

METROPOLITAN SCHOOL DISTRICT OF PIKE TOWNSHIP



ATHLETIC MANUAL FOR STUDENTS
2023 – 2024

Student Athletic Manual

Table of Contents

Important Dates	4
Metropolitan School District of Pike Schools Athletic and District Administration	5
Human Dignity Policy	6
Purpose of Athletics	7
Athletics and the Total School Program	7
What Does It Take To Be A Red Devil	7-8
Sports Offered At Pike High School	9
Call Out Procedures	9
Paying The Price	9
Building The Better Athlete	9-10
Start Dates	11
Consent to Participate in School-Sponsored Sports	12
Parent/Guardian and Coach Conferences	13
Communication	13-15
IHSAA/Pike Rules for Athletic Eligibility and Participation	15-17
Rules for Age Requirement	18
Rules for Practice / Game Attendance	18
Team Meals and Social Activities	19
Practice Packages	19
Bus Transportation	19-20
Co-Curricular and Extra-Curricular Cooperative Agreement	20-21
Admission to Athletic Events	22
Patron Expectations / Behavioral Expectations	23-24
Sportsmanship	24-27
Administrative Guidelines for MSD Pike Students	28
Policy 5511 – Dress & Grooming	28
Policy 5136 – Personal Communication Devices	29-30
Transportation	31
Supervision	31
Policy 3213 – Student Supervision and Welfare	31-32
Inappropriate Conduct	32
Policy 5500 – Student Conduct	33
Policy 5520 – Disorderly Conduct	33
Lockers	34
Policy 5513 – Care of School Property	35
District Alcohol, Drug, and Tobacco Policy	35-36
Procedure for Suspension from Athletic Activities	36-37
Policy 5512 – Use of Tobacco	37
Policy 5517.01 – Bullying	37-40
Policy 5516 – Student Hazing	40
Policy 5517 – Anti-Harassment	40-52
MSD of Pike Township District-Wide Behavior Guide	53-54

Sports Medicine	55
Physical Examinations	55
Insurance	55
Concussion Law	56-57
Concussion / Head Injury Information and Acknowledgement	58
Concussion Fact Sheet for Athletes	59-60
Concussion Fact Sheet for Parents	61-62
Sudden Cardiac Arrest Law	63-64
SCA Fact Sheet for Student-Athletes	65
SCA Fact Sheet for Parents	66
SCA Acknowledgement and Signature Form	67
Staph Infections	68
MRSA	69
MSD of Pike Township Special Building Closing Policy	70
Inclement Weather Procedures for Outdoor Sports	70
Metropolitan Interscholastic Conference (MIC)	71
Athletic Award Policies	72-74

Important Dates for 2023-2024 School Year

First Day of School	August 3, 2023
Fall Break	October 9, 2023 – October 13, 2023
Thanksgiving Break	November 20, 2023 – November 24, 2023
Winter Break	December 25, 2023 – January 5, 2024
Martin Luther King, Jr. Day	January 15, 2024
Spring Break	April 1, 2024 – April 5, 2024
Last Day of School	May 23, 2024

METROPOLITAN SCHOOL DISTRICT OF PIKE TOWNSHIP SCHOOLS ATHLETIC AND DISTRICT ADMINISTRATION

PIKE HIGH SCHOOL

317-387-2600

David Paddock, Co-Athletic Director

DJPaddock@pike.k12.in.us

Kendra Champion-McAloon, Co Athletic Director

KChampio@pike.k12.in.us

Hollie Simpson, Administrative Assistant

317-387-8624

HOSimpson@pike.k12.in.us

Paul Herman, Athletic Trainer

317-347-8313 (Outdoor)

PJHerman@pike.k12.in.us

317-387-2619 (Indoor)

Michael Sundell

317-347-8313 (Outdoor)

MSSundell@pike.k12.in.us

317-387-2619 (Indoor)

Troy Inman, Principal

TBinman@pike.k12.in.us

GUION CREEK MIDDLE SCHOOL

317-293-4549

Johnathan Dawkins, Athletic Director

JoDawkins@pike.k12.in.us

Lloyd McKinney, Principal

LMcKinney@pike.k12.in.us

LINCOLN MIDDLE SCHOOL

317-388-7700

Miles Browder

MBrowder@pike.k12.in.us

Monte Tapplar, Principal

MTTapplar@pike.k12.in.us

NEW AUGUSTA NORTH MIDDLE SCHOOL

317-388-7700

Blake Arnett, Athletic Director

BRArnett@pike.k12.in.us

Roy Dobbs, Principal

RDobbs@pike.k12.in.us

Provisions contained in this handbook are subject to any updates to the District Parent/Student Handbook, school board policy, and applicable law.

HUMAN DIGNITY POLICY

The Metropolitan School District of Pike Township (“Pike Township”) has a diverse, multicultural school community; a fact the Board of Education considers an asset and a source of pride and enrichment. This diversity, however, underscores the importance of sensitivity to the backgrounds, feelings, and concerns of students and community members and of meeting the moral imperative of an equal opportunity society free of prejudice and discrimination.

Pike Township believes it is part of our mission to provide a positive, orderly and harmonious environment in which respect for the dignity and worth of every member of the school community is recognized and promoted. The Board of Education believes that all employees, parents/guardians and students are entitled to be treated and are obligated to treat others with courtesy, fairness and decency. Only through the commitment and ongoing attention of each of us to a safe, caring and supportive atmosphere can we expect to achieve our objective of enabling all of our students to achieve their maximum potential as students, citizens and productive members of society.

Accordingly, in this school district, statements or behaviors by any member of the school community that insult, degrade, harass, or stereotype any other person on the basis of race/color, gender/sex, disability, socioeconomic background, ethnic or national origin, or religion, is unacceptable.

Dr. Larry Young
Superintendent of Schools

Note: Violation of this policy will be reported to district administrators.

PURPOSE OF ATHLETICS

You assume many responsibilities when you wear the red and white of Pike High School. We sincerely hope that you are strong enough to live up to them. There can be no place on our squads for the athlete who does not make an honest effort to live up to his/her responsibilities. Remember, you are building a life. The kind of athlete you are today foretells the kind of citizen you will be tomorrow. Remember, participation in athletics is a privilege and opportunity not available to everyone.

ATHLETICS AND THE TOTAL SCHOOL PROGRAM

MSD of Pike Township and specifically the staff and administration of Pike High School strongly support our athletic program. Athletics is considered an integral part of the total program; a compatible coaching staff, safe equipment, and outstanding facilities have been provided. A wide range of IHSAA-sanctioned sports have been provided for student participation and individual achievement. All students are encouraged to participate in the Pike Township athletic programs to receive the benefit from teamwork and sportsmanship.

Participation in athletics is a privilege

Participation provides meaningful and beneficial experiences that can continue after high school graduation. Student athletes develop positive skills such as: **competition**, **loyalty**, **discipline**, **teamwork**, and **leadership** through participation in sports. Practical application of life skills that are taught in the classroom enhances the learning partnership between academics and sport. Every student at Pike High School is encouraged to become actively involved in an extra-curricular activity. (See Administrative Sanctions)

WHAT DOES IT TAKE TO BE A RED DEVIL?

You have indicated your desire to become an athlete at Pike High School. Being an athlete does not merely imply wearing the uniform and being just a member of a squad. There are many responsibilities to consider if you desire to succeed. The following is a list of qualities necessary to being a good athlete.

1. ARE YOU ABLE TO BE COACHED?

Are you willing to accept coaching strategies and criticism without taking them personally? Will you always do your level best to try to improve?

2. DO YOU POSSESS A SPIRIT OF COMPETITION THAT FUELS AN INTENSE DESIRE TO WIN?

Do you want to win with a passion--never being satisfied with "no" for an answer when there is a job to be done? Does it bother you to lose? It should!

3. ARE YOU WILLING TO PRACTICE?

Not just reporting and putting in the necessary time, but working hard every day with pep, speed, and determination. Do you have two speeds: a practice speed and a game speed?

4. ARE YOU WILLING TO MAKE SACRIFICES?

Conditioning to play is not fun. It is not easy. Training is exacting; the responsibility is heavy. It is rough and includes personal denials in order to remain in tip-top condition, but it has its rewards. The only way for you to remain in good shape is to never get out of it.

5. DO YOU HAVE AN ARDENT DESIRE TO IMPROVE?

Are you willing to practice the things you cannot do three times longer than the things you can do? Are you willing to perfect skills? We have seen too many young athletes spend their time doing what they already do well; they never improve.

6. DO YOU HAVE THE ABILITY TO THINK UNDER PRESSURE?

Can you focus on the work to be accomplished at the moment? Can you shut out from your mind a previous failure, success, rule infraction, or personal insult in order to give undivided attention to the offensive and defensive maneuver in the here and now? Games and matches are not won by yesterday's scores, but by what is happening now.

7. CAN YOU BE A GOOD SPORT? A GOOD CITIZEN?

8. CAN YOU CONTINUE TO MAKE GOOD ACADEMIC PROGRESS TOWARD GRADUATION AND COLLEGE ELIGIBILITY WHILE PARTICIPATING UNDER THE PRESSURE AND COMMITMENT TO SPORT?

9. DO YOU BELIEVE IN YOUR SCHOOL, YOUR TEAM, AND YOUR COACH?

Your school is as good as you make it. Your coach is a genuine employee of your school, given the responsibility of coaching, not his/her team, but your team. Are you willing to work toward that spirit of oneness so that everyone possesses the feeling of belonging through their contributions?

Will you keep uppermost in mind that when a coach blisters the team with criticism, his/her remarks are never meant to be personal affronts?

10. ARE YOU WILLING TO STUDY JUST AS HARD AS BEFORE COMING OUT FOR ATHLETICS?

Athletics was never meant to take the place of studies. The athletic tail must never wag the academic dog.

As an athlete, you will be given an opportunity to contribute greatly to your development as a young person and to the school spirit and pride of Pike High School. The younger boys and girls of the elementary and middle schools will copy you in many ways. Give them high ideals to follow and maintain.

11. BIGGER, FASTER, STRONGER RULES FOR SUCCESS:

I am worth my highest goal. I deserve success, I will walk, talk, think, act like that successful person I want to be.

I will surround myself with positive people and places. I refuse to associate with anyone or any place that creates negativity or mediocrity

SPORTS OFFERED AT PIKE HIGH SCHOOL

- FALL:** Boys: Cross Country, Football, Soccer, Tennis
Girls: Cross Country, Golf, Soccer, Volleyball, Cheerleading
- WINTER:** Boys: Basketball, Swimming & Diving, Wrestling
Girls: Basketball, Swimming & Diving, Cheerleading
- SPRING:** Boys: Baseball, Golf, Track & Field
Girls: Softball, Tennis, Track & Field

CALL OUT PROCEDURES

All sports have call outs on the daily announcements. Fall sports usually have call outs in the spring, winter sports in the fall, and spring sports in the winter. Information may be obtained by calling the coach in a particular sport or the athletic director's office at 387-2661.

PAYING THE PRICE

You alone will have to decide if you want to be an athlete. A big part of paying the price to be a champion is following the responsibilities of a training schedule that your coaching staff believes will help you reach your goal. Medical research indicates the need of physical activity for health. Activity is essential to life and developing an athletic skill serves as a stimulus that helps propel the human body into action. Skill in athletic activities yields satisfaction. Those people who have acquired it will live a more active life, and, other things being equal will be healthier.

BUILDING THE BETTER ATHLETE

- A. **Regular sleep.** Eight to ten hours sleep is suggested to keep yourself in top shape. The following rules on sleep habits are recommended: Be home weeknights by 10:00 p.m. On a weekend night, such as Saturday when there is no contest, you should be home by 12:00 a.m. Sunday is considered the same as weeknight.
- B. **Good Eating Habits.**¹ Home cooking is usually best. Eat plenty of meat, vegetables, bread, and fruit. Drink plenty of milk, except just prior to a contest. Avoid sweets, soft drinks, pastries, and too much fried food. Breakfast should become your most important meal while you're in training.
- C. **Championship Living.** This is just as important to an athlete as the skill of the game.
- i. **Dating:** At the proper time and place, dating is part of your social growth and development. However, when social life and dating become the principle objectives of the athlete, he/she can no longer give the proper attention to athletics.
 - ii. **Parties:** We believe that you should attend parties and dances which are sponsored by your school, since you are part of the student body. Private weekend parties are a different matter. Athletes may attend if invited and if the party will not tarnish the reputation of the athlete.

¹ Some student-athletes may need to exercise different eating habits due to medical conditions, religious beliefs, and/or other reasons

- iii. Safety: Being athletically skilled and conditioned typically reduces the likelihood of student-athletes sustaining injury. However, even skilled and conditioned student-athletes may sustain injury. Any injury should be given immediate attention and reported to your coach and team trainer.
- iv. Dress and Appearance: Take pride in your personal appearance. You should attempt to look as good off the field and court as on, whenever you are before the public. You reflect your school and community. Each coach has the privilege of making dress code rules for his/her particular sport if he/she so desires. However, sagging pants, sexually revealing clothing, **and** gang wear **(including head wraps)** are not acceptable and will not be allowed.
- v. The Student Body: It is important that you be respected by your fellow students and teachers. You need their help in order to do your best.
- vi. Good Citizens: A member of an athletic squad is encouraged and expected to be a gentleman or lady in class, around school, and away from school. "One shows up best who shows off least."
- vii. Your attitude: Your appearance, your talk, and your actions will always influence people's opinion of you, your squad, and your school. Once you have volunteered to be a member of one of our teams, be big enough to live, as a team member should.
- viii. Extra-Curricular Activities: To be a success in any sport takes a large measure of your time and devotion. **The Pike Athletic Administration recommends that athletes limit or manage other extra-curricular activities wisely during their sports seasons.**
- ix. Out of Season Participation: Today's athlete should not discontinue his/her improvement at the end of a sport season and then begin again at the onset of the season the next year. You should stay active during the off-season, preferably on another Pike High School athletic team. Behind each champion are endless hours of individual effort, which includes participation in a strength and conditioning program.

PIKE HIGH SCHOOL 2023 – 2024 SPORTS SEASON START DATES

<u>SPORT</u>	<u>START DATE</u>
Baseball	03/11/2024
Basketball (BOYS)	11/06/2023
Basketball (GIRLS)	10/16/2023
Cheerleading (FALL)	07/31/2023
Cheerleading (WINTER)	10/16/2023
Cross Country (BOYS)	07/31/2023
Cross Country (GIRLS)	07/31/2023
Football	07/31/2023
Golf (BOYS)	03/11/2024
Golf (GIRLS)	07/28/2023
Soccer (BOYS)	07/31/2023
Soccer (GIRLS)	07/31/2023
Softball	03/04/2024
Swim & Dive (BOYS)	11/06/2023
Swim & Dive (GIRLS)	10/23/2023
Tennis (BOYS)	07/31/2023
Tennis (GIRLS)	03/11/2024
Track & Field (BOYS)	02/12/2024
Track & Field (GIRLS)	02/12/2024
Volleyball	07/31/2023
Wrestling	10/30/2023

MIDDLE SCHOOL 2023 – 2024 SPORTS SEASON START DATES

<u>SPORT</u>	<u>START DATE</u>
Baseball	03/04/2024
Basketball (BOYS)	10/16/2023
Basketball (GIRLS)	11/27/2023
Cheerleading (FALL)	07/31/2023
Cross Country (BOYS)	07/31/2023
Cross Country (GIRLS)	07/31/2023
Football	07/31/2023
Soccer	07/31/2023
Softball	03/05/2024
Swim & Dive (BOYS)	12/05/2023
Swim & Dive (GIRLS)	12/05/2023
Tennis (BOYS)	07/31/2023
Tennis (GIRLS)	03/04/2024
Track & Field (BOYS)	03/04/2024
Track & Field (GIRLS)	03/04/2024
Volleyball	07/31/2023
Wrestling	11/27/2023

CONSENT TO PARTICIPATE IN SCHOOL-SPONSORED SPORTS

No student may participate in MSD of Pike Township athletic programs without completing and placing on file with the school athletic director: 1) A student and parent athletic participation consent form, (2) Consent for athletic training services, 3) IHSAA athletic physical form, and 4) An emergency medical card.

