

New Richmond Exempted Village Schools



2023-2024

**New Richmond Middle School
Parent/Student Handbook**

New Richmond Middle School Student/Parent Handbook 2023-2024

Principal:

Court Lilly

Assistant Principal/Athletic Director

Jason Lynch

Guidance Counselor:

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ADMINISTRATORS and BOE

Board of Education:

Mr. Tim Dufau

Mrs. Amy Story

Mr. Todd Wells

Mr. Robert Wooten

Mr. Jonathan Zimmerman

Administration:

Mr. Tracey Miller - Superintendent

Mr. Matthew Prichard -Treasurer

Bell Schedules

Daily Bell Schedule

1st Period 7:40 - 8:28

2nd Period 8:31 - 9:18

3rd Period 9:21 - 10:08

4th Period 10:11 - 10:58

Advisory, Lunch @ 10:28

5th Period 11:01 - 11:48

Lunch, Advisory @ 11:31

6th Period 11:51 - 12:38

Lunch, Advisory @ 12:21

7th Period 12:41 - 1:28

8th Period 1:31 - 2:20

2 Hour Delay Bell Schedule

1st Period 9:40 - 10:13

2nd Period 10:16 - 10:48

3rd Period 10:51 - 11:23

4th Period 11:26 - 11:58

No advisory - longer lunch

5th Period 12:01 - 12:33

Longer lunch - no advisory

6th Period 12:36 - 1:08

Longer lunch - no advisory

7th Period 1:11 - 1:43

8th Period 1:46 - 2:20

I. SCHOOL OPERATIONS AND POLICIES

A. ATTENDANCE

The administration and faculty of New Richmond Middle School strongly emphasize consistent and punctual student attendance at school. Regular attendance assures the student the opportunity of receiving a full education and also helps establish a strong sense of responsibility. Additionally, a good school attendance record provides an excellent reference for future employers. Therefore, each student is expected to attend school on a regular basis and be punctual (on time) in his/her attendance.

Absences are counted by the hours a student attends or misses school. A student is considered to be habitual truant when he/she misses 30 hours consecutively, 42 hours in 30 days or 72 hours in a year.

1. Legitimate Reasons for Absence

According to Ohio Revised Code 3321.04, parents must send any child of compulsory school age to school for the full time that school is in session. However, the school realizes that there are occasions when a student must be absent from school. State law stipulates that an absence from school may be **approved** for the following reasons:

- Personal illness of the student (School may require a physician's certificate to verify a student's illness.)
- Illness in the immediate family
- Quarantine of the home
- Death of a relative (Absence for this reason is limited to three days unless reasonable cause can be shown to grant an extension.)
- Work at home due to the absence of parents/guardians (Students must receive prior approval from the school to receive an excused absence for this reason.)
- Observation of religious holidays
- Emergencies or circumstances which are considered by the school to be sufficient cause for Absence.
- College Visitation: The District requires verification of the date and time of the visitation by the college, university or technical college.
- Absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status.
- Absences due to a student being documented homeless.

2. Notification to the School

On the day of the absence, the parent is to call the school to report and verify the absence. **This call is to be made prior to 8:25 a.m.** Parent/Guardian will give his/her name and the first and last name of his/her child. (In many cases, the child's last name is different from the parent/custodial parent/guardian.)

In addition on the **first day** the student returns to school after the absence(s), he/she is to report to the main office upon arriving at school with a note from his/her parent/guardian. The note should include the following information:

- Student's name (first and last name)
- Grade level
- Date(s) of absence(s)
- Reason for absence(s)
- Parent/guardian signature

3. Extended Periods of Absence/Family Vacations

If a student is going to be absent from school for an extended period of time, the parents/guardians must notify the school **at least 5 days prior to the absence** unless an emergency situation exists.

Requests for family vacations **must be submitted and approved at least 5 days** before the vacation. A maximum of **5 days per school year** will be excused for family vacation. **All work assigned by his/her teachers is to be completed and turned in on the first day he/she returns to school.**

4. Excessive Absenteeism

The New Richmond Board of Education has a "Zero Tolerance" policy for those students who are excessively absent and/or tardy.

The administration and faculty at New Richmond Middle School consider in-class instruction and the accompanying activities the most integral part of the course of study. A student who exhibits a pattern of excessive absences is risking academic failure in the courses affected by the absences. Any attendance allowances that are given will be based on a review of each individual case by the principal.

In the case of out-of-school suspensions, students may receive assignments from their teachers in order to keep up with the rest of the class, but any graded work missed due to the suspension will not receive credit.

Parents shall be notified when a student misses 25 consecutive hours of school, 38 hours absence in a month, 65 hours in a year. The accumulation of hours of absence includes tardies or late arrival and early departures from school. The school district is required by law to report the individual student absence information to the Ohio Department of Education.

When a student misses 30 hours consecutively, 42 hours in 30 days or 72 hours in a year the school shall assign the student to an Absence Intervention Team (AIT) within 10 days.

The AIT will proceed with the development of the Truancy Intervention Plan. The AIT shall include all of the following:

- **Provide written Truancy Intervention Plan,**
- **Provide counseling for the habitual truant,**
- **Require parent/guardian to attend parent involvement programs,**
- **Require parent/guardian to attend truancy mediation programs**

- **For those students with temporary driving permits or driving licenses, the Superintendent shall inform the Bureau of Motor Vehicles of the notice to suspend driving privileges in accordance with ORC 3321.13**
- **Attendance that does not improve after mediation will be referred to the Juvenile Court system.**

5. Make-up Work

Students absent for any reason, including suspension from school, are permitted to make up all school work missed for full credit. If a student is going to be absent for three days or more, homework assignments and in-class assignments may be sent home at the request of parents/guardians. Upon returning to school, **the student must take the initiative to make up the work missed.** Arrangements must be made between the student and the teacher on the **first school day following the absence.** Students will have an equal number of days in attendance to days absent for completion of homework, in-class assignments, tests, etc. **ALL MISSED WORK MUST BE COMPLETED BY THE END OF EACH GRADING PERIOD. No "Incompletes" will be assigned.** (Also see make-up work for family vacations.)

Students absent from class for field trips or other school related activities during the school day (college visitations, job shadowing, athletic tournaments in which the student is a participant, etc.) **are required** to make up work for classes that are missed. **This work is to be turned in the next school day.** It is the student's responsibility to see his/her teacher(s) in advance of the absence to obtain class assignments. Completed assignments are submitted **the next school day** in order to count for credit.

6. Leaving School Early

All students must receive authorization through the general office to leave the building **AT ANY TIME** during school hours. If a student needs to leave school early, a note including the following information is to be brought to the office before school on the day of the early dismissal:

- Explain the reason for the early dismissal request (doctor's appointment, funeral, etc.).
- State the exact time the student is to leave.
- Indicate who will be picking the student up.
- Include signature of parent/guardian.

Students must sign out through the main office before leaving school. Leaving school before 1:45 p.m. will count as a half-day absence.

Students involved in extracurricular activities (ball games, drama productions, etc.) **must be in attendance the entire school day.** The only exception would be a doctor's appointment that must be verified by a doctor's note. Students on school-sponsored field trips are considered to be in attendance. **Students involved as participants in extracurricular activities (such as athletic contests and drama productions) on Saturday, must be in school all day on the preceding Friday in order to participate.**

7. Tardiness to School/Class

Students are expected to be on time for school and for all classes. **This is also expected of students involved in extracurricular activities. Tardiness to school is cumulative through the entire school year. They do not start over at the new semester.**

A student is considered **TARDY** to school if he/she arrives **after** 7:40a.m. Arriving after 8:45 a.m. or leaving prior to 1:45 constitutes a **HALF-DAY** absence. The principal must approve any exception.

NOTE: *Students involved in extracurricular activities (athletic contests and practices, drama practices, clubs, etc.) **may not participate** in that day's activities unless the tardy is for a doctor's appointment. The student needs to bring written verification from the doctor's office to be excused.* The principal must approve any exception.

B. LOCKERS

Student lockers, desks, cabinets, and similar property are the property of the New Richmond Board of Education, and are provided to students as a convenience for their use. Lockers and other such property carry no expectation of privacy for the students who occupy them. School lockers, desks, cabinets, etc. and their contents are subject to search by school authorities at any time and without warning.

Lockers will be assigned the first week of school. The student assigned is the only person given the combination, and it should be kept secret. All hall and gym lockers are school property and, therefore, subject to inspection by school authorities. The following list is a recommendation to keep lockers secure:

- Do not exchange lock combinations with other students.
- Do not trade lockers or share lockers with other students. On occasion, teachers or other school personnel may need access to a locker for books, assignments, etc.
- Make sure that the locker is locked before leaving it.
- Do not keep money or other valuables in lockers.
- Lockers are to be visited only before school, between classes, or immediately after school.

Coats/hats/book bags must be stored in lockers at the beginning of each school day. Students will not be permitted to bring these items into the halls, the classroom, or the lunch area.

C. FREE/REDUCED LUNCH PROGRAM

Families whose financial condition may entitle their children to participate in the free/reduced lunch programs may apply through the cafeteria for inclusion in this program.

D. SCHOOL BUS TRANSPORTATION RULES

1. Bus Pass

If it becomes necessary for a student to ride a different bus, the following procedure is required:

During **1st Period** the student must bring a note to the office containing the following information:

- a. *Student's Full Name*
- b. *Bus Number Desired to Ride*
- c. *Reason*
- d. *Parent/Guardian Signature*

Students may pick up his/her bus pass in the office during lunch.

2. School Bus Transportation Rules

Although the New Richmond School District furnishes transportation in accordance with State Law, it does not relieve parents or guardians of students from the responsibility of supervision until such time as the student boards the bus in the morning and after the student leaves the bus at the end of the school day.

Once a student boards the bus – and only at that time – does he/she become the responsibility of the School District. Such responsibility will end when the student is delivered to the regular bus stop at the close of the school day.

Students on a bus are under the authority of and directly responsible to the bus driver.

The driver has the authority to enforce the established regulations for bus conduct.

Disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student.

The following regulations pertain to school bus conduct and are intended to ensure the safety and welfare of the students, the bus driver and other drivers on the road, and to ensure the safety and proper maintenance of school buses.

Students will:

1. Be careful in approaching bus stops – walk on the left, toward oncoming traffic; be sure the road is clear both ways before crossing the highway.
2. Be on time for the bus in order to permit the bus to follow the time schedule. Drivers are not to wait for tardy students when they are on schedule. Students should arrive at pickup points no more than ten (10) minutes and not later than 5 minutes prior to the scheduled time of the arrival of the school bus.
3. Sit in assigned seats. Bus drivers have the right to assign a student to a seat in the bus and to expect reasonable conduct in a manner similar to that of a teacher in a classroom.
4. Reach assigned seat in the bus without disturbing or crowding other students; remain seated while the bus is moving. Moving from seat to seat, pushing, jostling, throwing articles, yelling, or creating any disorder or distraction impeding safe operation of the bus is prohibited.
5. Obey the driver promptly and respectfully; realize that he/she has an important responsibility and that it is everyone's duty to help.
6. Not engage in loud talking. Laughing or use of profane language. Unnecessary confusion diverts the driver's attention and may result in a serious accident.
7. Keep head, arms, and hands inside the bus at all times. Windows are intended for light and ventilation.
8. Be courteous to fellow students and to the bus driver.
9. Treat bus equipment as they would treat valuable furniture in their home. Damage to seats and other parts is unacceptable. Parent(s)/guardian(s) will be responsible for any damage to a bus by their children.
10. Students must refrain from eating and drinking on the bus except as required for medical reasons.

11. Students must not use tobacco or tobacco products on the bus.
12. Students must not have alcohol or other drugs in their possession on the bus. Prescription medication required for a student may be carried to the school office by the student on the bus with prior approval of the building administrator.
13. Students must not throw or pass objects on, from, or into the bus.
14. Students may carry on the bus only objects that can be help in their laps unless otherwise authorized by the bus driver.
15. Students must not have firearms, ammunition, explosives, animals, (dead or alive), glass containers or any other dangerous materials or objects on the bus.
16. Students are to observe quiet at all railroad crossings or during any other time specified by the bus driver.
17. Remain seated until the bus stop to unload. Standing while the bus is moving will not be permitted. Wait for signal from the bus driver and then cross the road at least ten (10) feet in front of the bus.
18. Students must leave or board the bus at locations to which they have been assigned. Deviation from this policy will be authorized only through written parental request and authorized by the Principal.

E. RESIDENCY REQUIREMENTS/CHANGE OF ADDRESS OR PHONE NUMBERS

1. Residency Requirements

Ohio Law requires that all New Richmond students under the age of eighteen who attend New Richmond Middle School must reside with their parents, custodial parent, or guardian(s) and/or meet additional residency requirements as specified in Ohio Revised Code 3313.64.

