



Hempfield School District
Athletic Department

Student-Athlete and Parent/Guardian Handbook
2019-2020

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WELCOME

Welcome to the Hempfield School District (HSD) athletic program. Every school year, more than 1,000 student-athletes in grades 7-12 participate on HSD interscholastic athletic teams. The administration and coaching staff are proud of the life experiences provided and life lessons taught to Hempfield student-athletes through participation on the Hempfield interscholastic athletic teams.

During the past 40 years, the Hempfield athletic program has grown in many areas. Some of these areas are: the number of overall athletic teams and student-athletes participating, the number of female athletic teams and female students participating, the scope of Pennsylvania Interscholastic Athletic Association (PIAA) rules and regulations, and the scope of Hempfield School District rules and regulations. As the Hempfield athletic program has grown, the need to communicate the following information to student-athletes and the parents/guardians of student-athletes has become very important to the success of the Hempfield athletic program.

The purpose of the *Handbook for Student-Athletes and Parents/Guardians* is to effectively communicate the role of the 1) administration, 2) coaches, 3) players and 4) parents/guardians in administering a successful interscholastic athletic program for grades 7-12. Additionally, the *Handbook for Student-Athletes and Parents/Guardians* will present PIAA and Hempfield School District athletic policies, procedures, and guidelines so that the Hempfield athletic program can be successfully administered.

Hopefully this handbook assists in your understanding of the HSD extracurricular mission, the benefits of HSD athletics, the HSD athletic program objectives, offerings, policies, procedures and guidelines, and insight into some of the responsibilities of being a student-athlete and a parent/guardian of a HSD student-athlete. Please take the time to review the information in this handbook with your student-athlete.

The Hempfield School District administration and coaches thank you for reading the *Handbook for Student-Athletes and Parents/Guardians* and being a student-athlete and a parent/guardian who makes the program stronger and more productive. If you have questions regarding information in this handbook, please contact the HSD athletic department at 717-898-5515 or e-mail Dr. Steven Polonus, Director of Athletics, at steve_polonus@hempfieldsd.org.

Dr. Steven M. Polonus, Ph.D.
Director of Athletics, Hempfield School District

PHILOSOPHY FOR INTERSCHOLASTIC ATHLETICS

Until the mid-1990s, interscholastic (school district sponsored) athletic teams were the most available option for student participation. During the past two decades, club sports (athletic teams sponsored by for-profit, nonprofit, and community organizations) have become widely available to students. It is important that student-athletes and parents/guardians understand the philosophy of interscholastic athletics, which can be much different than club teams.

Student-athletes achieve the benefits of interscholastic athletic programs when the program mission and goals align with the mission and goals of the educational institution. In the HSD, our athletic teams are “extracurricular,” meaning that implementation is to be a support mechanism to the curriculum, missions and values of the HSD. HSD athletic teams are designed and administered to develop young adults who demonstrate responsibility, respect, trustworthiness, fairness, care and citizenship on and off the field of competition. Student-athletes have an opportunity to be coached by coaches who model leadership, integrity, respect, selflessness, commitment, teamwork, goal setting and attainment, and effective communication, with a caring, positive, and professional attitude. Providing student-athletes with an opportunity to experience competitive success is a priority, but not at the expense of winning and losing without respect and dignity. The HSD administration does not evaluate coaches on the basis of winning championships. The highest priority for the HSD administration is for coaches to administer athletic teams that have a team culture that provides a positive experience for the student-athletes.

The interscholastic model is a highly effective model of administering athletic teams if all stakeholders adhere to their roles. The administration administers, coaches coach, players play, officials officiate, parents/guardians support their student-athletes and booster clubs support the efforts of the coaches and players. Unfortunately, when a group attempts to take on the role of another stakeholder, the system becomes dysfunctional and the experience of the student-athlete is diminished.

The Handbook for Student-Athletes and Parents/Guardians is designed to communicate the appropriate roles of the administration, student-athletes, and parents/guardians. Understanding and acting within the appropriate roles provides the optimum benefits for our HSD athletic teams and student-athletes.

HEMPFIELD SCHOOL DISTRICT ATHLETIC PROGRAM PHILOSOPHY

Athletics are an important extension of the educational program and a privilege afforded to our students by the Hempfield community. Hempfield students have diverse and equitable opportunities to earn membership on teams and become well-rounded, accomplished student athletes who respect and take pride in themselves, their team, the school, and the community.

Student-athletes will interact with knowledgeable, skilled adults who exemplify the athletic philosophy of the HSD. In addition to providing exemplary instruction in their sport and fielding competitive teams, coaches will readily embrace responsibility for being mentors and role models and demonstrate this commitment through example and deed.

Ultimately, the Hempfield athletic program strives to produce responsible, capable young adults who hold themselves accountable for pursuing excellence in all aspects of life, demonstrate joy and humility when they succeed, exhibit grace and resourcefulness in the face of adversity and desire to contribute positively to the common goals of their team as well as the needs of our community.

