

# The Seven Hills School



Athletic Handbook  
2021-2022

## **SEVEN HILLS ATHLETIC HANDBOOK**

The Athletic Handbook is a reference guide to the operation, expectations and rules of The Seven Hills Athletic Program for student-athletes, parents and coaches. Seven Hills athletes are expected to adhere to the regulations and policies set forth in this handbook. These policies include requirements of the School, the Athletic Department, the League and the Ohio High School Athletic Association (OHSAA).

### **➔ *Access to The Seven Hills School's Website***

- *The Seven Hills School Home Page: [www.7hills.org](http://www.7hills.org)*
- *The Seven Hills School Athletic Page: [www.gostingers.org](http://www.gostingers.org)*

To access The Seven Hills School's athletic website, go to [gostingers.org](http://gostingers.org). From the athletic website you can find athletic announcements, athletic news, current season schedules with the most up-to-date information, team web pages, and directions to all athletic events. You will also be able to download athlete forms that include the current athletic handbook, campus maps, lower and middle school registration information and OHSAA physical forms.

### **Directions to the Hillsdale Campus (Lotspeich, Middle and Upper Schools)**

The Hillsdale Campus is located at 5400 Red Bank Road in Madisonville, near the I-71 Fairfax/Red Bank Expressway exit (Exit 9). From I-71, take Exit 9. Turn right at the first traffic light onto Duck Creek Road. Drive a short block and turn right at the traffic light onto Red Bank Road. The campus is on the right.

### **Directions to Doherty Campus**

The Doherty Campus is located at 2726 Johnstone Place, just off Madison Road, in East Walnut Hills. The campus can be easily reached from I-71 by taking the Dana Avenue exit (Exit 5). Go east on Dana Ave. Turn right onto Madison Road. From the Dana/Madison intersection, go about 1.2 miles or count 7 stoplights (staying in the 2 right hand lanes on Madison as you enter O'Bryonville). After 1.2 miles or the 7th stoplight, turn left onto Johnstone Place.

**DIRECTORY OF ADMINISTRATION, AND ATHLETIC STAFF**

**Directory of Administration**

|                          |                |  |
|--------------------------|----------------|--|
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| Head of Doherty School   | Tracy Murch    | <a href="mailto:tracy.murch@7hills.org">tracy.murch@7hills.org</a>       |

**Directory of Athletic Staff**

|                                 |                  |  |
|---------------------------------|------------------|--|
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| Lotspeich Athletic Coordinator  | Abbey Sir Louis  | <a href="mailto:abbey.sirlouis@7hills.org">abbey.sirlouis@7hills.org</a>     |
| Administrative Assistant        | Amy Ilg          | <a href="mailto:amy.ilg@7hills.org">amy.ilg@7hills.org</a>                   |
| Athletic Facilities             | Pete Ceruzzi     | <a href="mailto:pete.ceruzzi@7hills.org">pete.ceruzzi@7hills.org</a>         |

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## **SECTION I: General Information for All Seven Hills Athletes (Grades 1-12)**

### **Seven Hills Philosophy of Athletics**

The Seven Hills Athletic Program values the skills gained through teamwork, commitment, and sportsmanship as well as the lessons learned through winning and losing. At Seven Hills, these lifelong values are acquired in an atmosphere where competition is balanced by the development of positive self-esteem of each student-athlete.

The Seven Hills Athletic Department believes that important learning takes place in athletics and has developed the program with the student's interest and participation in mind. A student who is involved in student life outside as well as inside the classroom grows into a well-rounded person and contributes significantly to both the School community and the larger community of which Seven Hills is a part.

The Seven Hills Athletic Program is designed to challenge and develop each student's skills to the fullest. The School is committed to promoting in its athlete's excellent sportsmanship, ethical behavior and integrity.

The Seven Hills Athletic Program emphasizes participation and the development of athletic skills at grades 1- 6 so the School can field its most competitive teams in grades 7-12. The Seven Hills Athletic Program believes that every student who wishes to participate on an athletic team will be given the opportunity. Therefore, Seven Hills has a no-cut policy for students willing to make a commitment to a team.

### **Purposes of Athletics at Seven Hills School**

Athletics are an integral part of a complete education. The Athletic Program serves the following educational purposes:

- It instructs students in the rules and skills of the individual and team.
- It provides physical training and physical outlets for students' energy and interests.
- It provides healthy competition and cooperation within and between schools.
- It instills in students the principles of good sportsmanship.
- It helps to develop ethical behavior in all aspects of a student's life.
- It maintains the spirit of true amateur competition in a world where students are constantly exposed to professional athletics.
- It cultivates a positive attitude towards healthy living and lifelong fitness.
- It teaches and requires respect for other teams, game officials, coaches and teammates.

### **Sportsmanship and Conduct**

The School believes that lessons learned from fairly played competitions benefit both students and the School. The Independent School Association of the Central States (ISACS) provides these examples of "fairly played" situations for independent school athletes, coaches, game officials and spectators.

- Treat others fairly, as they should be treated and as you wish them to treat you.
- Regard the rules of the games you play as an agreement; you should not seek to evade or break either the spirit or letter of the agreement.
- Treat game officials and opponents with courtesy and respect.

- Accept absolutely and without complaint or quarrel the final decision of any game official.
- Consider and treat visiting teams and spectators as your guests. Similarly, when you visit another school, behave courteously as a responsible guest.
- Be gracious-in victory and defeat. Learn especially to take defeat gracefully.
- Be as cooperative as you are competitive.
- Remember that both on and off the field your actions reflect on you and on the School.

