

Elmira City School District  
Code of Conduct and Parent Guide  
For  
Elmira Express Interscholastic Sports

Extra-Curricular Activities Chemical Use Rules  
Eligibility for Extra-Curricular Activities Policy  
Procedures for Academic Eligibility  
School Sport Insurance Information



Support All your Teams!

## **Elmira City School District Athletic Program Mission Statement**

The ECSD athletic program is a dynamic, diverse organization that inspires student-athletes, both academically and athletically, through education-based athletics using real life experiences. We provide equal opportunities to achieve success by building character, sportsmanship, self-confidence, and teamwork. Express Athletics prides itself upon the core beliefs of integrity, commitment and excellence.

### **Core Beliefs**

We believe that...

- Athletic experiences provide opportunities to cooperate and respect others of various backgrounds with dignity and equality within a safe environment.
- Commitment and dedication is critical to our program in order to achieve a common goal.
- Striving for excellence in athletics, academics and in the community guides the Express Athletic Program to obtain our maximum potential.

## **ADMINISTRATIVE ORGANIZATION**

All employees of the Elmira City School District adhere to the policies set forth by the Board of Education.

### **Definition of Roles**

#### **Board of Education:**

The Board of Education, responsible to the people, is the ruling agency for the Elmira City School District. The Board is responsible for interpreting the needs of the community and the requirements to the professional organization. Additional responsibilities include:

1. Developing policies in accordance with state statutes and mandates in accordance with the educational needs and wishes of the people.
2. Approving means by which the professional staff may make these policies effective.
3. Evaluating the interscholastic athletic program in terms of its value to the community.

#### **Superintendent of Schools:**

The Superintendent is responsible for administering the school district according to the adopted policies of the Board of Education and the rules and regulations of the State Education Department. It is his/her duty to establish a definite school athletic policy and to have a thorough understanding of that policy. The Superintendent shall represent the school district as its chief executive officer and its foremost professional educator in its dealings with other school systems, social institutions, and businesses.

#### **Athletic Director:**

The Athletic Director is directly responsible to the Superintendent. The primary responsibility of the Athletic Director is the administration and supervision of the interscholastic athletic program in the Elmira City School District. The Athletic Director's duties are those described in his/her job description and any other duties as designated. He/she will provide the leadership necessary for the day-to-day operation of the Athletic Department.

## **High School/Middle School Principals:**

The High School/Middle School Principal is the official representative of the school and is directly responsible for the general attitude of the student body. The Principal is solely responsible for an official action taken by his/her school.

## **Head Coaches:**

All Head Coaches shall be responsible to the Athletic Director for the total operation of their respective sports programs. Head Coaches shall act as official representatives of the school as they carry out their interscholastic athletic responsibilities. Head Coaches will be responsible for the normal duties required of interscholastic competition, those duties described in the coaches' job description, and/or any duties delegated by the Athletic Director.

## **Assistant Coaches:**

All Assistant Coaches shall be responsible to the Head Coach to carry out the aims and objectives of the respective sports program. Assistant Coaches shall act as official representatives of the school as they carry out their interscholastic athletic responsibilities. Assistant Coaches will be responsible for the normal duties required of interscholastic competition, those duties described in the coaches' job description, and/or any duties delegated by the Head Coach.

## **Definition of Administrative Chain**

### **Superintendent of Schools:**

- 1.) Is ultimately responsible for all phases of the public school program.
- 2.) Delegates his/her power of administration of the interscholastic athletic program through the Athletic Director.

### **Athletic Director:**

- 1.) Directs the operation of the athletic program and is responsible for all league schedules and schedule changes, transportation, obtaining officials for contests, and for budget preparation of the athletic program.
- 2.) Selects and supervises all coaches.
- 3.) Evaluates the athletic program, the athletic staff, as well as Physical Education and Health teachers district-wide.

