

ATHLETICS HANDBOOK



(Revised 7-7-15)

PLEASE USE THE GUIDELINES BELOW WHEN MAKING
SCHEDULES FOR THE 2015-2016 SEASON

Sport	Maximum Number Of Games	Comments
Slow-Pitch Softball	26	No Saturday Except Tournament
Soccer	18	No Saturday Except Tournament
Basketball	25	No Saturday Except Tournament No Games During Christmas Holidays No Games After Monday Of Thanksgiving Week
Fast-Pitch Softball	26	No Saturday Except Tournament
Track	10	
Baseball	26	4 Saturday Games Only No Games After Tuesday Of Spring Break, No Games on Good Friday

SPECIAL EFFORT SHOULD BE MADE TO SCHEDULE GAMES ONLY ON DAYS STUDENTS ARE IN SCHOOL. (NOT ON STAFF DEVELOPMENT DAYS, WEATHER DAYS, ETC.) TRAVEL AND COST SHOULD ALSO BE CONSIDERED WHEN MAKING SCHEDULES.

Jones County School District

ADMINISTRATION

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BOARD OF EDUCATION

Ronnie Herrington-----	District I
Jerry O. Terry, Jr. -----	District II
Randy Norwood-----	District III
Dan Ashley-----	District IV
Lester Boyles-----	District V
Terry Caves-----	Attorney

West Jones High School Principal-----Lynn Lyons
Athletic Director-----Scott Pierson

South Jones High School Principal-----Billy Ray Jones
Athletic Director-----Cory Reynolds

Northeast Jones High School Principal-----Cooper Pope
Athletic Director-----Keith Braddock

Athletics Handbook
Job Description/Evaluation Manual
Compiled under the direction of
Tommy Parker

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SECTION I

INTRODUCTION

MISSION STATEMENT

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SPORTS OFFERED

**RESPONSIBILITIES OF THE SCHOOL ATHLETIC
DIRECTOR**

**COACHING EXPECTATIONS AND
RESPONSIBILITIES**

**HANDBOOK
JONES COUNTY SCHOOL DISTRICT
ELLISVILLE, MISSISSIPPI**

INTRODUCTION

This athletics handbook has been prepared to present clear guidelines to cover specific aspects of the athletic program in the school district. The school board and administration believe that it will be helpful not only to staff members directly involved in athletics but also to students and parents who are affected by or are interested in learning about the program.

It is important to understand that this handbook is supplemental to and is not intended to supercede or substitute for policies and procedures of the school district adopted by the school board on governing operations of the school district. Every staff member and all students are subject to these policies together with policies stated in the student handbook.

In addition, the athletic program of the district must conform to all rules and regulations established by the Mississippi High School Activities Association and the State Board of Education.

All staff members must make certain that programs under their supervision and/or with which they are associated as members of the athletic department are in compliance with the policies of their school district, the State Board of Education, and the Mississippi High School Activities Association. This handbook outlines in detail the following areas of the athletic program.

MISSION STATEMENT

Athletics should function as an integral part of the total curriculum in the Jones County School District, offering opportunities that will promote self-realization and all around growth, as well as the development of fellowship and good sportsmanship.

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

The interscholastic athletic program should be conducted in accordance with school board policies and regulations and should be conducted in a manner that will justify it as an educational activity.

CODE OF ETHICS

The coaching profession carries with it certain obligations and responsibilities to the sport, to the players and to fellow coaches. It is essential that every member of the profession be constantly aware of these obligations and responsibilities, to the end that coaching remains an honorable calling and that each member conducts himself/herself in such a manner as to maintain the dignity and decency of the profession.

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

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

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

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

ORGANIZATIONAL CHART
ATHLETIC DEPARTMENT – JONES COUNTY SCHOOL
DISTRICT

SCHOOL BOARD

SUPERINTENDENT

PRINCIPAL

SCHOOL ATHLETIC DIRECTOR

HEAD COACHES

ASSISTANT COACHES

CHEERLEADER SPONSORS

JONES COUNTY SCHOOL DISTRICT COACHING ASSIGNMENTS

JR./SR. HIGH SCHOOL

Head Football Coach	Track Coach (Boys)
Assistant Football Coaches	Track Coach (Girls)
Head Basketball Coach (Boys)	Soccer Coach (Boys)
Head Basketball Coach (Girls)	Soccer Coach (Girls)
Head Baseball Coach (Boys)	Softball (Slow-pitch) Coach-Girls
Assistant Baseball Coach	Softball (Fast-pitch) Coach-Girls
Cross Country Coach (B&G)	Swimming Coach
Tennis Coach (B&G)	Golf Coach
Cheerleading	Power Lifting Coach

INCLUSION STATEMENT-This list is not intended to be exclusive. There may be times when additional assignments may be added or deleted. All assignments are based on participation, interest, and the direction of the school board with recommendations through the principal and the school athletic director.

OUTLINE OF SPORTS OFFERED

JR./SR. HIGH SCHOOL

FALL	WINTER	SPRING
3 Football	6 Basketball	2 Baseball
1 Slow-pitch softball	1 Soccer (Boys)	4 Track (B&G)
1 Swimming (B&G)	1 Soccer (Girls)	1 Tennis (Boys)
1 Cross Country (B&G)	1 Power Lifting	1 Tennis (Girls)
1 Cheerleading		1 Golf (B&G)
		1 Fast-pitch Softball

RESPONSIBILITIES OF THE SCHOOL ATHLETIC DIRECTOR

The basic role of the school athletic director is to provide leadership to the overall athletic program, as well as to manage the details necessary for a successful day to day program.

The management role of the school athletic director may be the most varied of all school administrators' roles. The tasks of scheduling, procuring and expending funds, managing personnel, etc., combined with the constant interruptions characterized by the job tasks dictate that the school athletic director possess a high degree of organizational skills.

The position of the school athletic director is of paramount important in ensuring that the activities are coordinated with the regular school curriculum and in providing a well-rounded and meaningful educational experience.

GOALS AND OBJECTIVES:

- Goal I.** The school athletic director will establish an athletic program that ensures a cooperative, supportive and participative environment for all students, coaches, faculty and community.
- Objectives:**
- (A) Establish open lines of communications with coaches through regular meetings with coaches and selected school and community groups.
 - (B) Develop a procedure for confidential discussions of problems and possible solutions.
 - (C) Inform parents and athletes of the team requirements, expectations, appeal procedures, benefits of participation, as well as the general established inherent dangers of participation.

- (D) Through publications, establish open lines of communication with the community that promote and foster understanding, cooperation and acceptance of the athletic program in the eyes of the community.
- (E) Scheduling of all athletic events (games, etc.) will be approved by the school athletic director. The school athletic director will forward the schedule to the school administration for approval.

GOAL II. The school athletic director will be visionary and innovative, and will create both short range and long range goals for the athletic program in cooperation with the student, faculty and community.

- Objectives:**
- (A) Keep abreast of current research regarding all areas of high school athletics.
 - (B) Assess needs of the athletic program which identify and prioritize school and community expectations.
 - (C) Develop plans which address assessed needs.
 - (D) Take advantage of community and school district resources.
 - (E) Initiate and implement plans of action.
 - (F) Evaluate progress and/or outcomes.

GOAL III. The school athletic director will provide leadership that is pro-active and positive. This leadership will place emphasis on the mental, physical and social benefits of Interscholastic athletics to the student athletic and coaches.

- Objectives:**
- (A) Provide in-service education and information to coaches in the methodology of using positive reinforcement and building self-esteem of all student athletes.
 - (B) Anticipate problems and difficult situations and strive to resolve them by developing a written plan of action to address them.
 - (C) Encourage moral and positive social behavior by coaches and student athletes.

GOAL IV. The school athletic director will perform and be accountable for managerial functions.

- Objectives:**
- (A) Devise and prepare a plan for facility assessment, maintenance and improvement.
 - (B) Coordinate with other administrators regarding the qualifications, expectations, job descriptions, hiring and evaluation of athletic personnel.
 - (C) Provide a plan to conduct safety checks on all facilities, equipment and teaching techniques.

GOAL V. The school athletic director, along with the coaches, will provide an athletic program for students that will promote good sportsmanship and citizenship.

- Objectives:**
- (A) Develop and implement a student athlete code of conduct.
 - (B) Ensure those requirements for participation show high expectations for good citizenship.
 - (C) Emphasize the need to demonstrate good sportsmanship and fair play.

GOAL VI. The school athletic director will be responsible for ensuring that all policies and rules of the National Federation, the Mississippi High School Activities Association, the Board of Education and the school administration are updated and adhered to.

- Objectives:**
- (A) Inform all coaches of rules and regulations pertaining to conduct of athletic program; i.e., handbook, in-service programs, updates ensuring they are fully understood.
 - (B) Develop a written procedure to notify parents and student athletes of rules and regulations that apply to participation.
 - (C) Keep abreast of changes and modifications to existing rules and regulations and communicate the changes to all participants, personnel, parents, and student athletes.
 - (D) Enforce rules/regulations with established actions/penalties that are clearly stated and given to parents, student athletes, and coaches.

COACHING EXPECTATIONS AND RESPONSIBILITIES

The school district recognizes the need for a job description for coaches, with strong emphasis on credibility and accountability. Among the major performance areas underlying to job description are:

I. **Coaches' Professional and Personal Relationships**

A. **Rapport**

A coach must be able to develop good rapport with many groups and individuals. Among these are the team personnel, the student body, the school staff and administrators as well as the community, officials, spectators, news media, parents, and fellow coaches. Good rapport and an image of competency are invaluable to a coach.

B. **Cooperation**

The district expects a maximum of cheerful give and take among all individuals associated with the comprehensive program. A coach must work hand-in-hand with his superiors and other members of the staff.

C. Leadership

Enthusiasm, diligence, honesty, dress and love of the game are all qualities of personal pride that should be exhibited by a coach.

D. Discipline

Every facet of discipline is the coach's responsibility. The coach should be a model for all that the program represents-observation of school codes, training rules, as well as rules of the game which include good sportsmanship, behavior of the participants and the conduct of the crowd.

E. Improvement

A coach must constantly take advantage of opportunities for self-improvement. Attendance at district meetings, rules clinics, special workshops and clinics in specific fields and in-service training programs is vital for successful job performance.

II Coaching Techniques

A. Use sound and acceptable coaching and teaching practices.

B. Run well organized practice sessions.

C. Complete season planning well in advance of starting date.

D. Adhere to a sound program of injury prevention. If injuries do occur, follow the prescribed routine and keep an open line of communication with the patient, trainer, doctors and parents.

E. Construct a well-organized game plan.

F. Develop a written accountability system for equipment.

G. Inform assistant coaches, student managers and statisticians of what is expected of them.

III Coaches' Responsibilities

A. To Team Members:

The main reason for having athletic teams within the school is to fully develop the capabilities of young men and women. Development of positive attitudes is of the utmost importance. Aggressive and fair play should be taught while stressing good sportsmanship. To this means, the coach must be the leader and set a good example.