### **Eligibility for Participation in the Seven Hills Athletic Program**

1. *Students in grades 1- 6* must have a signed student contract on file in the Business Office in order to be eligible to participate in School athletics. (Occasionally, students who have left Seven Hills to attend Springer participate on Seven Hills teams.)
2. *Students in grades 7- 12* must live in Ohio or, if residents of a state that borders Ohio, must have been attending Seven Hills since the fourth grade to be eligible for athletics.
3. *In grades 9-12*, the school chosen for 9th grade will be the school of eligibility for the next four years. Per ohsaa.org “If a student transfers at any time after the fifth day of the student’s ninth grade year or after having established eligibility prior to the start of school by playing in a contest (scrimmage, preview/jamboree, Foundation game or regular season/tournament contest), the student shall be eligible, insofar as transfer is concerned, for **ONLY** the second 50% of the maximum allowable regular season contests (including all scrimmages, preview/jamboree/Foundation games) **in those sports in which the student participated** (participation being defined as playing in a contest) during the 12 months immediately preceding this transfer.” Please speak with the Athletic Director or visit ohsaa.org for exceptions.
4. *In grades 7-12*, no student will be allowed to practice or participate in the athletic program without evidence of a physical examination and a signed parent/guardian participation form (as specified by the Ohio High School Athletics Association-OHSAA) on file in the office of the Athletic Director. This form is available at <https://sevenhills-oh.finalforms.com>. New parents must create an account and print out the form to bring to their physical. Once completed, parents can upload the completed form on the link above or drop it off at our Athletic Office.
5. *In grades 7-12*, regular standards of eligibility will be governed by rules of the Ohio High School Athletics Association (OHSAA). These rules are found below in the OHSAA scholarship section.
6. An ineligible player may practice, but permission to do so is a decision to be made by the coach and/or the faculty. Ineligible players may not participate in any game at any level. An ineligible player may be recognized as a member of the team at Awards Night but cannot receive any school or league award (grades 9-12.)
7. A member of an interscholastic squad (grades 7-12) sponsored by The Seven Hills School may not participate in a contest on a non-interscholastic team or play as an individual in the same sport during the School's season. For any student athlete who does not comply with this rule, all matches or games will be forfeited, beginning with the date of the infraction. Some examples include:
  - Participating in a father/son golf tournament is prohibited-if the tournament takes place during your golf season.

- Participating in a tennis tournament sponsored by your tennis club is prohibited-if the tournament takes place during your tennis season.
- Participating in a basketball game in your church league is prohibited-if the game takes place during your basketball season.

### **OHSAA Regulations on Scholarship**

In order to be eligible for the first grading period upon entrance into grade 9, you must have received passing grades in a minimum of five (5) of the classes in which you were enrolled in the immediately preceding grading period.

In order to maintain eligibility for grades 9- 12, you must have received passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period.

In addition:

- A student becomes a member of an interscholastic squad, and thus establishes eligibility, when he/she participates in a contest (scrimmage, preview or regular season game).
- Summer school and other educational options, including College Credit Plus, may not be used to bring a student into compliance with scholarship bylaws, nor can they be used to compensate for lack of courses taken in the preceding grading period.
- Your semester or yearly grades have no effect on OHSAA eligibility (although they could, depending upon your school's official grading periods). OHSAA eligibility is dependent upon grades received in the immediately preceding grading period.
- Those taking postsecondary school courses, including College Credits Plus, must comply with OHSAA scholarship regulations.
- The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. Note: Check with your division head or athletic administrator to determine the exact date that eligibility will be restored.

### **OHSAA Regulations on Semesters**

After establishing ninth-grade eligibility, you are permitted only eight (8) semesters of athletic eligibility.

- The semesters are taken in order of attendance once ninth-grade eligibility has been established.
- Semesters are counted toward eligibility whether you participate in interscholastic athletics or not.
- There are exceptions to this regulation, so please arrange a meeting with your division head or athletic administrator to review these exceptions.

### **OHSAA Regulations on Age**

When a high school student (grades 9-12) turns 20 years of age, he/she becomes ineligible

for interscholastic athletics.

- There are exceptions to this regulation, so please arrange a meeting with your division head or athletic administrator to review these exceptions.

### **OHSAA Regulations on Transfers**

Once your eligibility is established at a high school, a transfer to a different high school may mean you will lose eligibility for interscholastic athletics for a period of time at your new school. For the specifics on the period of ineligibility, visit [www.ohsaa.org](http://www.ohsaa.org).

- If you are new to this School as a transfer student, all required paperwork must be submitted to the OHSAA by your school administrator, and, depending on your situation, the state office may have to grant approval for eligibility. Immediate eligibility will be granted only if one of the exceptions to the OHSAA transfer regulation has been met or you have not participated in the sport within the past 12 months.
- To see if you qualify for an exception or you have other questions on these regulations, arrange a meeting with your division head or athletic administrator. If questions remain, ask them to contact the OHSAA.

### **→ Important OHSAA Links**

- *OHSAA Student-Eligibility Guide: [www.ohsaa.org/eligibility/EligibilityGuide.pdf](http://www.ohsaa.org/eligibility/EligibilityGuide.pdf)*
- *OHSAA Bylaws: [www.ohsaa.org/general/about/bylaws.pdf](http://www.ohsaa.org/general/about/bylaws.pdf)*

### **Eligibility Checklist for Upper School Student Athletes**

Before you play, you must be eligible. Please review the following checklist with your parents. Unchecked boxes will likely mean you are NOT eligible. For questions, see your division head or athletic director.

- I am officially enrolled in an OHSAA member high school or participating in accordance with state law.
- I am enrolled in at least five one credit courses or the equivalent, each of which counts toward graduation.
- I received passing grades in at least five one credit courses or the equivalent, each of which count toward graduation, during the immediately preceding grading period.
- Both of my parents live in Ohio (or the parent with custody, due to divorce or having never been married, lives in Ohio).
- I have not changed schools without a corresponding move by my parents or legal guardian or by qualifying for one of the exceptions to the OHSAA transfer regulation.
- If I have changed schools (transferred), I have followed up with my new school to ensure that all proper forms (if applicable) have been submitted to the OHSAA Office.
- I have not been enrolled in high school for more than eight semesters.
- I understand I will become ineligible once I turn 20 years old.
- I have not received an award, equipment or prize valued at greater than \$400 per item per source.
- I am competing under my true name and have provided my school with my

- correct home address.
- I have not competed in a **mandatory** open gym/facility, conditioning or instructional program.
- I have not been coached or provided instruction **by a school coach** in a team sport other than during my sport season, during an instructional period approved by OHSAA or for no more than 10 days between June 1 and July 31.
- I am not competing on a non-school team or in non-school competition as an individual **during my school team's season** in the same sport.
- I have not been recruited for athletic purposes to attend this school.
- I am not using anabolic steroids or other performance-enhancing drugs.
- I have had a physical examination within the past year and it is on file at my school.
- My parents and I attended a preseason meeting at my school which OHSAA requires to be held no later than two weeks after the beginning of each sports season. We viewed a presentation by OHSAA to review key eligibility issues, healthy lifestyles and sporting behavior.
- My school also reviewed with my parents and me its concussion management protocol, we reviewed and signed the Ohio Department of Health's "Concussion Information Sheet" prior to participation, and we reviewed a short presentation on concussions available at no cost at [www.nfhslearn.com](http://www.nfhslearn.com).
- My school also reviewed with my parents and me the Sudden Cardiac Arrest video, we reviewed and have signed the Ohio Department of Health's "Sudden Cardiac Arrest Information Sheet" prior to participation, and we reviewed a short presentation on Sudden Cardiac Arrest.
- My parents and I have signed the OHSAA Authorization Form and the OHSAA Eligibility and Authorization Statement and they are on file at my school.

