

Addison Panthers Athletic Handbook



Addison Panthers Athletic Handbook

2025 – 2026

Addison Community Schools

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For more information about teams, schedules, directions, athletic forms, etc., please visit www.addisonschools.org and www.mhsaa.com.

Addison Community Schools does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in admission, access to, or treatment of employment in any of its programs, activities, or policies.

Title IX Coordinator: Luann Hurd

It is the policy of this District to provide an equal education opportunity for all students. Any person who believes that she /he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin, while at school or a school activity should immediately contact the School District's Compliance Officer (Title IX Coordinator) LuAnn Hurd (517-547-6914). Complaints will be investigated in accordance with the procedures as described in [Policy po2260, Nondiscrimination and Access to Equal Educational Opportunity](#). Any student making a complaint or participating in a school investigation will be protected from any threat or retaliation. The Compliance Officer can provide additional information concerning equal access to educational opportunity.

As a voluntary member of the Michigan High School Athletic Association (MHSAA), the Addison Community School District Athletic Department will abide by all MHSAA rules and regulations. The Athletic Handbook is a supplement to the Middle/High School Student Handbook. All student-athletes will follow all rules as specified in both handbooks the moment they reach 6th grade and begin competing in athletics.

Athletics Offered By Addison Community Schools

HIGH SCHOOL

FALL

Cross Country
Football
Girls Golf
Sideline Cheer
Volleyball

WINTER

Basketball
Bowling
Competitive Cheer
Wrestling

SPRING

Baseball
Boys Golf
Softball
Track & Field

MIDDLE SCHOOL

FALL

Cross Country
Football
Volleyball

WINTER

Basketball
Competitive Cheer

Wrestling

SPRING

Track & Field

Softball – Club

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Section 1 – Introduction

The Athletic Department at Addison Community Schools is governed by the Board of Education. Addison is a member of the Michigan High School Athletic Association (MHSAA) and adheres to their rules and regulations. The Addison Panthers have been proudly affiliated with the Cascades Conference since 1988.

The Board of Education, Administration and athletic staff of Addison Community Schools consider interscholastic athletics to be a privilege and an integral part of the school's curriculum of education that provides experiences that will aid in the physical, mental, emotional, and social development of young people.

Student athletes represent Addison schools and its community at all times. Student athletes serve as a role model for other students by conducting themselves in a manner that brings pride to themselves, their team, their school and community. The primary goal of athletic competition is to teach student athletes the necessary commitment of mental and physical discipline to be successful in athletics and beyond.

Addison High School and Middle School support this endeavor. Student athletes will learn how to set realistic goals for themselves and use them to develop their potential to the fullest capacity. When students elect to participate in athletics, it is a privilege that involves voluntarily making a choice of self-discipline and sacrifice. One of the finest lessons to be learned in athletics is to take care of oneself physically in order to develop a healthy body, alert mind, and strong character.

The following guidelines have been developed by the Addison Athletic Department and approved by the Addison Board of Education. They are intended to help student athletes make good decisions concerning themselves and the Addison Community School District they represent. It is the responsibility of all student athletes to stay within these guidelines along with the guidance set by parents or guardians.

The Athletic Department, in conjunction with the Addison Board of Education, reserves the right to hold those individuals associated with any team accountable for his or her actions according to these policies found within this handbook.

Addison Athletic Department Mission

Develop **PANTHERS** to reach their potential through educational athletics.

Addison Athletic Department Vision

Execute Elite Training Sessions
Increase Participation Numbers
Compete for & Win Cascades Conference Championships
Compete for & Win MHSAA State Championships
Achieve Academic All State
Participate in Community Service

Addison Athletic Department Principles

Purpose – Starting Point for All We Do

Academics – Foundation for Interscholastic Athletics

Never – Give Up, Back Down, or Quit

Toughness – Mind, Body, and Spirit

Humility – Solid Foundation of All Virtues

Excellence – Attitude of Always Striving to do Better

Response – You Can't Control Events, But You Can Control Your Response to Them

Service – Sacrificing for the Glory of Others

Section 2 – Expectations

Addison coaches are proud members of the MHSAA and the Cascades Conference. The coach's purpose is to provide a sound, competitive athletic program that provides student athletes the opportunity to develop physically, emotionally, mentally, ethically, and socially. In doing so, coaches will be held responsible for assisting young men and women in their educational pursuits, development of skills in their respected sport to reach their full potential. Addison coaches will work closely with the community, alumni, parents, and staff to build a supportive structure and environment to achieve success for our student athletes. The coaches are committed to the philosophy, vision, rules

and regulations that the Addison Athletic Department and Board of Education have implemented.

