

**Maumee High School  
Student-Athlete/Parent  
Handbook**



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Maumee Athletic/Extracurricular Code of Conduct

Dual-Sport Consideration Letter/Form

Dual-Sport Contract/Agreement

Transportation Form

## **The Purpose of Maumee High School Student-Parent Handbook**

The purpose of the Maumee High School Student-Parent Handbook is to give all students participating in interscholastic athletics and others involved with the program such as families and fans a guide to the operation of the Athletic Department and the expectations for all who represent the athletic program for Maumee High School. The specific rules, regulations, policies and procedures explained by this handbook are expected to be followed and may be reviewed periodically throughout the school year by the coaches and administration of Maumee High School.

## **Philosophy of Maumee High School Athletics**

The Maumee High School and the Board of Education of Maumee City Schools recognize the value of interscholastic athletics and activities to the educational process of our young men and women. The values developed by our young people when they have the opportunity to participate in athletic activities are an essential part of the growth and development of these individuals. Athletics is an extension of the traditional classroom where our young men and women can develop skills used for the rest of their life – teamwork, commitment, dedication and self-discipline to name a few.

The goal of the Maumee High School Athletic Department and its Board of Education is to provide the best athletic experience for each of our participants. The district is committed to pursue excellence in athletics and have the student-athletes compete at the highest level of which he/she is capable. In order for this to happen, all people associated with the Maumee athletic program are expected to demonstrate the same level of responsibility and behavior at all activities associated with the athletic program as is demonstrated by our students in the classroom. The Athletic Department and the Board of Education further encourage the development and promotion of good sportsmanship, ethics and integrity in all phases of the athletic program. Furthermore, the athletic community is expected to hold these ideals high and always treat officials, opposing coaches and opposing players with the utmost respect and courtesy whether at Maumee or away from home. Every administrator, participant, coach, supervisor, parent, fan, spirit group, support or booster group is expected to represent the Maumee athletic program in a positive light to the best of their ability.

## **Scope of Participation in Interscholastic Athletics**

Participation in interscholastic athletics with the Maumee City Schools is not a right, but a privilege that will be regulated by the administration of the Maumee City Schools and its Board of Education. All students participating in the Maumee athletic program including support personnel such as scorekeepers, team managers and statisticians are required to become familiar with and abide by all rules and regulations as set forth in the Maumee Athletic Code of Conduct and established by the Ohio High School Athletic Association as well as all school rules, policies and procedures found in the Maumee High School Student Handbook.

Additionally, the student-athlete will be responsible to adhere to any individual training rules placed upon him/her by a coach or school athletic trainer during that season. Upon the student-athlete's signature of acknowledgement of his/her athletic responsibility, the Athletic Code of Conduct shall apply to the student-athlete at all times during the calendar year regardless of whether or not the student is on school property, attending a school function or activity, on private property or at a private party. The Athletic Code of Conduct will be issued to all participants and copies of this Athletic Code of Conduct and the Maumee Student Handbook will be posted in a central location in the High School and/or posted in the Athletic Office. A commitment to follow the rules, regulations, policies and procedures established by the district and its coaches for the implementation of the athletic program is

required by all student-athletes and their parents/guardians as a condition for participating in interscholastic athletics. Any student-athlete in violation of these rules, regulations, policies and procedures shall face disciplinary action such as suspension from participation in interscholastic athletics for a set period of time or possible removal altogether. A student who has been denied participation for disciplinary or academic reasons for the season or longer may forfeit any athletic awards earned for athletic activity for that season from Maumee High School. Furthermore, the individual may forfeit the right to receive any other association's awards or recognitions in the name of Maumee High School as a result of his/her participation in the athletic activity at Maumee High School. These activities include, but are not limited to, state or district recognition, participation in post-season all-star games or participation in individual competitions for which the student-athlete may be invited.

## **Student Participation Philosophy of Maumee High School**

The school cannot force our young people to participate, but we can encourage them to participate in as many sports and activities as possible. Maumee High School has a tough time surviving against the tough competition that is faced because of our relative size without the use of all available athletes. Athletes who specialize in one sport can kill the athletic program. The Athletic Department encourages our students to participate in as many sports and activities as they can handle and wants all of its coaches to encourage their athletes to get involved in multiple sports. Weight lifting programs, open gyms or other activities during the school year are beneficial to each program, but requiring athletes to attend such activities out of season is strictly forbidden. However, if a student-athlete is out-of-season, he/she must keep in mind the commitment to improve and the realization that attendance in non-mandatory programs will enhance their personal improvement and their possibilities for the upcoming seasons.

## **Academic Eligibility Requirements**

A student must be currently enrolled in school and have received passing grades in a minimum of five one-credit courses, or the equivalent, in the immediately preceding grading period prior to participation in the activity. Furthermore, Maumee High School requires students to maintain a 1.50 grade point average (GPA) in order to be eligible for participation in interscholastic athletics. Summer school grades may not be substituted for failing grades received in the final grading period of the preceding school year or for not having the required number of courses during that final grading period. Students taking post-secondary option school courses must also comply with the previously stated requirements. The responsibility for maintaining the required five-credit minimum falls upon the student-athlete and his/her parent(s)/guardian(s). The athletic director and/or the student-athlete's guidance counselor may be consulted to make sure that requirements are maintained, however, our school offices assume no responsibility in making sure all requirements are maintained throughout the scheduling of classes.

A student ruled academically ineligible may not be permitted to participate with his/her desired team. This holds especially true for students desiring to participate in athletics during the fall and spring athletic seasons. The preceding grading periods for these seasons end prior to the start of the season. Academically ineligible students are not permitted to practice or participate in fall or spring athletics. Students academically ineligible at the start of practices for winter athletic programs have the opportunity for participation upon review of the athletic department and guidance offices of Maumee High School. However, students may not participate in athletic contests or scrimmages until grades have been submitted for the first trimester indicating that they are indeed academically eligible.

## **Academic Waiver of Local Eligibility Requirements**

In the event a student-athlete meets the OHSAA academic standard of passing five one-credit courses, or the equivalent, but fails to meet Maumee's 1.50 GPA requirement, the student-athlete may utilize an academic waiver to permit him/her to compete on a probationary basis for one grading period during grades nine and ten or one grading period during grades eleven and twelve. The academic waiver requires the student-athlete along with his/her parent(s)/guardian(s) to meet with the athletic director. Signatures from the student-athlete, their parent(s)/guardian(s) and the athletic director are required for the academic waiver to be enacted.

## **Activity Fees**

Students participating in an extracurricular activity will be assessed an activity fee to help offset the cost of transportation and operation of the program. The following fees will be assessed - \$100 for the first child of a family, \$75 for the second child, \$50 for the third child and a full waiver for any child thereafter.

The activity fee is charged to all students of Gateway Middle School and Maumee High School that choose to participate in an extracurricular activity. If a family has children attending both buildings will have the benefit of the price reduction listed above. Further, students are eligible for the waiver of their activity fee in the event that they qualify for a waiver or reduction in other school fees such as student fees or the lunch program. Please note that a waiver of the activity fee may be granted following written request from the parent/guardian expressing economic need. Approval will be granted by the athletic director or building principal of Maumee High School.