2. Change of Address or Phone Numbers

During the school year various types of information must be mailed to the parents of each student. Also, parents must be notified in case of illness or emergency. Therefore, it is important that the office have an accurate address and phone number (home and work) of the parents/guardians of each student. Any time a change of address or phone number occurs, each student must notify the office **immediately**.

F. HEALTH SERVICES/TAKING MEDICATIONS, IMMUNIZATIONS and HEALTH RECORDS

1. Health Services

Any student who is injured or becomes ill at school should first report to the teacher in charge who will refer those cases needing more attention to the office. The Health Aide will make the necessary parent/guardian contacts and in cooperation with the parents, determine if the student needs to be released to go home or if he/she should return to class.

Under no circumstances are students who feel ill to call home without obtaining prior permission from the Health Aide or principal's office.

2. Taking Medication at School

Students may have illnesses that require medication for relief or cure but do not prevent the student from attending school. If medication must be taken during school hours, the following guidelines are to be followed:

- Students are to bring the medication to school in a doctor's or pharmacy labeled container with prior permission by the school administrator. The label must include the name of the patient, date, dosage, and time interval for dosage. Bring only the amount of medication that must be taken at school.
- Students are to bring medication directly to the main office when arriving to school in the morning. Included with the medication are the following:
 - written orders from the doctor on the approved form
 - written permission from parents/guardian on the approved form
 - phone number(s) where the parent/guardian can be reached at time(s) medication is to be given
- Medication will be kept in the clinic. Students receiving medication are to report to the clinic to take the medication at the required time.
- Non-prescription medicine (e.g., aspirin, throat lozenges, and antacid tablets) will be dispensed only with written permission from a doctor.
- For field trips, the teacher or coach must be presented with the medication and is charged with the responsibility of keeping it in his/her possession.

3. Immunizations

The State School Immunization Law requires that an immunization record be on file for each student. At the beginning of each school year or whenever the student enrolls at New Richmond Middle School, he/she has **14** days to provide evidence that he/she meets or exceeds immunization standards or provide a physician's statement that immunization could be harmful to the student. If a student fails to provide the information within the prescribed time, he/she will be excluded from school until the student has complied with the law.

4. Health Records

Each year there are certain health records, including but not limited to the Annual Health Information Record and the Emergency Medical Authorization Form, which must be completed or updated. Students are to take the forms home, have them completed, obtain parent/guardian signatures, and return them promptly to school.

5. Head Lice

When we suspect head lice to be present, suspected classroom(s) may be checked. If a child is found to have lice in either the nit (egg) or adult form, parents will be notified to pick up the infected student. Parents will be required to keep the child home until appropriate medication (available at any pharmacy or the family doctor) has been given.

The school will excuse one day absent for head lice, any absence beyond that day will be counted as unexcused. The Health Department may also be contacted to aid in securing the shampoo for the treatment. A student may return the next day following the treatment.

When returning to school, the student must report to the office for screening. If evidence of head lice still exists, the student will be sent home again and not permitted into the classroom until the inspection by the office is passed. If a student is found to have evidence of head lice after the initial treatment and is sent home a second time, bus privileges will be denied until the office inspection is passed or a doctor's note documenting treatment is presented to the office.

6. Bed Bugs

Bed bugs can occur in any community regardless of the population, per capita income, ethnic/racial makeup of the population, or any other factor. Except for a few minutes of contact during which the bugs may feed on blood in the skin, bed bugs do not live on a person, unlike head lice that remain in the hair of a person.

Public Health scientific evidence does not show that bed bugs directly spread disease. As a result, law requires that students WILL NOT be excluded from school due to bed bugs.

New Richmond Exempted Village Schools' guidelines, at a minimum, include the Clermont County Public Health Department guidelines and the Environmental Protection Agency for handling a bed bug presence in a school facility as outlined below. If a student has bed bugs, staff will follow these guidelines with privacy and dignity, adhering to the district's established administrative guidelines contained within board document **8450B**.

G. SCHOOL CLOSINGS

To the extent possible, all parents/guardians will be contacted by telephone in the event of an unanticipated change in the school schedule due to inclement or emergency conditions. It is critical that the main contact number be accurate. Changes to that number should be communicated to the building office.

The School Messenger notification system will allow us to deliver unlimited communication to parents, staff, and community members in only minutes- regardless of the number of recipients. It is an instant telephone communication system that allows for the dissemination of vital information quickly and effectively. This system will allow the New Richmond Exempted Village School District to quickly notify parents, staff, and community members for emergency calls and weather related notifications.

H. LOST AND FOUND

Clothing and other articles found in the building or on school grounds should be turned into the main office. Students should check the office immediately after losing an item. Because of space limitations, articles will not be held indefinitely and will be disposed of if left unclaimed after a reasonable amount of time.

I. WORK PERMITS

Any student who needs to obtain a work permit can pick up the necessary application forms in the main office. After the application card, physical card, and pledge of employer card have been completed, the student is to bring them to the main office where the school information will be completed. The cards will be forwarded to the superintendent who will issue the final work permit.

J. FIRE/TORNADO/LOCK-DOWN DRILLS

Fire drills are held at regular intervals throughout the school year in compliance with state code to familiarize students with standard procedures to follow for emergency evacuation. When the alarm rings, students are to follow the directions of the teacher and walk quickly to the prescribed exit. Each room also has directions posted. Tornado drills are also held during the months of April and May in accordance with state law. Students are to follow the teacher's directions as posted in each room. Lock-Down drills will be held annually to insure the safety of students in the event of a threat against the school involving an act of terrorism or other acts which would compromise the safety of the school population.

K. SCHOOL SECURITY/ VISITORS/BUILDING USAGE

The New Richmond Board of Education or its designee reserves the right to search the locker, desk, person, and personal property of a student on school grounds, in school vehicles, or at any school activity

when it is reasonably necessary for the maintenance of order, discipline, and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons and personal belongings; including but not limited to, purse, athletic bags, and articles of clothing in the locker are subject to search for contraband, harmful or dangerous substances.

Searches will be based upon reasonable suspicion. In determining whether there is reasonable suspicion, the following factors will be taken into consideration, but not limited to the age, history, and school record of the student, the prevalence and seriousness of the problems, the need to avoid delay, and the reliability of the information on which suspicion is based.

The New Richmond Exempted Village School District, as part of its overall safety and security program, may from time to time during the school year request law enforcement agencies to assist the district in detecting the presence of illegal drugs and/or weapons in our school. The district and/or law enforcement officials are authorized by the Board to use dogs trained in detecting the presence of drugs or weapons to patrol school facilities and premises. Such patrols may be random in nature.

Any time a dog alerts to a particular vehicle, locker or other container, it will be considered reasonable suspicion to search the vehicle, locker or other container in accordance with established procedures. Dogs will not be used to search a student.

All visitors must sign in through the main office. At that time they need to state the nature of their business and be given a visitor's pass. They will also be directed to the area specified.

Students are not to remain in the building or on school property after school hours or during days that school is not in session unless they are members of a recognized school organization practicing or meeting under the direct supervision of a faculty member or sponsor.

L. BUILDING DECORATIONS

Students must receive permission from the principal or his/her designee before posting any sign, poster, advertisement, or other similar item on school property. Prior approval will help insure that posted items will not cause damage to the walls, are appropriate, grammatically correct, and in good taste. Posted items are to be placed on the walls with masking tape. The items are to be removed the next school day after the advertised event has occurred.

M. GRADING SYSTEM

Percentage grades are used by a teacher for computing final course grades and the following scale applies:

A+ = 100 – 97	B+ = 89 – 87	C+ = 79 – 77	D+ = 69 – 67	F = 59 – 0
A = 96 – 93	B = 86 – 83	C = 76 – 73	D = 66 – 63	
A- = 92 - 90	B- = 82 - 80	C- = 72 - 70	D- = 62 - 60	

N. GRADING SCALE

Grade point average is determined by an accumulation of points divided by the number of credits attempted. All subjects are included in the grade point average. Semester grades will be the basis of computation. "Audit" grades are not included in the GPA. Grade point averages shall be computed at the end of every semester. Honors and advanced placement classes receive additional weight:

A+ = 4.0	A+ = 4.5
A = 4.0	A = 4.5
A- = 3.7	A- = 4.2
B+ = 3.3	B+ = 3.8
B = 3.0	B = 3.5
B- = 2.7	B- = 3.2
C+ = 2.3	C+ = 2.8
C = 2.0	C = 2.5
C- = 1.7	C- = 2.2
D+ = 1.3	D+ = 1.3
D = 1.0	D = 1.0
D- = 0.7	D- = 0.7
F = 0	F = 0

Grades of D, D+ or D- will not be weighted.

Class rank is established by using the GPA and ranking the students numerically.

If two or more students have the same overall average, they are ranked as being equal

and the student next in rank is dropped places equal to the number tied.

O. HOMEWORK

The NREVSD Board of Education acknowledges the educational validity of out-of-school assignments as adjuncts to and extensions of the instructional program of the

schools. Homework refers to those assignments to be prepared outside of the school by the student or independently while in attendance at school. The Superintendent shall develop rules for the assignment of homework according to these guidelines:

- A. Homework should be a properly planned part of the curriculum, extending and reinforcing the learning experience of the school.
- B. Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, and integration of knowledge, and an opportunity to remediate learning problems.
- C. Homework should help develop the student's sense of responsibility by providing an opportunity for the exercise of independent work and judgment.
- D. The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities which make a legitimate claim on the student's time.
- E. As a valid educational tool, homework should be assigned with clear direction and its product carefully evaluated.
- F. The schools should recognize the role of parents by suggesting ways in which parents can assist the school in helping a student carry out assigned responsibilities.
- G. Homework should always serve a valid learning purpose; it should never be used as a punitive measure.

P. COURSE FAILURE/SUMMER SCHOOL

Students who earn a letter grade of “F” in two or more quarters of English Language Arts or Mathematics will be required to attend a New Richmond sponsored summer school program for that course. One “F” in ELA and one “F” in Math will NOT require summer school as a compilation of failing grades.

Q. TECHNOLOGY USAGE AND FEES

When school property, equipment, or supplies are damaged, lost, or taken by individuals, the student(s) will be required to pay a fee to reimburse the school for the expense of the item. Students who damage school Chromebooks or iPads do to negligence or who lose a device, must pay a fee in accordance with the schedule below:

- Lost/Stolen Chromebook (Device Only) - \$200.00
- Lost/Stolen iPad (Device Only) - \$290.00
- Chromebook Screen Hinges Replacement due to Negligence/Vandalism - \$25.00
- Chromebook Screen Replacement due to negligence/vandalism - \$50.00
- Keyboard/touchpad replacement due to negligence/vandalism - \$50.00
- Lost/Stolen Charger - \$20

If further incidents of damage occur, your child's chromebook will be collected and access to their online work will be your responsibility. **All fees must be paid by April 1st each school year.**

Fees can be paid online at www.nrschools.org. Click on “Pay Fees & Lunches”. If you need to create an account, you will need your child's student identification number. Please call the school office to get that number. Fees can also be delivered/mailed to the school (checks can be made payable to NREVSD):

If parents are unable to pay fees at the required times, they should contact the building principal to make other arrangements. Failure to pay fees does not absolve you from your responsibility to pay and the fee will be rolled forward each year.

R. TITLE IX - NONDISCRIMINATION ON THE BASIS OF SEX IN DISTRICT PROGRAMS OR ACTIVITIES

What is Title IX?

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational programs or activity receiving federal financial assistance. - From the preamble to Title IX of the Education Amendments of 1972

Title IX of the Education Amendments of 1972 prohibits sex discrimination in educational programs and activities. All public and private schools, school districts, colleges and universities receiving federal funds must comply with Title IX.

The regulations implementing Title IX are enforced by the U.S. Department of Education Office for Civil Rights and prohibit discrimination, exclusion, denial, limitation, or separation based on gender. The intention of Title IX is to end sex discrimination in all areas of education.

Board Policy 2266 – NONDISCRIMINATION ON THE BASIS OF SEX IN DISTRICT PROGRAMS OR ACTIVITIES

The District does not discriminate on the basis of sex in its education program or activities, including admission and employment, and is required by Title IX and its implementing regulations not to discriminate in such a manner. Inquiries about the applicability of Title IX and its implementing regulations to the District may be referred to the District's Title IX Coordinator, to the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The District's complete Title IX Sexual Harassment Grievance Process is found in Board Policy 2266 as a part of the Board policies located at www.nrschools.org.

REPORTS AND COMPLAINTS OF HARASSING CONDUCT

The Board is committed to promptly and equitably resolving student and employee complaints alleging Sexual Harassment. Members of the School District community, (students and Board employees, as well as, Board members, agents, volunteers, contractors, and all other third parties) are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other School District official so that the Board may address the conduct promptly. Any administrator, supervisor, or other District official who receives such a complaint shall promptly notify a District Title IX Coordinator. Complaints can be received in person, by mail, by telephone or by electronic mail.