Expectations of Addison Coaches

- Set goals and visions for the team, players, and program
- Develop student athletes as proud members of the team, high school, and community
- Promote good sportsmanship
- Develop daily practice plans
- Serve as an ambassador with teachers, administrators, parents, and community
- Communicate effectively with everyone in the program
- Build a program as a whole: Elementary to MS to HS
- Establish and maintain a positive image as a role model at all times
- Maintain and update inventory and equipment
- Organize an off-season program
- Lead by example
- Supervision of athletes at all times after school during the season
- Fundraising
- Weekly visits to the athletic office to pick up information
- Treat the kids the way you would want your own kids to be treated
- Help promote and support our other sports teams and activities
- Never do anything to embarrass yourself, your family, your school, or your community

Expectations of Addison Student Athletes:

- Student athletes will adhere to the scholastic athletic philosophy of student first
- Meet Addison Community Schools academic eligibility for athletics
- Attend all classes, practices and contests on time
- Follow all rules and regulations presented in the student and athletic handbook
- Be Respectful, Responsible, Dedicated, and Committed to the **TEAM**
- Always show good sportsmanship

- Be leaders in the school and community
- Support other student activities
- Never do anything to embarrass yourself, your family, your school, or your community

Expectations of Addison Parents:

- Support the **TEAM**
- Cheer for the **TEAM**
- Be a good role model for the **TEAM**
- Show proper SPORTSMANSHIP for the **TEAM**
- Help promote the **TEAM**
- Keep personal opinions to yourself and don't share with others
- If you have nothing nice to say don't say anything at all
- Adhere to the "24 hour rule" regarding issues
- Attend mandatory parent meeting at the beginning of each season
- Never do anything to embarrass yourself, your family, your school, or your community
- Help Addison Athletics thrive through your support by volunteering as needed
- **IF THESE EXPECTATIONS ARE NOT MET, YOU WILL BE ASKED TO LEAVE AND SUBJECT TO FURTHER DISCIPLINE OUTLINED ON PAGE 30 OF THIS ATHLETIC HANDBOOK.**

Section 3 – Athletic Conflict Resolution Process

- All complaints **MUST** be heard at the lowest possible level **BEFORE** intervention by a higher authority can occur.
- The 24 hour rule must be followed before any complaints are initiated.
- Complaints must be made within 10 days of the incident.
- For the sake of all parties, the entire process must be concluded within 30 days of the incidents.

THIS SYSTEM WORKS VERY WELL SO WE ARE COMMITTED TO FOLLOW IT

Step 1 – Start with the Source

The player will speak directly to the coach following the 24-hour rule policy. This meeting should be done in private, away from practice sites and game arenas, and should be conducted face to face. Students who do not feel comfortable speaking solely to the coach may request a parent to be present; however, the meeting will be conducted by the athlete.

Step 2 – Move to the Program Head

This step is necessary only if the issue is in regard to a subordinate or assistant (i.e. an assistant, JV coach, etc.). If going to the source does not resolve the problem, then the head of the program should be notified, and he/she should attempt to facilitate a solution. If the “source” is the head of the program, move to step three.

Step 3 – Contact Athletic Director

If an agreeable solution is not reached, then the athletic director will conduct a meeting between the parties in an attempt to find resolution.

Step 4 – Contact Principal

If an agreeable solution is still not reached, then the principal will conduct a meeting between the parties in an attempt to find resolution.

Step 5 – Notify the Superintendent

At this point in the process, individuals who still believe their disputes have not been resolved adequately can submit a written narrative of their complaint to the School Superintendent. A copy of this will be given to all concerned parties, who will be afforded the option of a written rebuttal. After the superintendent has reviewed the documents, he can conduct a meeting in a final attempt to resolve the dispute.

Section 4 – Rules and Regulations

Enrollment

The first rule of school sports is that a student may only play for the school in which they are enrolled.

- On the school records receiving credit (courses awaiting grades for credit toward graduation or a certificate of completion) for at least 66% of full credit load potential for a full-time student (50% for MS)

- In attendance (in person or online as defined previously) for one or more classes – or participation in a scrimmage or contest.
- Eligible students must be enrolled in a school – any school – for the purposes of this rule – by the 4th Friday after Labor Day and the 4th Friday of February.

Age Restriction

Students must be under 19 years old to play school sports except that if students turn 19 on or after Sept. 1 of a current school year, they can finish that school year as an active student athlete. 6th graders must be under 13 years of age; 7th graders must be under 14 years of age, and 8th graders must be under 15 years of age. Those who turn this age on or after September 1 can finish that year. For students who may be too old for their senior year an accommodation is provided called an Eligibility Advancement Application that allows these students to begin high school sports in the 7th or 8th grade and have four years of high school sports. Eligibility advancement may also extend to 6th graders seeking two years of middle school eligibility.

Physical Examination

Prior to participation in a tryout or practice, every student must submit a statement from an MD, DO, Nurse Practitioner or Physician's Assistant that they are physically able to compete in athletic tryouts, practices and contests. Parents and students must also sign an assumption of risk and acknowledgment to receiving concussion awareness material. The physical form also includes consent to disclosure of information otherwise prohibited by HIPAA and FERPA laws. These statements must be on file in the appropriate school office and must be for the current school year, not necessarily in conjunction with the insurance year. The earliest date that a physical can be dated for use in the coming school year is the previous April 15.