### **What is Expected of a Seven Hills School Student Athlete?**

All Seven Hills student athletes in grades 1- 12 are expected to follow the Code of Conduct and Expectations for Student Athletes:

1. Be dedicated to your sport.
  - Attend all practices and games. If you must miss a practice or a game, notify your coach well ahead of time (not the day of the game or practice) unless the absence is due to illness.
  - Notify your coach *at the beginning of the season* or as soon as you receive your schedule *about any conflicts with games*.
  - Should any conflicts arise during the season, notify your coach immediately.
  - Adhere to all regulations and policies pertaining to your sport. Policies may include situations such as:
    - Chronic tardiness to practice.
    - Missing practices or games.
    - Lateness for a team bus or van.
    - Engaging in conduct unbecoming a Seven Hills athlete. (Please note: Postings on Social Media sites such as Facebook, Twitter, YouTube etc. are considered public.)

- Keep yourself in the finest physical condition-by abstaining from tobacco products, alcohol and illegal drugs.
2. Always practice good sportsmanship, both on and off the playing field. Be a good citizen, both at School and away; your behavior reflects upon yourself, your team and your school.
  3. Take proper care of your equipment and uniforms. You will be charged for loss or damage that results from careless use of uniforms and equipment. Wear uniforms and warm-ups only for athletic contests, and return them promptly to the coach or Athletic Director after the last contest of the season. Detentions will be assigned to students who have not returned uniforms by the due date (for grades 7-12).
  4. You must be in school for every class during the school day to participate in either practices or games. *If you are ill in the morning and stay home from School but come to School in the afternoon, you are not eligible to play in contests on that day.* If you are unable to participate in physical education class, you will not be allowed to practice or play in games that day. (Doctors' appointments, funerals, field trips, etc., are excused absences, and you will be allowed to participate in after-school activities.)
  5. If you are injured and unable to practice or play in a game, coaches will follow your doctor's instructions as to the treatment of your injury. *You must obtain a doctor's written permission and submit it to the Athletic Office before you may resume participation.*
  6. *In grades 7- 12, practices and games are scheduled during School breaks. You should make every effort to attend all of these practices. If you miss practices, your status on the team will be determined by your coach, who could decide that you may not start, may not play in games, or may serve only on the reserve team. **You and your parents must understand the consequences if you or they decide that you will not attend these important practices.*** Inform your coach as soon as possible if you must miss practices and/or games during breaks.
  7. In grades 7-12, if you are thinking about going out for a sport *and* the School play, you are responsible to contact both the director of the play and the coach of your sport to inform each that there is a possibility of conflicts in the scheduling of rehearsals, practices and games. *Both the director of the play and the coach may require you to make a choice if the schedules submitted will not permit you to participate in both activities.*

### **Use of Alcohol, Tobacco and Illegal Drugs**

The Seven Hills School is concerned with the healthful habits of all students and is convinced that participation in athletics and the use of controlled substances are not compatible. Athletic participation and its life-long benefits for students cannot be compromised with substance abuse. A student-athlete who chooses to use banned or controlled substances jeopardizes team morale, team reputation, team success, and most of all, self-growth and personal health and safety.

- **If at any time you are found to be in possession of or using alcohol, tobacco products, and/or illegal drugs you may be suspended or expelled from the team.**
  - **In grades 9-12, if infractions of this policy occur while you are on School grounds or during a School sponsored event, a formal Disciplinary Committee will review your behavior.** (See the *Seven Hills Upper or Middle Student Handbook*.)

## **Athletic Disciplinary Procedures**

When expectations set forth by the Athletic Department and/or coach are not met, coaches should follow this recommended procedure to deal with serious or chronic disciplinary issues.

### *Grades 1- 6 Athletic Disciplinary Procedures*

1. When coaches' expectations are not met, a coach should speak with the player at the time the behavior occurs.
2. The coach should discuss the concerns with the Athletic Coordinator of the appropriate division.
3. The coach should then meet with the player's parents to discuss the issues.
4. If concerns persist, the coach and player should meet with the Athletic Coordinator of the appropriate division.
5. If the problems continue after this meeting, the coach should meet with the parents, teachers, Athletic Coordinator and division head to discuss the issues, what has been done, and determine appropriate actions.
6. If the coach feels that the player continues to exhibit the same difficulties, the coach can suspend the player for a specific time period.
7. Finally, if all other courses of action have not produced the desired results, the coach, in consultation with the Athletic Director and division head, can remove the player from the team.

### *Grades 7-8 Athletic Disciplinary Procedures*

1. The coach should first discuss the concerns with the Middle School Athletic Director.
2. The coach should then meet with the player to discuss the concern.
3. If concerns persist, the coach and player should meet with the Middle School Athletic Director.
4. If the problems continue after this meeting, the coach should meet with the parents, The Middle School Athletic Director and Head of Middle School to discuss the issues, what has been done, and determine appropriate actions.
5. If the coach feels that the player continues to exhibit the same difficulties, the coach, in consultation with the Middle School Athletic Director, can suspend the player for a specific time period.
6. Finally, if all other courses of action have not produced the desired results, the coach, in consultation with the Middle School Athletic Director and Head of Middle School can remove the player from the team.

### *Grades 9-12 Athletic Disciplinary Procedures*

1. The coach should first discuss the concerns with the Athletic Director.
2. The coach should then meet with the player to discuss the issues.
3. If concerns persist, the coach and player should meet with the Athletic Director.
4. If the problems continue after this meeting, the coach should meet with the parents, the Athletic Director, the student's advisor and the Head of Upper School to discuss the issues, what has been done, and determine appropriate actions.

5. If the coach feels that the player continues to exhibit the same difficulties, the coach, in consultation with the Athletic Director, can suspend the player for a specific time period.
6. Finally, if all other courses of action have not produced the desired results, the coach, in consultation with the Athletic Director and Head of Upper School, can remove the player from the team.