When paying for various fees or expenses, all checks should be made out to Maumee High School. Also, the memo portion of the check should note the purpose of the check – activity fee, lost equipment, etc. If the student-athlete is paying cash, a receipt will be issued stating the amount paid and the purpose for the payment. The responsibility for all fees, fines and expenses are solely that of the student-athlete and his/her parent(s)/guardian(s). School records such as grade cards and transcripts will be held until payment of all commitments has been made to the Athletic Department.

## **All-Sports Passes**

All-Sports Passes may be purchased for students, adults and families at the beginning of the school year. The passes are good for all home high school (9-12) events at Maumee High School, excluding any Northern Lakes League, Northwest District Athletic Board, Ohio High School Athletic Association tournaments, middle school and/or youth events that Maumee High School may be hosting. Family passes include two adults and a limit of three children. Picture I.D. is required on each pass and must be shown to the ticket seller at each athletic event in order to attend. Ticket prices are \$6 for adults and \$5 for students/senior citizens.

## **Anti-Harassment General Policy Statement**

The Maumee City Schools Board of Education and its Athletic Department maintain a policy (Bylaws and Policies - #3362) to ensure an educational and work environment that is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to all district operations, programs and activities. All students, administrators, teachers, staff and other school personnel share responsibility for avoiding, discouraging and reporting any form of unlawful

harassment. This policy applies to unlawful conduct occurring on school property or at another location if such conduct occurs during an activity sponsored by the Board or its Athletic Department.

The Board will vigorously enforce its prohibition against harassment based on sex, race, color, national origin, religion, disability or any other unlawful basis, and encourages those within the Maumee School District community as well as third parties who feel aggrieved to seek assistance to rectify the problems. The Board will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.

## “Athlete in Good Standing” Policy

Any athlete who has been removed from the team for disciplinary reasons or has quit the team may not participate in the next sport’s season until the **regular season** of the sport from which he/she quit or was disciplined is concluded. This includes any open gym, instructional session or weight training session that may be used for off-season conditioning for upcoming sports seasons. The student-athlete may be reinstated for participation provided the coaches of the two sports involved agree and the athletic director grants approval.

Furthermore, in-season athletes of OHSAA-sponsored or recognized sports will not be permitted to attend open gym or instructional sessions by coaches of out-of-season sports. In the event a student-athlete quits a sport, is removed from a team or does not finish his/her commitment to the sport as a result of academic ineligibility, he/she will not be able to participate in the open gyms or instructional sessions of other sports until the *regular season* of the sport is completed in which this occurred. For sports with a “no-cut” policy, a student-athlete may quit before the first official contest and not be penalized. For sports that have a defined tryout period, he/she cannot quit after the last tryout date. If he/she quits after the teams have been announced, they will be denied the privilege of off-season conditioning/weight training with their classmates and must meet with the A.D., coaching staff and parents to sign off.

## Awards System

In order for a student-athlete to be eligible for a post-season award, he/she **must**:

1. Have maintained his/her academic eligibility for the entire season based upon both OHSAA and local standards.
2. Been a member in good standing on the team at the conclusion of the season.
3. Attend the post-season awards ceremony unless excused by the coach, advisor or athletic director.
4. Have returned all equipment and uniforms associated with his/her participation in the sport/activity.
5. Have no outstanding obligations or fines for lost, stolen or damaged equipment or uniforms associated with his/her participation in the sport/activity.

The coach or advisor shall determine the award requirements of lettering for his/her sport/activity. These requirements shall be on file in the Athletic Office and approved by the athletic director. These standards shall be in compliance with guidelines outlined below as determined by the athletic director. Support personnel such as team managers, statisticians and scorekeepers shall fall underneath the umbrella of the Athletic Department and are eligible for awards as determined by the coach/advisor of the sport/activity. Furthermore, the coach/advisor retains the right to make

exceptions from the normal standards when conditions or circumstances justify the issuance of an award. The athletic director must approve all exceptions to the minimum standards as presented by the coach/advisor of his/her sport/activity.

Below you will find description of the various awards offered to student-athletes.

Numerals – Numerals will be presented to any first-year participant competing on a freshmen, junior varsity or varsity team. The numerals will be granted depicting the year in which he/she will graduate. A participant may only be awarded one set of numerals in his/her athletic career at Maumee High School and will be presented after completion of his/her first athletic season.

Freshmen Certificate – The Freshmen Certificate will be presented to any participant that has competed on a freshmen team and has not met requirements for junior varsity or varsity consideration.

Junior Varsity Certificate – The Junior Varsity Certificate will be presented to any participant that has competed on a junior varsity team and has not met requirements for varsity consideration.

Participation Certificate – The Participation Certificate will be presented to any participant that has competed on a varsity team that has not met the requirements for lettering in that sport.

Varsity “M” Certificate – The Varsity “M” Certificate will be presented to any participant that has met the requirements for lettering as determined by his/her coach/advisor in that sport.

Varsity “M” Letter – The Varsity “M” Patch will be presented to any participant that meets the requirements for lettering as determined by his/her coach/advisor in that sport. A participant may only be awarded one Varsity “M” Patch in his/her athletic career at Maumee High School and will be awarded for their first lettering.

Gold Pins and Bars – Gold Bars and Pins will be presented to each participant that meets the requirements for lettering as determined by his/her coach/advisor in that sport. The Gold Pin will be issued for the first varsity letter received and Bars will be given each subsequent year for lettering in that sport/activity.

Varsity Team Awards – Each coach/advisor shall have at his/her discretion a set number of awards as determined by the athletic director to be issued at the post-season awards ceremony. The head coach and his/her staff are solely responsible for setting up requirements and criteria for these awards and shall determine the awards to be issued for the program – for example, Most Valuable Player, Coach’s Award or Most Improved.

Special Awards – Special awards can be presented by the coach/advisor for special reasons. The athletic director shall approve these awards prior to presentation by the coach/advisor.

Special Recognition Awards – Special recognition awards can be presented by the Athletic Department for special acts of athletic achievement for individual and team accomplishments. The determination of presenting these awards shall be at the discretion of the athletic director.

Furthermore, the Maumee High School Athletic Department will issue the following awards:

Scholar Athlete Award – The Scholar Athlete Award will be awarded to any senior that has achieved a cumulative 3.00 GPA through the trimester prior to his/her participation in that sport/activity.

Fourth-Year Letter Award – The Fourth-Year Letter Award will be presented to any participant that letters in the same sport for a fourth year. A plaque or other appropriate award will be issued to these participants.

## **Conflicts with Extra-Curricular and School-Related Activities**

The Maumee Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to this end, will attempt to schedule events in a manner so as to minimize conflicts. An individual student who attempts to participate in too many extra-curricular activities will, undoubtedly, be in a position of conflict of obligations. Students have the responsibility to do everything in their power to avoid continuous conflict. This would include being cautious about belonging to too many activities where conflicts seem inevitable. This also includes notifying coaches and advisors immediately when a conflict does arise.

When conflicts do arise, the sponsors, advisors and coaches will get together to work out a solution so the student is not left in the middle of the problematic situation. If a solution cannot be found, the building principal or his/her designee will have to make the decision based upon the following criteria: relative importance of each event, relative contributions the student can make to the event, length the event was scheduled and the desire of parents for their child.