The Hempfield School District holds the following core beliefs regarding athletics:

1. Student-athletes deserve access to diverse, equitable opportunities to earn team membership where they have the chance to develop high levels of proficiency in their sport as well as skills that will benefit them throughout their lives.
2. In order to develop young adults who demonstrate high character on and off the field of competition, student-athletes will work with coaches who model leadership, integrity, respect, selflessness, commitment, teamwork, goal setting and attainment, good communication and a caring, positive, professional attitude.
3. Student-athletes and coaches will strive for excellence within the framework established for competition and hold themselves accountable for their decisions and actions, on and off the field.
4. Student-athletes and coaches will recognize the privilege of participation in athletics and demonstrate respect for themselves; team members and opponents; other coaches, officials, and adults with whom they interact; and our school and community.
5. Parents/Guardians and spectators must recognize the fact that participation in athletics is a privilege and will demonstrate the same respect for student-athletes, coaches, opponents, officials, and other individuals associated with the school athletic program that is expected of Hempfield students, coaches, and district personnel.

Hempfield student-athletes, coaches, district personnel, parents/guardians, and fans are expected to abide by the guidelines established by the Lancaster-Lebanon League, PIAA District III and PIAA regarding athletic participation and spectator conduct.

**HEMPFIELD SCHOOL DISTRICT SCHOOL BOARD APPROVED
ATHLETIC TEAMS**

The HSD is fortunate to offer numerous athletic opportunities to students in grades 7-12. The HSD offers 28 varsity athletic teams and 14 junior high School Board approved athletic teams.

Senior High Athletic Teams

Fall

Football (Varsity/JV)
Boys' Soccer (Varsity/JV)
Field Hockey (Varsity/JV)
Girls' Volleyball (Varsity/JV)
Boys' Cross Country (Varsity)
Girls' Cross Country (Varsity)
Girls' Soccer (Varsity/JV)
Girls' Tennis (Varsity)
Golf (co-ed) (Varsity)
Cheerleading (co-ed) (Varsity/JV)

Winter

Boys' Basketball (Varsity/JV)
Girls' Basketball (Varsity/JV)
Wrestling (Varsity/JV)
Bowling (co-ed) (Varsity/JV)
Girls' Swimming (Varsity)
Boys' Swimming (Varsity)
Indoor Track & Field (co-ed) (Varsity)
Cheerleading (co-ed) (Varsity)

Spring

Baseball (Varsity/JV)
Softball (Varsity/JV)
Girls' Lacrosse (Varsity/JV)
Boys' Track & Field (Varsity)
Girls' Track & Field (Varsity)
Boys' Tennis (Varsity)
Boys' Lacrosse (Varsity/JV)
Boys' Volleyball (Varsity/JV)

Junior High Athletic Teams

Fall

Football
Boys' Soccer
Field Hockey
Boys' Cross Country
Girls' Cross Country
Girls' Soccer

Winter

Boys' Basketball*
Girls' Basketball*
Wrestling

Spring

Boys' Track and Field
Girls' Track and Field

*HSD sponsors separate boys' and girls' basketball teams for 7th, 8th, and 9th graders for a total of 6 junior high basketball teams.

RELATIONSHIPS AND ROLES WITHIN THE HEMPFIELD ATHLETIC PROGRAM

An effective interscholastic model of athletics requires clear understanding of the influence, boundaries and roles for the relationships that develop between the players, parents/guardians and coaches. Healthy relationships are the foundation of healthy athletic teams.

The Parent/Guardian and Student-Athlete Relationship

The attitude of the parent/guardian is the most influential factor in determining if a student-athlete has a rewarding or disappointing interscholastic athletic experience. The attitude of the parent/guardian is more influential than the talent level of the student-athlete, the amount of playing time, the attitude of the coach, the attitude of the players or the team's win-loss record. Some student-athletes describe the "worst 15 minutes of the day" as the ride home in the car after a practice or competition, due to the parent/guardian's critiquing and critical words and attitude toward the student-athlete, the coach or the teammates.

If there are questions and concerns regarding the effort or performance of the student-athlete, the questions and concerns should originate from the attitude that the child is giving his or her best effort during practices and games.

The Student-Athlete/Coach Relationship

The student-athlete/coach relationship is the most critical relationship in interscholastic athletics. HSD athletics uses the "teacher-coach model" of coaching, meaning that HSD coaches are expected to approach coaching as a teacher. The role of the coach is to meet the same professional expectations as a classroom teacher. An integral part of being a HSD coach is building and maintaining the student-athlete/coach relationship. The role of the student-athlete is to be coachable for the coaching staff and a productive, respectful, and responsible teammate.