### **High School/Middle School Principal:**

- 1.) Is responsible for all activities affecting students in his/her building.
- 2.) Is closely involved with the operation of the athletic program.
- 3.) Coordinates the athletic program with other school activities.

### **Coaches:**

- 1.) Represent the school in interscholastic activities.
- 2.) Conduct their work within the framework of the goals of the school system, the policies and procedures of the Department of Athletics, and the regulations of the S.T.A.C., Section IV, and the NYSPHSAA.
- 3.) Strictly enforce the eligibility rules.
- 4.) Determine team selections fairly.
- 5.) Consider athletics as a part of the total education program, encouraging athletes to work towards maximizing their abilities in academics as well as in athletics.
- 6.) Exhibit proper and exemplary behavior at all times.
- 7.) Implement the Code of Conduct for student-athletes.
- 8.) Take responsibility for the guidance of student-athletes under their direction.

### **Athletic Department Organizational Chart**

Each ECSD sponsored team has a coach appointed by the Board of Education who has initial responsibility for the team. If questions/concerns arise, all efforts should be made to resolve the issue with the coach of the particular sport before proceeding to the next level of the flow chart.

#### **FLOW CHART:**

- 1.) Coach
- 2.) Athletic Director
- 3.) Superintendent of Schools
- 4.) Board of Education

## **PLAYING TIME**

Competitive sports do not always coincide with equality. Among student-athletes, all are born with varying natural abilities and other student-athletes develop superior work ethic. A team member must realize that due to different levels of skill and work ethic he/she may not receive the same amount of playing time as others on the squad.

### **MODIFIED:**

This program of competitive sports focuses on the fundamentals of the game, rules, training, and basic skills. Limited emphasis is placed on winning and maximum participation is desired.

### **JUNIOR-VARSITY:**

The junior varsity level of competition is where increased emphasis is placed upon team play, physical conditioning, and refinement of basic skills. Attitude, effort, and ability will be the determining factors in making the team at the junior varsity level. Winning at the junior varsity level is considered important and participants will be taught how to cope with losing and crowd influence during contests. An attempt will be made to play all participants. It is recognized, however, that all participants may not play and those who do play may not play equally.

### **VARSITY:**

The varsity level of athletic competition is a culmination of the high school athletic program. Team play, sportsmanship, individual physical ability, motivation, and mental attitude are very important aspects of competition at the varsity level. Attitude, effort, and ability will be the determining factors in making the team at the varsity level. The team plays to win the contest at the varsity level. Important life lessons are to be learned from participation. It is recognized that not all participants will play in every contest. All members of the team during the entire season will receive recognition for their efforts throughout the season.

## **ELIGIBILITY AND PHYSICAL EXAMINATION**

To be eligible to be a member of an ECSD interscholastic sponsored athletic team, you must be a bona fide student of grades 7 – 12. A student who reaches the age of 19 prior to September 1 will not be eligible to participate (NYSPHSAA Rule).

Seventh and eighth grade students between the ages of 12 and 15 may participate in a modified program. A student reaching the age of 16 during a modified sport season may complete that season, but must play on a junior varsity or varsity team the next season.

Any student who wishes to participate on an ECSD interscholastic sponsored athletic team must be examined his/her family physician. A student may not practice or participate in a game or a contest without a physician's approval.

## **ADVANCED PLACEMENT PROCESS**

The ECSD participates in a New York State Education Department approved program that provides an opportunity for exceptional seventh and eighth grade student athletes to participate on varsity and junior varsity teams. This program has been designed for those few students who are better served by playing on a higher level than their age and grade might indicate.

