

Forest Heights Community School
PO Box 29, Chester Basin,
Nova Scotia, B0J 1K0

Main Office: (902) 275-2700
Athletic Office: (902) 275-2704
Fax: (902) 275-2710

Forest Heights Community School Student/Parent Athletic Handbook 2015—2016

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I. PURPOSE OF THE ATHLETIC HANDBOOK

This athletic booklet is designed to inform athletes and their parents/guardians of the rules, regulations, and information that helped develop the rich tradition of competition at Forest Heights Community School. **It is a privilege, not a right, to participate in interscholastic athletics.** This **privilege** carries with it honour, responsibility, and sacrifice. Student-athletes are expected to follow the **Code of Conduct** established by the administration *in addition to* their coaches' rules. Student-athletes are expected to represent Forest Heights Community School in a positive manner at all times. School administration and the Athletic Department depend on parent/guardian help and cooperation to aid coaches in promoting a successful athletic program. Your support of Forest Heights Community School athletics is appreciated. The policies in this handbook apply to all

NOVA SCOTIA SCHOOL ATHLETIC Federation (N.S.S.A.F.) sanctioned sports, as well as sanctioned club sports Forest Heights Community School.

II. STUDENT-ATHLETES

A student-athlete is defined as any individual who represents a team that engages in interscholastic competition and includes cheerleaders, student managers, statisticians, and any other students who may assist a team.

III. PHILOSOPHY OF ATHLETICS AT FOREST HEIGHTS COMMUNITY SCHOOL

The philosophy of Forest Heights Community School is to provide the best opportunities for its student-athletes to excel in teamwork, sportsmanship, self-discipline, and moral character. This is consistent with the character guidelines established by the school philosophy of Readiness, Respect, and Responsibility. The N.S.S.A.F. Code of Ethics is found on page 4 of the N.S.S.A.F. handbook and is located on their website at: http://nssaf.ednet.ns.ca/index.php?option=com_content&view=article&id=76&Itemid=170

IV. PURPOSE OF FOREST HEIGHTS COMMUNITY SCHOOL ATHLETICS

The primary purpose of athletics is to help young adults grow into respectable citizens. By following the guidelines set forth in this handbook, the ideals that youth exemplify in athletics will become a part of their personality and character and will be a model to those who watch them perform. Student-athletes assume many responsibilities when they wear the colours of Forest Heights Community School. Most athletes are responsible, but those who fail to meet their responsibilities may be detrimental to themselves, their team, and their school. Participation in interscholastic athletics contributes to the lives of the participants by providing competitive opportunities, fostering an initiative to succeed, providing leadership experience, and numerous opportunities for self-discipline. One of the challenges for student-athletes is to contribute to the Forest Heights tradition with their best efforts, thereby ensuring a very satisfying experience. The successful tradition of our athletic program involves responsibility for all participating athletes. Those student-athletes entering the program should have an understanding of these responsibilities and a willingness to accept and maintain them.

V. ELIGIBILITY STANDARDS: FOREST HEIGHTS ATHLETICS

The N.S.S.A.F. and Forest Heights Community School have minimum requirements for participation in high school athletics. Failure to meet *any of* these requirements will render a student-athlete ineligible for participation. The following are basic requirements for athletic participation at Forest Heights Community School:

N.S.S.A.F. REQUIREMENTS - REGULATION 4 - STUDENT ELIGIBILITY

Any time member schools compete, the following shall govern eligibility:

- 4.0 In order to participate in NSSAF competition, a student must be in attendance at the school he/she is representing. Furthermore, any student who is registered as a regular student shall be eligible to compete as hereinafter provided.
- 4.1 In order to participate in NSSAF competition, any student who is registered as a regular student shall be eligible to compete. In semestered schools, a regular student is defined as one who is registered in a minimum of three courses in a semester at the school.
- 4.2 High School – The age limit for all student-athletes is UNDER 19 YEARS as of September 30th of the current school year.

9. The school at which a student is registered in Grade 10 shall be the school in which he/she shall be eligible to participate in NSSAF activities for three (3) consecutive years. (See N.S.S.A.F. handbook for school transfer rules.)

VI. FOREST HEIGHTS COMMUNITY SCHOOL - STUDENT IN GOOD STANDING

A student who is putting forth a sincere academic effort as deemed acceptable by his/her teachers and does not accumulate unexcused absences or discipline referrals to the office will be viewed as “a student in good standing”. The administration will consider a student’s behaviour, academic performance and attendance in determining this status.

VII. FOREST HEIGHTS COMMUNITY SCHOOL - ATHLETIC ACADEMIC ELIGIBILITY

Participation in athletics is based on the assumption that participating students are devoting themselves to their academic responsibilities to the best of their abilities. To be academically eligible to participate, a student must have achieved a passing mark in all registered courses.

