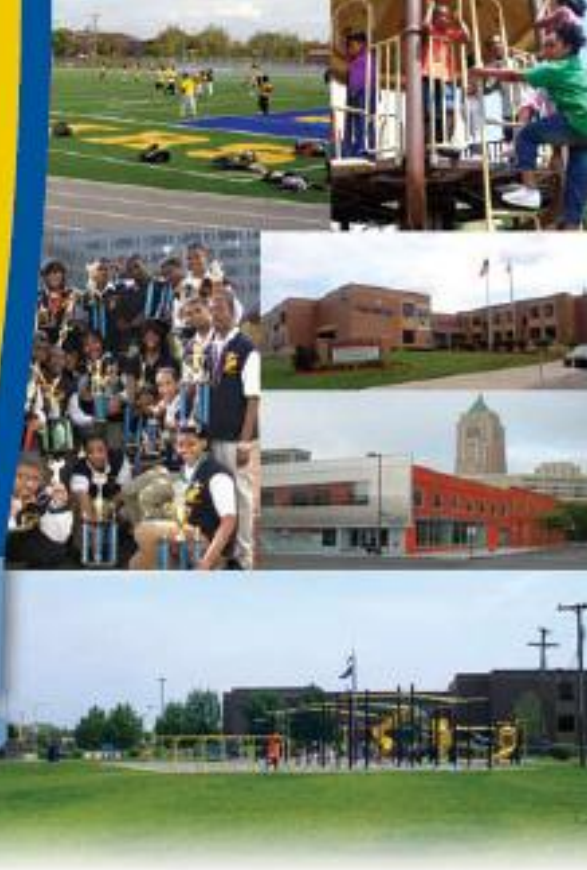


Preparing Students for **College, Career & Life!**



Athletic Handbook

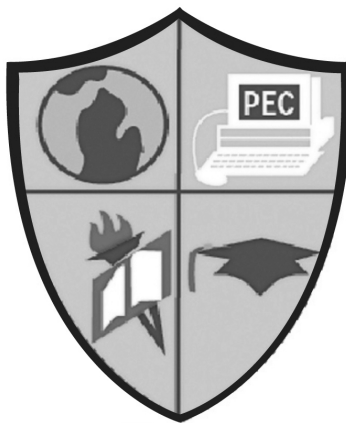
"Perfection is not attainable. But if we chase perfection, we can catch excellence."

– Vince Lombardi



Plymouth Educational Center District

www.plymouthed.org



Plymouth Educational Center District

Athletic Handbook



Plymouth Educational Center District

District Offices & Vivian H. Ross Campus (K-8)
1460 East Forest
Detroit, Michigan 48207
Phone: 313.831.3280 • Fax: 313.831.5766

Preparatory High School Campus
7375 Woodward Avenue, Suite 2500
Detroit, Michigan 48202
Phone: 313.309.1630 • Fax: 313.309.1631

www.plymouthed.org

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MISSION STATEMENT

"We the Plymouth Educational Center Community will nurture, motivate, educate and elevate all students by promoting academic excellence and responsible citizenship."

NON-DISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

Plymouth Educational Center District is committed to the concept of equal employment opportunity as a necessary element in its Personnel Program. It is the policy of the District to prohibit discrimination on the basis of race, color, sex, age, religion, national origin, height, weight, marital status, disability or other characteristics in accordance with the law.

Further, it is the policy of this District to provide an equal opportunity for all students, regardless of gender, religion, race, color, national origin or ancestry, age, disability, marital status, place of residence within the boundaries of the District, or social or economic status, and/or any other legally protected characteristic, to learn through the curriculum offered in this District.

GENDER AND ETHNICITY – POSITION STATEMENT

Plymouth Educational Center believes that gender and ethnicity equity is more than being in compliance with the law. It is a spirit. It is a personal ethic. It is a commitment to do what is right and fair for all athletes, officials, coaches and athletic administrators. It means creating an atmosphere and an environment where opportunities and resources are distributed fairly to all. An atmosphere where no person experiences discrimination on the basis of gender or ethnicity.

Taken from MHSAA Handbook

ATHLETIC PARTICIPATION

Participation in interscholastic athletics is a privilege and an honor. Students who are involved in athletics are in a leadership role representing their family, school, community and school district. Students have a responsibility to exemplify high ideals, fair play and leadership in the competitive arena and in the community.

The primary purpose of the athletic program is to promote the physical, mental, social, emotional and moral well-being of the participants. Plymouth Educational Center District supports its students in their endeavors to be peak performers.