INVESTIGATION AND COMPLAINT PROCEDURE

The District has adopted a grievance procedure to provide for the prompt and equitable resolution of student and employee complaints alleging any action that would be prohibited by Title IX and its implementing regulations. This procedure describes how to report or file a complaint of sex discrimination, how to report or file a complaint of sexual harassment, and how the District will respond.

For a full description of the New Richmond Schools policy relating to sexual harassment, including both formal and informal complaint procedures, please visit www.nrschools.org.

NEW RICHMOND SCHOOLS TITLE IX COORDINATOR

The following individual is designated to serve as the District's Title IX Coordinator. Such Coordinators are authorized to coordinate the District's efforts to comply with its responsibilities under Title IX.

John Frye
Special Education/Pupil Services Director
1135 Bethel-New Richmond Road
New Richmond, Ohio 45157
(513) 553-2616
frye_j@nrschools.org

Jill Hollandsworth
Curriculum and Instruction Director
1135 Bethel-New Richmond Road
New Richmond, Ohio 45157
(513) 553-2616
hollandsworth_j@nrschools.org

The Title IX Coordinator is also the Compliance Officer or Civil Rights Coordinator for any applicable board policies related to nondiscrimination and anti-harassment, including Section 504/ADA.

**New Richmond Exempted
Village School District
Code of Conduct**

2023-2024

Dear Families in the New Richmond Schools,

As many of you know, the New Richmond Schools began implementation of the PBIS (Positive Behavior Intervention and Support) initiative several years ago. The purpose of the PBIS initiative is to establish and maintain effective school environments that maximize academic achievement and behavioral competence of all learners in our district. This competence is gained as a result of school personnel and families working together to provide a continuum of support for all learners. Several key elements of PBIS are:

- A common purpose and a positive approach to discipline
- A clear set of positive expectations and behaviors
- Procedures for teaching and encouraging expected behaviors
- Procedures for discouraging inappropriate behaviors
- Data used to guide decision making and planning
- Emphasis on prevention of inappropriate behaviors

We have five school-wide expectations which are posted throughout each building and discussed frequently with students. These expectations are captured in the acronym PRIDE (Prepared, Respect, Integrity, Dependable, and Effort). It is our goal to be very specific with students as to the behaviors that will allow them to be Prepared, show Respect for themselves and others, display Integrity, be Dependable, and give great Effort within each area of the school and the classroom. This creates a framework for behavioral success, as well as an accountability structure for students and staff.

This effort has been, and always will be, a joint effort between the school and our community. Much of the great work which aligns with PBIS is done at home by all of you, and we thank you for those contributions. It is a pleasure to be serving with you in developing the social and behavioral competencies of our students.

We hope you will take some time at the beginning of this school year and discuss with your child the importance of positive behavior in school and in the community at large. Included in the following pages are the important components of the program – and the Student Handbook – presented from a perspective of “what students should do” to be successful. It is a map for success at New Richmond!

Your attention to Lions Pride Behavioral Expectations and support of the positive behaviors needed will insure that the culture that is needed for all students to be successful is everyone’s priority.

If you have any questions about this Code of Conduct, or the supports we offer, please contact your child’s principal.

Regards,

Tracey Miller, Superintendent

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Vision Statement

To create and maintain a safe and orderly educational environment that engages tomorrow's leaders through passionate, innovative learning.

Mission Statement

The New Richmond Schools, in partnership with parents and community, provides all students with a comprehensive educational experience in a safe and nurturing environment, preparing them for the highest levels of personal achievement with the ability to demonstrate confidence, leadership and responsibility.

Goals of the Code of Conduct

- ❖ To ensure that every student in the New Richmond Schools is continuously engaged in appropriated programs of academic instruction within safe and orderly environments
- ❖ To provide clear and explicit expectations for social behaviors within all school settings
- ❖ To specify guidelines for teaching and encouraging social skills necessary for meeting district behavioral expectations
- ❖ To describe explicit methods of corrective instruction and consequences for responding to behavior infractions

Summary of the New Richmond Schools' Policy on Student Behavior

All students have the right to learn, and no student has the right to disrupt the learning activities of others. Each year the New Richmond Board of Education will adopt a districtwide policy to provide guidelines for the teaching and implementation of expected behaviors.

This district Code of Conduct provides definitions of behavior infractions and some include examples. These examples are not intended to be exhaustive lists; that is, the behaviors covered by the definitions include, but are not limited to, the examples given. This plan includes activities for teaching and encouraging expected behaviors. Each school communicates the school-behavior plan to its parents/guardians and students — including strategies for teaching and reinforcing behavior, and strategies for providing consequences for both positive and negative behavior.

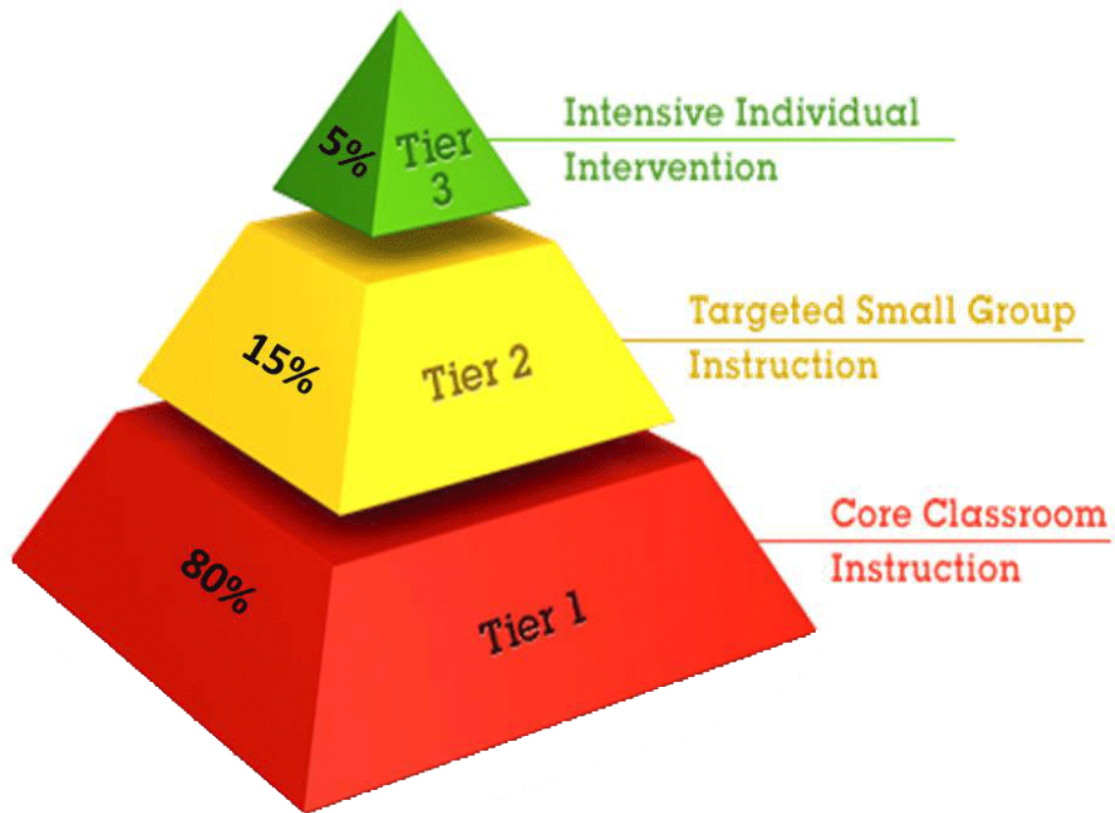
Parents and guardians should understand the school-behavior plan at their children's schools. The safety and security of all school children are our highest priorities, and we are committed to providing a safe learning environment. Parents and guardians who have questions or concerns should contact the school's Principal.

Our intention is to provide corrective instruction to students who fail to meet behavioral expectations.

Positive Behavior Intervention and Supports (PBIS)

The building blocks of PBIS, a data-driven, prevention focused approach for meeting the behavioral needs of all students. The PBIS framework is part of the NREVSD pyramid of interventions, a proven step-by-step process that uses both prevention and intervention techniques to meet the needs of the whole child.

Pyramid of Interventions



The PBIS pyramid consists of three tiers of intervention: Schoolwide / Core Classroom Instruction, Targeted / Small Group Instruction, and Intensive Individual Intervention.

Introduction Code of Conduct

Students are expected to follow the districtwide Code of Conduct before, during, and after school. Students are to follow the verbal and written expectations of all staff. The code is in effect inside school buildings, on school grounds and at school-related activities. Students must also follow these expectations on the school buses or vans that bring them to school, take them home, or transport them to school-related events.

Students in co-curricular and extracurricular activities represent our school and are expected to use appropriate behavior within the guidelines of The Student Code of Conduct. Coaches, sponsors, and other school personnel in positions of authority have set forth expectations applicable to their activities; and it is the expectation that student participants uphold these rules. (Extra-Curricular Handbook for Students and Parents)

This code is also in effect for (a) misconduct by a pupil that occurs off of property owned or controlled by the district but that is connected to activities or incidents that have occurred on property owned or controlled by that district; (b) misconduct by a pupil that, regardless of where it occurs, is directed at a district official or employee, or the property of such official or employee.

The Student Code of Conduct is based upon the rights of the individual and his/her respect for self and others. Expectations of conduct are relative to the welfare and safety of all in the New Richmond Schools. Whether an expectation is written or understood is immaterial. If an action is one which would clearly disrupt, interfere with, or endanger those who are present, then a corrective strategy to the offense will occur under the Student Code of Conduct. In addition, all students in the New Richmond Schools are accountable under the Ohio Juvenile Code and the Criminal Code of the State of OH.

When a student fails to meet the expectations of conduct set forth, then corrective action must be taken. Offenses or violations to The Student Code of Conduct may result in one of the following strategies but not limited to:

- contact with the parents/guardians
- removal from the classroom
- privileges denied
- detentions (lunch time or after school) / in-school intervention/Tuesday & Thursday School (1 or 2 hour after school detention scheduled from 2:30-4:30)
- community service
- emergency removal
- referral to law enforcement agencies
- out-of-school suspensions
- expulsion
- court referral / hearing

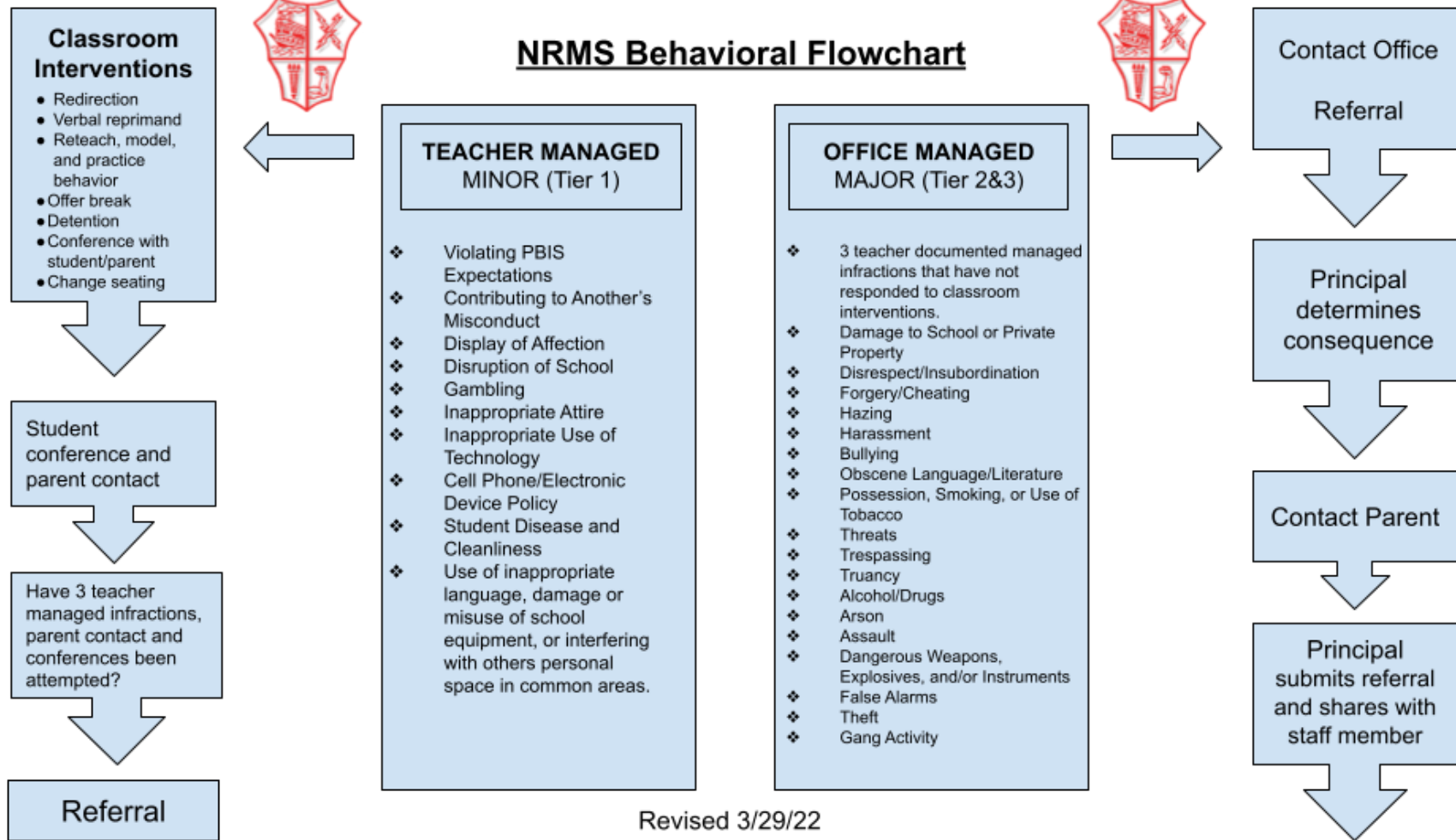
Working with Families to Keep Students in School and Engaged in Learning

- ❖ What families can expect: (Steps following student misbehavior):
When an administrator finds that a student has committed an offense, the school administrator will:
 1. Investigate the incident, including meeting with the student and others involved to allow them to explain the situation.
 2. The parent/guardian will be notified of the incident and any corrective strategy will be shared.
 3. The parent/guardian will also be notified in writing if appropriate.

