

# Nashville Middle School District #49



Athletic Handbook  
2018-2019

[www.nashville49.org](http://www.nashville49.org)

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### **Mission Statement**

Nashville Middle School is committed to providing athletic opportunities for students. Nashville Middle School will strive to create and maintain programs that teach students teamwork, physical fitness, cooperation, and how to achieve goals. By maintaining and recruiting quality coaches, working with parents, and promoting the athletic program, Nashville Middle School will provide students with quality athletic opportunities.

### **Introduction**

This policy is designed to serve as a guide for school board members, superintendent, principal, A.D., coaches, parents, and players. This policy is divided into three major sections that address the athletic director, coaches, and players.

## *Section I: Athletic Director*

### **1. Scheduling**

A. During September, January, and May of the school year, the A.D. will attend a conference meeting to schedule all conference sports. After scheduling all conference games, the A.D. will schedule all non-conference games. All scheduling must follow Southern Illinois Junior High School Athletic Association Rules.

B. The A.D. will keep a master schedule in the office that contains dates and times of all scheduled games.

C. The A.D. will ensure that all scheduled games and officials are confirmed in advance.

D. All games/practices may be cancelled if Nashville Middle School is not in session due to weather or emergencies.

E. The A.D. will provide season schedules to all coaches.

F. No regular season games will be scheduled on Saturdays or Sundays, unless approved by the A.D.

G. Wednesday practices will be finished by 4:30 or will not conflict with confirmation.

### **2. Officials**

A. A master list of available officials will be kept on file with the A.D.

B. All officials will be paid as follows:

- Baseball: \$65.00 and Softball Umpires: \$60.00 per game

- Boys/Girls Basketball Officials: \$70.00 per 2 games

- Volleyball Officials: \$60.00 per 2 games

C. The A.D. will schedule all officials for each home game.

### **3. Timer / Scorers**

- A. The A.D. will arrange for timer and scorer for all home games.
- B. Timer will be paid \$25.00 for home basketball games.
- C. Scorer will be paid \$25.00 for home basketball games.

### **4. Tryouts**

A. Tryout dates for all sports will be on one or more of the following dates:

- Baseball/Softball (July 25<sup>th</sup> – Aug 15<sup>th</sup>)
- Girls/Boys Basketball (October 1<sup>st</sup> -15<sup>th</sup>)
- Cheerleading/Dance (April 1<sup>st</sup>- May 20<sup>th</sup>)
- Volleyball (January 25<sup>th</sup> - February 10<sup>th</sup>)
- Boys/Girls Track (March 21<sup>st</sup> – March 31<sup>st</sup>)

B. All students must attend tryouts unless they have been excused due to an emergency. Coaches will excuse players with emergencies. An emergency is defined as any sickness, death, or health problem with the student or student's family member. Failure to attend all required tryout dates could result in the student being cut from the team. Coaches will arrange other times for excused players to tryout.

C. All students must have a current physical and proof of insurance on file with the office to attend tryouts. **(Physicals are good for 395 days)**

D. All athletic team player number maximums may not be changed unless approved by the administration.

### **5. Transportation**

- A. The A.D. is responsible for arranging bus transportation to all away games.
- B. The A.D. is responsible for setting departure/return times for all buses.

### **6. Team Practices**

A. All team practices must be held at Nashville Memorial Park (Baseball-Softball), Nashville Community Center, Nashville Middle School, Nashville Grade School, or Nashville High School. Any other practice sites must be approved by the A.D.

B. All coaches will be responsible for establishing and posting monthly practice schedules for all teams.

### **7. Coaches**

- A. All coaches must follow and sign the coaching guidelines. (See Appendix F)
- B. All coaches must fill out an information sheet and submit it to the A.D.