Maximum Enrollment and Maximum Competition

Once a student begins the 9th grade, they are allowed eight semesters of enrollment. In addition, they are allowed four first semesters and four second semesters. The 7th and 8th semesters must be consecutive – no breaks in enrollment. For the purposes of this rule, an academic term “counts” if the student participated in a game or scrimmage or if the student continued to be enrolled after a “4th Friday.”

Undergraduate Standing

Students who have graduated from high school are not eligible for sports. Students who have enough credits to graduate may continue to play sports provided they are still taking the minimum number of academic classes (66% of full credit load potential for a full time student) and have not yet received their diplomas. A graduate is a student who has accepted a diploma or a certificate of completion, including a GED or a diploma from a foreign country and is not eligible regardless of age or academic term.

Academic Requirements

Semester Eligibility

- A student must have received credit for at least 67% of full credit load potential for a full-time student in the previous academic term in which they were enrolled.
- High School Student Athletes must pass six classes.
- Students not passing six classes will attend study table until the first eligibility check occurs, if passing six classes at that time they can return to their regularly schedule seminar class.
- Middle School Student Athletes must pass four classes.
- Students deemed ineligible would not participate in contests and games for 60 scheduled school days.
- Students returning to eligibility under this rule must be passing 66% of credits on the 60th scheduled school day to become eligible.
- A student's reinstatement would be when the new credits are posted to the transcript, or if the student is sitting, then on the first day that classes are held on the 61st scheduled school day provided the student is passing.
- Students whose eligibility is reinstated for fall sports (either through making up the deficiency with credit recovery or having sat out) would become eligible on the first day of practices for the start of the school year.

Eligibility Checks

- Academic eligibility checks will occur on the Friday of the 4th, 6th, and 8th week of each marking period

- During this time all student athletes must be passing seven courses
- Students not meeting the eligibility check requirements will be ineligible for a minimum of a calendar week (7 Days), starting with the Monday following the eligibility check and running through the next Sunday
- Students deemed ineligible for a calendar week will have their grades checked every Friday until they meet the eligibility check requirement
- Once the student meets the requirement, they will have their eligibility reinstated the Monday following the Friday grade check
- Self-scheduled students must be on target and passing seven classes.
- Online classes must be on target and passing to be eligible.
- Credit recovery classes will be added to the student's total class load and will be counted toward eligibility.
- The Principal or Athletic Director may waive this requirement in cases of unusual circumstances.
- An ineligible student may not be permitted to leave school early for any home or away contest.

Academic Attendance Policy

- Athletes must be at school a full day in order to participate in a practice or game
 - If a student doesn't have a 1st hour, then they must be here by 10 minutes into their first assigned class on campus.
 - If an absence is excused (funeral, medical appointment, court or school related), the office needs same-day documentation.
- Dual enrollment and Tech Center students need to be to school on time by the start of 5th hour on full and half days of school or your first scheduled in person class on campus.
- Students who leave during the middle of the day and return must have a pre-arranged absence approved by the principal or athletic director.
- Pre-arranged absences such as medical or dental appointments, scheduled court appearances, funeral attendance, or any other properly documented emergency may be considered by the administration.
- If a student skips/misses a class, he/she is ineligible to practice or play in a contest that day.
- If a student is absent for a college visitation, that student may practice or compete if there is documentation of the visit from the college.

- If a student is suspended, that student is ineligible to practice or compete during the period of suspension.
- If the student is “in school suspended,” for any time during the school day, that student is expected to go to the practice/competition, be part of the team, but not be dressed for participation. Any student-athlete who is out of school suspended, for violations of policies and regulations will be prohibited from participation or attend in contests or practices on the day(s) the suspension is served.

Athletic Attendance Policy

- A season officially begins with the first day of practice allowed by the Michigan High School Athletic Association
- A season ends based on whichever occurs last (team banquet or last competition/game for that team).
- Student-Athletes are required to attend and participate in all practices and team meetings and carry out the directives of coaches and their sports program rules and regulations.
- Student- athletes who fail to meet team attendance requirements may not be permitted to participate in contests.
- Failure to attend a practice or competition without a valid reason determined by the sports program guide or pre-arranged reason (as outlined above) are subject to the consequences of their sports program guide, outlining the rules and expectations
- There may be extenuating circumstances in some cases regarding an absence, in these cases, the Director of Athletics and Principal in conjunction with the coach will make the decision regarding the consequences for violating the athletic attendance policy

Transfers

Unless a high school student meets one of the **15 stated exceptions** - most exceptions involve a defined residential change - **a student will not be eligible for the next season in a sport he or she participated in at his or her former high school (any level) during the most recent previous school year.** **A student would be eligible in sports he or she did not participate in during the previous or current school year.** Ineligibility is for the next school year in the sport played previously. A

student who transfers during a season will not be eligible that season in a sport played that season, and ineligible in that sport the next season.

