automatically be placed on the QHS Cheer team.
5. Selection will take place during January or February in the semester proceeding the year of service.
6. To be eligible for tryouts, a student must be enrolled in Quitman High School and passing all subjects for the six week grading period prior to the time of try-outs.
7. Students placed in ISS (in school suspension), OSS (out of school suspension), or assigned to alternative school, during the current school year could be ineligible to try-out for cheerleader.
8. If a student is failing for the fall semester prior to try-outs, that student is not eligible to try out.
9. Any cheerleader who quits the squad before the end of the cheerleading year or is dismissed will not be eligible to try out the following year.
10. To be eligible for tryouts, a student must turn in a signed copy acknowledging the constitution, the uniform payment schedule, extracurricular form, and the hazing/bullying form by the designated date and time.
11. The Quitman High School Varsity Cheerleaders will be a minimum of 16 cheerleaders depending on the skill level of the cheerleaders.
12. The Quitman Junior High Cheer Squad will be a minimum of 12 cheerleaders depending on the skill level of the cheerleaders.
13. Tryouts are closed to all guests; only an administrator, the cheer coach and judges/scoring panel will be present during the try-out process as well as in the tabulation process.
14. Tryouts will be held on the date and times specified by the coach.

15. A clinic will be held on the week of tryouts. Attendance is mandatory.
16. After judging each candidate and having completed the scoring sheets, judges will submit the sheets to a separate panel for scoring and ranking.
17. Numbers will be drawn at random to determine the sequence each candidate will perform in.
18. Announcement of the upcoming school year cheer squad will be announced privately—each candidate will receive a sealed envelope stating whether or not he/she made the squad.
19. Candidates will be judged by the following standards: technical skills, jumps, crowd involvement, motion techniques, dance techniques, and teacher evaluations

Service

1. The student must possess the required number of credits at the end of the spring semester when selected as cheerleader in order to move on to the next academic classification for the following fall semester of service.
2. To serve, a student must meet and maintain MHSAA requirements: pass all subjects each six week grading period. A grade check will be made at the end of each six-week period. If a cheerleader or mascot is not passing at the grade check, he/she cannot participate for the next three weeks. If he/she is passing all classes at the three week check, he/she will be allowed to rejoin his/her squad.
3. Candidates selected to be a member of the cheerleading squad are expected to make a commitment to the activity for the full cheerleading year.
4. Demerits will be issued in cases where a cheerleader has failed to perform any of the duties listed above or any other duties dictated by the coach(s).
5. It is the responsibility of the cheerleader to acquire the information about uniforms and meeting times.
6. Attendance at summer camp is mandatory.

Expectations

1. Cheerleader/mascot is expected to have a spirited attitude and be dedicated with their time.
2. Cheerleader/mascot will not use his/her role to take advantage of any teacher or school rule.
3. All cheerleaders/mascots must conduct themselves in a manner to reflect credit to yourself, your school, and the Quitman School District. Failure to do so will result in dismissal from the squad
4. Social Media, such as Facebook, Twitter, Instagram, Snapchat, and any other not listed, is a reflection of yourself and your activities. If you choose to participate in this program you are representing Quitman High School cheer. All photographs and written posts need to be school appropriate.
5. Demerits will be issued for failure to meet the above expectations.

Summer Camp/Stunt Clinics/Cheer Clinics

1. It is required for all students selected as a Quitman High School cheerleader to attend camps and clinics scheduled by the QHS Cheer Coach.

2. Any unexcused absence from an entire or partial session of the camp may result in dismissal from the squad.
3. Absences will not be excused for such things as: driver's education, vacation, church trips, hair appointments, summer employment, family vacations, etc.
4. The cheerleading coach will determine whether the summer camp will be:
 - i. A camp held on the campus of one of the area universities or colleges.
 - ii. A NCA or UCA "Resort" Camp.
5. Every effort will be made to arrange the camp dates during the month of June. The cheerleading coach will set the dates for the camp.

