

KEYSTONE HIGH SCHOOL AND KEYSTONE
MIDDLE SCHOOL
STUDENT/ATHLETE PACKET
2010/2011



*ATHLETES/PARENTS MUST RETURN



EMA (GREEN CARD)



FEE STATEMENT (PG. 2)



PAY-TO-PARTICIPATE PAYMENT



INSURANCE WAIVER FORM (PG. 5)



STUDENT CONDUCT AGREEMENT (PG. 15)

ATHLETIC PARTICIPATION FEE STATEMENT

The payment of a participation fee is necessary for us to be able to maintain our sports programs. The payment of this fee will not alter our coaches' philosophies, nor will it guarantee that the athlete will receive specific amounts of playing time. If the athlete quits or is dismissed for disciplinary or academic reasons, no portion of the fee will be refunded.

A family cap of \$1,200 for PTP per school year is in place. Parents should refer to charts on the fee schedule as they calculate fees due and should go the school's website (www.keystonelocalschool.org) and click on the "Pay for It" logo. Follow the procedures listed and make full payment with a credit or debit card. Alternately, parents may make checks or money orders for the appropriate total payable to: **"Keystone Local School District"**.

I fully understand that the payment of this participation fee allows my son/daughter to participate in the Keystone athletic program for one season. The payment of this fee will not guarantee that the athlete will receive any specific amount of playing time.

I pledge to fulfill my son's and or my daughter's responsibility of payment of this athletic participation fee according to the explanation listed on the fee schedule. **It is understood that the fee payment must be received by the first contest.**

PARENT'S SIGNATURE

DATE

I understand that payment of this participation fee is required before I may participate in any regularly scheduled games and that this fee, in no way, guarantees me any specific amount of playing time.

ATHLETE'S SIGNATURE

DATE

SPORT/ACTIVITY

SCHOOL (KHS/KMS)

TOTAL \$ PAYMENT DUE

FEE SCHEDULE

**VERY IMPORTANT INFORMATION- PLEASE READ

A family cap of \$1,200 per school year is in effect as of 7/1/07. The definition of a family, for purposes of this cap, is "those children and their siblings living under the same roof, at the same address". The full pay to participate fee for each activity is to be paid until the family total for a school year is reached. Note that only pay to participate fees for extra-curricular activities are included in this cap, and other school fees do not apply.

High School fees

Academic Challenge	\$75.00
Band	\$175.00
Choir	\$8.00
Flag Corp	\$175.00
First Sport	\$300.00
Second Sport	\$200.00
Third or more	\$100.00

Middle School fees

Band	\$18.00
Choir	\$8.00
First Sport	\$200.00
Second Sport	\$150.00
Third or more	\$75.00

***IMPORTANT- IF A FAMILY THINKS IT WILL EXCEED THE \$1,200 FAMILY PLATEAU, THIS FORM MUST BE FILED; THE FORM LISTS ALL OF THE PARENTS' NAMES AND THE KEYSTONE SCHOOL CHILDREN IN GRADES 7-12 WHO WILL INCUR PAY-TO-PARTICIPATE FEES. THIS FORM ONLY NEEDS TO BE FILED FOR FAMILIES WHO BELIEVE THEY WILL EXCEED THE \$1,200 FAMILY PAY-TO-PARTICIPATE PLATEAU. (FOR THE 2010-2011 SCHOOL YEAR, ONLY 4 FAMILIES REACHED THE \$1,200 PLATEAU.)**

(1) STUDENT'S FULL NAME _____

(2) PARENT/GUARDIAN NAMES _____
ADDRESS _____

(3) SIBLINGS GRADES 7-12 ATTENDING KEYSTONE AND LIVING AT SAME ADDRESS/GRADE AS OF 8/1/08

<u>NAME (FIRST AND LAST)</u>	<u>GRADE</u>	<u>NAME (FIRST AND LAST)</u>	<u>GRADE</u>
_____	_____	_____	_____
_____	_____	_____	_____