(See Appendix G)

- C. All coaches will be paid in accordance with District #49 pay scale. (See Appendix I)

### **8. Inventory**

A. The A.D. will ensure that all coaches fill out an inventory sheet on all equipment checked in and out of the supply room. (See Appendix D)

B. Each coach must submit a signed inventory sheet to the A.D. at the beginning of the year and end of the year.

### **9. Pictures**

A. All teams will have team and individual photos taken. All coaches need to attend the photo shoot.

### **10. Individual Sports Awards**

A. The following awards will be presented to individuals participating in Varsity and Jr. Varsity sports:

- 8<sup>th</sup> Graders: Major Letter & Pin
- 7<sup>th</sup> Graders: Minor Letter & Pin
- 6<sup>th</sup> Graders: Pin

B. All Varsity and Jr. Varsity athletes will be recognized at an awards ceremony held in the spring (May) of each school year.

### **11. Team Awards**

A. Only awards that are regional championships and higher will be permanently displayed in the trophy case located in the Nashville Middle School cafeteria.

### **12. Media Relations**

A. Coaches are responsible for reporting game and season results to the media throughout the season.

B. Coaches must submit a press release form to the A.D. (See Appendix B)

### **13. Association Rules**

A. Nashville Middle School will follow all Southern Illinois Junior High Athletic Association rules and regulations. The A.D. will ensure that all coaches have a copy of the rules. (See Appendix K)

### **14. Eligibility**

A. All athletes are expected to maintain passing grades (see athletic policy) in order to be eligible to participate. Grades will be checked weekly to ensure all athletes maintain passing grades.

B. All athletes will be notified by the A.D. if they are not eligible to participate. A letter will be given to the athlete notifying them of their ineligibility dates. All ineligible athletes will be notified on Fridays or the last day of the school week and will take effect Saturday through Friday. (See Appendix A)

### **15. Concession Sales**

A. The A.D. will recruit student volunteers to help with concession sales. The A.D. will establish a sign up sheet for student volunteers.

B. The A.D. or game supervisor will ensure that a moneybox is available for concessions at the beginning of the game. The A.D. or game supervisor will ensure that the moneybox is collected and secured after the game.

C. All money made from concession sales will go to the Nashville Middle School athletic fund.

#### **16. Fundraising/Sports Fee**

A. No individual sports team will be allowed to hold fundraisers, unless pre-approved.

B. Each athlete that makes a particular squad will be required to pay for equipment they keep. The follow equipment and items may be required to be purchased by individual team members:

- Baseball/Softball: Hat, Socks, & Pants
- Girls/Boys Basketball: Shoes, Socks & Warm-up T-Shirt
- Cheerleading & Dance: Shoes, Clothes, and Camp.
- Volleyball: T-Shirt
- Track: T-Shirt

C. Coaches will give players projected equipment cost at the beginning of tryouts.

D. Any player who cannot afford to purchase equipment needs to see the A.D. or Coach

#### **17. Ticket Sales**

A. The A.D. will be responsible for recruiting personnel to sell tickets at home games.

B. Nashville Middle School will sell tickets at all home basketball and volleyball games.

C. Ticket prices are \$3.00 for adults and \$1.00 for students, for regular season games.

D. The A.D. or game supervisor will be responsible for ensure that a money box is used for ticket sales and secured in the office of the Middle School.

#### **18. Budgets**

A. All coaches must submit equipment requests by May 30th. (See Appendix D)

B. All teams wanting or need new uniforms will have to follow the uniform purchase cycle. (See Appendix C)

#### **19. Purchasing**

A. All purchasing must be approved by the Administration/ A.D., **no exceptions.**

B. All purchasing must follow district-purchasing policy and requires a purchase order.

#### **20. Games**

A. The A.D. or game supervisor will coordinate and announce starting lineups and the national anthem for all home basketball games.

B. The A.D. or game supervisor will responsible for overseeing all home athletic contests.

## **21. Dual Sports Seasons**

A. Players will not be allowed to participate in more than one sport per season. The only exception is if post-season girls' basketball overlaps volleyball season or volleyball overlaps girls' track.

B. Cheerleading and Dance will not be allowed to start practices until Softball season is finished, unless approved by the A.D.

## **22. Removal of Players**

A. Players may be removed from a team for not following Nashville Middle School handbook, Nashville Middle School athletic policy, or coach's specific rules. The superintendent, principal, athletic director and coach will be involved in the removal of a player from a team.