The coach should be fair and unprejudiced toward players taking into consideration their individual and cultural differences, needs, interests, aptitudes, temperaments and environments.

The safety and welfare of players should be always be a concern. The coach's primary responsibility is to the individual player. However, consideration and concern must also be given to the family of the student athlete.

A coach should monitor the grades of the student athlete and should discuss those grades with the student and their parents if deemed necessary.

B. To School District:

Be familiar with school board policy concerning athletes and aware of MHSAA rules and regulations, making certain that physicals have been conducted, birth certificates and parent consent cards are on file prior to participation.

Conduct himself/herself in a positive manner. His/her reputation as a coach is under constant scrutiny.

Be loyal to the school, the administration, the team, the students, and to the other coaches.

Encourage the student body and spectators to treat visiting teams with courtesy.

Show mastery of the principles of education.

Give support to all endorsed activities of the school.

C. To Fellow Coaches:

Praise assistant coaches and give recognition whenever possible.

Expect all staff members to contribute a full measure of time, effort, thought and energy to the program.

Establish an evaluation form for assistant coaches.

Support, promote and cooperate with all other coaches for the well being of the total program.

Conduct in-service programs for coaches.

D. To Faculty Members:

Cooperate and work with fellow faculty members, always keeping in mind the well-being of the student athlete.

E. Regarding The Physical Plant and Equipment, Each Coach Must:

1. Keep practice areas and locker rooms in order.
2. Store equipment neatly and use it properly
3. Keep storage areas locked
4. Present all work orders in writing to the proper personnel
5. Maintain a detailed inventory of equipment and uniforms
6. Present a detailed list of equipment and uniform needs to the school athletic director prior to March 1st of each school year

SECTION II

INTERSCHOLASTIC ATHLETICS
MISCELLANEOUS POLICIES
GUIDELINES FOR COACHES
ADMITTANCE TO ACTIVITIES
ALCOHOL/DRUG ABUSE POLICIES
ATHLETIC EQUIPMENT
ATHLETIC INJURIES
ATHLETIC INSURANCE
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BOOSTER CLUB/SUPPORT GROUPS
COACHING SUPPLEMENTS
CONDUCT OF COACHES
DISCIPLINE PROCEDURES
DUAL SPORT PARTICIPATION
EJECTION OF COACHES/STUDENTS
HIGH SCHOOL ATHLETIC PARTICIPATION
GAME SUPERVISION
PUBLICITY AND PROMOTION
RULES AND REGULATIONS
SAFETY PROCEDURES
SPORTS WAIVER/PHYSICAL EXAMINATION
SQUAD SELECTION
SUPERVISION
TRAVEL
WEIGHT ROOM

INTERSCHOLASTIC ATHLETICS

Interscholastic athletics is to be administered as a part of the regular school program and is to be under the same administrative control as all other parts of the educational program. Only students enrolled in grades 8-12 will engage in interscholastic athletic events.

All interscholastic athletic events in which this school district participates will be conducted under the rules and regulations of the Mississippi High School Activities Association.

Eligibility for competitive activities in grades 8-12 is determined according to the rules of the Mississippi High School Activities Association. Students must meet all requirements established by the MHSAA.

All students participating in athletics will be required to have on file:

1. Written parent consent
2. Proof of medical/health insurance
3. Liability waiver signed by parent/legal guardian
4. Medical screening by a licensed physician
5. Media consent form

It is the explicit responsibility of the head coach of the athletic activity involved to ensure that all these requirements are completed and documentation is properly on file prior to any practice or event associated with the activity.

It is the responsibility of the school principal, the school athletic director and the head coach supervising the activity to determine eligibility of each participant, in that activity, as governed by the regulations set forth by the MHSAA.

MISCELLANEOUS POLICIES

1. Undue Influence For Participation
 - A. Student athletes shall be allowed to participate in as many sport seasons as the athlete and his/her parent's desire without influence from any coach to specialize in a sport. All coaches should encourage participation in other sports.
 - B. Athletes may choose the sport in which they wish to participate; however, once the season has begun, no one may change sport except in the following situations.
 1. Athletes cut from one sport for non-disciplinary reasons may try out for another sport.
 2. An athlete who is dropped from one sport for disciplinary reasons may not participate in another sport until that sport's season is completed.
 3. No athlete may begin another sport until the previous sport has been completed in its entirety without the consent of each coach involved and the athletic director.

II. Criteria for Deleting Interscholastic Sports

The following criteria will be considered in depth prior to the deletion of an interscholastic sport:

- A. Student interest declines to an unsatisfactory level both terms of participation and spectator attendance
- B. It becomes impossible to secure competent coaches
- C. Adequate facilities do not exist
- D. Adequate funding is not-longer feasible
- E. Scheduling of contests at local or regional level become impossible

NOTE: Recommendations to delete a sport will go through the office of the athletic director. All efforts to delete a sport will be made with as much advance notice as possible.

III. Criteria For Adding Interscholastic Sports

The following criteria will be considered prior to the addition of an interscholastic sport:

- A. Strong student interest must be indicated
- B. The sport must be sanctioned by the MHSAA
- C. Adequate facilities must exist. It must be possible to coordinate use of facilities so as not to conflict with existing programs
- D. It must be possible to secure competent coaches
- E. Adequate funding must be available without diverting funds from existing programs
- F. Priority will be given to those sports that best equalize the opportunities for boys and girls

NOTE: Requests to add a sport must go through the office of the athletic director.

IV. Postponing Contests

If a game is postponed due to weather or any other factor not conducive to good game conditions, the following practices should be followed:

- A. Coaches confer with the school athletic director and school administration
- B. Factors to be considered include:
 - 1. Weather Conditions
 - 2. Playing conditions of the field
 - 3. Safe travel for team, opponents and officials
 - 4. Safety of spectators
 - 5. Damage to equipment
 - 6. Unforeseen circumstances (sickness, discipline, injuries, etc.)

After considering these factors, it will then be left to the discretion of the school athletic director and the head coach to play or postpone a game. The head coach of the sport will reschedule the contest.

- C. Contact must be made with the following when a decision to cancel a contest is made:
1. School principals
 2. Coaches
 3. Game Administrator
 4. Officials
 5. Security and game workers
 6. Team
 7. News media
 8. Any other person directly involved in operation of contest

GUIDELINES FOR COACHES

1. The verification form which is a proof of insurance, proof of physical, parental release and eligibility requirements must be signed by the head coach and presented to the school athletic director prior to participation by a student athlete.
2. If a person contracts both to teach and to coach an athletic sport, any resignation he/she may subsequently submit for his/her coaching assignment will automatically constitute a bona fide resignation for his/her teaching assignment as well, unless a mutual agreement is made between the administration and the person involved.
3. Each coach will make every possible effort to assure that all athletes/cheerleaders exhibit behavior beyond reproach in classrooms, on the campus and in all athletic facilities.
4. Every coach is expected to have complete knowledge and understanding of the MHSAA Handbook of rules and regulations as well as the regulations and policies of the school district.
5. If an athlete quits a sport after the first regular season contest, he/she is not eligible to participate in another sport during that season unless there is an agreement between the two coaches who are involved.
6. Supervision is one of the most important aspects in coaching/teaching. All staff members must understand the liability factors regarding this policy. Failure to supervise students/athletes AT ALL TIMES could result in job termination.
7. It is the responsibility of the coach/sponsor to have an emergency plan of action in place with regard to injuries and/or emergency situation. Both home and travel situations must be covered under this plan.
8. If an athlete displays a lack of self-discipline, poor attitude, or failure to fulfill his/her commitments to the athletic/activities program, he/she will be suspended from participation in that sport or any other sport for the remainder of the season.
9. Head coaches supervise implementation, analyze staff effectiveness and use documentation as an accurate instrument in the evaluation of assistant coaches.

ADMITTANCE TO ACTIVITIES

Each sports activity is considered separate and apart from other activities. It is the responsibility of the coach to explain to student athletes the policy concerning activities that they may enter free of charge.

ALCOHOL/DRUG ABUSE

Student athletes are considered to be leaders of the school. The conduct and/or behavior of student athletes must be exemplary and a good example for all students to follow. Therefore, the following policies concerning alcohol/drug abuse by student-athletes will be in effect:

1. Any student in this school district found to be in possession or under the influence of alcohol and/or drugs on the school campus or at any school sponsored activity (on campus or off campus) will be disciplined according to the school's disciplinary policy.
2. Any student athlete with confirmed possession or under the influence of alcohol and/or drugs off campus at non-school sponsored events will be subject to suspension from games in the sport which he/she is participating. Further incidents by the student will result in more serious disciplinary action.
3. Athletic drug and alcohol use and abuse are considered detrimental to the well-being of any student athlete. All members of the school district, student athletes, coaches, teachers and administration, believe that the use and abuse of drugs:
 - A. Is detrimental to the physical and mental health of its student-athletes.
 - B. Seriously interferes with the performance of individuals as students and as athletes.
 - C. Create an unfair stigma for those student athletes who do not use or abuse drugs.
 - D. Is extremely dangerous to the student athlete regarding his participation and performance.
4. Because of the genuine concern for the well-being of each student athlete, it is suggested that each coach:
 - A. Counsel student athletes concerning the serious consequences of alcohol and drug use.
 - B. Look for signs of alcohol/drug use such as:
 1. Alcohol or drug paraphernalia
 2. Unusual odor or appearance
 3. Serious mood swings
 4. Lethargic or highly irritable behavior.
 5. Consistently missed or tardiness for practices and games.
 - C. Report any suspicion of alcohol or drug use to the athletic director, school administrators, and school nurse.

NOTE: This policy is not intended to unduly interfere with the student athletes' private life or to bring hardship on the student athlete, but rather to protect their well-being and that of others associated with athletics in the school district.

ATHLETIC EQUIPMENT

Each head coach is directly responsible for the care and control of all equipment used in his/her program.

1. Athletic equipment and supplies are purchased annually subject to the budgetary allocations approved by the school board.
2. The head coach is responsible for taking an accurate inventory of equipment no later than ten (10) days following the official close of his/her sport, retaining one for his files and presenting one to the school athletic director.
3. Requests for equipment and supplies should be made to the school athletic director following inventory, including style and colors.
4. All equipment and supplies must be purchased according to school board policy.
5. Athletic storerooms shall serve as receiving and disbursing points for all supplies and equipment.
6. School athletic equipment shall not be worn by athletes except during practice and game periods. Exception may be made for special recognition days.
7. Athletic equipment must be stored and secured by the head coach of each sport.
8. Equipment must be properly cared for and each athlete should be properly fitted with athletic equipment.
9. School owned athletic equipment will not be loaned to outside groups without the approval of the school athletic director. A written form for equipment loan should be signed and filed pending return of equipment.
10. Athletic equipment that is issued and not returned must be paid for. Money is to be turned into the school athletic director.

