

AVIANO MIDDLE/HIGH SCHOOL

STUDENT ATHLETIC/EXTRA-CURRICULAR POLICIES HANDBOOK

SCHOOL YEAR 2012/2013

**"HOME OF THE
SAINTS"**

Dear Parents and Students,

SY 12/13

Sports and other organized activities help students develop self-esteem, self-confidence, cooperation, and leadership skills. At Aviano Middle/High School, we are pleased to offer a wide variety of activities in support of these goals. We also strive to develop strong character traits to include fairness, trustworthiness, responsibility, and respect.

In order to be eligible to participate in sports and other extra-curricular activities, students must maintain eligibility in the following three areas:

- Academics
- Behavior
- Practice and Participation Time

Students must maintain grades according to regulation and show respect for fellow students and faculty members at all times. The ultimate objective for each student representing Aviano Middle/High School will be to display appropriate behavior and good sportsmanship in all events, contests, and practice sessions in accordance with local, DoDDS, and National Federation policies.

An athletic and extra-curricular code has been established for the members of all athletic teams, organizations, and clubs at Aviano Middle/High School. This code will be explained to every candidate and his/her parent(s) will be required to sign a verification statement. In addition, students and parents must sign the DoDDS Europe, Student Behavior Expectations memorandum. Anyone having any questions concerning athletics and extra-curricular at our school, should contact the Athletic Director or Principal prior to signing these important documents.

Kenneth McNeely
Athletic Director

Bradford Seadore
Principal

Kim Redmond
Assistant Principal



INTERSCHOLASTIC ATHLETICS

DoDDS at Aviano Middle/High School provides the following interscholastic sports.

FALL	Football Volleyball (men/women) Cross country (co-ed) Cheerleading (co-ed) Tennis (men/women) Swimming (co-ed)*
WINTER	Wrestling (co-ed) Basketball (men/women) Cheerleading (co-ed) Swimming (co-ed)*
SPRING	Soccer (men/women) Track & Field (co-ed) Baseball Softball

**This is a community activity. High school students can letter if they meet requirements in the MOU between AYP and DoDDS'.*

Aviano High School's colors are red, white, and blue and its mascot is the Saint!

EXTRA CURRICULAR ACTIVITIES

Aviano Middle/High School offers a wide range of curricular and extracurricular activities for students. Some of these are Speech and Drama Festival, Language Festival, Knowledge Bowl, Model US Senate, Honor Band and Chorus, Music Festival, JROTC Drill Competitions, JROTC, Leadership Training, and various clubs depending on student interest and sponsor availability. The policies, eligibility criteria, and code of conduct developed for the interscholastic athletic program apply to any regularly occurring school activity. Involved students must meet the same academic eligibility as athletes. The final determination of eligibility for students in all curricular or extra-curricular trips rests with the principal.

ATHLETIC & EXTRA-CURRICULAR ACTIVITY CODE

Staff, administration, and parent representatives established the Aviano Middle/High School Athletic and Extra-Curricular Code. It consists of rules all participants in interscholastic athletics and extra-curricular activities are expected to adhere to during the season and/or school year. The season begins with the first day of practice or first meeting and ends with the sports banquet or final meeting. Each coach or sponsor may establish additional requirements for group membership. These will be in writing and consistent with this code.

(1) AGE

To be eligible to participate in Aviano Middle/High School athletics, a student must not have reached or passed his/her 19th birthday as of August 1 of the current school year. Students beyond the eighth semester of high school are ineligible to participate in interscholastic athletics.

(2) PHYSICAL EXAMINATION

Athletes must submit a completed Physical Examination, Parent Consent for Interscholastic Sports, and Power of Attorney for the current year **prior to the first practice**. Students may not attend practice until the physical is complete. A physical is valid for one school year. Whenever possible, exams should be scheduled during the summer for returning athletes. It is the athlete's responsibility to plan ahead for this requirement.

(3) ACADEMIC ELIGIBILITY

9.1. The primary purpose of the DoDDS-E schools is to prepare students to be productive citizens now and in their future lives. Academic eligibility policies ensure uniformity, promote good sportsmanship, achieve sound educational objectives, and assist students in staying on track for graduation.