- After reviewing the Pike High School athletic handbook, athletes and parents must review, sign and return the Student and Parent Athletic Participation Consent Form and all above listed forms to the school athletic director before the athlete may be allowed to practice or compete.
- These forms must be signed by both the athlete and parent.
- An example of the Student and Parent Athletic Participation Consent Form, Consent for Athletic Training Services, and Emergency Medical Card can be found on the following pages.
- Athletes/Parents may receive the listed forms and the IHSAA physical form from the athletic director or their in-season coach.

Note:

Parents of student-athletes are required to attend a mandatory meeting for your child's sport. School and district policies for participation in sport will be explained along with team rules. The district and/or school athletic director(s) will be in attendance to ensure proper explanation of these policies.

***See Online Registration: [FINAL FORMS REGISTRATION](#)**

PARENT/GUARDIAN AND COACH CONFERENCES

There are some situations where a conference between a coach and parents/guardians is warranted. These are encouraged as a means of good communication and as a way to clear understanding of the other's position. When a parent/guardian feels that a conference is necessary, he or she should call to set up an appointment with the coach. Parents/guardians should **not** attempt to confront a coach before, during, or after a practice or contest. These can be highly emotional times for both the parent/guardian and the coach. Additionally, coaches are responsible for the proper supervision of all team members at these times and should not be distracted from these duties. Meetings are usually best held at another time. Please make an appointment! PLEASE do not call the coach at home.

NOTE:

The Superintendent or his or her designee, at his or her discretion, may intervene on behalf of any Pike Township student or assist in the resolution of an athletic issue; however, it is recommended that the following guidelines are the most efficient to resolve athletic issues.

What if a meeting with a coach does not provide a satisfactory resolution?

- Call the school-based athletic director to have a phone conference or to set up an appointment.
- The athletic director at each school should be the person most knowledgeable about all aspects of any athletic issue and is thus the person best situated to help bring about resolution in a timely manner.
- If a satisfactory resolution is not acceptable to all parties, the following steps may be taken.
- Appeal to the school principal.
- Appeal to the Superintendent or designated Director for final resolution.

COMMUNICATION

Research indicates that a student involved in extracurricular activities has a greater chance for success during adulthood. Many of the character traits required to be a successful participant are those that promote a successful life after high school. The athletics program at Pike Township provides a variety of experiences to aid in the development of favorable habits and attitudes in students. We hope that the information provided will enhance both your child's and your experience in our athletics program.

Parent & Coach Relationship

Both parenting and coaching are difficult. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefits to the student athlete. As a parent, when your child becomes involved in our athletic program, you have a right to understand the expectations that are placed on your child. This begins with clear communication from the coach of your child's team.

Communications Parents Should Expect from Coaches:

- High School Athlete Handbook
- Athlete and Parent Consent to Participate in Sports Form
- Philosophy of the coach
- Expectations of individual team members and team
- Locations and times of all practices and contests, including pick-up times
- Team requirements such as fees, required personal equipment, eligibility for awards
- Emergency/injury procedures and information
- Disciplinary actions taken regarding their child
- Principles of sportsmanship, ethics, good behavior, etc.
- A list of team expectations/rules

Communication Coaches Should Expect from Parents:

- Signed Athlete and Parent Consent to Participate in Sports Form
- Notification of schedule conflicts well in advance
- Signed, written requests for excused absences from practices and contests
- Explanations of reasons for late pick-ups
- Concerns first being expressed directly to the coach at an appropriate time and place
- Specific concerns regarding a coach's philosophy or expectations
- Permission Requests from Parents and Legal Guardian to Transport Child from Athletic Contests on special occasions
- Support of the coach's sportsmanship efforts

Student-athletes involved in Pike Township high school athletic programs may experience some of the most rewarding moments of their lives. It is important to understand, however, that there may also be times when things do not go the way that parents/guardians or student athletes wish. At these times, discussion with the coach is encouraged.

Appropriate Concerns to Discuss with Coaches:

- The mental and physical treatment of a parent/guardian's child
- Ways a student athlete can work on self-improvement
- Ways parents/guardians can help their children improve
- Parent/guardian concerns about their child's behavior

As a parent, it is difficult to accept your child's not playing as much as you wish. Coaches are professionals. They make judgments based on what they believe is best for all student athletes. As you can see from the above list, certain topics can and should be discussed with your child's coach. Other issues must be left up to the discretion of our professional staff.

Issues Not Appropriate to Discuss with Coaches:

- Playing time (unless between athlete and coach only)
- Parent/guardian concerns about team strategy
- Parent/guardian concerns about play-calling
- Other student-athletes

There are situations that arise that may require a conference between the coach, the student athlete and/or the parent. This dialogue is encouraged. It is important that all parties have a clear understanding of the other's position. When a conference is necessary, the procedures set forth above in the Parent/Guardian and Coach Conference's section of this handbook should be used to help promote a resolution of the concern.

Out of School Suspension (OSS) and In School Suspension (ISS):

Students that have been suspended from Pike High School cannot attend any Pike High School-Sponsored or hosted functions or athletic contests or activities until the student has been re-admitted to school.

IHSAA/PIKE RULES FOR ATHLETIC ELIGIBILITY AND PARTICIPATION

- A. The following rules are for all Pike High School athletes. These rules are approved by the principal and athletic director and are intended to apply to all athletes. **The coach of a particular sport and/or School District Administrator may require rules in addition to these rules, or rules which are more strict than these rules. An athlete should at all times remember that participation in Pike High School athletics is a privilege, and not a right.** Pike High School has the right to expect a higher standard of conduct from its athletes than from students who are non-athletes. If a student does not wish to follow this higher standard of conduct, then he or she should decide not to be a Pike High School athlete. During the time a student is a Pike High School athlete, he or she will be in the public eye and will be representing the school and community, not only while participating in a particular sport, but at all other times, both in and out of school and during non-school hours, including vacations.
- B. Athletes are responsible for the care of athletic equipment which is issued to them and may be expected to pay for any lost equipment or equipment which is damaged by carelessness outside of the sporting event.
- C. For the safety of all athletes, wearing jewelry is not allowed during participation in practices or sporting events. The wearing of jewelry is prohibited in accordance with the IHSAA By-Laws.
- D. Athletes are not to be in the high school building unsupervised.
- E. An athlete shall practice only one sport at a time. If a coach of another sport requests that an athlete practice for one sport while he or she is actively engaged in another, the athlete should bring this matter to the attention of the athletic director. Special situations can be worked out between the two coaches involved.
- F. Pike High School is governed by the Indiana High School Athletic Association. While athletes may not know each and every rule of the IHSAA, they should contact their coach or athletic director if they have any questions concerning the rules and regulations of the IHSAA. If athletes know of any violation of these rules and regulations, it is their responsibility to bring this to the attention of their coach and/or athletic director.
- G. Athletic awards remain the property of the school until graduation and can be taken away from an athlete for cause. Use of liquor, the stealing of equipment, failure to observe the rules of the school in regard to athletics or any other act of conduct unbecoming a "P" are adequate reasons for taking away the award.
- H. No athlete of Pike High School may extend the privilege of letting another student wear their award.

- I. Awards are not to be purchased without the written consent of the athletic director.
- J. The privilege of wearing a jacket with an award "P" on it is extended to only those who have received the award from the athletic director. Students violating this rule face possible disciplinary action.
- K. Pride should be displayed when wearing this hard-earned award. In addition, respect should be shown for the athletic director policies at all times.
- L. In addition to these athletic rules, athletes are also bound by any other rules of the District Behavior Grid.
- M. Athletes, managers, and trainers must have passed 5 classes for the previous 9 weeks and be presently enrolled in 5 classes. Semester grades take precedent over 9-week grades. Athletes must meet MSD of Pike Township 2.0 GPA requirements for participation in extra- curricular activities.
- N. Athletes who are not academically eligible may participate only according to the District's plan for academic monitoring.

PIKE HIGH SCHOOL/IHSAA CERTIFICATION DATES

<u>QUARTER</u>	<u>IHSAA CERTIFICATION DATE</u>
1	10/20/2023
2	01/04/2024
3	03/22/2024
4	05/31/2024

A student becomes eligible or ineligible at Noon of each certification date, based on grades reported by the end of the nine weeks.

- A. Be enrolled before the 16th day of school.
- B. Students must have received passing grades in at least five full credit subjects or the equivalent during your last grading period; semester grades shall take precedence at the end of a semester. Students must be currently enrolled in at least five full credit subjects or the equivalent. The five-5 credit courses provided must be completed within the semester of the athletic season. Students participating in Pike High School Athletic Programs must maintain a grade point average of 2.0 or higher. This GPA demonstrates the student's ability to manage both academic requirements and participation in sports successfully. A student's academic success is MSD Pike Township's first priority. Students may not try out for a sport or participate in a sport until he or she has completed one full grading period where grading standards were met. Students will be placed on academic probation if determined not to be meeting academic standards. Students will be required to attend study tables, help sessions, and tutorials, and other interventions to assist them in obtaining the grades that will return the athlete back to full eligibility status.
- C. Have legal residence with your parent/guardian in your school district.

- D. Have been enrolled in your present high school last semester or at a junior high school from which your high school receives its students.
- Unless you are entering the ninth grade for the first time.
 - Unless you are transferring from a school district or territory with a corresponding bona fide move on the part of your present school.
 - Unless your former school is non-accredited; was a correctional school; was discontinued or consolidated and you were required to transfer to your present school.
 - Unless you are legally adopted, are a foreign exchange student under a full year program, are under the direction of an orphanage or State Department of Welfare, are required to change residence by court order, or are a ward of a guardian who resides in your new school district or territory; have not participated in a high school varsity contest; are married and established residence in a new district or territory; are over 18 years of age and the principal of former school approves.

NOTE: You must have been eligible in the school from which you transferred.

- E. Not have been enrolled more than four fall semesters and four spring semesters beginning with Grade 9, nor have represented a high school in a sport more than four years.
- F. Never play under an assumed name.
- G. Never accept money or merchandise directly or indirectly for athletic participation.
- H. Never participate as a member of any other similar team in the same season unless supervised and managed by your school.
- I. Between April 1 and student's first practice in preparation for interschool-athletic participation, the student shall have had (1) a physical examination or certification by a physician holding an unlimited license to practice medicine, and (2) written consent of parent or guardian for such participation unless emancipated.

Evidence of both, included on the Consent and Release Certificate, shall be on file in the athletic director's office prior to the student's first practice. Such certificate may suffice for the entire school year.

- J. An athlete must have eight (8) separate days of practice before participating in any game or sporting event except girls' golf which only needs two (2).
- K. If an athlete transfers into this school system, he/she must have an athletic transfer from the school from which he/she came; this includes grades 10, 11, & 12. Forms are available from the athletic director. Transfer forms must be completed in the athletic office. Please make an appointment – 387-2613

RULES FOR AGE REQUIREMENT

A student who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA state finals in a sport shall be ineligible for interschool athletic competition in that sport.

RULES FOR PRACTICE/GAME ATTENDANCE

INTERPRETATION:

- A. When accepting the responsibility of participating as a varsity, reserve, or freshman player in any of our interscholastic sports, you are responsible for being present at all set meetings or practice sessions unless excused by the coach prior to the practice or meeting.
- B. A medical statement does not necessarily excuse the athlete from attending practice.
- C. Any athlete going out for any sport should not quit without permission of the coach.
- D. If he/she does quit, he/she becomes ineligible for any other sport while that sport is in season. If an athlete does not participate in practice for five (5) or more days due to illness or injury, he or she may be required to present a written proof from a doctor that he or she is able to attend practice and participate again. Additional practices are required before participation.

Days Missed	# of Practices Required before Game Participation
8 to 14	2
More than 10 Consecutive	3

- E. Students must be present in four full class periods in order to participate in competition or practice. Any student who goes home ill may not participate that day.
- F. **Transportation** - All student-athletes are required to ride the team bus to and from all games and competitions. Exceptions to this rule can be approved when written notification is presented and approved by the athletic director at least 24 hours in advance.

Reasons for Exceptions:

1. School to School Function
2. School to Church Function
3. School to Out-of-Town Family Function

*Students may not drive themselves.

*Family emergency situations may be approved by the coach of the team.

TEAM MEALS AND SOCIAL ACTIVITIES

1. Team meals and social activities are voluntary and cannot be made a mandatory activity of team members. (Students may provide meals for themselves only)
2. Student athletes are not to receive discipline from coaches if student athletes choose not to participate in a team meal plan or social activity.
3. Coaches must provide written explanation to student athletes and parents of planned meals or social activities. Parent must be provided an opportunity to agree or decline participation in meal plans and/or social activities.
4. All meal plans and social activities involving student athletes in MSD of Pike Township must be approved by the school athletic director or appropriate school administrator.

PRACTICE PACKAGES

Coaches will not distribute any practice packages or other equipment until full payment has been received from student athlete.

BUS TRANSPORTATION

All rules that apply to students riding the bus to and from school also apply when students are riding the school district bus to and from an athletic practice or contest.

Note: Fuel Crisis

MSD of Pike Township strives to provide adequate bus transportation for its District-Wide Athletic Program in order to ensure equal opportunity for all students' participation. However, as fuel costs fluctuate above budgeted amounts, adjustments in the transportation program for athletics may require modifications and change. The following bus transportation procedures may be affected by these necessary changes.

Pick-Up after Practices and Contests

Each team has a designated area for pick-ups. Team members should be nowhere else either inside or outside the building. All teams have designated pick-up times for practices and contests. Parents should understand that contest pick-up times are approximations – the exact length of a contest or travel time cannot be pre-determined. Team members are expected to communicate pick-up times to their rides **AHEAD** of time – phone calls after practices or contests should not be necessary. Team members are expected to be picked up on time or within 15 – 20 minutes of that time. Coaches **must** remain at school until all team members have been picked up. They are not, however, expected to wait time after time for a team member whose ride is repeatedly late. Pike Township coaches are not allowed to pick up, take home, or drive athletes to or from athletics practices/contests in their personal vehicles. Parents should also not assume that their child would somehow get a ride home with another parent or student. **Athletes with unresolved ride pick-up problems are subject to dismissal from their teams.**

Travel to and from Athletic Contests

Per school board policy, team members are required to travel to and from athletic activities on Pike Township provided transportation. In an emergency or in special circumstances, athletes may be granted permission to travel from an athletic contest with a parent or legal guardian. Requests for this permission must be written, signed by the parent/guardian, and given to the coach for athletic department approval at least 24 hours before the scheduled contest. Copies of Permission to Transport by Parent or Legal Guardian must be on file in the athletic director's office.