******* ONLY RETURN THIS TO COACH IF YOU THINK YOU WILL EXCEED \$1,200 FAMILY CAP*******

FAMILY PAY-TO-PARTICIPATE CONTRIBUTION

ONLY TURN THIS IN IF YOU THINK YOU WILL EXCEED THE
\$1,200 FAMILY PTP CAP FOR 2010/2011 AND HAVE
RETURNED YOUR FAMILY INFORMATION FOUND ON THE
BOTTOM OF THE FEE SCHEDULE

Please print

Parent (s) name (s)_____

Student name_____

Total of this payment_____

Sport/activity_____

Total family contribution for 2010/2011 _____

Insurance Waiver Form

Every athlete must have personal health insurance before being permitted to participate in any athletic program for Keystone Local Schools. This form serves as proof of insurance for each child. If the child does not possess health insurance, affordable insurance may be purchased for the athletic season or for the entire school year by filling out the forms available to the students in the school office.

This form is required to be turned at the beginning of each athletic season.

CHOOSE ONE OF THE FOLLOWING OPTIONS

OPTION #1- INSURED

_____ (athlete's name) is insured with _____

(company name) under the policy number _____, covering hospital and medical care. We request that our son/daughter be exempt from paying the charge for _____ (name of sport) insurance for the 2010-11 school year. We assume all responsibility for injuries received by our son/daughter through participation during interscholastic or intra-scholastic competition.

_____ (parent signature) _____ (date)

OPTION #2- WANT TO BUY SCHOOL INSURANCE

_____ (athlete's name) is currently uninsured. Please send information regarding the purchase of said insurance. When a policy is issued, policy numbers will be remitted to the athletic department and then, and only then, will my son/daughter be permitted to participate in _____ (name of sport) for the 2010-2011 school year, at which point we will assume all responsibility for injuries received by our son/daughter through participation during interscholastic or intra-scholastic competition.

_____ (parent signature) _____ (date)

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Keystone Local Schools

Athletic Code of Conduct

The most important goal of the Keystone Local Schools Athletic Program is to provide every participant the opportunity to grow mentally, morally, physically and emotionally. To assure that the program can provide these opportunities, a degree of self-discipline is required of each participant. Self-discipline involves compliance with the rules and regulations concerning personal behavior.

Rules promote order and safety and assist participants to reach maximum performance potential. Every participant should adhere to the rules of the school and conduct him or herself as a “good citizen” of that school and the community at all times. Dedication and personal sacrifice by each participant promotes a sense of group unity and common goals.

Compliance with the rules can help each participant learn values that carry beyond the athletic program and into daily living. In addition, research has shown that uses of tobacco, drugs and alcohol have harmful effects on the social and intellectual development of children and youth, on their mental, physical and emotional health.

It must be remembered that participation in the athletic program is not a right, but a privilege that may be regulated. The athletic department does not condone the breaking of the following rules and regulations at any time.

Philosophy

Student academic achievement is and will always be our highest priority at Keystone School District. Yet interscholastic athletics provide some unique learning opportunities that aid in the total development of the student participant. These learning experiences are an integral part of the district’s total educational program. Participation in a sound athletic program contributes to the development of the student leadership skills, teaches the value of cooperation and competition, provides opportunities for expanded peer contacts, teaches self-discipline, and emphasizes the importance of complying with rules and regulations. Having a quality athletic experience is beneficial in helping our students learn the values, roles, and responsibilities needed to become successful members of society.

Objectives

While winning seasons, earning of participant and/or team awards, and playing in front of a large crowd are all part of the excitement of interscholastic sports, they are not the primary criteria for evaluating the success of our athletic programs and the coaches who supervise these sports. The following statements represent objectives we believe important in guiding the evaluation of our athletic programs.