9.2. Eligibility to participate in interscholastic/extracurricular activities requires a minimum GPA of 2.0 and no more than one failing grade. Semester grades will be used to determine eligibility for the fall and spring sport/activity seasons. First quarter grades will be used to determine eligibility for the winter sport/activity season. This policy will ensure that all students are on track to meet graduation requirements.

9.3. The initial eligibility for the activity or sport season will be determined by the semester or quarter grades as outlined above.

9.4. All students will be monitored for D's and F's on a weekly basis throughout the activity or season. Students who have more than one failing grade in the classes in which they are enrolled are ineligible for competition/participation. A student participant who has been identified as being ineligible for three consecutive weeks may be dropped from the team/activity. Grades during the period of monitoring will be cumulative from the beginning of each quarter. If a sport season or activity carries over from one quarter to the next, then the quarter grades will be used to determine eligibility for the week following the end of the quarter.

9.5. All incoming Ninth grade students are eligible for the fall sports/activity season if they are not failing more than one class weekly.

9.6. Students who participate in athletics are considered eligible once air tickets are purchased.

9.7. Students who do not meet the GPA/1 F requirement:

- 9.7.1. Students may request reinstatement of eligibility after the first three weeks of ineligibility.
- 9.7.2. This request must be supported by demonstrated academic achievement which meets the basic eligibility requirement of 2.0 GPA and no more than one failing grade.
- 9.7.3. The GPA of students who are reinstated will continue to be monitored every three weeks through the end of the season to ensure students maintain eligibility requirements.
- 9.7.4. Students unable to maintain eligibility after reinstatement will become ineligible for the remainder of the season.
- 9.10. A student declared ineligible may practice but is not authorized to participate in scrimmages, competition, be in school uniform at a scheduled event, or travel with the team/club to any away event.
- 9.11. Scholastic eligibility may be waived for students at the discretion of the Principal if the student is identified as "special needs" by the Case Study Committee and the Individual Education Program is on file. All other eligibility requirements such as age, and number of semesters must be met.

(4) FALSIFYING OFFICIAL FORMS

Falsifying official forms required for participation will result in dismissal from the athletic team for the season.

(5) USE OF ALCOHOL, TOBACCO, DRUGS

- 21.1. All participants in the DoDDS-E IAP will adhere to DoDEA and DoDDS-E regulations concerning unlawful possession, use, or distribution of controlled and mind altering substances.
- 21.1.1. Possession, use, or distribution of tobacco, alcohol, mind altering substances, or drug paraphernalia expressly prohibited by federal, or local laws, including prohibited substances which shall include those substances possessed, sold, and/or used that are held out to be, or represented to be, controlled substances by athletes is prohibited at any time. Improper use of controlled substances by athletes is prohibited at any time.
- 21.1.2. Use of tobacco, alcohol, or mind altering substances by coaches, sponsors or any adult is prohibited at any time while in a supervisory capacity. Additionally, improper use of controlled substances is prohibited at any time while in a supervisory capacity.
- 21.2. Members of an athletic team who, during the season (the 1st day of practice through the awards ceremony), violate this policy during the school day, on or off school property (to include while riding to or from school, school events or school busses) or while attending/participating in a DoDDS-E function under the jurisdiction of the school, are subject to the following:
- 21.2.1. First offense during the school year: Team member is removed from the team for the remainder of the season.
- 21.2.2. Second offense during the school year: Team member is removed from athletic participation for the remainder of the school year.
- 21.2.3. Any athlete in violation of the policy during (departure from school until the championships are over and the team has returned to school), the post season championships will be immediately suspended from the championships, removed from the team, and will not be permitted to participate in the next season. Removal during the spring championship will be carried over to the next year. Parents are responsible for providing transportation from the championships when their athlete violates this policy.
- 21.3. Members of an athletic team who, during the season (the 1st day of practice through the awards ceremony), violate this policy outside of the events as stated in 21.2, are subject to the following:
- 21.3.1. 1st Offense: Team member is suspended from all competition for the next seven calendar days. If the suspension occurs during a time period when games are not scheduled, the team member

will miss the next scheduled competition. If traveling on an overnight trip, team member will miss the entire weekend of competition. DoDDS-Europe Manual 2740.2 23

21.3.2. 1st Offense: If the offense occurs at the end of a sport season, the seven calendar days and one athletic competition will be carried over to the next season that the athlete participates.