ATHLETIC INJURIES

Injuries to athletes will occur in interscholastic sports regardless of precautions taken. However, safe playing conditions, proper coaching techniques, safe equipment and proper warnings concerning possible injuries are essential. A medical evacuation plan must be in place and on file with the ambulance services.

Emergency Evacuation for Injured Athletes:

1. The coach in charge of the activity is to assume the responsibility for the injured athlete. He/she must be prepared to recognize injuries and properly administer first aid and/or refer injured athletes to appropriate medical personnel.

2. If needed, the coach or designated personnel should call for an ambulance or qualified medical assistance.
3. Injured athletes should be accompanied by a coach who has been designated this responsibility.
4. The coach accompanying the injured athlete should notify parents of the injury and the action taken. The coach should use discretion and not unduly alarm the parents. Under no circumstances should student managers or trainers be allowed to inform the parents of an injury.
5. Either a personal visit to the hospital/home, or in less severe injuries, a telephone call by the head coach is a **MUST** following an injury to an athlete.
6. An athletic injury report must be sent to the school athletic director the day following the injury.
7. The emergency medical authorization card should always be in the team's medical kit. On this card is the athlete's parent's or guardian's home and work telephone numbers, other contact person, preferred physician and preferred hospital. Allergic medications should be included on this card.

ATHLETIC INSURANCE

It is the policy of the department of athletics to make certain that all students participating in athletics are insured under the school student insurance program or covered by their own family insurance.

HIGH SCHOOL AND JUNIOR HIGH SCHOOL

The teacher/coach will report any major athletic injury requiring medical attention to the school athletic director. Notification of injury form is to be used and the report made the day of the injury.

The school district will be responsible for any bills or balances not covered under the student insurance.

AWARDS

High school students meeting the criteria for lettering in a sport will be awarded a varsity letter. These students will be allowed to purchase a school jacket at their own expense.

Athletic Letters In High School Are Determined By:

1. Extent of game participation during the season.
2. Number of years in athlete competition.
3. Dependability on and off field.
4. Attitude toward practices and training rules.
5. Team Spirit.
6. Sportsmanship.
7. Attitude and behavior in the classroom and on campus.
8. Return of equipment or payment for unreturned equipment prior to receiving awards.
9. Completion of season, with exception of injured player who missed considerable time or who was unable to complete the season. (An award will be left to discretion of the coach)

Other Awards:

1. Size and number of awards for MVP or similar awards must be approved by the school athletic director.
2. Booster Club awards must be approved by the coach of the sport involved.
3. Jr. High School students participating in a competitive sport season will receive a certificate recognizing that he/she was a member of the particular sport.

BOOSTER CLUB/SUPPORT GROUPS

The school district recognizes the value of the community support groups in relation to the student activities program and encourages participation of interested supporters and booster clubs to help promote greater community awareness.

Booster clubs should work with and coordinate all activities with the head coach by discussing plans and activities being considered for the school year.

The club will not attempt to influence or direct the policies of the school administration or coaches who are charged with the responsibility of conducting the athletics/activities programs in the school district.

The club should in no way violate the rules of the MHSAA.

The school athletic director and the coaches of the sports involved should work with the booster club/support groups on all of their projects.

CONDUCT OF COACHES

The conduct of a coach reflects on the integrity of the district as well as the coach. Coaches are in a position to influence young people and should strive to develop individual players and teams into units that will perform at their maximum ability.

To serve as a role model, a coach should give special attention to:

1. Language-Obscenity and profanity have no place in athletics.
2. Temper-Control of temper is imperative.
3. Challenging the judgment of the officials- The behavior of a coach often carries over to and influences the behavior of the team and fans.

COACHING SUPPLEMENTS

Coaching supplements are based on:

1. Contract dates set by the superintendent.
2. The length of the season beyond the teacher contract period.
3. Planning, preparations, complexity of duties in a sport, number of participants, number of assistants, liability injury element, travel and number of scheduled events and care and accountability of equipment are all factors to be considered.
4. Evaluations and budget considerations.

DISCIPLINE PROCEDURES

Each coach must ensure that the individual athlete and the team is well disciplined. Coaches and athletes must remember that they represent the school district and should exhibit good sportsmanship at all times.

1. If, for any reason, a coach deems it necessary to suspend an athlete from participation or from the team, he/she must notify the parent.
2. The parent may appeal a suspension or dismissal to the coach involved.
3. If an athlete is suspended from the team for the remainder of the season, he/she forfeits credit toward any awards or letterman status.
4. If an athlete is suspended from a team, he/she may not participate in any other sport until the sport from which he/she has been suspended is over.
5. Coaches are responsible for providing written copies of rules and regulations to parents and players prior to the beginning of a sport season.

DUAL SPORT PARTICIPATION

If a student athlete/cheerleader elects to participate in two activities during the same season, the following procedure will be followed:

1. When students have to choose between properly scheduled activities, there will be no loss of credit or reduction of grade.
2. All coaches/sponsors must understand this rule and not place undue pressure on the student.

EJECTION OF COACHES/STUDENTS-MHSAA REGULATIONS

The school will be assessed a minimum fine of \$250 in the event a coach is ejected from an athletic contest.

A fine of \$250 will be levied against the school if:

1. A team leaves the bench and comes onto the playing area.
2. A team, or members of the team, become involved in a fight between arrival and departure of an athletic contest.

Any student ejected from a contest for un-sportsmanlike conduct or a flagrant foul will be ineligible for the next seven (7) calendar days at the same level, or any level of participation at which he/she was ejected. If no contests are scheduled during this period of time at the same level as the ejection, the student will be ineligible for the next football game or a minimum of two (2) contests in any other sport. If the ejection occurs in the last contest of the season, the student will be ineligible for the same period of time as stated above in the next sport in which the students participates. It is the responsibility of the local school authorities to ensure this rule is enforced. When a ineligible athlete or student is allowed to participate, forfeiture of the contest is mandatory. This rule applies to all regular season and post season play.

ATHLETIC PARTICIPATION

Rules for student athletic participation shall include:

1. Sixth grade students will not be allowed to participate on a high school or junior high school athletic team.
2. Seventh grade students will be allowed to participate at the high school level in swimming, golf, track, and tennis. Seventh graders may be allowed to participate in soccer, softball (fast or slow pitch), and junior high baseball if there is not an adequate number of athletes trying out. Seventh graders will not be allowed to participate in football, basketball or cheerleading unless they are too old to participate in the Jones County Youth Sports Conference.
3. The Jones County School District will not provide Junior High athletic teams for seventh grade students.
4. Student participation in the Jones County School District's athletic programs will be governed by the rules and regulations of the Jones County School District and the MHSAA Handbook. They must meet all residency and academic requirements set forth by these organizations.

GAME SUPERVISION

The school athletic director, the principal, the assistant principal or the designated game or meet supervisor is responsible for supervision at interscholastic contests.

Head coaches are responsible for the squad, including managers, etc., during athletic contests.

Problems/complaints should be reported immediately to the school director.

A security plan for all student activities must be in place with MHSAA. It must be clearly understood by administrators, coaches, security and working personnel.

PUBLICITY AND PROMOTION

1. Public Relations:

An effective on-going public relations program must be established and maintained at a high level of positive action. Good publicity and promotion provide the key to the success and survival of any athletic program.

2. Responsibilities:

- A. The school athletic director is responsible for any promotions and/or publicity that originates from within the athletic program.**
- B. Head coaches and their staff are responsible for reporting news items and game results. They should promote their sport by:**
 - 1. Releasing schedules prior to the beginning of the season.**
 - 2. Distributing team brochures, schedule cards and calendars.**
 - 3. Releasing conference, district and state news items through the appropriate news channels.**
 - 4. Holding weekly/monthly meetings with booster clubs and parents to discuss season.**
 - 5. Using bulletin boards in school buildings to promote the athletic program.**
 - 6. Providing contest results to news media promptly.**

RULES AND REGULATIONS

Each head coach is responsible for establishing rules and regulations for his/her particular sport. A copy must be on file with the principal and school athletic director. Copies must be provided to the parents and players.

Policy handbook rules and regulations must be adhered to.

SAFETY PROCEDURES AND ATHLETES

Coaches and/or sponsors must work to minimize the number and degree of seriousness of athletic injuries.

Safety procedures that must be adhered to include:

- 1. Establish an emergency plan of action for practice and home as well as away contests.**
- 2. Report any known unsafe facilities or equipment to the school athletic director.**
- 3. Provide first aid and medical care to all injured athletes.**
- 4. Inform football participants of the danger of spear-tackling and head blocking.**
- 5. Provide frequent water breaks and be aware of high humidity.**
- 6. Cancel or postpone practice or games when conditions are unsafe due to lightning, unstable or severe inclement weather.**
- 7. Attend clinics that provide training and annual review of CPR and athletic connected injuries.**
- 8. Enforce required use of mouthpieces by all football players in practice/games.**

9. Attend in-service training workshops covering emergency situations, emergency plans of action and other safety procedures.
10. Contact ambulance services prior to season outlining directions and entrances to provide directions for the quickest route possible to reach injured athletes.

SPORTS WAIVER/PHYSICAL EXAMINATION

Due to the possibility of injury and the necessary of medical attention, no student will be allowed to engage in high school or junior high school sports until written permission has been received by the head coach and presented to the school athletic director stating that the parent is aware that his/her child is involved in school activities. The parent/guardian further accepts the responsibility for any injuries that might be incurred by participation or for any injury or problem stemming from such injury. Written permission includes proof of medical insurance for their child.

Each participant in grades 8-12 must have undergone a physical examination by a licensed medical doctor or have a statement from his/her family physician stating that he/she is medically cleared to participate in any given sport.

SQUAD SELECTION

Coaches are encouraged to keep as many students on the athletic team as possible without unbalancing the integrity of the sport. Time, space, facilities, equipment and other similar factors will place limitations on the size of the squad.

Selecting athletic squads is the sole responsibility of the coaches in a particular sport. Prior to tryouts, the coach must provide the following information to those who wish to try out:

1. Extent of tryout period
2. Criteria in selection of team
3. Squad size
4. Required practice commitment if selected
5. Required game commitment

CRITERIA FOR SQUAD SELECTION BY SPORTS

BASKETBALL- Each player will be evaluated to determine his/her basketball skills and/or potential for improvement. This will be done through a series of basketball practices incorporating:

1. Instruction and demonstration of basketball fundamentals (shooting, passing, dribbling, ball handling, etc.)
2. Various drills illustrating the above skills and fundamentals
3. Competitive scrimmages (1 on 1, 2 on 2, 3 on 3, 4 on 4, and 5 on 5)

BASEBALL – High school tryouts are held each year. A certain number of players will be selected following tryout sessions in which they are graded and observed on skill levels as well as attitude, enthusiasm and desire.