1. Provide team members with the opportunity to gain knowledge and skills of their respective sport or activity.
2. Carry out the Board of Education’s philosophy and objectives in educating students.
3. Comply with OHSAA, League, and School District rules and regulations.
4. Place the educational, physical, and psychological needs of the student athlete above all other interests.
5. Assist participants in developing habits, values and attitudes that will lead to their success in other parts of the school program and in later life.
6. Assist participants in developing important personal characteristics such as self-reliance, tolerance, and initiative.

7. Provide open lines of communication with all parts of the athletic program, including participants, parents, school district staff, and community.
8. Set high standards of sportsmanship and integrity for coaches, athletes, spectators, school and community.
9. Provide proper health and medical supervision of participant.
10. Have participants treat teammates and the opposition with respect.

Athletic Eligibility

High School:

The following section on eligibility for athletics at Keystone Local Schools is based on established policies of the Ohio High School Athletic Association and the Keystone Board of Education. Copies of the OHSAA handbook can be found in the athletic office, as well as in the Principal's office. The head coach in each sport is responsible for making sure the athletes in his/her program are fully aware and understand these policies. Questions regarding the interpretation OHSAA by-laws and or Keystone Local School policies should be brought to the Athletic Director for clarification.

- 1) A student in grades 9, 10, 11, or 12 must be currently enrolled in and must have been enrolled in school the immediately preceding grading period and received passing grades during that grading period in subjects that earn a minimum of 5 credits, or the equivalent, per year towards graduation. (OHSAA Bylaw 4, Section 4-4-1.)
A student in grades 9, 10, 11, or 12 must maintain a 1.5 cumulative GPA to be checked at the end of each nine week grading period. If a student athlete has less than a 1.5 GPA he/she will be placed on academic probation. Probation will last until interim reports. At this time the student must have a 1.5 or better. If not, he/she will be academically ineligible for the remainder of the 9 weeks. The eligibility or ineligibility of a student continues until the morning of the 5th school day of the next grading period, at which time the immediately preceding grading period grades become effective. (OHSAA Bylaw 4, Section 4-4-2.)
EXCEPTION 1: At the beginning of the fall sports season, the first grading period is considered to have started as far as the Bylaw is concerned. Any student who is academically ineligible is eligible to participate in practice, but is ineligible to participate in any way with team in a contest. EXCEPTION 2: A student coming off the "ineligible status" may become eligible 24 hours after the mandatory grade reporting date (a date established by Board policy which cannot be the same day as the end of the grading period) established by the Board of Education or other similar governing body for that school's district, provided said grade reporting date is applicable to all students in that district. (See template for Board policy at www.ohsaa.org)
- 2) A student enrolled in the High School who attains the age of 19 before August 1 is ineligible to participate in interscholastic athletics for the school year commencing in that calendar year. (OHSAA Bylaw 4, Section 4-2-1.) Only in very limited situations may the Commissioner of OHSAA make exceptions to this rule.
- 3) Enrollment and attendance in a member school shall be deemed continuous until such date when a student has been officially withdrawn from the school in accordance with school policies. (OHSAA Bylaw 4, Section 4-3-2.) Unless excused, a student not attending the first day of a credit grading period shall be ineligible to participate in interscholastic contest until the 15th school day of attendance. Transfers from other states as well as Ohio schools must comply with this bylaw. (4-3-3.)
- 4) A student will become eligible for high school athletics when the student attains 9th grade standing or attains the fifteenth birthday before August 1st. (OHSAA Bylaw 4, Section 4-2-3.)

- 5) Due to constant changes in the OHSAA definitions and judgments on athletic eligibility, all athletes and parents should refer to www.ohsaa.org and read Bylaw 4 under the "Student Eligibility" link. All Keystone High School Student/Athletes are subject to all of the regulations of the Ohio Athletic Association concerning eligibility as established by the OHSAA Bylaws.
- 6) In order to begin participating on an athletic team (practice or contest); a student must have an updated athletic packet on file with the Athletic Director. The packet must include a properly signed OHSAA physical examination card, and a properly signed insurance release form or a student insurance application and payment form. The athletic packet must be signed by the student/athlete and his/her parents/guardian, showing that they have read and understand all the materials including, OHSAA eligibility handouts and Keystone High School athletic policies and procedures. Additionally, pay-to-participate payments need to be made.