Exceptions can be found here: <https://www.mhsaa.com/sites/default/files/2022-06/Regulations%20Summarized%20Transfer.pdf>

“Participation” means to have actually entered and competed in an interscholastic scrimmage or contest. To “participate” means to actually enter and play (or run, or swim, etc.) in an interscholastic scrimmage or contest.

This Sport-Specific Transfer Rule was first implemented with sports played during the 2018-19 school year. The effective date of ineligibility under the new rule is the start of the 2019-20 school year.

The transfer rule activates once a student is enrolled in the 9th grade. Enrolled, for the purposes of this rule, means on the official records of the school and actual attendance in one or more classes (traditional or online). A student is also considered enrolled if he or she participates in a scrimmage or contest, such as in August before school starts.

Athletic Related Transfers

A transfer student who has played high school sports and who does not meet one of the 15 exceptions would be ineligible for 180 school days in that sport if the transfer is into a school where one of the following links existed in the previous 12 months:

- The student was involved in a non-school activity that was coached or directed by a school coach, administrator or parent of the new school.
- The student was coached by a personal trainer who is a coach, attended an open gym and then transfers schools, or is involved in summer activities with the new school before registered to enroll at that school.
- Transfer students who are not signed up to attend a school should not be involved in summer activities with school coaches.

Undue Influence

Also known as the anti-recruiting regulation. This rule renders a student who is recruited by a person directly or indirectly associated with a school or athletic program ineligible for up to four years. The offending person could also be suspended from coaching and the school required disconnecting from that person for up to four years. It

is against the anti-recruiting rules for any person directly or indirectly associated with a student or school to secure or encourage attendance because of athletics.

Limited Team Membership

Part A

Also known as the Loyalty Rule, states that in MHSAA sports, a student can only compete for the school team once the season starts. So, in team sports, once practice (including tryouts) begins, a student can only play for the school team in that sport until the season ends. All JH/MS sports except football, ice hockey, and individual sports don't activate the rule until participation by the student in the first contest. In individual sports and all JH/MS sports except football, students are allowed two non-school events after this during the season.

Once discovered a student is ineligible for, at minimum, the next three dates of high school competition, two dates for middle school to a maximum of the entire season. An individual may not knowingly violate the regulations.

Part B

Indicates that students would be ineligible for one school year if after participating in an MHSAA sport they compete in any event which is or purports to be a National High School Championships or All-Star Event. A 12th-grade student may participate (with some limitation) in one all-star event after his or her season and not lose eligibility in upcoming sports.

Part C

Involves participation in U.S. Olympic Development Programs and National Governing Body teams which both involve special advance allowances that involve school administration.

Team Try Outs

- Our 7th grade sports teams will have a NO CUT policy.
- Choosing the members of the 8th grade or high school athletic team is the sole responsibility of the coaches of those teams.

- Sub-varsity coaches shall take into consideration the policies and recommendation as established by the Varsity Head Coach in that particular program when selecting final team rosters.
- Prior to trying out, the coach shall provide the following information to all candidates for the team:
 - Length of try-out period
 - The criteria used to select the team
 - The number of team members to be selected
 - The practice commitment time if they make the team
 - Game commitment schedule if they make the team
- A varsity and junior varsity tryout period will consist of a minimum of three practice sessions
- When a cut is made the student athlete will personally be informed (face to face) of the cut by the varsity head coach and junior varsity head coach explaining the reason they are being cut
- Skill level will be a major factor in decision to make teams
- If a student is suspended from school during the entire try-out period of a sport where cuts are made, they will NOT be allowed to try out.
- A student that is cut from one sport can play another sport of their choosing in that same season, student athletes need to see Athletic Director to discuss those opportunities

Transportation

Before each sports season the Athletic Director and coach will review the bus transportation schedule and determine which method of transportation is needed (Full or Drop off Only). Coaches will notify players and parents regarding which form of transportation will be used for each game or event. If a bus is provided, athletes must ride the bus with their team (If a special circumstance arises, permission may be granted from the athletic director not to ride the bus to the event). Students who ride the bus to an athletic event may be signed out by their parent(s)/guardian(s) from the event. They must ride home from the event with the parent(s)/guardian(s) who signed them out. The athletic department /coach will provide a form for parents to sign out their child at each game or event. If a situation arises that athletes need to ride with other athletes, written permission must be granted from the athlete's parent to do so.

Equipment

All student-athletes will be responsible for the proper care of any uniforms, accessories, or equipment issued by the coach and the Addison Athletic Department. Once issued, the student-athlete will take ownership of any uniform or equipment provided by the school. Any equipment or uniform that is lost, stolen because of negligence, or damaged because of improper care will be the student-athlete's responsibility to replace at the cost of replacement. Any student-athlete that fails to replace or refund the Athletic Department for the lost, stolen, or damaged materials will not be allowed to participate in his/her next sport until the equipment or uniform is replaced. For those who do not participate in another sport, other privileges may be withheld from that student until the proper action is taken. Unpaid bills will be added to student account and must be paid in full before graduation.

