

# **Student Handbook 2016-2017**

## **Crooksville High School**

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Crooksville High School  
History

School Colors: Red and Black  
School Nickname: Ceramics  
School Emblem: The Potter at the Wheel

Crooksville High School was first opened in 1897. The first classes were held in the old West School which later became the Knights of Pythias Lodge at the top of Cemetery Hill. The first graduating class was in 1901 and since that time, the high school has undergone many changes. These changes included additions, consolidations, remodeling, and the construction of the current high school facility at 4075 Ceramic Way.

The original high school was opened in 1914 and was located on Buckeye Street on the site now occupied by Blacker's Pharmacy. In 1924, a new building was constructed at 100 South Buckeye Street and became Crooksville's "new" high school. The old facility was attached to the new building by an overhead walkway and became the Junior High School.

In 1963, the first students were graduated from an addition to the high school which included new classrooms, a conversion of the old gymnasium into an Industrial arts Department, and the opening of a new gym. One of the main reasons for the 1963 addition was due to the consolidation with McLuney High School, which had earlier accepted Bearfield Township into its fold. As a result, C.H.S. which added McLuney in the 1960-61 school year, needed space for the expanding student population. Therefore, Superintendent Mr. William Worthington led the local voters to the passage of a construction bond and the new addition. The new gym was affectionately known as the "Pink Pit" due to the tile floor which faded from red to a rosy color. Opposing teams often complained about the floor but many great ball games were played there (including the 95-94 Ceramic victory over John Glenn H.S. in which All Ohio career scoring leader Jay Burson Scored 61 points.).

In May of 1985, Crooksville schools under the direction of Mr. Edward Myracle passed a construction bond issue and obtained State matching funds to replace the old deteriorating structure at the Buckeye Street site. The size of the new facility required more land than was available within the City Limits so, construction of the approximately 6.1 million dollar building began on the school owned property near the K-8 School in McLuney. The new structure opened in November 1987 is a modern, well equipped high school with state of the art computer networking, a huge library, and gymnasium as well as commons area which doubles as a cafeteria and public meeting room. The current high school facility shares approximately sixty acres with its neighboring K-8 school which opened in 1980.

Many changes have occurred in the over one hundred year history of Crooksville High School. New building, new locations and new faces of staff and students have created an ongoing tribute to a very important structure in the lives of "Ceramics" throughout the world. No matter how far the graduates of C.H.S. have gone, the name "Ceramics" is ever in their hearts.

The Crooksville High School Alma Mater  
(sung to the tune "Finlandia")

Oh Crooksville High, Forever we will honor  
Where friends are friends, both true and dear always

We tower above in loyalty and fame  
Forever true to our dear school name

Oh school I love, I pledge my Heart and Hand  
Forever true until we must part MISSION STATEMENT

**Empower students for the challenges of the 21st century.**

**GOALS**

1. Prepare students to be life-long learners
2. Prepare students to communicate effectively
3. Prepare students to be problem-solvers
4. Prepare students to be creative and good critical thinkers
5. Prepare students for technological advancements
6. Prepare students to be productive citizens in a global society

# *Crooksville High School*

## *Student*

### *Athletic Handbook*

# Code of Conduct

## I. Philosophy

We at Crooksville Schools place much emphasis on education and learning. We realize that this not only is accomplished in the classroom, but also through extra-curricular activities. Extra-curricular activities give the young men and women of our district the opportunity to grow and develop in many other areas other than academics. Extra-curricular activities are important in enhancing growth in leadership, responsibility, character and assist in developing a positive attitude.

As representatives of the school, these young men and women are, at all times, under the watchful eyes of their community, peers, and all neighboring communities. Because of this close scrutiny by others, these young men and women involved in extra-curricular activities must behave in such a manner as to exemplify and have a positive influence upon those emulating us.

In an effort to aid these young people in grades seven through twelve, Crooksville Schools has set forth a list of rules, regulations and standards by which participants in extra-curricular activities should abide.