A commitment that has a direct impact on the grade of a student-athlete (ex. concert that is figured into the student's band or choir grade) will take precedence over any extracurricular activity in which he/she will participate. The exception to this rule will be the event an OHSAA-sponsored or recognized tournament contest is scheduled in which the school does not have any control over when the contest is being played – the student-athlete will make the decision in this situation with no fear of repercussions from the coach or sponsor.

Once the student makes a decision, the sponsor, advisor or coach will not penalize the student-athlete as long as the decision is executed. In the event the student willingly did not execute the decision, he/she will be subject to disciplinary action by the offended coach or advisor. If it becomes obvious that a student cannot fulfill obligations of a school activity, he/she should consider withdrawing from that activity to prevent any problems that could arise.

## **Cutting Procedures**

The goal of our Athletic Department is to have maximum participation in the offerings of the school; however, certain sports may need to limit numbers in order to manage practice and events efficiently and effectively. In the events that “cuts” need to be made, the coach and his staff shall have the sole determination of which participants are allowed to compete in his/her sport. These cuts should be made based on criteria as determined by the coach and should be based on a variety of the following – sports-related skills, academic and behavioral components. Safety of the student-athlete and his/her fellow competitors should always be considered when determining the qualifications and worthiness of an individual to represent Maumee High School in competition. Any questions resulting from cutting procedures for a specific athletic program should be addressed to the varsity coach of that program and/or the assistant coach of the team the student was cut.

## **Dietary Supplement Use Statement**

The use of dietary supplements to improve or enhance athletic performance and/or gain or lose weight is strongly discouraged by the Maumee High School Athletic Department. Though use of these products are not strictly forbidden by state and federal law, use of these products does put the student-athlete at a greater risk for injury and has proven to be fatal in some cases. Our desire is to offer a safe and productive environment for our student-athletes to compete without placing the student-athlete at a risk of injury or even death.

## Dual Sports Procedure

In order for a student to qualify for dual participation he/she must meet the following criteria:

1. Must have declared his/her intent in writing to the athletic director two weeks prior to the official beginning of the earliest season.
2. Must have parental permission in writing.
3. Must have written acknowledgement of agreement from both coaches.
4. Must have the authorization of the athletic director before the season begins.
5. Must not participate in more than two sports in the same season.
6. Must declare, in writing, which sport will take precedence in the event of a conflict (declare a priority sport).
7. Must maintain a 2.0 GPA in the trimester prior to the season of participation.

The process operates in the following manner:

1. The student will obtain all information and procedures from the athletic office. Applications must be returned to the athletic office two weeks prior to the start of the earliest season. It will be the student's responsibility to have all forms completed by the deadline.
2. Within one week of the student-athlete handing in the request form, the athletic director will meet with the two head coaches, the student-athlete involved and the parents of the student-athlete. From this meeting, a written contract stating the practice and game schedule for the upcoming season shall be drawn up and signed by both coaches, the student-athlete, the student-athlete's parents/guardians and the athletic director of Maumee High School, with copies going to each.
3. Should a disagreement ensue between coaches over a student-athlete's participation, the two head coaches will meet before the athletic director who will serve as mediator and his/her decision, if necessary, will be binding.
4. If the student-athlete breaks his/her contract, he/she will forfeit any awards or recognition that would have been earned in the program neglected. If the student-athlete earns a letter in both sports, he/she will be awarded a letter in each.

Both the student request form and agreement contract can be found in the back of this handbook.

## Equipment Responsibilities

All school-issued equipment is the responsibility of the student-athlete to care and maintain during the athletic season. Loss, damage or theft of this equipment becomes the financial obligation of the student-athlete. He/she will be charged the replacement cost of the lost, damaged or stolen item(s). If equipment is not returned prior to the year-end awards program, any and all awards earned by the student-athlete will be withheld until such equipment is returned or restitution has been made to the school. Furthermore, the student-athlete is required to have a school-issued lock on all athletic lockers that may be issued to him/her for keeping equipment. The district reserves the right to search and inspect all lockers.

Under certain circumstances, equipment (for example, uniforms) may be sold to team members at the end of the season. The athletic director shall approve this sale at the request of the head coach. The athletic director will charge the *replacement cost* of the item if the student-athlete desires to purchase the item. The head coach will collect the payment – checks should be made to the Maumee

Athletic Department. Equipment will not be dispersed until payment has been received for the equipment.

## **Facility Usage by Student-Athletes**

Student-athletes are not permitted to use athletic facilities such as the weight room, training room or gymnasium areas, without the direct supervision of a coach or trainer. Furthermore, student-athletes should only be in authorized areas as determined by the coach and administration. During practice times or contests, the academic wing of the building is off limits unless a coach or administrator supervises the student-athlete(s). Violation of these policies is considered a major safety violation and will result in disciplinary action for the student-athlete for being in an unauthorized area.

In addition, student-athletes will not monitor or block doors for others to gain access to the facility without permission. Student-athletes should leave the facility as soon as possible after the practice or athletic contest is completed and make sure that lockers and other areas of use are secure behind him/her when leaving. The ultimate responsibility for facility safety falls upon the coach and administration, but the student-athlete should take an active role in making sure the building is secure from outside sources for his/her safety and well-being. Safety is a concern for everyone and should always be a point of emphasis.

## **Forms for Participation**

All student-athletes must have the following forms on file with the Athletic Department prior to his/her competition in athletics:

1. OHSAA Pre-Participation Physical Form\*
2. Emergency Medical Authorization Form\*
3. Maumee High School Extracurricular Participation Checklist\*
4. OHSAA Eligibility Checklist\*\*
5. Ohio Department of Health Concussion Info. Acknowledgement Sheet\*\*
6. Transportation Release Form\*\*
7. Payment of Maumee High School Activity Fee\*\*

\* Forms must be on file prior to participating in a practice or tryouts.

\*\* Forms must be on file prior to the date set by the Maumee Athletic Office.

The OHSAA Pre-Participation Physical Form is in effect for one calendar year commencing on the date of the signed physical examination. The Emergency Medical Authorization Form is required in the event emergency treatment is necessary for the student-athlete. If changes occur during the school year such as a change in physicians, addresses, phone numbers or medical history, a new Emergency Medical Authorization Form should be completed and submitted to the Athletic Office. All other forms received in the athletic participation packet must be turned into the Athletic Office by the date designated by the Athletic Department.

## **Hazing**

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

Hazing activities of any type are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member or other employee of the District shall encourage, permit, condone or tolerate any hazing activities. No student, including student leaders of organizations shall plan, encourage or engage in hazing activities.

Administrators, faculty members, students or other employees who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with Ohio Revised Code. All suspected hazing incidents regarding athletics should be reported immediately to the athletic director.

## **Injury Procedures**

In the event of an injury, coaches are trained to administer basic first aid if applicable. Athletic trainers will be available at most contests to assist coaches in the care and maintenance of injuries. The coaching staff will notify our school's athletic training staff of the injury situation as soon as possible. If a trainer is unavailable, the following steps need to be taken:

1. Call 9-1-1 if the injury is severe enough that the safety and well being of the student is at stake.
2. If not, contact the student's parent(s)/guardian(s) to advise him/her of the situation.
3. Fill out an Accident/Incident Report as soon as possible after the injury to document the occurrence of the injury.