- ❖ Actions families can take:
 1. Ask for a meeting with the school administrator to request information about the investigation and to discuss the corrective strategy decision.
 2. Appeal process if necessary (for suspensions and expulsions) by calling the superintendent's office.

Lions Pride Behavioral Expectations

Prepared	Be ready to learn
Respect	Be considerate of self, others, and community
Integrity	Be honest to self, others, and community
Dependable	Be trustworthy and reliable
Effort	Be your best self



APPENDIX

Code of Conduct 2023-2024

This Code of Conduct is adopted by the Board of Education of the New Richmond Exempted Village School District pursuant to Sections 3313.661 and 3313.662, Ohio Revised Code.

Definition of Terms for Tier I Offenses

In most instances, Tier I offenses will be corrected by the teacher or supervising adult in the setting where the misbehavior occurred.

1. Contributing to Another's Misconduct: Contributing to another student's misconduct, or being an accomplice to another student's misconduct or violation of school conduct code. No student shall contribute to another student's misconduct or violation of school conduct code, while at the same time not actively participating in the actual violation; such as, being a lookout, using their car to transport a student who is truant, or helping another student in any way to commit a violation of school policy or conduct code. Failure to report actions or plans of another person to a teacher or Administrator where the actions or plans of another person, if carried out, could result in harm to another person or persons, or damage property, when the student has information about such actions or plans.
2. Display of Affection: Students shall not at any time under school jurisdiction engage in any sexual act, make any inappropriate display of affection, including the holding of hands, toward another student, visitors or school employee. Violation of the District's sexual harassment policy shall be prohibited.
3. Disruption of School: A student shall not use in the school building, on school grounds, on a school bus, or other school vehicle, or at any school-sponsored event, harassment, violence, physical assault, force, noise, coercion, verbal threats, intimidation, fear, passive resistance, trespass, forgery, any form of cheating, or any other conduct that will intentionally cause the substantial and material disruption or destruction of any lawful mission, process, or function of the school.
4. Extra-curricular Activities: Students shall obey all special rules and regulations of each activity as established by the advisor, coach, or sponsor of the activity.
5. Gambling: The Board is definitely opposed to and forbids any form of gambling or game of chance in the school buildings or on school property. Possible exception: Raffles, contests, etc. that are approved by the Principal that are charitable in nature.

6. Inappropriate Attire: A student shall not dress or appear in a fashion deemed inappropriate because it either (a) interferes with the student's safety, health and/or welfare, or that of other students, or (b) causes disruption or directly interferes with the educational process.

7. Technology: A student shall not misuse the computers. This includes: vandalism, theft or misuse of the hardware; plagiarism; unauthorized access to files not belonging to the student; tampering with security software or network privileges; logging onto the network with a fraudulent ID or password; using the facilities without proper supervision; installation of software on a computer or network; or unauthorized use, copying, or downloading of programs, files, and/or pictures. Violations may result in revocation of access privileges, suspension, expulsion, other school disciplinary actions, and/or appropriate legal action.
 - * Students are prohibited from using wireless communication devices (WCD) to capture, record, or transmit the words and/or images of any students, staff member, or other person in the school or while attending a school-related activity, without expressed prior notice and explicit consent for the capture, recording, or transmission of such words or images. Using a WCD to take or transmit audio and/or pictures/video of an individual without his/her consent is considered an invasion of privacy and is not permitted.
 - * The use of WCD that contain built-in cameras (devices that take still or motion pictures, whether in a digital or other format) is prohibited in locker rooms, classrooms, and restrooms.
 - * Students are prohibited from using a WCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated (Bullying and other Forms of Aggressive Behavior).
 - * Students are also prohibited from using a WCD to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using their WCDs to receive such information.
 - * Violations of these guidelines may result in disciplinary action and/or confiscation of the WCD. The building principal may also refer the matter to law enforcement if the violation involves an illegal activity (i.e., child pornography). Discipline will be imposed on an escalation scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of the circumstances surrounding the violation.
 - * If a WCD is confiscated, it will be returned/released to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed.
 - * Students are personally and solely responsible for the care and security of their WCDs. The Board assumes no responsibility for theft, loss, damage, or vandalism to WCDs brought onto its property or the unauthorized use of such devices.

8. Cell Phone/Electronic Device Policy: Cell phones or iPods are not permitted during the school day. Upon arrival to school students are required to turn off phones and iPods and store them in their locker. Students may use their phone in the building after 2:25. Violation of this policy will result in the item being confiscated and kept in the office until a parent is able to pick up the confiscated item.
 - Parents will be notified when cell phones are confiscated.

1st Offense = Warning given to student. Phone will be returned at the end of day.

2nd Offense = 4 hours after school detention and Phone will be returned at the end of the day.

3rd Offense = 3-day out-of-school suspension. Phone will be returned at the end of the day.

4th Offense = 5-day out-of-school suspension. Phone will be returned at the end of the day.

9. School Bus/Vehicle Transportation: All students shall abide by the rules of conduct established by the BOE in regards to student conduct. These rules shall be equally applicable whether the bus/vehicle issued for field trips, as transportation to and from school, or for any extra-curricular activity. In addition, any rules set forth by the State of Ohio regarding conduct on school transportation, shall apply.
10. Student Disease and Cleanliness: A student shall not attend school if suffering from a contagious infectious disease, or if physically unclean to the point of being offensive to other students and/or school personnel.
11. Student Driving Privileges: A student shall not operate a motor vehicle in a reckless manner while on school property. Students shall abide by the adopted driving and parking regulations while on school premises.
12. Student Lockers: A student shall not place keep or maintain any articles or materials in school-owned lockers which are of non-school nature and that may cause or lead to cause a disruptive activity on any school property or at any school-sponsored activity, function, or event.
Unannounced locker searches may be conducted at any time by the Principal or his/her designee, and one of the staff members. Students are not permitted to change lockers without the permission of a building administrator. A Master List shall be kept showing to whom each locker has been assigned.
13. Playground/Common Area: Students shall not use inappropriate language, excludes others, and damage or misuse playground equipment. Students shall not interfere with others personal space.

Code of Conduct
2023-2024

Definition of Terms for Tier II Offenses

1. Damage to School or Private Property: A student shall not intentionally cause or attempt to cause damage or destruction of school or private property on school grounds or during a school activity, function or event off school grounds; on the private property of a district official or employee whenever located.

2. Disrespect/Insubordination: A student shall not be disrespectful toward or fail to comply with directions of regular, substitute or student teachers, teacher aides, supervisors, Principal, bus drivers, or other authorized school personnel during any period of time when the student is properly under the authority of school personnel. Repeated violations of any minor rule, directive, or discipline procedure shall constitute insubordination.

3. Forgery/Cheating: A student will not falsify in writing the name of another person or times, dates, grades, addresses, data on school forms or correspondence directed to the school. A student shall not cheat or plagiarize.

4. Hazing: Ohio law specifically forbids hazing and states this is not to take place in any manner in Ohio Schools. Likewise to persecute, harass or humiliate another student and/or employee is unacceptable behavior in the New Richmond School District.
Any student or student(s) parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against building staff members should be filed with the building principal. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.
Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated.

Please refer to BOE policy 5516 for additional information.

R.C. 2307.44, 2903.31, 3313.661

5. Harassment: Ohio law specifically forbids harassment and states this is not to take place in any manner in Ohio Schools. Likewise to persecute, harass or humiliate another student and/or employee is unacceptable behavior in the New Richmond School District.

The NREVSD Board of Education will vigorously enforce its prohibition against discriminator harassment based on race, color, national origin, sex (including sexual orientation and transgender identity), disability, age (except as authorized by law), religion, ancestry or genetic information (collectively, "Protected Classes) that are protected by Federal civil rights laws, and encourages those within the School District community as well as third parties, who feel aggrieved to seek assistance to rectify such problems. The Board will investigate all allegations of unlawful harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment, prevent its recurrence, and remedy its effects. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.

Please refer to BOE policy 5517 for additional information.

R.C. 2307.44, 2903.31, 3313.661

6. Bullying: Bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, district employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Bullying means:

- a. any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or
- b. violence within a dating relationship.

Please refer to BOE policy 5517.01 for additional information

7. Obscene Language/Literature: No student shall use foul or obscene language, gestures, or noises directed toward other students, visitors or school personnel, or

possess, sell, disseminate or otherwise distribute any pornographic materials to other students, visitors or school personnel, while on school premises.

8. Possession, Smoking or Use of Tobacco: The possession or use of tobacco in any form is prohibited on school property or during school-sponsored activities on or off school property. No student shall possess or use lighters, matches or other incendiary devices while under the supervision of school personnel. Buying, selling, transferring, using or possessing any substance containing tobacco, including, but not limited to, cigarettes, cigars, a pipe, a clove cigarette, chewing tobacco, snuff, and dip, alternative nicotine delivery device/vape, Juul, etc., or using tobacco in any other form is prohibited. Progressive disciplinary action will be taken as follows:
1st Offense = 3 day out-of-school suspension: In lieu of a 3 day out of school suspension, a student can agree to go through or complete a minimum of four hour school sponsored Tobacco/Vaping Educational Program.
2nd Offense = 5 day out-of-school suspension, or complete a minimum of eight hour school sponsored Tobacco/Vaping Educational Program. Report to local law enforcement agency.
3rd Offense = 5 day out-of-school suspension, report to local law enforcement agency.
4th Offense = 10 day out-of-school suspension, recommended expulsion and report to local law enforcement agency.
9. Repeated Violations/Chronic Misbehavior: Any series of behavioral violations that create a pattern of misconduct or recurring inappropriate behavior which disrupts or interferes with any school activity is unacceptable and serves as a disruption of the school environment punishable by suspension/expulsion from school.
10. Threats: No student shall direct any verbal or written physical threats toward other students, visitors, school personnel, school property, or personal property. No student shall engage in extortion of a pupil or school personnel.
11. Trespassing: No student shall trespass on any unauthorized area of school property or premises.
12. Truancy: No student shall be truant, absent from school, leave school without permission once arriving on the school grounds or transportation on any day or portion thereof, without school authorization. Tardiness and skipping school detention will not be tolerated and subject to the consequences defined in this policy.

Code of Conduct
2023-2024

Definition of Terms for Tier III Offenses

1. Alcohol and Drugs: No student shall possess, transmit, conceal, use, consume, show evidence of having consumed, used or offer for sale any alcoholic beverages, illegal drugs, prescribed drugs, look-alike drugs or any mind altering substance while on school grounds or facilities; at school sponsored events; in other situations under the authority of the District or in controlled vehicles. Included in this prohibition are any substances represented as a controlled substance, non-alcoholic beers, steroids, tobacco and tobacco products and drug paraphernalia.

2. Arson: No student shall willfully and maliciously burn, set unauthorized fires or attempt to burn, all or any part of any building or any property of the Board of Education. No student shall possess lighters, matches or other incendiary devices while under the supervision of school personnel.

3. Assault: A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way which could reasonably cause physical injury to a teacher, an administrator, other school employee, another student, or visitor not employed by the school. Sexual assaults, acts or gestures directed toward other students or any school personnel are expressly forbidden. No student shall commit an act that is a criminal offense when committed by an adult and that results in serious physical harm to persons or property on any property owned or controlled by the board, or at an interscholastic competition, extracurricular event, or any other school program or activity. Further, no student shall participate in a physical altercation with another at any time under the jurisdiction of the School Code of Conduct.