After School Athletic Bus

MSD of Pike Township provides student-athletes with bus transportation to an area close to the athletes' home. These buses are provided to assist and provide additional opportunities for students to participate in the athletic programs at the high school and middle schools. Good behavior is expected when taking advantage of this service. Athletes are to report to the designated pickup location on time and should not expect the bus to wait. Buses will arrive and depart as scheduled. Coaches will supervise athletes waiting for the bus arrival. No horseplay will be allowed. All school rules apply. Violation of school rules may cause an athlete to lose the privilege to ride the after school athletic bus. Athletes must receive permission from their coach or school Athletic Director to ride the after school athletic bus.

CO-CURRICULAR AND EXTRA-CURRICULAR COOPERATIVE AGREEMENT

This agreement is for students participating in both performing arts and athletic programs at Pike High School. The administrators of these programs understand that scheduling conflicts will occur. In order to deal with each participant fairly, a consistent policy is necessary. The participant must understand that the ultimate responsibility **is for the student to communicate any scheduling conflicts** to his/her coach and director.

1. Under this agreement, coaches, directors and sponsors must communicate between departments ASAP. The participant **MUST COMMUNICATE** the conflict at least (1) week in advance to both the coach and director.
2. This agreement upholds the Pike Township policy that competition or performance takes precedence over practice with no penalty to the participant.
3. LEVELS OF PRIORITY FOR CONFLICTS
 - a. If two competitions occur simultaneously and one is for advancement to a higher level, the participant will attend the competition for advancement.
 - b. If simultaneous competitions are of equal priority and the student has informed both director and coach with at least one week's notice, a meeting of the coach, director, and athletic director will be set up. At that time the importance of the student's participation to the success of the group's performance will be considered, and any possibility for the participant to get to both competitions will be investigated

4. If simultaneous competitions are of equal priority and the student has not informed both Director and coach with at least one week's notice, the participant will accept the consequences.
5. If the student has met requirements of notifications:
 - a. Graded activities will be assessed as non-applicable (no penalty will be assessed).
 - b. If absent from performance, athletic event or non-athletic event due to simultaneous competitions, no penalty will be enforced (i.e.: no benching, no reduction of playing or performance time, or reduction of participation)
 - c. If there is a simultaneous competition conflict and time allows the participant to do both, the participant may not sit and watch other levels of competition in which he/she is not personally participating. The participant is to go to his/her other competition. Students are responsible for getting their transportation from one event to another with a note from a parent explaining the mode of transportation.
6. If there is a practice and competition conflict:
 - a. An effort to get to practice after or prior to competition is required.
 - b. If competition is a home event, the participant is to immediately report to practice as soon as his/her portion of the competition is over. The participant is to be excused from any portion of competition in which he/she is not personally participating as determined by IHSAA team and individual sports guidelines (Team Sports: football, volleyball, soccer, basketball, baseball, softball). (Individual Sports: cross country, golf, tennis, swimming and diving, wrestling, track).

ADMISSIONS TO ATHLETIC EVENTS

Admission Charges

Admission is charged for all home baseball, football, volleyball, basketball, wrestling, soccer, softball, swimming & diving, and track & field contests. Pike ticket prices are set at the agreed upon price by the Marion County Principals Association.

Student/Athlete Privileges

Athletes may be admitted free to a home non-tournament competition in the sport in which they compete only. Male and female athletes that compete in the same sport are not eligible for free admission to an event competition not in his or her gender.

Pike High School All Sport Passes

Pike High School All Sport Passes are available from the Athletic office. The pass is good for admission to all current school year **HOME** athletic events, excluding tournaments. Passes must be signed and presented with an ID at the admission gates.

COST = \$75.00 Per Person – PASSES ARE NON-TRANSFERRABLE

High School Ticket Prices:

Varsity Football & Basketball	\$8.00
All Other Varsity Events	\$6.00
All Varsity Events with JV and/or Freshman Events	\$6.00
JV or Freshman Events	\$6.00
Pre-School or Younger	FREE

Middle School Ticket Prices:

All Events	\$5.00
Pike ID and Pre-School or Younger	FREE

Metropolitan School District of Pike Township

Patron Expectations



The Metropolitan School District of Pike Township believes it is part of our mission to provide a positive, orderly and harmonious environment in which respect for the dignity and worth of every member of the school community is recognized and promoted. The Board of Education believes that all employees, parents/guardians and students are entitled to be treated and are obligated to treat others with courtesy, fairness and decency.

Statements or behavior by any member of the school community which insult, degrade, harass, or stereotype any other person are unacceptable.

BEHAVIORAL EXPECTATIONS

When in attendance at MSD of Pike Township Events and Activities

Metropolitan School District of Pike Township reserves the exclusive rights to act accordingly and take appropriate actions to insure the safe and secure presentation of events and activities for its students, staff, parents, and the community in general. The District will hold ALL participants and spectators to the following reasonable expectations:

- REALIZE THAT A TICKET IS A PRIVILEGE TO OBSERVE SCHOOL CONTESTS, EVENTS, AND ACTIVITIES. THE TICKET DOES NOT REPRESENT A LICENSE OR RIGHT TO ATTEND, AND MAY BE REVOKED AT ANY TIME AT THE SCHOOL DISTRICT'S SOLE DISCRETION WHEN IT IS IN THE BEST INTEREST OF STUDENTS, STAFF, AND PARENTS.
- REFRAIN FROM USE OF PROFANITY, RACIAL OR SEXUAL COMMENTS, INTIMIDATING LANGUAGE OR AGGRESSIVE ACTIONS, DISPLAYS OF ANGER, OR NEGATIVE ACTIONS DIRECTED TOWARD OTHERS.
- RESPECT THE PROPERTY OF THE SCHOOL DISTRICT, AND RESPECT THE AUTHORITY OF SCHOOL/ DISTRICT OFFICIALS.
- DO NOT INTERFERE WITH COACHES, CONTEST OFFICIALS, OR SCHOOL/DISTRICT OFFICIALS INVOLVED WITH THE CONDUCT OF AN EVENT OR ACTIVITY. DO NOT APPROACH THE ATHLETIC FIELD/FLOOR, OR INTERACT WITH PARTICIPANTS OF AN EVENT OR ACTIVITY.
- MAINTAIN SELF-CONTROL, SELF-RESPECT, AND SHOW RESPECT FOR ALL OTHERS.

SPORTSMANSHIP

“Good sportsmanship is viewed by the National Federation as a commitment to fair play, ethical behavior, and integrity. In perception and practice, sportsmanship is defined as those qualities, which are characterized by generosity and genuine concern for others. The ideals of sportsmanship apply equally to all activity disciplines. Individuals, regardless of their role in activities, are expected to be aware of their influence on the behavior of others and model good sportsmanship.”

A. Fundamentals of Good Sportsmanship

1. Show respect for self and others at all times
2. Show respect for the officials. Good sportsmanship implies the willingness to accept and abide by the decisions of the officials.
3. Know, understand, and appreciate the rules of the contest. Good sportsmanship suggests the importance of conforming to the spirit as well as the letter of the rules.
4. Maintain self-control at all times. Prevent the desire to win from overcoming rational behavior.
5. Recognize and appreciate skill in performance regardless of team affiliation.

B. Acceptable Behaviors

1. Applause during introduction of players, coaches, and contest officials.
2. Players shaking hands with opponents who foul out while both sets of fans recognize the player's performance with applause.
3. Accept all decisions of contest officials.
4. Cheerleaders lead fans in a positive manner.
5. Handshakes between participants and coaches at the end of the contest, regardless of outcome.
6. Treat competition as a game, not a war.
7. Coaches/players search out opposing participants to recognize them for their outstanding performance or coaching.
8. Applause at the end of the contest for performances of all participants.
9. Everyone showing concern for an injured player, regardless of team.
10. Encourage surrounding people to display only sportsmanlike conduct.

C. Unacceptable Behavior

1. Yelling or waving arms or objects during opponent's free throw attempt.
2. Disrespectful or derogatory cheers, chants, songs, or gestures.
3. Criticizing officials in any way; displays of temper with an official's call.
4. Cheers that antagonize opponents.
5. Refusing to shake hands or give recognition for good performances.
6. Blaming loss of contest on officials, coaches, or participants.
7. Laughing or name-calling to distract an opponent.
8. Use of profanity or displays of anger that draw attention away from the game.
9. Doing own cheers instead of the lead of the cheerleaders.
10. Wearing extreme or unusual clothing or excessive face or body painting, which detracts from the action on the playing surface.

D. Good Sportsmanship Responsibilities of the Coach

The actions of the coach have a great deal to do with how sportsmanship is valued by members of the team. In order for good sportsmanship to become a reality, the coach should:

1. Respect the judgment of contest officials. The officials of any contest are impartial arbiters who are trained and who perform to the best of their ability. Mistakes by all those involved in the contest are a part of the contest. We should not rationalize our own poor or unsuccessful performance or behavior by placing responsibility on an official. You should accept and abide by the decisions made.
2. Always set a good example for members of the team and fan to follow.
3. Instruct members of the team in proper sportsmanship.
4. Display no behavior that could incite fans.
5. Treat opposing coaches, participants, and fans with respect.
6. Shake hands with officials and opposing coaches in public.
7. Develop consequences for those who do not abide by sportsmanship standards.

E. Sportsmanship – Student-Athlete

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. The student-athlete should:

1. Treat opponents with the respect that is due as guests and fellow human beings.
2. Shake hands with opponents and wish them good luck before the contest and after.
3. Exercise self-control at all times, accepting decisions and abiding by them.
4. Respect the integrity and judgment of the officials. Never argue or make gestures indicating a dislike for a decision.
5. Accept both victory and defeat with pride and compassion, being neither boastful nor bitter.
6. Congratulate the opponents in a sincere manner following either victory or defeat.

F. Sportsmanship – Student – Fans

1. Realize that a ticket is a privilege to observe a contest and support the school.
2. Know and demonstrate the fundamentals of sportsmanship.
3. Respect, cooperate, and respond enthusiastically to cheerleaders.
4. Respect the property of the school and the authority of school officials.
5. Stimulate desired crowd response using only positive cheers, signs, and praise without antagonizing or demeaning opponents.
6. Show respect for an injured player when he/she is removed from the contest.
7. Do not applaud errors by opponents or penalties inflicted upon them.
8. Do not heckle, jeer, or distract members of the opposing team.
9. Respect opposing spirit groups, fans, coaches, and participants.
10. Never criticize the players or coaches for the loss of the game.
11. Respect yourself, your team, officials, coaches, opponents, and fans.
12. Refrain from using profanity, racial or sexual comments, intimidating language, or actions directed to others.

G. Good Sportsmanship - Parents

1. Realize that a ticket is a privilege to observe a contest and support school activities.
2. It is not a license to verbally assault anyone or act in an outrageous manner.
3. Realize that athletics are part of the educational experience, and that the benefits go beyond the final score of the contest.
4. Respect the decisions made by the officials and learn the rules of the game to better understand their decisions.
5. Participate in positive cheers and refrain from those that take away from the spirit of the contest.
6. Respect and support the task the coaches have in teaching the athletes.
7. Respect the opponents as students and acknowledge them for striving to do their best.
8. Be a parent your child would be proud of; be a fan, not a fanatic!

ADMINISTRATIVE GUIDELINES FOR MSD OF PIKE STUDENT-ATHLETES

In order to insure athletes are able to make efficient, safe, and secure use of MSD, Pike athletic programs and facilities, there must be full and complete compliance with the following administrative requirements:

1. Athletes must attend and fully participate in practices and competitions as determined by the Pike coaching staff. Only the coach may excuse athletes from participation when necessary.
2. Pike athletes are leaders and must always wear appropriate clothing before, during, and after practices and competitions. Inappropriate, as defined by the District, dress is not allowed. The coaching staff and athletic administrators shall determine dress policy for athletes.

MSD OF PIKE TOWNSHIP POLICY 5511 – DRESS & GROOMING

The School Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. Present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. Interfere with schoolwork, create disorder, or disrupt the educational program.
- C. Cause excessive wear or damage to school property.
- D. Prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the Corporation at a public event.

The Superintendent shall develop administrative guidelines to implement this policy which:

- A. Designate the principal as the arbiter of student dress and grooming in his/her building.
- B. Invite the participation of staff, parents and/or students in the preparation of a dress code which may specify prescribed dress and grooming practices.
- C. Instruct staff members to demonstrate, by example and precept, personal neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.
- D. Ensure that all administrative guidelines impose only minimum and necessary restrictions on the exercise of the student's taste and individuality.

Students who violate the foregoing rules will not be admitted to class and may be suspended from school. The established dress code shall be upheld in a nondiscriminatory and uniform manner.

MSD OF PIKE TOWNSHIP POLICY 5136 – PERSONAL COMMUNICATION DEVICES

"Personal communication devices" (PCDs) as used in this policy are defined in Bylaw 0100).

PCDs intended and actually used for instructional purposes (e.g., taking notes, recording classroom lectures, writing papers) will be permitted, as approved by the classroom teacher or the building principal. However, the use of a PCD to engage in non-education- related communications is expressly prohibited.

Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicles or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.

During after school activities, PCDs shall be powered completely off (not just placed into vibrate or silent mode) and stored out of sight when directed by the administrator or sponsor.

Under certain circumstances, a student may keep his/her PCD "On" with prior approval from the building principal.

Except as authorized by a teacher, administrator or IEP team/case conference committee ("CCC"), students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person. Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and held until a parent/guardian picks it up. If the violation involves potentially illegal activity, the confiscated-PCD may be turned over to law enforcement.

The use of PCDs in locker rooms, shower facilities, rest/bathrooms may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that reasonably might create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. See Policy 5517.01 – Bullying and Other Forms of Aggressive Behavior. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex (including sexual orientation/transgender identity), disability, age, religion, ancestry, or political beliefs; and (2) engage in "sexting" - i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child protection services as required by law.

Students also are prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours and/or during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The building principal also will refer the matter to law enforcement or child protection services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed unless the violation involves potentially illegal activity, in which case the PCD may be turned over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned over to law enforcement. School officials will not search or otherwise tamper with PCDs in Corporation custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 – Search and Seizure. If multiple offenses occur, a student may lose his/her privilege to bring a PCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PCD in violation of this policy is required to report the violation to the building principal.

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Revised 6/24/10

TRANSPORTATION

When using transportation provided by MSD Pike Township to transport student athletes for competitions or other pre-approved team activities, students must be supervised at all times including pre-boarding, boarding, transport, and post-transport. All District and school policies, guidelines, procedures, and rules must be followed by all coaches and students for Pike transportation.

Students are not to seek or accept rides for any reason from coaches or other school staff members unless the staff has received special permission from school or district administrators. **Refer to Policy 3213 Item G – Student Supervision and Welfare**

SUPERVISION

Student athletes will be supervised during activities at all times and must respect the authority of the person(s) in authority. Failure to behave in a manner that is required and expected may be cause for immediate suspension and/or dismissal from team activities. Students MUST respect and obey all school rules and regulations at all times.