A parent/guardian can have a pronounced effect on this very important relationship. While parents/guardians may not agree with all decisions of a coach, how and when a parent/guardian expresses his or her feelings can have a profound effect upon the student-athlete. If a parent/guardian expresses a negative opinion in front of a student-athlete, the parent/guardian needs to be aware that the student-athlete will return to practice the next day and likely carry with him or her the negative opinions expressed by the parent/guardian. This has the potential to

impact the student-athlete/coach relationship. Parents/guardians can greatly affect the student-athlete/coach relationship.

A parent/guardian providing contradictory technical or strategic instructions at home may interfere and conflict with the instructional process at practice sessions or during competitions. This may place a student-athlete in an awkward, no-win situation between the coach and the parent/guardian impeding a student-athlete's progress and affecting his or her contribution to the team.

The Parent/Guardian and Coach Relationship

The role of a parent/guardian involves care and concern for his or her child's welfare and success. Parents/guardians want the best for their children. However, student-athletes can only have one head coach during an interscholastic athletic season. Allowing the coaching staff to instruct and guide the team is crucial to the success of student-athletes and the team.

Should a parent/guardian have questions or concerns regarding his or her child, the expectation is to not approach the coach at the conclusion of a contest or during a practice session. At that time, coaches have other responsibilities and may be unprepared to address the concern. The appropriate action for a parent/guardian is to call or e-mail the coach and make an appointment for a later time. This will allow for both the parent/guardian and the coach to approach the meeting in a calm, courteous and logical manner.

One of the responsibilities of a coach is to meet with the team at the conclusion of a contest. Student-athletes should not pause to talk to parents/guardians immediately after games. These brief meetings are essential to the learning process involved in interscholastic athletics.

The Parent/Guardian and Game Officials Relationship

The age-old question often used by upset fans to coaches and administrators is "Where did you find these officials?" Each sport in the Lancaster-Lebanon League has an "officials' assigner" who assigns PIAA certified Lancaster-Lebanon League officials for every game in that sport for the entire season.

Officials agree to and follow a code of ethics. They really do not care or have an interest in which team wins the contest. As in any vocation, there are great, good, and average officials. However, each official is doing his or her best to provide a safe, unbiased and structured environment for the student-athletes.

Nothing positive will result from a parent/guardian yelling at the officials. In fact, many negative actions can occur by a parent/guardian yelling at the officials. They are 1) the parent/guardian appears immature and foolish; 2) the parent/guardian will embarrass his or her child; 3) the parent/guardian will set a poor example that others may follow, escalating a negative environment; 4) the parent/guardian will negatively represent his or her child's team, the head coach, all members of the team, and the HSD community; and 5) the parent/guardian may be removed from the competition.

The Parent/Guardian and Director of Athletics Relationship

The Director of Athletics administers all of the senior high and junior high athletic teams. **Prior to approaching the Director of Athletics regarding the administration and management of an athletic team, a parent/guardian should first speak to the head coach.** If the parent/guardian is not satisfied with the discussion with the head coach, the parent/guardian may request a meeting with the Director of Athletics and the head coach. However, the issues of playing time, techniques and strategies are not appropriate topics of discussion with the head coach and Director of Athletics.

PARENT/GUARDIAN AND COACH COMMUNICATION PLAN

Both parenting and coaching can be challenging responsibilities. By better understanding each other, parents and coaches have the enhanced ability to accept the actions of the other and provide greater benefits to student-athletes. Parents/Guardians should be informed of the expectations placed on a parent/guardian and child as a member of a HSD athletic team. This begins with clear communication from the head coach of the HSD athletic team to the student-athlete and parents/guardians.

Communication Parents/Guardians Should Expect from HSD Athletic Coaches

1. Philosophy of the coaching staff and the HSD athletic program.
2. Expectations the coaching staff has for student-athletes.
3. Locations and times of all practices and contests.
4. Team and school requirements – behavioral and academic.
5. Procedures if student-athletes are injured during participation.
6. The team progressive discipline plan and actions that could lead to discipline, which may result in the denial of student-athlete participation.

How Parents/Guardians are to Handle an HSD Athletic Team Concern

1. Encourage your child to speak directly to the coach regarding concerns. Many concerns can be resolved through this process.
2. Contact the coach to schedule an appointment.
3. If a coach cannot be reached, contact the athletic office. The athletic department staff will assist you in contacting the head coach.
4. Do not present your concerns to the coaching staff before a contest, after a contest or during a practice.
5. If the meeting with the head coach does not provide a resolution to a concern, a parent/guardian should contact the Director of Athletics to arrange a meeting with the head coach and Director of Athletics.

Appropriate Concerns to Discuss with HSD Coaches

1. Treatment of your child.
2. Ways to help your child improve.
3. Concerns about your child's behavior or academic performance.

It is difficult to accept your child not playing as much as you would hope. Coaches are professionals and they make judgments based on what they believe to be best for the team. As you have seen from the above list, certain topics can be and should be discussed with a head

coach. Other topics, such as playing time, coaching strategies, and concerns about other student-athletes should be left to the discretion of the head coach. (However, if your child is on a junior high team, and is not playing a minimum of a quarter of each game, please discuss this with the head junior high coach.)