4. Dangerous Weapons, Explosives and/or Instruments: A student shall not possess, handle, transmit, or conceal any object which might be considered a dangerous weapon, explosive, or instrument of violence including, but not limited to guns, knives, ice picks, night sticks, mace, brass knuckles, explosives, firecrackers, and bombs. This prohibition is in effect on property owned or controlled by the school, at an interscholastic competition, extracurricular event, or at any other school program or activity that is not located in a school or on property owned or controlled by the district. (As provided in Ohio Revised Code §§3313.66 and 3313.661, violations of the code involving firearms or knives are subject to expulsion from school for one (1) year.)

5. False Alarms: No student shall participate in the act of initiating a fire alarm, or initiating a false warning report of a fire or any impending bombing, or other catastrophe, without just cause. (As provided in Ohio Revised Code §3313.66(A)(5), a student may be

expelled for a period of up to one (1) year for making a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat.)

6. Theft: A student shall not steal or attempt to steal or be in the possession of stolen property or property other than theirs on any school or private property, or the personal property of other students, visitors or school personnel, either on school grounds or during a school activity, function, or event off the school grounds.
7. Gang Activity: Students are not permitted involvement in gang activity that includes, but not limited to, graffiti, signs, signals, tattoos, hand gestures, and the wearing of gang affiliated clothing. A gang is any identifiable group or club which exists without the sponsorship of the school or sponsorship of any recognized adult community or civil organization and which has no acceptable social goals. **There will be zero tolerance for gang activity.**
8. Threats No student shall direct any verbal or written physical threats toward other students, visitors, school personnel, school property, or personal property. No student shall engage in extortion of a pupil or school personnel.

Code of Conduct 2023-2024

Emergency Removal, Suspension and Expulsion

The written notice of intent to suspend shall be given to the student at an informal hearing. The notice of intent to expel shall be sent to the student and his parents and the students and parents will be provided an opportunity for an informal hearing prior to a decision to expel.

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, said student may be removed from curricular or extracurricular activities or from the premises or classroom by a building administrator. This is referred to as Emergency Removal and will be followed with appropriate communication in accordance with policy and Ohio Revised Code.

The building administrator may suspend a student from school for a period of up to ten (10) days for violations of the Code of Conduct. The superintendent may expel a student from school for up to eighty (80) days and in some cases for an entire year.* Students who are suspended or expelled may not be present on school property, participate or attend any school activities or contests, or be present at activities or on property controlled by the school. Expulsion may result in the loss of credit for courses being taken at school, at the Grant Vocational School, or at any college or university, whether under the Secondary Post Enrollment option or at the students' own expense.

Students will receive an unexcused absence for each school day missed as a result of a suspension and/or expulsion.

A district or school is **required** (rather than permitted as under former law) to allow a student to complete classroom assignments for credit missed during suspensions.

A student or his parents may appeal any decision of the New Richmond Exempted Village School District administration to suspend a student from school to the superintendent/designee. A student or parent must request an appeal in writing within 10 days after the discipline measure takes effect. The student and his parent may be represented in all appeal hearings. Pursuant to Ohio law, a student or parent may further appeal an expulsion, suspension or denial of extracurricular activities to the Clermont County Court of Common Pleas.

It is the policy of the New Richmond Exempted Village School District Board of Education that students shall not be permitted to return to school pending any appeal process with the administration or the court. The school district will make every effort to promptly hear all appeals to minimize a student's absence from school. Should the Board of Education, the superintendent, or their designees, reverse or modify a discipline decision and permit a student

to return to school, such student shall be permitted ample time to make up all assignments and work missed as a result of his/her absence.

*(Use or possession of weapons at school, on school property or at school activities; inflicting serious physical harm to persons or property at school, on school property, or at a school activity; threatening harm of school with a bomb threat.)

Searches of Students and Student Property

The New Richmond Board of Education is committed to protect students from individuals not associated with the school system but also recognizes its responsibility to cooperate with law enforcement agencies and Human Services; keeping in mind the rights of students and parents. This cooperation must recognize the functions of the schools, be in harmony with the Constitution of the United States, the laws of Ohio, and recognize the potential enrichment that law enforcement agencies and Human Services can make in the educational program.

The schools have legal custody of students during the school day and during hours of approved extracurricular activities. It is the responsibility of the school Administration to try to protect each student under its control. Interviews of students by law enforcement officers and Human Service Employees, who show proper identification, will be permitted during the school day only when interviews during non-school hours are not possible, impractical, or would unduly interfere with the agency. When appropriate, an effort should be made to notify the parent, guardian, or other adult person having care and custody of the student. In the event that an interview is conducted on the school premises, the Principal or his/her representative must be present during the interview.

A local law enforcement agency is required to produce a warrant prior to conducting any search of a student's personal property kept on school premises. When the local law enforcement agency has reason to believe that any item which might pose an immediate threat to the safety or security of others is kept in a student locker, desk, or other storage space, searches may be conducted without a previously issued warrant.

1. The questioning of students by law enforcement agencies is limited to situations where parental notification has been attempted or the school official has made an independent determination that reasonable grounds exist for conducting an interrogation during school hours.
2. Whenever possible, local law enforcement agencies should contact and/or question students out of school. When it is absolutely necessary for an officer to make a school contact with a student, the school authorities bring the student to a private room and the contact is made out of the sight of others as much as possible.
3. The school Principal must be notified before a student may be questioned in school or taken from a classroom.

4. The Administration shall attempt to notify the parent(s) of the student to be interviewed by the local law enforcement agency, if unable to notify parent(s), the investigation shall proceed.
5. To avoid possible criticism, a school official requests to be present when an interrogation takes place within the school.
6. When the local law enforcement agency remove a child from school, the Administration will make an attempt to notify the parent(s).
7. The local law enforcement agency should always be notified by the school Principal whenever a student is involved in any type of criminal activity. When the Principal learns of this involvement, he/she should notify an officer of the local law enforcement agency. The school should not attempt to handle matters which are properly in the realm of the local law enforcement agency.

Expectations for Behavior in the Cafeteria

Students should take as much pride when eating in the middle school cafeteria as they do when eating in the dining areas of their home and should exhibit well-mannered, courteous behavior during the lunch hour. Students are expected to follow the rules listed below:

- a. Students are to form single-file lines leading to the serving areas.
- b. "CUTTING" IN LINE IS PROHIBITED
- c. All trash and refuse should be disposed of in the appropriate garbage containers.
NO TRASH IS TO BE LEFT ON TABLES
- d. Students are not to take any food or drink from the cafeteria area.
NO FOOD OR DRINK ALLOWED IN THE HALLS OR CLASSROOMS
- e. No food, utensils, refuse or other objects are to be thrown in the cafeteria

Open containers such as coffee mugs, cups, cans or bottles are not to be brought into the building or carried throughout the building during the school day except at lunch time while in the lunch area.

Honor Code

Presenting someone else's work as your own in order to obtain a grade or credit is cheating. This includes, but is not limited to, copying other's assignments, quiz or test answers, and plagiarism. **Cheating includes (but is not limited to) the following:**

- Presenting work that is not your own for compositions, projects, assignments, quizzes, or tests.
- Using materials that are not permitted by your teacher to obtain credit.
- Collaborating in the preparation of an assignment unless doing so is specifically allowed by the teacher.
- Submitting falsified signatures.
- Submitting work that is not your own.
- Submitting the same work for more than one class without obtaining permission of the teacher(s) beforehand.
- Copying the answers or work of another person without giving credit to that person or citing the source.
- Sharing information or answers when doing take-home assignments and tests except when the teacher has authorized collaboration.
- Using for tests or quizzes any materials or equipment not authorized by the teacher.
- Aiding others in their efforts to cheat.
- Doing the work for another person.
- Stealing a test or an answer key from a teacher.
- Using work prepared by somebody else (for example, commercially prepared material.)
- Submitting false records, information, or data, written or oral.
- Representing as individual work the work of several people on a project or assignment
- Using clip art without citing your sources.
- Downloading material from an online source and representing it as your own without citing sources or crediting the author.
- Consequences for cheating or plagiarism may be a zero and an office referral. Possible consequences include in-school suspension, out-of-school suspension or expulsion.
- Students who violate the Academic Integrity Policy may disqualify (or expel) themselves from:
 - ❖ National Honor Society
 - ❖ Academic Letters
 - ❖ Exam Exemptions
 - ❖ Attending School Functions
 - ❖ Having Computer Privileges
 - ❖ Having Parking Privileges

Dress Code

Students are expected to dress in a manner that is appropriate to the school environment and does not cause disruption to the academic process. Research has shown a correlation between appearance and behavior, especially in the school setting. These regulations will assist parents, students, faculty, and Administrators in determining appropriate student standards for dress while at school or school-sponsored activities. Clothing and grooming may be more strictly regulated when students are working with machinery, working in a laboratory, preparing food in class, working in the cafeteria, or participating in sports or physical education classes.

1. Parents and students maintain responsibility for their dress and personal appearance.
2. When any dress or grooming interferes with the cleanliness, health, welfare, or safety of students, or when any dress or grooming disrupts the educational process by being distracting, indecent, or inappropriate to the educational process, it is prohibited
3. Sponsors and teachers of elective programs (such as vocational classes) or elective activities (such as sports and music) may require more strict standards regarding dress and appearance for participants in their program or activity.
4. The Principal, with the assistance of the faculty, has the responsibility of uniformly administering the dress code. The decision of the Principal is final.

5. **General Guidelines:**

1. All clothing must be of appropriate size and fit neatly.
2. Tops and bottoms should overlap at all times.
3. Undergarments are not to be exposed.
4. Students may not wear any head covering inside the building during regular school hours. This includes, but is not limited to hats, caps, bandanas, and the hoods on hooded sweatshirts.
5. Sunglasses are not to be worn inside the building during regular school hours.
6. Dog collars, leashes, spiked bracelets, waist chains, chains (non-jewelry), chain wallets, exposed chains, spikes and other articles judged to be potentially harmful to students and staff, are not permitted.
7. Sleepwear, loungewear or swimwear worn as outer garments are prohibited.
8. Face painting is prohibited.
9. Appropriate footwear must be worn and provide for safe and sanitary conditions.
10. Clothing and other personal articles which contain, promote, glorify or refer to alcohol, drugs, tobacco, sexually suggestive content, sexual innuendos, profane, lewd, violent, or anti-social symbols or slogans. Anti-social behavior is defined as any act(s) by an individual or group that could be interpreted as insulting, demeaning, degrading or personally defamatory.

LOWER GARMENTS – PANTS, SHORTS, CAPRIS

1. Shorts must have an inseam at least 3 inches or greater.
2. Lower garments are to be worn at the appropriate level. Lower garments should not allow any portion of the buttocks or undergarments to be exposed when the student sits, stands, raises his/her hands or bends over.

UPPER GARMENTS – TOPS, SHIRTS

1. Shirts and tops must have enough necklines to cover all cleavage. Shirt sleeves, sweater sleeves and vests must not be so loose fitting or decorative as to create a hazard in lab classes, etc. Sleeveless shirts must completely cover the area from the base of the neck to the tip of the arm, and not have oversized armholes or open sides that expose undergarments or skin under the arm. Examples of inappropriate apparel include, but are not limited to halters, midriff tops, crop tops, spaghetti strap tops, strapless tops, revealing and/or see-through tops, open mesh garments, garments with open sides that expose skin or undergarments, tank tops and muscle tops (oversized arm holes).
2. Any material that is sheer or lightweight enough to be seen through is not permitted without proper coverage worn with it.

Computer Network Usage

To complement the curriculum, computer workstations have been installed in most classrooms. A network of programs and activities, including access to the Internet, is available to teachers and students. Much responsibility is expected when individuals use these computers; therefore, the consequences for misuse are severe.

At the beginning of every school year each student will receive a complete copy of the New Richmond School District Computer Network and Internet Acceptable Use Policy and Agreement. Both the parent/guardian and the student must read, understand, and agree to the terms of the "Policy and Agreement" to gain access to computer usage. Access by students to the computer network and the Internet is being provided for educational purposes only.

General Computer Network Usage Rules:

- Do not share passwords or attempt to discover other student passwords.
- Use appropriate language - no swearing, vulgarities, suggestive, obscene, belligerent or threatening language
- No messages are to be sent over the network. This also includes notes or letters written to other students.
- Do not reveal personal information such as home address and/or telephone number.
- No student may access, without permission, any local area network or any part of the Ohio Educational Computer Network and/or Internet.
- Software may not be installed or executed on the computer system, including the student's home directory.
- Student users may only log into the system using their own account name and password. (Students shall not access the network system for any reason at any time)
- Material/sites composed/viewed on the computers should be free of language/images deemed offensive or obscene by school standards.

(The "Policy and Agreement" covers the complete list of rules)

Failure to comply with the rules set forth in the “Policy and Agreement” for computer network usage will be considered a breach of that agreement. A user who violates this policy and breaches his/her agreement, shall at a minimum, have his/her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student’s tenure in the school district. In addition, the school district may take additional disciplinary action.