The school has an obligation for the safety and well being of each student-athlete. When in doubt, the school will always make decisions with every effort of caution for the student-athlete.

If a student-athlete receives medical attention from a physician, the physician must release the student-athlete from his/her care in writing before being released back into competition. The athletic trainer and/or coach must receive this release before the student-athlete can return to active competition. The athletic director must be advised of the situation. **No exceptions will be granted on this policy!**

## **Letter Jacket Policy**

The Maumee Athletic Department believes that the awards earned should be worn with dignity and class. Any athlete that wins a Varsity "M" Patch will be eligible to purchase a letter jacket to display this award. Athletes are to display their awards in the appropriate manner on this jacket and are expected to behave in a dignified and acceptable way whether or not they are wearing the jacket. The student-athlete will represent Maumee High School proudly and any action during school or at school-related activities that detracts from the positive image of the school will not be accepted. This will result in disciplinary action against the offending individual and possible loss of future awards.

## **Locker Policy**

Ohio Revised Code Section 3313.20 authorizes our board of Education to adopt a policy that allows an administrator to search any student's locker, and the contents thereof, upon reasonable suspicion that the contents contain evidence of a criminal or school rule violation. Lockers remain the property of the Maumee City School District while on loan to students; therefore, those lockers are subject to supervision and inspection by school authorities when and where necessary. The student-athlete has the responsibility to use lockers for school purposes only. Lockers are not to be used for

articles that may be of such nature as to be harmful, dangerous, in violation of school or legal restrictions or disruptive to the school process. Such articles are subject to confiscation.

Students are not permitted to mark or deface the outside of lockers in any manner. In such cases, the student-athlete in violation of this policy will be assessed a fine for the maintenance and repair of any damage to the locker. Furthermore, securing of all personal items is the responsibility of the student-athlete and all personal items including, but not limited to, clothing and backpacks need to be placed in a locker. Lockers are to be locked at all times the student-athlete is away from his/her locker.

## **Outstanding Financial or Equipment Obligations of Student-Athletes**

Any student-athlete that has an outstanding financial or equipment obligation shall have all post-season awards and pertinent student records (ex. report card or transcripts) withheld until such obligation is completed. In addition, the student-athlete shall not be permitted to try out for any other sports or join extracurricular clubs until such obligation is completed. The coach should complete the Outstanding Equipment/Uniform Inventory in the Athletic Season Summary and turn it into the Athletic Office immediately at the conclusion of the season.

## **Parent Concern Procedure**

In the event a parent needs to file a complaint or deal with a problem/question involving the student-athlete's involvement in an extracurricular program, the following chain of command should be followed:

1. Assistant Coach
2. Head Coach
3. Athletic Director
4. Assistant Principal
5. Principal
6. Superintendent
7. Board of Education

Every effort will be made to deal with the complaint in a timely, professional manner. With few exceptions, the coach or assistant coach should receive the first contact when a complaint or question is lodged. Complaints regarding playing time or coaching philosophy will not be addressed as those decisions rest solely with the coach and/or assistant coach. In the event a satisfactory conclusion does not result in the initial contact, a meeting may be requested with the athletic director with the coach present to deal with any unresolved issues. If the safety and well-being of the student-athlete is at question, the complaint may be lodged with the administration and a determination will be made as to what procedure will need to be followed.

## **Parent Volunteers**

In the event parent volunteers are needed to assist in bus supervision issues or other school-related activities with athletics, these individuals need to be approved by our Board of Education. The individual must go through a BCI check prior to performing any duties in this capacity. Cost of the BCI check shall fall upon the individuals unless the athletic director gives prior approval for the need of the volunteer to the coach.

## **Parking for After-School Activities**

Students are prohibited from parking in unauthorized areas for after-school practices or activities. Any vehicle found parked in an unauthorized space or fire lane will have their driving privileges to school revoked for a period of time and may have their vehicle ticketed and/or towed off school premises. Continual abuse of parking privileges may result in the revocation of all driving privileges to Maumee High School.

## **Participation Policy for Attendance of Student-Athletes**

The policy of Maumee High School is that all student-athletes participating in an athletic program must attend at least **two periods** of a school day in order to participate in an athletic contest, scrimmage, practice or other activity associated with the athletic program. In the event a student-athlete is absent on Friday prior to a weekend contest, he/she will not be permitted to participate in any weekend contest, scrimmage, practice or activity associated with his/her participation in the sport or activity. The building principal or his/her designee has the sole authority to grant exceptions to this policy.

In addition, a suspension of a student-athlete from school will carry over into denial of participation for the same length of time in extracurricular activities – he/she will miss all contests, scrimmages, practices or activities for the length of time of the school suspension, including all weekend activities if the suspension includes a weekend. **No exceptions will be made.**

Furthermore, all student-athletes are expected to attend all contests, scrimmages, practices, events and activities associated with participation in the Maumee Athletic Program. Vacations are not encouraged during the athletic season. Missed practices and contests will be addressed in the coach's individual team rules and violations will be addressed in accordance with that policy. In the event of chronic, unexcused absences from contests, scrimmages, practices or school, the athletic director reserves the right to intercede and deny participation of a student-athlete for a period of time until said student-athlete can prove he/she is willing to conform with the rules and ideals of the Maumee High School Athletic Department.

## **Policy for Player Ejections from Athletic Contests**

By adoption of the Ohio High School Athletic Association, any student-athlete ejected from an interscholastic contest for unsportsmanlike conduct or a flagrant foul shall be ineligible for contests for the remainder of that day as well as for all contests in that sport until **two** regular season and/or tournament contests are played at the same level as the ejection (**one** contest for football). If the ejection occurs in the last contest of the season, the student-athlete shall be ineligible for the same period of time as stated above in the next sport in which the student-athlete participates. A student-athlete under suspension may not sit on the team bench, enter the locker room or be affiliated with the team in any way traveling to, during or traveling after the contest(s).

A student-athlete who has been ejected for unsportsmanlike conduct for the second time shall be suspended for the remainder of the season in that sport. A student-athlete who has been ejected for unsportsmanlike conduct for the second time in the season during the last contest shall be ineligible for a period of time and/or number of contests subject to the discretion of the Commissioner. The period of ineligibility shall commence during the next sport in which the student participates.

The responsibility for enforcement of this regulation falls upon the local school authorities. In accordance with OHSAA Bylaw 8-3-1, the decisions of contest officials are final and are not subject to appeal.

## **Policy on the Use of Steroids/Performance Enhancing Drugs**

In accordance with OHSAA policy as well as federal law, the use of steroids and other illegal performance enhancing drugs is not permitted. Further, student-athletes found in violation of this policy are in direct violation with the Athletic Code of Conduct and will be subject to disciplinary action.

## **School Cancellation Policy**

In case of a school cancellation due to inclement weather, high school athletic contests that are scheduled for that evening may still be played. The decision will be made by 1:00 pm as to the status of the contest. Coaches will be notified and are strongly encouraged to create a “phone tree” to help in notifying players and parents of the status of contests and practices. On cancellation days, practices may not begin before 12:00 pm and may not be mandatory. The coach is required to contact the athletic director to find out if all school activities have been cancelled or a delay may occur to necessitate the removal of snow and ice from the school parking lots.