MSD OF PIKE TOWNSHIP POLICY 3213 – STUDENT SUPERVISION AND WELFARE

Each professional staff member shall maintain a standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities.

It is the responsibility of the Superintendent to prepare administrative guidelines for the maintenance of the following standards:

- A. A professional staff member shall immediately report to a building administrator any accident, safety hazard, or other potentially harmful condition or situation s/he detects.
- B. A professional staff member shall provide proper instruction in safety matters as presented in assigned course guides.
- C. Each professional staff member shall immediately report to a building administrator knowledge of threats of violence by students.
- D. A professional staff member shall not send students on any personal errands.
- E. A professional staff member shall not associate inappropriately with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve drugs, alcohol or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

- F. If a student approaches a staff member to seek advice or to ask questions regarding a personal problem related to sexual behavior, substance abuse, mental or physical health, and/or family relationship, etc., the staff member may attempt to assist the student by facilitating contact with certified or licensed individuals in the Corporation who specialize in the assessment, diagnosis, and treatment of the student's stated problem. Under no circumstances should a staff member attempt, unless properly licensed and authorized to do so, to counsel, assess, diagnose, or treat the student's problem or behavior, nor should any such staff member inappropriately disclose personally identifiable information concerning the student to third persons not specifically authorized by law. Any staff member who determines that a student is in need of services shall report the matter to appropriate authorities.
- G. A professional staff member shall not transport students in a private vehicle without the approval of the principal.
- H. A student shall not be required to perform work or services that may be detrimental to his/her health.

Since most information concerning a child in school, other than directory information described in Policy [8330](#), is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, alleged child abuse, and any other record information.

Pursuant to the laws of the State and Board Policy [8462](#), each professional staff member shall report to the proper legal authorities immediately, any sign of suspected child abuse or neglect.

INAPPROPRIATE CONDUCT

Contestants' conduct in and out of school shall be such as (1) not to reflect discredit upon their school or the association, or (2) not to create a disruptive influence on the discipline, good order, moral, or education environment in the school.

Inappropriate language, contact, and or behavior involving students or staff will be cause for immediate suspension and/or dismissal from all team activities for MSD of Pike Township. All students must follow all Board-approved rules, regulations, policies, requirements, and guidelines in the Pike High School Athletic Handbook for Students.

MSD OF PIKE TOWNSHIP POLICY 5500 – STUDENT CONDUCT

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law regarding minors. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community. Respect for real and personal property; pride in one's work; achievement within the range of one's ability; and exemplary personal standards of courtesy, decency, and honesty shall be maintained in the schools of this Corporation.

The Superintendent shall establish procedures to carry out Board policy and philosophy, and shall hold all school personnel, students, and parents responsible for the conduct of students in schools, on Corporation premises, and on school vehicles.

The Superintendent is authorized to establish administrative guidelines on the risk of dangerous weapons which require students to report to the building principal the knowledge of dangerous weapons and threats of violence by students or staff. Failure to report such knowledge may subject the student to immediate suspension and potential expulsion from school.

Student conduct shall be governed by the rules and provisions of the Student Code of Conduct. This Code of Conduct shall be reviewed periodically.

It is the responsibility of students, teachers, and administrators to maintain a classroom environment that:

- A. Allows teachers to communicate effectively with all students in the class;
- B. Allows all students in the class the opportunity to learn;
- C. Has consequences that are fair, and developmentally appropriate;
- D. Considers the student and the circumstances of the situation; and
- E. Enforces the Student Code of Conduct/Student Discipline Code accordingly.

MSD OF PIKE TOWNSHIP POLICY 5520 – DISORDERLY CONDUCT

It is the purpose of the School Board, acting within the intent and letter of the law of this State, to provide instruction for students at public expense. Any act of any person(s) to interfere with or to thwart that purpose is unlawful or is in violation of Board policy. Therefore, actions by a student(s) to interfere materially or substantially with the operations of the School Corporation by defacing or destroying school property, by rioting, breaking-in, sitting-in, lying-in, smashing-in, or picketing to force students not to cross picket lines are illegal. Students who engage in such activities may be punished to the full extent of the law and Board policies and Corporation administrative guidelines promulgated thereunder.

For the purposes of this policy, the term "disorderly conduct" shall mean any unlawful student assemblage; or group act of violence, disruption, vandalism, or building seizure; or interference with the functioning of school personnel or any student or group of students.

LOCKERS

MSD of Pike Township locker room facilities are provided for use by Pike Township students to temporarily store personal belongings while participating in authorized physical activities that require exercise clothing.

All team members are issued athletic lockers for use during their sport season. They must memorize their combinations, not tell others, and actually use their lockers in order for the lockers to serve their intended security purposes. Athletic lockers are generally large enough for all personal items to fit into them (with the exception of some musical instruments). Nothing should be left out and unlocked on the benches or elsewhere in the locker room during practices or contests (including all types of jewelry, which athletes are not allowed to wear at practices or contests). Team members should promptly report all broken or non-working lockers to their coaches.

Procedures for Use of MSD of Pike Township Locker Rooms

Students are to always respect locker facilities and all users by:

1. Using Pike Township-issued locks only – no outside personal locks may be used on Pike Township lockers.
2. Reporting damaged or vandalized lockers to a teacher or coach. Do not vandalize or damage locks, lockers, or school property. Graffiti, theft, harassment, or other improper behavior is prohibited in Pike Township locker rooms.
3. Making sure all clothing and other personal items are completely enclosed in the locker before you lock it. Make sure the locker is completely locked (spin the dial).
4. Reporting clothing or other personal belongings that have been left unsecured or unattended to a teacher or coach.
5. In the case of a medical emergency, contact the nearest teacher, coach, or athletic trainer immediately.
6. If you have difficulty with your locker, ask your teacher or coach for assistance.
7. Physical Education/Athletic clothing in lockers should be washed at least once a week.
8. Do not enter or leave the locker room area without permission from a teacher or coach.
9. All users will be expected to comply with locker room rules that are specific to your Physical Education teacher or coach.
10. Use of wireless communication devices are PROHIBITED in locker rooms at all times.

MSD OF PIKE TOWNSHIP POLICY 5513 – CARE OF SCHOOL PROPERTY

Basic to the philosophy of the School Board is a respect for the rights of others. Students are urged to exercise this respect in regard to the belongings of others, including school property. Each student should realize that vandalism to school property is costly to repair and is directly related to increased school taxes.

Attempts should be made to teach students respect for property which can be done in connection with the care of textbooks and the use of school materials and equipment.

Students who cause damage to school property shall be subject to disciplinary measures and restitution for damages.

The Board authorizes the recovery of costs related to the loss, damage, or destruction of school equipment, apparatus, musical instruments, library materials, textbooks, and for damage to school buildings.

The Board reserves the right to file a civil action in a court of competent authority against parents of a student who willfully destroys Corporation property.

The Superintendent shall develop procedures to implement this policy, which include the requirement that all incidents involving the destruction of property be reported to the proper authority. The Superintendent may report to the juvenile authorities any student whose damage of school property has been serious or chronic in nature.

DISTRICT ALCOHOL, DRUG, AND TOBACCO POLICY

Participation in the MSD of Pike Township athletic program requires self-discipline and sacrifice. A participant is an example for peers and the younger people in the community. The athlete must accept the responsibility.

As school representatives, we are concerned with conduct detrimental to good order, general health, and the welfare of our students. We believe that all students, especially those involved in athletic activities, can and must live by high standards in and out of school.

Part of the mission of the schools in the State of Indiana is to provide instruction and guidance regarding possessing, using, consuming, transmitting, or being under the influence of drugs/alcohol, and/or possession or using tobacco and/or tobacco products.

MSD of Pike Township athletes are expected to conduct themselves in a manner consistent with school policy. All athletes should be aware that any act that could generally result in a recommendation for suspension/expulsion from school shall constitute sufficient reason for the principal and/or athletic director to deny athletic participation. District wide behavior policy will take precedence over athletic department or team rules when student is involved in improper behavior. The athletic department and coaching staff may add additional penalties.

USE OF TOBACCO ON SCHOOL PREMISES

The School Board recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the nonuser and is, therefore of concern to the Board. For purposes of this policy, “use of tobacco and vaporizers” shall mean all uses of tobacco, including a cigar, cigarette, E-cigarette, pipe, snuff, or any other matter or substance that contains tobacco marijuana, propylene glycol, nicotine or any tobacco paraphernalia. In order to protect the students and staff who choose not to use tobacco from an environment noxious to them and because the Board cannot, even by inaction, condone the use of tobacco, the Board prohibits the use of tobacco in school buildings at all times. Such prohibition also applies on school property, on school buses or school owned vehicles, and at any school-related event.

In order to protect students and staff who choose not to use tobacco from an environment noxious to them, and because the Board cannot, even by inaction, condone the use of tobacco, the Board prohibits the use of tobacco in school buildings at all times. Such prohibition also applies on school property, on school buses or school owned vehicles, and at any school-related event.

PROCEDURE FOR SUSPENSION FROM ATHLETIC ACTIVITIES:

All information regarding improper use of drugs, alcohol or tobacco will be reported to the school principal or dean.

In addition to established school policies, all students participating in athletics who are found to be possessing, using, consuming, transmitting, or being under the influence of drugs/alcohol, and/or possessing or using tobacco and/or tobacco products off school premises may be excluded from participating in athletics.

A CONTEST is defined as any regular season or tournament contest. This includes any IHSAA tournament game(s). Pre-season jamborees or scrimmages are not part of the percentage, but the student would not be able to participate in such events.

Multiple sport athletes - penalties carry over to other sports.

Athletes may at the discretion of the athletic department, continue to practice daily to maintain proper training for the sport season.

IT IS OUR RECOMMENDATION THAT INDIVIDUALS SEEK COUNSELING FOR EACH OFFENSE. THIS COUNSELING COULD BE WITH PRIVATE PROFESSIONALS OR WITH PIKE TOWNSHIP STAFF/PERSONNEL.

PROCEDURES UTILIZED WHEN A VIOLATION OF THE TOBACCO POLICY OCCURS:

1. FIRST OFFENSE: Suspension of 10% of contests regularly scheduled for that sport.
2. SECOND OFFENSE: Suspension of 25% of contests regularly scheduled for that sport.
3. THIRD OFFENSE: Suspension of 50% of contests regularly scheduled for that sport.

PROCEDURES UTILIZED WHEN A VIOLATION OF THE DRUG/ALCOHOL POLICY OCCURS:

1. FIRST OFFENSE: Suspension of 25% of contests.
2. SECOND OFFENSE: Suspension of 50% of contests.
3. THIRD OFFENSE: Suspension of 365 days from athletics from time of the offense.

YOU ARE AN ATHLETE YEAR-ROUND; THEREFORE, THE RULES APPLY TO YOU 365 DAYS A YEAR.

MSD OF PIKE TOWNSHIP POLICY 5512 – USE OF TOBACCO

The School Board recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the nonuser and is, therefore, of concern to the Board.

For purposes of this policy, use of tobacco shall mean all uses of tobacco, including cigar, cigarette, pipe, snuff, or any other matter or substance that contains tobacco.

In order to protect students who choose to use tobacco from an environment that might be harmful to them, the School Board prohibits the use and/or possession of tobacco by students in school buildings, on school grounds, on school buses, or participating in any school-sponsored event.

MSD OF PIKE TOWNSHIP POLICY 5517.01 – BULLYING

The School Board is committed to providing a safe, positive, productive, and nurturing the educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Bullying behavior toward a student, whether by other students, staff, or third parties, is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse as provided herein. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation.

Engaging in “cyberbullying,” which is bullying that occurs through the use of data or computer software that is accessed through a computer, computer system, computer network, or cellular telephone or other wireless or cellular communications device also is prohibited. This policy applies when a student is on school grounds immediately before or during school hours, immediately after school hours, or at any other time when the school is being used by a school group; off school grounds at a school activity, function, or event; traveling to or from school or a school activity, function, or event; or, using property or equipment provided by the school. Additionally, this policy applies regardless of the physical location when:

- A. The individual committing the bullying behavior and any of the intended targets of the bullying behavior are students attending a school within the School Corporation; and
- B. The bullying behavior results in a substantial interference with school discipline or an unreasonable threat to the rights of others to a safe and peaceful learning environment.

Bullying as defined in State law means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other student and create for the targeted student an objectively hostile school environment that:

- A. Places the targeted student in reasonable fear of harm to the targeted student's person or property;
- B. Has a substantially detrimental effect on the targeted student's physical or mental health;
- C. Has the effect of substantially interfering with the targeted student's academic performance; or
- D. Has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

This type of behavior is a form of harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It includes, but is not limited to, such behaviors as stalking, intimidation, menacing behavior, coercion, name-calling, taunting, making threats, and hazing. It also includes the use of digital or electronic communications to engage in such behaviors.

However, Indiana law exempts the following from the definition of "bullying":

- A. Participating in a religious event.
- B. Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
- C. Participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article I, Section 31 of the Constitution of the State of Indiana, or both.
- D. Participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one or more adults.
- E. Participating in an activity undertaken at the prior written direction of the student's parent.
- F. Engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

Any student who believes s/he has been or is currently the victim of bullying should immediately report the situation to the building principal or assistant principal or the Superintendent. The student also may report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. This report may be made anonymously. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President. A parent may file a complaint on behalf of a student in the same manner.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be bullying behavior directed toward a student. Reports may be made to those identified above. Staff members who fail to report bullying or who fail to conduct an investigation when assigned that duty are subject to disciplinary action, up to and including discharge.

All complaints about bullying behavior that may violate this policy shall be promptly investigated according to the timeline established by the Superintendent's administrative guidelines.

If, during an investigation of reported acts of bullying and/or harassment, the investigator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on sex, race, color, national origin, religion, or disability, the investigator will report the act of bullying and/or harassment to one (1) of the Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517 – Anti-Harassment.

If the investigator finds an instance of bullying behavior has occurred, prompt and appropriate action or responses shall be taken to address the behavior wherever it occurs including, as appropriate, disciplinary action, up to and including expulsion for students, discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Bullying acts shall be reported to law enforcement officials immediately upon determining that a report to law enforcement is necessary.

The parents of the targeted student and the reported bully shall be notified of the alleged bullying incident at the beginning of the investigation, the findings of the investigation at the conclusion of the investigation, and, as appropriate, any remedial action that has been or will be taken to the extent disclosure is permitted by law. In addition to discipline, remedial action may include support services for the targeted student and bullying education for the bully, among other actions.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying. Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and making intentionally false reports may result in disciplinary action as indicated above.

For a definition of and instances that could possibly be construed as hazing, consult Policy 5516.

The Corporation shall maintain a link on its internet website to the internet website resource page maintained by the Indiana Department of Education that provides parents and school officials with resources or best practices regarding the prevention and reporting of bullying and cyberbullying.

Confidentiality

To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations.

Safe School Committee

In accordance with State law, there shall be a Safe School Committee in each school within this Corporation (see Policy 8400 - School Safety).

