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## **FORWARD**

It is a great honor and privilege to be a "Comstock Park Panther," and being an athlete with the Comstock Park Schools carries with it a tremendous amount of responsibility. It must be understood that students who choose not to follow the rules set forth by the Comstock Park Public Schools, the Comstock Park Athletic Department, and the Michigan High School Athletic Association may be denied the privilege of participation in athletics. Strive to represent your school and community with pride and dignity. Your conduct at school, practice, and games affects the image people have of Comstock Park.

Success in athletics can only be achieved if you believe that hard work and dedication are important and meaningful. You have accepted the challenge of participation which you can be proud, you must set goals and make a personal commitment to achieve those goals.

## **TO THE PARENTS**

This handbook is sent home to keep you informed about our athletic program and to make you aware of what we expect from our athletes.

We are concerned with the educational development of young people through athletics. We also feel that a properly controlled, well-organized athletic program meets the students' needs for self-expression, mental alertness, and physical growth. It is our hope to maintain a program that is sound in purpose, that will enhance our students' educational maturity.

A student who elects to participate in athletics is voluntarily making a choice of self-discipline and dedication. This necessitates a strong emphasis on good training habits. Training regulations outlined in this handbook are established with the athletes' well-being in mind. Athletes who will not train their own bodies and minds for rigorous competition are certainly destined for failure and injury. We are striving for excellence. We do not want our athletes to settle for mediocrity.

## **Grievance Procedure**

Any person believing that the Comstock Park Public School District or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title IX of the Education Amendment Act of 1972, (2) Section 504 of the Rehabilitation Act of 1973, (3) the Age Discrimination Act of 1975 and (4) Title II of the Americans with Disability Act of 1990 may bring forward a complaint, which shall be referred to as a grievance, to the local Coordinator at the following address:

101 School Street  
Comstock Park, MI 49321  
(616) 254-5001

## **THE PHILOSOPHY STATEMENT THAT DRIVES COMSTOCK PARK ATHLETIC PROGRAM**

The mission of the Comstock Park athletic program is to nurture student athletes through their high school years to:

- Develop a positive mental attitude, a strong sense of self.
- Establish and enhance life skills necessary to be successful in the adult world.
- Promote a healthy, physically fit individual.
- Encourage participation, fair play and teamwork.

The types of positive attitude the athletic program is attempting to develop in student athletes are:

Pride	Sacrifice
Loyalty	Dignity
Respect for Self and Others	Courage
Desire	Humility
Confidence	Dedication
Perseverance	Commitments
Unselfishness	Persistence
Risk Taking	Responsibility
Enthusiasm	

The elements of character that the athletic program is attempting to develop are: Self-esteem

Sense of Self (limitations and talents)  
Acceptance of Self  
Self-Control  
Self-Discipline  
Mental Toughness  
Extra Effort  
Poise  
Leadership  
Prioritize Values (God, Family, School, Athletics)

The life skills that the athletic program is attempting to establish are:

Work Ethic	Sportsmanship
Positive Attitude	Goal Setting
Cooperation (Ability to work with others)	Fair Play
Dedication to Ideals	
Unity of Purpose	
Follow Directions and Orders	
Think and React in a Positive Way	
Promote the Good of the Team Above One's Personal Desire	

## COACHES' EXPECTATIONS

### A. Rapport

A coach must be able to develop a good rapport with any number of individuals and groups, team personnel, the student body, the faculty, administration, fellow coaches in the conference, media, and parents of his/her players.

### B. Cooperation

Coaches must work hand-in-hand with their Athletic Director, Principal, and other members of their staff.

### C. Discipline

Every facet of discipline is the coach's responsibility. Individually, the coach becomes a model of all that the program represents -- observation of school codes, training rules, rules of the game, ideals of good sportsmanship, behavior of participants throughout the season -- at home and away. Desire to do well, to win well, to lose well, should be emphasized.