## **Sportsmanship Expectations**

**Players:** Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators and fans. Players should represent Maumee High School in a positive fashion and represent themselves on the field or court of competition in the same light. Players will:

1. Participate in athletics at Maumee High School because he/she wants to, not just because parents or coaches may want them to compete.
2. Compete by the rules and in the spirit of the game in accordance with all local and state expectations of fairness and sportsmanship.
3. Respect his/her opponents before, during and after competition and at all times show good sportsmanship. This would include shaking hands with opponents and wishing them a good game when appropriate.
4. Accept the judgment of the officials as just that, the best judgment they could make given what they know and see. This would include never arguing or make gestures indicating lack of respect for the officials or opponents at any time.
5. Do his/her best to try to be a true team player and support his/her teammates at all times during the season.
6. Remember that winning is not everything. The student-athlete must recognize that the benefits of competition include having fun, improving skills, making lasting friendships and the pride in doing their performing to the best of their ability.
7. Acknowledge all good plays or performances by his/her teammates and opponents as well as carry themselves with dignity and class at the conclusion of all contests whether in victory or defeat.
8. Remember that the coach and the official are there to assist him/her and at all times show them the respect they deserve.
9. Accept seriously the responsibility and privilege of representing the Maumee High School and the community as a whole.

**Fans and Spectators:** High School athletics is an incredible experience to have for all individuals that have the privilege of participating – athletes, coaches, fans, spectators and parents. Unruly, unsportsmanlike and objectionable behavior will not be tolerated and will result in immediate removal from the contest. These contests are for the student-athletes to display their skills and compete in a sportsmanlike environment against our opponents, not a display for the fans. With these ideals in mind, fans and spectators will:

1. Remember that these are young men and women competing for their enjoyment, not paid professionals expected to entertain.
2. Not have unrealistic expectations and understand that the athletes competing at their best is more important than winning the contest.
3. Understand that ridiculing a student-athlete for making a mistake is unacceptable behavior.
4. Respect all decisions made by the officials and will encourage all participants and fans to do the same.
5. Show respect and appreciation for the job the coach is doing for the student-athlete and understand that he/she has given up his/her time to provide for the betterment of our young people.
6. Encourage all participants and coaches to follow and abide by the rules and avoid conflict or hostility toward the opponent.
7. Show respect to our opponent and their guests at all times since there would not be a contest without them.
8. Not use abusive or obscene language directed toward any individual at the contest as well as not harass the athletes, coaches, spectators or officials.
9. Always show good sportsmanship and demonstrate positive behavior at all times during the contest for his/her time.

## **Sportsmanship Philosophy and Guidelines**

The Maumee high School Athletic Department believes that interscholastic competition, involving member schools of the Ohio High School Athletic Association, should be governed by the basic principles of good sportsmanship. This document has been prepared to insure that all participants have a common understanding of those basic principles. The Maumee High School Athletic Department believes that participation is more important than winning and student-athletes should be coached to play to the best of their ability as well as play with honor, class and dignity that represents the school in a positive light. The promotion of good sportsmanship is the obligation of all school personnel – administration, coaching staff and players – and the fans and spectators are expected to hold these ideals high. Therefore, the Maumee High School Athletic Department expects all players, fans, cheerleaders, coaches and administrators to embrace the following fundamentals of good sportsmanship:

- a. Respect should be demonstrated for an athletic opponent and for their school at all times. Maumee should treat visiting teams and their supporters as guests, and accord them the consideration all human beings deserve. When visiting the opponent's schools should respect their property.
- b. Respect should be demonstrated for the officials at all times. Officials are impartial arbiters who are trained to do their job and are doing their job to the best of their ability. Their decisions are final and nothing can be done to change them.

- c. Knowledge of, and a proper respect for, the current rules of the contest should guide the behavior of all participants. Rules are essential for a fair contest. Good sportsmanship suggests the importance of conforming to the spirit as well as the “letter” of the rules.
- d. All participants strive to play to the best of their ability and the desire to win should not be accepted as a reason for abandoning rational behavior. All must maintain a proper perspective if the potential educational value of high school competition is to be realized.
- e. All participants should learn to recognize and appreciate skill in performance, regardless of affiliation. In order for good sportsmanship to prevail, all participants should understand their individual responsibilities and expected modes of behavior before, during and after contests.

## **Supplemental Training Rules**

Discipline and self-control are necessary components of participating in extracurricular athletics and activities and an important aspect of competing in a team environment. Students involved in such activities have a responsibility to conduct themselves in such a manner to be a credit to Maumee High School and that the conduct is acceptable to the expectations and standards set forth by the activity’s coach or advisor. Furthermore, our student-athletes are viewed as role models for younger students in our district and community as a whole and have an additional responsibility to act as such. Student-athletes are subject to supplemental training rules as determined by their coach. Copies of these supplemental training rules will be placed on file in the Athletic Office and made available upon the request of a parent/guardian.

## **Transportation Procedures**

Students participating in interscholastic athletic activities associated with an athletic team or activity are required to ride district transportation to and from all events (Bylaws and Policies - #8640). A Transportation Release Form must be on file with the coach prior to the first scrimmage, contest or off-site practice in which the student-athlete is to be transported. Parents are permitted to transport student-athletes to and from contests by state law, but Athletic Department policy is that our student-athletes should ride to and from all scrimmages, contests and off-site practices on the school-provided transportation.

In the event a student-athlete must ride from a scrimmage, contest or off-site practice with his/her parents after arriving at the site via district transportation, the student-athlete must have the authorized form signed by his/her parents documenting the reason for departure and written confirmation from the athletic director. The form must be presented to the coach or advisor at least twenty-four hours prior to the departure of the team for the event. An example of this form is located in the back of this handbook. In extenuating circumstances, such as, but not limited to, family emergency or unexpected illness, the coach may grant permission to parents to transport their son/daughter as long as the coach or his/her designee witness the departure from the facility or a note is given to the coach prior to departure from the venue.

## **Websites**

All tournament information and sports regulations are posted at [www.ohsaa.org](http://www.ohsaa.org) as well as the Northwest District Athletic Board website, [www.nwdab.org](http://www.nwdab.org). The head coach, student-athlete and parent/guardian should look up the information for his/her tournament series and become familiar with the guidelines and regulations of his/her sport through this website. Specific questions may be directed to the building principal or athletic director if necessary. In addition to these sites, Maumee High School utilizes [www.schedulestar.com](http://www.schedulestar.com) for all of its on-line schedules. Parents/guardians are encouraged to bookmark this site and refer to it frequently for updates and changes.

**MAUMEE CITY SCHOOLS  
ATHLETIC/EXTRACURRICULAR/CO-CURRICULAR ACTIVITY  
CODE OF CONDUCT**

This code of conduct applies to all athletic, extracurricular, co-curricular and other out-of-class activities sponsored by Maumee High School or Gateway Middle School, including, but not limited to, clubs, student council, class organizations, athletic programs, academic competitions, honor and awards programs, intramurals, drama, music events and performances.

Student participation in activities is a privilege granted by Maumee City Schools, not a vested right. In exchange for this privilege, student participants accept an obligation to represent their school in a positive manner, an obligation to conduct themselves in a manner that is acceptable to their coaches, their advisors and the school community and an obligation to present a positive role model for other students and the young children of our community. Students who do not honor their obligations may have their participation privilege withdrawn.