# *Section II: Coaches*

## **1. Coaching Guidelines**

A. All coaches are expected to read, sign, and follow the coaching guidelines. (See Appendix F)

## **2. Coaches' Information**

A. All coaches are required to fill out a contact form and submit it to the A.D. (See Appendix G)

## **3. Tryouts**

A. Tryout dates for all sports will be on one or more of the following dates:

- Baseball/Softball (July 25<sup>th</sup> – Aug 15<sup>th</sup>)
- Girls/Boys Basketball (October 1<sup>st</sup> -15<sup>th</sup>)
- Cheerleading/Dance (April 1<sup>st</sup>- May 20<sup>th</sup>)
- Volleyball (January 25<sup>th</sup> - February 10<sup>th</sup>)
- Boys/Girls Track (March 21<sup>st</sup> – March 31<sup>st</sup>)

B. All students must attend tryouts unless they have been excused due to an emergency. Coaches will excuse players with emergencies. An emergency is defined as any sickness, death, or health problem with the student or student's family member. Failure to attend all required tryout dates could result in the student being cut from the team. Coaches will arrange other times for excused players to tryout.

C. All students must have a current physical and proof of insurance on file with the office to attend tryouts. **(Physicals are good for 395 days)**

D. All athletic team player number maximums may not be changed unless approved by the administration.

## **4. Eligibility**

A. All athletes are expected to maintain passing grades (D Average or Higher) in order to be eligible to participate. Grades will be checked weekly to ensure all athletes maintain passing grades.

B. All athletes will be notified by the A.D. if they are not eligible to participate. A letter will be given to the athlete notifying them of their ineligibility dates. All ineligible athletes will be notified on Fridays or the last day of the school week and will take effect the following Saturday through Friday. (See Appendix A)

## **5. Officials**

A. The A.D. is responsible for scheduling officials.

B. Coaches may schedule officials with the A.D.'s approval.



## **6. Schedules**

- A. The A.D. is responsible for all scheduling.
- B. The A.D. must approve all schedule changes.
- C. No regular season games are scheduled on Saturdays or Sundays unless approved by the A.D.

## **7. Boys Baseball / Girls Softball**

- A. Season date: July 25<sup>th</sup> – October 10<sup>th</sup>
- B. Games
  - Regular Season Games: 16
  - Tournaments: Only one varsity tournament per season
  - Regional and State playoffs
- C. All games/practices may be canceled if Nashville Middle School is not in session due to weather or emergencies.
- D. Please refer to current schedule for game dates. (See Appendix J)
- E. Tryouts: One or more days between August 1<sup>st</sup> -15<sup>th</sup>
- F. All players are responsible for paying for hat, socks, and pants.
- G. Number of Players: 20 Maximum (Boys) 20 Maximum (Girls)
- H. Grade Level: 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>.

## **8. Girls Basketball**

- A. Season date: October 1<sup>st</sup> – January 30<sup>th</sup> (Softball must be over to start season)
- B. Games:
  - Regular Season Games: 20
  - Tournaments: Only one varsity tournament per season
  - Regional and State Playoffs
- C. All games/practices may be canceled if Nashville Middle School is not in session due to weather or emergencies.
- D. Please refer to current schedule for game dates. (See Appendix J)
- E. Tryouts: One or more days between October 1<sup>st</sup> – 15<sup>th</sup>
- F. All players are responsible for paying for shoes and warm-up t-shirt.
- G. Number of Players: 15 Maximum Varsity/ 15 Maximum Jr. Varsity
- H. Grade Level: 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>.