**SPECIAL NOTE: A serious violation of team rules could result in a player being immediately suspended from the team by the coach.**

### **Discipline and the Expulsion Rule**

Players ejected from interscholastic games for "unsportsmanlike conduct" or other flagrantly unacceptable behavior will be disciplined.

Disciplinary measures take into account the grade level and experience of the player as well as the seriousness of the infraction. *A player who is expelled may expect to forfeit eligibility to play in the next one or two regularly scheduled interscholastic or tournament games played in the sport.*

### **Coaches**

Seven Hills coaches are selected by the Athletic Department.

*In grades 1-6, coaches are primarily volunteer parents.* These volunteers have proved to be dedicated and successful coaches at this level. The Athletic Department believes firmly in the value of the relationships that develop on the athletic field and the bond that results between a parent/coach and his or her child and the team. The understanding, respect and commitment to skill development generated by this system create a common philosophy shared by the parents and the School.

*For grades 7-12, the School hires professional coaches under the same standards and procedures as academic faculty.* Each candidate is interviewed by a member of the Athletic Department and by an administrator. Those hired must submit a resume, a yearly physical, pass a police background check, complete the Fundamentals of Coaching Course, online First Aid and Safety for Coaches, CPR/AED training, Concussion Training, Sudden Cardiac Arrest, as well as van drivers' education. These coaches understand and adhere to Seven Hills' philosophy, receive a Pupil Activity Permit and professional requirements.

### **Leagues and Conferences**

*Seven Hills students in grades 1-6 play in non-Seven Hills youth leagues.* These include: Cincinnati Premier Youth Basketball League (CPYBL), Knothole Club of Cincinnati, Soccer Association for Youth (SAY), Southwestern Ohio Girls Fastpitch Softball Association (SOGFSA), Southern Ohio Girls Youth Lacrosse (SOYGLA), Greater Cincinnati Youth Lacrosse League (GCYLL) and Cincinnati Premier Youth Volleyball League (CPYVL). As guests in these leagues, the School is obligated to comply with their rules. These organizations construct their schedules according to the number of teams entered by the participating schools. Each league has its own set of rules that govern play in that league, and these rules vary from year to year and from season to season.

*Seven Hills students in grades 7-12 play in the Miami Valley Conference, an organization that includes Cincinnati Country Day School, Cincinnati Christian School, Cincinnati Hills Christian Academy, Clark Montessori, Lockland, Miami Valley Christian Academy, New Miami, New Richmond (swimming only), North College Hill, Norwood, Purcell Marion, St. Bernard-Elmwood Place, Roger Bacon, Seven Hills, and Summit Country Day. In addition, students will participate in the Cincinnati Gymnastics Coaches Association for gymnastics.*

### **Miami Valley Conference Mission Statement**

The Miami Valley Conference coaches, players, officials, administrators and fans shall promote respect on and off the playing field. We shall be humble in victory and gracious in defeat. Our mission is to aspire to these high ideals in word and deed, and at the same time, to have fun.

### **Miami Valley Conference Five Fan Expectations**

1. Let the official handle the game.
2. No obscene gestures or language.
3. Be respectful and courteous to others.
4. Cheer in support of a team, not against an opponent.
5. No taunting, use self-control.

*All members of The Seven Hills School community are expected to abide by this mission and these fan behaviors.*

### **Participation on Multiple Seven Hills Teams**

It is possible, *but not recommended*, (due to too many scheduling conflicts) for a student to participate on two School teams during the same season. To be able to participate on multiple teams, there must be an agreement between the student athlete, the coaches, and the Athletic Department. Final approval must be granted by the Athletic Department. The student, parents and coaches must agree as to which sport will take precedence if contests take place on the same day. A clear agreement at the outset of the season will avoid miscommunication and undue pressure from coaches and other athletes.

### **Participation on Non-School Teams**

**If you compete on a non-school team or in non-school competition as an individual in the same sport during your school team's season (example: non-school soccer during the school's soccer season), you will lose eligibility.** There are also certain restrictions regarding tryouts, practices and competitions with non-school teams before, during and after the school season. Before participating with a non-school team, visit [www.ohsaa.org](http://www.ohsaa.org), go to the General Sports Regulations and review the sections on Non-School Programs/Teams to ensure all regulations are being followed. Some other key notes on these regulations:

- A member of an interscholastic squad in a team sport (baseball, basketball, field hockey, football, ice hockey, lacrosse, soccer, softball and volleyball) may not participate in an athletic contest, tryouts or any type of team or group training or practices on or with a non-school squad in the same sport during the school's interscholastic season. **This would include college teams and/or college tryouts.**
- In the individual sports of bowling, cross country, golf, gymnastics, swimming and diving,

tennis, track and field and wrestling, however, you may practice and try out for a non-school team but **may not compete in a contest during your school season.**

- A member of an interscholastic squad in a team sport (baseball, basketball, field hockey, ice hockey, lacrosse, soccer, softball and volleyball) may try out, practice and compete on non-school teams before and after the school season from August 1 to May 31 (there are exceptions for baseball and softball) provided: The OHSAA's '50 percent limitation' regulation is maintained, meaning the number of students from the same school team on the roster of the non-school team is limited to five (5) students in the sports of soccer, field hockey, ice hockey and lacrosse; four (4) students in the sports of baseball and softball; three (3) students in the sport of volleyball; and two (2) students in the sport of basketball. **Note:** Seniors are exempt from these limitations after the conclusion of their sport season.
- There is no limit on the number of students from the same school team that may participate on the same non-school team from June 1 - July 31.
- Check the OHSAA Sport-by-Sport Regulations (available at [www.ohsaa.org](http://www.ohsaa.org)) for the date you must cease participation on non-school teams in order to be eligible for OHSAA tournament competition along with penalties for non-compliance with the date.

### **Statement of Risk**

Participation in interscholastic athletics includes a risk of injury that may range from minor to long-term catastrophic. Although serious injuries are not common in supervised athletic programs, it is impossible to eliminate this risk. Participants have a responsibility to help reduce the chance of injury. Athletes must obey safety rules, report physical problems to their coaches, follow a proper conditioning program and inspect their equipment daily.