FOOTBALL – All players are invited to participate in football. There will be no cuts.

GOLF – All male and female students are invited to report for the golf team. Players will be paired and play one another to determine the best eight (8) golfers.

SOCCER – Boys and girls may try out for the soccer team. Team members will be announced following a tryout period during which they have been graded on:

1. Personal skills- dribbling, passing shooting, position alertness and skill.
2. Team player skills- awareness of situations, adaptability to different positions, thinking and strategy developing ability and related skills.

SOFTBALL – Tryouts are held twice a year. Selection is based on hitting, throwing, and fielding ability as well as speed, effort and desire.

TENNIS – Selection is based on tennis skills, adaptability, personal character and attitude. Tryouts for all students will be held and the team selected in accordance with the above criteria.

TRACK, CROSS COUNTRY, SWIMMING – All male and female students are invited out for these sports.

POWERLIFTING – Tryouts are held in January of each school year.

SUPERVISION

Athletic facilities are made available only to team members and then only with a member of the coaching staff present and on duty. There will be no unsupervised practice sessions.

Any staff member who chooses to ignore this area of responsibility assumes all liability related to the lack of supervision.

TRAVEL

Transportation:

1. All travel arrangements will be made by the school athletic director after consulting with the coach involved.
2. A travel list must be on file in the office of the principal by noon at least one day prior to departure.
3. Athletes will travel on school sanctioned vehicles to out of town events.
4. The coach must provide protection and supervision of students in the event of an accident or breakdown.
5. Only assigned school personnel may travel via school transportation. (no spectators or parents)
6. All coaches are encouraged to attend the school bus training school, which includes driving, testing, and drug screening.
7. Field trip forms shall be properly completed for each student.

Supervision of Athletes:

1. When athletes are transported to or from athletic contests, a coach must accompany the squad.
2. Obscene language and roughhouse tactics will not be tolerated.
3. The discipline and good behavior of the squad is the responsibility of the coach.
4. The coach in charge is responsible for returning buses in clean condition following trips.
5. All other policies included in the policy manual or student handbook must be followed.

Reservations:

Meals:

1. Meal reservations must be made by the school athletic director after consulting with the coach involved.
2. Time and distance are factors to be considered in scheduling meals.

3. Meal arrangements will include only members of the traveling squad, coaches, and police escorts and bus drivers. All athletes must eat together.
4. The coach in charge is responsible for signing meal charge tickets and submitting them to the school athletic director upon return.
5. All other policies included in the policy manual or student handbook must be followed.

Hotel:

The school athletic director makes hotel reservations for athletic teams.

Transportation to special events:

1. Transportation to special events will be provided by licensed public carriers or school activity buses.
2. Under no circumstances will a student or player be allowed to drive a car or an activity bus on a trip.
3. Requests for transportation of athletic teams or cheerleaders will be initiated by the teacher/coach. This request must be in the office of the transportation director at least one week prior to the trip.
4. Each coach, responsible for a particular sport, will be responsible for the conduct of these students from the time they leave school until they return.
5. Coach driving a bus must observe all traffic laws.
6. Upon completion of the trip, coaches and/or drivers will be responsible for returning the trip report sheet to the transportation director.

Removal of students from classes:

The removal of a student from class for participation in an athletic event works a hardship on both the teacher and the student and will be held to a minimum in all sports.

School sponsored trips:

All students who go on school sponsored trips are to return with their respective sponsors and group unless given permission to return with their parent/legal guardian. The parent/guardian must personally present written permission prior to trip departure to the head coach for their child to be released to them. Special travel arrangements to and from school sponsored activities must be cleared with the principal prior to the activity.

WEIGHT ROOMS

Coaches are required to supervise weight rooms on a schedule established by the athletic director and/or head coach.

Weight Room Rules:

1. Shirts and shoes are required.
2. No one is allowed in the weight room without authorized supervision.
3. Weights are to be returned to the rack immediately following use.
4. Students must work under the supervision of an instructor assigned to the weight room.
5. Each student should work with the instructor to determine individual limits.
6. Roughhousing and horseplay are not tolerated in the weight room.
7. Gum, food or drinks are not allowed in the weight room.
8. Use of weight room facilities by outside groups or school personnel must be approved by the school athletic director.

SECTION III
FORMS

INFORMATION CHECKLIST

PARENT CONSENT FORM

PHYSICAL EXAMINATION FORM

CODE OF CONDUCT FOR ATHLETES

DISMISSAL/WITHDRAWAL FORM

ATHLETICS INJURY FORM

SAFETY TIPS

FITTING OF HELMENTS

HOT WEATHER HINTS

UNCONSCIOUS ATHLETE

GUIDELINES FOR GAME ADMINISTRATORS

SECURITY PLAN

SCHEDULES

SUGGESTED INTERVIEW QUESTIONS

ATHLETICS/ACTIVITY INFORMATION CHECKLIST

SCHOOL _____

SPORT/ACTIVITY _____

Name of Student	Proof of Insurance	Proof of Physical	Parent Consent	MHSAA Eligibility	Travel	Media

****ONE COPY OF THIS FORM ALONG WITH PROOF OF INSURANCE, PROOF OF PHYSICAL, PARENT RELEASE FORM AND ELIGIBILITY REQUIREMENTS IS TO BE SENT TO THE ATHLETIC DIRECTOR AND THE SUPERVISING PRINCIPAL.**

AUTHORIZED SIGNATURE: _____

DATE: _____

JONES COUNTY SCHOOLS
PARENT CONSENT FORM

Students are not allowed to practice or compete in interscholastic athletics unless this form is completed, signed and on file at the school. Additionally, if your son or daughter exhibits a lack of self-discipline, poor attitude, or is not fulfilling his/her commitment to the sport or activity, he/she may be suspended or removed from the sport.

Student: _____ Grade: _____

Please indicate: YES or NO

1. I give my consent for the above named student to participate in interscholastic athletics.	YES	NO
2. I give my consent for the above named student to travel off campus to compete in interscholastic athletics. All participants will be responsible to their coach at all times. This includes travel to and from the activity as well as time off campus. Parents and students are reminded that all policies and procedures of the Jones County School District, as stated in the student handbook, will be applicable while traveling to and from as well as during the activity.	YES	NO
3. I give my consent for the doctor to release the results of the physical to school personnel.	YES	NO
4. I give my consent to release of directory information (name, height, weight, sex, age, playing position) by the school personnel to the news media and/or other interested persons.	YES	NO
5. I assume full responsibility for all medical expenses, which may accrue due to the above named student's participation in interscholastic athletics, including practice, games, and travel. I understand that as a parent or guardian, I am responsible for obtaining insurance for my child.	YES	NO
6. Permission is hereby granted to the attending physician to proceed with any medical treatment, minor surgical procedure, x-ray examination, or immunizations for the above named student. In the event of serious illness, the need for major surgery, or a significant accidental injury, I understand that an attempt will be made by the sponsors and attending physician to contact me in the expeditious way. If said physician is not able to communicate with me, the treatment necessary for the best interest of the above named student may be given. In the event that an emergency arises during a practice session, an effort will be made to contact the parent as soon as possible. Permission is also granted to the sponsor or trainer to provide the needed emergency treatment to the athletic prior to his admission to medical facilities.	YES	NO

Persons to notify in case of emergencies:

Name: _____ Relationship _____

Address: _____

Cell #: _____ Home #: _____ Work #: _____

Name: _____ Relationship _____

Address: _____

Cell #: _____ Home #: _____ Work #: _____

Name: _____ Relationship _____

Address: _____

Cell #: _____ Home #: _____ Work #: _____

Name: _____ Relationship _____

Address: _____

Cell #: _____ Home #: _____ Work #: _____

Insurance Company: _____

Policy Number: _____

Please list any medications, limitations, problems, or allergies:

Parent/Guardian Signature: _____ Date: _____

Cell #: _____ Home #: _____ Work #: _____

Athlete's Signature: _____ Date: _____

JONES COUNTY SCHOOL DISTRICT
PRE-PARTICIPATION PHYSICAL EVALUATION
AND
SCREENING FORM

Name: _____ Sex: _____ Age: _____ Date of Birth: _____
 Address: _____ Cell #: _____ Home #: _____
 Personal Physician: _____ Date of last Physical: _____
 In case of emergency, Contact:
 Name: _____ Relationship: _____
 Cell #: _____ Home #: _____ Work #: _____

EXPLAIN "YES" ANSWERS BELOW. CIRCLE QUESTIONS YOU DO NOT KNOW THE ANSWERS TO:

Have you had a medical illness or injury since your last check up or sports physical?	Yes	No
Do you have an ongoing or chronic illness?	Yes	No
Have you ever been hospitalized overnight?	Yes	No
Have you ever had surgery?	Yes	No
Are you currently taking any prescription or non-prescription (over the counter) medications or pills or using an inhaler?	Yes	No
Do you have any allergies (for example: to pollen, medicine, food, or stinging insects)?	Yes	No
Have you passed out during or after exercise?	Yes	No
Have you been dizzy during or after exercise?	Yes	No
Have you had chest pain during or after exercise?	Yes	No
Do you get tired more quickly than your friends do during exercise?	Yes	No
Have you ever had racing of your heart or skipped heartbeats?	Yes	No
Have you had high blood pressure or high cholesterol?	Yes	No
Have you ever been told you have heart murmur?	Yes	No
Has any family member or relative died of heart problems or of sudden death before age 50?	Yes	No
Have you had a severe viral infection (for example: myocarditis, mononucleosis) within the last month?	Yes	No
Has your physician ever denied or restricted your participation in sports for any heart problems?	Yes	No
Do you have any current skin problems (for example: itching, rashes, acne, warts, fungus or blisters)?	Yes	No
Have you ever had a head injury or concussion?	Yes	No
Have you ever been knocked out become unconscious or lost your memory?	Yes	No
Have you ever had a seizure?	Yes	No
Do you have frequent or severe headaches?	Yes	No
Have you ever had numbness or tingling in your arms, hands, legs, or feet?	Yes	No
Have you ever had stinger, burner, or pinched nerve?	Yes	No
Have you ever become ill from exercising in the heat?	Yes	No
Do you cough, wheeze or have trouble breathing during or after activity?	Yes	No
Do you have asthma?	Yes	No
Do you have seasonal allergies that require medical treatment?	Yes	No

Do you have any special protective or corrective equipment or devices that are not usually used for your sport or position (for example: knee brace, special neck roll, foot orthotics, retainer on your teeth, hearing aid)?	Yes	No
Have you had any problems with your eyes or vision?	Yes	No
Do you wear glasses, contacts or protective eyewear?	Yes	No
Have you ever had a sprain, strain or swelling after injury?	Yes	No
Have you broken or fractured any bones or dislocated any joints?	Yes	No
Have you had any other problems with pain or swelling in muscles, tendons, bones or joints?	Yes	No
Hand?	Yes	No
Neck?	Yes	No
Back?	Yes	No
Chest?	Yes	No
Shoulder?	Yes	No
Upper Arm?	Yes	No
Elbow?	Yes	No
Forearm?	Yes	No
Wrist?	Yes	No
Hand?	Yes	No
Finger?	Yes	No
Hip?	Yes	No
Thigh?	Yes	No
Knee?	Yes	No
Shin/Calf?	Yes	No
Ankle?	Yes	No
Foot?	Yes	No

Record the dates of your most recent immunizations (shots) for:

Tetanus _____ Measles _____ Hepatitis B _____ Chickenpox _____

FEMALES ONLY

When was your most recent menstrual period? _____

How many periods have you had in the last year? _____

EVERYONE Explain "Yes" answers here: _____

I hereby state, to the best of my knowledge, that my answers to the above questions are complete and correct, and by signing, I authorize the physicians and staff of _____ to complete this screening. I understand this pre-participation exam is not a complete physical and should not be considered as such. As part of our policy, we will retain a copy of this screening and medical history as a reference tool should injury occur during the school year.