Communication HSD Athletic Coaches Expect from Parents/Guardians

1. Express concerns directly to the coach.
2. Notification of any scheduling conflicts well in advance.
3. Support the efforts of all HSD student-athletes.
4. Work to promote a positive environment that is conducive to the development of student-athletes.
5. Become familiar with and review philosophy, rules, and regulations pertaining to HSD athletics.
6. Communicate any concerns in a timely manner, following the proper protocol.
7. Treat all coaching personnel with courtesy and respect, and insist your child do the same.
8. Understand that team goals are more important than individual goals.

As student-athletes participate on HSD athletic teams, they can experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way parents/guardian and students-athletes expect. At these times, discussion with the coach is encouraged.

The HSD athletic program strives to produce responsible, capable young adults who hold themselves accountable for pursuing excellence in all aspects of life, demonstrate joy and humility when they succeed, exhibit grace and resourcefulness in the face of adversity, and desire to contribute positively to the common goals of their team as well as the needs of our community. With both coaches and parents/guardians communicating effectively, the HSD athletic programs can reach our mission.

REQUIREMENTS FOR HEMPFIELD SCHOOL DISTRICT STUDENTS TO PARTICIPATE ON HEMPFIELD ATHLETIC TEAMS

It is important to understand that participation on a HSD interscholastic athletic team is a privilege, not a right. Being selected for and maintaining membership on a HSD athletic team means accepting all the responsibilities of a student-athlete. Unlike recreation or intramural teams, equal or guaranteed playing time is not likely on the HSD senior high teams. In an effort to be competitive, the coaching staff will use student-athletes best suited to the conditions or demands of the contest at that time.

Below is a list of requirements for students to participate on HSD District athletic teams.

1. **The student must be enrolled in the HSD.** Students living in the HSD who are homeschooled or attend a virtual cyber school are eligible to participate on HSD athletic teams.
2. **The student must be in grades 7-12.** As a member of the PIAA and Lancaster-Lebanon League, the HSD sponsors junior high teams and senior high teams.

3. **The student must meet the PIAA age requirements.** A student-athlete may not participate on a middle school athletic team when he or she is 16 years old before July 1. A student-athlete may not participate on a senior high athletic team if he or she is 19 years old before July 1.
4. **The student must have a pre-participation athletic physical (dated June 1st or later) and if the student has been injured in a previous season a re-certification form is required.** In June of each school year, the HSD provides an opportunity for each student to have a pre-participation athletic physical for the fee of \$20. Pre-participation forms (CIPPE form) are available in the main office of the middle schools, in the athletic office and main offices in the high school or online at the HSD athletics website.
5. **The student-athlete is required to pay an activity fee.** The activity fee to participate in a middle school sport is \$50 and participation in a senior high sport is \$75. Accommodations for financial hardship are available. Maximum payment per family per school year is \$500.
6. **The student-athlete is required to meet PIAA academic eligibility requirements.** A student-athlete must not be failing more than one course (meeting daily) to participate on a HSD athletic team.
7. **A student-athlete is required to exhibit positive behavior in the classroom and on the athletic team.** A coach has the authority to prevent a student-athlete from participating on an HSD athletic team if the student-athlete has exhibited behavior that is detrimental to management and/or cohesion of the team.
8. **A student-athlete is required to return the school issued athletic equipment at the end of the season in good condition or pay for a replacement.** Outstanding obligations prevent student-athletes from participating on HSD athletic teams.
9. **A student-athlete and parent/guardian are required to sign the *Extracurricular Activities Policy Signature Form to School Board Policy Form (Use/Possession of Controlled Substances)*.** This form is signed and submitted to the coach at the beginning of each athletic season.

GENERAL INFORMATION FOR STUDENT-ATHLETES AND PARENTS/GUARDIANS

The HSD athletic staff and administration understands that it is important for student-athletes and parents to have access to information regarding our athletic department and athletic teams. The HSD athletic website is a valuable source of information for student-athletes and parents. Please use www.hempfielddsd.org/athletics as a primary source of information for HSD athletics. Also, the athletic office at the high school can be reached at (717) 898-5515 to answer questions regarding athletic programs.

Coaches are encouraged to use Schoology to communicate with student-athletes and parents/guardians and many HSD athletic teams use Schoology as the sole means of communication. Schoology can provide information and notifications of important information through e-mail and is a repository for important athletic department and team documents. It is recommended that all student-athletes and parents/guardians secure a personal Schoology account through the HSD IT department. Go to <https://powerschool.hempfieldsd.org> and click "Create Account." Questions about account creation can be directed to the Technology Office, (717) 898-5596.

The information outlined in the following section will provide a general overview of the policies, protocols, and policies for HSD athletics. Participation on an Hempfield athletic team can be viewed in three parts during the school year. The three parts are preseason, in-season, and out-of-season.