The Director of Athletics has the sole responsibility for authorizing a student to participate in this program. Information must be collected and evaluated by the Athletic Director before a student may be allowed to participate in this program. The criterion that must be met includes: (NYSPHSAA Rule)

- 1.) A recommendation by the Head Varsity Coach or ECSD physical education teacher to the Director of Athletics.
- 2.) A medical examination by an ECSD physician, ECSD nurse practitioner, or family physician and his/her assessment that the student has reached the development and maturity levels as specified by New York State Education Department guidelines.
- 3.) Sufficiently high scores on the New York State Physical Fitness Screening Test administered by a physical education teacher.
- 4.) Agreement between the student, parents/guardians, coach, and the Athletic Director

## **STUDENT-ATHLETES' BEHAVIOR DURING SCHEDULED CONTESTS**

All officials assigned to ECSD athletic events have been certified by the New York State Public High School Athletic Association (NYSPHSAA) and have experience consistent with the level of competition that they officiate. An official is to be treated with respect at all times. In no instance should an official's judgment be challenged by an athlete.

Any athlete who is ejected from a contest for having used profanity or engaged in unsportsmanlike conduct shall be sanctioned according to NYSPHSAA Section IV policy. Depending on the severity of the violation ECSD may apply additional penalties beyond that required of Section IV or the State; these sanctions may include a prohibition from playing in the next regularly scheduled contest, multiple future contests or even for the remainder of the season.

A complete copy of the sportsmanship brochure is available online at [www.nysphsaa.org](http://www.nysphsaa.org) [www.sectionivathletics.com](http://www.sectionivathletics.com).

## **PRESS & ELECTRONIC MEDIA RELATIONS**

Student-athletes should always be very thoughtful in their statements to reporters as they are a reflection of the school district, administration, coaches, student body, and community. If there is any doubt as to whether to talk to a reporter, athletes should

consult with their coach. An athlete should always be modest about his/her own accomplishments, give proper credit due to teammates, and never criticize game officials, other schools, players, coaches, or fans. This principle extends to social media websites, including, but not limited to, Facebook and Twitter, especially those in which the student-athlete is the author of the online content.

## **SOCIAL MEDIA/COMMUNICATION**

The Athletic Department has established an official website that can be accessed through the district's webpage at [www.elmiracityschools.com](http://www.elmiracityschools.com). Our site is linked to Digital Sports, the official scheduling site for the Southern Tier Athletics Conference. This site will act as the primary source for all EHS athletics schedules, news and highlights. Parents may register at this site to receive e-mail alerts and pertinent athletics updates and information. This will allow you to receive real time updates or changes to the athletics schedule:

Follow EHS Athletics on Twitter: @Expressathletics

All student-athletes and their families should be mindful of what they post to social media. Any negative comments, photos, videos, etc. that cause a disruption to the positive team and/or department structure will be addressed and if necessary disciplined under our code of conduct.

## **TRANSPORTATION TO AND FROM AWAY CONTESTS**

All athletes must ride to and from away contests in vehicles provided by the ECSD. Travel to and from games is no different from other school bus travel. Athletes are expected to conduct themselves in a fashion that will ensure the safety of all passengers.

There may be times when it is necessary for a parent or legal guardian to make alternate transportation arrangements to and/or from a contest. This must be cleared with the Director of Athletics prior to the game, and a written note from the parent to the Director of Athletics/Coach is required. The coach should be notified by the parent when he/she leaves the site. Athletes will not be permitted to leave the site of an away contest with anyone other than an approved party.

## **CARE OF EQUIPMENT AND UNIFORMS**

Proper care of all equipment issued by the ECSD to an athlete will be the responsibility of the athlete. Any equipment not returned at the end of the season or deliberately damaged must be paid for by the athlete. Failure to do this will result in the student's suspension from further participation in athletics.



## **RESPONSIBILITIES OF AN EHS STUDENT-ATHLETE**

It is expected that Elmira City School District student-athletes will:

1. Cooperate with and show respect to coaches, school administrators, and teammates at all times
2. Uphold and respect all district, school, and team rules
3. Strive for the highest degree of excellence in the classroom, the playing field, and the community
4. Arrive on time for class and be a positive contributor to the learning environment
5. Complete assignments, including homework, and give your very best daily effort in the classroom
6. Treat all officials and opponents with respect and dignity, never taunt an opponent, and never argue with an official
7. Accept victory with humility, defeat with grace, and display good sportsmanship at all times
8. Follow training rules and refrain from any action which might bring shame upon themselves, their parents, the team, the school, or the community
9. Place primary emphasis on the success of the team
10. Be supportive of all Express athletic teams.