Drug/Substance Abuse

The New Richmond Board of Education recognizes that chemical use/abuse is a concern to all within the elementary and secondary schools of the nation. Local needs assessment results indicate considerable use of chemicals within the school population. The primary function of our educational program is to allow each student to fulfill his/her potential. Each student can only achieve his/her potential through programs that assist, encourage, develop, and are positive. For this reason all school personnel are committed to a program of educating the student population against the use and abuse of chemicals.

Confidentiality is a crucial issue in creating an atmosphere of trust. Students seeking assistance from counselors or other school personnel should know that every effort will be made to keep all information confidential. Students must understand, however, that information received which endangers the safety or welfare of the student or others may not be kept confidential.

In the event that education and intervention strategies do not reach every student and they are reported to school officials for substance use and/or abuse, the following will be used.

1. Possession and/or Use -- A student shall not knowingly possess, use, conceal, or be under the influence of any narcotic, drug, hallucinogenic drug, inhalant, amphetamine, barbiturate, marijuana, alcoholic beverages, or psychoactive mind-altering substances of any kind. Possession of containers of these substances or the possession, use, concealment, or being under the influence of any look-alike items is prohibited
 - a. on school grounds or in the school buildings at any time
 - b. off school grounds at any school-sponsored activity, wherever located
 - c. on any Board-operated school vehicle

2. Consequences for Possession and/or Use -- The following procedure is used in dealing with students violating the Drug Policy for possession and/or use:
 - a. First Offense
 - The student will be suspended for ten (10) school days in accordance with the established student due process procedure. The student may be reinstated if, within five (5) school days after the incident, the parents/guardians and the student agrees to a specific evaluation and willingly participates in a counseling program as prescribed by the district Coordinator of Safe and Drug Free Schools. The suspension will not be for less than five (5) school days.
 - The appropriate legal agency with jurisdiction will be notified.

- The appropriate school personnel will be notified, including the superintendent or his designee, treasurer, counselors, teachers, school nurse, and the transportation director.
 - The parents/guardians will be notified and informed of the student's involvement, the consequences, and the due process rights.
 - If the student agrees to a specific evaluation deemed acceptable by the appointed school official and the student agrees to follow the prescribed program, the agency being used will notify the Administration that the student has enrolled in or made an appointment for the initial evaluation. The expulsion will only be enforced if the student and/or the parents/guardians do not follow the prescribed program recommended by the evaluator.
- b. Second Offense (in the course of a student's middle school)
- ten (10) school days suspension
 - parents/guardians notified
 - expulsion recommended
 - law enforcement agency notified
 - expulsion hearing arranged with the student and parents/guardians for the purpose of expelling the student from school in accordance with the Ohio Revised Code 3313.66.
3. Transmittal or Selling -- Students shall not knowingly transmit or sell any narcotic, drug, hallucinogenic drug, inhalant, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant, or psychoactive mind-altering substances of any kind. Transmitting containers of these substances or transmitting or selling any look-alike item is also prohibited:
- a. on school grounds on in the school buildings at any time
 - b. off school grounds at any school-sponsored activity, wherever located
 - c. on any Board-operated school vehicle
4. Consequences for Transmittal or Selling -- The following procedure is used in dealing with students violating the Drug Policy for transmittal or selling:
- ten (10) school days suspension
 - parents/guardians notified
 - expulsion recommended
 - law enforcement agency notified
 - appropriate school personnel notified
 - expulsion hearing arranged with the student and parents/guardians for the purpose of expelling the student from school in accordance with the Ohio Revised Code 3313.66.
 - denied participation in all extracurricular activities in which they are currently involved for the remainder of the school year (Extracurricular activities are defined as those activities, clubs, or organizations, outside the curriculum, which operate under the sponsorship of the school district.)

Media Center

The Media Center is for research and reading. Students who follow the rules listed below will find their use of the Media Center to be rewarding and useful.

1. All students reporting to the Media Center must have passes completely filled out and signed by a teacher. Students are to report directly to the Media Center without stopping at the restrooms or in the halls to talk. Students may visit the Media Center during lunch without passes but must first obtain the permission of the cafeteria monitors.
2. The Media Center is a quiet area, and students are expected to conduct themselves accordingly. Students who misbehave will be asked to leave the Media Center. Serious behavior infractions will be treated as violations of the Student Code of Conduct with accompanying consequences.
3. Students may check out books at any time by taking them to the front desk where each student has his/her own barcode. **NOTHING IS PERMITTED TO LEAVE THE MEDIA CENTER WITHOUT FIRST BEING CHECKED OUT!**

New Richmond
School District



Athletic Department
Handbook
2023-2024

Dear New Richmond High School Student Athlete and Parents/Guardians:

This handbook is presented to you because your son/daughter has indicated a desire to participate in interscholastic athletics, and you have expressed your willingness to permit him/her to compete. The New Richmond High School Athletic Department believes that a dynamic program of student activities is vital to the educational development of the student. Its Athletic Program will provide a variety of experiences to aid in the development of favorable habits and attitudes in students that will prepare them for adult life.

The New Richmond School District is very proud of the wide variety of opportunities for athletic participation. These opportunities are believed to be a critical part of a student's total development as they assist in the building of positive character and leadership traits.

Young people learn a great deal from their participation in interscholastic athletics. Lessons in sportsmanship, teamwork, competition and how to win and lose gracefully are integral parts of each team in our athletic program.

Likewise, it is felt that you have committed yourself to certain responsibilities and obligations. It is the athletic department's intent through this handbook to acquaint you with policies that are necessary for an organized program of athletics. This handbook originated for prospective athletes and their parents/guardians to become familiar with the Interscholastic Athletic Code of Conduct and the policies of the New Richmond High School Athletic Department.

These rules need broad-based community support to be fully effective. This is only achieved through communication amongst all parties involved. It is our hope that this handbook serves as a means to accomplish this objective.

Yours in sports,

Doug Foote
Athletic Director/Dean of Students

New Richmond School District Athletic Handbook for Student-Athletes, Parents & Coaches



New Richmond High School

1131 Bethel-New Richmond Road, New Richmond, Ohio 45157

Principal: Joseph Stewart 553-3191 ext. 10001 stewart_j@nrschools.org

Athletic Director: Doug Foote 553-3191 ext. 10003 foote_d@nrschools.org

New Richmond Middle School

1141 Bethel-New Richmond Road, New Richmond, Ohio 45157

Principal: Court Lilly 553-3161 lilly_c@nrschools.org

Athletic Director: Jason Lynch 553-3161 lynch_j@nrschools.org

School District

1135 Bethel-New Richmond Road, New Richmond, Ohio 45157

Superintendent: Tracey Miller 553-2616 Miller_t@nrschools.org

Board of Education

Tim DuFau	Member
Amy Story	Member
Todd Wells	Member
Robert Wooten	Member
Jonathan Zimmerman	President

Mission Statement

The goal of the extracurricular program is to provide every participant the opportunity to grow mentally, morally, physically, and emotionally. The athletic program provides a means of expression and self-improvement. The program allows participants to develop social skills through being part of a team, committing oneself to striving for their personal best and being a part of something bigger than themselves.

Philosophy

The Board of Education recognizes the value of interscholastic athletics as an integral part of the total school experience for students of the District and to the community. The program should foster the growth of school pride within the student body, adult leadership, and the community. The game activities and practice sessions should provide many opportunities to teach the values of competition and good sportsmanship. Athletics is neither a program of recreation for all, nor is it one of rehabilitation for those of questionable dedication. However, we believe student participation in athletics provides a worthy use of leisure time and encourages as many students as possible to be involved. The New Richmond Board of Education further encourages the development and promotion of sportsmanship, ethics and integrity in all phases of the educational process in all segments of the community, including administrators, participants, adult supervisors, parents, fans, spirit groups and support groups.

Objectives

- Strive always for the highest quality of competition that will produce successful teams.
- Promote academic excellence in the classroom.
- Ensure growth and development that will maintain a high number of individual participants.
- Increase attendance at each contest, building gate receipts, thereby enabling the continuing upkeep and improvement of uniforms, equipment, and facilities.
- Promote cooperation throughout the athletic department, while supporting all athletic and extracurricular programs.
- Recognize and promote the lessons learned regarding good sportsmanship, ethics, teamwork and the value of competing – win or lose.
- Provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the real world.

Fight Song

Fight the team across the field, show them New Richmond is here.

Set the earth reverberating with a mighty cheer

Rah! Rah! Rah!

Hit them hard and see how they fall,

Never let their team get the ball.

Hail! Hail! The gang's all here,

And we're going to win tonight, Fight!

Alma Mater

New Richmond, our alma mater

The home where Lions roar

We of thy honor, everlasting, evermore

New Richmond, our alma mater

We pledge in song to you

Hail, all hail our alma mater

New Richmond High School



SOUTHERN BUCKEYE ATHLETIC AND ACADEMIC CONFERENCE

AMERICAN LEAGUE

SCHOOL	NICKNAME	COLORS
Batavia	Bulldogs	Green & White
Clinton Massie	Falcons	Blue & Red
Goshen	Warriors	Red & Gray
New Richmond	Lions	Red & Black
Western Brown	Broncos	Brown & Gold
Wilmington	Hurricane	Orange & Black

NATIONAL LEAGUE

SCHOOL	NICKNAME	COLORS
Bethel-Tate	Tigers	Scarlet & Gray
Blanchester	Wildcats	Blue & White
Clermont Northeastern	Rockets	Blue & Gold
East Clinton	Astros	Scarlet & Gray
Felicity-Franklin	Cardinals	Red & White
Georgetown	G-Men	Black & Gold
Williamsburg	Wildcats	Blue & White

LEAGUE COMMISSIONER	Pat Hill
LEAGUE SECRETARY & TREASURER	Pat Hill
LEAGUE PRESIDENT	Matt Earley

New Richmond High School Head Coaches

Academic	Daniel Heflin
Baseball	Steve Nicodemus
Basketball (boys)	TBD
Basketball (girls)	Michael Ducolon
Boys Bowling	Joel Gilpin
Girls Bowling	Rylan Shebesta
Cheerleading	Chasity Deavers
Cross Country	Doug Smiddy
Football	Brian Pitzer
Boys Golf	Daniel Heflin
Girls Golf	Alan Lindner
Soccer (boys)	Tyler Klein
Soccer (girls)	Sudi Mohan
Softball	Trisha Payne
Swimming (boys)	Rick Mahan
Swimming (girls)	Judy Middeler
Tennis (boys)	Rylan Shebesta
Tennis (girls)	Brian Benzinger
Track (boys)	Toby Lewin
Track (girls)	Doug Smiddy
Volleyball	Jeff Davis
Wrestling	Greg Minor

COMMUNICATION GUIDE

Appropriate lines of communication are vital to all parties involved in high school athletics. Concerns are best handled and resolved as close to their origin as possible. The staff should be given the opportunity to consider the issue and address the concerns. A complaint about school personnel will be investigated fully and fairly, however no such action will take place until it is in writing and signed. Anonymous complaints will be discarded.

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 other and provide greater benefit to student athletes. As parents, when your son/daughter becomes involved in the program, you have the right to understand what expectations are placed on your child. This all starts with clear communication from the coach of your son/daughter.

As your child becomes involved in the various athletic programs of New Richmond High School, it is our hope that he/she will experience some of the most rewarding moments of his/her life. It is important to understand that things may not always go as your child wishes. At these times, discussion with the coach may be desirable (in fact, encouraged) to clear up the issues and avoid any misunderstanding.

Appropriate concerns to discuss with coach

- The treatment of your child mentally and physically
- Ways to help your child improve
- Concerns about your child's behavior

Inappropriate concerns to discuss with coach

- Playing time
- Play Calling
- Position Assignments
- Team strategy
- Matters concerning other student athletes

It is very difficult to accept your child 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. It is imperative that certain matters be left to the discretion of the coach.

Procedure to follow if you have a concern to discuss with a coach

There are situations that may require a conference between the coach and a parent. Such a meeting is encouraged when necessary. It is important that both parties have a clear understanding of the other person's position. Each should be willing to listen. The following procedure should be followed to help promote a resolution to the issue:

- Contact the coach the day after a contest to set up an appointment.
- If a coach cannot be reached after a reasonable period of time, call the Athletic Director. An appointment with the coach will be arranged for you.
- **Important:** Please do not attempt to confront a coach before, during, or after a contest or practice session. These can be emotional times for both the parents and the coach. Meetings of this nature do not promote resolution and, in fact, often cause more harm than good.

The next step

What can a parent do if the meeting with the coach does not provide a satisfactory resolution? Although total agreement may not always be reached, most often such a meeting does afford the opportunity for productive discussion and better understanding. If the parent desires further communication, please call the Athletic Director to discuss the situation. The appropriate next step will be determined.

Chain of command

The New Richmond High School in conjunction with the Athletic Department follows the chain of command listed below. We ask that you observe this order if you elect to pursue any concern you may have with regard to the athletic program.