The Superintendent is directed to develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

Revised 3/13/14

MSD OF PIKE TOWNSHIP POLICY 5516 – HAZING

The School Board believes that hazing activities of any type are inconsistent with the educational process and prohibits all such activities at any time in school facilities, on school property, and at any Corporation- sponsored event.

Hazing shall be defined for purposes of this policy as performing any act or coercing another, including the victim, to perform any act of initiation into any class, group, or organization that causes or creates a risk of causing mental, emotional, or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Administrators, faculty members, and other employees of the Corporation shall be alert particularly to possible situations, circumstances, or events, which might include hazing. If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the Superintendent. Students, administrators, faculty members, and other employees who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil and criminal penalties in accordance with law.

The Superintendent shall distribute this policy to all students and Corporation employees, and shall incorporate it into building, staff, and student handbooks. It shall also be the subject of discussion at employee staff meetings or in-service programs. I.C. 35-42-2-2

MSD OF PIKE TOWNSHIP POLICY 5517 – ANTI-HARRASSMENT

It is the policy of the School Board of the School Corporation to maintain an education and work environment that is free from all forms of unlawful harassment occurring in the Corporation's educational opportunities, programs, or activities, or, if initially occurring off Corporation grounds or outside the Corporation's educational opportunities, programs, and activities, affecting the Corporation environment (hereinafter referred to collectively as "unlawful harassment"). This commitment applies to all Corporation operations, educational opportunities, programs, and activities. All students, administrators, teachers, staff, and other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment occurring in the Corporation's educational opportunities, programs, or activities, or, if initially occurring off Corporation grounds or outside the Corporation's educational opportunities, programs, and activities, affecting the Corporation environment. This policy applies to unlawful conduct occurring on school property, or at another location if such conduct affects the Corporation environment.

The Board will vigorously enforce its prohibition against unlawful harassment that is based on race, color, national origin, sex (including gender status, sexual orientation and/or gender identity), religion, disability, military status, ancestry, or genetic information, which are classes protected by Federal and/or State civil rights laws (hereinafter referred to as "Protected Classes"), and encourages those within the Corporation community as well as Third Parties who feel aggrieved to seek assistance to rectify such problems occurring in the Corporation's educational opportunities, programs or activities, or, if initially occurring off Corporation grounds or outside the Corporation's educational opportunities, programs and activities, affecting the Corporation environment.

All Corporation employees, including administrators, professional staff and support staff, shall report any incident of alleged unlawful harassment that the employee observes or which is reported to the employee.

The Corporation will investigate all allegations of unlawful harassment and, in those cases where unlawful harassment is substantiated, take steps immediately to end the harassment, prevent its recurrence, and remedy its effects.

Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action, up to and including termination of employment or expulsion from school.

Furthermore, Corporation employees who fail to report any incident of alleged unlawful harassment that the employee observes or which is reported to the employee also are subject to appropriate disciplinary action, up to and including termination of employment.

Other Violations of the Anti-Harassment Policy

The Corporation also will take immediate steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:

- A. Retaliating against a person who has made a report or filed a complaint alleging unlawful harassment or who has participated as a witness in a harassment investigation.
- B. Filing a malicious or knowingly false report or complaint of unlawful harassment.
- C. Disregarding, failing to investigate adequately, or delaying investigation of allegations of unlawful harassment, when responsibility for reporting and/or investigating unlawful harassment charges comprises part of one's duties.

Sexual Harassment covered by Policy/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.

Notice

Notice of the Board's policy on anti-harassment in the educational environment and the identity of the Corporation's Compliance Officers will be posted throughout the Corporation and published in any Corporation statement regarding the availability of employment, staff handbooks, and general information publications of the Corporation as required by Federal and State law and this policy.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant is the individual who alleges or is alleged to have been subjected to unlawful harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.

Respondent is the individual who is alleged to have engaged in unlawful harassment, regardless of whether the Complainant files a formal complaint or is seeking an informal resolution to the alleged harassment.

Corporation community means students, Corporation employees (i.e., administrators and professional and classified staff), and Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include but are not limited to guests and/or visitors on Corporation property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with or seeking to do business with the Board, and other individuals who come in contact with members of the Corporation community at school-related events/activities (whether on or off Corporation property).

Day(s): Unless expressly stated otherwise, the term “day” or “days” as used in this policy means business day(s) (i.e., a day(s) that the Corporation office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Bullying

Bullying rises to the level of unlawful harassment when one (1) or more persons systematically and chronically inflict(s) physical hurt or psychological distress on one (1) or more students with the intent to harass, ridicule, humiliate, intimidate or harm that/those student(s) based upon sex, race, color, national origin, religion, or disability, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment, cause discomfort or humiliation, or unreasonably interfere with the individual’s school performance or participation and may involve:

- A. teasing;
- B. threats;
- C. intimidation;
- D. stalking;
- E. cyberstalking;
- F. cyberbullying
- G. physical violence;
- H. sexual violence;
- I. theft;
- J. sexual, religious, or racial harassment;
- K. public humiliation; or
- L. destruction of property.

In the bullying context, “harassment” means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against a student that:

- A. places a student in reasonable fear of harm to his/her person or damage to his/her property;
- B. has the effect of substantially interfering with a student’s educational performance, opportunities, or benefits; or
- C. has the effect of substantially disrupting the orderly operation of a school.

Bullying that rises to the level of Sexual Harassment is covered by Policy/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, and is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.

Race/Color Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may include but is not limited to conduct directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may include but is not limited to conduct directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involving religious slurs.

National Origin Harassment

Prohibited national origin harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may include but is not limited to conduct directed at the characteristics of a person's national origin, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may include but is not limited to conduct directed at the characteristics of a person's disability, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like.

Corporation Compliance Officers

The Board designates the following individuals to serve as the Corporation's Compliance Officers (also known as "Anti-Harassment Compliance Officers") (hereinafter referred to as the "COs").

Director of Human Resources
317-293-0393

The names, titles, and contact information for the COs will be published annually on the Corporation's website and in the Corporation's Annual Report to the public.

The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment on the basis of a protected class.

The COs will oversee the investigation of any complaints of harassment based on a protected class which may be filed pursuant to the Board's adopted internal complaint procedure (see below) and will attempt to resolve such complaints. The Board will provide for the prompt and equitable resolution of complaints alleging harassment based on a protected class.

Reports and Complaints of Unlawful Harassment and Retaliation

Students and Corporation employees are required, and all other members of the Corporation community and Third Parties are encouraged, to promptly report incidents of harassment based on a protected class to an administrator, supervisor, or other Corporation official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any teacher, administrator, supervisor, or other Corporation employee or official who receives such a complaint shall file it with the CO within two (2) business days.

Members of the Corporation community, which includes students, who believe they have been unlawfully harassed by another member of the Corporation community or a Third Party are entitled to utilize the Board's complaint process set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's participation in educational or extra-curricular programs. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available.

If during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile educational environment and may have constituted unlawful harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to one of the COs, who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, the matter will be handled in accordance with the grievance process and procedures outlined in Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities. While the CO investigates the allegation or the matter is being addressed pursuant to Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, the Principal shall suspend the Policy 5517.01 investigation to await the CO's written report or the determination of responsibility pursuant to Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities. The CO shall keep the Principal informed of the status of the Policy 5517 - Anti-Harassment investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 -Nondiscrimination on the Basis of Sex in Education Programs or Activities grievance process.

The COs will be available during regular school/work hours to discuss concerns related to "unlawful harassment" on the basis of a protected class, to assist students who seek support or advice when informing another individual about "unwelcome" conduct, or to intercede informally on behalf of the student. COs shall accept complaints of unlawful harassment directly from any member of the Corporation community or a Third Party and reports that initially are made to another Corporation employee. Upon receipt of a report of alleged harassment, the CO will contact the Complainant and begin either an informal or formal process (depending on the Complainant's request and the nature of the alleged harassment) or designate a specific individual to conduct such a process.

The CO will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the CO will prepare recommendations for the Superintendent or will oversee the preparation of such recommendations by a designee. All members of the Corporation community must report incidents of harassment based on a Protected Class that are reported to them to the CO within two (2) business days of learning of the incident/conduct.

Any Corporation employee who directly observes unlawful harassment of a student is obligated, in accordance with this policy, to report such observations to a CO within two (2) business days. Additionally, any Corporation employee who observes an act of unlawful harassment is expected to intervene to stop the harassment unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Corporation employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the CO or designee must contact the Complainant if age eighteen (18) or older or the Complainant's parents/guardians if the Complainant is under the age of eighteen (18) within two (2) days to advise of the Board's intent to investigate the alleged harassment. Additionally, if the alleged harasser is a student, the CO or designee must contact the Respondent if age eighteen (18) or older, or the Respondent's parents/guardians if the Respondent is under the age of eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged harassment.

Investigation and Complaint Procedure (see Form 5517 F1)

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex Education Program or Activities, any student who alleges to have been subjected to unlawful harassment based on a Protected Class may seek resolution of the complaint through the procedures described below. The formal complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

Due to the sensitivity surrounding complaints of unlawful harassment or retaliation, time lines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. Once the formal complaint process is begun, the investigation will be completed in a timely manner (ordinarily within fifteen (15) business days of the complaint being received).

The procedures set forth below are not intended to interfere with the rights of a student to pursue a complaint of unlawful harassment or retaliation with the United States Department of Education, Office for Civil Rights ("OCR") or the Indiana Civil Rights Commission ("ICRC"). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: <http://www.ed.gov/ocr>.

Informal Complaint Procedure

The goal of the informal complaint procedure is to stop inappropriate behavior promptly and facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for a student who alleges unlawful harassment or retaliation. This informal procedure is not required as a precursor to the filing of a formal complaint.

The informal process is available only when the Complainant and the Respondent mutually agree to participate in it.

The Complainant may proceed immediately to the formal complaint process, and individuals who seek resolution through the informal procedure may request that the informal process be terminated at any time to move to the formal complaint process.

All complaints involving a Corporation employee, any other adult member of the Corporation community, or a Third Party and a student will be formally investigated.

As an initial course of action, if a Complainant feels comfortable and safe in doing so, the individual should tell or otherwise inform the Respondent that the alleged harassing conduct is unwelcome and must stop. The Complainant should address the allegedly harassing conduct as soon after it occurs as possible. The COs are available to support and counsel individuals when taking this initial step or to intervene on behalf of the Complainant if requested to do so. A Complainant who is uncomfortable or unwilling to approach the Respondent directly about the allegedly inappropriate conduct may file an informal or a formal complaint.

In addition, with regard to certain types of unlawful harassment, such as sexual harassment, the CO may advise against the use of the informal complaint process.

A Complainant who alleges harassment based on a protected class or retaliation may make an informal complaint, either orally or in writing to: 1) a building administrator; 2) one of the COs; or 3) to the Superintendent or other Corporation-level employee.

All informal complaints must be reported to one of the COs who either will facilitate an informal resolution as described below or appoint another individual to facilitate an informal resolution.

The Corporation's informal complaint procedure is designed to provide the Complainant with a range of options designed to bring about a resolution of the Complainant's concerns. Depending upon the nature of the complaint and the wishes of the Complainant, informal resolution may involve but is not limited to one or more of the following:

- A. Advising the Complainant about how to communicate the unwelcome nature of the behavior to the Respondent.
- B. Distributing a copy of Policy 5517 - Anti-Harassment as a reminder to the individuals in the school building or office where the Respondent works or attends school.
- C. If both parties agree, the CO may arrange and facilitate a meeting or mediation between the Complainant and the Respondent to work out a mutual resolution.

While there are no set time limits within which an informal complaint must be resolved, the CO or a designee is directed to attempt to resolve all informal complaints within fifteen (15) business days of receiving the informal complaint.

If the Complainant is dissatisfied with the results of the informal complaint process, the Complainant may proceed to file a formal complaint. And, as stated above, either party may request that the informal process be terminated at any time to move to the formal complaint process.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, one of the parties has requested that the informal complaint process be terminated to move to the formal complaint process, the Complainant elects to file a formal complaint from the outset, or the CO determines the allegations are not appropriate for resolution through the informal process, the formal complaint process as described below shall be implemented.

A Complainant may file a formal complaint either orally or in writing with a Principal, the CO, the Superintendent, or other Corporation official.

Due to the sensitivity surrounding complaints of unlawful harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a formal complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a teacher, Principal, Superintendent, or other Corporation official, either orally or in writing, about any complaint of harassment or retaliation, that employee must report such information to the CO within two (2) business days.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All formal complaints of unlawful harassment or retaliation must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview and the Complainant will be asked to verify the accuracy of the reported complaint by signing the document.

Upon receiving a formal complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation, including but not limited to a change of building or class assignment or class schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the Compliance Officer still may take whatever actions are deemed appropriate in consultation with the Superintendent.

Within two (2) business days of receiving the complaint, the CO or designee will initiate a formal investigation to determine whether the Complainant has been subjected to unlawful harassment or retaliation.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and provided with a copy of any relevant policies and/or administrative guidelines, including Policy 5517 - Anti-Harassment. The Respondent also must be informed of the opportunity to submit a written response to the formal complaint within five (5) business days.

Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of harassment based on a Protected Class or retaliation within fifteen (15) business days of receiving the formal complaint.

The investigation will include:

- A. interview(s) with the Complainant;
- B. interview(s) with the Respondent;
- C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations; and
- D. consideration of any documentation or other information, presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the CO/designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful harassment as provided in Board policy and State and Federal law as to whether the Respondent engaged in unlawful harassment of or retaliation against the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the age and maturity level of any student involved. In determining if unlawful harassment or retaliation occurred, a preponderance of the evidence standard will be used.

The CO may consult with the Board's legal counsel before finalizing the report to the Superintendent.

Absent extenuating circumstances, within five (5) business days of receiving the report of the CO/designee, the Superintendent either must issue a decision regarding whether the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) business days. At the conclusion of the additional investigation, the Superintendent must issue a written decision as described above.

If the Superintendent determines the Respondent engaged in harassment of or retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

The decision of the Superintendent shall be final.

The Board reserves the right to investigate and resolve a complaint or report of unlawful harassment or retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies, such as the filing of a complaint with the OCR or the ICRC, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of the complaint procedures is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Corporation will employ all reasonable efforts to protect the rights of the Complainant, the Respondent, and the witnesses to the extent possible, consistent with the Corporation's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.

During the course of a formal investigation, the CO or designee will instruct all members of the Corporation community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken because of the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a Corporation employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against unlawful harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of any relevant collective bargaining agreement or student code of conduct. Any discipline of students with disabilities will be in accordance with the Individuals with Disabilities Education Act ("IDEA") and the Federal and State regulations implementing the IDEA.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where unlawful harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies, consistent with the terms of any relevant collective bargaining agreement or student code of conduct.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws or this policy, or exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Allegations Constituting Child Abuse/Criminal Conduct

State law requires any teacher or school employee who knows or suspects that a child under the age of eighteen (18) is a victim of child abuse or neglect to immediately report that knowledge or suspicion to the Department of Child Services ("DCS"). If, during the course of a harassment investigation, the CO or designee has reason to believe or suspect that the alleged conduct reasonably indicates abuse or neglect of the Complainant, a report must be made in accordance with State law and Board Policy.