Cheerleader's Code of Conduct and Responsibilities

I. Attendance to cheerleading activities

1. Attendance (during the spring, summer, fall, and winter) at ALL practices, pep rallies, games, competitions, and other approved activities are expected and REQUIRED. Things such as doctors' appointments should be scheduled around cheer practices, games, pep rallies, competitions, and other events. Prior approval of the coach is required for excused absences or tardies. Excused absences will be given for such things as:

- Sickness, with doctor's excuse
- Injury that is verified with a doctor's excuse, and a release date
- Verifiable family emergency
- Coach's approval

(Appropriate punishment(s) will still apply)

2. If a cheerleader has an excused injury over a prolong period the individual must continue to dress for practice, games, and participate when possible.
3. An unexcused absence from a game or EMC practice WILL result in dismissal from the squad.
4. If a cheerleader is absent or checks out of school and will miss a practice or game, he/she should make every effort to notify the coach so that adjustments can be made to compensate for his/her absence. Appropriate punishment(s) will apply.
5. A cheerleader will not be excused from any planned activity due to work. If a cheerleader has a job he/she must plan his/her job around cheerleading, not cheerleading around his/her job.
6. If a cheerleader misses the final practice immediately preceding a pep rally and/or game, he/she WILL NOT be allowed to participate in the pep rally and/or game. This is for safety purposes and it is important to be there for any changes that might occur during the last practice. (If a violation occurs and this rule is to be enforced the week of the state competition, for the benefit of the entire team – the enforcement will be postponed until the week following the competition)

7. Each cheerleader is expected to report to practice on time and be ready to begin promptly at the assigned time. This includes being fully dressed with shoes.
8. If a conflict arises between cheerleading and another school sponsored activity (or sport), the cheerleader is expected to attend the cheerleader practice, game, or activity. (The only exception is if a 3 day notice and prior approval has been given by the cheer coach.) NO LAST MINUTE notification will be approved.
9. Cheerleading practices and games come first. If a cheerleader is involved in another activity which is not school related the activity should not conflict with cheerleading practices or games.
10. Regardless whether excused or unexcused, excessive absences will not be tolerated. Appropriate action to be taken will be at the discretion of the coach after consultation with the school administration.

II. Attendance to school

1. Any cheerleader who is habitually unable to attend school or is continuously tardy to school may be dropped from the squad.

III. Code of conduct

1. Cheerleaders are considered school leaders and many people closely observe their conduct. Cheerleaders should represent QHS in a positive manner. All cheerleaders are expected to be very familiar with the Quitman High School Cheerleading Constitution and the Quitman School District Handbook and deport themselves in accordance with each of these publications.
2. Severe unsatisfactory conduct will be dealt with by the coach and school administration and may result in suspension or dismissal from the squad. (This could include such cases as ISS, OSS, etc.)
3. If a cheerleader's behavior becomes detrimental to the squad while she is participating at a cheerleading function (i.e. practice, game, etc.), the cheerleading coach has the autonomous authority to remove and withhold the cheerleader from further participation. On the next school day the incident will be submitted to the school administration for further review and possible additional sanctions or dismissal from the squad.
4. Cheerleaders should be able to take corrective criticism from the coach and/or other squad members.
5. Respect must be shown for all teammates, coaches, administrators, and teachers, as well as other teams at QHS, all other schools, and school members.
6. Good sportsmanship must be practiced at ALL times.
7. Cheerleader will maintain proper sideline behavior:
 - a. Refrain from excessive talking.
 - b. Refrain from conversing with crowd/team.
 - c. Pay attention to game.
 - d. Show proper respect during National Anthem.

- e. Show proper respect during school songs.
8. Cheerleaders MUST accept the responsibility of setting an example for proper deportment during the playing of the National Anthem. At the playing of the National Anthem; they will place their right hand over their hearts, left hand behind their back, and face the flag standing at attention until the end of the anthem. There will be NO talking, NO laughing, or NO playing during this time.
9. Cheerleaders shall accept responsibility in playing an integral part in controlling the student body behavior at games especially during public address announcements, pre-game, or half-time activities and in regard to a call by official.
10. Cheerleaders should maintain character when in uniform representing Quitman High School. This includes behavior with boys. NO public display of affection will be tolerated.
11. It is a state rule that no jewelry can be worn while practicing, cheering at games, or participating in the state competition. Cheerleaders should not have to be constantly reminded to take off jewelry.
12. There shall be no gum chewing at practice, pep rallies, or games.
13. If a cheerleader partakes in activities that are inappropriate and brings shame on the school or the cheerleading squad, it will result in dismissal from the squad.
14. Social Media - ALL social media accounts will be monitored by the coach. If you have more than one account, you must be-friend your coach on ALL accounts. If an account is discovered after the first two weeks of making the squad, it will be considered hiding inappropriate posting from your coach and will result in proper punishment and possible dismissal from the squad.
15. There shall be NO cell phone use during practice or games.