## **9. Boys Basketball**

- A. Season date: October 1<sup>st</sup>- February 15<sup>th</sup> (Baseball must be over to start season)
- B. Games:
  - Regular Season Games: 20
  - Tournaments: Only one varsity tournament per season
  - Regional and State playoffs
- C. All games/practices may be canceled if Nashville Middle School is not in session due to weather or emergencies.
- D. Please refer to current schedule for game dates. (See Appendix J)
- E. Tryouts: One or more days between October 1<sup>st</sup>- 15<sup>th</sup>

F. All players are responsible for paying for shoes and warm-up t-shirt.

G. Number of Players: 15 Maximum Varsity / 15 Maximum Jr. Varsity

H. Grade Level: 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>

### **10. Cheerleading/Dance**

A. Season date: October 1<sup>st</sup>- February 15<sup>th</sup> (Softball must be over to start season)

B. Games:

-Regular Season Games: 10 Boys'/10 Girls' Games

-One tournament per sport

-Regional and State Basketball Playoffs

C. All basketball games/practice may be canceled if Nashville Middle School is not in session due to weather or emergencies.

D. Please refer to current schedule for game dates. (See Appendix J)

E. Tryouts: One or more days between April 1<sup>st</sup>- May 20<sup>th</sup> or after track season is over.

F. Cheerleaders/Dance Members will be expected to pay for shoes, clothes, and camp.

G. Number of Players: 16 Maximum

H. Grade Level: 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>

I. The cheerleading/dance teams are allowed one summer camp to be held at an approved practice site in Nashville (see A.D. for approved practice sites).

J. Boys and girls are eligible to tryout for the team.

K. Cheerleaders will cheer at all home boys' and girls' basketball games. Cheerleaders will cheer at postseason basketball games.

L. Dance team will dance at all home boys' and girls' basketball games.

### **11. Girls Volleyball**

A. Season date: January 25<sup>th</sup>-March 30<sup>th</sup> (Girls' basketball must be over to start season)

B. Games:

-Regular Season Games: 16

-Tournaments: 1-2 varsity tournament per season

- Regional and State playoffs

C. All games/practices may be canceled if Nashville Middle School is not in session due to weather or emergencies.

D. Please refer to current schedule for game dates. (See Appendix J)

E. Tryouts: One or more days between January 25<sup>th</sup>-February 10<sup>th</sup>

F. All players will be expected to pay for a t-shirt.

G. Number of Players: 15 Maximum (8<sup>th</sup> Grade) 15 Max. (7<sup>th</sup> Grade) 15 Max (6<sup>th</sup> Grade)

H. Grade Level: 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>

### **12. Boys/Girls Track**

A. Season date: March 29<sup>th</sup>- May 15<sup>th</sup>

B. Games:

-Regular Season Meets: 6-8

-Conference, Regional, and State Meets

C. All meets/practices may be canceled if Nashville Middle School is not in session due to weather or emergencies.

- D. Please refer to current schedule for game dates. (See Appendix J)
- E. Grade Level: 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>
- F. Number of Players: 60 Maximum
- G. Tryouts: One or more days between March 21<sup>st</sup>- 30<sup>th</sup>.

### **13. Inventory**

- A. All coaches are expected to inventory all equipment at the beginning and end of the season.
- B. A signed inventory sheet must be turned into the A.D. at the beginning and end of the season. (See Appendix D)
- C. All equipment must be checked in the store room at the end of the season.

### **14. Association Rules**

- A. All coaches will be provided a copy of the Junior High Athletic Association rules.
- B. All coaches are expected to follow the association rules. (See Appendix K)

### **15. First Aid**

- A. All coaches are expected to have a first aid kit present at all practices and games.
- B. All coaches must inform parents and A.D. if a player is severely injured at a practice or game.
- C. All coaches are required to go through defibrillation training.

### **16. Transportation**

- A. At least one coach must ride the bus to all away games.
- B. All players will be expected to ride the bus to away games.
- C. Any player not riding the bus home from an away game must be signed out by a parent or guardian. (See Appendix H)
- C. The A.D. will arrange all transportation.

### **17. Removal of Players**

Players may be removed from a team for not following Nashville Middle School handbook and Nashville Middle School athletic policy. The superintendent, principal, athletic director, and coach will all be involved in the removal of a player from a team.