## **SPORTSMANSHIP**

One of the main goals of the ESCD athletic program is to develop character and foster sportsmanship. Elmira High School and Section IV of the NYSPHSAA will be stressing the ideals of sportsmanship and fair play throughout the year. We are asking all students, parents, friends, spectators, etc. for cooperation.

All coaches, players and fans are expected to adhere to the following when attending any school sponsored athletic event, home or away:

- Welcome the other team as you would welcome a guest at your home
- Cheer for your team, but not against your opponents; urge your neighbors in the stands to do the same
- Remember that officials, like all of us are human and will occasionally make mistakes. They are not trying to cheat us or help the other team. Referees are on the court/field to ensure the safety of the players and to see that neither team has an unfair advantage. They attempt, to the best of their abilities, to enforce both the spirit and the letter of the rules
- Remember that your actions reflect upon the entire community. An athletic event is not a matter of life or death for any player, fan, official, coach or school. Be humble in victory and gracious in defeat

NYSPHSAA has created a “Stay in the Game” program. This program awards schools that go an entire school year with no ejections for a player or coach.

## Extra-Curricular Activities

### Chemical Use Rules

The Elmira City School District recognizes that the use of tobacco, drugs and/or alcohol is a serious problem with legal, physical, emotional and social implications for the entire community. These impacts are particularly relevant for extra-curricular program participants because the physical and mental exertion required by such activity could magnify the detrimental effects of the substance abuse. To this end, the ECSD holds students accountable for their actions and has instituted policies that apply beginning in seventh grade and continuing until the student finishes twelfth grade. **Violations continue to accrue throughout this time period and are not eliminated and renewed each year. Any penalty (i.e., probation) not fully served by a student during a sport(s) season will carry over to, and may affect eligibility for, a subsequent sport(s) season.** In order to participate in any extra-curricular activity, a student shall abide by the following rules:

#### Rule 1

##### A. Statement of the Rule

A student shall not engage or be involved in conduct on or off school property that constitutes the sale or attempted sale of a controlled substance or illegal drug or the sale or attempted sale of any substance represented as a controlled substance or illegal drug.

##### B. Penalty for Violation

Violators of Rule 1 shall be deemed ineligible to participate (i.e., on probation) in extra-curricular activities for one calendar year from the date of the determination that Rule 1 was violated.

#### Rule 2

##### A. Statement of the Rule

A student shall not engage or be involved in conduct on or off school property that constitutes the use or possession of any of the following: alcohol; controlled substances; illegal drugs, including illegal steroids; prescription medicines, including steroids (if the student is not the person for whom the prescription was written); and drug paraphernalia.

##### B. Penalty for First Violation

1. Violators of Rule 2 shall be deemed ineligible to participate (i.e., on probation) in extra-curricular activities for eight weeks from the date of the determination that Rule 2 was violated. During probation, the student may continue to practice but may not participate in official events.
2. The penalty imposed on violators under this paragraph may be reduced pursuant to the following requirements.
  - a. The suspension period will be reduced by two (2) weeks if the student admits to the violation when first questioned by the coach, advisor, school administrator, athletic director, or school resource officer.
  - b. The student and parent/guardian must meet with a school-recognized drug and alcohol counselor (e.g., Teen Intervene by Trinity) prior to the end of probation and provide written verification of such meeting. Upon acceptance of such written verification by the superintendent or designee, the probationary period will be reduced by one week.
  - c. The student may earn an additional reduction in his/her probation. The student may reduce the probationary period by one week by participating in various drug and alcohol prevention activities (e.g., attendance at drug or youth court) or by either volunteering at Trinity or writing a research paper on a designated topic related to the student's offense. Any activities or projects undertaken by the student to earn a reduction of the probationary period must be discussed with and approved by the superintendent or designee before any reduction will be granted.