### D. Leadership

Diligence, enthusiasm, honesty and a love for the game are all part of a professional pride that should be exhibited by any coach. Personal appearance, dress, physical condition -- all should be exemplary. Dressing appropriately for practice, following practice schedules and building positive attitudes are very important.

### E. Improvement

A coach must constantly take advantage of opportunities presented for self-improvement. Attendance at district meetings, rules clinics, special workshops and clinics in specific fields and similar in-service training programs is a must. Keeping abreast of current literature in professional journals, newspapers and magazines, and utilizing enrichment material available in other media forms.

### F. Enforcement of Code of Conduct Handbook

It is the responsibility of every coach of Comstock Park Public Schools to report all observed violations of this handbook to the Athletic Director.

### **ATHLETES' EXPECTATIONS**

1. Abide by all training rules established in the Student Athlete Handbook.
2. The good name of our school is more important than any contest won by unfair play. Good sportsmanship and fair play is of utmost importance at all times. Remember, you are an ambassador representing Comstock Park.
3. Accept decisions of officials without dispute. They are seldom responsible for your success, so do not blame them for your failure.
4. Recognize and show appreciation for the fine play of your opponent.
5. Be proud of our school's reputation and work hard to protect it.
6. Work to your potential academically and act like a lady or a gentleman in the classroom. Remember, you are a student first, an athlete second.
7. Abide by rules and regulations set forth by each individual coach.
8. Treat yourself, team members, coaches and officials with respect and dignity at all times.
9. Encourage others to achieve and feel part of the team effort.

### **PARENTS' EXPECTATIONS**

1. Support the rules and policies set forth in this handbook.
2. Encourage your son/daughter to be the best that they can be.
3. Accept your son's/daughter's strengths and limitations.
4. Show good sportsmanship as a supporter of Comstock Park athletic programs. Refrain from vocal, negative comments about decisions made by contest officials.
5. Teach your son/daughter by precept and example, respect for school authorities and contest officials. Provide support for them in cases of adverse decisions and refrain from critical comments.
6. Support the efforts of the athletic program in providing positive experiences for the athletes. Support also means that you will follow the chain of command if you have a disagreement or a concern.
7. Become actively involved in the athletic and academic programs. Volunteer yourself and your time to help promote the positive things that are happening at Comstock Park.

## PARENT/COACH RELATIONS

### *Parent/Coach Relationship*

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the others and provide greater benefit to the student. As parents, when your son or daughter becomes involved in our programs, you have a right to understand what expectations are placed on your student/athlete. This begins with clear communication from the coach of your student/athlete's program.

### *Communication You Should Expect from your Son/Daughter's Coach:*

1. Expectations the coach has for your son/daughter and the teams.
2. Locations and times of all practices and contests.
3. Team requirements, i.e. fees, special equipment, off-season conditioning, team/individual camps.
4. Procedure should your student/athlete become injured during participation.
5. Team rules and guidelines, and lettering requirements.

### *Communication Coaches Expect from Student/Athletes:*

1. Notification of any schedule conflicts in advance.
2. Special concerns in regards to a coach's philosophy and/or expectations.

As your son/daughter becomes involved in the athletic programs at Comstock Park, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your student/athlete wishes. At these times discussions with the coach is encouraged.

### *Appropriate Concerns to Discuss with Coaches:*

1. The treatment of your student/athlete, mentally and physically.
2. Ways to help your son/daughter to improve.
3. concerns about your student/athlete's behavior.

It is very difficult to accept your son/daughter's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be the best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your student/athlete's coach. Other things, such as the following, must be left to the discretion of the coach.

*Issues Not Appropriate To Discuss with Coaches:*

1. Playing time.
2. Team strategy.
3. Play calling.
4. Other student/athletes.

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

*If You Have A Concern To Discuss With A Coach, the Procedure You Should Follow:*

1. Call the coach to set up an appointment.
2. If the coach cannot be reached, call the Athletic Director, and the meeting will be set up for you.
3. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

*What Can A Parent Do If the Meeting With the Coach did not provide a Satisfactory Resolution?*

1. Call and set up an appointment with the Athletic Director to discuss the situation.
2. At this meeting, the appropriate next step can be determined.