This code is in effect twenty-four hours a day, seven days a week, twelve months a year.

<b><i>PROHIBITED CONDUCT</i></b>
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**CONDUCT UNBECOMING**

Students exhibiting behavior deemed conduct unbecoming a Maumee High School or Gateway Middle School student in any location at any time will be subject to participation privilege withdrawal. Conduct unbecoming includes any conduct which is a violation of the student discipline section of the Maumee High School handbook (applied both during and outside the school year) or a violation of the school rules section of the Gateway Middle School handbook (applied both during and outside the school year) or which is found to be a probable violation of federal, state or local criminal or juvenile law.

A student who attends a party or gathering where any prescription drug (without the lawful prescription holder), alcoholic beverage, illegal drug, non-prescription drug (for non-medical use), counterfeit drug, tobacco or tobacco product is present and who does not leave as soon as is reasonably and safely possible will be subject to participation privilege withdrawal for conduct unbecoming. A student present in a restaurant, theater, banquet hall, stadium or other public place during normal business hours or normal activities is not participating in a proscribed party or gathering. A student attending a family reunion, wedding reception, holiday celebration, graduation party, birthday party or similar function that is not primarily a party for or a gathering of middle school or high school students, college students or college-age non-students is not attending a proscribed party or gathering.

**ALCOHOL/DRUGS/TOBACCO**

A student, who possesses or conceals any prescription drug (without a lawful prescription), alcoholic beverage, illegal drug, non-prescription drug (for non-medical use), counterfeit drug, tobacco or tobacco product and/or related paraphernalia; who consumes or shows evidence of consumption of, any prescription drug (without a lawful prescription) or non-prescription drug (for non-medical use), counterfeit drug, tobacco or tobacco product and/or related paraphernalia; or who transfers or offers for sale any prescription drug, alcoholic beverage, illegal drug, non-prescription drug, counterfeit drug, tobacco or tobacco product and/or related paraphernalia, will be subject to participation privilege withdrawal.

## ***PARTICIPATION PRIVILEGE WITHDRAWAL***

### **CONDUCT UNBECOMING**

**First Violation.** The first time a student is found to have engaged in conduct unbecoming, the student will receive a written reprimand and the student may be denied the privilege of participating in interscholastic athletic competitions for up to the equivalent of 20% of an athletic season and may be denied the privilege of participating in extracurricular, co-curricular and other out-of-class activities (not including tryouts or auditions for future activities) for up to 30 calendar days (such calendar days to include only days for which school is in session).

**Second Violation.** The second time a student is found to have engaged in conduct unbecoming, the student will receive a written reprimand, the student will be denied the privilege of participating in interscholastic athletic competitions for the equivalent of one athletic season and the student will be denied the privilege of participating in extracurricular, co-curricular and other out-of-class activities (not including tryouts or auditions for future activities) for a period of 60 calendar days (such calendar days to include only days for which school is in session).

**Third Violation.** The third time a student is found to have engaged in conduct unbecoming, the student will receive a written reprimand and the student will be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities (not including tryouts or auditions for future activities) for a period of 12 consecutive months.

**Fourth Violation.** The fourth time a student is found to have engaged in conduct unbecoming, the student will receive a written reprimand and the student will be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities while attending Maumee City Schools.

**Counting Violations.** A prior alcohol, drug, tobacco violation will be counted as a conduct unbecoming violation in determining a student's cumulative conduct unbecoming violations.

### **ALCOHOL/DRUGS/TOBACCO**

**First Violation.** The first time a student is found to have engaged in conduct involving alcohol, drugs or tobacco the student will receive a written reprimand, the student will be denied the privilege of participating in athletic activities for the equivalent of one athletic season and will be denied the privilege of participating in extracurricular, co-curricular and other out-of-class activities (not including tryouts or auditions for future activities) for a period of 60 calendar days (such calendar days to include only days for which school is in session).

**Second Violation.** The second time a student is found to have engaged in conduct involving alcohol, drugs or tobacco the student will receive a written reprimand and the student will be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities (not including tryouts or auditions for future activities) for a period of 12 consecutive months.

**Third Violation.** The third time a student is found to have engaged in conduct involving alcohol, drugs or tobacco the student will receive a written reprimand and the student will be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities while attending Maumee City Schools.

**Counting Violations.** A prior conduct unbecoming violation will not be counted as an alcohol, drug, tobacco violation in determining a student's cumulative alcohol, drug, tobacco violations.

***FINDING OF PROHIBITED CONDUCT  
DETERMINATION OF PRIVILEGE WITHDRAWAL***

The Athletic/Activities Director for the school attended by the student will make all findings with respect to a student having engaged in conduct unbecoming or a student having engaged in conduct involving alcohol, drugs or tobacco. The withdrawal of a participation privilege will begin upon the Athletic/Activities Director's determination there is reasonable cause to believe the student engaged in prohibited conduct. Upon determining there is reasonable cause to believe the student engaged in prohibited conduct, the Athletic/Activities Director will meet with the student to inform the student of the withdrawal of participation privilege or, in the case of a conduct unbecoming first violation, the potential withdrawal of the student's participation privilege. Upon the Athletic/Activities Director's determining that the student did engage in prohibited conduct, the Athletic/Activities Director will meet with the student to issue the written reprimand and to confirm to the student continued withdrawal, if any, of the student's participation privilege.

The Athletic/Activities Director for the school attended by the student in consultation with the Principal of the school attended by the student will determine whether and to what extent a student found for the first time to have engaged in conduct unbecoming will be subject to a period of participation privilege withdrawal. For a first time conduct unbecoming violation the participation privilege withdrawal period, if any, may be, but shall not exceed, nonparticipation in interscholastic athletic competitions for the equivalent of a portion of 20% of an athletic season and nonparticipation in extracurricular, co-curricular and other out-of class activities (not including tryouts or auditions for future activities) for 30 calendar days (such calendar days to include only days for which school is in session).

For all second, third and fourth conduct unbecoming violations and for all alcohol, drug, tobacco violations, the Athletic/Activities Director will impose the participation privilege withdrawal period stated in this code.

***APPEAL OF FINDING OF PROHIBITED CONDUCT***

A student found by the Athletic/Activities Director to have committed a violation of this code may appeal the Athletic/Activities Director's finding of a violation to an Appeal Panel by submitting a written request for a review to the Principal of the school attended by the student within 30 calendar days after receiving a written reprimand from the Athletic/Activities Director. If the student does not timely file a written request for review with the Principal of the school attended by the student, the student will forfeit the opportunity for review by an Appeal Panel.

The members of the Appeal Panel will be the Principal of the school attended by the student, a faculty or staff member or volunteer coach or advisor selected by the student and a Community Representative selected by the Superintendent, who will serve as the three voting members, and the Athletic/Activities Director for the school attended by the student, who will serve as a non-voting member. If the student fails to select a faculty or staff member or volunteer coach or advisor for the Appeal Panel, the vacancy will be filled with the student assistance counselor. For students with an individual education plan, the Director of Student Services will serve on the Appeal Panel in the place of the Principal of the school attended by the student.