### **Insurance**

All student athletes must be covered under medical and hospitalization insurance through their family. ***The School does not assume responsibility for insuring student-athletes.***

### **Catastrophic Accident Insurance**

OHSAA does provide catastrophic insurance to all sports that are state recognized. All participants on teams that are not recognized by the state are encouraged to seek insurance through organizations recognizing the sport.

### **Athletic Training Policy**

1. Inform the coach and/or athletic trainer as soon as possible when an injury occurs.
2. Every athlete must complete a current OHSAA pre-participation examination form and it must be on file in the Athletic Office prior to participation in sports.
3. Coaches should carry a copy of the complete OHSAA form on each student-athlete to practice and games.
4. Any athlete referred to a physician for an injury is required to submit to the coach a physician's letter of release prior to resuming participation.

### *Seven Hills Athletic Medical Training Staff*

- Dr. Peter S. Cha, Seven Hills Team Physician
  - Beacon Orthopaedics and Sports Medicine
  - Summit Woods 500 E. Business Way, Sharonville, OH 45241

- Beacon Orthopaedics Phone Number: 513-354-3700
- Reed Worthington, Certified Athletic Trainer
  - Drayer Athletic Trainer, The Seven Hills School
  - e-mail address: [reed.worthington@7hills.org](mailto:reed.worthington@7hills.org)

### **What is Expected of a Seven Hills School Parent of an Athlete**

As each student explores those areas that pique their interest in the upcoming year, we expect that parents will reinforce the importance of commitment to those areas and help control the total number of commitments to avoid added pressure. Please read through the athlete expectations for involvement in athletics and reinforce these guidelines as the year unfolds.

*Parent Meeting:* Each athletic team will hold a sport specific parent meeting. The general purpose of the meeting is to communicate obligations students must meet in order to have the privilege of participating in interscholastic athletics. Coaches will review team policies and procedures at this time.

Parents play an essential role in helping our children learn the value of winning and losing. Parents and spectators are encouraged to cheer for our athletes and not against the other team. Allow the coaches to coach; let the players play; and let the officials officiate and everyone can then enjoy all athletic events.

Below are some suggested topics you can discuss with your child in these situations:

*Values of Winning – help your child learn the values of winning by:*

- Offering congratulations for winning and identifying and discussing the efforts made by individuals and the team.
- Recognizing the improvement and growth of both individuals and the team.
- Emphasizing competitiveness and doing one’s best.

*Values of Losing – help your child learn from losing experiences by:*

- Providing a period of quiet time for your child to “decompress” after a loss before you discuss the game.
- Crediting the other team.
- Crediting the play of his/her opponent.
- Focusing on improvement by individuals and team.
- Discussing what was successful.
- Discussing what, if anything, individuals or the team could have done differently.
- Accept the loss, set individual goals and move forward.

### **Issues of Concern**

What are appropriate issues to discuss with the coach?

*Parents are encouraged to discuss:*

- The treatment of their child
- Ways to help their child improve
- Concerns about their child’s behavior
- Coaches’ expectations for their child and the team
- Team expectations and requirements

- Sanctions incurred by their child
- Scheduling
- College participation

*Parents ought not to discuss:*

- Placement on team
- Playing time
- Strategies used by the coach during contests
- Other student-athletes

**Special Note: It is very difficult to accept that your child is not playing as much as you hoped he or she would. Coaches are professionals. They make judgment decisions based on what they believe to be in the best interest of the team. The coach must take into account all members of the team, not just your son or daughter.**

### **Coach or Program Complaints**

It is imperative that parents respect the position of the coach and direct any concerns to the coach first. If you wish to discuss program or issues concerning your child, begin by contacting his/her coach. Often the problem or concern is resolved at this level.

*Steps for resolution:*

1. Athlete should speak with the coach, privately.
2. Parent should speak with your child's coach, privately.
3. Contact the Athletic Director.
4. Lastly, contact the division head (Upper or Middle).

*Productive communication*

- Please make an appointment to speak with the coach not prior to, or after, game day for productive communication
- Chatter or complaints among parents is counterproductive—please handle each issue directly through the coach.

### **Guidelines for Spectators**

Independent schools and Seven Hills expect all student athletes, coaches, game officials and other spectators to maintain high standards of good sportsmanship when they attend Seven Hills athletic competitions.

1. At home or away, spectators at School athletic contests—students, faculty, parents, alumni or friends—bear an important responsibility to the School to ensure the proper atmosphere and conduct for the game.
2. Spectators should watch games from the spectators' specified areas. Spectators must not run up and down sidelines, call out to players, coaches or officials, go onto the field of play, or deface or damage property. Actions that detract from the ability of players, coaches and officials to do their best are not acceptable.
3. Faculty members who attend games should remember that their responsibilities for student discipline and behavior extend to disciplining and controlling students who misbehave as spectators.
4. The use of alcohol or illegal drugs may not be associated in any way or at any time with a School athletic event.

## **Independent School Guidelines for Recruiting**

Upper School coaches should not make direct contact with a student athlete for purposes of recruiting unless the student athlete or the parent has initiated contact with the School and has spoken with the Director of Admissions. Independent schools do not allow a candidate for admission to practice or "try out" for a particular team.

## **Practices**

For grades 1-6, practice schedules and times are determined at pre-season meetings of coaches and the Athletic Coordinators. Young children must be supervised before practice begins. Childcare is available to students in grades 1 through 5, at an hourly rate, on both campuses until 6:00 PM. Parents who need childcare information should call the After the Bell office (728-2380). 6<sup>th</sup> graders may attend after school care held in the Middle School until 6:00 pm at no charge.

In grades 7-12, teams practice daily after school and these practices are coordinated by the Athletic Department.

## **Open Gyms**

School officials may designate open gyms/facilities, the sport to be played, the grade levels involved and may also limit participants to four (4) Seven Hills students. You may participate in open gyms /facilities provided:

- No one is excluded from participating.
- No one is required to attend.
- No School officials invite selected students or determine the teams.
- No School officials transport students to School or non-school facilities.
- No timing or written scoring is kept.
- No coaching or instruction is provided.

OHSAA may impose penalties against you, your School and/or your coach for violation these regulations.

## **Transportation for Practices and Games**

The Athletic Director or a team's head coach is responsible for arrangements for team transportation.