21.3.3. 1st Offense: The student athlete must show proof of attending one counseling session prior to returning to competition and scheduling and attending at least two more counseling sessions within the next three weeks.

21.3.4. 2nd Offense during the school year: Team member is removed from athletic participation for the remainder of the school year.

(6) INJURY

If a student is injured in a game – medical personnel must give written notice that the student can participate. This is not up to discretion of parents or coaches.

(7) INDIVIDUAL COACHES’/SPONSORS’ RULES

Students must meet the requirements and expectations of the coaches or sponsors during the season.

(8) DROPPING AND TRANSFERRING SPORTS

Athletes may not change team membership following the opening contest of each sports season. A student does not have to participate in a contest for this to be in effect, only be listed as a member on the team roster.

(9) SCHOOL ATTENDANCE AND PARTICIPATION

Students may not participate in an athletic contest or extra-curricular event if they are absent from school on the day of that activity due to illness. If a student is absent from school on Friday due to illness, he/she may not play on Friday, but could play on Saturday with a doctor’s clearance.

Students must attend school the full day prior to (or the day of) any scheduled contest or event in which he/she is to participate. The only exception to this policy is a scheduled medical appointment, which may not exceed three hours of absence from school. Approval for the student to participate in the scheduled event will be determined by the administrator.

Students are expected to be in class the day following a contest or on Mondays following away events. Students with numerous absences may be dropped from a team or activity. In this case, the student, sponsor or coach, administrator, and the student’s parents will meet to review the matter.

(10) SUSPENSION

A student who is suspended from school is ineligible for one week from the date of the suspension commencing on the date the suspension begins. This includes in- house and overnight suspension.

(11) UNIFORMS AND EQUIPMENT

All uniforms and equipment must be returned at the end of the season or departure from the team. No athlete will be eligible for another sport if they have not cleared a previous sport.

(12) CONDUCT

Students who have serious misconduct problems or display a tendency towards criminal behavior do not meet our standards of conduct and therefore will not represent our school and community. Serious criminal activity occurring outside of school will affect participation in the athletic program.

(13) TRAVEL

All students must travel to and from all out of town events in transportation provided by the school unless prior written permission has been granted by the coach/sponsor and parent.

(14) RELEASE FROM CLASS

It is the responsibility of all students to see their teacher the day before the classes they will miss because of an athletic contest or away event. All work will be made up promptly. All students are required to travel with schoolwork of some kind.

(15) PARTICIPATION ON Non-DoDDS TEAMS

Students participating on Non-DoDDS teams and Aviano Middle/High School teams must participate in all DoDDS practices and scheduled games to maintain eligibility for an Aviano Middle/High School team.

(16) VACATION POLICY

Taking vacations or attending non-DoDDS sponsored activities during a sport season are discouraged. Parents/athletes wishing to do so should reassess their commitment to being a team member. In the event an absence due to a vacation/trip is unavoidable, an athlete must contact the head coach no later than two weeks before the scheduled trip and be willing to assume the consequences related to his/her team status and lettering.

(17) FINANCIAL OBLIGATIONS

Students are financially responsible for all equipment issued to them. All equipment is to be returned within five days of the last contest or meeting, clean and in good condition. School furnished equipment/uniforms are to be worn only for contests and practice. All equipment not returned in good condition at the end of the season will be subject to a financial penalty. Athletic letters will not be awarded until the issued uniform is cleaned and returned to the respective coach.

(18) LETTERING

An athlete must complete the season in good standing and have met all requirements set forth by the coach at the beginning of the season. A season begins with the first practice and ends at the awards ceremony. Coaches will set lettering criteria after approval from the principal.

(19) CODE OF ETHICS

All students shall abide by a code of ethics. Any conduct that results in dishonor to the student, team, or school will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, and/or violations of the law, tarnish the reputation of everyone associated with the athletic and extra-curricular programs and will result in immediate dismissal from the team and/or suspension from school. Negative behavior reports may be grounds for suspension from practice and/or competition.