Clearing House

The Clearing House is an arm of the NCAA. It has been established by the NCAA to unify and certify all student athletes for Division I and II institutions. In order to be declared eligible to compete, an athlete must be registered with the Clearing House and must have sent an ACT and/or SAT test score to the Clearing House. Forms are available from the guidance counselor. There is a cost to register with the Clearing House.

Keystone High School Student/Athletic Code of Conduct

An athletic code of conduct is the first step in assuring fairness in student/athlete discipline matters in regards to extracurricular activities. The following policies apply to all interscholastic student/athletes enrolled in Keystone High School. These and all training rules, policies and procedures are in effect during the season as defined by the Keystone Board of Education (first official practice, as defined by the OHSAA through the team banquet or awards ceremony). All athletes must sign and return a copy of the Athletic Code of Conduct prior to the first official practice. Questions regarding interpretation of these rules, policies, and procedures should be brought to the Athletic Director for clarification.

- 1) A student athlete must be in attendance at school at least 3 hours and 30 minutes on the day of contest or practice unless the athlete has a college visitation or school sponsored field trip/excursion. On days with irregular bell schedules, athletes must be in attendance for ½ of the total hours of the day.
- 2) Athletes are expected to attend all practices and games unless excused by the coach of the team. Coaches will determine individual team policies for sanctioning unexcused absences. Attendance at athletic banquets/awards ceremonies is considered mandatory and a part of the student/athlete's responsibilities. Athletes failing to attend awards ceremonies may forfeit their awards.
- 3) A student/athlete who quits or is removed from a team after five days from the official start of practice, will not be permitted to try out for another sport during the same season or prepare for another sport, until the sport the athlete quit or was removed from has concluded unless extenuating circumstances exist as determined by the athletic department and administration. A student athlete cut from one sport may join another sport during the same season. Coaches will make cuts in a timely manner.
- 4) Athletes and parents must complete and turn in all applicable paperwork in the student athlete packet prior to the start of practice. No athletes will be permitted to begin official team practices without a current physical on file in the athletic director's office.
- 5) All athletes must ride the bus going to and coming from athletic contests. The coach will give the student/athlete permission to ride with his/her parent or legal guardian from an athletic event, provided the following procedures are met: The student's parent personally notifies the coach in writing at the event to request to take their son/daughter with them. Athletes will only be released to the student's parents and will not be released to any other party. Transportation by a parent of an athlete to an event may be granted by the coach if extreme circumstances occur. (Situations such as ACT or SAT testing that

- have been scheduled in advance are possible examples.) Arrangements need to be made with the coach in advance of the day of the event.
- 6) No student shall plan, encourage, or engage in any hazing activities. Hazing is defined as committing an act or coercing another into an act that causes or creates substantial risk of physical or mental harm to any person. Permission, consent or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.
 - 7) Any athlete issued uniforms/equipment shall be held responsible for their care. Failure to turn in assigned equipment will result in a charge for the items lost. Payment shall be based on the cost of replacing the equipment. An athlete who owes for the lost equipment will not receive his/her awards and will not be permitted to participate in another sport until all obligations are met. Seniors who owe for athletic equipment will not be allowed to go through graduation ceremonies unless their obligations are met.
 - 8) All awards for a particular sport will be forfeited by an athlete who is dismissed from a team or quits a team in that sport.
 - 9) A student who is serving an out-of-school or in-school suspension is ineligible for any athletic participation (practice or contest) on the days of the suspension. A student/athlete, who has completed his/her suspension responsibilities, is eligible to participate on the day following the date of completion the last date of suspension. If a suspension carries over a weekend the student athlete will be ineligible for weekend competition or practice.
 - 10) Coaches/advisors are responsible for managing individual sport specific team rules and regulations (curfews, dress, tardiness, game and practice conduct etc.). Team rules must comply with school district policies and procedures and be submitted to the athletic director prior to the start of the season. The Athletic Director will approve team rules and regulations before they are distributed to team members. Coaches may refer students to the Athletic Director and or building Principal for violations of the student handbook or Board of Education policies.
 - 11) School penalties for misconduct are in addition to those imposed by the Athletic Department.
 - 12) Athletes are expected to be in attendance at the start of school on the day following an athletic contest. Coaches and athletic directors may sanction the participation of athletes in practices or games for such offenses.
 - 13) Athletes are expected to act like responsible young adults, showing respect for coaches, teammates and opponents at all times.