##### C. Penalty for Second Violation

1. Violators of Rule 2 for the second time shall be deemed ineligible to participate (i.e., on probation) in extra-curricular activities for twenty weeks from the date of the determination that Rule 2 was violated. During probation, the student may continue to practice but may not participate in official events.
2. The penalty imposed on violators under this paragraph may be reduced by up to three weeks pursuant to the following requirements.

- a. The student may participate in various drug and alcohol prevention activities (e.g., attendance at drug or youth court; volunteering at Trinity or a similar agency; writing a research paper on a designated topic related to the offense).
- b. The activity must be discussed with and approved by the superintendent or designee before any reduction will be granted.
3. Prior to any return to participation, the student shall provide verification of successful completion of an alcohol/drug evaluation. The parent/guardian and student shall also provide verification of completed or continuing, as appropriate, compliance with all recommendations made by the evaluator.
- D. Penalty for Third and Subsequent Violations
  1. Violators of Rule 2 for the third time shall be deemed ineligible to participate (i.e., on probation) in extra-curricular activities for one calendar year from the date of the determination that Rule 2 was violated. During probation, no participation will be permitted.

### **Rule 3**

- A. Statement of the Rule

A student shall not engage or be involved in conduct on or off school property that constitutes the use or possession of tobacco products (which includes, but is not limited to, cigarettes, e- cigarettes, vapes, Juul, cigars, chewing tobacco and smokeless tobacco).
- B. Penalty for First Violation
  1. Violators of Rule 3 shall be deemed ineligible to participate (i.e., on probation) in extra- curricular activities for three weeks from the date of the determination that Rule 3 was violated. During probation, the student may continue to practice but may not participate in official events.
  2. Prior to any return to participation, the student shall provide verification of successful completion of a program with the Tobacco Education Group or a substitute approved in advance by the superintendent or designee.
- C. Penalty for Second and Subsequent Violations
  1. Violators of Rule 2 for the second and subsequent times shall be deemed ineligible to participate (i.e., on probation) in extra- curricular activities for ten weeks from the date of the determination that Rule 3 was violated. During probation, the student may continue to practice but may not participate in official events.
  2. Prior to any return to participation, the student shall provide verification of successful completion of a program with the Tobacco Education Group or a substitute approved in advance by the superintendent or designee.

### **Rule 4**

- A. Statement of the Rule. A student shall not be in attendance at any gathering on or off school property where others are engaged in conduct that constitutes the use or possession of any of the following: alcohol; controlled substances; illegal drugs, including illegal steroids; prescription medicines, including steroids (if the student is not the person for whom the prescription was written); and drug paraphernalia.
- B. Penalty for First Violation
  1. Violators of Rule 4 shall be deemed ineligible to participate (i.e., on probation) in extra- curricular activities for two weeks from the date of the determination that Rule 4 was violated. During probation, the student may continue to practice but may not participate in official events.
- C. Penalty for Second Violation
  1. Violators of Rule 4 for the second time shall be deemed ineligible to participate (i.e., on probation) in extra-curricular activities for four weeks from the date of the determination that Rule 4 was violated. During probation, the student may continue to practice but may not participate in official events
- D. Penalty for Third and Subsequent Violations
  1. Violators of Rule 4 for third and subsequent times shall be deemed ineligible to participate (i.e., on probation) in extra-curricular activities for eight weeks from the date of the determination that Rule 4 was violated. During probation, the student may continue to practice but may not participate in official events.

## **Determinations and Appeals of Rule Violations**

### **A. Investigations**

Alleged violators may be suspended from participation during the course of any investigation and determination.