The Athletic Director will confirm the eligibility for student athletes after each reporting period. The Athletic Director will take the names of those athletes failing to meet academic standards to the Principal. Students not meeting the eligibility standards will therefore not be a “student in good standing” and will be placed on Academic Review. Information regarding assignment completion, academic effort, attendance, and classroom conduct will be collected from the student’s teachers and will contribute towards the decision to place the individual on Academic Review.

Academic Review

Once placed on Academic Review, the student is no longer in good standing and subject to a 14-day suspension from all athletics. During this period, the student is not permitted to participate in games or represent the school at any team function. The student is allowed to attend practices or try-outs, but is not permitted to travel with the team. The student's overall academic performance will be monitored during the suspension period and subsequently reviewed by the administration at the end of the two weeks. The student will also be referred to the Student Support Advocate for academic support and will be part of this teacher's caseload during the two-week suspension period.

It may be determined that the student needs to continue with this support beyond the two week period. Following the two-week period the student will either be:

1. Reinstated to full playing status with a notification that if he or she fails to meet the required academic standards a second time, they are ineligible for athletics for the remainder of the semester.
2. The student is ineligible for athletics for the remainder of the semester.

Academic reviews conducted on final semester grades will carry an ineligible consequence in the next semester (if necessary).

VII. PARTICIPATION STANDARDS AND GOOD SPORTSMANSHIP

The following "Participation Standards for Student Athletes" and "Good Sportsmanship for Student Athletes" reflect the standards by which Forest Heights Community School and its Athletic Department expect our student-athletes to abide.

PARTICIPATION STANDARDS

- The "good of the team" is first and foremost.
- Athletes are responsible for their uniforms and equipment. The Athletic Department will replace uniforms and school equipment damaged or destroyed by competition. Student athletes will reimburse the athletic department for uniforms and equipment that has been lost, damaged with use not associated with athletics or not turned in at the end of the season.
- The coaches of individual teams may supplement the Forest Heights Community School Athletic Department Student Athletic Handbook with their own additional rules specific to their sport. These rules carry the same weight as do those of the Athletic Department and may carry specific penalties that would be administered and enforced by the coach of that team. These penalties may be in addition to those imposed by the Athletic Department.
- Forest Heights student athletes are expected to be positive role models to the other students in our school and to the young people of Lunenburg County. This includes all

aspects of school life including: classroom behaviour, lunch-time behaviour, school bus behaviour, and respectful conduct with all teachers and coaches.

STANDARDS OF GOOD SPORTSMANSHIP

- Good sportsmanship will always be the focal point of the Forest Heights Athletic Department. It will be reflected in how we treat our teammates, coaches, officials and opponents.
- Student-athletes at Forest Heights will place the positive and supportive relationship with their teammates and coaches as their highest priority.
- After all contests, Forest Heights’ athletes are expected to shake hands with the athletes and coaches of the opposing team(s).
- After all contests, Forest Heights’ athletes will thank the officials.
- After any contest where ribbons, medals, or trophies are presented to the opposing team(s), Forest Heights’ athletes will stay, watch, and applaud the efforts of the athletes and teams(s) involved in that contest. At no time will Forest Heights’ athletes ever leave the field or floor while a presentation is being made.
- Forest Heights’ athletes will not use inappropriate language while taking part in any contest.
- Though all sports have some level of physical contact, and recognizing that hard physical aggressive contact is a major and important part of some sports, *at no time* will an FHCS athlete engage in physical play that would result in unsportsmanlike conduct that would jeopardize the safety of the opposing athlete and/or the integrity of the Forest Heights Community School team.

VIII. ATHLETES CODE OF CONDUCT AND DISCIPLINARY ACTIONS

Examples of actions that breach the athlete’s code of conduct Disciplinary Action

Fighting during school hours on/off school grounds (School hours = time of leaving home in the morning to return home at night)	Suspension may Involve legal consequences
Any use of, possession of, or being in the presence of alcohol or illegal drugs during school hours or at a school event, regardless of the school location	5 day suspension, may include legal consequences

Video-taping or photos of inappropriate activities or possession of videos, pictures, or any slanderous material toward another individual/group	Suspension may involve legal consequences
Posting on the internet; videos, or comments about other individuals or groups	Suspension, may involve legal consequences. Removed from major athletic awards consideration
Theft of other person's, school or S.S.R.S.B. property	5 day suspension, may include legal consequences. Removed from major athletic awards consideration
Improper use of public property	Suspension and additional actions dependent on the level of vandalism
Possession of firearms, knives, pipe bombs or any explosive devise or weapon	5 day suspension, may include legal consequences. Removed from major athletic awards consideration
Inappropriate behavior / attitude toward teachers at any time	Possible suspension and additional actions dependent on the level of the incident
Rookie hazing or any other type of hazing	Possible suspension and additional actions dependent on the level of the incident

Note: These are examples and do not include all possible breeches of the Code of Conduct.