Students who use alcohol, tobacco, and other drugs and who engage in inappropriate behavior, sacrifice peak performance. The athletic department intends to protect and promote the health and safety of its athletes through its policies and procedures. In order to create a safe and healthy environment for its athletes, the athletic department expects its athletes to follow its guidelines and procedures.

In addition, students are governed by the rules of the Michigan High School Athletic Association, the policies of the PEC Board of Education and the PEC Student Code of Conduct.

MHSAA & DISTRICT RULES OF ELIGIBILITY

The MHSAA & the PEC District has regulations regarding eligibility of students for participation in sanctioned contests. Plymouth Educational Center, as a member of the MHSAA, is bound by its regulations (as a minimum standard), which are explained in detail in the handbook published by the Representative Council of the Association. This handbook may be examined in the Athletic Director or Principal's office. Primarily, the rules deal with:

- Enrollment
- Age
- Parent/guardian consent
- Physical examination
- Seasons of competition
- Semester of eligibility

Enrollment

To be eligible for interscholastic athletics during the first semester, a student must be enrolled not later than the fourth Friday after Labor Day. Likewise, to be eligible for interscholastic athletics during the second semester, a student must be enrolled not later than the fourth Friday of February.

Age

HS - Any student who competes in any interscholastic athletic contest must be under nineteen (19) years of age except a student whose nineteenth (19th) birthday occurs on or after September 1 of a current school year is eligible for the balance of that school year.

7th Grade - Any student who competes in any interscholastic athletic contest must be under fourteen (14) years of age except a student whose nineteenth (14th) birthday occurs on or after September 1 of a current school year is eligible for the balance of that school year.

8th Grade - Any student who competes in any interscholastic athletic contest must be under fifteen (15) years of age except a student whose fifteenth (15th) birthday occurs on or after September 1 of a current school year is eligible for the balance of that school year.

Physical Examination

No student shall be eligible to represent a high school for whom there is not on file in the offices of the principal or athletic director of that school, statements for the current school year certifying that (1) the student has passed a physical examination and is physically able to compete in athletic tryouts, practices and contests and (2) there has been consent for disclosure to the MHSAA of information otherwise protected by FERPA and HIPAA for the purpose of determining eligibility for interscholastic athletics. The physical examination form must be signed by the M.D., D.O., Physician's Assistant, or Nurse Practitioner who administered the physical examination. Additionally, the physical must have been given on or after April 15th of the previous school year.

Season of Competition

No student, while enrolled in grade nine through twelve, shall be eligible to compete for more than four (4) seasons in either first or second semester athletics.

Semester of Enrollment

No student shall compete in any branch of athletics that has been enrolled in grade 9 through 12, inclusive, for more than eight semesters. The seventh and eighth semesters must be consecutive. Enrollment in a school for a period of three weeks or more, or competing in one or more interscholastic athletic contest, shall be considered as enrollment for a semester under this rule.

Transfers

Transfers students must comply with the MHSAA Transfer Policy

Awards

A student shall be ineligible if he/she accepts merchandise certificates, cash or any other type of negotiable certificate of value over \$25.00.

Amateur Practices

No student shall be eligible to represent his/her High School who:

1. Has received money for participating in athletics, sports or games;
2. Has received money or other valuable consideration for officiating in interscholastic athletic contests;
3. Has signed a contract with any professional team.

Limited Team Membership

- A. After participating in an athletic contest as a member of a high school athletic team, a student/athlete cannot participate in any athletic competition not sponsored by his/her school in the same sport during the same season, as governed by the MHSAA.
- B. You shall not participate on any "all-star" team during the school year (football, basketball only).

Academic Eligibility

To be academically eligible to participate in athletics, a student shall have passed at least 66% of his/her classes the previous semester AND the previous semester G.P.A. must be a 2.0 or better. This is a dual standard. Therefore, if a student passed 66% of classes but did not achieve a G.P.A. of 2.0 or better, they are ineligible. Likewise, if a student achieved a G.P.A. of 2.0 or better but did not pass 66% of their classes they are ineligible.

66% of Classes Is Defined As Follows

- Passing 3 of 4 classes
- Passing 4 of 5 classes
- Passing 4 of 6 classes
- Passing 5 of 7 classes
- Passing 6 of 8 classes

NOTE: If a student is ineligible based on the previous semester final grades, the student will be ineligible FOR THE COMPLETE SUCCEEDING SEMESTER.

Maintaining Academic Eligibility

For a student to maintain academic eligibility during a semester he/she must successfully be passing at least 66% of classes AND must have a current G.P.A. of 2.0 or better. Academic eligibility will be checked every two weeks.