Since research indicates a student involve din co-curricular activities has a greater chance for success during adulthood, these programs have been established. Many of the character traits required to be a successful participant are exactly those that will promote a successful life after high school.

\*A conference that is set up with a coach and a parent shall not result in a disciplinary action against their student/athlete due to this meeting.

## **I. SPORTSMANSHIP**

As an athlete, you can help us establish an outstanding reputation for good sportsmanship. We must all work hard in conducting ourselves in a commendable manner. A display of unsportsmanlike conduct can result in sanctions against the offending athlete and the school. Always observe the following guidelines for good sportsmanship:

- A. The good name of our school is more important than any contest won by unfair play.
- B. Accept decisions of officials without dispute. They are seldom responsible for your success, so do not blame them for your failure.

- C. Recognize and show appreciation for the fine play of your opponent.
- D. Be proud of our school's reputation and work hard to protect it.

**II. POTENTIAL DANGERS IN ATHLETIC PARTICIPATION.**

- A. Parents and athletes should fully understand and appreciate the risk of serious injury associated with participation in sports programs provided by the Comstock Park Public Schools. Athletic activities can be hazardous, and taking part in such activities is calculated risk-taking on the part of the athlete and parents. While reducing injuries to a minimum is a goal of our coaching staff and administration, the possible dangers must not be overlooked.
- B. **ATHLETIC INJURIES AND INSURANCE**  
Comstock Park Public Schools does not assume financial responsibility for medical, hospital, or ambulance expenses incurred because of athletic injuries. Athletics is a voluntary program in which students participate at their own risk. Insurance is not provided by the school. The MHSAA does help to cover catastrophic injuries if the athlete's parents are uninsured.

**III. REQUIRED CODE OF CONDUCT - TRAINING RULES**

- A. Athletes shall not possess or consume alcoholic beverages or any illegal or controlled substances/drugs. This rule also prohibits the sale, distribution, or the improper or unauthorized use of a legal drug.
- B. No athlete shall possess or use tobacco in any form, including chewing tobacco.
- C. Athletes shall not conduct themselves in a manner that brings disfavor on the athlete or the school.
- D. The above are not all inclusive. If not stated in the above, the matter should be discussed with the Athletic Director.

**IV. ATHLETIC COUNCIL**

The Athletic Council is the body responsible for ruling on appeals of athletic code violations. The Council shall consist of the Athletic Director, a minimum of two coaches, and one other administrator (Assistant Athletic Director or Assistant Principal), and/or a member of our teaching staff. The Council will meet whenever appeals of disciplinary actions are brought to the attention of the Athletic Director or Principal. The Athletic Director will act as chairperson.

## **V. PENALTY PROCEDURES**

- A. Inform student athlete of the alleged violation in person or by telephone.
- B. The role of the Athletic Director is to determine if a violation has occurred and, if so, the appropriate penalty. The penalty will be no less than those set forth by the guidelines established under "Penalties" in the Athletic Handbook.
- C. The decision by the Athletic Director concerning that violation and penalty will be written and mailed to the parents/guardians and athlete. Every effort will be made to inform the athlete, in person, as soon as a decision is made.
- D. An athlete must complete the entire season of the sport in which he/she is suspended. Failure to complete the season will transfer the penalty to the next sport in which the athlete chooses to participate.

## **VI. APPEALS PROCESS**

Whenever an athlete or his/her parents question the outcome of a hearing regarding an athletic code violation, an appeal may be made to the Athletic Council. Such appeal must be made, in writing to the Athletic Director, within five (5) days after the decision is rendered. The chain of appeals is as follows:

- 1. Athletic Council
- 2. Building Principal
- 3. Superintendent of Schools
- 4. Board of Education - within seven (7) days after conducting a hearing the Board of Education will render a decision.