Training Rules and Regulations

Training rules are a matter of self-discipline. The best performance an individual is capable of producing comes only when an athlete is willing to sacrifice his/her time and effort toward a conditioned training program which will ultimately help discipline his/her daily habits during their lifetime. It is also understood that the use, possession or distribution of drugs, alcohol and tobacco is an illegal activity and will not be tolerated in the Keystone Athletic Program. Students who participate in athletic programs need to understand that they represent both Keystone Schools and their Keystone community. Therefore, student athletes must be willing to conform to a set of rules and expectations that may be different from those placed on other students.

Drug, Alcohol, and Tobacco Policies

A student involved in athletics in grades 9-12 shall not use, buy, or possess alcohol, illicit drugs, steroids, or tobacco in any form. This rule, training rules and team rules apply during the season of participation by the student. In season is defined as the time period from the OHSAA starting date for a sport and will conclude with the award presentations for that sport. This policy will be enforced 24 hours a day, 7 days a week during the season. It will also be applied during any other team sanctioned event that occurs outside the season, such as team camps and team trips. Offenses in this policy will be calculated for the student's entire athletic career during grades 9-12. Coaches are responsible for reporting to the Athletic Director any violations that come to their attention.

Self Referral

If a student athlete makes a self-referral to the principal prior to the reported violation of the above policy, no penalty will be enforced as long as he/she seeks professional counseling. This professional help will begin with a conference session with the principal and will continue with a recommended program through a professional agency. Any cost for professional counseling outside the school system will be the responsibility of the parent/guardian. Proof of the completion of the recommended program must be documented and reported to the principal. If the student fails to complete the recommended program the student will be subject to the enforcement of the full amount of the first offense. Any violation after the self-referral will be treated as a violation of the policy subject to disciplinary provisions outlined under 2nd offense provisions.

Offenses

If a student athlete violates the drug, alcohol and tobacco policy, whether they are in or out of the sports season as defined under the policy, participation will be denied as follows:

1st Offense: Denial of participation for one calendar year.

If a student athlete enrolls and actively participates in an intervention program through a professional rehabilitation program and completes the recommended program, the denial of participation will be reduced to 30% of the scheduled contests (scrimmages and games) in that current sports season.

Any cost for professional counseling outside the school system will be the responsibility of the parent/guardian of the student athlete. If less than 30% of the scheduled contests remain in a season, a carryover will occur into the next sport season in which the student athlete participates. If a student is caught violating this policy at a team sanctioned event outside the sports season, he/she will be denied participation in 30% of the contests in the next sports season in which the athlete participates. During the period of 30% denial the student athlete will be permitted to practice with the team as long as he/she continues to attend a professional counseling program. The student athlete will not be permitted to be in uniform at any contests. Proof of the completion of the recommended program must be documented and

reported to the principal. If the student fails to complete the recommended program the student will be subject to the enforcement of the full amount of the 1st offense.

2nd Offense: Denial of participation in all athletics for a calendar year.

A referral will be made by the principal to a professional substance abuse rehabilitation program.

3rd Offense: Denial of participation for the remainder of his/her tenure at Keystone.

If a student athlete violates this policy three times in his/her athletic career, he/she will be denied participation for the remainder of his/her tenure at Keystone Local Schools. A referral will be made to a professional substance abuse rehabilitation program.