### **18. Fundraising/ Equipment Cost**

- A. No individual sports team will be allowed to hold fundraisers, unless pre-approved.
- B. Each athlete that makes a particular squad will be required to pay for equipment they keep. The following equipment and items may be required to be purchased by individual team members:

- Baseball/Softball: Hat, Socks, and Pants
- Girls/Boys Basketball: Shoes, Socks & Warm-up T-Shirt
- Cheerleading/Dance: Shoes, Clothes, and Camp.

- Volleyball: T-Shirt
- Track: T-Shirt

- C. Coaches will give players projected equipment cost at the beginning of tryouts.
- D. Any player who cannot afford to purchase equipment needs to see the A.D. or Coach.

### **19. Media**

- A. Coaches will be responsible for any media releases.
- B. Coaches must fill out a press form and submit it to the A.D. for release. (See Appendix B)

### **20. Player Information**

- A. All coaches must keep player emergency contact information on file. (See Appendix E)

### **21. Timer / Scorers**

- A. The A.D. will arrange for a timer and scorer at all home basketball games.

### **22. Equipment Request / Purchasing**

- A. All equipment requests must be submitted to the A.D.
- B. All requests must use a request form. (See Appendix D)
- C. All purchases must be approved by the A.D.

### **23. Practices**

- A. All team practices must be held at the Nashville Memorial Park (Baseball/Softball), Nashville Community Center, Nashville Middle School, Nashville Grade School, or Nashville High School. Any other practice sites must be approved by the A.D.
- B. All coaches must follow the practice schedule outlined by the A.D.
- C. All practice site or time changes must be approved by the A.D.
- D. Wednesday practices will end by 4:30 or accommodate for confirmation.
- E. No practices are allowed on Sundays unless approved by the A.D.

### **24. Team Specific Rules**

- A. Each coach will create a set of team rules that follow the Nashville Middle School Athletic Handbook. (See Appendix M)
- B. Team specific rules must be approved with the A.D. and must not conflict with the Nashville Middle School Athletic Handbook.

### **25. Photographs/ Parent Meetings**

- A. Coaches need to participate in the team parent meetings and photograph sessions.

## **26. Dual Sports Seasons**

A. Players will not be allowed to participate in more than one sport per season. The only exception is if post-season girls' basketball overlaps volleyball season or Volleyball overlaps with Track season.

B. Cheerleading and Dance will not be allowed to start practices until Softball season is finished, unless approved by the A.D.

## **27. Uniforms**

A. Students are not allowed to wear uniforms to school unless given permission by the A.D. or coach.

## Section III: Players / Parents

### Nashville Middle School Athletic Policy Players/Parents 2018-2019

#### Introduction

The following information outlines expectations for all students participating in Nashville Middle School athletics. All players and parents need to read this packet, along with additional information from the coach. After reading the policy and the coach's information, please sign and return the last page of this packet to the coach. A player will not be allowed on the team until the last page of this packet is turned in to the coach.

Thank You,  
*Lasen W. Finke*  
A.D., N.M.S.

#### 1. Code of Conduct

A. All members of Nashville Middle School athletics will be expected to adhere to the following code of conduct:

As a member of Nashville School athletics, all players will:

1. Respect fellow teammates, coaches, officials, and opposing players at all times.
2. Accept their role as a member of a team, not an individual.
3. Follow all directions and guidance given by the coach.
4. Represent Nashville Middle School in a positive manner through actions, language, and dress.
5. Serve as a role model and a leader for younger students to follow.
6. Follow all rules and regulations outlined in the Nashville Middle School Student Athletic Policy.

\*Failure to follow the above code of conduct can result in disciplinary action and/or removal from athletics. The athletic director, principal, superintendent, and coach will be responsible for removing players from athletics.

#### 2. Tryouts

A. Tryout dates for all sports will be on one or more of the following dates:

- Baseball/Softball (July 25<sup>th</sup> – Aug 15<sup>th</sup>)
- Girls/Boys Basketball (October 1<sup>st</sup>-15<sup>th</sup>)
- Cheerleading/Dance (April 1<sup>st</sup>-15<sup>th</sup>)

- Volleyball (January 25<sup>th</sup>-February 10<sup>th</sup>)
- Boys/Girls Track (March 21<sup>st</sup>-March 31<sup>st</sup>)

B. All students must attend tryouts unless they have been excused due to an emergency. Coaches will excuse players with emergencies. An emergency is defined as any sickness, death, or health problem with the student or student's family member. Failure to attend all required tryout dates could result in the student being but from the team. Coaches will arrange other times for excused players to tryout.