Athletic Council - Written appeal within five (5) days after mailing the written decision of the Athletic Director. Penalty imposed remains in effect during appeal. Athletic Council will conduct an informal hearing within five (5) days and render a decision, which may be appealed to the Principal.

Principal - Written appeal within five (5) days after mailing the written decision of the Athletic Council. Penalty imposed remains in effect during appeal. Principal will conduct an informal hearing within five (5) days and render a decision, which may be appealed to the Superintendent.

Superintendent - Written appeal within seven (7) days after mailing the written decision of the Building Principal. Penalty imposed remains in effect during appeal. Superintendent will conduct an informal hearing within seven (7) days and render a decision, in writing, within seven (7) school days. The decision may be appealed to the Board of Education.

Board of Education - Written appeal within seven (7) days after mailing the written decision of the Superintendent. Penalty imposed remains in effect during appeal. The Board of Education will conduct an informal hearing within seven (7) calendar days and at the next regularly scheduled board meeting render a decision.

Hearing appealed to the Board of Education shall be conducted in accordance with the rules adopted by the Board. The hearing before the Board will be a review of the prior proceedings.

## **VII. REPORTING VIOLATIONS**

Any adult who is willing to be identified may report an alleged violation. All teachers, coaches, and administrators are obligated to report any situation which may be a violation of the Athletic Code. The Athletic Department answering machine is on 24 hours a day, to report any violations witnessed by an adult. If a police report is on record, the parents/guardian will be required to furnish the Athletic Director a copy of the report.

## **VIII. JURISDICTION**

This Athletic Code will be enforced for all athletes during the entire calendar year, or during any time the athlete is participating on a school-sponsored team, whether the violation occurs on or off school grounds.

An athlete is defined as any high school student who has begun participation on any athletic team. That student is considered an athlete (for the purpose of enforcing the Athletic Code) for the remainder of his/her high school career.

When an athlete who is not presently participating commits a violation, the penalty shall be enforced during his/her next season of participation. The athlete must complete the season in which the penalty is served or it will continue into the next season in which the athlete chooses to participate.

## **IX. PENALTIES FOR VIOLATIONS**

The following are the minimum penalties to be imposed for an infraction of the training rules and rules of conduct set forth in this handbook. Additional or more severe penalties may be imposed for a first or second offense depending on the circumstances.

- A. Violations for alcohol or drugs ( "Possession, Sale, Distribution of Alcohol, Unlawful Drugs, Drug Paraphernalia, or Look-Alike Substances).

**Use of any drug, medication, or food supplement solely for performance-enhancing purposes. A list of banned substances is available in the Athletic Office.**

1. Student athletes who seek help regarding a chemical dependency problem shall not be subject to disciplinary action provided that:
  - a. There exists no violation at the time the student seeks help (e.g. the student is not in possession of or under the influence of alcohol or other unlawful drugs) and, in the opinion of the Athletic Director or Principal, the spirit of the policy has not been violated; and
  - b. No subsequent violation occurs.

2. **First Offense**

After due process has been afforded to the athlete and a violation has been determined, said person may be suspended for up to **50% of competitive events of the entire season or up to 42 points as outlined in the table on page 15.**

If the athlete is not currently in a season or are near the end of one, this suspension will be carried over to the next season of competition.

The athlete will be required to attend all practices during the suspension and you must attend all games, but will not be allowed to dress in uniform.

A one-month suspension of all extracurricular activities.

**Suspension will begin at the time when the violation is written up by the Athletic Director and/or school personnel. The suspension could carry over to the next school year.**

3. **Second Offense** - The student will be suspended from athletics for one calendar year, beginning with the date of the offense is written up by the Athletic Director.

In addition to disciplinary action, the building administrators and Athletic Director may recommend that an assessment or treatment be sought.

4. **Third Offense** - The student will be eliminated from participation in athletics for the remainder of his/her high school.