(20) HAZING

Students engaged in hazing of any kind face suspension from school and the team or club. Students at Aviano High School do not need to take part in any kind of hazing activity to be accepted into the team. Hazing can be described as “any activity expected of someone that humiliates, degrades, abuses, or endangers, regardless of the person’s willingness to participate.”
Alfred University

(21) DUE PROCESS FOR STUDENTS

A student who wishes to have the Athletic/Extra-Curricular Council review an action taken against him/her by the coach or sponsor may request a review of the actions when extenuating circumstances appear to have occurred. The student must submit the request, in writing, to the Athletic Director within 24 hours of the action. The council will usually be comprised of the following individuals: Athletic Director (Chair), Assistant Principal, Additional Coach or Sponsor, Faculty Representative, Parent Representative and a Student Representative.
The council will make its recommendation to the Principal, whose decision is final.

(22) PARENTAL ACKNOWLEDGMENT OF ATHLETIC AND EXTRA-CURRICULAR POLICIES

Each parent or guardian shall read these policies and verify they have received a copy of the athletic eligibility rules and extra-curricular policies of Aviano Middle/High School. The signed document will be kept on file with the Athletic Director. Parents are expected to adhere to appropriate spectator behavior to include no harassment of officials, coaches, or players. Any parent who has a concern during a competition should bring it to the attention of an administrator or athletic director.

(23) INSURANCE

Students who are not I.D. card holders must show proof of private insurance. Medical care resulting from student’s participation in any aspect of interscholastic or extra-curricular activities is the sole responsibility of the parents.

(24) ILLEGAL ACTIVITIES WHILE AWAY

Should a student be involved in an illegal activity while traveling to or from a DoDDS sponsored event which results in arrest or detainment by police authorities, parents will be required to travel to the site to assume responsibility for the student. Should this situation arise, procedures will be coordinated with parents, administration, command, and police officials. At no time will a team

be delayed at a site to accommodate a student who has been apprehended by police authorities for a violation of law or military regulation.

(25) ACTIVITY BUS

The activity bus is provided as a special service for student activities. It is solely for the use of authorized students. Students who ride the activity buses to and from practice, must adhere to all rules and regulations published in the School Bus Handbook. Coaches are not always on the activity buses due to the need to transport equipment, water, and medical supplies to the practice area. Any student not following bus rules will risk loss of bus privileges and dismissal from the sports team or club.

(26) NATIONAL FEDERATION RULES

National Federation Rules govern all athletic play. All participants at an athletic event are expected to fully adhere to these expectations. Sanctions by the coach will result for violations.

(27) DoDDS REGULATIONS

DoDDS Manual 2740.3 (Athletic Policies and Guidelines, available at: www.odedodea.edu) will govern all interscholastic competition and participation. AMHS policies compliment or extend these requirements.

(28) TRAVEL

Each coach or sponsor will provide a trip itinerary that includes locations, times, and contact phone numbers to students at least three days prior to travel. Items needed for travel to include food, money or foreign currency, and any special equipment will be part of the travel packet. Parents are reminded to contact the Law Enforcement desk after school hours to check on changes with bus return times. The traveling coach or the LE desk # is DSN 632-7200 or CIV 0434-307200.

**AVIANO MIDDLE/HIGH
SCHOOL**

STUDENT FORMS

NAME _____

ACTIVITY _____

**SCHOOL YEAR
2012/2013**



_____, BIRTHDAY OF _____
(LAST NAME.....FIRST NAME)

HAS COMPLETED HIS/HER PHYSICAL EXAMINATION AND THE 31ST
MEDICAL GROUP RECOMMENDS THE FOLLOWING:

- ___ 1. PHYSICAL PARTICIPATION IN ALL SPORTS IS APPROVED
- ___ 2. PHYSICAL PARTICIPATION IN ALL SPORTS IS APPROVED EXCEPT _____

CHILD NEEDS (CIRCLE ONE) ALBUTEROL EPI-PEN

SPECIAL INSTRUCTIONS _____

THIS PHYSICAL IS APPROVED FOR THE PERIOD OF ONE YEAR FROM THE DATE OF THE EXAMINATION.