### *Grades 1-6*

- The Seven Hills Shuttle provides transportation between the two campuses immediately after school for practices and games.
- There is no shuttle service after practices. Because neither the coaches nor the School can be responsible for supervision of students after the scheduled conclusion of events, parents must arrange for prompt pick-up of their students after practices or games.
- The coach and Athletic Coordinators, who notify parents of arrangements at the beginning of the season, determine the pick-up point for students after games or practices.
- The usual pick-up point for the Hillsdale Campus is the front of Lotspeich School.
- If special transportation arrangements are necessary, parents should inform coaches ahead of time.

### *Grades 7-12 (Middle and Upper School)*

A Middle School student who has late practice will be supervised in a study hall or in a designated area under the supervision of a coach/teacher until practice begins.

Whenever possible, the School's vans or buses will be used as the primary transportation to away events. Teams may, in certain circumstances, travel to contests in private cars. The head coach or Athletic Director may arrange for cars and drivers. Adult drivers will be used whenever possible.

If a student, who is old enough to drive, wishes to drive to a contest independently, it is necessary to secure written permission ahead of time. All Upper School student athletes' parents are required to complete driving permission cards indicating parent preference and permission for driving at the beginning of each season.

Coaches and students are responsible for the care of the vans and buses when they are used for away contests. The vehicles should be treated with care and respect. Team members should remove all equipment and trash from the buses and vans when they return to the School so they will be ready for use by the next team.

### **Schedules and Directions to Games**

Directions to game sites and game schedules are provided by the Athletic Department at [GoStingers.org](http://GoStingers.org).

### **Awards**

- In *Grades 5-8*, athletic achievement is recognized for the team as a whole. The School does not acknowledge Most Valuable Player, Most Improved Player, or give other individual awards. Sports participation may be honored at a post-season team gathering scheduled by the coach. This event serves as a culmination of the season and also as an opportunity to collect uniforms.
- In *Grades 9-12*, students who participate on a team are eligible for athletic awards. The awards system is based on games and quarters played. Barring injury or illness, a student must complete the entire season of a particular sport to qualify for award recognition. The standard requires the student to play in half of the quarters or in half of the meets. All athletes, statisticians, trainers and managers are eligible for awards recognition.
  - Team Recognition Plaques
    - A Most Valuable Player plaque is awarded by a vote of the team.
    - A Most Improved Player plaque is determined by the coaches and the vote of the team.
    - A Coach's Award is given at the discretion of the coach.
  - All League Recognitions are determined by a vote of the League coaches in a particular sport.
  - All City Recognitions are determined by a vote of all the coaches in the area in a particular sport.

- Scholar Athlete Awards are given by the league to athletes who have received a Varsity letter for that sport and have achieved a 3.495 or better grade point average for the marking period prior to the end of the regular season.

At the Upper School level, there are three awards ceremonies during the year. Ceremonies begin at 7:00 PM, and all team members and their parents are encouraged to attend.

- *Fall Awards Ceremony* - Teams honored are cross country, girls tennis, golf, soccer and volleyball. Light refreshments are served.
- *Winter Awards Ceremony* - Teams honored include basketball, cheerleading, gymnastics, bowling and swimming. Light refreshments are served.
- *Spring Awards Ceremony* - Teams honored are baseball, boys tennis, lacrosse, softball and track and field. Male and Female Athlete of the Year and Elinor Scherr Mosher award winners are also announced. Light refreshments are served.

### **Athletic Boosters**

Seven Hills Boosters is an organization of parents and friends whose goal is to support Seven Hills student athletes and enhance School spirit. Monthly meetings (at 12:00 PM usually on the 2<sup>nd</sup> Wednesday of the month) provide the opportunity to assist, in a volunteer capacity, the Athletic Department. Booster activities include Homecoming in the fall, Spirit Nights in the winter and Sports Clinics in the spring. Boosters also manage and run concessions during all three seasons. Profits fund a wish list generated by the coaches and Athletic Department.

➔ *Link to Seven Hills Athletic Booster Page*

- <http://www.7hills.org/7hillsboosters> or [gostingers.org](http://gostingers.org)

### **Inclement Weather Policy**

When weather forces the school to close, there will be no practice or games that day unless there is special clearance from the Athletic Director. On rainy days, decisions on outdoor practices and games will be made as soon as possible so everyone involved can be notified of cancellations. When possible, decisions will be made by 2:00 PM. Students should assume practice or games will be held unless there is an official announcement made or posted.

- *Thunder/Lightening Policy*
  - If thunder is heard or lightning is seen, the coach must remove the team from the field immediately and wait out the storm in a safe location. No team will return to the field until 30 minutes after thunder is last heard or lightning is last seen.

## **SECTION II: Seven Hills Athletic Program, Grades 1-4**

### **Grades 1-4 Overview**

For grades 1-4, The Seven Hills School follows a no-cut policy. Any student, regardless of skill or experience, who is willing to commit to the practices, games and expectations of the coach as well as this handbook, will be on a team. Grades 1-4 participate in outside leagues and in instructional clinics.

The emphasis of the Seven Hills Athletic Program in grades 1-4 is to provide an athletic experience for every child who wishes to participate. The primary purpose of the program at this

level is to foster, in all participants, a desire to develop one’s own athletic potential as fully as possible and to build the skills necessary for successful athletic involvement in the future. All team members who participate in practices should have significant playing time.

**The Seven Hills Athletic Program offers the following sports to 1-4 grade students:**

| <b>Season</b> | <b>Grades</b> | <b>Sports</b>                    | <b>League</b>             |
|---------------|---------------|----------------------------------|---------------------------|
| Fall          | 1-4           | Boys and Girls Soccer            | SAY                       |
|               | 3-4           | Girls Volleyball                 | CPYVL                     |
| Winter        | 1-2           | Boys and Girls Basketball Clinic | TSHS Instructional Clinic |
|               | 3-4           | Boys and Girls Basketball        | CPYBL                     |
| Spring        | 1-4           | Girls Softball                   | SOGFSA/EHGSL              |
|               | 1-4           | Boys Baseball                    | Knothole                  |
|               | 1-4           | Boys and Girls Track and Field   | CYO                       |
|               | 3-4           | Boys and Girls Track Lacrosse    | SOYGLA/GCYLL              |

**Registration Fees for 2021-2022**

Registration fees cover the cost of team registration in the league, uniforms, equipment, and referee/umpire fees.

|                                  |                   |
|----------------------------------|-------------------|
| Boys and Girls Soccer            | \$120 per athlete |
| Girls Volleyball                 | \$120 per athlete |
| Boys and Girls Basketball Clinic | \$65 per athlete  |
| Boys and Girls Basketball        | \$120 per athlete |
| Girls Softball                   | \$120 per athlete |
| Boys Baseball                    | \$120 per athlete |
| Boys and Girls Track & Field     | \$80 per athlete  |
| Boys and Girls Lacrosse          | \$120 per athlete |

**Registration Procedures**

The registration process will begin with an e-mail blast sent to parents from their divisional office with links to the Seven Hills Lower School athletic page. All registration forms and information should be downloaded from the Seven Hills website and turned in, along with the registration fee, to your divisional office. During the registration period, signs will be posted through the School and information will be available in the divisional offices. A deadline date is noted on the sports forms, and *a space on a Seven Hills athletic team cannot be guaranteed if the registration is received after the deadline.*

*Fall* Registration forms are posted in late April and are due in early May.