Dance

It is important that you understand what will be expected of you as a member of the QHS Dance Team. This program is under the direction of the Athletic Department and will be similar to all other sports in the school.

You are expected to abide by the QSD Athletic Code all year, as well as the guidelines listed below.

Practices, Meetings & Attendance

1. Practices will be conducted 3-5 days/week. All members must arrange their schedules around our calendar. Attendance is mandatory!
2. Additional practices/meetings may be added as needed. All members will make a reasonable effort to attend.
3. Any member who misses the last practice before a performance (excused or unexcused) will not perform. The coach may consider extenuating circumstances/emergencies.

4. Members must be on time for every practice and performance. Members will remain together until excused by the coach.
5. Members must dress in the designated practice attire with appropriate shoes for all practices, or will not be allowed to participate in practice.
6. Practices are not to be conducted without the coach's knowledge and/or presence.
7. Jewelry and gum are not permitted at any practice or performance.
8. If excused from school, you are excused from practice. If you are at school, you must attend practice. Any other absences must be cleared prior to the absence with a note or phone call from a parent. Jobs and other dance classes are not excused absences.
9. Cell phones are not allowed at practices or performances – coaches reserve the right to confiscate phones.

Conduct

1. Dancers must commit to maintaining their grades and attending school regularly.
2. Members will follow the Quitman School District Athletic Code year round.
3. The team will wear team-designated attire on performance days.
4. Members will remain in designated areas at all performances.
5. Members will set an example for desired behavior at all times (school spirit, no swearing, no social media misbehavior, etc.)
6. Complete honesty is expected at all times.
7. From day one, dancers must EARN their spot in formations. All members are required to be at all practices and know all choreography, whether they are in formations or not.

Consequences/Penalties

1. Letting yourself and your teammates down.
2. Not participating in practice.
3. Not participating in a performance.
4. Others as deemed necessary by the coach.

Rewards

1. Personal satisfaction
2. Improvement/Progress
3. Team Success
4. Respect

What is expected from parents:

1. Express concerns to coach directly.
2. Notification of any schedule conflicts well in advance.
3. Support towards the commitment of the program.
4. Observe all sportsmanship rules.
5. Respect the coach's decision.

Basketball

Eligibility

1. Basketball player's eligibility will be determined by the Mississippi High School Activities Association and C2C Schools.
2. Basketball players must have a current physical and signed parent consent forms.
3. Eligibility does not determine playing time.

Discipline

1. Basketball players under out of school suspension are not eligible to participate during the term of the suspension.
2. Basketball players that are under in school suspension will be disciplined by the coach at their discrepancy.
3. Team rule violations will be up held by the head coach.

Team Rules

1. Coaches will cover team rules and expectations with players before, during, and after the basketball season.
2. Players and parents will receive a copy of the team rules that is to be signed and returned to the head coach.
3. Players that do not return a signed copy of the rules form will be not be able to participate in any basketball activities.

Travel

1. Players are expected to travel to the game by the school districts designated school bus.
2. Travel permission forms must be completed and turned in prior to an event that the coach has cleared for separate travel (circumstances may vary).

3. Players with unlawful behavior at an event or on the bus may or may not be able to ride the bus back to designated area – parent will have to pick up student (circumstances may vary).
4. Players can only travel from games with guardian/parents or a designated person that parent has agreed upon.

Playing Time

1. Playing time will be determined by the head coach.

Football

1. We will operate the QHS Football Program in accordance with the rules, regulations, and policies as outlined by the MHSAA and the administrative policies of the Quitman School District.
2. Athletes must academically meet the standard requirements set by the Quitman School District and the Mississippi High School Activities Association.
3. All players are expected to conduct themselves with class and dignity, both on and off the field. Any actions that will embarrass you, your team, school, or parents will result in the appropriate disciplinary action.
4. All players in this program will recognize and respect the authority of all coaches, teachers, administrators, and staff.
5. All players are expected to be present and on time to practice: 1st unexcused absence = disciplined by coach/ 2nd unexcused absence = loss of playing time in game/ 3rd unexcused absence = game suspension/ 4th unexcused absence = possible removal from team.