Returning equipment after the conclusion of a season is also the student-athletes responsibility. The coach will schedule a date to return uniforms or equipment, and all student-athletes are required to attend, and return said equipment.

Injuries / Medical Care

All injuries must be reported to the coach and athletic trainer promptly. The coach, trainer and/or athlete will then notify the parents of the injury.

If a student-athlete receives care from any licensed physician or certified mid-level provider (ex. Certified physician assistant (PA-C) or certified nurse practitioner (CNP), for any injury or illness, then that athlete is required to present a written note from a medical professional to the coach and trainer stating his/her status. Athletes will not be allowed to practice or compete until a written medical release to return to practice and/or competition is received.

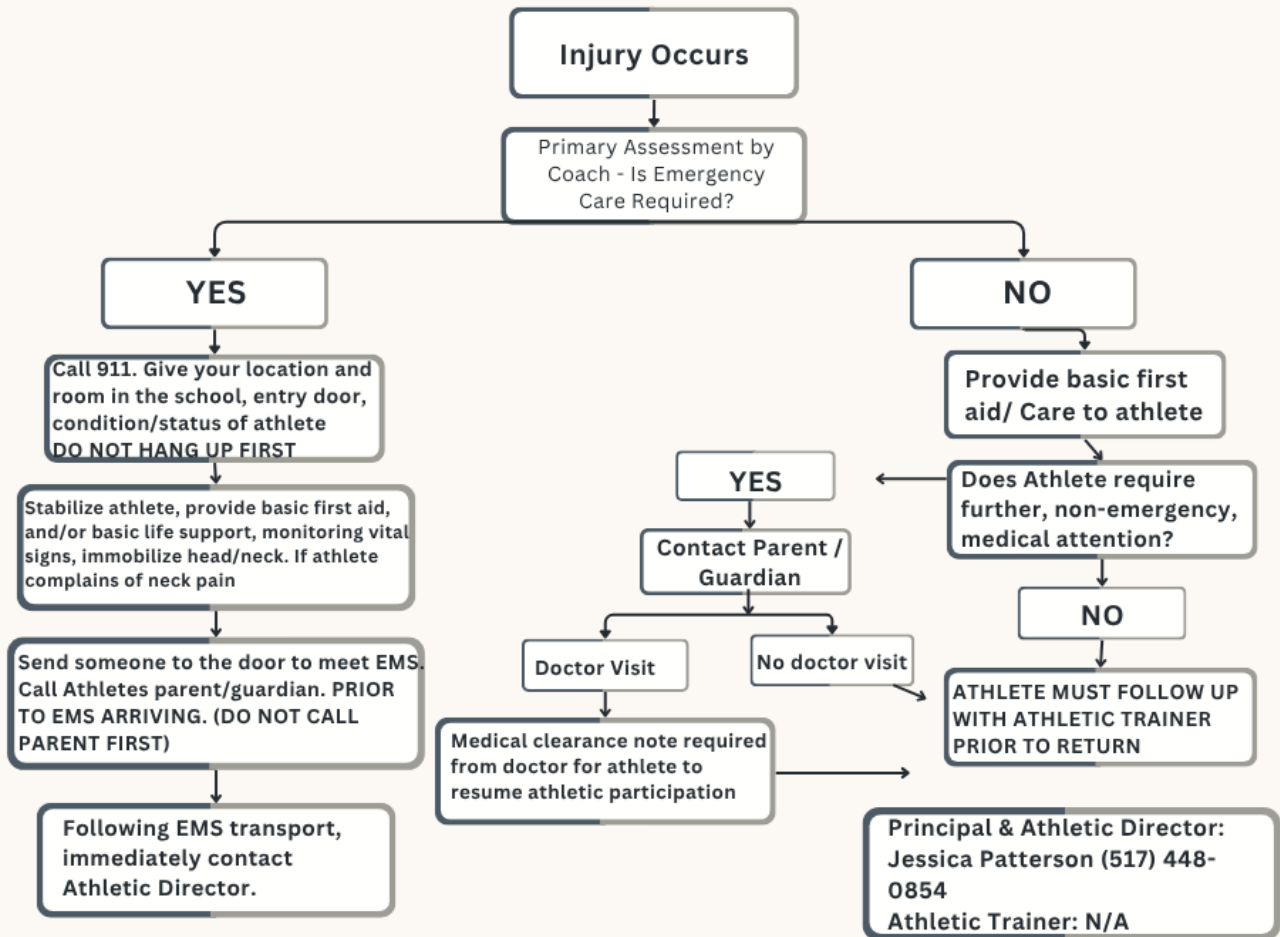
Licensed athletic trainers are responsible for injury prevention, care, treatment and rehabilitation. Addison has two appointed athletic trainers to deliver athletic health care to our student athletes. The following policies and procedures have been established to deliver the best possible health care for our athletes.