## II. Required Forms

1. **Physical** - A physical must be completed, signed and on file in the training room, before an athlete is permitted to participate. The date of the physicals will be announced. Any person missing the physicals will be responsible for obtaining their own physical.
2. **Insurance Form** - The insurance form must be completed, signed and on file in the training room before an athlete is permitted to participate.
3. **Emergency Medical Form** - The emergency medical form must be completed, signed and on file in the training room before an athlete is permitted to participate. A copy of the emergency medical form will travel with each coach to each contest. This is the responsibility of the coach of each sport.
4. **Liability Waiver** - If an athlete has a nonfunctioning, or lacking a paired organ (kidney, eye, testicle etc.) they will automatically be banned from participation in interscholastic athletics. The only exception will be if the examining physician accepts the responsibility and signs the physical form. The physician must then discuss with the athlete and the parent/guardian the risks, possible injury and outcome of participation in that sport. The athlete and the parent/guardian must then sign, with witnesses, a liability waiver releasing the Crooksville School District, administration, coaching staff and athletic trainer from liability. Preventative safety equipment is also required (eye protector, flack jacket, cup). The requiring of other forms or procedures is a reserved right of the administration, coaches and athletic trainer.
5. **Participation Waiver, Release and Consent Form.** (releases Crooksville High School from being liable.)

## III. Eligibility

**Students in grades 9 through 12 must have received passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period in order to be eligible to participate in interscholastic extracurricular activities. At the end of each grading period, student eligibility will be determined by the following guidelines:**

1. **OHSAA requires high school students to receive passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period. Students taking post secondary options must comply with these standards.**
2. Eligibility will be established as follows:
  - 1<sup>st</sup> 9 weeks based on previous years 4<sup>th</sup> nine weeks grades. (Note: 1<sup>st</sup> quarter freshmen eligibility will be based on passing 5 courses in the preceding grading period)
  - 2<sup>nd</sup> nine weeks based on 1<sup>st</sup> nine weeks grades
  - 3<sup>rd</sup> nine weeks based on 2<sup>nd</sup> nine weeks grades
  - 4<sup>th</sup> nine weeks based on 3<sup>rd</sup> nine weeks grades
3. Weekly Eligibility
  - Teachers will submit grades for all athletes to the building principal on a weekly basis
  - If an athlete receives 2 or more F's on the weekly eligibility list, the athlete is not permitted to participate for the week. The student will be denied to participate until the next eligibility comes out.

#### **IV. Ejection For Unsportsmanlike Conduct - Student**

Any student ejected for unsportsmanlike conduct or flagrant foul shall be ineligible for contests for the remainder of that day as well as for all contests in that sport until two regular season/tournament contests (one in football) are played at the same level as the ejection.

If the ejection occurs in the last contest of the season, the student shall be ineligible for the same period of time as stated above in the next sport the student participates. A student under suspension may not sit on the team bench, enter the locker room or be affiliated with the team in any way traveling to, during or traveling after the contest (s).

A student who is ejected a second time shall be suspended for the remainder of the season in that sport.

A student who has been ejected for unsportsmanlike conduct for the second time in the season during the last contest shall be ineligible for a period of time/number of contests subject to the discretion of the Commissioner. The period of ineligibility shall commence during the next sport in which the student participates.

It is the responsibility of the local school authorities to ensure this regulation is enforced. When an ineligible student is allowed to participate, forfeiture of the contest is mandatory. This regulation shall apply to all season and tournament contests and shall in no way limit the discretionary authority of the commissioner as specified in the OHSAA Tournament Regulations. In accordance with Bylaw 8-3-1, the decisions of the contest officials are final.

#### **VIII. Responsibility of Equipment**

##### **1. Chain of Responsibility**

- a. Equipment manager is responsible to the athletic director.
- b. Head coach is responsible to the equipment manager.
- c. No head coach will be issued equipment until that head coach has turned in equipment of their preceding sport.
- d. Players are responsible to the head coach.

##### **2. Payment Policy**

- a. All equipment issued to a player will be turned in at the end of the season.
- b. All equipment not turned in will be paid for by the athlete at the cost it would take to replace it.
- c. Any player not turning in, or making restitution for equipment issued to them, will not be permitted to take part in any sport until restitution is made.
- d. Any player not turning in equipment will not receive any award until the equipment is turned in.
- e. Any senior player not turning in, or making restitution for lost or stolen equipment, will be turned over to the proper authorities for legal action.