## **B Violations for Tobacco**

1. Possession, use, distribution in any form including chewing tobacco.

2. **First Offense**

After due process has been afforded to the athlete and a violation has been determined, said person may be suspended for up to **50% of competitive events of the entire season or up to 42 points as outlined in the table on page 15.**

If the athlete is not currently in a season or are near the end of one, this suspension will be carried over to the next season of competition.

The athlete will be required to attend all practices during the suspension and must attend all games, but will not be allowed to dress in uniform.

A one-month suspension of all extracurricular activities.

**Suspension will begin at the time when the violation is written up by the Athletic Director and/or school personnel. The suspension could carry over to the next school year.**

3. **Second Offense** - The student will be suspended from participation in athletics for one calendar year, beginning with the date of the offense is written up by the Athletic Director.
4. **Third Offense** - The student will be eliminated from athletics for the remainder of his/her high school.

C. Violations for Conduct Unbecoming an Athlete or Other Violations as Determined by the Athletic Director.

Conduct unbecoming can take on many forms which include, but are not limited to, attendance at parties where alcohol or other drugs are present, assault charges are confirmed, stealing or other illegal acts or inappropriate behaviors which cause disfavor on the school.

**Level One:** Written up as conduct unbecoming an athlete.

Examples:

- Ejection from an athletic contest;
- Assault charges are confirmed;
- Illegal acts/police involvement;
- Larceny (value of \$100 or more).

1. **First Offense** - After due process has been afforded to the athlete and a violation has been determined, the Athletic Director will impose a suspension from competition up to 25% of the season or 21 points as outlined in the table on page 15.
2. **Second Offense** - The student will be suspended for one calendar year, beginning with the date of the offense is written up by the Athletic Director.
3. **Third Offense** - The student may be eliminated from athletic participation for the remainder of his/her high school or middle school career.

## **Level Two:**

### Examples:

- Attendance at parties where alcohol or drugs are present;
- Fight on or off school property;
- Larceny (value under \$100).

#### 1. **First Occurrence** - Warning Penalty

In this occurrence, this violation is not written up as conduct unbecoming that of an athlete Level One.

After due process has been afforded to the athlete and a violation has been determined, the Athletic Director will impose a suspension from competition up to 14 points as outlined in the suspension table on page 15.

#### 2. **Second Occurrence**

At this time, the violation will be written up as conduct unbecoming an athlete Level One.

After due process has been afforded the athlete and a violation has been determined, the Athletic Director will impose a suspension from competition up to 25% of the season or 21 points as outlined in the suspension table on page 15.

#### 3. **Third Occurrence**

The student will be suspended for one calendar year, beginning with the date of the offense.

#### 4. **Fourth Occurrence**

The student will be eliminated from athletic participation for the remainder of his/her high school career.

**Level Three:**

- **"Inappropriate Behavior"**

1. **First Occurrence** - Warning Penalty

In this occurrence, this violation is not written up as conduct unbecoming that of an athlete Level One.

After due process has been afforded to the athlete and a violation has been determined, the Council will impose a suspension from competition up to 14 points as outlined in the suspension table on page 15.

2. **Second Occurrence**

At this time, the violation will be written up as conduct unbecoming an athlete Level One.

After due process has been afforded the athlete and a violation has been determined, the Athletic Director will impose a suspension from competition up to 25% of the season or 21 points as outlined in the suspension table on page 15.

3. **Third Occurrence**

**After due process has been afforded the athlete and a violation has been determined, the Athletic Director will impose a suspension from competition up to 50% of the season or 42 points as outlined in the suspension table on page 15.**

4. **Fourth occurrence**

The student will be suspended for one calendar year, beginning with the date of the offense.

5. **Fifth Occurrence**

The student will be eliminated from athletic participation for the remainder of his/her high school.

NOTE: In determining the number of offenses an athlete has incurred, all ATHLETIC CODE VIOLATIONS shall be numbered together. Thus, if an athlete breaks two different rules, the second infraction shall be handled as a second offense.