Preseason Information

Defined Season of HSD Interscholastic Athletic Teams

Unlike many club or youth teams, HSD interscholastic athletic teams have a defined season, with a definite start date and end date. During the defined season, a HSD student-athlete is expected to make the HSD athletic team a priority over all other HSD interscholastic athletic teams, club teams or youth teams. If a student-athlete cannot make the commitment to make the in-season team a priority, the student-athlete may be asked to not participate on the interscholastic athletic team. Any potential conflicts should be discussed with the head coach prior to the start of the season.

For senior high teams, the first day of mandatory fall practice is three weeks prior to Labor Day, with the exception of football, which begins mandatory heat acclimatization four weeks prior to Labor Day. Junior high teams begin practicing one week after the senior high teams in the fall and spring seasons, and on the same date for the winter season. Below are the start dates for the 2019-2020 seasons.

Fall Season	Senior High-August 12	Junior High teams -August 19
Winter Season	Senior High-November 18	Junior High teams –November 18
Spring Season	Senior High-March 2	Junior High teams -March 9

Preseason Information from Coaches

Hempfield coaches will provide student-athletes and parents/guardians with information regarding the season at least one month before the start of the season. This information will include, but is not limited to, practice and game schedules, team guidelines, coaches' contact information and information regarding athletic physicals and concussion testing. Some coaches may have a parents' meeting and other coaches may provide the student-athlete and parents/guardians an information packet. For team specific questions, student-athletes and parents/guardians may contact a head coach via e-mail. All head coach e-mail addresses can be found on the HSD athletics website under the specific sport season.

PIAA Athletic Physicals

As a member of the PIAA, the HSD is required to have an updated (after June 1 of the current school year) and completed athletic physical form on file prior to a student-athlete participating in a tryout or practice. The PIAA physical form, called a Comprehensive Initial Pre-Participation Physical Examination (CIPPE) form, is the form that is required to be used for the athletic physical examination. The CIPPE form is available in the middle school main offices, the high school athletic office, or at the HSD athletics website. The completed CIPPE forms must be submitted to the athletic trainer or athletic office at the high school three weeks prior to the first day of practice. Questions regarding the CIPPE form may be directed to the athletic office or Mrs. Jennifer Wettig, head athletic trainer, at jennifer_wettig@hempfieldsd.org; (717) 618-7003.

Baseline Concussion Testing

The HSD athletic trainers use IMPACT software for baseline concussion testing for contact sports. Student-athletes are required to take the IMPACT test every two years. Additional testing can be requested by the student-athlete and parent/guardian. For additional information, please contact Mrs. Jennifer Wettig, head athletic trainer.

Athletic Training Software (ATS)

In an effort to increase the access of medical information and minimize medical paperwork for student-athletes and parents/guardians of student-athletes, the athletic training staff uses Athletic Training Software (ATS). Information to open an ATS account can be found at www.hempfieldsd.org>Athletic Resources>Athletic Training.

Preseason Workouts

Leading up to the first day of mandatory practice for each season, HSD coaches will hold occasional voluntary preseason workouts. These preseason workouts are offered to the student-athletes to become familiar with the coaching staff and potential teammates. The coaches use the preseason workouts to generate interest in the upcoming season. Per PIAA rules, preseason workouts are voluntary and attendance cannot be used as criteria during tryouts.

In-Season Information

Selection of Teams

The head coach of any HSD sport has the responsibility to select the members of a team on the varsity, junior varsity, and junior high teams and to assign a player to a position on the team. In accordance with the philosophy of the HSD athletic program, coaches are encouraged to keep as many students on an athletic team without unbalancing the integrity of the team and allowing for acceptable playing time for each student-athlete. Time, space, facilities and the ability to supervise student-athletes will place limitations on the number of student-athletes participating on a team. However, when determining the number of student-athletes that will be retained on a team, the coaching staff should strive to maximize the opportunities for HSD students. For some HSD teams, it is necessary to make “cuts.” If cuts are necessary, coaches are to communicate this process prior to the tryout period and use discretion and sensitivity when informing the students who are not able to participate on the team.

Activity Fee

The activity fee is expected to be paid after teams are selected during the first few weeks of the season. Activity fee envelopes are given to the student-athletes by the coach, and the envelopes are to be returned to the coach within a few days. Online payments are accepted and hardship cases are considered.

Extracurricular Activities Policy Signature Form

The HSD requires all participants in extracurricular activities to be informed of the School Board Policy 227.2 (Student Use/Possession of Controlled Substances), NCAA Academic Eligibility Requirements, and School Accident Insurance. A sign-off sheet regarding these topics are required for participation on HSD athletic teams.