*Winter* Registration forms are posted in mid-September and are due in early October.

*Spring* Registration forms are posted in early December and are due before winter break.

*Clinics* Registration forms are posted in conjunction with the corresponding sport teams.

### **Team Selection Process**

If participant numbers indicate the need for multiple teams, the Athletic Department will maintain consistency with the school's values by forming balanced teams to include athletes of all skills levels to the best of their ability. A maximum of two coaches on each team may have their own children on their team.

#### *Soccer*

Passers (ages 6 and 7)            The Athletic Department will conduct a blind draw. Doherty and Lotspeich maintain separate teams.

Wings (ages 8 and 9)            The Athletic Department will conduct a blind draw. Doherty and Lotspeich students are combined to form teams.

#### *Basketball, Softball and Baseball*

The Athletic Department will place students on the teams. If participant numbers permit, in grades 1 and 2, Doherty and Lotspeich students are not on combined teams. In grades 3 and 4, students from Doherty and Lotspeich are combined to form Seven Hills teams.

#### *Lacrosse*

The Athletic Department will place students on the teams. In grades 3 and 4, students from Doherty and Lotspeich are combined to form Seven Hills teams.

#### *Track and Field*

Doherty and Lotspeich students from grades 1-4 are combined to form grade level teams.

### **Uniforms**

*Soccer*            Each player receives a shirt, shorts and socks that the player keeps at the end of the season.

*Basketball*        Each player receives a jersey and a pair of shorts, which the player turns in at the end of the season.

*Softball*            Each player receives a shirt, shorts, socks and hat, which the player keeps at the end of the season.

*Baseball*            Each player receives a shirt, pants, belt, socks and hat. The player returns the pants and belt and keeps the shirt, hat and socks at the end of the season.

*Lacrosse*            Each player receives a jersey and a pair of shorts, which the player turns in at the end of the season.

*Track/Field*        Each player receives a shirt that the player keeps at the end of the season.

*Clinics* Each clinic participant receives a t-shirt.

### **SECTION III: Seven Hills Athletic Program, Grades 5-6**

#### **Grades 5-6 Overview**

For grades 5 and 6, Seven Hills School follows a no-cut policy. Any student, regardless of skill or experience, who is willing to commit to the practices, games and expectations of the coach as well as this handbook, will be on a team. Fifth-and sixth-graders play for The Seven Hills School in outside leagues.

In the Seven Hills Athletic Program, grades 1-6, emphasis is on skill development and participation. The natural shift in grades 5-6 is to field more competitive teams while allowing the athletes to develop through practice and game experiences.

Parent coaches at this level should adhere to the league minimum playing time requirements. Higher skilled players may see an increase in playing time at this level.

**The Seven Hills Athletic Program offers the following sports to 5th and 6th grade students:**

| <b>Season</b> | <b>Grades</b> | <b>Sports</b>                  | <b>League</b> |
|---------------|---------------|--------------------------------|---------------|
| Fall          | 5-6           | Boys and Girls Soccer          | SAY           |
|               | 5-6           | Girls Volleyball               | CPYVL         |
| Winter        | 5-6           | Boys and Girls Basketball      | CPYBL         |
| Spring        | 5-6           | Girls Softball                 | SOGFSA        |
|               | 5-6           | Boys Baseball                  | Knothole      |
|               | 5-6           | Boys and Girls Track and Field | CYO           |
|               | 5-6           | Boys and Girls Track Lacrosse  | SOYGLA/GCYLL  |

#### **Registration Fees for 2021-2022**

Registration fees cover the cost of team registration in the league, uniforms, equipment, and referee/umpire fees.

|                              |                   |
|------------------------------|-------------------|
| Boys and Girls Soccer        | \$120 per athlete |
| Girls Volleyball             | \$120 per athlete |
| Boys and Girls Basketball    | \$120 per athlete |
| Girls Softball               | \$120 per athlete |
| Boys Baseball                | \$120 per athlete |
| Boys and Girls Track & Field | \$75 per athlete  |
| Boys and Girls Lacrosse      | \$120 per athlete |

#### **Registration Procedures**

The registration process will begin with an e-mail blast sent to parents from their divisional office with links to the Seven Hills Lower School athletic page. All registration forms and information should be downloaded from the Seven Hills website and turned in, along with the registration fee, to your divisional office. During the registration period, signs will be posted

through the School and information will be available in the divisional offices. A deadline date is noted on the sports forms, and *a space on a Seven Hills athletic team cannot be guaranteed if the registration is received after the deadline.*

*Fall* Registration forms are posted in late April and are due in early May.

*Winter* Registration forms are posted in mid-September and are due in early October.

*Spring* Registration forms are posted in early December and are due before winter break.

### **Team Selection Process**

The SAY League uses an outside area representative to conduct a blind draw. The league is based on participation and limits the number of players a team can carry. Eligibility is based on age not grade level.

The CPYBL (Cincinnati Premier Youth Basketball League), Knothole Club of Cincinnati, SOGFSA (Southwestern Ohio Girls Fastpitch Softball Association), Cincinnati Premier Youth Volleyball League (CPYVL), Sothern Ohio Girls Youth Lacrosse (SOYGLA) and Greater Cincinnati Youth Lacrosse League (GCYLL) allow Seven Hills to form its own teams. If participant numbers indicate the need for multiple teams, the Athletic Department will maintain consistency with the School's values by forming balanced teams to include athletes of all skills levels to the best of their ability.

### **Uniforms**

*Soccer* Each player receives a shirt, shorts and socks that the player keeps at the end of the season.