X. EXTRA-CURRICULAR ELIGIBILITY POLICY

Any student who receives a five-day suspension for major infractions including - *but not limited to* - physical violence, drug/alcohol offenses, theft, and vandalism is further subject to:

FIRST OFFENSE:

A minimum 14-day ban on participation in extra-curricular activities. Before participating again in extra-curricular activity, the student must complete 10 hours of in-school voluntary service. Co-curricular activities for which a student may receive a credit do not apply.

SECOND OFFENSE:

A minimum 30-day ban on participation in extra-curricular activities. Before participating again in extra-curricular activity, the student must complete 10 hours of in-school voluntary service. Co-curricular activities for which a student may receive a credit do not apply.

Forest Heights Extra-Curricular Reinstatement Plan

A student may earn back extra-curricular privileges upon successful completion of the Forest Heights Community School Extra- Curricular Reinstatement Plan. (10 hours)

1. This plan requires the student to complete 10 hours of in-school service.
2. The student must obtain a copy of the reinstatement plan document and regulations from the administration and must have their plan pre-approved by the Principal.
3. The school service proposal must be pre-approved by the Principal.
4. Documentation of the completed plan must be submitted to the Principal.
5. The Principal will advise the student of whether or not the plan is approved.
6. Upon successful completion of the reinstatement plan, the student may again be considered "in good standing".

XI. AWARDS INFORMATION FOR FOREST HEIGHTS STUDENT ATHLETES

At Forest Heights all student athletes participating in N.S.S.A.F. interscholastic sports, and sanctioned club sports are eligible for athletic awards. The awards are described below, along with the following basic guidelines:

- **Athletes who have had a major suspension are in illegible to receive a major athletic award in that year.**
- A student-athlete must complete their school year in good standing in order to receive a major Athletic Award.
- Student-athletes earn their team awards based upon criteria established by the head coach. **The following information indicates the types of awards that can be earned by a student athlete:**

Certificates: Given to all student-athletes who have completed their season in good standing.

Plaques: Presented to a student-athlete as a member of an N.S.S.A.F. Provincial Championship team. Medallions: Presented to student-athletes who receive team awards at the annual Awards Night in June. Each team is allowed two awards per season.

Major Athletic Awards Criteria

Male/Female N.S.S.A.F Scholar Athlete Award:

Scholar-athletes must have a minimum of 85 percent average in six grade twelve subjects. Nominees must have been a participant in an NSSAF Championship event (*District, Regional, or Provincial*) and demonstrated outstanding leadership, athletic ability, and sportsmanship during their senior high school athletic career. The top female and top male scholar-athletes at the Senior High School level in each Region will receive \$750.00 scholarship and a congratulatory letter from the N.S.S.A.F. All nominees will receive a certificate from the N.S.S.A.F.

Male/Female Forest Heights Scholar Athlete Award:

Awarded to two graduating students who combine excellence in their academic and athletic endeavors.

Male/Female Athlete of the Year:

A student who has demonstrated a high level of skill, natural control, ease, and grace of performance which is collectively recognized as athletic excellence, and who has demonstrated a positive attitude toward school, sports, and in life in general will be named Athlete of the Year. In case of close competition, preference will go to the senior athlete.

Sportsperson of the Year:

Sportsperson of the Year has positive speech and actions in general, around school and in regard to opponents, in their hometowns, and in other schools. This student-athlete shows hospitality towards visiting players, coaches, and fans, while also demonstrating responsible conduct in the dressing room, both at home and away. This player shows respect for the property of his/her school and the school of opponents, and has a respectful attitude toward the officials and their decisions, is courteous, cooperative, showing courage and fair-mindedness in defeat, and modesty in victory. In case of close competition, preference will go to the senior athlete.

Male/Female Rookie of the Year:

Grade nine or ten athletes who have made a significant contribution to Forest Heights athletics by showing components of athlete of the year criteria.

Outstanding Contribution to School Sport:

Awarded to a non-athlete who has made a significant contribution to Forest Heights athletics. This award has been used in the past for managers, minor official coordinators, and audio-visual presenter, for example.

XII. GENERAL INFORMATION FOR STUDENT ATHLETES

Athletic Fee: All Forest Heights Athletics are 100% user pay. Athletic fees are determined by the coach dividing equally the team budget by the number of athletes. “KidSport” is a valuable asset that assists in this financial need. Ask your coach or school Athletic Director for more information.