Hazing

Hazing actions are not to occur on HSD athletic teams. These actions are contrary to the philosophy and mission of the HSD athletic program. Hazing actions of any type are prohibited at all times regardless of whether the conduct occurs on or off school property or outside of school hours. No student, parent/guardian, coach, sponsor, volunteer, or district employee shall plan, direct, encourage, assist, permit, condone, ignore, or tolerate any form of hazing. The HSD coaching staff will discuss the dangers of these actions to the student-athletes. If hazing or bullying actions are experienced, observed or suspected, it is to be immediately reported to the coach or school administration. A sign-off sheet on hazing is required for participation on HSD athletic teams.

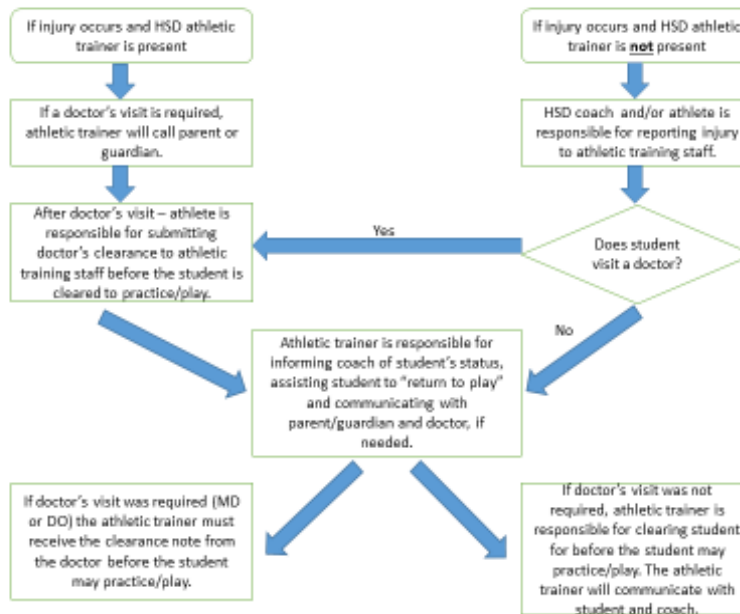
Injuries to Student-Athletes and the Role of the Athletic Trainer

The HSD provides full-time and part-time certified athletic trainers (AT). Our trainers are highly-trained allied healthcare professional who possess an in-depth knowledge of human kinesiology and sports medicine. The HSD athletic trainers specialize in the prevention, evaluation, and rehabilitation of athletic injuries, as well as first aid.

When a Hempfield student-athlete is injured during a practice or competition, the student-athlete is to seek the care of the HSD athletic trainer immediately. The certified athletic trainer will evaluate the injury and determine if the student-athlete needs to be referred to a physician. If a student-athlete is not practicing due to an injury, the head coach will notify the HSD athletic training staff and the student-athlete must be under the care of the HSD athletic training staff.

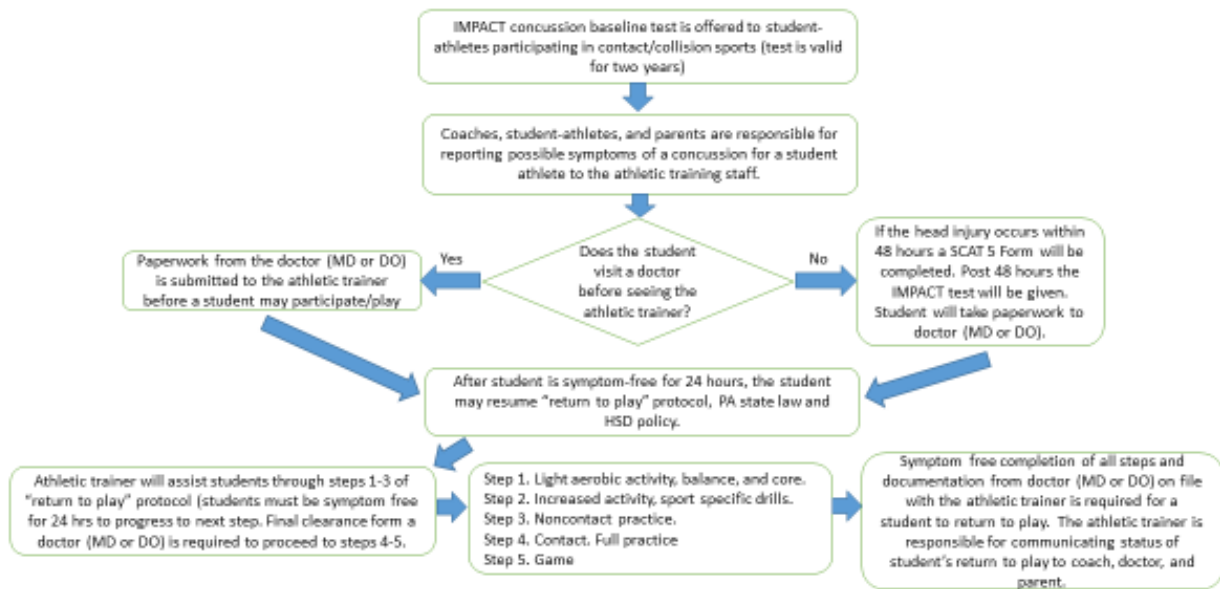
After the student-athlete has been evaluated by the physician, the student-athlete must submit to the HSD athletic trainer the documentation regarding the diagnosis, prescribed treatment and the date the student-athlete may resume participation. Without this documentation, the athlete may not participate in practices or competitions (see the below flow-chart of the treatment of athletic injuries).