C. All students must have a current physical and proof of insurance on file with the office to attend tryouts.

### **3. Schedule**

A. Please see current game schedules for dates and times. ([www.nashville49.org](http://www.nashville49.org))

### **4. Eligibility**

A. Please see included athletic policy.

### **5. Equipment**

A. Please see included athletic policy

B. Students are not allowed to wear uniforms to school unless given permission by the A.D. or coach.

### **6. Transportation**

A. All players will be expected to ride the bus to away games.

B. Any player not riding the bus home from an away game must be signed out with the coach.

### **7. Player Information**

A. All players are required to fill out an information sheet (given at registration) and have it on file with the coach.

### **8. Coaches Rules/Regulations/Parent Meeting**

A. All coaches will instruct players of rules and regulations concerning their team, some of which may be different from the handbook. All players are expected to follow them.

B. All players and parents are expected to attend parent meeting, if held.

### **9. Equipment Costs**

A. Each athlete that makes a particular squad may be required to pay for equipment they keep. The following equipment and items may be required to be purchased by individual team members:

- Baseball/Softball: Hat, Socks, and Pants
- Girls/Boys Basketball: Shoes, Socks & Warm-up T-Shirt
- Cheerleading/Dance: Shoes, Clothes, and Camp
- Volleyball: T-Shirt
- Track: T-Shirt

B. Coaches will give players projected equipment cost at the beginning of tryouts.

C. Any player who cannot afford to purchase equipment needs to see the A.D. or Coach.

### **10. Dual Sports Seasons**

A. Players will not be allowed to participate in more than one sport per season. The only exception is if post-season girls' basketball overlaps volleyball season or volleyball overlaps track season.

B. Cheerleader and Dance will not be allowed to start practices until Softball season is finished, unless approved by the A.D.

**\*\*\*PLEASE READ INCLUDED NASHVILLE MIDDLE SCHOOL  
ATHLETIC POLICY, CONCUSSION POLICY AND PARTICIPATION FEES  
NOTICE. SIGN AND RETURN PLAYER/PARENT CONSENT FORM!!!**



**NASHVILLE MIDDLE SCHOOL**

**DISTRICT #49**

**STUDENT ATHLETIC POLICY**

Athletic and extracurricular eligibility may be suspended or lost completely due to academic or behavioral conduct. Academic eligibility is determined each Friday for a one week period of time. Behavioral misconduct, including tobacco, alcohol, or drug possession or use of weapons violations, will cause a suspension from activities, and could also result in removal of the participant from all extracurricular activities.

**Academic**

The same academic subjects used to determine Honor Roll will be used to determine eligibility for Softball, Baseball, Cross Country, Basketball, Cheerleading, Dance, Volleyball, Track, and Scholar Bowl. A maximum of three D's, with no failing grades, must be maintained to retain eligibility. In addition, a failing grade in any subject will cause eligibility to be suspended. **Eligibility is established on Friday for a one week period of time. Loss of eligibility shall be for the entire following week.**

\*Eligibility may be regained when the respective teacher(s) is satisfied that class work and/or tests have resulted in satisfactory performance. Ineligibility form must also be returned to the Athletic Director.

**TOBACCO/ALCOHOL/DRUGS/WEAPONS**

The possession or use of tobacco, alcohol, drugs, controlled substances, weapons, or any look alike forms of the foregoing is strictly prohibited both in and out of season. Any infraction of this rule will be grounds for suspension from practices and/or contests or dismissal from the respective team or squad.