EXAMPLE: If an athlete is written up as conduct unbecoming an athlete Level One and later is caught smoking, the smoking incident shall be handled as a SECOND OFFENSE.

**D. TABLE FOR DETERMINING LENGTH OF SUSPENSION FOR FIRST OFFENSE:**

	<b>Points Assigned Per Date of Competition</b>	
<b>Baseball</b>	<b>5</b>	<b>(20+ dates)</b>
<b>Basketball</b>	<b>5</b>	<b>(20 dates)</b>
<b>Competitive Cheer</b>	<b>7</b>	<b>(12 dates)</b>
<b>Cross Country</b>	<b>7</b>	<b>(15 dates)</b>
<b>Football</b>	<b>10</b>	<b>(9 dates)</b>
<b>Football Cheerleading</b>	<b>10</b>	<b>(9 dates)</b>
<b>Golf</b>	<b>7</b>	<b>(16 dates)</b>
<b>Ice Hockey</b>	<b>5</b>	<b>(24 dates)</b>
<b>Soccer</b>	<b>5</b>	<b>(18 dates)</b>
<b>Softball</b>	<b>5</b>	<b>(20+ dates)</b>
<b>Tennis</b>	<b>7</b>	<b>(16 dates)</b>
<b>Track</b>	<b>5</b>	<b>(18 dates)</b>
<b>Volleyball</b>	<b>5</b>	<b>(18 dates)</b>
<b>Wrestling</b>	<b>7</b>	<b>(16 dates)</b>

All suspensions pertain to dates of competition, not contests. If contest is canceled, suspension is carried over.

The athlete will be required to practice during the suspension, must attend all games, but will not be allowed to dress in uniform.

Violations are accumulative through grades 9-12 for high school students. Offenses do not carry over from middle school to high school.

Example: An athlete participating during basketball season will be suspended up to four games (21 points) of competition (points assessed are five points per date of competition). This is due to the number of games allowed in the basketball season (20).

A football player will be suspended up to two games (20 points) of competition (points assessed are 10 points per date of competition). There are only nine football games.

## **X. CURRENT SEMESTER ACADEMIC ELIGIBILITY RULES**

- 1. Academic eligibility will be checked at the beginning of each marking period and/or season and is based on the current overall semester grade.**
- 2. An eligibility check will be conducted weekly for those athletes declared ineligible, until they are found to be passing.**
- 3. Twice a month grade checks will occur for all participating athletes to monitor their progress.**
- 4. Any athlete with more than 2 (two) D's would be ineligible to participate in competition until the grade (s) reach a C- or above.**
- 5. Athletes must be passing ALL OF THEIR CLASSES to participate in competition.**
- 6. Athletes declared ineligible will be required to attend two (2) hours of academic support every week until they are declared eligible for competition.**
- 7. Athletes *must earn credit in 5/6 and/or 6/7 classes at the semester (January & June semester grades)*. Failure to do so will make them ineligible to participate on any athletic team for one full semester. Athletic eligibility could be re-instated once credit has been earned.**

### **Academic Support Table**

- 1. Athletes declared ineligible must attend two (2) hours per week as well as athletes who have one or more D's.**
- 2. It is open to all students. The hours are 6:00 pm - 8:00pm on Monday's, 2:30 pm - 3:40 pm on Tuesday, Wednesday, and Thursday in designated areas.**
- 3. Athletes declared ineligible will be required to turn in a weekly eligibility grade sheet to the Athletic Office. **An athlete that fails to turn in a grade sheet by Wednesday and/or attend A.S.P. will be declared ineligible to practice and/or compete until the following Monday. Athletes will be required to attend all practices during****

**this suspension and must attend all games, but will not be allowed to participate or dress in uniform.**

## **XI. MISCELLANEOUS RULES**

A. Athletes must use transportation provided by the school to and from all away contests, unless the parent of the athlete personally requests are made in advance by the parents with the Athletic Director. Individual coaches may establish a rule requiring athletes to ride the bus to and from all games. While riding the school bus, athletes are expected to follow all rules established by the coach, the driver, and the Transportation Department.