HEMPFIELD ATHLETIC TRAINING INJURY PROTOCOL



Per the HSD concussion policy, all student-athletes presenting with signs and symptoms of a concussion will be evaluated by an athletic trainer. If a head injury is deemed a concussion, the student-athlete will be held from further activity for that day and placed into concussion “return to play protocol.” Coaches are required to notify the athletic trainers of all student-athletes who have sustained a concussion at away events (see the flow-chart for the treatment of concussions).

HEMPFIELD ATHLETIC TRAINING CONCUSSION PROTOCOL



Daily and Semester Attendance Eligibility

Per HSD administration guidelines, student-athletes must be in school by 9:30 a.m. to participate in an afternoon or evening practice or competition. The exceptions are funerals and college visits. Per the PIAA, a student-athlete is ineligible to participate on an athletic team after the 20th absence (excused or unexcused) of the semester. Coaches are sent an attendance report each day.

Transportation of Student-Athletes to Away Events

Participation on a HSD athletic team requires the student-athlete to use the HSD approved transportation to and from away games. The HSD will provide transportation for all student-athletes in school-authorized vehicles when a contest has been scheduled at an opponent's facility.

All HSD student-athletes are expected to ride the school provided transportation to and from away games. The only exceptions are: 1) If there is a conflict with a HSD school activity. 2) A family emergency. In both cases, the head coach must be given a written request from the parent/guardian prior to the event and the coach must approve the request.

Booster Clubs/Parents Groups and Fundraising

The purpose of booster clubs and parent groups is to support the student-athletes and the coaching staff. Booster clubs and parent groups should be well organized with officers (president, vice-president, secretary and treasurer) and a written constitution. Booster clubs and parent groups should meet on a regular basis and use Roberts Rules of Order. Booster clubs and parent groups do not have input regarding HSD coaching, administrative or personnel decisions.

The HSD athletic department provides everything necessary for the HSD athletic teams to compete and be competitive in the Lancaster-Lebanon League and PIAA. These items are:

coaching staff and athletic trainers, uniforms, all necessary equipment, facilities, transportation to away competitions and game officials. Booster clubs and parent organizations may elect to provide the athletic teams with items beyond the necessary items. Often this is done through fundraising. Booster clubs and parent groups must keep in mind that the fundraising is for the “wants” and not the “needs” of the team.

Booster clubs and parent groups cannot require HSD student-athletes and parents/guardians to fundraise or make a donation to participate on any HSD interscholastic athletic team. Booster clubs and parent groups may not use the HSD tax-exempt status. For additional information on the role of booster clubs in the HSD athletic program, please see the Booster Club Handbook at www.hempfieldsd.org/Athletics>Athletic Resources>Booster Club Handbook.

Freshman Playing on the Senior High Team

For the sports of football, field hockey, soccer, basketball, wrestling, cross country and track and field, freshman are eligible to play on the junior high team or the senior high team. The opportunity for a freshman to play on the senior high team is initiated by the head coach and should be supported by the student-athlete and parent/guardian or the student-athlete should play on the junior high team. The level (junior high or senior high) that the freshman competes in the first game of the season is the level the freshman will compete for the entire season, per PIAA rules.

Individual Team Competition Schedules

The HSD athletic department uses Arbiter for scheduling competitions. To locate an individual team’s schedule, go to the HSD athletic website, click on the correct season, click on the correct sport, go to the bottom left hand corner of the webpage and click on the desired team. The Arbiter schedules are updated in real time.

HSD Multiple Sport Athletes

Senior high student-athletes playing multiple sports for the HSD are not to workout with out-of-season HSD teams without the permission of the in-season coach. If a student-athlete attends an out-of-season workout while participating on an in-season team, the out-of-season HSD coach will inform the student-athlete that he or she cannot participate in an out-of-season workout. The out-of-season coach should contact the in-season coach to ask permission for the student-athlete to participate in an out-of-season workout. An out-of-season coach is not to direct a student-athlete to ask an in-season coach if he or she can participate in an out-of-season workout. The decision of the in-season coach is final and the out-of-season coach will comply.

Student-athlete participation in club teams during the PIAA season is not recommended. The expectation for senior high student-athletes is to make a full commitment to the HSD team during the PIAA season. It is important for student-athletes and parents/guardians to recognize that senior in-season high school athletic teams take precedence and priority over club teams. Attempting to participate on both HSD senior high teams and club teams in the same season may present a conflict that will result in limited opportunities on the HSD senior high teams.