Signature: _____ Date: _____

Signature of Parent/Guardian: _____ Date: _____

STUDENT PARTICIPATION WAIVER FORM

As a student in this school district and an active participant in school sponsored athletic trips, I will abide by the following rules and regulations stating that:

1. I have received copy of written rules and regulations concerning my participation in athletic events.
2. I have completed and returned to the proper authorities all required documents for travel one week prior to trip departure.
3. I fully understand that a violation of these rules can result in disciplinary action as stated in the student handbook.

CODE OF CONDUCT FOR ATHLETES

Level of Offenses and Disciplinary Actions:

Minor Offenses:

1. Inappropriate classroom behavior.
2. Tardiness or missed practices/meeting without proper excuse.
3. Inappropriate dress.

Disciplinary Actions:

1. Verbal correction.
2. Conference with parent.
3. Sitting out game or games.

Major Offenses:

1. Defacing or destroying school property.
2. Fighting.
3. Stealing.
4. Committing forgery.
5. Defying a coach or school authority.
6. Causing disruption in school or on a school bus.
7. Leaving school grounds or assigned area without permission.
8. Use of alcoholic beverages or controlled substances.
9. Smoking.
10. Display of poor attitude or lack of self-discipline.
11. Boycotting team for any reason.

Disciplinary Actions:

1. Parental conference.
2. Sitting out game or games.
3. Dismissal from program for a specified period of time.
4. Permanent dismissal from program.
5. Any other action deemed appropriate by the administration.

These responses shall be cumulative to those disciplinary measures set forth in the student handbook. A student who commits a major offense may also be subjected to suspension or expulsion. A copy of this code shall be posted for all athletes to review.

My signature below attests that I have read, understand and concur with this form and agree to the terms thereof.

Signature of Parent/Guardian: _____ Date: _____

Address: _____

Cell #: _____ Home #: _____ Work #: _____

ATHLETICS DISMISSAL/WITHDRAWAL
PARENT NOTICIATION

Date: _____

Name of Student: _____ Sport: _____

Student's School: _____ Grade: _____

Dismissal/Withdrawal Date: _____

Reason's for Dismissal/Withdrawal:

- _____ Voluntary
- _____ Violation of Team Training Rules
- _____ Violation of Activity Participation Policies
- _____ Other

Brief Description of Circumstances: _____

Signature of Coach: _____

Signature of School Athletic Director: _____

Signature of Principal: _____

ATHLETICS INJURY REPORT

High School: _____

Junior High School: _____

This report must be submitted to the school athletic director no later than the day following this injury. The coach should retain a copy of this report.

Name of Athlete: _____

Sport: _____ Grade: _____ Sex: _____

Date of Injury: _____

Was ambulance called: _____ Were Parents notified: _____

Did injury occur in: Practice _____
Game _____
Dressing Room _____
Weight Room _____

Was athlete advised to see a physician? Yes _____ No _____

If so: Name of physician: _____
Name of Hospital: _____

Was athlete given release date by physicians giving permission to return to participation?
Yes _____ No _____ Release Date: _____

Description of injury and how injury occurred: _____

Signature of coach submitting report: _____

Date report submitted to school athletic director: _____

SAFETY TIPS

Proper selection, fit, use and maintenance of athletic equipment is critical to the prevention of catastrophic accidents.

1. Daily inspection by athletes, periodic inspection by coaches, and seasonal evaluation by an expert is required.
2. Use only qualified equipment sanctioned by the district. "Youth" equipment is not intended for high school use.
3. Do not modify from manufacturer's specifications.
4. Be aware of intended use and limits of protective capability established by manufacturer, and use only according to those intentions and within those limitations.
5. Keep equipment in top repair.
6. Maintain an adequate inventory of spare parts and extra units of immediate repair or replacement of damaged items.
7. Use of equipment, and if necessary the activity, shall be suspended until damaged items are repaired or replaced.
8. Dispose of unrepairable or obsolete equipment from all sports pursuant to district policy.
9. Guides for the fitting of protective head gear are as follows. Specific manufacturer's instructions must also be obtained.

FITTING OF HELMETS

Most manufacturers have their own guides for the fitting of helmets, and these should be followed. In addition, the following general guide applies to all helmets.

1. It should cover the base of the skull.
2. It should not shift when manual pressure is applied.
3. It should not recoil upon impact.
4. The ear and ear cut-cut should match.
5. The front edge of the helmet shell should sit $\frac{3}{4}$ inch above the player's eye brows.
6. The chin strap should be equal distance from the center of the helmet.
7. The check pads should fit snugly against the sides of the face. ALL helmets must meet *NO CASE specifications. NOTE: A deteriorated or modified helmet will not meet NO CASE requirements, even though it bears a NO CASE seal or sticker.

*National Operating Committee on Standards for Athletic Equipment

Additional medical and injury evaluation is attempting to be provided through the Mobile County Medical Society. The medical society assistance will be in the form of M.D. coverage of football games. Contact your Medical Society representative for advice.

HOT WEATHER HINTS

(A Comment by the Committee on the Medical Aspects of Sports of the American Medical Association and the National Federation.)

Early fall football practice frequently is conducted in very warm and highly humid weather in many parts of the United States. Under such conditions special precautions should be observed. Otherwise, the athlete is subject to:

- Heat Cramps – depletion of electrolytes
- Heat Fatigue - depletion of salt and water due to sweating
- Heat Exhaustion – excessive depletion of salt and water
- Heat Stroke – overheating from breakdown of the sweating mechanism

Each of these symptoms is a separate clinical entity. But the development of heat stroke is progressive and definite symptoms and signs will be manifested before it occurs. If these early warning signs are ignored, the failure of the body to dispose of excess internal heat could progress from heat fatigue to heat exhaustion to heat stroke.

Heat Cramps – are only temporarily disabling, but the moment of occurrence may be significant.

Heat Fatigue – dulls the athlete's skillful alertness and make him more vulnerable to injury. The two heat illness can result in serious physical harm and even death; both are preventable.

Heat Exhaustion and Heat Stroke – are preventable only by careful control of various factors in the conditioning program on the athlete. Basic of course is an adequate health history examination prior to participation in practice. With the start of fall practice, it is essential to provide for gradual acclimation to hot weather activity. Equally important is the need to adjust salt and water intake to weather conditions. As the athlete becomes accustomed to hot weather activity, he perspires more freely (thus dissipating body heat) and excretes less salt (thus conserving sodium and potassium). With a graduated training regiment, such acclimation can be expected to take place over a period of about one week. The old idea that water should be withheld from athletes during workouts has no scientific foundation. In fact, such restriction, by depleting water in the body, can lead to heat fatigue and heat illness. During exercise in the heat, it is essential to replace – at least hourly – the water lost by perspiration. Salt also needs to be replaced daily, particularly during the acclimation period. Salting of the athlete's food within the bounds of taste will accomplish this purpose. Even

after acclimation, it is advisable to alternate periods of strenuous exercise with periods of rest during hot weather. Also it is important for the coach to observe his athletes carefully for signs of lethargy, inattention, stupor, awkwardness or unusual fatigue. Symptoms of water and salt depletion may include sluggish, headache, nausea, hallucinations, and/or weak and rapid pulse. If heat illness is suspected, prompt medical attention to these recommended emergency procedures may have vital importance.

Heat Stroke – Collapse – with dry warm skin and rapid weak pulse – indicates sweating mechanism failure and rising body temperature. **THIS IS AN EMERGENCY; Delay could be FATAL.** Immediately cool athlete by the most expedient means (spraying or sponging with cool water is good mental)..**OBTAIN MEDICAL CARE AT ONCE.**

Heat Exhaustion – Weakness – with profuse sweating and rapid pulse – indicates state of shock due to depletion of salt and water. Place person flat on his back in the shade with head on ground, level or lower than body. Give sips of diluted salt water or GatorAid type drink if conscious. **OBTAIN MEDICAL CARE AT ONCE.**

The following suggestions are offered to help coaches prevent exhaustion and heat stroke during hot weather athletic activity:

- *Require a careful medical history and checkup prior to the beginning of practice.
- *Schedule workouts during cooler morning and early evening hours in hot weather.
- *Acclimate athletes to hot weather activity be carefully graduating practice schedules.
- *Provide rest periods of 15 to 30 minutes during workouts of an hour or more in hot weather.
- *Supply clothing that is white or reflect heat, comfortable or permit heat escape, and permeable to moisture to allow heat loss via sweat evaporation.
- *Furnish GatorAid type drink and water in recommended amounts during hot weather.
- *Watch athletes carefully for signs of trouble; particularly athletes who lose much weight, heavy athletes (e.g. interior linemen) and the determined athlete who may not report discomfort.
- *Remember that temperature and humidity are the crucial factors. Obtaining relative humidity, readings from the weather bureau is an advantage in this regard. Heat exhaustion and heat stroke can occur in the shade.
- *Alert the hospital emergency room medical and nursing staff of possibility of heat illness among athletes before an emergency occurs so that they are prepared to care for a stricken athlete.

***Know what to do in case of such an emergency. Be familiar with immediate first aid practices and prearrange procedures for obtaining immediate medical care, including ambulance service.**

***Outlaw the hazardous warm weather use of rubberized apparel or other dehydration devices by players.**

Some teams encounter hot weather during the season either through intersectional travel or following an unseasonably cool period. By this time, the athletes should be physically fit; nevertheless, they will not be environmentally fit. Coaches who face this situation are advised to schedule practices preceding the game at the warmest time of day, to diligently subscribe to the other recommendation above, and to use substitutes during the game more frequently than normal. The result will benefit the team's performances as well as the health of the athletes.