B. Athletes must attend the last four (4) full hours during the school day to participate in a game or practice that day. *Exceptions are:*

- *funeral*
- *School Business (class trips, other class activities)*
- *Medical*
- *Court Appearance Subpoena*

*Documentation must be provided on the day of the absence.*

C. Any athlete who is not in school all day on the day immediately following a game or meet may not practice that day. *Exception: An absence may be excused in advance by the Athletic Director for valid reasons other than sickness.*

D. An athlete who wishes to terminate his or her participation in a sport after joining a team shall be required to meet with the coach, explain the reason for quitting, and shall turn in all equipment previously issued. That athlete may not participate in another sport in the same season without the consent of the coach and the Athletic Director. An athlete who quits a sport may be subject to a suspension from one-third of

his/her next season of competition, at the discretion of the Athletic Director and the coach of that sport.

- E. Athletes who quit after cuts have been determined may be subject to a suspension of one-third of his/her next season of competition at the discretion of the Athletic Director and the coach of that sport.
- F. Athletes are responsible for all equipment issued to them. A replacement fee may be charged for any lost or damaged equipment or clothing. This fee must be paid (or all equipment turned in) before the athlete may participate in another sport. Uniforms are the property of the school, and may be worn to school on game days only when authorized by the coach.
- G. All student debts must be paid to the school before a student may participate in any extracurricular activity. There will be a current debt list located on the bulletin board in the office.
- H. Each coach has the authority to establish additional rules and regulations, subject to the approval of the Athletic Director. These rules must be in writing and distributed to all athletes and the Athletic Director, and the penalties should not supersede any penalties established in this document.

***Comstock Park's Policy for Transfers Following  
Violations of a School's Student/Athletic Code***

*Comstock Park High School will enforce upon a transfer student any period of ineligibility to which that student would have been subject as a result of a student or athletic code violation(s) at that student's most recent previously attended school.*

*A student who transfers to Comstock Park High School after becoming ineligible because of a student or athletic conduct code violation(s) at the previously attended school shall remain ineligible at Comstock Park High school for not less than the period of ineligibility imposed by the previously attended school. This would be the case even if the student's situation would otherwise satisfy one or more of the exceptions to the transfer regulation of Comstock Park High School and the Michigan High School Athletic Association (Regulation I, Section 9), and even if the act which caused the student's ineligibility at the previous school would not be a violation or cause the same period of ineligibility at Comstock Park High School.*

*That student was subject to the rules and penalties of the previous school and shall not be allowed to escape the consequences of his/her conduct and, in doing so, displace students of*

*Comstock Park High School from teams, positions, events and awards at least until the full period of ineligibility has been served.*

## **XII. MHS AA ELIGIBILITY RULES FOR HIGH SCHOOL STUDENTS**

- A. Enrollment - A student must have been enrolled in a high school by Monday of the fourth week of the present semester.
- B. Age - The student must be under 19 years of age at the time of contest unless the student's 19th birthday occurs on or after September 1 of a current school year, in which case the student is eligible for the balance of that school year in all sports.
- C. Physical Examinations - A student must have passed a physical examination since April 15th of the previous school year. The record must be on file in the school office.
- D. Season of Competition - The student must not have more than four first and four second semester seasons of competition in a sport in a four-year high school or three first and three second-semester seasons each in a sport in a three-year high school, including the present season.
- E. Semester of Enrollment - The student must not have been enrolled for more than eight semesters in grades nine through twelve, inclusive. Seventh and eighth semesters must be consecutive. Three weeks' enrollment or participation in one or more athletic contests constitutes a semester of enrollment.
- F. Undergraduate Standing - A student must not be a high school graduate.
- G. Previous Semester Record - A student must have

passed 5/6 and or 6/7 classes.