**BEHAVIOR**

Behavior misconduct by students involved in athletics or extracurricular activities shall not be tolerated. **Excessive points, defined as 14 or more for 5<sup>th</sup> and 6<sup>th</sup> grades and 10 or more for 7<sup>th</sup> and 8<sup>th</sup> grades, whether behavioral or homework related, will be cause for suspension of participants. Two out-of-school suspension will be grounds for the participant being removed from the team. Any student receiving an excessive number of detentions (as defined above) or out-of-school suspension prior to the start of a season, will not be allowed to participate in that or any subsequent season.**

In addition, behavioral misconduct shall include, but not be limited to the following:

- A) insubordination
- B) any behavior which is negligent to persons or property
- C) any behavior which disrupts the conduct of a school program or activity
- D) hazing or harassment of any kind
- E) use of profanity
- F) exhibition of bad sportsmanship
- G) violation of school policies, rules, or regulations

### **ATTENDANCE**

Students absent from school because of doctor/dentist appointments, attendance of funerals, or specific parent request **may** practice and/or play the day of the absence. A Student who goes home ill **may not** return to practice and/or play on that day. A student who returns to school from a morning illness may participate if they have been in attendance for **at least three hours** (Approx. Noon) prior to the activity or departure of the bus.

### **GAMES/PRACTICES/EQUIPMENT**

Students leaving a game or activity with a parent/guardian must be signed out. If leaving with another student's parent/guardian, there must be a note presented giving permission for this to occur.

Unexcused absences from practice may result in suspension of playing time, which will be determined by the individual coaches. Students should have a note or have notified a coach when not being able to attend a practice. The absence will then be excused.

Student's participation in Physical Education on days of games or practices is required. Any student not doing so will not be allowed to practice or play in games.

Students who lose or damage a uniform will be required to reimburse Nashville Middle School for the cost of that uniform.

**IMPORTANT!!!! Parents should please wait 24 hours after a game to speak with a coach pertaining to incidents in that game. Please call to set up an appointment.**

**A committee consisting of the athletic director, teacher, administration, and as appropriate, coaches, will monitor and decide questions of eligibility, suspension or dismissal for issues not clearly covered by these standards.**

**Nashville Middle School**

**750 East Gorman Street**

**Nashville, Illinois 62263**

**(618) 327-3055**

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**Player/Parent Consent Form**

I have read and fully understand the information outlined in the 2018-2019 athletic handbook, concussion policy, participation fee notice and any information given to me by the coach.

Sport(s): \_\_\_\_\_

Player's Name: \_\_\_\_\_

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Player Signature

\_\_\_\_\_  
Date

## Appendix

- A- Player Eligibility Notice
- B- Press Release Form
- C- Uniform Purchase Cycle
- D- Inventory Sheet/Request Form
- E- Player Information Card
- F- Coaching Guidelines
- G- Coach Information Sheet
- H- Bus Sign-Out Sheet
- \*- Season Schedules
- \*- Association Rules
- \*- Coaches Rules and Regulations



# Nashville Middle School

## Extra-Curricular Eligibility Report

**Dear Parent/Guardian:**

This notice is to inform you that \_\_\_\_\_ is not eligible to participate in \_\_\_\_\_ from \_\_\_\_\_ - \_\_\_\_\_. This ineligibility is due to his/her grade(s) in the following area(s):

Science \_\_\_\_\_ Social Studies \_\_\_\_\_ Math \_\_\_\_\_ ELA \_\_\_\_\_

P.E. \_\_\_\_\_ Reading \_\_\_\_\_ Health \_\_\_\_\_ Other \_\_\_\_\_

Please contact the classroom teacher if you have any questions (327-3055).

Respectfully,

Jason W. Finke

A.D., NCCSD #49

Please sign and return to the Athletic Director.

**X** \_\_\_\_\_

(Parent/Guardian Signature)

Press Release Form

Game: Nashville vs. \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Score: Nashville \_\_\_\_\_ Opponent \_\_\_\_\_

Comments/Stats:

Appendix C

## Uniform Purchase Cycle

Sport	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25
Baseball		x				x				x
Softball		x				x				x
B-Basketball				x				x		
G-Basketball	x				x				x	
Cheer/Dance			x				x			
Volleyball			x				x			
B-Track			x				x			
G-Track			x				x			

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\*An "X" in the box designates year that new uniforms will be purchased.