### **B. Initial Determination**

The initial determination that a rule has been violated will be made by the principal (for participants in non-athletic activities) or by the director of athletics (for participants in athletic activities).

### **C. Appeals**

A student, if 18 or older or a parent/guardian may appeal the initial determination by delivering a request in writing to the office of the principal or athletic director within five days of the initial determination. A review will be conducted by a review committee constituted for this purpose.

The person who made the initial determination may not be a member of the review committee but may participate in the review process.

### **D. Aggregate Violations**

1. For purposes of imposing progressive penalties under any Rule, violations of any other Rule shall be deemed to be a prior violation of the Rule under consideration, if the earlier incidents occurred within eighteen months of the incident under consideration.
2. When a student is determined to have violated both Rules 2 and 4, the penalty imposed shall be solely the penalty provided under Rule 2 and the two violations shall be deemed to be one violation for purposes of progressive penalties.

## **Extracurricular Activities Eligibility**

Participation in all extra-curricular activities in the secondary schools will be based on the following standards:

1. Students are responsible for knowing their eligibility status.
2. Students must carry a full academic schedule as determined by the school District and/or NYSPHSAA.
3. Students must report to school on time, attend all classes, put forth a good effort in all classes, be respectful and follow school rules and policies. Failure to meet these expectations will result in probation and/or ineligible status for the student. (Athletes must be passing physical education.)
4. Students must demonstrate good attendance. Unexcused absences from school, any class or study hall will result in suspension or dismissal from the activity. Students must also demonstrate good behavior and abide by the rules set forth in the code of conduct.

First offense: One-day suspension from the activity.

Second offense: Five-day suspension from the activity.

Third offense: 21-day suspension from the activity.

Fourth offense: Dismissal from the activity.

5. Students must be in attendance the full day (of the activity) to participate in scheduled extra-curricular activity unless a written legal excuse is submitted.
6. Students under in-school or out-of-school suspension may not participate for the length of their disciplinary action. Any referrals for misconduct approved by an administrator will result in suspension or dismissal.
7. Good community citizenship is expected of all students participating in extra-curricular school activities. Good community citizenship involves following a high standard of behavior and conduct while in or out of the school setting. Students are expected to follow all laws, school and governmental regulations.

**The following is a list of examples that may result in suspension or dismissal from participation in school extra-curricular activities as determined by the building eligibility committee. This is not an all-inclusive list.**

- Students reported for interfering with the individual and property rights of others which includes, but not limited to, vandalism, trespassing, sexual misconduct, hazing or harassment.

- Any student caught stealing or in possession of stolen items.
- Any student who vandalizes school property.
- Any student involved in conduct that constitutes criminal activity, both in-season and out-of-season.
- Any student committing an act that would be a serious violation of the district's code of conduct justifying suspension from school of 5 days or more.

Students suspended or dismissed from participation in extra-curricular activities due to poor citizenship are not eligible to participate until deemed eligible by the district eligibility committee, superintendent or board of education.

### **Procedures for Academic Eligibility**

Eligibility will be determined for athletes' overall average based on the first marking period grade (for winter sports), second marking period grade (for spring sports) and the final marking period average (June) for fall sports. If a student is dropped from a class because of lack of seat time, or dropped because of lack of attendance in school, the student will be deemed ineligible for the next season. (dropped in second semester of previous year, no fall sports; dropped in first semester, no winter or spring sports) unless that student is able to attend summer school, they must complete and pass the course in summer school to play the fall sport. Eligibility status is given to the athletic manager / advisor. It is the coach's / advisor's responsibility to know the eligibility status of their students.

There will be two academic eligibility status categories:

#### **1. Eligible**

- a. Full participation – Overall average 65% or above and all athletes must be passing physical education.