1. The Coach
2. Athletic Director
3. Principal
4. Superintendent
5. Board of Education

Communication parents should expect from coach

- Philosophy of the Coach
- Expectations the coach may have for your student-athlete and the team
- Times and locations of all practices and contests and any changes in that schedule as far in advance as possible
- Team requirements, i.e. fees, special equipment, eligibility, attendance, out-of-season conditioning, etc.
- Procedure that will be followed should your child become injured during participation
- Athletic Code of Conduct and any additional rules that may affect your child's participation
- Requirements to earn a letter
- Disposition of lost/outstanding equipment at the end of the season

Communication coach expects from parents

- Concerns expressed directly to the coach FIRST
- Notification of schedule conflicts well in advance of the conflict
- Special needs of the student-athlete, i.e. physical limitations that may not be obvious to the coach

What can be expected from the athletic department

- Hire coaches who are leaders, role models and persons of character.
- Recognize and promote the accomplishments of athletic teams and individuals.
- Provide a safe and secure environment for practice and competitions.
- Ensure that everyone involved adheres to the rules and policies of the New Richmond Exempted Village School District, The Ohio High School Athletic Association, the Southern Buckeye Athletic and Academic Conference, and the New Richmond Athletic Department.

Communicating with YOUR Children from the OHSAA “Role of a Parent in High School Athletics”

1. Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
2. Try your best to be completely honest about your child’s athletic ability, competitive attitude, sportsmanship and actual skill level.
3. Be helpful, but don’t coach them. It’s tough not to, but it is a lot tougher for the athlete to be flooded with advice and critical instruction.
4. Teach them to enjoy the thrill of competition, to be “out there trying”, to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
5. Try not to relive your athletic life through your child in a way that creates pressure. Don’t pressure your child because of your pride. Athletic children need their parents, so you must not withdraw. Remember, there is a thinking, feeling, sensitive, free spirit out there in that uniform who needs a lot of understanding, especially when their world turns bad. If they are comfortable with you win or lose, then they are on their way to maximum achievement and enjoyment.
6. Don’t compete with the coach. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted. Criticism of the coach to your child puts the athlete in a terrible “No Win” situation.
7. Don’t compare the skill, courage, or attitude of your child with other members of the team.
8. Get to know the coach. Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
9. Always remember that children tend to exaggerate both when praised and when criticized. Temper your reaction and investigate before overreacting. Many times an athlete will define all coach criticism as being “yelled at”.
10. Make a point of understanding courage and the fact that it is relative. Everyone is frightened in certain areas. Explain that courage is not the absence of fear but a means of doing something in spite of fear and discomfort.

Ways to find information

Websites: <http://nrschools.org/Athletics.aspx>
www.nrlions.com

Twitter: @nrhsathletics - Most current athletic news and schedule changes.

Arbiter: <http://www.arbiterlive.com/School/15872>

Paperwork-must be completed on Final Forms

- Physicals/OHSAAForm/ConcussionPage/ Sudden Cardiac Form (Lindsay Law)
- Page 3 & 4 only of the physical needs to be handed in

- Drug Consent Form
- Handbook Acknowledgement Page
- Emergency Medical Authorization Form
- Proof of Insurance or Waiver

Final Forms:

- Physicals must be completed by the first official practice.
- All other documents must be completed by the first contest.

Signing Day

- The New Richmond High School Athletic Department will hold a signing ceremony at the end of the year for those athletes committed to continue their athletic career in college. At times if there is a number of athletes committed to college after any season we may hold a signing day at that time.
- Signing Day is for those athletes that are competing for a New Richmond Sports Team only.

Code of Conduct

As a member of a New Richmond athletic team, an athlete represents the New Richmond Exempted Village School District and is therefore subject to the Student Code of Conduct included in the Student Handbook. Participants are also subject to rules and disciplines as outlined by the coach/advisor/sponsor of each activity. The minimum standards set by the school do not necessarily meet the standards of conduct, dress, and appearance expected of participants in extra-curricular activities. Your actions outside the school day or school calendar are subject to discipline during your athletic season. Participation in extracurricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code.

In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein.

Students prohibited from participation in all or part of any extra-curricular activity are not entitled to further notice, hearing, or appeal rights.

A coach has a right, and in some cases, the responsibility to establish additional training rules such as standards of training, behavior, meeting times, attendance expectations, and requirements necessary for participation. These will be furnished in writing with full explanations and disciplinary consequences. Copies of these additional rules should be furnished to both parent and athlete and a copy should remain on file in with the Athletic Director.

General Rules

1. Students who have been suspended from school may not practice, compete, or participate in an extra-curricular activity or team-related activity while serving school suspension.
2. If an athlete is dismissed because of a violation of a team rule, or the athlete should quit a team after the first scheduled scrimmage or contest, the athlete is not eligible to participate on any other current team or organized training for an upcoming sport until the completion of that team's schedule and any disciplinary process to regain eligibility. Exceptions may be considered by the principal and athletic director after input from the coaches involved.
3. If an athlete fails to return issued equipment or fails to make appropriate payment for lost items, until these obligations have been met, that athlete will:
 - not receive team awards
 - be deemed not eligible to participate in any future New Richmond athletic sport.
 - The charges will be added to their school fees
 - If the athlete is a senior, their diploma and transcripts will not be released.
4. Once a student/parent signs the handbook acknowledgement form, the students athletic career begins immediately regardless if they choose not to participate in a sport.

Substance Statement

It is the belief of the New Richmond High School Athletic Department that there is no such thing as responsible use of controlled substances/mood-altering chemicals, alcohol, or tobacco by any high school student. Adolescent use is not only against the law - it jeopardizes the student's health and safety, and it inhibits attainment of individual potential. Therefore, any use of controlled substances/mood-altering drugs, alcohol, or tobacco by student athletes will not be tolerated.

It is further believed that participation in interscholastic athletics is a privilege, not a right. Student athletes are in a highly visible setting of leadership and/or competition/performance. Therefore, student athletes will be held to a higher accountability of conduct and behavior than the student who chooses neither to participate nor to represent New Richmond High School.

The New Richmond High School Athletic Department believes in athletes making a twelve-month year-round commitment to a substance free lifestyle. There is no off-season for taking proper care of your body.

Random Student Drug Testing:

The New Richmond Exempted Village School District has implemented a policy to randomly select student athletes for drug testing throughout the school year in order to promote the health, safety, and welfare of students. Although students risk the loss of athletic participation through this policy, it is designed to be non-punitive with regard to academics. The results of random drug tests will not be documented in any students' academic records. All students and parents/guardians/custodians must sign an "Informed Consent Agreement" for drug testing in order to be eligible for athletics. Once a signed form is on file with the district, it remains valid for all athletics while the student remains enrolled at New Richmond High School. The consequences for a positive drug test are spelled out in Board of Education Policy 2431.01.

Drug, Alcohol, and Tobacco Policy

Refer to the High School Student Handbook.

Violations of Drug Alcohol, and Tobacco Policy for Athletes

A student athlete who has violated the New Richmond Exempted Village School District Policy regarding drugs, alcohol, controlled substances and tobacco will be subject to the following penalties:

First Offense

- Denied game participation for 20% of scheduled regular season games/contests as maximum number allotted by the OHSAA. The athletic director and/or building administrator consider the date of the incident as the initial date of involvement and the following consequences would be administered over the next 12 months.
 1. The student athlete will seek and complete a school sponsored drug/alcohol/tobacco/vaping assessment. The student athlete may seek an assessment from a certified agency approved by school administration specializing in teen drug/alcohol/tobacco abuse/vaping education/intervention and treatment at the student's expense as another option. The student athlete must provide **written documentation** indicating completion of any follow-up counseling and/or treatment prescribed by the assessing agency/personnel. These are the only two viable options.
 2. If the violation occurs with less than the agreed to suspension of the scheduled games remaining, or if a student is not participating on a team at that time, the penalty (or remaining percentage) will carry over to the next sport season in which the student has previously participated, even possibly into the next academic school year.

3. The athlete may be permitted to participate in practices during the time period when the student is denied game participation. The athlete may travel with the team to games, sit on the bench, but will not dress in uniform for games/contests.
4. The student who is in violation will not be allowed to serve in any leadership positions for one year.

Second Offense

- Denied game participation for 50% of scheduled regular season games/contests as maximum number allotted by the OHSAA. The athletic director and/or building administrator consider the date of the incident as the initial date of involvement and the following consequences would be administered over the next 12 months.
 1. The student athlete will seek and complete a school sponsored drug/alcohol/tobacco/vaping assessment. The student athlete may seek an assessment from a certified agency approved by school administration specializing in teen drug/alcohol/tobacco abuse/vaping education/intervention and treatment at the student's expense as another option. The student athlete must provide **written documentation** indicating completion of any follow-up counseling and/or treatment prescribed by the assessing agency/personnel. These are the only two viable options.
 2. The athlete may be permitted to participate in practices during the time period when the student is denied game participation. The athlete may travel with the team to games, sit on the bench, but will not dress in uniform for games/contests.
 3. The student who is in violation will not be allowed to serve in any leadership positions for one year.

Third Offense

The athlete on a third offense will be suspended for one calendar year but then allowed to participate after that year depending on administrative approval.

Self-Referral

A self-referral is not to be used as a means of avoiding the consequences of a code violation.

1. Code violations already reported or pending violations cannot be self-referred.
2. This procedure may only be used ONE time during a student's New Richmond School District academic and athletic career by the student or by the parent of the student, in order to seek help for his/her problem.
3. A self-referral must be reported the next day after the occurrence.
4. A student cannot be self-referred if police intervention has taken place.
5. A self-referral to an administrator must be initiated by a student-athlete or parent of a student athlete and may not occur as a result of information from another source.
6. The principal and/or principal designee reserves the right to make final determination concerning acceptance of a self-referral.
7. This self-referral will still be considered a first offense as far as the policy is concerned. The student athlete will not be denied participation for their sports season.

Supplements – The Athletic Department and the New Richmond Board of Education do not, under any circumstances, endorse or advocate the use of any legal dietary supplements. Any parent or student interested in the use of any such legal dietary supplements is advised to consult with their own physician for pertinent

information regarding this subject. No coach or trainer should, under any circumstances, dispense, recommend, or permit the use of any drug, medication, diuretic, or performance enhancing supplement. The choice of any such usage is strictly a parent-student decision and should be done in a careful and intelligent manner.

Transportation

The time on the bus is an important team time for many reasons. All athletes are expected to travel to and from away contests with the team.

In the event that it is necessary to provide alternate transportation, the following policies are in place:

Alternate Transportation

- A student will NEVER be permitted to leave with another student.
- The parent or guardian may sign out their student in a direct, face-to-face conference with the head coach after the contest. Upon signing the student out, the parent takes custody and full responsibility for transporting the student home. The school district is released from all liability at that point. The courtesy of advance notice by phone, email, or written note to the coach that this will need to occur is strongly encouraged.
- In the event of an emergency or extremely unlikely occurrence when it is absolutely necessary for an adult other than the parent or guardian to transport a student from a contest, permission must be granted by the Principal or game administrator. The adult taking the student must sign them out in a direct, face-to-face conference with the head coach after the contest. The adult takes full responsibility for transporting the student home or to another destination. The school district is released from all liability at that point.

Eligibility– All students must be officially enrolled in the New Richmond Exempted Village School District per district and OHSAA policies and procedures.

Academic – The New Richmond Board of Education has adopted the following. Students in grades 9-12: To be eligible, a student-athlete must have received passing grades in a minimum of five one-credit courses, or the equivalent, in the immediately preceding grading period (Note: Students taking College Credit Plus courses must comply with these standards along with those participating via state law that permits home educated, non-public, community and STEM school students to participate at public schools in the district of residence of the parents).

1. Students in grades 9-12: To be eligible, a student-athlete must have received passing grades in a minimum of five one-credit courses, or the equivalent, in the immediately preceding grading period (Note: Students taking College Credit Plus courses must comply with these standards along with those participating via state law that permits home educated, non-public, community and STEM school students to participate at public schools in the district of residence of the parents).
2. Students in grades 7-8: To be eligible, a student-athlete must have received passing grades in a minimum of four subjects in which enrolled the immediately preceding grading period. Students who are participating via state law that permits home educated, non-public, community and STEM school students to participate at public schools in the district of residence of the parents must also comply).
3. For eligibility, per OHSAA guidelines summer school grades shall not be used to substitute for failing grades received in the final grading period of the regular school year or for lack of enough courses taken in the preceding grading period. o Please note: Semester average and yearly average have no effect on eligibility.

If a student is **academically ineligible**:

- Under no circumstances can an ineligible athlete participate in a game or contest.
- If an athlete is ineligible at the beginning of a season and can become eligible during that season they

can try out, practice and participate in scrimmages.

Pay to Participate:

Students who wish to participate in the school district's extra-curricular programs, will be required to pay one hundred twenty-five dollars (\$125) for middle school students, and one hundred seventy-five dollars (\$175) for high school students, with a family cap of three hundred dollars (\$300).

The Pay-to-Participate fee set forth herein must be paid in full prior to the first contest. The Pay-to-Participate fee will not, however, be refunded once a position on a team/squad is secured and the student chooses to quit.