Selling/Distribution

If a student athlete is found to be selling drugs or distributing drugs/drug paraphernalia, he/she will be denied participation for a calendar year. A second violation during his/her career will result in a denial of participation for the remainder of his/her tenure at Keystone Local Schools. Self-referral does not apply under this process. Contact with the LaGrange Police Department will be made at all levels of the violations listed above.

Procedures for Drug and Alcohol Offenses

- 1) Prior to the athletic season each student will be given a copy of the Keystone Athletic Handbook, as well as, a copy of any team rules that pertain to that sport along with the penalties for the violations of these team rules.
- 2) It is the responsibility of the head coach of each sport to make certain that each student/athlete in his/her program is informed of the above policies and procedures. A team meeting will be held to discuss these policies in detail.
- 3) Each student/athlete and a parent/guardian must sign the athletic code of conduct.
- 4) Any employee of the Keystone Local Schools, a Board of Education Member, or a law enforcement officer who witnesses a student/athlete in violation of a training rule or the drug, alcohol, and tobacco policy is considered a credible source. This type of report will result in denial proceedings.
- 5) Information brought to the athletic director, principal or coach by any other source will be investigated.
- 6) Once a violation has been reported by a credible source, the athletic director and/or principal will meet directly with the student athlete, his/her parents/guardians, and the coach. The purpose of this meeting will be to gather preliminary information about the situation and to give the student/athlete notice of the intent to deny athletic participation.
- 7) Denial of participation for the student athlete will be initiated by the athletic director with input from the principal and coach. The athlete and his/her parent/guardians will have the opportunity to challenge the reasons for the denial in an informal hearing with the principal. If the denial stands, the parents/guardians of the student athlete will receive notice of the denial of participation.
- 8) Any denial of participation that covers rules listed in the team rules will not be subject to due process requirements. Example: A student athlete is denied participation for one (1) game for missing practice.

Athletic Policies and Procedures:

- 1) Student/Athlete Insurance: Parents/Guardians of any athlete participating in any phase of the school athletic program will be asked to purchase the school accident insurance. Parents/Guardians have the option to sign an insurance waiver form stating that the student athlete is covered fully and completely by the personal insurance of the parent/guardian for any accident caused by or related to participation in any part of the school athletic program. No student/athlete can participate in any phase of the athletic program without health insurance coverage.
- 2) Opening and securing the building for practice during days when school is not in session is the responsibility of the coach in charge. The coach is expected to supervise team members until all team members have left the school or practice area.
- 3) On days when school is canceled or school is let out early, for any reason, practices and games status will be determined by the administration. If the administration does permit practice on a day in which school is closed for calamity reasons, student participation is voluntary.
- 4) If a player takes a planned approved absence with his/her parents/guardians, that player is not to be dismissed from the team. When the player returns from the approved absence the coach will make the determination when the participant is adequately prepared to resume competitive play. Students, parents and coaches should discuss the impact of absences prior to the planned absence being taken.

- 5) Only team members are permitted to be on the bench during an athletic contest. Team members include: coaches (paid and approved volunteers), trainers, scorekeepers, statisticians, managers and the team physician.
- 6) Fundraising must be approved by the Athletic Director and the Principal prior to the fundraising effort. The fundraising form must then be forwarded to the Treasurer's office.
- 7) All students shall receive a copy of the code of conduct requirements that are adopted by the Board of Education. All students must follow the guidelines listed in the code of conduct. The head coach in each sport shall provide the athletic director with a copy of team rules for his review and prior to distribution to participants the first day of practice.
- 8) All athletes and coaches shall follow all OHSAA guidelines. (A copy is available in the athletic office of principal's office.)
- 9) All injuries that require medical attention should be recorded by the head coach and reported to the school's athletic trainer for referral. Coaches should fill out accident reports on all serious injuries and report the incident to the athletic director/principal as soon as possible but not later than 24 hours from the time of the accident.
- 10) Sunday and holiday practices are not permitted without prior approval of athletic director and administrator.