If the student is not passing at least 66% of classes OR does not have a current G.P.A. of 2.0 or better when checked, that student is ineligible until the next check. If the next eligibility check reveals the student is still not passing at least 66% of classes OR does not have a current G.P.A. of 2.0 or better, that student is ineligible until the next check, and so on until the student is passing 66 percent of classes AND has a current G.P.A. of 2.0 or better.

Students who fail to maintain eligibility are ineligible for competition in games AND participation in practice until they meet eligibility requirements, a period of not less than the two weeks. Additionally, ineligible athletes are not allowed to board team buses, sit on the sideline, attend practices or engage in any other team activities during the period of ineligibility.

The Athletic Director reserves the right to review a student's grades throughout the semester. If a student is found to be at risk of failing, the Athletic Director may impose restrictions/interventions to ensure academic success. Deficiencies, including incompletes and failures from a previous semester may be made up during a subsequent semester, summer session, night school, or via approved online courses. Eligibility may be reinstated when the school accepts the credit.

Students must attend ALL classes daily to participate in a game or practice that same day. Therefore, if a student has an unexcused absence during any period of the day, they will not be allowed to participate in any games or practices scheduled for that day.

Eligibility Probation

Ineligible students may be reinstated at the quarter marking period if they are passing 66% of their classes and have at least a 2.0 grade point average. **The granting of eligibility probation is at the discretion of Principal and is therefore not automatic or guaranteed.** Qualifying students will be required to complete an athletic eligibility probation contract.

ATHLETIC RESPONSIBILITIES & CODE OF CONDUCT

The athletes competing in interscholastic sports represent the team, school, parents, and the community. The conduct of the athletes, both on and off the field of competition, should reflect the standards and value of the school district. The following responsibilities are required of athletes representing the Plymouth Educational Center District.

Equipment

Athletes will be responsible for all school equipment which is issued to them during season.

1. All equipment will be issued and recorded by the Head Coach.
2. The athlete must maintain issued equipment in a clean manner. Coaches will determine the procedure for cleaning uniforms.
3. All equipment must be returned to the coach after the sport season is completed. All lost or stolen equipment is the responsibility of the athlete.

Athletes will be required to pay for lost or stolen equipment. Any equipment not returned in acceptable condition, or any lost/stolen equipment that has not been paid for may cause the athlete to be restricted from competition in any other extracurricular activity until his responsibility for the equipment has been cleared up by the athletic director.

Code of Conduct

Civil violations, violations of the athletic policy, or violations of Plymouth Educational Center District policies may result in dismissal from athletic participation. Because athletics is considered an extension of the school day/program, the Plymouth Educational Center district discipline policy applies to all athletes while participating in any and all phases of the athletic program, before, during, and after school hours, while in competition or practice, and all activities associated thereof.

Athletes are considered ambassadors of good will and are expected to demonstrate exemplary behavior on and off the court or field. It is expected that athletes will carry the tradition of Plymouth Educational Center District with pride and dignity.

Athletics is a privilege and thus is governed by rules and regulations of the athletic policy. Any violation of rules/regulations by the athlete will result in disciplinary action.

Those rules include, but are not limited to, the following:

- A. Any athlete who is found possessing and/or using illegal or unauthorized substance (including alcohol, tobacco, or marijuana) will be removed from that team for the rest of the season. If an athlete is found possessing/using illegal or unauthorized substances at the end of one sport season, he/she may be restricted from participating in the next sport season. Consistency, fairness and the extent of the discipline shall be reviewed by the Athletic Council and recommendation made to the Athletic Director.
- B. Suspension-Any athlete who is suspended from school (in-school, out of school) while participating on an athletic team, will not be allowed to play in any scheduled contests during the suspension. Suspensions begin and end with the regular school day. A two day suspension, for example, issued during the day on Tuesday, begins at the end of the school day on Tuesday and ends at the beginning of the school day on Friday.
- C. Sportsmanship-The excessive display of temper, loss of self-control, use of obscene language or gestures will result in the athlete being removed from the contest by the coach, and may result in a suspension from the next interscholastic game. A subsequent offense may result in a referral to the Athletic Council for disposition, and may result in suspension.
- D. Stealing-Any student/athlete who is found stealing will be removed from the team for the balance of that sports season to include at least one month. Second offense suspended for the balance of the school year to include at least the next sports season and review by the Athletic Council.
- E. Any athlete participating in a school sponsored team must accompany that team to and from the event on school approved modes of transportation. Exception to this may be made only with prior notification and approval by the Athletic Director.