If the CO or designee has reason to believe that the Complainant has been the victim of criminal conduct as defined under State law, a report must be made to local law enforcement.

Any reports made to DCS or local law enforcement shall not terminate the CO's or designee's obligation and responsibility to continue to investigate a complaint of harassment. While the CO or designee may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies.

Education and Training

In support of this Anti-Harassment Policy, the Board promotes preventative educational measures to create greater awareness of unlawful discriminatory practices. The Superintendent shall provide appropriate information to all members of the Corporation community related to the implementation of this policy and shall provide training for Corporation students and staff where appropriate. All training and information provided regarding the Board's policy and harassment in general will be age and content appropriate.

Retention of Investigatory Records and Materials

The CO is responsible for overseeing the retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:

- A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;
- B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;
- C. any documentation that memorializes the actions taken by Corporation personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the Corporation's response to the alleged violation of this policy;
- D. written witness statements;
- E. narratives, notes from, and audio, video, or digital recordings of witness interviews/statements;
- F. e-mails, texts, and social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);
- G. notes and summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;
- H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;
- I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;
- J. documentation of any supportive measures offered and/or provided to the Complainant or the Respondent, including no contact orders issued to both parties, the dates the no contact orders were issued, and the dates the parties acknowledged receipt of the no contact orders;
- K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

- L. copies of the Board policy and procedures/guidelines used by the Corporation to conduct the investigation and any documents used by the Corporation at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);
- M. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State (e.g., I.C. 5-14-3-4) law, such as student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years and longer if required by the Corporation's records retention schedule.

Revised 7/12/18

METROPOLITAN SCHOOL DISTRICT OF PIKE TOWNSHIP

DISTRICT-WIDE BEHAVIOR GUIDE

Codes: OSS: Out of School Suspension PSA: Pike Support Academy GL: Guided Learning		
Offense	Definition	Range of Consequences
Academic Misconduct	The illegal use of written, printed, or electronic materials to gain an academic advantage. This includes, but is not limited to; plagiarism, cheating (the use of crib notes, cheat sheets, etc.) and the unauthorized reproduction and/or use of academic properties (tests, quizzes, answer sheets, etc.)	Parent conference, zero (0) credit for the assignment, additional assignments required, withdrawal/"F" grade for the course, assignment to study hall, PSA, suspension, GL
Assault/Threat	Threatening to physically harm an individual, bringing any weapon to school or threatening to use any against a student or staff member. Using words that arouse alarm in others through the use of language that is discriminatory, abusive, threatening, or obscene.	Verbal reprimand, parent conference, PSA, suspension, expulsion, refer to Law Enforcement, GL
Battery on an Individual	Intentionally causing or attempting to cause physical injury and/or intentionally behaving in such a way as could reasonably cause physical injury to any person.	Refer to Law Enforcement, suspension, PSA, expulsion, GL
Disruptive Behavior	An action which creates turmoil or disorder. Any action that causes a disruption in or around the learning environment or one that constitutes an interference with school purposes.	Parent conference, detention, Friday/Saturday School, suspension, PSA, parent shadowing, GL
Driving Violations	Reckless driving or misuse of driving privileges.	Loss of driving privileges on the MSD of Pike Township's property, Refer to Law Enforcement
Drugs/Alcohol	Possessing, using, selling, consuming, transmitting, or being under the influence of drugs, alcohol or any substance represented to be drugs or alcohol or anything used or designed to be used primarily for the storage, processing, delivery or consumption of a controlled substance. *See Expanded Definition	This offense carries a minimum 5 days OSS, Refer to Law Enforcement, 5 – 10 day OSS, expulsion
Failure to Follow Directions/Insubordination	The failure to comply with directions of teachers/administrators or other school personnel during any period of time when the student is properly under their supervision.	Parent conference, detention, Friday/Saturday School, parent shadowing, suspension, PSA, referral to Habitual Offender, GL
Extreme Disrespect	Highly inappropriate gestures, language and/or actions that can be viewed as obscene or rude to a peer, staff member or adult in authority.	Parent conference, parent shadowing, detention, Friday/Saturday School, suspension, PSA, expulsion, GL
False Alarm	Making a report, attempting to call or pull, or calling or pulling an alarm for fire or bomb when it does not exist.	Refer to Law Enforcement, suspension, PSA, expulsion, GL
Fighting	Engaging in a physical contact or struggle with one or more students. A disagreement between two or more students in which physical contact occurs, punches are thrown, or any part of the body is used either aggressively or in retaliation. (This could include but is not limited to throwing fists, kicking, or pulling hair.)	Parent conference, Friday/Saturday School, restitution (if applicable), suspension, PSA, expulsion, refer to Law Enforcement, GL
Gang Activity	Wearing or displaying any gang symbol, insignia, emblems, shirts or clothing. Any act or speech showing gang affiliation and/or any conduct in the furtherance of gang activity.	Refer to Law Enforcement, suspension, PSA, expulsion, GL
Habitual Offender	Repeatedly violating school rules or regulations. Previous interventions have not been successful in modifying student behavior.	PSA, OSS, expulsion, GL
Highly Inappropriate Language	The use of offensive or inappropriate language through written word, gestures, or speaking. Engaging in speech or conduct including clothing, jewelry, or hair style which is profane, indecent, lewd, vulgar, or offensive to school purposes.	Parent conference, detention, Friday/Saturday School, suspension, PSA GL
Improper Sexual Behavior/ Sexual Harassment	The act of making improper, unacceptable sexual advances/contact/exposure or sexual harassment which includes verbal statements, gestures or physical contact; an act not in accord with propriety, modesty, or good manners. This would include possession or distribution of pornographic materials, or the accessing of pornographic materials through technology.	Parent conference, detention, suspension, PSA, referral to Law Enforcement, GL
Inappropriate Use of Technology	<ul style="list-style-type: none"> a) An action that would violate copyright provisions. b) Accessing unauthorized school records or technology files. c) Accessing pornographic or inappropriate Internet sites. d) Posting or publishing derogatory or inappropriate information. e) Any action constituting an interference with school purposes or educational function. Any violation of the written technology policy.	Loss of computer privileges, parent conference, suspension, PSA, refer to Law Enforcement, GL

Intimidation/Bullying	Any attempt to make an individual fearful. Acts or gestures, including but not exclusive to; verbal or written communication, physical acts or behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, extort, intimidate or harm the other student. To make an individual fearful of an act. *See Expanded Definition	Parent conference, detention, restitution (if applicable), PSA, suspension, expulsion, GL
Stealing / Knowingly Possessing Stolen Goods	The act of taking or knowingly possessing an item (property) of the school or of another person.	Parent conference, restitution, detention, Friday/Saturday School, suspension, PSA, refer to Law Enforcement, GL
Student Misrepresentation	The willful act of using school materials to deceive school officials. This includes, but is not limited to: adding name(s) to hall passes, using another student's ID, giving another student your ID, altering or defacing an ID, giving the wrong name or ID number.	Detention, Friday/Saturday School, PSA, suspension, GL
Terrorism	The use of violent threats which cause others to be afraid for their lives and /or overwhelmed with extreme fear, panic or terror. Such threat may be used to intimidate and coerce individuals into submitting to demands of the terrorist. Such threatening acts violate the right of students, staff and community to a peaceful and safe environment and endanger the well-being and safety of all.	Expulsion, refer to Law Enforcement
Trespassing	Unauthorized or illegal intrusion of a building or grounds before, during or after school.	Refer to Law Enforcement, suspension, PSA, expulsion, GL
Truancy (from Class or School)	The willful non-attendance of a student from school without parent/guardian/custodial permission. Habitual tardiness may be considered truancy.	Parent conference, Friday/Saturday School, referral to Habitual Offender, PSA, refer to attendance officer, GL
Use, Possession, Transmission or Sale of Tobacco Products, Matches, Lighters or Fireworks	Using any form of tobacco products. Having in one's actual and physical control any form of tobacco. Possessing, transmitting, using or selling any tobacco product, lighter, firecracker, matches or item that is flammable or could cause fire. *See Expanded Definition	Refer to Law Enforcement, suspension, Friday/Saturday School, parent conference, PSA, expulsion, GL
Vandalism / Arson	Willful or malicious destruction or defacement of property. Intentionally setting fire to any school building or property.	Refer to Law Enforcement, suspension, PSA, expulsion, GL
Weapons / Instruments of offensive or defensive combat	Possession, handling, using, transmitting or selling any object that could be used to intimidate, inflict pain, or cause injury. Any weapon or form of firearm that could cause injury to another individual. *See Expanded Definition	Refer to Law Enforcement, suspension, expulsion, GL

PLEASE NOTE:

This guide is not all inclusive. Discretion is up to the building administrator (or designee) who will determine the consequence that is appropriate for each specific incident. Decisions will be made with the best interest of all parties involved. Every effort will be made to keep all students in a learning environment. Additional policies, rules and regulations may be found in the District Student/Parent Handbook.

Make up work is expected to be completed, but credit will not be given by classroom teachers for out of school suspensions, truancy or expulsions.

Board Approved: June 14, 2018

Sports Medicine

Physical Examinations

Purpose for a Physical Examination

The Official Sports Medicine provider for Pike Township will provide pre-participation physical examinations. The goal for the exams is to promote the health and safety of the athlete in training and competition. This evaluation is a tool to screen athletes for injuries, illness or factors that may put them at risk.

The purpose of a physical examination is to facilitate and encourage safe participation in sport activities. If conditions are discovered through the history or physical exam that require further evaluation, it will be noted on the form and the athlete's primary care doctor must provide written clearance prior to participation in organized sports.

The athletic physical is not intended to replace athletes' regular health maintenance examinations by one's primary care physician. The athletic physical is comprehensive and professional; it does not cover certain adolescent and teenage health issues that are better addressed in a primary care physician's office. Pike Township and the Sports Medicine provider encourage parents and athletes to maintain a strong relationship with a physician on an annual basis.

Prior to the first athletic team practice or try-out, students must have had a **physical examination by a physician holding an unlimited license to practice medicine**. For a physical examination to be valid for the current school year, it must have been performed **no earlier than April 1st of the previous school year**. The IHSAA physical examination form **MUST** be on file with the athletic director **before** a student may practice or try out for a team. These forms are available in the main and athletic offices of each school. Parents/guardians who are unable to schedule an examination appointment with a regular family physician before a first practice or try-out date might take their child to an immediate care facility, where athletic physical examinations are often offered on a walk-in basis. The IHSAA physical examination form is not considered to be complete and on file until **all 3 pages** are complete, including dates and required adult signatures, and in the possession of the athletic director. Incomplete forms will be returned to students for completion, and these students may **NOT** participate in a practice or try-out and may not return to the next practice or try-out without first turning in the completed form to the Athletic Director.

INSURANCE

The parent/guardian is required to provide information concerning insurance coverage on the third page of the IHSAA form. **The school/school district does NOT carry primary liability insurance for injuries.** (See Pike High School Athletic Department Insurance Waiver form in the back of this handbook)

CONCUSSION

Indiana Sports Concussion Law Senate Bill 222 Passed March 24, 2014

Summary

Provides that a high school student athlete who has been removed from play because of a suspected concussion or head injury may not return to play until at least 24 hours have passed since the incident. Beginning July 1, 2014, requires football coaches and assistant football coaches who are coaching individuals less than 20 years of age to complete a course concerning player safety and concussions at least once during a two year period. Provides civil immunity for football coaches in certain circumstances.

SECTION 1. IC 20-34-7-1.5 IS ADDED TO THE INDIANA CODE AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2014]:

Sec. 1.5. As used in this chapter, "organizing entity" means any person that:

- (1) Operates:
 - (A) a recreational;
 - (B) an intramural; or
 - (C) an extracurricular; athletic or sports program for individuals who are less than twenty (20) years of age; and
- (2) uses a facility, field, park, or other property that is owned, leased, operated, or maintained by any of the following:
 - (A) The state.
 - (B) A political subdivision (as defined in IC 36-1-2-13).
 - (C) An agency or instrumentality of an entity described in clause (A) or (B).

SECTION 2. IC 20-34-7-5, AS ADDED BY P.L.144-2011, SECTION 1, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2014]:

Sec. 5. (a) A high school student athlete who has been removed from play under section 4 of this chapter may not return to play until: SEA 222 — CC 1

- (1) the student athlete:
 - (1) (A) is evaluated by a licensed health care provider trained in the evaluation and management of concussions and head injuries; and
 - (2) (B) receives a written clearance to return to play from the health care provider who evaluated the student athlete; and
 - (2) not less than twenty-four (24) hours have passed since the student athlete was removed from play.
- (b) A licensed health care provider who evaluates a student athlete under subsection (a) may c o n d u c t the evaluation as a volunteer. A volunteer health care provider who in good faith and gratuitously authorizes a student athlete to return to play is not liable for civil damages resulting from an act or omission in the rendering of an evaluation, except for acts or omissions that constitute gross negligence or willful or wanton misconduct.

**SECTION 3. IC 20-34-7-6 IS ADDED TO THE INDIANA CODE
AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY**

1, 2014]: Sec. 6. (a) As used in this section, "football" does not include flag football.

(b) Beginning July 1, 2014, prior to coaching football to individuals who are less than twenty (20) years of age, each head football coach and assistant football coach shall complete a certified coaching education course that:

- (1) is sport specific;
 - (2) contains player safety content, including content on:
 - (A) concussion awareness;
 - (B) equipment fitting;
 - (C) heat emergency preparedness; and
 - (D) proper technique;
 - (3) requires a coach to complete a test demonstrating comprehension of the content of the course; and
 - (4) awards a certificate of completion to a coach who successfully completes the course.
- (b) For a coach's completion of a course to satisfy the requirement imposed by subsection
- (c) the course must have been approved by the department.
- (d) A coach shall complete a course not less than once during a two (2) year period. However, if the coach receives notice from the organizing entity that new information has been added to the course before the end of the two (2) year period, the coach must:
- (1) complete instruction; and
 - (2) successfully complete a test; concerning the new information to satisfy the requirement imposed by subsection (b).
- (e.) An organizing entity shall maintain a file of certificates of completion awarded under subsection (b)
- (4) to any of the organizing entity's head coaches and assistant coaches.
- (f) A coach who complies with this section and provides coaching services in good faith is not personally liable for damages in a civil action as a result of a concussion or head injury incurred by an athlete participating in an athletic activity in which the coach provided coaching services, except for an act or omission by the coach that constitutes gross negligence or willful or wanton misconduct.

**SECTION 4. IC 34-30-2-85.9 IS ADDED TO THE INDIANA
CODE AS A NEW SECTION TO READ AS FOLLOWS**

[EFFECTIVE JULY 1, 2014]: Sec. 85.9. IC 20-34-7-6 (Concerning coaches).