#### **2. Probationary/Ineligible**

- a. Probationary – If students' overall average is not 65% or above, they will be deemed academically on probation. In order to participate in practices and games during the probation period, the athlete must attend and participate in study hall regularly for a three (3) week period. If a student is deemed on probation for the fall season, based on the overall average after the fourth marking period, they must attend summer school, in order to be deemed eligible to play in games for the fall season. If a student is eligible for summer school and does NOT attend summer school, then the three week probationary period for the fall season will begin on the first day of the athletic study session. That student will not be eligible for games until the athletic study hall begins and that student attends and participate in that athletic student hall. The 3 week probationary period for the winter and spring seasons will begin on the first day of the season. Eligibility status for students will be determined by the Athletic Director and/or building principal. At the end of the three-week period, students' grades, attendance, attitude/behavior record, citizenship and overall average will be reviewed. If all is satisfactory, full participation will be restored. If all is not satisfactory, the student will remain in the athletic study hall for the remainder of the season.
- b. Ineligible –
  - i. If a student does not meet all the probationary criteria needed for the student to be deemed eligible, then the student is ineligible for practices and games for the remainder of the season.
  - ii. A student who is removed or suspended from school cannot participate in the extra- curricular activities for that period of suspension or removal.
  - iii. Students who are deemed ineligible, may appeal their eligibility status. Students who wish to appeal, must be in good standing, attend class regularly and complete class assignments throughout the marking period.
  - iv. A student will contact the building principal to appeal within five days of being deemed ineligible. The building principal will review the appeal application and make an initial determination in writing within five school days. If it is determined that the student is academically ineligible, the student may appeal in writing to the building eligibility committee.

## **SCHOOL SPORT INSURANCE INFORMATION**

Dear Parent/Guardian:

Before you sign permission for your child to participate in a team sport, you should understand that there is a **risk of injury** and the insurance liability information.

As a courtesy, the school provides some insurance coverage for students who are accepted on an inter-scholastic team. This insurance is only used when the family's primary insurance does not completely pay the full medical cost.

The school insurance is a low cost, non-profit insurance plan and cannot pay the balance of every claim. Whatever balance remains after the family insurance and the school insurance settles, is the **responsibility of the parent**.

It is the responsibility of the parent to contact the Administration Insurance Department at (607) 735-3005 to process any claim to the school insurance company.

**ELMIRA CITY SCHOOL DISTRICT  
FACT SHEET FOR PARENTS – HEAD INJURY AND  
CONCUSSION FORM**

**What is Concussion?**

Concussion is a brain injury which results from a bump, blow or jolt to the head. Even a “ding” or bump to the head can be serious. Concussion is an injury that cannot be seen; some of the symptoms can be observed, but some can only be reported by the student. Honesty in reporting symptoms is essential. Second Impact Syndrome (blow to the head before full recovery from a concussion) can be dangerous; it can result in permanent brain damage, and in rare cases, it can be fatal.

**Prevention of Concussion –**

Coach’s rules for safe practice and play  
Rules of the sport and sportsmanship  
Protective equipment  
Honest reporting of head injury by student  
Prompt recognition on the sidelines  
Prompt medical evaluation  
Slow, gradual return to phys. ed. and sports,  
dependent upon how quickly symptoms resolve

**Signs of Concussion that You Can Recognize –**

Appears dazed or stunned  
Is confused about plays or assignment in the game  
Is unsure of score or opponent  
Moves clumsily  
Answers questions slowly  
Loses consciousness  
Shows behavior or personality changes  
Can’t recall events before and/or after the hit

**Symptoms Reported by the Athlete –**

Headache  
Nausea  
Balance problems or dizziness  
Double or fuzzy vision  
Sensitivity to light or noise  
Feeling sluggish or very tired  
Feeling foggy or groggy  
Concentration or memory problems  
Confusion