- Student-athletes must report sport specific injuries/illness to the athletic trainer. As appropriate, the athletic trainer will communicate with parents or guardians regarding any care rendered and future treatment recommendations. Federal privacy laws regarding the disclosure of health information apply.
- If a student-athlete is seen by any physician for an injury, they are required to obtain and present a clearance note to the athletic trainer. The note must be

signed by a licensed physician (not a nurse or other surrogate), state the diagnosis, list any restrictions or limitations and indicate the date the athlete may safely return to practice and competition.

- For the well-being of the student-athlete, the athletic trainers appointed by Addison Community Schools may consult with the student-athletes physician regarding return to play.

Athletic Injury Procedure/Protocol



Quitting a Team

Any student-athlete may withdraw from a sport providing:

- The student-athlete meets all obligations to the team regarding turning in uniform, equipment, and all financial obligations are met.

- The student-athlete personally delivers notice to the coach and athletic director in a face-to-face meeting.
- The student-athlete's reason for quitting is made known to the coach and athletic director.
- Any student-athlete who quits a sport without following the guidelines above, will be suspended from the next sport participated in for 25% of the season.

Removal from the Team

When behavior issues arise between coach and player, the following steps will be followed:

- The coach will present each athlete in their program with a guide that clearly and firmly outlines the rules and expectations that all athletes within that program must adhere to
- If a situation arises, the coach will discuss the issue with the player and firmly remind the student athlete of the program guide rules and expectations, making the student athlete aware of the infraction that has occurred.
- If the issue remains unresolved the coach, player, and Athletic Director will meet and discuss the issue. Expectations and consequences will again be firmly outlined, this time in writing. Coach, player, and Athletic Director will then sign the infraction documentation. Coach or Athletic Director will then notify the parents of the behavior and situation.
- If the issue remains unresolved, the coach, player, Athletic Director, and parents will sit down and discuss the issue. At this point, a suspension may be issued.
- If the issue remains unresolved the coach, player, and Athletic Director will meet and discuss removing the player from the team. At this point, the Athletic Director will notify the parents of the decision.

Practice Guidelines

Practice before Season

- A student-athlete must have a minimum of two weeks of practice (five consecutive days per week) supervised by a coach of that sport.
- Conditioning may be counted, but ten days practice must be completed before participation in a scheduled contest.
- Special situations can be accounted for with the Athletic Director and with parental permission.

Sundays, Holidays, and Vacation Practices

- Practices are permitted with approval of Athletic Director
- Family commitments take precedence over practice.

Closed Practices

- Closed practices are at the coach's discretion.

Snow/Inclement Weather Days

- If there is a snow/inclement weather day, optional practices may occur with the approval of the Superintendent.
- The snow day schedule will be set by the AD.
- If the area is under a tornado watch or warning, all events will be postponed or cancelled until after the watch or warning has been lifted.

Communication with Coaches

Appropriate Concerns for Parents to Discuss with Coaches

- The treatment of your child.
- Ways to help your child improve.
- Concerns about your child's physical health and welfare, academic progress, or violation of the program guide or school/athletic handbook.
- Matters regarding other athletes are to be left to their respective parents.

Areas of Control that Belong to the Coach Alone

- Tryout procedures, team placement, team size and selection criteria.
- Position(s) played, lineups and playing time.
- Offensive and defensive strategies, play calling and style of play.
- Practice plans, drills and scrimmages.
- Coaching staff (upon approval of the Athletic Director & Superintendent).

How to Discuss an Appropriate Concern with the Coach

Communication is the most vital aspect of heading off potential problems. Any concern a student or parent has must always be addressed by following the Athletic Conflict Resolution Process. The first step of this is to contact the source. Whenever possible the student should initiate, but whether the parent or the student begins the process, there are some suggestions on how to handle this conversation.

Student Contacting the Source

The student should talk directly with the coach, in private, face-to-face, away from the practice site or game arena. A telephone call may be necessary to arrange an appointment. E-mail, voice mail, and letters are good methods for communicating information, but they are not as effective for communicating feelings and concerns. By their nature they tend to distance coaches and athletes.

Parent Contacting the Source

Contact the coach to talk directly, in private, face-to-face, away from the practice site or game area. Making an appointment, sitting down and listening to both sides is far more productive in reaching a mutually satisfying resolution. Our coaches are expected and encouraged to meet with individual parents to discuss concerns that affect that parent's child. Our coaches are not expected to meet with groups of parents to discuss issues of concern. Please do NOT attempt to confront a coach before or after practice or a contest. Please wait 24 hours. These can be emotional times for both the parent and the coach. Our coaches are NOT expected or required to endure yelling, verbal or physical abuse from parents. Make an appointment. Help teach your child the skills of mature conflict resolution.