The Appeal Panel will review the Athletic/Activities Director's findings, will meet with the student, and may in its discretion, conduct further proceedings. At the student's election, the student may appear before the Appeal Panel with or without a representative and with or without a parent or legal guardian. The proceedings of the Appeal Panel will be informal, will not be subject to any rules of evidence, procedure or due process and will not be recorded.

The Appeal Panel may confirm the Athletic/Activities Director's finding of a violation, may find there was no violation, or may find that there was a violation of a lesser severity or of a different category than found by the Athletic/Activities Director. If the Appeal Panel finds no violation or a violation of a lesser severity or of a different category, the Appeal Panel will adjust the withdrawal of participation privilege period to fit the finding. A decision of the Appeal Panel will be made by simple majority vote of the three voting members.

The withdrawal of the student's participation privilege that began upon the Athletic/Activities Director's determination there was reasonable cause to believe the student engaged in prohibited conduct will continue during the student's appeal to the Appeal Panel.

### ***REDUCTION OF THE PERIOD OF WITHDRAWAL***

**First Conduct Unbecoming Violation.** A student may request a reduction of a privilege withdrawal period for a first conduct unbecoming violation by submitting a written request for reduction to the Principal of the school attended by the student at any time during the privilege withdrawal period. The Principal will forward the written request to the Review Panel.

The Review Panel will review the Athletic/Activities Director's determination of the privilege withdrawal period, will meet with the student, and may in its discretion conduct further proceedings. At the student's election the student may appear before the Review Panel with or without a representative and with or without a parent or legal guardian. The proceedings of the Review Panel will be informal, will not be subject to any rules of evidence, procedure or due process and will not be recorded.

The Review Panel may confirm the Athletic/Activities Director's determination of the privilege withdrawal period, may reduce the privilege withdrawal period on the condition of the performance of tasks by the student, or may reduce the privilege withdrawal period without condition.

**Second Conduct Unbecoming Violation.** A student may request a reduction of a privilege withdrawal period for a second conduct unbecoming violation by submitting a written request for reduction to the Principal of the school attended by the student at any time during the privilege withdrawal period. The Principal will forward the written request to the Review Panel.

The Review Panel will review the Athletic/Activities Director's determination of the privilege withdrawal period, will meet with the student, and may in its discretion conduct further proceedings. At the student's election the student may appear before the Review Panel with or without a representative and with or without a parent or legal guardian. The proceedings of the Review Panel will be informal, will not be subject to any rules of evidence, procedure or due process and will not be recorded.

The Review Panel may confirm the Athletic/Activities Director's determination of the privilege withdrawal period, may reduce the privilege withdrawal period on the condition of the performance of tasks by the student, or may reduce the privilege withdrawal period without condition, subject to the limitation that the Review Panel may not reduce the privilege withdrawal period to less than nonparticipation in interscholastic athletic competitions for the equivalent of 20% of an athletic season and nonparticipation in extracurricular, co-curricular and other out-of class activities (not including tryouts or auditions for future activities) for 30 calendar days (such calendar days to include only days for which school is in session).

**Third Conduct Unbecoming Violation.** A student may request a reduction of a privilege withdrawal period for a third conduct unbecoming violation by submitting a written request for reduction to the Principal of the school attended by the student at any time during the privilege withdrawal period. The Principal will forward the written request to the Review Panel.

The Review Panel will review the Athletic/Activities Director's determination of the privilege withdrawal period and will meet with the student and the student's parent(s) or legal guardian. The student and parent(s) or legal guardians will present to the Review Panel a written program of tasks to be completed by the student before any reduction in the privilege withdrawal period. The tasks should include education, assessment or community service intended to meet the objectives of reinforcing to the student the improper nature of the student's conduct and providing experience through which the student may learn the distinction between proper and improper conduct and the potential consequences of improper conduct. It is the responsibility of the student and the student's parent(s) or legal guardian (1) to persuade the Review Panel that the program will be meaningful and will direct the student to these objectives and (2) to secure a faculty member, coach or advisor to act as case manager for the student. The Review Panel will determine whether the proposed program is, in the opinion of the Review Panel, sufficient to justify a reduction in the privilege withdrawal period. If the Panel determines the proposed program is not sufficient to justify a reduction in the period of the participation privilege withdrawal, the student and the student's parent(s) or legal guardian will be allowed one second meeting to submit an improved proposed program to the Review Panel.

When the student completes all tasks included in the approved program, the student, the student's parent(s) or legal guardian and the student's case manager will meet with the Review Panel to present verification of the student's completion of the program tasks. If the Review Panel is satisfied the student completed the program tasks, has an understanding of the improper nature of the student's conduct and is adequately aware of the distinction between proper and improper behavior and the potential consequences of improper behavior, the Review Panel may reduce the privilege withdrawal period, subject to the limitation that the Review Panel may not reduce the privilege withdrawal period to less than nonparticipation in interscholastic athletic competitions for the equivalent of one full athletic season and nonparticipation in extracurricular, co-curricular and other out-of class activities (not including tryouts or auditions for future activities) for 90 calendar days (such calendar days to include only days for which school is in session).

**Fourth Conduct Unbecoming Violation.** No appeal for a fourth conduct unbecoming violation will be allowed. The privilege withdrawal period for a fourth conduct unbecoming violation will be served in full. The student will be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities while attending Maumee City Schools.

**First Alcohol, Drug, Tobacco Violation.** A student may request a reduction of a privilege withdrawal period for a first alcohol, drug, tobacco violation by submitting a written request for reduction to the Principal of the school attended by the student at any time during the privilege withdrawal period. The request must include a consent signed by the student and the student's parent(s) or legal guardian for the disclosure and release of information then known or later acquired by the student assistance counselor through intervention or in counseling. The Principal will forward the written request to the Review Panel and the signed disclosure and release to the student assistance counselor.

The Athletic/Activities Director will meet with the student and the student's parent(s) or legal guardians to inform them of the tasks or programs the Athletic/Activities Director determined the student must complete or meaningfully participate in during the original privilege withdrawal period to be considered for a reduction in the privilege withdrawal period. Such tasks and programs may include (1) special classes or assignments in drug, alcohol or tobacco education, community service or citizenship education; (2) participation in school or community groups, (3) assessments and possible treatment for alcohol, drug or tobacco dependence, or (4) completion of a written report on the detrimental physical and mental effects of alcohol, drugs and tobacco. The cost of such tasks and programs will be paid by the student or the student's parent(s). Upon completion of (or on meaningful participation in) the assigned tasks or programs, the student may submit a written request that the student's privilege withdrawal period be reduced to time served to date. The Athletic/Activities Director will forward the student's request to the Review Panel and present to the other members of the Review Panel a written or oral report on the programs and tasks assigned the student, the student's progress on such programs and tasks and a recommendation on the student's privilege withdrawal period.

The Review Panel may confirm the Athletic/Activities Director's recommendation on the privilege withdrawal period, may reduce the privilege withdrawal period from the original period on the condition of the performance of additional tasks or participation in additional programs, or may reduce the privilege withdrawal period from the original period without condition, subject to the limitation that the privilege withdrawal period may not be reduced to less than nonparticipation in interscholastic athletic competitions for the equivalent of 20% of an athletic season and nonparticipation in extracurricular, co-curricular and other out-of class activities (not including tryouts or auditions for future activities) for 30 calendar days (such calendar days to include only days for which school is in session).