President of the Senate
President Pro Tempore
Speaker of the House of Representatives
Governor of the State of Indiana
Date: _____ Time: _____
SEA 222 — CC 1

Concussions/Head Injury Information and Acknowledgment

Definitions: MSD of Pike Township will use the following definitions in its compliance with State Concussion Laws:

- **Athlete** – any person under the age of 20 involved in athletic activity and receiving instructions on how to participate in athletic activities
- **Athletic Activity** – any organized athletic program or event involving physical exertion
- **Coach** – any individual providing instruction to athletes involved in athletic activity

Effective as of July 1, 2012

All students in High School and Middle Schools that plan to participate in sport or other physical activities must follow State Law Requirements – Indiana Code 20-34-7, which mandates the following:

Parents and students must receive and read the Heads up Concussion in High School Sports Fact Sheet. Students and parents/guardians must also sign the District Acknowledgment Form before any participation. This form **MUST** be on file at the school and signed annually. Please see the following pages regarding Concussion/Head Injuries.

REPORTING REQUIREMENTS

All head injuries that have occurred at any time, “not limited to sport participation”, must be reported to the athletic trainer immediately. Student athlete, coaches, parents, and athletic trainers must report concussion symptoms, or confirmed concussions to the school nurse.

A FACT SHEET FOR High School Athletes



This sheet has information to help you protect yourself from concussion or other serious brain injury and know what to do if a concussion occurs.

WHAT IS A CONCUSSION?

A concussion is a brain injury that affects how your brain works. It can happen when your brain gets bounced around in your skull after a fall or hit to the head.

What Should I Do If I Think I Have a Concussion?



Report It. Tell your coach, parent, and athletic trainer if you think you or one of your teammates may have a concussion. It's up to you to report your symptoms. Your coach and team are relying on you. Plus, you won't play your best if you are not feeling well.

Get Checked Out. If you think you have a concussion, do not return to play on the day of the injury. Only a healthcare provider can tell whether you have a concussion and when it is OK to return to school and play. The sooner you get checked out, the sooner you may be able to safely return to play.



Give Your Brain Time to Heal. A concussion can make everyday activities, such as going to school, harder. You may need extra help getting back to your normal activities. Be sure to update your parents and doctor about how you are feeling.

Why Should I Tell My Coach and Parent About My Symptoms?



- Playing or practicing with a concussion is dangerous and can lead to a longer recovery.
- While your brain is still healing, you are much more likely to have another concussion. This can put you at risk for a more serious injury to your brain and can even be fatal.

**GOOD TEAMMATES KNOW:
IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.**



cdc.gov/HEADSUP

How Can I Tell If I Have a Concussion?

You may have a concussion if you have any of these symptoms after a bump, blow, or jolt to the head or body:



Get a headache



Feel dizzy, sluggish, or foggy



Are bothered by light or noise



Have double or blurry vision



Vomit or feel sick to your stomach



Have trouble focusing or problems remembering



Feel more emotional or "down"



Feel confused



Have problems with sleep

Concussion symptoms usually show up right away, but you might not notice that something "isn't right" for hours or days. A concussion feels different to each person, so it is important to tell your parents and doctor how you are feeling.

How Can I Help My Team?



Protect Your Brain.

Avoid hits to the head and follow the rules for safe and fair play to lower your chances of getting a concussion. Ask your coaches for more tips.



Be a Team Player.

You play an important role as part of a team. Encourage your teammates to report their symptoms and help them feel comfortable taking the time they need to get better.

The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other healthcare provider.

Revised January 2019

To learn more,
go to cdc.gov/HEADSUP



A FACT SHEET FOR High School Parents



This sheet has information to help protect your teens from concussion or other serious brain injury.

What Is a Concussion?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

How Can I Help Keep My Teens Safe?

Sports are a great way for teens to stay healthy and can help them do well in school. To help lower your teens' chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
 - Work with their coach to teach ways to lower the chances of getting a concussion.
 - Emphasize the importance of reporting concussions and taking time to recover from one.
 - Ensure that they follow their coach's rules for safety and the rules of the sport.
 - Tell your teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. There is no "concussion-proof" helmet. Even with a helmet, it is important for teens to avoid hits to the head.

Talk with your teens about concussion. Tell them to report their concussion symptoms to you and their coach right away. Some teens think concussions aren't serious or worry that if they report a concussion they will lose their position on the team or look weak. Remind them that *it's better to miss one game than the whole season.*

How Can I Spot a Possible Concussion?

Teens who show or report one or more of the signs and symptoms listed below—or simply say they just "don't feel right" after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

Signs Observed by Parents

- Appears dazed or stunned
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events *prior to* or *after* a hit or fall

Symptoms Reported by Teens

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness, or double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Confusion, or concentration or memory problems
- Just not "feeling right," or "feeling down"

**GOOD TEAMMATES KNOW:
IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.**



cdc.gov/HEADSUP

CONCUSSIONS AFFECT EACH TEEN DIFFERENTLY.

While most teens with a concussion feel better within a couple of weeks, some will have symptoms for months or longer. Talk with your teens' healthcare provider if their concussion symptoms do not go away or if they get worse after they return to their regular activities.



Plan ahead. What do you want your teen to know about concussion?

What Are Some More Serious Danger Signs to Look Out For?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1, or take your teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other
- Drowsiness or inability to wake up
- A headache that gets worse and does not go away
- Slurred speech, weakness, numbness, or decreased coordination
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching)
- Unusual behavior, increased confusion, restlessness, or agitation
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously

Teens who continue to play while having concussion symptoms or who return to play too soon—while the brain is still healing—have a greater chance of getting another concussion. A repeat concussion that occurs while the brain is still healing from the first injury can be very serious, and can affect a teen for a lifetime. It can even be fatal.



What Should I Do If My Teen Has a Possible Concussion?

As a parent, if you think your teen may have a concussion, you should:

1. Remove your teen from play.
2. Keep your teen out of play the day of the injury. Your teen should be seen by a healthcare provider and only return to play with permission from a healthcare provider who is experienced in evaluating for concussion.
3. Ask your teen's healthcare provider for written instructions on helping your teen return to school. You can give the instructions to your teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a healthcare provider should assess a teen for a possible concussion. You may not know how serious the concussion is at first, and some symptoms may not show up for hours or days. A teen's return to school and sports should be a gradual process that is carefully managed and monitored by a healthcare provider.

Revised January 2019

To learn more,
go to cdc.gov/HEADSUP



IC 20-34-8Chapter 8. Student Athletes: Sudden Cardiac Arrest

IC 20-34-8-0.5"Applicable student"

Sec. 0.5. As used in this chapter, "applicable student" means a student who competes in an athletic activity.
As added by P.L.56-2021, SEC.2.

IC 20-34-8-1"Association"

Sec. 1. As used in this chapter, "association" means an organization that conducts, organizes, sanctions, or sponsors interscholastic athletic events as the organization's primary purpose.
As added by P.L.139-2014, SEC.3.

IC 20-34-8-2"Athletic activity"

Sec. 2. As used in this chapter, "athletic activity" includes the following:

- (1) An athletic contest or competition conducted between or among schools.
- (2) Competitive and noncompetitive cheerleading that is sponsored by or associated with a school.
- (3) Marching band.
- (4) Other extracurricular competitive or noncompetitive activities in which students have an increased risk of sudden cardiac arrest as determined by the department in consultation with an organization that specializes in preventing sudden cardiac arrest.

As added by P.L.139-2014, SEC.3. Amended by P.L.127-2016, SEC.23; P.L.56-2021, SEC.3.

IC 20-34-8-3"School"

Sec. 3. As used in this chapter, "school" refers to a public school and a state accredited nonpublic school.
As added by P.L.139-2014, SEC.3. Amended by P.L.92-2020, SEC.89.

IC 20-34-8-4Application to parent of emancipated applicable student

Sec. 4. This chapter does not require information to be provided to or consent to be received from the parent of an applicable student if the applicable student is:

- (1) at least eighteen (18) years of age; or
- (2) an emancipated minor.

As added by P.L.139-2014, SEC.3. Amended by P.L.56-2021, SEC.4.

IC 20-34-8-5Distribution of information by department

Sec. 5. (a) The department shall disseminate guidelines, information sheets, and forms to each state accredited nonpublic school, charter school, and each school corporation for distribution to schools to inform and educate coaches, marching band leaders, applicable students, and parents of applicable students of the nature and risk of sudden cardiac arrest to applicable students. The guidelines and information sheets must include the following information:

- (1) The nature and warning signs of sudden cardiac arrest, including the risks associated with continuing to play or practice after experiencing one (1) or more symptoms of sudden cardiac arrest, including:
 - (A) fainting;
 - (B) difficulty breathing;
 - (C) chest pains;
 - (D) dizziness; and
 - (E) abnormal racing heart rate.
- (2) Information about electrocardiogram testing, including the potential risks, benefits, and evidentiary basis behind electrocardiogram testing.

- (b) The department:

(1) may consult with an association, medical professionals, and others with expertise in diagnosing and treating sudden cardiac arrest; and

(2) may request the assistance of an association in disseminating the guidelines, information sheets, and forms required under subsection (a).

(c) The department may disseminate the guidelines, information sheets, and forms required under this section in an electronic format and must be made available on the department's Internet web site.

As added by P.L.139-2014, SEC.3. Amended by P.L.92-2020, SEC.90; P.L.56-2021, SEC.5.

IC 20-34-8-6 Acknowledgement of receipt of information

Sec. 6. Each year, before beginning practice for an athletic activity, an applicable student and the applicable student's parent:

(1) must be given the information sheet and form described in section 5 of this chapter; and

(2) shall sign and return the form acknowledging the receipt and review of the information sheet to the applicable student's coach, marching band leader, or other official designated by the applicable student's school entity.

The coach, marching band leader, or other official designated by the applicable student's school entity shall maintain a file of the completed forms.

As added by P.L.139-2014, SEC.3. Amended by P.L.56-2021, SEC.6.

IC 20-34-8-7 Applicable student with symptom of sudden cardiac arrest; removal; notification

Sec. 7. If an applicable student is suspected, as determined by a game official, coach from the applicable student's team, licensed athletic trainer, physician assistant, advanced practice registered nurse, licensed physician, marching band leader, or other official designated by the applicable student's school entity, of experiencing a symptom of sudden cardiac arrest in a practice for an athletic activity or in an athletic activity:

(1) the applicable student shall be removed from practice or play at the time that the symptom is identified; and

(2) the parent of the applicable student shall be notified of the applicable student's symptoms.

As added by P.L.139-2014, SEC.3. Amended by P.L.56-2021, SEC.7.

IC 20-34-8-8 Applicable student with symptom of sudden cardiac arrest; return to play or practice

Sec. 8. An applicable student who has been removed from practice or play under section 7 of this chapter may not return to practice or play until the coach, marching band leader, or other official designated by the applicable student's school entity has:

(1) provided the applicable student's parent with information regarding sudden cardiac arrest described in section 5 of this chapter; and

(2) received verbal permission from a parent of the applicable student for the applicable student to return to practice and play.

Within twenty-four (24) hours after giving verbal permission for the applicable student to return to practice and play, the parent must provide the coach, marching band leader, or other official designated by the applicable student's school entity with a written statement that the applicable student has permission to return to practice and play.

As added by P.L.139-2014, SEC.3. Amended by P.L.56-2021, SEC.8.

SUDDEN CARDIAC ARREST

A Fact Sheet for Students

FACTS

Sudden cardiac arrest (SCA) is a rare but tragic event that claims the lives of approximately 7,000 children each year in the United States, according to the American Heart Association. SCA is not a heart attack. It is an abnormality in the heart's electrical system that abruptly stops the heartbeat. SCA affects all students, in all sports or activities, and in all age levels. It may even occur in athletes who are in peak shape. The majority of activity-related cardiac arrests are due to congenital (inherited) heart defects. However, SCA may also occur after a person experiences an illness which has caused an inflammation to the heart or after a direct blow to the chest. Once SCA occurs, there is very little time to save the person. So, identifying those at risk before the arrest occurs is a key factor in prevention.

WARNING SIGNS

Possible warning signs of SCA include:

- Fainting
- Difficulty Breathing
- Chest Discomfort or Pain
- Dizziness
- Abnormal Racing Heart Rate

ASSESSING RISK

Health care providers may use several tests to help detect risk factors for SCA. One such test is the electrocardiogram (ECG). An ECG is a simple, painless test that detects and records the heart's electrical activity. It is used to detect heart problems and monitor a person's heart health. There are no serious risks to a person having an ECG. ECG's are used as a screening tool to detect abnormalities before a person has symptoms, or as a diagnostic tool to help identify persons who would benefit from interventions to reduce the risk of a heart-related condition.

Developed and Reviewed by the Indiana Department of Education's Sudden Cardiac Arrest Advisory Board (May 2021)

What are the risks of practicing or playing after experiencing warning symptoms?

There are risks associated with continuing to practice or play after experiencing warning symptoms of sudden cardiac arrest. When the heart stops, so does blood flow to the brain and other vital organs. Death or permanent brain damage follows in just a few minutes. Most people who experience SCA die from it. However, when SCA is witnessed and an onsite automated external defibrillator (AED) is deployed in a timely manner, survival rates approach 50%.

How am I able to protect myself from SCA?

Daily physical activity, proper nutrition, and adequate sleep are all important aspects of life-long health. Additionally, you can assist by:

- Knowing if you have a family history of SCA (onset of heart disease in a family member before the age of 50 or a sudden, unexplained death at an early age)
- Telling your health care provider during your pre-season physical about any unusual symptoms of feeling faint, shortness of breath, chest discomfort, dizziness, or racing or irregular heart rate, especially if you feel these symptoms with physical activity
- Taking only prescription drugs that are prescribed to you by your health care provider
- Being aware that the inappropriate use of prescription medications, energy drinks, or vaping can increase your risk
- Being honest and reporting symptoms

What should I do if I notice the warning signs that may lead to SCA?

1. Tell an adult – your parent, your coach, your athletic trainer, your band leader, or your school nurse
2. Get checked out by your health care provider
3. Take care of your heart
4. Remember that the most dangerous thing you can do is to do nothing

SUDDEN CARDIAC ARREST

A Fact Sheet for Parents

FACTS

Sudden cardiac arrest (SCA) is a rare, but tragic event that claims the lives of approximately 7,000 children each year in the United States, according to the American Heart Association. SCA is not a heart attack. It is an abnormality in the heart's electrical system that abruptly stops the heartbeat. SCA affects all students, in all sports or activities, and in all age levels. The majority of activity-related cardiac arrests are due to congenital (inherited) heart defects. However, SCA may also occur after a person experiences an illness which has caused an inflammation to the heart or after a direct blow to the chest.

WARNING SIGNS

Possible warning signs of SCA include:

- Fainting
- Difficulty Breathing
- Chest Discomfort or Pain
- Dizziness
- Abnormal Racing Heart Rate

ASSESSING RISK

Health care providers may use several tests to help detect risk factors for SCA. One such test is an electrocardiogram (ECG). An ECG is a simple, painless test that detects and records the heart's electrical activity. It is used to detect heart problems and monitor a person's heart health. There are no serious risks to a person having an ECG test. ECG's are able to detect a majority of heart conditions more effectively than a physical exam and health history alone.

What are the risks of practicing or playing after experiencing warning symptoms?

There are risks associated with continuing to practice or play after experiencing warning symptoms of sudden cardiac arrest. When the heart stops, so does blood flow to the brain and other vital organs. Death or permanent brain damage follows in just a few minutes. Most people who experience SCA die from it. However, when SCA is witnessed and an onsite automatic defibrillator (AED) is deployed in a timely manner, survival rates approach 50%.