- F. Generally, athletes are not encouraged to participate in more than one sport at any given time. There are occasions when an athlete genuinely would like to change sports during a particular season. This may be done only if the following requirements are met:
1. The change must occur before the first contest of the season of both sports involved.
 2. The change must be approved by both head coaches.
 3. The change must be approved by the Athletic Director.
- G. Individual teams may have rules specific to the sport and athletes in those sports will be provided with a copy. Team rules will be on file in the Athletic Director's Office.

Appeal Procedure

The coach and the Athletic Council (see below) will be actively involved in discipline cases involving student athletes. The athlete will have the opportunity to be heard, respond, and appeal. It is the athlete's responsibility to submit written communication requesting an appeal within 5 days of notification of penalty. The Level of appeal is as follows:

- Level 1: Coach
- Level 2: Athletic Director
- Level 3: Athletic Council (excluding Head Coach of Athlete appealing)
- Level 4: Principal
- Level 5: Superintendent
- Level 6: Board of Education

Athletic Council

The Athletic Council will be composed of the Athletic Director, Principal and/or designee, a parent and head varsity coaches of the high school or K-8. They will have the authority to deal with clarification of athletic policies, i.e. eligibility, suspensions of any athlete, expulsion from participation by an athlete in a sport, etc.

In general, the Athletic Council has the advisory responsibility for all cases in discipline of an athlete representing Plymouth Educational Center District.

Medical Policy and Athletic Insurance Forms

The Board of Education assumes no responsibility relative to doctor and hospital expenses. Athletics are a voluntary activity and the student participates with the approval of his/her parents and at his/her own risk of injury.

To this end, Plymouth Educational Center requires athletes to have medical insurance. Forms are available at each school for participants wishing to purchase athletic accident insurance. The athlete's parents must either pay for school sponsored insurance or sign a waiver stating that they already have adequate health insurance under their family plan.

Return to Participation from Illness or Injury

Athletes who are out of school due to an injury or illness may not participate in practice or contests without written permission from the athlete's physician.

Athletic Awards

Each coach is responsible for informing team members of the standards and requirements for earning an award in that sport. The requirements for presenting awards in each sport will be determined by the head coach and approved by the Athletic Director.

RESOLUTION OF CONFLICT IN SCHEDULED STUDENT ACTIVITIES

Talented and active students often find themselves scheduled to perform for two different school activities on the same day and a choice must be made. The guidelines below are presented for use by sponsors/coaches of co-curricular activities: athletics, music activities, dramatics, forensics, debate, etc.

- A. Sponsors and coaches should inform their students of scheduled contests and/or activities. Students should be encouraged to examine their calendars carefully and notify the teacher or coach IMMEDIATELY if a potential conflict appears, so that ample time is provided for arriving at a reasonable solution. (National college entrance exam dates are particularly relevant to this provision, and should be planned in accordance with athletic and performing arts events schedules.)
- B. Students and their parents/guardian should be an integral part of the decision-making process. When conflicts cannot be resolved between the student, his/her parent, and the coach/sponsor, the Athletic Director will be asked to assist.
- C. If resolution cannot be reached, the principal or his/her designee should be included. All parties affected by the resolution will be informed as soon as possible.

Plymouth Educational Center District
ATHLETIC HANDBOOK ACKNOWLEDGEMENT FORM

Student's Name: _____
(Please Print) Last First Middle

Class of: _____
(Year you will graduate High School)

Statement to be signed by student and parent/guardian:

I have read the Plymouth Educational Center District Athletic Handbook for Parents/Guardians and Athletes. I understand the guidelines as outlined in the handbook and the consequences for violating the guidelines. I pledge to **NOT** violate the rules & regulations of the PEC Athletic Department and PEC District Code of Conduct.

_____ Date: _____
(Student Signature)

I acknowledge receiving the Plymouth Educational Center District Athletic Handbook for Parents/Guardians and Athletes. I accept my responsibility for helping my son/daughter live up to the guidelines.

_____ Date: _____
(Parent Signature)

**THE FORM MUST BE SIGNED AND PLACED ON FILE IN THE ATHLETIC OFFICE AS A
CONDITION OF PARTICIPATING IN ATHLETIC PROGRAMS SPONSORED BY THE
PLYMOUTH EDUCATIONAL CENTER DISTRICT.**



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District Offices & Vivian H. Ross Campus (K-8)
1480 East Forest
Detroit, Michigan 48207
Phone: 313.831.3280 • Fax: 313.831.5766

Preparatory High School Campus
7375 Woodward Avenue, Suite 2500
Detroit, Michigan 48202
Phone: 313.309.1630 • Fax: 313.309.1631