Conducting a Meeting

- Introduce yourself and vice versa. There is to be no yelling, verbal or physical abuse by either side.
- When each person is speaking there is to be no interruption. Let each person complete his or her version of the situation before the other person speaks. When stating your concern be prepared with the facts in so far as you understand or can ascertain them. Be clear about what you hope will happen as a result of your meeting.
- As you talk with the coach, or other authority, repeat back what you hear him or her say to be sure that you understand the important points. Stay calm and friendly as you talk and listen. Take notes.
- Assist in generating options to resolve the conflict. Make sure there is fairness to the proposed solutions.
- Before the session ends, have a plan that is clearly understood by all parties. A written document restating the final outcome. This written plan will check for mutual understanding. Make a plan to touch base following the initial meeting. Remember each party has a stake in making the plan work. We always assume

all parties have the best interest of the student-athlete in mind when concerns are discussed. Therefore, we make every effort to assure the student is not penalized or placed in an awkward position as a result of voicing a complaint. Parents, rightly so, tend to have single focus and advocate for their own child. Coaches, on the other hand, tend to have multi-focus and must safeguard the needs of every player as well as the team as a whole. Parents and coaches, in order to communicate effectively, must respect the legitimate perspective of the other.

Athletic Handbook Contract

All student-athletes must have a signed copy of receipt of the athletic handbook contract on file with the athletic office. Both the parent and athlete must sign the contract before participation may occur. Signature of student-athlete and parent on this contract will serve to acknowledge acceptance of the conditions set forth by the Addison Board of Education and its Athletic Department to participate in athletics at Addison Middle School and High School.

Mandatory Parent Meetings

For every athletic team there will be a mandatory parent meeting to discuss the upcoming season. The athletic director will cover expectations for the entire athletic department. After which each team will hold their own sport specific meeting. All families will receive copies of the schedule, specific sport program guides, and the athletic handbook. One or both parents are required to attend this meeting before an athlete can participate in a contest. If for some reason a parent/guardian cannot attend, he/she must contact the coach to make other arrangements to fulfill the meeting requirement.

Section 5 – Code of Conduct Rules and Violations

The Addison Athletic Code of Conduct applies to any student athlete from the time they play their first competition or game for Addison Community Schools. All student-athletes are subject to this code and training rules for twelve months (365 days) out of the year. This applies to student-athletes in or out of an athletic season. Reports of violations will be accepted from Addison coaches, teachers, administrators, police

reports, or admissions by a student athlete or a student athlete's parents or guardians; as well as any incriminating evidence turned in through social media. The following rules and penalties shall be enforced in grades 6-12 and are cumulative throughout every student's athletic career. When a student athlete reaches 9th grade, all previous middle school offenses are absolved.

An athlete whose suspension carries into the next sport must finish that sport in good standing in order to compete in the next sport season. Good standing is at the discretion of the head coach in that sport.

Regular season competitions are the athletic events between two schools that do not include scrimmages, invitation-only, or post-season (MHSAA) sponsored events. The total number of regular season competitions on the schedule at the beginning of the season will be used to calculate his/her suspension.

Games added or removed after the start of the season will not be counted for or against the suspension percentage. Students are not permitted to compete in any contests and games added or moved on or into the schedule during a student's suspension period (time of offense through the last game of suspension). If a student-athlete is suspended in-season and the percentage of games left on the schedule does not adequately meet the suspension length required, the student-athlete will sit out the remaining percentage during the next sports season they choose to play.

If a student athlete is not in season at time of infraction, the suspension will begin with the first athletic season they choose to participate in. For the suspension to count an athlete must finish in good standing with that athletic team. Good standing is the coaches discretion.

Tobacco, Vape, E-cigarettes

The possession, use, or sale of tobacco products including, but not limited to, cigarettes, chewing tobacco, snuff, vape, vape oil, e-cigarettes.

1st Offense

Suspended from participating in athletics for 20% of total regular season competitions for that season and must finish any season of suspension in good standing of that sport

2nd Offense

Suspended from participating in athletics for 45 school calendar days and expulsion from current team membership.

3rd Offense

Student is no longer eligible to compete in athletics at Addison High School.

Alcohol

The possession, sale, or consumption of alcoholic beverages.

1st Offense

Suspended from participating in athletics for 25% of total regular season competitions for that season. Needs to finish the season in good standing.

2nd Offense

Suspended from participating in athletics for 60 school calendar days and expulsion from current team membership.

3rd Offense

Student is no longer eligible to compete in athletics at Addison High School.

Illegal Drugs

The possession, consumption, or sale of illegal drugs such as, but not limited to, marijuana, LSD, methamphetamines, or any performance enhancing drugs and stimulants such as anabolic or androgenic steroids or human growth hormones. Any person who uses or knowingly possesses an androgenic anabolic steroid violates Michigan law and is punishable by imprisonment and fine. (Public Act 114)

1st Offense

Suspended from participating in athletics for 45 school calendar days and expulsion from current team membership.

2nd Offense

Suspended from participating in athletics for 1 calendar year and expulsion from current team membership.

3rd Offense

Student is no longer eligible to compete in athletics at Addison High School.