(Unexcused absence is defined as any absence that is not allowed ahead of time by the coaching staff or followed with a medical note) (This does not include dental appointments) In case of unforeseen emergency, parent must contact Coach Bynum. (Not feeling good is not a excused absence)

6. Any absence excused or unexcused will require make up work. This is not punishment.
7. Players must be in school for the allotted time required by the school to participate.
8. Any player suspended from school will receive the following consequences:
1st suspension = coach's discretion based on the infraction;
2nd suspension = game suspension / possible removal from the team based on situation.
9. Hazing of other players will not be tolerated and will result in disciplinary actions seen fit by the Head Coach.
10. The locker room floor will be free of trash and equipment that does not belong or extra conditioning will be required by the entire team.

11. The use of drugs or alcohol will not be tolerated. Possession or use of these things at school will result in discipline action.
12. Equipment or facilities used by our players that is lost or destroyed will result in the reimbursement of that particular item.
13. Stealing from teammates or coaches will result in immediate appropriate discipline and possible removal from the team.
14. Players are not cut from the Quitman Football Program. If they have the proper attitude, effort, and discipline we require then they will remain a valued member of the program. We are the ONLY program that does not eliminate students based on their present ability but take pride in molding young people into a valuable team member.
15. Students are required to complete spring training following the upcoming season in which they plan to participate, along with meeting the mandatory summer workout regime requirements set by the coaching staff, and complete all required fund raising requirements.
16. Students must have a completed /up to date physical, concussion form, and parent consent form.
17. Players are required to ride to the games with the team and return on the bus with the team. Only emergency situations approved by the Head Coach will override this rule.
18. Playing time is based on Coach's discrepancy.
19. Injured players are still held to the same requirements as the players actively participating.
20. Any situation not completely covered in these regulations will be left up to the discrepancy of the Head Coach.

Not meeting one of the above requirements proves the lack of commitment to the program and will result in the removal from the program.

Soccer

Expectations

Players are required to fundraise throughout the summer and the school year to raise funds for uniforms and equipment. Players are issued home and away jerseys, shorts, and any other equipment assigned to them during the season. It is the player's responsibility to take care of their uniforms/equipment they are issued. It is the players' responsibility to pay for the replacement of any and all equipment that is lost or damaged beyond normal wear and tear.

Discipline

All players within the program will be held to the same ethical standards to remain eligible to compete. Student athletes who violate any standards will be subject to correction determined by the coach, administration, parents or team as appropriate. Those standards include:

- Civil: Student athletes will obey Mississippi State laws
- Academic: Student athletes are expected to abide by all the rules and regulations found in their student handbook and the Quitman School District Athletic Contract until the end of their high school career, including summer vacation

A's, B's and/or C's: Academically eligible

D's: Academically at risk. Must meet with athletic administrator and/ or coach to achieve academic eligibility.

One F and / or below a 2.0 GPA: Academically at risk. Must meet with athletic administrator and have a current GPA above a 2.0 to be academically ineligible. Will be required to do a weekly grade check to maintain eligibility.

- Athletic: Practice is from 3:30 p.m. - 5: 30 p.m. every day unless otherwise communicated. Please set schedules accordingly. Players will be ready to go 5 minutes before the start of practice (shin guards and cleats on).

Student athletes or parents must notify their coach **directly** 24 hours prior to any missed practice and 1 hour prior to any expected tardiness. Failure to do so will result in the player being considered late to practice.

If tardy for a practice or game, without being excused previously by the coach, you will not start the next game. Playing time could also be limited depending on the severity of the infraction.

Missed practice without excuse will earn a single game suspension; a 2 game suspension; then, dismissal from team with each successive missed practice.

Student athletes must attend all school periods to be eligible for practice. Exceptions may apply which will be dealt with on an individual basis with the coach and athletic administrator as needed.

Safety Guidelines:

All players will wear shin guards to all practices and games.

There will be a minimum of 8 players to transport goals.