DATE: _____

PROVIDER SIGNATURE/STAMP: _____

**AVIANO MIDDLE/HIGH SCHOOL
PARTICIPATION STATEMENT FOR SY 2012-2013**

I have read and agree to abide by the policies set forth in the Aviano Middle/High School Athletic/Extra-curricular Handbook. I am aware that any violation of these policies may result in disciplinary action up to the point of expulsion from all extra-curricular activities and sports. In this case, I will not earn a letter.

I understand that it is a privilege to ride the activity bus to and from practice. I know I must follow all school and bus rules while I ride the bus. I understand that there may not always be a coach or sponsor on the activity bus because of his/her obligation to transport equipment and provide transportation in the case of emergency.

Furthermore, I will treat my peers with respect at all times. I understand that hazing of any kind and physical or verbal harassment is not condoned nor accepted at Aviano Middle/High School. If I participate in any negative behavior, I will be dismissed from the team or activity and lose my right to earn a letter or certificate of participation. Depending on the severity of the actions, further school disciplinary action could result. It is my responsibility to help create the most positive environment possible for my fellow students.

This application to participate in athletics and extra-curricular activities is voluntary on my part. It is made with the understanding that I have never received any money or any gifts for participation in athletic or extra-curricular events, other than medals, fobs, ribbons, letters, trophies and memorabilia which are usually given. I have never competed nor participated under an assumed name.

As a member of an Aviano Middle/High School athletic team or club, I will attend all required practices and scheduled events.

Lastly, as a member of an Aviano Middle/High School team or club, I will always represent my family Aviano High School, our community, and myself in a positive manner. I will always remember the words of Mr. Alan Parkinson, "If you think it is wrong, it probably is, so don't do it."

Date

Applicant's Signature

Sport

Printed Name

PARENT OR GUARDIAN APPROVAL

I hereby give my consent for the aforementioned student to engage in intramurals, extra-curricular activities, and interscholastic athletics, and to travel as a team member to all away scheduled competitions and events.

Date

Signature of Parent or Guardian



DEPARTMENT OF DEFENSE
DEPENDENTS SCHOOLS, EUROPE
AVIANO MIDDLE/HIGH SCHOOL
UNIT 6210 BOX 180
APO AE 09604
MEDICAL RELEASE & POWER OF ATTORNEY FORM



STUDENT NAME: (Last) (First) (MI)	STUDENT PASSPORT NUMBER AND COUNTRY
DATE OF BIRTH (Day-Month-Year)	U.S. Identification Card: Yes No
PARENT/SPONSOR (Last) (First)	Home State and Town: _____
PARENT HOME EMAIL	LOCAL HOME ADDRESS
APO ADDRESS	STUDENT EMAIL
DUTY PHONE NUMBER	CELL PHONE NUMBERS(S)
NAME OF HEALTH INSURANCE COMPANY	HOME PHONE NUMBER
	(Circle One) Civilian Insurance Military Insurance

I, _____, the parent or guardian of _____ grant permission for this child to participate in the Aviano Middle/High School Athletic Program. In the event that my dependent is injured or becomes ill before, during, after his/her participation in the school activities, whether locally or away, necessitating immediate medical examination or care, I authorize and release the DoDDS-E Coach/Sponsor of this activity to take my dependent to an U.S Medical facility or to any civilian hospital if deemed necessary. I understand that I am responsible for all medical costs, to include ambulance service relating to my dependents injury or illness. The US Government, DoDDS-E, DoDEA and the Department of Defense bear no financial burden related to my dependent's injury or illness with regard to participation in school activities.

I understand the Coach/Sponsor of this activity will use all diligent and responsible efforts to contact me or my spouse. If neither my spouse nor I can be contacted after reasonable attempts by these personnel, or the U.S. medical treatment facility, I authorize and release any physician or other qualified medical personnel to examine my child. I authorize any and all emergency care necessary for treating injuries or illness involving immediate danger to life or limb of my dependent. I further authorize and release any physician or other qualified medical personnel to administer non-emergency care necessary to treat minor injuries or illness of my dependent. I authorize necessary treatment such as suturing superficial lacerations, treating colds, minor allergies and minor gastrointestinal upsets, splinting sprains, casting uncomplicated fractures, or other similar treatment, not including major surgery or procedures involving substantial risk.