**What to do if You Think Your Athlete has a Concussion –**

Seek medical attention right away  
Keep your athlete out of play – **IF IN DOUBT, SIT THEM OUT!**  
Tell all of your athlete’s coaches about any recent concussion, and follow any doctor-ordered restrictions for all sports and activities  
Remind your teen – **IT’S BETTER TO MISS ONE**

**GAME THAN THE WHOLE SEASON**

**REMEMBER - VERY FEW STUDENT ATHLETES  
ARE POTENTIAL DIVISION I OR PROFESSIONAL  
PLAYERS – THE RISK JUST ISN’T WORTH IT -  
YOUR CHILD ONLY HAS ONE BRAIN, AND  
THEY’RE GOING TO NEED IT, SO PROTECT IT!**

**Elmira City School District Policy on Return to Phys.  
Ed. and Athletics Following Concussion –**

Coach or Athletic Trainer will evaluate your child on the sidelines – if concussion is suspected, the athlete will be taken out of play for that day. Have your child evaluated by your private healthcare provider, and ask for a note describing any activity restrictions – turn it in to the school nurse’s office ASAP. Re-entry to PE and sports will be allowed in gradual steps. The athlete must be free of signs and symptoms for at least 24 hours at each step before being released to try the next one:

1. No participation in PE or sports – rest.
2. Light aerobic exercise (walking, stationary bike, resistance training).
3. Sport-specific exercise – for example, running for soccer.
4. Non-contact training drills.
5. Full contact training.
6. Full participation – game play.

Note that your private healthcare provider must clear the athlete before he/she can progress to level 5. You may want to schedule an appointment in anticipation of this.

There are 6 steps – therefore, a minimum of 6 days before return to full participation.

If symptoms reoccur when the student moves up a step, he/she will need to go back to the previous step for at least another 24 hours before trying it again. Some students may take much longer to recover than others – this does NOT indicate weakness or lack of motivation.

The school nurse practitioner (NP), nurse (RN), and/or athletic trainer (AT) are the only people who can give clearance for the athlete to progress to a next step. They may ask for input from the coach, athlete, parents, teachers, etc. when assessing the student’s progress.

There must NOT be pressure on the student to “suck it up” and under-report his/her symptoms. Concussion is different from muscle strains and general aches and pains associated with sports participation – “playing through it” just increases the risk for more serious brain injury.



**We have read and understand  
the above rules and regulations.**

\_\_\_\_\_  
Parent/Guardian Name (please print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student Name (please print)

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

Date \_\_\_\_\_

This contract will take effect as of the first day of student participation in the above referenced extracurricular activity and will remain in effect until the last day of student participation in said extracurricular activity during the school year in which the contract is signed. Each student signing this contract is required to comply with its terms at all times while the contract is in effect. If a penalty assessed for a violation of this contract is not fully served prior to the last day of student participation in the extracurricular activity for which this contract is signed, the remaining portion of the penalty will carry over to the next extracurricular activity in which the student participates.

## **Dissemination and Review**

The board will work to ensure that the community is aware of this code of conduct by:

- Providing copies of a summary of the code to all parents, students, non-teaching staff and other community members at the beginning of each school year.
- Mailing a summary of the code of conduct written in plain language to all parents of district students before the beginning of the school year and making this summary available later upon request.
- Providing all current staff members with a copy of the code and a copy of any amendments to the code as soon as practicable after adoption.
- Providing all new employees with a copy of the current code of conduct upon hire.

The board will provide in-service training for all district staff members to ensure the effective implementation of the code of conduct. The superintendent may solicit the recommendations of the district staff regarding in-service programs pertaining to the management and discipline of students. Such in-service training shall include, but not be limited to, instruction on promoting a safe and supportive school environment while discouraging discrimination and harassment against students by students and/or school employees.

The board of education will review this code of conduct every year and update it as necessary.

Before adopting any revisions to the code, the board will hold at least one public hearing at which school personnel, parents, students and any other interested party may participate.

The code of conduct and any amendments to it will be filed with the commissioner no later than 30 days after adoption.