Recognition of Seniors at a Home Competition

This recognition is usually called “Senior Night” and often scheduled prior to the varsity competition of one of the last regular season home competitions. The decision of when the recognition will be held can be determined by the head coach and the booster club. For recognition events held after the junior varsity game and before the varsity game, the Director of Athletics and the booster club will work together for a brief, respectful, and meaningful recognition for the senior student-athletes. If the competition is held in the Buchanan Gym, quad fields or the stadium, the athletic department will provide an announcer for the senior recognition. The student-athlete profiles should be limited to the name of student-athlete, name of parents/guardians, number of years the student-athlete participated on the team, position on the team, and future plans. Additional information or recognitions are to be reserved for post-competition recognition or the end-of-season banquet.

Varsity Letters

The criteria for a student-athlete earning a varsity letter will be an evaluation by the coach or coaches concerning the amount of games or meet time played by the athlete along with the following guidelines:

- Baseball, basketball, field hockey, football, lacrosse, soccer, softball = Participation in 50% or more of total innings/periods.
- Cross Country, swimming, track and field – Average score of 1 point or more per meet.
- Golf, tennis, volleyball, wrestling – Participation in 50% of competitions.

Varsity letters will be awarded on the recommendation of the varsity head coach for cheerleaders, managers, and student trainers. Seniors not meeting the requirements will be awarded a letter only by the recommendation of the varsity head coach.

Varsity letters will be awarded in each sport the first time an athlete meets the requirements. In succeeding years when a varsity letter is earned, a pin will be issued in lieu of a varsity letter. An athlete must finish the season in good standing to earn an athletic award, including a varsity letter. The varsity head coach has the final recommendation that can supersede any or all of the above criteria. Areas a coach can use to recommend a letter include: attitude, attendance, self-discipline, character, skill development, leadership qualities, and loyalty of student-athletes.

Post Season Information

End-of-Season Gathering

At the conclusion of the season, it is customary for a HSD team to have a social activity to commemorate the season. For junior high teams, the gathering is generally informal. For the senior high teams, the gathering is more formal. The gatherings are not funded by the HSD athletic department.

Care must be taken by booster clubs not to provide student-athletes with gifts or awards that may be in violation with PIAA rules and regulations. **Article II of the PIAA Constitution and By-Laws** addresses amateur status of student-athletes and can be found at www.piaa.org. Any questions regarding amateur status should be directed to the Director of Athletics.

When planning and holding the end-of-season banquet/gathering, booster clubs should be sensitive to the following issues:

1. Formal banquets are expensive. HSD athletic teams may have picnics/pot luck dinners held on HSD property or at public parks. These venues provide a pleasant and relaxed atmosphere for honoring student-athletes and their families.
2. Banquets can be lengthy. Repetition of activities, remarks, and recognitions of individuals or groups may lead to restlessness among some attendees and create distraction from the positive nature of the occasion. Organizers should be mindful of reasonable expectations for length not to exceed two hours.
3. Permitting senior-driven activities such as senior farewell speeches, gag gift presentations, and video presentations involve a risk. Prior to the banquet, organizers are to communicate behavior expectations to the student-athletes to reinforce standards of appropriate behavior or to prevent embarrassment or other negative effects to either the presenter or audience.
4. Alcoholic beverages are not to be made available to any attendees of a HSD athletic team banquet/gathering.

School-Issued Equipment Return

Each HSD athletic teams issue school owned equipment to student-athletes during each athletic season. The responsible care of this equipment is the responsibility of the student-athlete. If school-issued equipment is lost or damaged, the student-athlete is responsible for paying for the replacement cost of the lost or damaged equipment.

If, at the conclusion of the season school-issued equipment is not returned and the student-athlete has not paid the replacement cost, the student will have an outstanding obligation. For an underclassman, the outstanding obligation will prevent the student-athlete from participating during a future athletic season. For a senior, an outstanding obligation will prevent the student from participating in the commencement ceremony.

End-of-the-Season Meeting with Coaching Staff

Many HSD coaches will schedule a time to meet with each student-athlete at the end-of-the-season to discuss the student-athlete's progress throughout the season and to discuss future involvement on the team. If a coach does not initiate an end-of-the-season meeting with a student-athlete or student-athlete and parent/guardian, student-athletes and parents/guardians are encouraged to request an end-of-the-season meeting with the head coach.

CLOSING COMMENTS

Student-athletes achieve the benefits of interscholastic athletic programs when all stakeholders fulfill their roles. The Hempfield administration is confident that the *Handbook for Student-Athletes and Parents/Guardians* is a resource that communicates the roles of the four important stakeholders (administration, coaching staff, student-athletes and parents/guardians) and the understanding that “we are all in this together” contributing to the effectiveness of the HSD athletic program. We look forward to an outstanding 2019-2020 for Hempfield athletics!

Go Black Knights!