- H. Current Semester Record - A student must be carrying and doing passing work in **all classes** during the present semester.
  
- I. Transfers - Students must generally have had an accompanying change of residence by the athlete's parent, guardian, or other persons with whom the athlete has been living during the period of his or her last high school enrollment, into the district or service area of school, to be eligible during the first semester in attendance. A student may not compete for two different schools in an MHSAA Meet or Tournament in the same sport even though a legal transfer has been completed.
  
- J. Awards - A student must not have accepted any award or merchandise exceeding \$25.00 in value for athletic performance. Athletes accepting memberships, privileges, services, negotiable certificates, or money are in violation.
  
- K. Amateur Practices - A student must not have accepted money, merchandise, memberships, privileges, services, or other valuable consideration for participating in any form of athletics, sports, or games, or for officiating inter-scholastic athletic contests, or have signed a professional contract.
  
- L. Limited Team Membership - A student must not have participated in any outside competition in a sport during the season after the athlete has represented his or her school in that sport except individual participation in a maximum of two individual sports or contests. The student must not have participated in a "so-called" all-star, charity, or exhibition contest during the school year.

## **AWARDS SYSTEM**

Varsity Letter - Each athlete may earn one varsity letter for varsity level participation.

Athletes should participate on a varsity team for 50% of the varsity season to earn a varsity letter. Injury is at the discretion of the coach. Each coach may have a posted policy on how to earn a Varsity letter specific to that sport.

Varsity letters are given to athletes who:

- Are on a Comstock Park sport team supported and recognized by the Comstock Park Board of Education.
- Recognized and adopted by the MHSAA

Sport Pin - Each athlete may earn a sport pin for varsity level participation.

Athletes may only earn one varsity letter. One-, Two-, Three- and Four-Year Varsity Certificates are given in place varsity letters for first, second, third or fourth year of varsity participation in a sport thereafter.

J.V. Letter - Each athlete may earn one J.V. letter for junior varsity level participation.

Numerals - Each athlete may earn one set of numerals (Year of Graduation) for freshman or junior varsity level of participation. Athletes who participate at the varsity level and have not earned their numerals may earn numerals the season after earning the varsity letter. Only one chenille award can be earned per season. The first season of junior varsity participation will result in receipt of the J.V. letter.

J.V. or Freshman Certificate - Awarded for participation at the junior varsity or freshman level.

Managers - Managers are eligible to earn certificates and manager medals, at the discretion of the coach.

Captain Certificate - Awarded for being selected "Captain" on a varsity team.

Four-Year Senior Plaque - Awarded to seniors at the senior awards night, for four (4) years of competition (freshman, J.V., or varsity level) in a single sport. Only one plaque will be awarded, but will include all sports in which the athlete participated all four years.

Academic Honor Certificates - Awarded to any athlete who receives 3.3 g.p.a and above for the nine (9)-week marking period. This will be given four (4) times a year.

Scholar Athlete T-Shirts - Awarded to athletes who earn a varsity letter and have maintained a 3.3 and above g.p.a. This will be given once (1) a year.

**Handicapped and/or Disabled Students Earning Letters and/or certificates:**

**--Special consideration will be given to these students that are not able to participate in school sponsored sports but do participate in sports that have adapted to their handicap.**

**--The sport that this person participates in must be a sport that is already offered by Comstock Park High School and is supported by Comstock Park Board of Education.**

**--All academic eligibility and Code of Conduct rules must be followed.**

**--Decisions of eligibility for earning awards will be made by an individual basis by the Athletic Council. Application should be given to the Athletic Director in writing.**

**Club teams**

**All club teams must be approved by the Comstock Park Board Of Education.**

**If a Comstock Park approved club then they will receive a club certificate given by the school not the athletic department.**

**A club sport outside the school may use the community name of "Comstock Park" but not "Comstock Park High School" and/or "Comstock Park Schools".**