Conduct Unbecoming of a Student-Athlete

All other conduct deemed unbecoming of an Addison student-athlete will be taken on a case-by-case basis with punishments ranging from a verbal warning to expulsion from team membership and/or an additional time of suspension from competing in athletics at Addison High School. The punishment will be determined by mutual agreement between the athletic director and the high school principal with the high school principal having the final authority on all decisions. Conduct unbecoming of an Addison student-athlete can include, but are not limited to, theft, harassment, bullying, hazing, vandalism, sexting, fighting.

Section 6 – Sportsmanship

The following “Athletic Code” was developed by the MHSAA. It embodies the best principles that participation in athletics represents. We hope team members desire to participate against other student-athletes who believe in this code.

The Contest Demands

- Fair play at all times.
- Fair treatment to opponents by players and spectators.
- Playing for the joy of playing and for the success of team.
- Playing hard to the end.
- Keeping one’s head and playing the game, not talking it.
- Respect for officials and the expectation that they will enforce the rules.
- That a student-athlete should not quit, cheat, bet, “grandstand”, or abuse his/her body.

The School Demands

- Out-of-school and out-of-town conduct of the highest type.
- Faithful completion of schoolwork as practical evidence of loyalty to school and team.
- Complete observance of training rules as a duty to school, team, and self.

Sportsmanship Demands

- Treatment of visiting team and officials as guests and the extension of every courtesy to them.
- Giving opponents full credit when they win and learning to correct faults through failure.
- Modesty and consideration in victory.
- A student-athlete will never crow in victory or blame the officials in defeat.

The reputation or image of Addison Community Schools should never be placed in jeopardy because of unsportsmanlike behavior. Athletes, students and fans attending athletic contests are expected to demonstrate positive enthusiasm and spirit, which does not cause harm or embarrassment to our opponents, officials, and guests.

Spectator Behavior Guidelines for Home or Away Games

Everyone has a responsibility to demonstrate good sportsmanship for our student-athletes. This is easy when things go Addison’s way, but it is inevitable that there will be times this season when things will not go our way. There will be “bad calls” by officials, “perceived” poor play calling by coaches and mistakes made by players. However, keep in mind that officials, coaches, and players are all doing their best. The biggest role of a spectator is to be a source of encouragement. Once again, this is ALL about the well-being of the student- athletes. Spectators often feel that they must participate with loud cheering and “Come on, let’s go” comments, which just adds more pressure to the student-athletes.

In the event that a spectator acts in an unsportsmanlike manner, he/she will be approached and advised of the inappropriate behavior by the athletic director or a staff member/game manager and may be removed from the event.

1st Offense

A written notification of the incident from the Athletic Director. Follow up conference before next scheduled game between individual (spectator), Athletic Director and/or Principal.

2nd Offense

Loss of privilege to attend games at Addison for one calendar year.

3rd Offense

Loss of privilege to attend ALL games and sports permanently.

Participant Behavior Guidelines for Home or Away Games

Unsportsmanlike conduct of its athletes and coaches are governed by the MHSAA and states, “When a student or coach is disqualified during a contest for flagrant or unsportsmanlike conduct, that student shall be withheld by his/her school for the remainder of that day of competition and for at least the next day of competition for that team” (MHSAA reg. V sec. 3). Depending on the severity of the unsportsmanlike conduct, the athlete or coach from Addison Community Schools could be declared ineligible for additional days of competition by the Athletic Director.

Section 7 – Dual Sport Participation

Addison High School seeks to provide quality-co-curricular athletic opportunities for its students. Some students have talents and abilities which they have a desire to contribute to more than one team in a particular season and both teams can benefit. Some teams may be struggling with low numbers and dual sporting may allow Addison to offer a sport that season.

Any athlete choosing to participate in Dual Sports Participation must have the Addison Dual Sports Contract signed by both coaches, parent(s), athlete, and turned into the athletic director before a contest or game is played in either sport. Please see Athletic Director for Dual Sports Contract.

Section 8 – Code of Conduct and Athletic Handbook Contract

I, _____, parent or guardian of student athlete
(Print Parent/Guardian Name)

_____, graduating class of 20_____, for the sports of
(Print Student Athlete Name)

_____ have read the information in this
(Sports Participating In)

packet. All rules of the Addison Athletic Handbook and the Code of Conduct are in effect from the beginning of my child's first day of participation in interscholastic athletics and continuing through the date of graduation or the last date of participation, whichever is later. All infractions will be penalized and be applicable at any time during the calendar year and will carry over from year to year.

I agree to follow all these rules and regulations of Addison Community Schools and the Michigan High School Athletic Association (MHSAA) as they pertain to my son/daughter and me.

Parent Signature _____ Date _____

I have chosen to participate in athletics at Addison Community Schools. I have read and understand the athletic rules and regulations and the consequences of violating them. I pledge to keep all rules and regulation and to help all my teammates abide by the same. In addition, my signature below acknowledges that I have read the Athletic Handbook and the Code of Conduct and accept the rules and regulations as a condition of participation.

Student Signature _____ Date _____