Appendix D

Sports Inventory

Sport \_\_\_\_\_ Year \_\_\_\_\_

Items On Hand                      Qty                      Location                      Condition


Comments:

\_\_\_\_\_

\_\_\_\_\_

**Equipment Request for Next Season:**

Item                                      Qty                                      Description


Coach: \_\_\_\_\_

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Please see athletic director or office for emergency sheets. These should be kept with the coach for the entire season.

## Coaching Guidelines

The following items are general guidelines for coaches to follow while working at Nashville Middle School.

1. All coaches will inform participants of time, date, and any other requirements for tryouts. Also, inform the office, Athletic Director, and the media of this information.
2. All coaches will notify the A.D. of any major problems with parents or players.
3. All coaches will be sure to check physicals and proof of insurance with participants and turn this information in to the office.
4. All coaches will collect, inventory, and check all equipment into the storage room at the end of the season.
5. All coaches will conduct practice sessions in such a manner that all participants have an opportunity to improve on fundamentals of that sport.
6. All coaches will set an example for players to follow. Any coach removed from an athletic competition, will serve a one game SIJHSAA suspension and an additional suspension to be determined by the administration.
7. All coaches will make sure that all participants have a schedule and bus time list for the scheduled games. Also, make sure any participants not riding the bus home, have been signed out.
8. All coaches will be expected to participate in the sports award night and group pictures at the Middle School.
9. All scheduling must be approved by the A.D.
10. All coaches should familiarize themselves with eligibility requirements for the district.
11. All coaches must remain with participants after a practice or game until all participants have secured a ride home.
12. All coaches must make arrangements for getting the field or gym prepared for games and practices.
13. All coaches need to inform radio and newspaper about results of the contests.

**I have read and fully understand the coaching guidelines of Nashville Middle School.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Coach's Information Sheet

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone#

(Home): \_\_\_\_\_

(Work): \_\_\_\_\_

(Cell): \_\_\_\_\_

Email: \_\_\_\_\_

**Nashville Middle School District #49**

**Extra Curricular Activities**

Date: \_\_\_\_\_

My son/daughter will be riding home with parents/guardians rather than the bus.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

**Coaching Pay Scale**

<b>Revised Coaching Salary Scale For Year 2016-2017</b>						
<b>Sport</b>	<b>16-17</b>	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>
Baseball	\$2050	\$2100	\$2150	\$2200	\$2250	\$2300
Asst Baseball	\$1450	\$1500	\$1550	\$1600	\$1650	\$1700
Softball	\$2050	\$2100	\$2150	\$2200	\$2250	\$2300
Asst Softball	\$1450	\$1500	\$1550	\$1600	\$1650	\$1700
B-Basketball	\$3100	\$3150	\$3200	\$3250	\$3300	\$3350
Asst B-Basketball	\$2450	\$2500	\$2550	\$2600	\$2650	\$2700
G-Basketball	\$3100	\$3150	\$3200	\$3250	\$3300	\$3350
Asst G-Basketball	\$2450	\$2500	\$2550	\$2600	\$2650	\$2700
Cheerleading	\$2050	\$2100	\$2150	\$2200	\$2250	\$2300
Asst-Cheer	\$1500	\$1550	\$1600	\$1650	\$1700	\$1750
B/G-Track	\$1700	\$1750	\$1800	\$1850	\$1900	\$1950
Volleyball	\$2250	\$2300	\$2350	\$2400	\$2450	\$2500
Asst Volleyball	\$1500	\$1550	\$1600	\$1650	\$1700	\$1750
Dance	\$2050	\$2100	\$2150	\$2200	\$2250	\$2300
Cross Country	\$1700	\$1750	\$1800	\$1850	\$1900	\$1950
Athletic Director	\$4175	\$4225	\$4275	\$4325	\$4375	\$4425

**\*There will be a \$100 per every 3 years, coaching the same sport, longevity bonus.**