#### **IX. Practices**

##### **1. Times**

- a. All practice times shall be determined by the head coach.
- b. Gym times shall be established by a meeting of all coaches and the athletic director.
- c. A monthly schedule shall be distributed.

##### **2. Missing Practices**

- a. Athletes are expected to be at all practices.
- b. Injured players are required to attend all practices unless this is in direct conflict with the coach's or physician's orders.
- c. Athletes who are ill and unable to attend practice should notify the head coach or their designee before the missed practice, and indicate the nature of the illness.
- d. Failure to participate in scheduled practices may result in loss of playing time or disciplinary action at the discretion of the head coach.
- e. If an athlete misses practice for any reason, it is their responsibility to find out when the next scheduled practice will be held.

##### **3. Practices Prohibited**

- a. No Sunday or holiday practices.
- b. Snow Days
  - i. No practices for those athletes below the freshmen level.
  - ii. Practice times shall be established at the beginning of the season
  - iii. If the weather is so bad that a practice should be canceled, a call list should be established so that every athlete can receive advance notice of the cancellation.
  - iv. No practices will be held in the event of a level two or level three weather emergency.

3. Practices Prohibited cont.
  - c. A student may not participate in practice if he/she has not been in attendance at least half of the school day.
  - d. A student may not participate in contest if he/she has not been in attendance that entire school day. The rule may be waived at the discretion of the principal or his designee in unusual circumstances, i.e., family emergency, dental or medical appointments substantiated by a physician.
  - e. A student declared academically ineligible may be permitted to practice or travel with the team at the discretion of the head coach.
4. Overlapping sports
  - a. All athletes must take five school days off before the beginning practices of their next sport.

#### **X. Quitting A Team**

Any member of a team who quits after the first state authorized practice date will be subject to the following regulations:

1. Notify the head coach personally of your intentions to leave the team.
2. Hand in all equipment, uniforms, etc.
3. Clean out locker and dressing area.
4. Pay any fees or damage costs which have been accumulated.
5. An athlete quitting a team will not be permitted to begin practice or attend non-mandatory events (lifting, open gym, etc.) with another team until the first team's season is complete. Exception to this rule is with permission of the athletic director and the coach of the team in which the player quit.
6. Athletes quitting teams forfeit all awards and any nominations for post season honors and awards.

Failure to comply with any of the above regulations will result in the following:

1. The athlete will not be permitted to join any other team until all obligations are met.
2. Athletes who do not meet financial obligations will be dealt with according to board policy.
3. Proper authorities will be notified in extreme cases when equipment or uniforms have not been turned in.

#### **XI. Dismissal From A Team And Due Process**

An athlete that does not comply with the rules and regulations set forth in the Student Athlete Handbook or rules and regulations established by a coach for a specific sport, may be subject to dismissal from the team. Should it become necessary to dismiss an athlete from a team for the remainder of that season, the following procedures will be used:

1. The coach should inform the athletic director of any dismissals before action is taken, if possible. If this is not possible, notify athletic director as soon as possible.
2. The coach or athletic director will inform the athlete of his/her dismissal from that team. The athlete will receive written reasons for his/her dismissal at this time.
3. The athlete has the right to request an informal hearing with the coach, athletic director, and the principal within 24 hours of receiving his/her written dismissal. Parents should be present at the informal hearing.
4. If the athlete does not receive satisfaction at the informal hearing, a formal hearing may be requested before an athletic board composed of the superintendent of schools, athletic director, and a head varsity coach, designated by the administration. The decision of the athletic board can be appealed within 48 hours after the formal hearing, to the Crooksville Exempted Village Board of Education.
5. The proper procedures and forms for appeal of the athletic boards' decision can be obtained by the parent or guardian from the athletic director.
6. Athletes dismissed from a team are subject to the same regulations as athletes who quit a team.

#### **XII. Transportation**

All transportation to and from contests will be provided by school transportation. The coach of that sport will dictate transportation policy. If the coach of that sport permits travel from a contest with a parent, that coach must have written parental permission in advance that is in agreement with the coach's transportation policy.