THE UNCONSCIOUS ATHLETE

(A comment by the National Federation of State High School Associations and the Committee on the Medical Aspects of Sports of the American Medical Association)

The common definition of "first aid" is: The immediate emergency care of injury or illness until medical attention can be obtained. This is especially significant with regard to the player rendered unconscious during an athlete contest or practice.

Medical attention should be immediately available with a physician present or readily available at games and during practice sessions. This requires that plans be developed so that a physician can be reached quickly by phone. The unconscious player can pose a serious problem and the physician, the coach and the athlete trainer must realize the importance of prompt and proper care. KEEP EMERGENCY CARDS READILY AVAILABLE AT ALL PRACTICES AND GAMES.

There are a number of conditions that may cause unconsciousness. Some of these conditions and recommendations for care are listed below:

Heat Stroke – Collapse – with dry warm skin – indicates sweating mechanism failure and rising body temperature. THIS IS AN EMERGENCY. DELAY COULD BE FATAL. Immediately cool athlete by the most expedient means (immersion in cool water is best method). Obtain medical care at once. Player should not return to participation without consent of a physician.

Heat Exhaustion – Weakness – with profuse sweating – indicates state of shock due to depletion of salt and water. Place in shade with head level or lower than body. Give sips of diluted salt water or GatorAide type drink. Obtain medical care at once. Player should not return to participation with consent of a physician.

Impact Blow To Solar Plexus – Rest athlete on back and moisten face with cool water. Loosen clothing around waist and chest. Do nothing else except obtain medical care if needed. Player may return to participation if further medical care is not indicated.

Impact Blow To Head – Head injury in sports are usually subtle in nature. That is, the player may be briefly dazed to slow to get up. He/she may groggy or dizzy for only a few moments. Such a player should be benched for at least a half hour, preferably the day, and not returned to play until alert, fully in command mentally, and free of headache or mental confusion.

Any suspicion of intracranial bleeding must be followed by immediate medical attention. Beyond the complaints of the athlete such as headache or dizziness, the following simple observations can be conducted to determine if there is an expanding intracranial lesion:

1. State of consciousness – How impaired are movements?
2. Pupils – Inequality of size.
3. Heart – Unusual slowing.
4. Eye movements – Nystagmus (dancing eyes)
5. Outstretched arms – Drift unilaterally
6. Finger to nose test (eyes closed) – Asymmetry
7. Heel to knee test (eyes closed) –Asymmetry
8. Romberg test (standing with eyes closed) – Falling
9. Tandem walk (heel to toe walking a straight line) – Inability to perform

The three cardinal points to be stressed for successful emergency treatment are:

1. **COMMUNICATION:** A cell phone close to the sports arena for quick calls for help.
2. **TRANSPORTATION:** A vehicle must be readily available at the site to move the patient to the hospital when warranted.
3. **NOTIFICATION:** The hospital must be informed of the patient's status so that medical and nursing care in the proper facilities will be available on his arrival.

References:

1. **First Aid Chart For Athlete Injuries, American Medical Association Committee on the Medical Aspects of Sports.**
2. **Schneider, R.C., M.D., and Kriss, F.G., M.D., Decisions Concerning Cerebral Concussion in Football Players. Medicine and Science in Sports, Vol. No. 2, June 1969.**
3. **Van den Noort, G., M.D., Recognition and Early Management of Head and Neck Injuries in Football. Proceeding of the Seventh National Conference on the Medical Aspects of Sports, American Medical Association, November 28, 1965.**

GUIDELINES FOR GAME ADMINISTRATORS

The MHSAA requires that each host school have a game administrator that is in charge of each athletic contest.

The MHSAA Executive Committee further designates that the Game Administrator in varsity contests in football, softball, basketball, volleyball, soccer and baseball be an administrator or his/her designee and this shall be someone other than the participating coach.

The principals of member MHSAA schools are to properly plan for game administrators to be present at all home contests. The use of proper event planning will, hopefully, insure the successful hosting of the event.

Prior to any varsity contest in the sports listed above the game administrator is required to conduct a pre-game meeting with the game officials, security, and both head coaches. The purpose of this meeting is to make sure that all individuals understand their role in the athletic contest. They should understand the level of expected conduct each is to display.

This meeting may include information of the following nature:

- *Welcome by Game Administrator.**
- *Introduction of those present.**
- *Reminder to officials that the MHSAA Executive Committee supports their efforts and that they are expected to enforce the playing rules.**
- *Reminder to coaches that they are expected to display the highest level of conduct at all times.**
- *Reminder to coaches that they should instruct their players to conduct themselves in a sportsmanlike manner at all times.**
- *Security should be identified and reminded that they must follow the security plan established by the host school.**

***Game administrators should identify where they will be located during the game should game officials or security need them for any reason.**

***Each school is responsible for the conduct of their fans and student body. If, however, a fan acts in an unsportsmanlike manner and it is recognized and reported by the game official to the game administrator, the game administrator should handle the situation in an appropriate manner.**

****Game administrators, coaches, and officials shall not start any varsity contest in football, softball, basketball, soccer, and baseball until the pre-game meeting has been held.**

MHSAA
SECURITY PLAN

School: _____
Superintendent: _____ Principal: _____
Athletic Director: _____

When preparing the plan you need to involve the following people: administrators, coaches, cheerleaders sponsors, band directors, security personnel and game announcers. Keep in mind that this plan will be for all sports realizing that the major sports such as football and basketball will require more supervision. All plans must be signed by the superintendent, principal and athletic director.

Copies of the security plan should be given to all personnel involved in any way with the conduct of the game.

The plan should include security precautions:

- (1) Before the contest.
- (2) During the contest.
- (3) After the contest.

Use this check list naming the persons and their titles responsible for each area.
Below each line is suggested personnel for each area.

Before the game:

1. Discuss with the student body in an assembly the need for showing good sportsmanship to visitors. It is suggested that all schools have a sportsmanship campaign at the beginning of each school year and promote sportsmanship throughout the year.

Principal, A.D.
Coaches,
Cheerleader

2. Make available the necessary game information to visiting schools; include directions for game parking, location to ticket booths, seating arrangements, ticket prices, game time, and directions for reaching the site.

Principal, A.D.

3. Arrange for adequate police supervision and keep them visible inside, as well as outside the stadium. Indicate on a chart where they will be located before, during, and after the game. Make sure that you have proper security in areas that you know could be trouble spots. You will need to send in charts for football and basketball.

Principal, A.D.

4. (Courtesy and protection of game officials) Arrange for someone to meet the officials. (Follow the plan that we suggested last year) Provide for escorts for officials on and off the field. See that officials are treated well after the game and escorted to their car.

Principal, A.D.

5. Have the game announcer read the statements on sportsmanship, alcohol and drug use, as well as throwing objects and unruly behavior. Any of these violations will lead to expulsion from the game. (This should also be read during the game.)

Game Announcer

6. When possible designate special seating for students, bands, adults and visitors. Student bodies should be kept separated at all times.

Principal, A.D.

7. Provide supervised parking. Use of service clubs or youth organizations are suggested. This will free your law enforcement officials to be in other possible trouble spots.

Principal, A.D.

8. All faculty members or personnel that are helping supervise or are on duty for the contest should be identified. This could be done by special T-shirts, arm band, caps, etc., anything that will be people know they are on duty and there for assistance if needed.

Principal, A.D.

During the Game:

1. Station personnel in key areas. They will remain in these areas throughout the contest until the areas have cleared.

Principal, A.D.

2. The visiting administration must realize that they have responsibility for supervising their students and fans. (However, there should be assignments for supervision from the host school on the visiting side. Their main duty would be to keep students from the home side from coming over to the visitor's side. They would also be available for any assistance needed by the visitors.)

Asst. Principal
Faculty Member

3. Bands need to provide an interesting half-time program. (For those schools that do not have bands, an interesting half-time program should be planned. Work with P.T.A. groups and get others involved with ideas.)

Band Director
Principal

4. When possible have a doctor in attendance at athletic contests. (We know that it is difficult for some of our schools to obtain the services of a doctor for all athletic contests, but feel that if possible we need one in attendance at football games.)

Administration,
Principal, A.D.

5. P.A. announcer should give instructions concerning concession stands, restrooms, and any information that will assist the visiting fans. He or she should show no partiality when announcing the athletic contest.

P.A. Announcer

After the Game:

Planning for after the contest is probably the most important of the three stages in crowd control. Most incidents and encounters occur after the game when the fans are leaving the playing area and students leaving in cars and buses.

1. Develop a procedural plan for the exit of teams, officials, and spectators. You will need to keep personnel on duty in the trouble spots until area clears.

Usual Problem – Security is usually released near end of game to direct traffic. It is suggested that security be kept in problem areas.

Principal, A.D.

2. Direct the route for movement of all visiting school buses and all home team buses. (Include band, pep buses, spectator buses, etc.) Whenever possible provide an escort for these buses for several blocks as they leave the site.

Principal, A.D.

Communicate with Police or Security

3. Use the P.A. system to (1) caution spectators about not walking on the floor or field, (2) give directions for leaving the area, (3) drive safety.

P.A. Announcer

4. To facilitate orderly movement of traffic lines, provide direct (local police may help) supervision for cars leaving the parking area. You may want to use faculty members or a service club in order that you can better utilize police or security.

Principal, A.D.

After making assignments and discussing the different areas involved, the principal and athletic director should discuss all details of the plan with the superintendent. The MHSAA office knows if we take every precaution possible and follow through with this plan that we may not stop all of the trouble, but at least we will be in a position to react to trouble. Better planning by all concerned can help avoid many of the problems we have had in the past.

After reviewing and signing the plans, please send them to the MHSAA office by September 1, 2009 to be kept on file. If a problem occurs that requires review or a hearing, the plans can be reviewed and those schools that have followed through with the plans will have done what they could to prevent the problem.

Please keep in mind you may include any additional information to the above plan.