Parent/Coach Communication

Coaches should share these guidelines for communication with their athletes and parents at the beginning of the season along with team rules and athletic regulations.

- a) Appointments to address significant concerns are requested. Spur of the moment meetings at practices or before/after games allow insufficient time to address concerns in a legitimate fashion. The spontaneous meetings also take the coach from his/her primary duty of supervising student athletes.
- b) If the coach cannot be reached in a reasonable amount of time, please call the athletic director and he/she will arrange a time on your behalf.
- c) 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 and even may escalate the issue.

Communication You Should Expect From Your Child's Coach:

- 1) Philosophy of the coach.
- 2) Expectations the coach has of your child.
- 3) Locations and times of all practices and contests.
- 4) Team requirements.
- 5) Team rules in addition to the code of conduct.
- 6) Insurance information.
- 7) Explanation for making or not making a team.

Communication Coaches Should Expect From Parents:

- 1) Concerns should be expressed directly to the coach first.
- 2) Notification of any schedule conflicts should be made well in advance.
- 3) Specific concerns that are directly related to the program.

Awards

- 1) All awards must conform to the standards established by the OHSAA.
- 2) A list of award winners must be submitted by the head coach to the Athletic Director.
- 3) All student athletes must have conformed to state and local eligibility rules, conducted themselves in a sportsmanlike manner, returned all uniforms and equipment issued to them, and conformed to the Keystone Local Schools Athletic Code of Conduct in order to be eligible for an award.
- 4) In the event a student athlete is injured during the season and can no longer participate, he or she would be eligible for an award based on the recommendation of the head coach.
- 5) Presentation of awards is to take place at the conclusion of each sport season at a sports banquet.
- 6) Awards will be presented as follows:
 - a) Non letters numerals/jv patch/certificate
 - b) 1st year varsity letter/pin
 - c) 2nd year varsity certificate/pin
 - d) 3rd year varsity certificate/pin
 - e) 4th year varsity plaque/pin
 - f) 3.5 GPA during season PAC scholar athlete award
- 7) No individual may receive more than one block "K" letter and no more than one set of numbers. If they have received a letter in another sport they will only receive a pin for the new sport.
- 8) The requirements to letter in a sport will be included in team rules and will be determined by the head coaches in communication with the athletic director. These qualifications for a letter will be communicated before the start of the season.

Collection of Pay to Participate Fees

Students participating in High School sports are charged a pay to participate fee per sport per season. These fees are used to defray a small portion of the coaching salary and fringe benefit expenses. Pay to participate fees are to be collected by the coach **prior to the first official contest**. The coach assumes the following responsibilities with pay to participate fees:

- 1) Inform students of the pay to participate fee at the first official practice.
- 2) Collect fees from participants.
- 3) Write individual receipts for fees collected.
- 4) Deposit fees with the high school office on a regular basis.
- 5) Maintain a record of paid participants and provide a copy of the list to the athletic director.
- 6) Remind participants of first official contest deadline for payment.
- 7) Refer any participant with payment hardships to the athletic director.
- 8) Deny participation of athletes in games until payment is remitted.

STUDENT CONDUCT FORM AGREEMENT

WE HAVE READ AND UNDERSTAND THE ATHLETIC CODE OF CONDUCT FOR THE KEYSTONE SCHOOLS ATHLETIC DEPARTMENT. BY SIGNING, WE AGREE THAT WE WILL BE SUBJECT TO ALL OF THE TERMS, RULES, AND REGULATIONS OF THE CODE.

ATHLETE'S SIGNATURE

DATE

PARENT/GUARDIAN SIGNATURE

DATE

STREET ADDRESS

CITY

PHONE

***PLEASE LIST YOUR LEGAL RESIDENCE. YOU MUST NOTIFY THE SCHOOL IF YOU HAVE A CHANGE OF ADDRESS. FAILURE TO DO SO COULD RESULT IN INELIGIBILITY FOR ATHLETICS.**