Developed and Reviewed by the Indiana Department of Education's Sudden Cardiac Arrest Advisory Board (May 2021)

How can I help prevent my child from experiencing SCA?

Daily physical activity, proper nutrition, and adequate sleep are all important aspects of life-long health. Additionally, parents can assist students prevent death from SCA by:

- Ensuring your child knows about any family history of SCA (onset of heart disease in a family member before the age of 50 or a sudden, unexplained death at an early age)
- Ensuring your child has a thorough pre-season screening exam prior to participation in an organized athletic activity
- Asking if your school and the site of competition have automated external defibrillators (AED's) that are close by and properly maintained
- Asking if your child's coach is CPR/AED certified
- Becoming CPR/AED certified yourself
- Ensuring your child is not using any non-prescribed stimulants or performance enhancing drugs
- Being aware that the inappropriate use of prescription medications, energy drinks, or vaping increase risk
- Encouraging your child to be honest and report symptoms of chest discomfort, unusual shortness of breath, racing or irregular heartbeat, or feeling faint

What should I do if I think my child has warning signs that may lead to SCA?

1. Tell your child's coach or band leader about any previous events or family history
2. Keep your child out of play or band
3. Seek medical attention right away

What are the survival steps for sudden cardiac arrest?

- Immediate activation of EMS
- Early CPR with an emphasis on chest compressions
- Immediate use of the onsite AED
- Integrated post-cardiac arrest care

SUDDEN CARDIAC ARREST ACKNOWLEDGEMENT AND SIGNATURE FORM
FOR PARENTS AND STUDENTS

Student's Name (Please Print): _____

Activity Participating In (Current and Potential): _____

School: _____ Grade: _____

IC 20-34-8 requires schools to distribute information sheets to inform and educate students and their parents on the nature and risk of sudden cardiac arrest (SCA) to students, including the risks of continuing to participate in physical activities while experiencing warning signs of SCA. These sheets must also include information about electrocardiogram testing, including the potential risks and benefits of testing.

The law requires that each year, before beginning participation in a physical activity, applicable students and their parents must be given the information sheet, and both must sign and return a form acknowledging receipt of the information to the student's coach or band leader. Applicable students include students participating in:

- An athletic contest or competition between or among schools
- Competitive and noncompetitive cheerleading that is sponsored by or associated with a school
- Marching band.

IC 20-34-8 states that a student who is suspected of experiencing symptoms of SCA shall be removed from the activity and may not return to the activity until the coach or band leader has received verbal permission from a parent for the student to resume participation. Within twenty-four hours, this verbal permission must be replaced by a written statement from the parent.

Parent - please read the SCA Fact Sheet for Parents and ensure that your child has also received and read the SCA Fact Sheet for Students. After reading these fact sheets, please ensure that you and your child sign this form and have your child return this form to his/her coach or band leader.

I, as a student participating in an athletic contest, cheerleading, or marching band, have received and read the SCA Fact Sheet for Students. I understand the warning signs of SCA, including the risks of continuing to participate if I am experiencing any of these warning signs.

(Signature of Student Athlete)

(Date)

I, as the parent of the above-named student, have received and read the SCA Fact Sheet for Parents. I understand the nature and risk of SCA, including the risks of continuing to participate after experiencing warning signs of SCA.

(Signature of Parent or Guardian)

(Date)

STAPH INFECTIONS

Staph infections are caused by the bacteria *Staphylococcus aureus*, which many healthy people carry on their skin and in their noses without getting sick.

But when skin is punctured or broken, staph bacteria can enter the wound and cause infections, which can lead to other health problems.

As you know, staph infections in schools have gained a great amount of media attention. St. Vincent, The Districts Sports Medicine partner has issued the following guidelines for athletic directors, principals, students, and school custodians:

1. All coaches are to make sure that athlete practice and competition clothing is cleaned daily. Used clothing is not to be left in lockers for use the next day without being cleaned.
2. All surfaces or equipment that come in contact with the skin of students and staff must be cleaned daily. This includes special daily cleaning of wrestling mats, tumbling mats, and any mats where students may sweat during activity. Coaches and custodians are to work together to insure proper disinfectants and cleaning materials are available for immediate cleaning as necessary.
3. Custodians are to be sure that disinfectants are used in showers, toilet areas, locker room floors and other surfaces, and any other athletic surface or equipment.
4. Coaches are to report any suspicious skin abrasions, rashes, discolorations, or unusual skin differences on athletes to the athletic trainers immediately.
5. Student athletes are to wash and or shower after athletic participation

Please give the information in this notice priority attention.

MRSA IN SCHOOLS

What is MRSA?

Methicillin-resistant *Staphylococcus aureus* (MRSA) is a type of bacteria that is resistant to the antibiotic methicillin and other antibiotics related to penicillin. These bacteria, often referred to as staph, are commonly found on the skin and in the nose of many people and normally do not cause illness. However, when this bacteria enters the body through a break in the skin, they can cause small infections such as pimples and boils. Staph can cause serious infections such as bloodstream infections, pneumonia, or surgical wound infections.

How is MRSA spread?

MRSA is spread by close contact with an infected person, either by direct skin contact or indirect contact with shared objects or surfaces, such as shared towels, razors, soap, wound bandages, bedding, clothes, hot tub or sauna benches, and athletic equipment. Wound drainage or pus is very infectious.

What does MRSA look like?

MRSA should be diagnosed by a health care professional. He or she can then prescribe an antibiotic that is right for the treatment of MRSA. Symptoms of a MRSA infection may include:

- Red, swollen, warm, and painful pimple, boil, or blistered areas
- Pus or other drainage
- Fever and chills
- A wound that looks like a spider bite

How can MRSA be treated?

A health care professional should always be contacted for treatment of MRSA. Almost all MRSA skin infections can be effectively treated by drainage of pus with or without antibiotics. If your health care provider prescribes an antibiotic, take it exactly as directed and be sure to finish all doses. More serious infections, such as pneumonia, bloodstream infections, or bone infections, are very rare in healthy people who get MRSA skin infections.

How is MRSA prevented?

- Wash your hands properly and often.
- Keep infected areas covered with a clean, dry bandage.
- Avoid direct contact with another person's wound, drainage, or bandages.
- Avoid contact with surfaces contaminated with wound drainage.
- Do not share personal hygiene items, such as washcloths, towels, razors, toothbrushes, soap, nail clippers, clothing, or uniforms.
- Clean shared athletic equipment and surfaces before use.

****MSD of Pike Township strongly encourages all student athletes and staff to shower after athletic activities.**

MSD OF PIKE TOWNSHIP SPECIAL BUILDING CLOSING POLICY

MSD of Pike Township athletic departments will adhere to the following procedures in the event schools are closed or classes cancelled due to weather, criminal activity, terrorism, or other emergencies. Schools can only be closed by order of the Superintendent.

- I. CANCELLATION BEFORE THE END OF THE NORMAL SCHOOL DAY**
If school is cancelled by order of the Superintendent before the end of the normal school day, all evening programs, club meetings, sport activities (practices and contests), after school activities, or other events shall be cancelled. Students will be sent home.
- II. CANCELLATION AFTER THE END OF THE NORMAL SCHOOL DAY**
As determined by the principal, all evening programs, club meetings, sport activities (practices and contests), after school activities or other events will be cancelled.
- III. SCHOOL CLOSINGS WHEN SCHOOLS ARE CLOSED BY ORDER OF THE SUPERINTENDENT**
Athletes are not to come to school unless notified by their coach
- IV. DELAY START WHEN SCHOOLS HAVE DELAYED START BY ORDER OF SUPERINTENDENT**
Practices are to be held after school as usual, weather permitting. The athletic directors, school principal, or his or her designee, reserve the right to cancel practices or games as weather conditions or other emergencies dictate.

INCLEMENT WEATHER PROCEDURES FOR OUTDOOR SPORTS

1. When notified of imminent danger of an approaching storm, athletes are to follow the specific instructions of their coach and leave open field area immediately.
2. Athletes are to go the nearest indoor shelter building and remain until given an all clear instruction.
3. Students are not to attempt to go to cars or leave the supervision of the coach. Teams are to gather together with the coach for accountability.
4. Students may not leave the supervision of the coach unless given specific permission to leave with a parent/guardian once it has been determined it is safe.
5. **Students will be released to parents/guardians or to travel home only when it has been determined safe.** Phone contacts will be attempted to reach parents to inform them of the students' safety and location.
6. The District recommends athletes and teams not participate in outdoor activities when temperatures are below 40o. Alternative arrangements should be made. The IHSAA will determine for safe play for their tournaments.

METROPOLITAN INTERSCHOLASTIC CONFERENCE (MIC)

In the School Year 2012-2013 The Metropolitan School District of Pike Township and Pike High School transferred its athletic conference membership from Conference Indiana to The Metropolitan Interscholastic Conference, commonly known as MIC. Pike High School is a member of the conference with the following high schools: Ben Davis, Lawrence Central (new member 2013), Lawrence North, North Central, Pike, Warren Central.

Pike High School has accepted the MIC Constitution which reflects the same vision, mission, and goals the Pike School District has for its student-athletes. The first five articles of the MIC Constitution are presented as follows:

ARTICLE I - NAME

This Conference is known as the **METROPOLITAN INTERSCHOLASTIC CONFERENCE (MIC)**, formed to begin in school year 1996-97.

ARTICLE II - VISION

The Metropolitan Interscholastic Conference provides a model for interscholastic excellence. Within a framework of appreciation and support for the unique characteristics of member schools, the Conference enhances student opportunities and achievement in all areas of each school's programs.

ARTICLE III - MISSION

The Metropolitan Interscholastic Conference strives to improve the high school experience for the students, staff, and community of each member school.

The Conference:

- Provides an environment in which sportsmanship is valued and displayed.
- Recognizes student achievement in a variety of endeavors.
- Raises the level of expectations and competition.
- Provides opportunities for the exchange of ideas, programs and people.

ARTICLE IV - GOALS

The goals of the Conference are:

1. To maintain a stable conference membership of a maximum of eight (8) schools.
2. To determine a Conference champion in each Conference sponsored inter school athletic activity.
3. To determine a yearly Conference "All Sports" champion for both boys' and girls' sports.
4. To provide a method for the administrators of the member schools to share information regarding all educational and extra-curricular concerns.
5. To provide avenues for extracurricular activities in addition to athletics.
6. To provide for the academic recognition of student athletes.

These goals are to be accomplished within a framework of support for the principles of the IHSAA and the National Federation.

ATHLETIC AWARD POLICIES

The Pike High School Athletic Department has adopted the following rules and regulations for the awarding and wearing of athletic awards at Pike High School. All letter winners must be nominated by head coach and approved by the Athletic Department.

A. Varsity Award Descriptions

1. Varsity "P" – 6" inch (Red on White) block monogram (first letter only) and certificate.
2. Chevron – One for each Varsity Letter earned.
3. Captain(s) Stars – Selected captain(s) of a varsity sport.
4. Varsity Awards: Members of varsity teams shall be presented varsity awards on recommendations of the coach. (The athletic department encourages every varsity winner to defend their letter award). After the initial varsity award, awards will be:
 - 2nd through 7th – Chevron & Certificate
 - 8th Varsity Award – Chevron, Blanket and Certificate

B. **Reserve Awards:** Members of reserve teams shall be awarded reserve certificates upon recommendation of the coach.

C. **Freshman Awards:** Freshman shall be awarded numerals & certificates upon recommendation of the coach.

D. Special Awards:

1. A jacket may be ordered after the athlete has received one varsity letter.
2. Patches: Patches may be ordered through the Herff Jones. The Athletic Department will purchase a patch honoring team championships for those varsity letter earning athletes/managers who participated during championship competition.

Rings: Championship and State runner-up rings may be purchased by participants, coaches, and manager. Purchasing of rings will be limited, according to IHSAA regulations. All must be paid in full at time of order.
3. A Distinguished Athlete Award may be awarded an individual for multiple All- Conference, All-Marion County, All-Sectional, All-Regional, All-Semi-State and All-State recognition. Also, consideration for multiple and individual championships in Conference, County, Sectional, Regional, Semi-State, or State meets. Numerous major awards or for setting an outstanding record can also be considered. The athlete must be nominated by their head coach, athletic director, or principal.
4. Fran A. Baur Sportsmanship Award: Awarded to a senior girl and boy varsity athlete for mental attitude and sportsmanship. Members of the Athletic Council may nominate a boy and girl varsity athlete. Majority vote of the Athletic Council will determine which boy and girl will be awarded the Fran A. Baur Sportsmanship Award.

5. Albert Hardin Academic Award: (Boy and Girl) -- Highest Scholastic Average - Presented to a senior girl and boy who have won at least two (2) varsity awards and are the highest ranking academic student-athlete in their class.
6. Scholar Athlete: Only junior and senior varsity letter winning athletes/manager are eligible.
 - Athletes who are currently working on a minimum of five semesters of course work will be eligible. (Those completing four semesters are eligible in the fall.)
 - Athletes achieving a 3.5 Cumulative GPA on a 4.0 scale are eligible and will receive a certificate.
 - An athlete achieving the highest GPA in his/her respective sport, and also meeting the minimum requirement, will be considered for the Outstanding Scholar Athlete and will be awarded a plaque.

E. Transfer Students:

An athlete will receive credit for varsity awards earned in a sport at another school after he/she earns his/her first varsity award at Pike High School in the same sport. Transferable awards must be certified by the Athletic Director of sending school.

F. General Athletic Award Requirements:

1. The athlete must complete the season in good standing and must conform to IHSAA eligibility rules and Pike High School rules. The season ends when the varsity team is eliminated from the State Tournament series.
2. All varsity participants shall be academically eligible at the end of their season or they shall not receive their varsity award.
3. The athlete should attend the awards program to receive any recognition.
4. All candidates for awards must have returned all equipment loaned to them to the satisfaction of the coach and athletic director.
5. Players who are injured in relation to their sport will receive special consideration.
6. An honor award may be approved by the athletic director in unusual cases, injury, or senior provisions, even though the minimum requirements have not been met. The varsity coach must recommend the award to the athletic director.

MAJOR AWARDS

The following major awards are awarded by the Athletic Department

Baseball:

Individual Awards:

- a. Max Metzler – Most Valuable Player
- b. Most Improved
- c. James Wheat – Mental Attitude
- d. Outstanding Scholar Athlete

Basketball (Boys):

Individual Awards:

- a. Mark Siegel Memorial – Most Valuable Player
- b. Most Improved
- c. John Leavitt Memorial – Mental Attitude
- d. Outstanding Scholar Athlete

Basketball (Girls):

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Soccer (Boys & Girls):

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Softball:

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Swimming & Diving (Boys & Girls)

Individual Awards:

- a. Most Valuable Swimmer
- b. Most Improved Swimmer
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Tennis:

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Cross Country (Boys & Girls):

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Football:

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Golf (Boys & Girls):

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Track & Field (Boys & Girls):

Individual Awards:

- a. Most Valuable Athlete
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Volleyball:

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Wrestling:

Individual Awards:

- a. B.A. Metzler Memorial – Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete

Cheerleader:

Individual Awards:

- a. Most Valuable Player
- b. Most Improved
- c. Mental Attitude
- d. Outstanding Scholar Athlete