My dependent is allergic to: _____

My dependent requires the following medication _____

Additional Information (medical conditions such as diabetes, seizures, asthma, heart and kidney disease, bee stings) _____

PARENT/SPONSOR SIGNATURE

DATE

**This power of attorney is effective through June 2013

PRIVACY ACT NOTICE: AUTHORITY: Title V, Sec. 301. PRINCIPAL PURPOSE: To refer to emergency medical facilities in parents' absence. ROUTINE USES: (a) To obtain medical care when parents cannot be reached; (b) To provide emergency contact names; (c) To supply health and medical information about student. This form is used by DoDDS employees and trained medical personnel in emergency. Social Security number of sponsor is required by military medical facilities in case of emergency referral. MANDATORY/VOLUNTARY DISCLOSURE/EFFECT OF NON-DISCLOSURE: Mandatory. School personnel will not be able to provide emergency medical care and health services in parents' absence.

STUDENT BEHAVIOR EXPECTATIONS
DoDDS-EUROPE Student Activities
SY 2012-2013

AVIANO MIDDLE/HIGH SCHOOL

ACTIVITY _____

STUDENT NAME _____

These expectations are based upon DoDEA Regulation 2051.1 (August 16, 1996) and are designed to make student participation in DoDDS-Europe student activities positive. Students are expected to comply with these expectations from the time of departure to the time of return from the activity.

1. Students are expected to observe all activity rules and guidelines to include those of the activity facility (i.e. hotel/conference hall rules).
2. Students are not to move facility furniture unless authorized to do so by the activity sponsors.
3. Students are expected to participate in all planned activities, reporting promptly to meals, sessions and programs, tours etc.
4. Students must observe curfew regulations as they pertain to "in the room" and "lights out."
5. Electronic music devices are not allowed "on" during instruction or after "lights out".
6. Students will turn cell phones off during activity instruction and presentations.
7. Students will be responsible for his/her personal belongings and equipment at all times.
8. Students shall not possess, use, or consume mind-altering substances to include alcoholic beverages, intoxicants, mind-altering inhalants, and controlled substances as defined by the United States Code. A substance legal in host nations but controlled in the United States is prohibited (DoDEA Discipline Regulation 2051.1).
9. Students who bring, buy, or have weapons or weapon replicas either in their possession or amongst their personal property during a DoDDS-Europe sponsored student activity are in violation of DoDEA Regulations regarding "Zero Tolerance for Weapons." Such items are not allowed at any time during a student activity and will be confiscated. The incident will be reported to the respective school official(s) for disciplinary action and the offense will be treated as a serious infraction.

10. Students will dress properly for the activity. Dress should always be proper and in good taste.

11. Students will respect that girls and boys rooms are “off limits” to members of the opposite sex.

12. Students will ensure that supervisors/chaperones approve of and know of their whereabouts at all times. This is paramount for safety and security.

13. Students are expected to exhibit mature student decorum throughout the activity. Students are expected to be kind, courteous, and respectful. The words “please” and “thank you” are important and do much to build and maintain a positive reputation of our students with activity staffs and host nation citizens.

14. Students are expected to satisfactorily complete all required school assignments either prior to or immediately following the activity. This would include but not be limited to daily class assignments, projects, examinations, and system-wide tests.

Minor rules infractions will result in restrictions and obligations being placed on the student (i.e. loss of privileges, cleaning tables, etc.).

Serious infractions of any of the above items, as well as those discussed at the activity by the sponsors/chaperones will result in student removal from the seminar. Except for attending meals, the student(s) will be restricted from the activity. The parents and the principal will be immediately notified. The student will be sent home at the earliest possible moment. Since the cost of return travel is not authorized under such circumstances, parents will be responsible for the cost of return travel of students removed from the activity.

We have read these rules, understand them, and agree to comply with their intent.

Student Signature _____

Date _____

Parent Signature _____

Date _____