Accidents/Injuries: All accidents or injuries incurred in practice or a contest in the N.S.S.A.F. sanctioned sports and club sports or activities are to be reported to the coach immediately. ***ALL HEAD INJURIES INCURRED IN PRACTICE OR GAME ARE TO BE TREATED WITH EXTREME CAUTION.*** Any athlete showing any of the following signs or symptoms of a head injury, *regardless how subtle*, should be removed from the contest, and not allowed to return until evaluated by a medical doctor:

Signs or Symptoms of a head injury = headache or dizziness, nausea or vomiting, changes in vision, general confusion, changes in vision, poor balance or coordination, memory or orientation problems, slow to answer questions or follow directions, inappropriate playing behavior (Brain Injury Association of Nova Scotia).

Clothing Purchase: Student athletes who purchase clothing goods as part of being on a team roster (i.e. hooded sweatshirts, equipment or shoes, etc.) are responsible for the cost of those items once the clothing order has been made.

Multiple Activities and Conflicts Between Activities: Student athletes are encouraged to review their time commitment very closely before becoming involved in too many activities. Conflicts are going to happen between a student athlete’s commitment to their sport and other school-related activities. If the conflict is between an academic class resulting in a credit and grade, and an athletic contest or practice, the academic class takes precedence. (For example: Tuesday after school band practice is a credit course and takes precedence over athletic activities. Discussion with the band teacher MAY allow for the student to split time with a sporting activity).

Dress: As representatives of Forest Heights athletics, when competing in a contest or taking part in any kind of award program or team function, student-athletes are expected to dress and wear their clothing in an appropriate manner.

Dress during the school day: On game day, student-athletes are permitted to wear their uniforms if appropriate for the classroom. No athletes are permitted to wear gym shorts or game shorts that are similar to a gym uniform.

Hazing/Initiations: Hazing or an initiation of any team member by other team members is prohibited. Violators of the hazing policy are subject to disciplinary action by the school administration.

Health Insurance: Although student-athletes at Forest Heights Community School do not require supplementary health insurance, nor does Forest Heights Community School accept any liability due to a family having no, or limited health insurance, Forest Heights Community School

highly recommends that athletes have insurance coverage through Student Insurance Program (S.I.P.).

Overnight Trips: Student-athletes are expected to conduct themselves in an exemplary manner. All school rules and school board policies apply during the entire duration of the trip. Remember that the destination and venue are extensions of the classroom. Violations could result in a player being sent home at the parent/guardian's expense.

Participation in Two Sports in One Season: Student-athletes may participate in more than one sport during a season. The coaches involved with this athlete will be expected to meet with the prospective student-athlete to discuss and agree on how this will take place. The student-athlete will be asked to declare one of the sports as their primary sport for the duration of the season. This declaration will be used to resolve any conflicts that might arise between the two sports. If a student-athlete is cut from a team, they may join another team in that sport season. A student-athlete cannot quit one sport to join another sport until their original sport season has concluded. However, athletes will be allowed to transfer from one sport to another during a given season upon mutual agreement of both coaches.

Participation after an Injury: A student-athlete cannot return to a practice/contest after an injury until released by an appropriate licensed medical authority. A parent(s) cannot grant approval to return to practice/contest that would be against the judgment of licensed medical personnel.

Practices: Regular, Vacation and on School Closing Days: Student-athletes are expected to attend all practices unless excused by their coach. The coach sets practice schedules during school vacations and only the coach can excuse athletes from attending. If there is a school closing, the coach will contact the individual team members and advise athletes as to what will happen.

School Day Attendance: Student-athletes are expected to attend school every day for every period on their schedule. Attendance is a major component of being a "student in good standing." Student athletes must be present in class for the school day to participate in team practices or contests unless parental consent has been provided for the day's absence.

Selection of Teams: Each coach at Forest Heights will have their own policy as to how they will choose their teams. Some of our sports allow all those who come out to participate, while others require a selection process in order to have the appropriate number of student athletes on the teams. At the beginning of the season, if appropriate for that sport, the head coach will review with the student-athletes who are trying out for the team what selection criteria will be used for selection to a team.

Water bottles: It is highly suggested that all athletes provide their own water bottles for practices and games and that water bottles not be shared during these times.

**STUDENT ATHLETE & PARENT/GUARDIAN
LETTER OF AGREEMENT**

Date: _____

Student Athlete's Name: _____

Address: _____

City: _____, Prov: _____ Postal Code: _____

Dear FHCS Student Athlete:

This letter serves as a formal agreement between Forest Heights Community School, you, the FHCS Student Athlete, and the parent/guardian(s) of the FHCS Student Athlete, whereby you agree to follow the expectations of our student athlete's as outlined in the FHCS Student/Parent Athletic Handbook.

Student Athlete's Signature

Date

Student Athlete's Printed Name

Parents Signature

Date

Parents Printed Name

NOTE: Please make a copy of this for your records and return the original copy to the Athletic Director at FHCS.