SECTION IV

CHEERLEADERS

TRYOUT APPLICATION

RULES AND REGULATIONS

CHEERLEADER RESPONSIBILITIES

HEAD CHEERLEADER RESPONSIBILITIES

UNIVERSAL RECOMMENDATIONS AND GUIDELINES

SPECIAL PROHBIBITIONS

CHEERLEADER MEDICAL RELEASE

TUMBLING

SCORE SHEET CHEERLEADER TRYOUTS

SAMPLE CHEERLEADER JUDGING SHEET

CHEERLEADER TRYOUT APPLICATION

Name: _____

Address: _____

Cell # _____ Home # _____

Parent Information:

Father: _____ Mother: _____

Guardian: _____

Father's work # _____ Mother's work # _____

Cell # _____ Cell # _____

Current Physical: (Attach form): _____

Overall grade point average: _____ Birthdate: _____

Heart Condition or disease?	Yes	No	Asthma?	Yes	No
Diabetes?	Yes	No	Allergic to medication?	Yes	No
Convulsions?	Yes	No	Allergic to insect stings?	Yes	No

State allergies: _____

Date of last tetanus shot: _____

Additional medical information that may be helpful: _____

Any medication currently receiving: _____

I HAVE READ AND UNDERSTAND THE RULES AND REGULATIONS INVOLVED WITH CHEERLEADING/MASCOT. I AGREE TO ALLOW MY DAUGHTER/SON _____, TO PARTICIAPTE IN THIS ACTIVITY. I ALSO AGREE TO MEET ALL FINANCIAL OBLIGATIONS IN A TIMELY MANNER.

Parent's signature: _____ Date: _____

Participant's signature: _____ Date: _____

CHEERLEADER RULES AND REGULATIONS

CHEERLEADER CREED:

To promote and uphold school spirit; to develop a sense of good sportsmanship among the students; to better the relationship between schools during all athletic events.

TRYOUTS

ELIGIBILITY:

A student must:

1. Show an overall average of a 78 from the previous semester's grade.
Only Major subjects, (English, Math, History, Science and vocational subjects) will be averaged. (Carnegie credits in senior high).
2. Show an overall S average in conduct without a U in any course.
3. Have submitted a physical from physician to the sponsor prior to tryouts.
4. Have either school insurance or personal insurance policy.
5. Have been enrolled at the high school or at a feeder school at least one semester prior to selection.
6. Any student who has an "N" or "U" in conduct the nine weeks previous to selection may ask for a review by the principal to determine eligibility.

PROCEDURE:

A student will:

1. Attend any meeting for the explanation of rules.
2. Sign up with the sponsor so that academic and citizenship grades will be checked for eligibility.
3. Obtain a copy of the rules from the sponsor and obtain parental permission to try out for cheerleader.
4. Return the permission slip to the sponsor with a designated fee.
5. Attend practices to be held prior to tryouts and taught by qualified personnel. Each student will learn material taught at clinic.
6. Try out for cheerleader before a panel of judges.
7. Submit a doctor's approval for trying out.
8. Return insurance company and number.
9. Return the top sheet with parent's signature and other information completed.
10. Parents and visitors will remain outside the gym during the tryouts.
11. Immediately prior to tryout competition, the cheerleaders participating will draw a number to designate the order in which the tryouts will proceed.
12. Cheerleader tryout participants will remain in the girl's dressing room during tryouts.

13. The administration will appoint a certified employee to tally the scores.

*School administrators must be informed of all tryouts and clinics dates.

Administrator is to be available during the tryouts and is to work with the sponsor to insure that the procedures are adhered to.

BEHAVIOR:

Cheerleaders will be expected to maintain at least an “S” average. Should a cheerleader receive a “U” in citizenship in any class because of inappropriate behavior in that classroom, the cheerleader will be placed on probation and will not be allowed to tryout for cheerleader in the spring. Cheerleaders are also expected to behavior in manner becoming to a student of Jones County. Cheerleaders are representatives of Jones County, and as such should act accordingly while in uniform and while not in uniform. Any demonstration of unbecoming behavior will be evaluated by the sponsor and by the administration. Probation or removal will result. If improvements are not made within two weeks, the student will be give an administrative hearing. This behavior is required on and off campus as addressed in the current Jones County Student Handbook.

See Demerit – The administration will not reschedule detention around a cheerleaders’ practice.

SUSPENSION:

Cheerleaders suspended from school for any reason will not be eligible to participate in any cheerleader activity during the suspension occurs. This includes practice, pep rallies or games. The cheerleader will automatically be placed on probation. See Demerits.

If at any time after tryouts, an elected cheerleader quits the squad, he/she will not be allowed to tryout the following spring.

CHEERLEADER PRACTICE:

Monthly practice schedules will be given by the sponsors. Two absences per semester are allowed (excluding school-sponsored activities approved in advance by administration). Cheerleaders will be expected to attend all practices scheduled by the sponsor. Practices will not be scheduled by cheerleaders without the approval of the sponsor. Prior to missing practice, the cheerleader must notify the sponsor or the captain in person or over the phone.

Cheerleaders will know at what time practice will end. Taking cheerleaders home from practice or remaining after practice is not the responsibility of the sponsor. Cheerleaders should not remain on the school premises after practice has ended unless supervised by some other school official. During the football season, cheerleader must attend practice. Absence from practice will only be excused because of illness, death in the family, or a conflicting school activity. Missing practice will result in the cheerleaders' not being able to participate in pep rallies and/or games at the discretion of the sponsor and administration. Cheerleaders will also be on time to practice.

JUDGING:

- 1. Will be conducted by a panel of judges selected from professional organizations from outside the school district. A request will be made to have a mixture of 3 judges. Judges are not to be selected by the sponsor. Judges should be requested from one of the local universities or colleges.**
- 2. Selection will be based on the total score of the judges.**
- 3. Students must obtain at least a minimum 70% of total score to qualify.**
- 4. A minimum of 12 and a maximum of 16 cheerleaders for junior and senior squads will be selected. If more than 16 cheerleaders earned the minimum score then the 16 cheerleaders with the highest scores will be selected. *If a minimum of 12 students do not make a minimum score then the students with the 12 highest scores will be selected.**

SPONSORS:

Each sponsor must be certified Jones County educator teaching 7-12 grades and be certified by NCA or UCA. He or she must follow guidelines set forth by the MHSAA. Sponsors and administration are ultimately responsible for successfully implementing guidelines for MHSAA. The cheerleader sponsor will be responsible for organizing all tryout camps and must supervise the tryouts to insure that tryouts are conducted in a safe manner.

CHEERLEADER REQUIREMENTS

GRADES (YEAR AROUND)

Each elected cheerleader must meet credit requirements required by the MHSAA as well as the Jones County School District. Cheerleaders will be expected to maintain an overall 78 average. Students whose average falls below 78 (progress reports and 9 weeks) will be placed on academic probation. If a cheerleader receives an F in any class, he/she will be placed on academic probation. Weekly reports will be required from each class to the sponsor. If at the end of two weeks the grades have not improved to a 78 average, the student will be given a hearing at which time the administrators will determine the student's future eligibility. Due to the necessity of attending summer camp, an elected cheerleader cannot attend summer camp.

BOYFRIENDS AND OTHER GUESTS:

Boyfriends and other guests are not permitted at practices.

ABSENCES: PRACTICE AND GAMES:

After any absence, the cheerleaders must fill out a form and return it to the sponsor to be kept on file. The cheerleader sponsor must be at all scheduled practice sessions. All cheerleaders are expected to cheer at scheduled games. Absences will be excused only for emergencies – personal illness or death in the family. Cheerleaders who miss a game without an excused absence will not be able to cheer at the following game. Cheerleaders missing a second game will be able to cheer at the following two games. Cheerleaders missing will complete a form and submit it so that it may be kept on file.

OTHER RESPONSIBILITIES:

Cheerleaders have a number of responsibilities. (See attached list) Continual failure to carry out assigned tasks will result in probation and the cheerleader's not being able to participate in other activities. Cheerleaders will also be expected to follow any additional rules voted upon by each respective squad and approved by the sponsor and administration. PARTICIPATION IN CHEERLEADING ACTIVITIES MAY CAUSE PHYSICAL INJURY WHICH MAY RESULT IN PERMANENT BODILY INJURY OR DEATH.

CAPTAINS:

Each high school will develop a method for the selection of cheerleader captains. This procedure must be approved by the school administration.

TRAVEL

Cheerleader squads must travel to out of county games as a group under the supervision of the sponsor. If the cheerleader is not returning with the group the student's parent or guardian must submit to the school administration written permission for the student to return with someone other than the sponsor.

PROBATION:

A cheerleader placed on academic probation will not participate in any cheerleader activity, but will be required to attend all practices and learn all new material that week. Each school will provide students with an approximate expense sheet.

CHEERLEADER RESPONSIBILITIES

- 1. Cheerleaders are responsible at all times to the sponsor.**
- 2. They will be on time to practices and to games.**
- 3. They will notify the sponsor when they are unable to attend practice, when they will be late to practice, and when they must leave practice early.**
- 4. They will run the players on the field at the beginning of the game and after half-time.**
- 5. They will not socialize with friends during the ballgame.**
- 6. They will assist in cleaning up after each practice.**
- 7. They will not deface school property.**
- 8. They will participate in pom-pom routines and any other activity so voted upon by the squad and approved by the sponsor.**
- 9. They will be expected to wear their uniforms to school on the day of a game.**
- 10. Because of summer practices and cheerleader camp, a cheerleader cannot attend summer school.**
- 11. They will not chew gum at practice, pep rallies, or ballgames.**
- 12. If a cheerleader is late three times for practice, she may not participate in the pep rally of the week.**
- 13. On Tuesdays and Thursdays, a cheerleader who is off 6th period may not leave campus. She must remain on campus and begin preparations – signs, etc., for practice.**
- 14. Cheerleaders must attend the football banquet.**
- 15. While at practice, cheerleaders must be properly attired (tennis shoes, warm-ups, shorts-not school clothes) in order to maintain safety.**
- 16. Cheerleaders must observe certain precautions in grooming and apparel; while in uniform or practice, fingernails must be neat and trimmed – no false fingernails, no dangling earrings, rings, or necklaces – no jewelry other than small earrings.**

17. If a cheerleader has a job, she must arrange her work schedule around cheerleader activities, practices, games, etc. The squad does not work its practice around your job.
18. Cheerleaders are selected to cheer at ballgames and promote school spirit; therefore, any extra cheerleader competitions – mall, fair-grounds, or regional activities will be left to the discretion of the sponsor.
19. During football season, practices will be Tuesdays and Thursdays from 2:45 to 5:00. If cheerleaders need additional practice, they must arrange this on their own time away from school.

HEAD CHEERLEADER RESPONSIBILITIES

The Head Cheerleader is responsible for the following but only with the full knowledge and authorization from the sponsor:

1. Providing leadership at all time and promoting unity among the squad.
2. Enforcing all cheerleader rules and regulations.
3. Planning and supervising all practices.
4. Organizing all pep rallies.
5. Coordinating all fund-raising activities.
6. Maintaining an adequate supply of paint, paper and brushes notifying the sponsor when replacements are needed.
7. Coordinating clean-up after practices.
8. Coordinating all activities at games, (putting up field signs, hanging the goal post sign, forming the spirit line, initiating chants, etc.)
9. Making all necessary announcements.
10. Planning and decorating for the football banquet.
11. Assisting with the cheerleader tryouts each spring.
12. Cooperating with the sponsor and administration at all times.