A coach will stay at the practice or game site until the final student athlete has left the site.

Practice

All student athletes are expected to have a high level of focus and work rate once practice begins with the following expectations:

- Student athletes will bring a water bottle, shirt, shorts, socks, shin guards, jacket, pants, running shoes and cleats to every practice.
- Shorts will be of an appropriate length.
- Shirts will be t-shirts or sleeveless shirts, no spaghetti straps.
- Student athletes will be ready to begin 5 minutes before the scheduled start of practice.

- No one leaves practice early unless excused by the coach.
- Teams will be in charge of cleaning up after practice, games, road trips, etc.
- Hustle everywhere: shagging balls, water breaks, into huddles, etc.
- Always stay focused and involved in the drills especially when not directly involved in the drill itself.
- No unrelated talking/socializing once practice begins.

Team Workouts

All players will be required to practice and complete all workouts unless excused by coach or the athletic trainer.

Game Day

Student athletes are expected to have eaten and hydrated appropriately prior to all games.

Home Games

Players are expected to be at the field 1 hour prior to kickoff and will not be released to leave until dismissed by the coaching staff.

Varsity players are expected to be at all possible JV games by the start of the second half.

JV players are expected to be at all possible Varsity games through the first half.

Away Games

Players are expected to be at the bus 15 minutes prior to the scheduled departure.

Proper attire is to be worn while traveling which will be discussed prior to games.

All players will return home with the team unless prior permission is given and appropriate forms are completed.

All players will help clean the bus when traveling.

Expectations for away games are the same as home games.

Consequences

All consequences not addressed above will be handled fairly on a case by case basis ranging from physical (running, push-ups, sit ups, etc) to administrative (suspension from practice, game, etc.) At all times and in all ways, players are to represent Quitman High School by displaying Panther P.R.I.D.E.

Softball – Slow and Fast Pitch

- Players will respect our teammates, school, and opposing teams on and off the field.
- Players must be uniform at all team events and practices.

- Practice attendance is mandatory unless previously discussed with head coach.
- Effort and attitude is something all players are able to control. The coaches will always give 100% with our efforts and attitudes to ensure each athlete is receiving a quality experience. We expect this in return each time we compete in practice and games.
- Grades will be monitored throughout each nine weeks of the school year. There will be conditioning for players with grades below a C average at the end of each nine weeks. There will be rewards for our athletes who have all A's and B's at the end of each nine weeks.
- Playing time will be determined by the head coach.

Junior High Football / Basketball / Baseball

Athletes at Quitman Junior High are expected to conduct themselves as positive representatives of Quitman School District. The following are guidelines in behavior, attendance, and academics that every QJH athlete must follow.

Attendance

1. Athletes must attend 63% of the school day to participate in an event.
2. All absences must be discussed with the Head Coach. Any unexcused absences could result in sitting out of a portion or all of a game.
3. Athletes must attend all practices and games. Missed practices / games should be communicated with the Head Coach prior to the absence, if possible. Excessive absences from school / practice / games could result in loss of playing time or removal from the program.
4. Athletes are required to ride the bus to all away games. Parents are allowed to sign their child out after games. Everyone else will ride the bus back to the junior high. Parents must make sure their child is picked up at the designated time after games / practices.

Academics

1. Junior High athletes are required to have and maintain at least a 70 cumulative average to be eligible for extracurricular activities. Eligibility will be officially checked at the end of school and after Christmas break. Students who do not meet academic requirements will not be allowed to practice or participate in games.
2. Junior High athletes must pass the four core courses for the year in order to be eligible. The core courses are English, Math, Science, and Social Studies.

Behavior

1. Athletes must abide by all school and team rules.
2. Any athlete suspended from school will not be allowed to practice or play in games during the duration of the suspension.

3. Athletes must conduct themselves appropriately at all practices and games. Violation of team / school rules could result in disciplinary action including but not limited to a parent conference, sitting out a game or games, dismissal from the program for a specific time, permanent dismissal from the program, and any other action deemed appropriate by the Head Coach.

Student / Parent / Coach Agreement

2018 - 2019

This is to certify that we have reviewed the contents of this athletic handbook.

Student's Signature

Parent's Signature

Coach's Signature

Athletic Director's Signature

Date

Please detach and return to your child's coach.