**Second Alcohol, Drug, Tobacco Violation.** A student may request a reduction of the privilege withdrawal period for a second alcohol, drug, tobacco violation by submitting a written request for reduction to the Principal of the school attended by the student at any time during the privilege withdrawal period. The request must include a consent signed by the student and the student's parent(s) or legal guardian for the disclosure and release of information then known or later acquired by the student assistance counselor through intervention or in counseling. The Principal will forward the written request to the Review Panel and the signed disclosure and release to the student assistance counselor.

The Review Panel will review the Athletic/Activities Director's determination of the privilege withdrawal period and will meet with the student and the student's parent(s) or legal guardian. The student and parent(s) or legal guardians will present to the Review Panel a written program of tasks to be completed by the student before any reduction in the privilege withdrawal period. The tasks should include education, assessment or community service intended to meet the objectives of reinforcing to the student the improper nature of the student's conduct and providing experience through which the student may learn the distinction between proper and improper conduct and the potential consequences of improper conduct. It is the responsibility of the student and the student's parent(s) or legal guardian (1) to persuade the Review Panel that the program will be meaningful and will direct the student to these objectives and (2) to secure a faculty member, coach or advisor to act as case manager for the student. The Review Panel will determine whether the proposed program is, in the opinion of the Review Panel, sufficient to justify a reduction in the privilege withdrawal period. If the Panel determines the proposed program is not sufficient to justify a reduction in the privilege withdrawal period, the student and the student's parent(s) or legal guardian will be allowed one second meeting to submit an improved proposed program to the Review Panel.

When the student completes all tasks included in the approved program, the student, the student's parent(s) or legal guardian and the student's case manager will meet with the Review Panel to present verification of the student's completion of the program tasks. If the Review Panel is satisfied the student completed the program tasks, has an understanding of the improper nature of the student's conduct and is adequately aware of the distinction between proper and improper behavior and the potential consequences of improper behavior, the Review Panel may reduce the privilege withdrawal period, subject to the limitation that the Review Panel may not reduce the privilege withdrawal period to less than nonparticipation in interscholastic athletic competitions for the equivalent of one full athletic season and nonparticipation in extracurricular, co-curricular and other out-of class activities (not including tryouts or auditions for future activities) for 90 calendar days (such calendar days to include only days for which school is in session).

**Third Drug, Alcohol, Tobacco Violation.** No appeal for a third drug, alcohol, tobacco violation will be allowed. The privilege withdrawal period for the third drug, alcohol, tobacco violation will be served in full. The student will be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities while attending Maumee City Schools.

**The Review Panel.** The members of the Review Panel will be the Principal of the school attended by the student, the student assistance counselor, a guidance counselor at the school attended by the student, a faculty or staff member or volunteer coach or advisor selected by the student and a Community Representative selected by the Superintendent, who will serve as the five voting members, and the Athletic/Activities Director

for the school attended by the student, who will serve as a non-voting member. For students with an individual education plan, the Director of Student Services will serve on the Review Panel in the place of the guidance counselor at the school attended by the student. If the student fails to select a faculty or staff member or volunteer coach or advisor for the Review Panel, the vacancy will be filled with a faculty or staff member or volunteer coach or advisor selected by the Principal. The proceedings of the Review Panel will be informal, will not be subject to any rules of evidence, procedure or due process and will not be recorded. A decision of the Review Panel will be made by simple majority vote of the five voting members.

### ***EXPUNGING VIOLATIONS***

If, following a first violation, a student completes 12 consecutive months without a finding of a second violation, the student may make a written request to the Principal of the school attended by the student that the student's first violation be expunged from the student's record. The Principal, on considering the academic performance, attendance record, discipline record and school citizenship of the student and such other matters as the Principal deems relevant may so expunge the student's first violation. Only one violation may be so expunged. Any first violation so expunged will not be counted in considering whether the student has committed a second, third or fourth violation.

A student's violations for acts committed while attending Gateway Middle School will be expunged from the student's record upon the student's graduation from Gateway Middle School. Any violation so expunged will not be counted in considering whether the student committed a second, third or fourth violation after the student was graduated from Gateway Middle School. If the privilege withdrawal period for an expunged violation extends beyond the student's graduation from Gateway Middle School, the expunging of a violation from the student's record on graduation from Gateway Middle School will not reduce the privilege withdrawal period for the expunged violation and, unless reduced by an appeal, the privilege withdrawal period will continue for its full term.

### ***COMMUNITY REPRESENTATIVES***

At the beginning of each school year, the Superintendent will name not less than five and not more than ten adult residents of the Maumee City School District who are not employees of the Maumee City School District to serve as Community Representatives. When a student makes an appeal of a finding of prohibited conduct or requests a reduction in a privilege withdrawal period, the Superintendent will select one of the Community Representatives to serve on the Appeal Panel or Review Panel convened to hear the student's appeal or request.

## ACKNOWLEDGMENT

I understand that, as a student participating in athletic, extracurricular, co-curricular and other out-of-class activities, I must follow all of the rules and regulations of the Ohio High School Athletic Association, any additional rules of my activity advisors and my coaches and this code of conduct.

I read this code of conduct, I consent to the application of this code of conduct to me, and I understand that if I violate this code of conduct I may be denied the privilege of participating in athletic, extracurricular, co-curricular and other out-of-class activities.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

I, the parent or legal guardian of the student who signed above, read this code of conduct. I discussed this code of conduct and the potential withdrawal of athletic, extracurricular, co-curricular and other out-of-class activities participation privileges on a violation of this code of conduct with my child. I consent to the application of this code of conduct to my child.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Maumee High School**  
**Athletic Department**  
**1147 Saco Street**  
**Maumee, Ohio 43537**  
**(419) 893-8778**

*“Home of the Panthers”*

Date \_\_\_\_\_

I, \_\_\_\_\_, would like to be considered as a possible student-athlete in the following athletic programs:

1. \_\_\_\_\_
2. \_\_\_\_\_

I am aware that the two coaches of these programs must agree that I can realistically help both squads and their decision is in my best interest. This form must be turned in to the Athletic Director of Maumee High School two weeks prior to the opening day of the earliest sports season in which I am considering with this request.

Student-Athlete Signature \_\_\_\_\_

Parent's/Guardian Signature \_\_\_\_\_



**Maumee High School**  
***“Home of the Panthers”***

**Transportation Form**

DATE OF REQUEST:

I am seeking permission to transport my son/daughter home from the contest(s)/event(s) listed below. I realize that I am only responsible for my son/daughter and that I am permitted to transport only a child for whom I am the legal guardian. I further realize that appropriate notice must be given to the coach/advisor prior to the contest(s)/event(s) – at least twenty-four hours.

NAME OF CHILD: \_\_\_\_\_

CONTEST(S)/EVENT(S) & DATE(S): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PARENT/LEGAL GUARDIAN SIGNATURE: \_\_\_\_\_

CONFIRMATION OF COACH / ADVISOR: \_\_\_\_\_

\*\* This form should be handed into the Athletic/Activities Office prior to the event/contest.