*Volleyball* Each player receives a shirt, which the player keeps at the end of the season.

*Basketball* Each player receives a jersey and a pair of shorts, which the player turns in at the end of the season.

*Softball* Each player receives a shirt, shorts, socks and hat, which the player keeps at the end of the season.

*Baseball* Each player receives a shirt, pants, belt, socks and hat. The player returns the pants and belt and keeps the shirt, hat and socks at the end of the season.

*Track/Field* Each player receives a shirt that the player keeps at the end of the season.

*Lacrosse* Each player receives a jersey and a pair of shorts, which the player turns in at the end of the season.

## **SECTION IV: Seven Hills Athletic Program, Grades 7-8**

### **Grades 7-8 Overview**

At the Middle School level, in grades 7-8, the School follows a no-cut policy. Any student, regardless of skill or experience, who is willing to commit to the practices, games and expectations of the coach as well as this handbook, will be on a team.

The natural developmental shift in Grades 7-8 is toward a more competitive program. In the Seven Hills program, there is no longer a rule for minimum playing time. Seventh and eighth grade students compete in the Miami Valley Conference League (MVC), which is governed by Ohio High School Athletic Association (OHSAA) rules and regulations.

*Please note: Because of OHSAA regulations, in grades 7-12, out-of-state residents may not participate in Seven Hills athletics, unless they have attended Seven Hills since the fourth grade.*

**The Seven Hills Athletic Program offers the following sports to 7th and 8th graders:**

| <b>Season</b> | <b>Grades</b> | <b>Sports</b>                  | <b>League</b> |
|---------------|---------------|--------------------------------|---------------|
| Fall          | 7/8           | Girls and Boys Cross Country   | MVC           |
|               | 7/8           | Girls Tennis                   | MVC           |
|               | 7/8           | Golf                           | MVC           |
|               | 7/8           | Boys and Girls Soccer          | MVC           |
|               | 7/8           | Girls Volleyball               | MVC           |
| Winter        | 7/8           | Boys and Girls Basketball      | MVC           |
|               | 7/8           | Gymnastics                     | CGCA          |
|               | 7/8           | Boys and Girls Swimming        | MVC           |
| Spring        | 7/8           | Girls Softball                 | MVC           |
|               | 7/8           | Boys Baseball                  | MVC           |
|               | 7/8           | Girls and Boys Track and Field | MVC           |
|               | 7/8           | Boys and Girls Lacrosse        | MVC           |
|               | 7/8           | Boys Tennis                    | MVC           |

### **Registration Fees**

Seventh and eighth graders do not pay a fee to participate.

### **Registration Procedures**

Before a sports season, registration forms are posted on [Gostingers.org](http://Gostingers.org). *Forms must be completed through DocuSign by the due date noted to ensure a place on the team.* If a registration form is received after the deadline, space on a Seven Hills organized team cannot be guaranteed.

*Fall* Registration forms are posted in late April and are due in early May.

*Winter* Registration forms are posted in mid-September and are due in early October.

*Spring* Registration forms are posted in early December and are due before winter break.

**Team Selection Process**

Teams in the Miami Valley Conference (MVC) league are set up by the coaches to be competitive in nature and to provide productive experiences to students according to their abilities. In some sports, depending on the numbers of students who sign up, coaches and the Athletic Director may elect to form A, B, and C teams. Because these teams are competitive, they may be organized based on the athletes' abilities.

**Uniforms**

Student-athletes are expected to care for all equipment and uniforms and will be charged for loss or damage due to carelessness. Uniforms or warm-ups should be worn only for athletic contests and *must* be returned to the coach or Athletic Department after the last contest of the season, or the student will be charged. Consequences will be given to all athletes in grades 7 – 8 who have not returned uniforms by the date they are due.

**SECTION V: Seven Hills Athletic Program, Grades 9-12**

**Grades 9-12 Overview**

The Seven Hills Athletic Program believes that every student who wishes to participate on an athletic team will be given the opportunity. Therefore, Seven Hills has a no-cut policy for students willing to make a commitment to a team. While there is a no-cut policy, there is no guarantee of playing time on any Upper School team.

**Sports offered at Seven Hills Upper School (Grades 9-12) include:**

| <b>Season</b> | <b>Grades</b> | <b>Sports</b>                  | <b>League</b> |
|---------------|---------------|--------------------------------|---------------|
| Fall          | 9-12          | Boys and Girls Cross Country   | MVC           |
|               | 9-12          | Girls Tennis                   | MVC           |
|               | 9-12          | Boys and Girls Golf            | MVC           |
|               | 9-12          | Boys and Girls Soccer          | MVC           |
|               | 9-12          | Girls Volleyball               | MVC           |
| Winter        | 9-12          | Boys and Girls Basketball      | MVC           |
|               | 9-12          | Cheerleading                   | MVC           |
|               | 9-12          | Girls Gymnastics               | CGCA          |
|               | 9-12          | Boys and Girls Swimming        | MVC           |
|               | 9-12          | Boys and Girls Bowling         | MVC           |
| Spring        | 9-12          | Girls Softball                 | MVC           |
|               | 9-12          | Boys Baseball                  | MVC           |
|               | 9-12          | Boys and Girls Track and Field | MVC           |
|               | 9-12          | Boys and Girls Lacrosse        | MVC           |
|               | 9-12          | Boys Tennis                    | MVC           |

**Registration Fees**

Upper School students do not pay a fee to participate.

### **Registration Procedures**

Upper School coaches hold a meeting with the students prior to the start of the season. All sign-ups are conducted at this meeting or through direct contact with the head coach or Athletic Department. No forms are posted on the Seven Hills website for registration.

### **Team Selection Process**

Teams in the Miami Valley Conference (MVC) league are set up by the coaches to be competitive in nature and to provide productive experiences to students according to their abilities. In some sports, depending on the numbers of students who sign up, coaches and the Athletic Director may elect to form additional teams including junior varsity and/or freshman teams. Because these teams are competitive, they may be organized based on the athletes' abilities.

### **Uniforms**

Student athletes are expected to care for all equipment and uniforms and will be charged for loss or damage due to carelessness. Uniforms or warm-ups should be worn only for athletic contests and *must* be returned to the coach or Athletic Department after the last contest of the season, or the student will be charged. Consequences will be given to all athletes in grades 9-12 who have not returned uniforms by the date they are due and the student will be charged for missing items.