### XIII. Conduct

Major Infractions: Theft, tobacco, alcohol, possession, usage and dealing of illegal drugs are all major infractions.

#### 1. Theft/Vandalism/Other Major Offenses

- 1<sup>st</sup> violation: 20% of the season
- 2<sup>nd</sup> violation: 50% of the season.
- If offense occurs with less than the required percentage of the season remaining, the removal will carry over to the next season or the next year if athlete is only participating in a single sport.
- 3<sup>rd</sup> violation: Removal from all sports for one calendar year from the time of the infraction. Student may not practice under 3<sup>rd</sup> violation.

#### Possession or use of tobacco or alcohol in any form will be prohibited:

- 1<sup>st</sup> violation 30% of the season
- 2<sup>nd</sup> violation: 50% of the season.  
If offense occurs with less than the required percentage of the season remaining, the removal will carry over to the next season or the next year if athlete is only participating in a single sport.
- 3<sup>rd</sup> violation: Removal from all sports for one calendar year from the time of the infraction. Student may not practice under 3<sup>rd</sup> violation.

#### Possession, usage, or dealing of illegal drugs is prohibited.

- 1<sup>st</sup> violation: 40% of the season
  - If offense occurs with less than the required percentage of the season remaining, the removal will carry over to the next season or the next school year if the athlete is only participating in a single sport.
  - 2<sup>nd</sup> violation: denial to participate in all athletics at Crooksville High School for one calendar year from the date of the infraction.
2. If there is an accumulation of any two major infraction of alcohol and smoking or stealing denial to participate in that sport for the remainder of the season. Three major infractions (i.e. stealing - one time, smoking - one time, drinking - one time), there will be a denial of all further athletic participation at Crooksville High School for the remainder of their high school career.
  3. During the first violation the athlete must practice and attend all team functions, if requested by the coach. Failure to comply can result in dismissal from the sport for the remainder of the season.
  4. Any action by an athlete which produces disunity on the team, or any action that is considered by the head coach to be unsuitable behavior, will result in suspension or denial of participation.
  5. Length of suspension maybe reduced by 10% with counseling and or honesty in admitting to the offense.
  6. The case of any athlete who is found guilty of a violation of the law will be brought before the Athletic Board and the head coach of the sport. Suspension or the denial of participation may be the result.
  7. A player will be considered in violation of the Athletic Code if he or she is observed by a coach, the athletic director, a principal, superintendent of schools, law enforcement officer, or a reliable school personnel as determined by the school administration. Self admission and disclosure by parents will justify violations of the athletic code.
  8. If an athlete is in violation of a major infraction during the off-season (summer to be included in the off-season), their punishment will begin at the beginning of their next sport season, they will forfeit any awards or banquet recognition.
  9. All infractions of the major types will be erased on the athlete entering his/her ninth grade year in high school. Therefore, no major infractions at the junior high level will be carried over or counted on the athlete's high school record. However, if a suspension has not been served in accordance with this policy, the suspension will take placed during their next sports season.
  10. Coaches should establish and explain to their athletes the rules of that particular sport and the consequences of breaking those rules for all matters not already covered in the Athletic Handbook.

#### **XIV. Injuries**

1. Notify the head coach.
2. No athlete shall report to the trainer's room until they have been referred by the coach.
3. The proper forms must be filled out by any attending physician, as requested by the athletic trainer.
4. Parent or guardian of any athlete shall report all injuries and illnesses to the head coach. This should be done before any scheduled practice or contest. At this time, they should indicate the nature of the illness or injury and expected time of return.
5. The athlete that does not follow the orders as directed by the athletic trainer and/or head coach will be subject to disciplinary action by the head coach of that sport.
6. All medical forms shall be filled out, returned and on file in the training room before any athlete will be permitted to practice.
7. The parent or guardian shall be responsible to report any illness, injury, disease, or abnormality of the athlete that wasn't detected during the physical or that may have just occurred.

#### **XV. Anti-Hazing Policy**

It is the policy of the Crooksville Board of Education that hazing activities of any type are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student, or other, organization that causes, or creates a substantial risk of causing, mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.