UNIVERSAL RECOMMENDATIONS AND GUIDELINES FOR CHEERLEADING SAFETY

High School Safety

*There is not more important issue in cheerleading today than safety.

General Guidelines:

1. Cheerleading squads should be placed under the direction of a qualified and knowledgeable sponsor or coach.
2. All cheerleaders should receive proper training before attempting any form of cheerleading gymnastics (tumbling, partner stunts, pyramids).
3. All practice sessions should be supervised by the coach and held in a location suitable for the activities of cheerleaders (i.e., use of tumbling mats, away from excessive noise and distractions, etc.)
4. Professional training in proper spotting techniques should be mandatory for all squads.
5. All cheerleading squads should adopt a professionally developed comprehensive conditioning and strength building program.
6. A structured stretching exercise and flexibility routine should precede and follow all practice sessions and precede all pre-game activities, pep rallies, etc.
7. Tumbling and partner stunts should not be performed on wet surfaces. Tumbling, partner stunts and pyramids should NOT be performed on concrete or other like surfaces.
8. Sponsors/coaches must recognize their squad's specific ability level and must limit the squad's activities accordingly. "Ability level" refers to the squad's talents as a whole, and individuals should not be pressed to perform activities until safety perfected.

SPECIFIC PROHIBITIONS

1. Use of mini-tramp and/or springboard should be prohibited.
2. Pyramids higher than two and one-half persons high should be prohibited. Pyramid height is measured by body lengths (i.e., a shoulder stand "two High", a shoulder straddle or sit is one and one-half high, etc.)
3. Split catches should be prohibited.
4. Front and back tension drops should be prohibited.
5. Toe pitches should be prohibited.
6. Suspended rolls to the ground from above the shoulder level should be prohibited.
7. Double and triple flips from basket tosses should be prohibited.

PARTNER STUNT AND PYRAMID GUIDELINES:

- 1. All new partner stunt and pyramid activity should be reviewed and approved by the coach prior to execution. "Hand on" spotting should be required until new stunts are mastered.**
- 2. All pyramids and partner stunts over "two persons" high should have a spotter in proper position. (This includes single and double bases extensions.)**
- 3. Pyramids over two high should not be performed indoors without the use of cushioned tumbling mats.**
- 4. Pyramids over two high should be performed only during pre-game, or quarter breaks. They should not be performed on the sidelines during a game because of the potential of interference from players, spectators, etc.**
- 5. Pyramids of any height should not be performed outdoors on slick or hard surfaces.**
- 6. Basket tosses (both flips and jumps) should be performed only after being approved by the advisor and when using three spotters (the two bases and an additional spotter in back).**
- 7. Basket tosses should not be performed on concrete or hardwood surfaces.**
- 8. Basket tosses must be cradles to the same three bases that originally tossed to top person. (This means you may not jump, flip, or swan dive over, or through partner stunts or pyramids from basket tosses or other tosses from hands).**
- 9. Basket tosses should not be performed except from ground level.**
- 10. On cradles from partner stunts and pyramids three spotters should be used.**
- 11. Toe touch dismounts off of two high or over pyramids should be allowed as long as the person dismounting is caught by three spotters in a cradle. Toe touch dismounts off of single layer table tops must have one spotter.**

CHEERLEADER MEDICAL RELEASE FORM

Student's Name: _____

School: _____ Grade: _____

I CERTIFY THAT _____ IS PHYSICALLY CAPABLE AND ABLE TO FULFILL REQUIREMENTS TO TRY OUT FOR A POSITION AS CHEERLEADER. I ACCEPT RESPONSIBILITIES FOR THE MEDICAL TREATMENT ON MY SON/DAUGHTER IN THE EVENT OF ILLNESS OR INJURY DURING ANY SQUAD RELATED ACTIVITY WHEN WITHER PARENT CANNOT BE REACHED. IF THERE IS ANY PHYSICAL OR MEDICAL REASON WHY HE/SHE SHOULD NOT PARTICIPATE FULLY, THE SCHOOL REQUIRES A DOCTOR'S RELEASE. FURTHERMORE, NEITHER THE SCHOOL NOT THE SPONSOR IS LIABLE FOR ANY INJURY INCURRED DURING TRYOUT OR PARTICIPATION IN CHEERLEADER ACTIVITIES.

Parent (s)' Signature: _____

Date: _____

MEDICAL TREATMENT PERMISSION FORM:

In the event of an emergency occurring while my son/daughter is on a school sponsored practice, performance, or trip, I grant my permission to the school and its employees to take whatever action necessary. In the event, employees may give consent for my son/daughter _____ to receive medical treatment.

Home # _____ Cell # _____ Work # _____

Address: _____

City _____ State _____ Zip _____

Person to be notified other than parent or guardian in an emergency:

Name: _____ Cell # _____ Home # _____

Family Doctor: _____ Phone # _____

IF YOU DO NOT GRANT PERMISSION OR AUTHORIZATION FOR CONSENT TO MEDICAL TREATMENT, WHAT PROCEDURE SHOULD BE FOLLOWED: _____

Insurance Company: _____

Policy Number: _____

Parent/Guardian Signature: _____

Date: _____

TUMBLING

- 1. All new tumbling activity should be reviewed and approved by the coach prior to execution.**
- 2. Tumbling should not be executed on slick or concrete-like surfaces.**
- 3. Tumbling tricks should not be executed without the use of a spotter unless they can be performed consistently without difficulty and approved by the coach.**
- 4. Tumbling requiring the use of a spotter should be preceded by verbal communication of the intended trick.**
- 5. New tumbling skills should be mastered on a mat whenever possible. If a mat is not available – “over spotting” should be employed. New tumbling skills should not be learned on concrete or hardwood surfaces.**

SCORE SHEET - CHEERLEADER TRYOUTS

CHEERLEADER # _____ JUDGE # _____ YEAR _____

DESCRIPTION AND CATAGORIES:

Entrance	Low	High	Comments
RUNOUT	1	2 3 4 5	
OVERALL APPEARANCE	1	2 3 4 5	
JUMPS – 3 ADVANCED JUMPS	1	2 3 4 5	
CHEER	1	2 3 4 5	
PROJECTION – VOICE, SPIRIT, ENTHUSIASM	1	2 3 4 5	
TECHNIQUE – MOTION PLACEMENT, SHARPNESS	1	2 3 4 5	
INCORPORATION – JUMPS AND/OR GYMNASTICS	1	2 3 4 5	
CHANT	1	2 3 4 5	
PROJECTION – VOICE, SPIRIT, ENTHUSIASM	1	2 3 4 5	
TECHNIQUE – MOTION PLACEMENT, SHARPNESS	1	2 3 4 5	
KNOWLEDGE OF MATERIAL	1	2 3 4 5	
DANCE ROUTINE	1	2 3 4 5	
KNOWLEDGE OF ROUTINE - SEQUENCES	1	2 3 4 5	
SKILL, COORDINATION, TIME, RHYTHM	1	2 3 4 5	
OVERALL IMPRESSION	1	2 3 4 5	
SCORE			

***MINIMUM SCORE IS CALCULATED AS 70% OF TOTAL POINTS AVAILABLE IN CATEGORIES OF ENTRANCE, CHEER, CHANT, AND DANCE ROUTINE. THE MINIMUM SCORE IS 126 POINTS.**

BONUS

STANDING BACK TUCK 1 2 3 4 5

***GYMNASTICS IS NOT A REQUIREMENT TO TRY-OUT FOR CHEERLEADER. STUDENTS PERFORMING GYMNASTICS CAN NOT RECEIVE A HIGHER SCORE BASED ON GYMNASTICS ALONE.**

SCORE SHEET – CHEERLEADER TRYOUT

COMMENTS:

MERITS
YEAR ROUND

- 3 Merits cancels 1 demerit**
- 1 0 tardies for 9 weeks**
- 1 Merit Honor**
- 2 Honor Roll**
- 3 Straight "A" report card**
- 3 Perfect attendance record for 9 weeks**

MERITS/DERMITS

All merits and demerits received by the student will be approved by the sponsor and will be in effect for one year. At the end of the year, the slate will be wiped clean and all will start from "O". A student may cancel demerits by acquiring merits during semester. The ratio is three merits for each demerit. A member accumulating 10 demerits during a year will be dismissed from the organization. Merit/Demerit accumulations will be for one year. All students will begin at "O" at the beginning of tryouts.

EQUAL OPPORTUNITY

Jones County Schools subscribes to the principles of dignity of all students. Therefore, it shall be the policy of the school district that race, color, religion, national origin or sex will not be a factor in the selection of cheerleaders.

DEMERITS

Cheerleaders will be given demerits whenever necessary. They will be assigned by the sponsor. Cheerleaders may accumulate only 10 demerits from the time they are selected at tryouts until tryouts the next spring. When a cheerleader earns the 11th demerit, she will be removed from the squad immediately. She will not receive her letter jacket and she will not be eligible to try out the following spring.

Demerits will be given as follows:

- *1 For being more than 10 minutes tardy to practice or to a game unless the reason for being tardy is due to attendance at some other school sponsored activity.**
- *1 For leaving practice early unless authorized by sponsor.**
- *1 For not sitting together to watch the band during half-time.**
- *1 For wearing the incorrect uniform to school or failing to wear uniform on appropriate day.**
- *1 For not wearing tennis shoes and appropriate clothes to practice.**
- *1 For being disrespectful to another squad member.**
- *1 For wearing jewelry or longer than sports length finger nails at practice, pep rallies, or games.**
- *2 For missing practice during the year due to detention.**
- *2 For not painting at practice.**
- *2 For leaving practice to visit friends, thus causing a delay in practice.**
- *2 For failing to take down signs after the pep rally or after the games or for failing to help hang sign (gym, goal post, field, locker, etc.)**
- *2 For not assisting in clean-up after practice.**
- *2 For failing to bring snacks for pep rally or game.**
- *2 For behavior unbecoming of a cheerleader during the game, while in uniform together as a group, or during school hours.**
- *2 For leaving the cheerleader are at a game to visit with friends or family or to get something to eat whenever unauthorized.**
- *3 For not assisting in any fund-raising activity or for not delegating one's responsibility as a cheerleader.**
- *3 For missing practice unauthorized during the year.**
- *4 For being suspended from school – automatic probation.**
- *4 Second suspension – the school administration will conduct a hearing to consider dismissal from the squad.**
- *5 For academic or behavior probation.**
- *6 For possession of tobacco.**
- *7 Disrespect to the sponsor (s).**

****Cheerleaders will be immediately dismissed from the squad for possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic, amphetamine, barbiturate, marijuana, alcoholic beverage, toxicant inhalant, or other intoxicant, or smoking tobacco while in uniform or while representing the organization.**

***7 For causing dissension between members of the squad.**