Payment of the Pay-to-Participate fee does not guarantee any student playing/participation time or control over the conditions of the team or program. The Pay-to-Participate fee will not be refunded or prorated for a student who becomes injured or ineligible during the season, or for a student who is removed from the team/squad for academic or disciplinary reasons.

The Pay-to-Participate fee also will not be refunded because canceled events or competitions cannot be rescheduled, or because a full allotment of games cannot be scheduled.

Students who wish to participate in the school district's extracurricular programs, and the parents/guardians of all such students, will be required to execute an acknowledgment relating to these Pay-to-Participate fee rules at or before the time the Pay-to-Participate fee is paid.

Transfer Rule

If a student transfers after the fifth day of the student's ninth grade year or after having established eligibility prior to the start of school by playing in a contest (scrimmage, preview or regular season/tournament contest), the student will be ineligible for 50% of the second half of the season and postseason tournaments from the date of enrollment in the school to which the student transferred. A student is considered to have transferred whenever enrollment is changed from one school to another school, or whenever the student participates in a practice, scrimmage or contest with a school-sponsored squad of a school in which the student has not been enrolled. Subject to the specific provisions of this Section 7 – Transfer – the following exceptions to the general transfer bylaw may apply:

EXCEPTION 1 — If the parents or legal guardian have made a bona fide legal change of residence from one public school district to another public school district, the student may enroll in either the public school within the boundaries of that public school district that includes the new residence of the parents or legal guardian or any non-public school. The student is ineligible until ruled eligible by the Commissioner's office upon submission of an accurately completed Affidavit of Bona Fide Residence and accompanying guidelines. Parents making a bona fide legal change of residence into the state of Ohio for the first time may enroll the student in any school that accepts that student. That student shall be eligible insofar as transfer is concerned in accordance with this bylaw.

Note 1: These forms can be found at <http://www.ohsaa.org/eligibility/forms/AffidavitBonaFideResidence.pdf>.

Note 2: See the definition of a bona fide residence in Bylaw 4-6-1.

Bylaw 4-6-1: The districts for all public schools are established by the State Board of Education and defined for athletic purposes. In addition, school districts with multiple high schools may establish attendance zones within those districts. In determining one's residence for purposes of these bylaws, the following criteria shall apply: (a) where the parents and family members sleep the majority of the time, (b) where the mail is received, (c) where

the meals are prepared and eaten, (d) where the parents are registered to vote, and (e) where important family activities take place during significant parts of each day. Note: It shall not be considered a “bona fide” change of residence as prescribed in Bylaw 4-7-2, Exception 1, or Bylaw 4-7-4 (1) if the parents of a transfer student vacates the residence prior to one year from the date of transfer and the student remains in the school into which the transfer was approved. Penalty for the student: ineligibility for one year from the date the parents vacate the residence.

*There are 10 more exceptions to the transfer policy. If you have switched schools or plan to do so you are strongly encouraged to set up a meeting with the Athletic Director to review the entire OHSAA policy to determine eligibility.

Attendance Policies

If the athlete is not in attendance the day of a contest (or day prior in case of a weekend contest), the athlete will not be eligible to participate without the permission of the principal/assistant principal. A student participant must be present in class by 7:40 a.m. unless they have an excused tardy.

Tardy Policy

Students are expected to be on time for school and for all classes. **This is also expected of students involved in extracurricular activities.** A student is considered **TARDY** to school if he/she arrives to class **after** 7:40 a.m.

Vacations

Vacations by athletes during their OHSAA defined sports season are discouraged. Those wishing to schedule a vacation during a sports season need to evaluate the commitment necessary to participate on an interscholastic athletic team. If an athlete does plan to go on a family vacation with a parent/guardian/custodian or is attending a school-related activity during a school recess, advance notice must be given the appropriate coach by the first day of official team practice. Each day of participation missed requires a day of practice before the athlete may resume participation in interscholastic athletic events. For each interscholastic event missed, participation will be denied for an equal number of interscholastic events. If more than three interscholastic events are missed, participation for the remainder of the interscholastic season will be denied.

Unexcused absence

Not going with a parent/guardian/custodian or with a school-related group is an unexcused absence. If the athlete wishes to continue participation, he/she will be denied participation immediately upon return in a minimum of two interscholastic athletic contests. If more than two interscholastic events are missed due to this absence, participation for the remainder of the interscholastic season may be denied.

Equipment

Every student-athlete is responsible for all uniforms and equipment issued to them during the sport season. The Athletic Department spends a great deal of money annually to provide its student-athletes with the finest available uniforms and equipment. New uniforms are purchased on a rotation per sport. Since uniforms must fit a variety of athletes each year, they cannot be custom fitted. These uniforms are made and purchased in general sizes.

Parents and students must therefore realize that an athlete’s uniform may not always be a perfect fit. Uniforms may be tucked at the waist, but should never be altered in any way without the expressed consent of the coach or the athletic director. The student-athlete is financially responsible for any items, which are lost, stolen, or otherwise, destroyed or damaged, and must be replaced by the Athletic Department. The replacement cost will be determined by the athletic director. Coaches will designate an equipment and uniform turn in day when a season is concluded. If an athlete does not, within good reason, turn his/her uniform and/or equipment in by the

designated date, the coach may refer the athlete to a building administrator for possible disciplinary action.

An athlete's financial obligations are to be met as soon as possible. Until such obligations are met, the athlete will not be issued any other athletic equipment and may have his/her grade card and/or transcript withheld. Seniors will not be permitted to participate in the graduation ceremony until all financial obligations are paid in full.

In several sports, athletes will be required to purchase a portion of the uniform such as socks or hats. The purchased items become the athlete's property. Coaches may also make available to Athletes practice apparel or optional "spirit packs".

The school and its employees are not responsible for any item(s) left unattended in the locker room. All athletes should keep any valuables locked up. It is recommended that the athlete purchase a combination lock for this purpose.

Hazing

Hazing or the initiation of new members into an activity is strictly forbidden by the New Richmond Board of Education Student Code of Conduct. Violations of this policy by athletes and/or coaches will result in severe penalties, which may include suspension or expulsion from school, and suspension or dismissal from athletics.

The Ohio Revised Code defines hazing as "doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person." It is a 4th degree misdemeanor if convicted.

Any incidents of hazing should be immediately reported to a coach, the Athletic Director or any other school administrative official. The incident and the individuals involved will be dealt with the utmost immediacy.

Two Sport Policy

A student athlete wishing to play two sports during the same season (example: soccer and cross country) must discuss this with the head coaches of the two teams involved. If both coaches are in agreement that the practice schedules and game schedules can be worked out for the student-athlete to play two sports, and the student athlete feels that he/she is willing to commit to this demanding schedule, then that student-athlete may participate in both sports during the same season. The coaches involved must make sure that the parents of this student-athlete are well aware of all practice and game arrangements prior to the season beginning. The coaches involved must discuss this situation with the Athletic Director at the time of the initial request by the student athlete. The athlete must select his/her primary sport and must attend all practices and games scheduled for that sport.

Tryouts

Tryouts for sports activities will occur on the first day(s) of practice as mandated by the OHSAA. Conditioning may be held prior to the first official day of practice. Attendance at conditioning is not mandatory, but a coach may take attendance. Conditioning is offered to the athlete as a head start for the rigorous training during the season. An athlete is expected to be present for the first day of tryouts unless extenuating circumstances exist.

These circumstances, such as an injury, must be approved by the coach and/or athletic director. An athlete will not be allowed to join any athletic team after tryouts have been held unless approved by the athletic director and/or principal after being petitioned by the coach and/or parents. All tryouts are to be of such a length that coaches can make an accurate assessment of any potential player's abilities, attitude and temperament. The tryout shall be of such length that any potential player may have the proper time to exhibit their abilities to the coaches in order to demonstrate their potential as a member of a team.

Cuts. The New Richmond Board of Education and the New Richmond High School Athletic Department are committed to providing each and every student-athlete who wishes to participate in an activity with a place on a team. Whenever possible the Athletic Department sponsors teams at every competitive level (7th, 8th, 9th, JV and Varsity). However, due to the limitations of some sports, cuts may be unavoidably necessary. It is the coach's responsibility to determine who may be denied participation privileges. The criteria for determining "cuts" may be taken from the following:

- Overall athletic ability
- Mastery of athletic skills necessary in that sport
- Academic eligibility
- Age limitation eligibility
- Disciplinary record
- Attendance record
- Any other factors which the coach deems relevant to the makeup of his/her team.

Season Tickets/Passes

The Athletic Department offers the following passes for sale in the Athletic Director's Office:

- All-Sports Pass - \$90 adults/ \$70 students: Admits bearer to all home athletic events for the entire school year.
- 10 Game Pass - \$50 adults/\$30 students: Admits bearer to any 10 home athletic events during the school year.
- 10 game pass for the student does not work for football games.

Checks can be made out to NRHS Athletics.

Sports Foundation

The New Richmond Lions Sports Foundation, a volunteer-member organization, was formed in 2000 in order to promote excellence in education, values, leadership, physical fitness, discipline, sportsmanship and equal opportunities for all athletes at New Richmond High School. The Sports Foundation provides volunteer and financial support to the New Richmond High School athletic teams. Volunteer opportunities are available in many areas; fund-raising, membership, and special projects to name a few. Membership forms can be found on the high school athletic website.

Parent Responsibilities

Every parent is required by the state to attend the Ohio High School Athletic Association Parent Meeting, for each sport their child plays. New Richmond High School offers these meetings three times per school year, prior to each sport season. The meetings are held at New Richmond High School. As a parent of an athlete, you will be called upon by the coaches and Athletic Department to fulfill responsibilities. Examples of these may include:

- Providing pre or post game food
- Working at the gate or concession stand for events in which your child is not participating
- Working various duties for team or Athletic Department events and/or fundraisers

It is unfair to think that "someone else" will always fulfill these roles. Each parent is expected to participate when called upon.

Head Coaching Duties and Responsibilities

As a head coach for the New Richmond Exempted Village School District, you have the following duties, responsibilities and expectations.

1. To instruct athletes in fundamental skills, training and strategies necessary to achieve success.
2. Have knowledge of game rules, OHSAA regulations and SBAAC stipulations and to implement these on a consistent basis.
3. Obtain valid pupil supervision certificate from the Ohio Department of Education.
4. Including CPR certificate, concussion course, background check & fundamentals of coaching class.
5. Know and enforce the New Richmond School District Code of Conduct and Athletic Department training rules and regulations.
6. Submit a participant list within three days of the start of official practice to the Athletic Director.
7. Pass out and collect from participant's: Physicals, OHSAA form, concussion form, drug consent form & handbook acknowledgement page.
8. Pass out team rules to all participants.
9. Assign specific duties to and supervise assistant coaches.
10. Establish good public relations with the media, Sports Foundation, parents and officials.
11. Provide positive information and statistics to the media on a regular basis.
12. Monitor the locker room before & after practices & games until all participants have safely left the building.
13. Secure all doors and windows before leaving facilities.
14. Pass out and maintain records for all equipment and supplies for participants.
15. Report all injuries to the trainer and abide by the trainer's decision.
16. Develop in each athlete a respect for school property and its care.
17. Always be appropriately dressed for practice and games.
18. Always be punctual for practice and games.
19. Collect all equipment and supplies from participant at season's end.
20. Submit a list of missing equipment and cost and a needs list for the next season to the athletic director.
21. Attend clinics and seminars to promote professional growth in your sport.
22. Coordinate middle school, freshmen and reserve programs; evaluate their effectiveness and communicate program needs to the Athletic Director.
23. Submit a list of awards and participate in the Awards Banquet.
24. Begin conditioning sessions for your sport at least two weeks before formal practice begins.
25. Develop an off-season program, which will include weight training, camps, leagues, open sessions or any other means of program development.
26. Assist the Principal and Athletic Director with enforcing the district eligibility policy.
27. Maintain confidentiality of student-athlete health information in compliance with HIPPA guidelines.

Evaluation

All head coaches will have an annual evaluation by the Principal or Athletic Director. In addition, the Athletic Director will conduct an end-of-the-season conference with the head coach to discuss the performance and progress of that program.

Medical Procedures

Participation in interscholastic sports can lead to possible injury to student athletes. Although most injuries are minor in nature, it is possible that an injury can occur that is severe enough to cause a person to become a paraplegic, quadriplegic, or result in death. New Richmond Schools and staff take every precaution to prevent such injuries, but risk does exist. It is the responsibility of any athlete competing in interscholastic activities in the New Richmond Exempted Village School District to understand and comply with the following medical

and injury procedures:

1. All injuries, no matter how seemingly insignificant, should be reported to the coach and trainer as soon as possible. The trainer will then make a determination as to how serious the injury is and what further action should be taken. It is the philosophy of the New Richmond Athletic Department that all injuries should be taken seriously and that any action is taken on the side of conservatism.
2. New Richmond High School provides a professional ATC trainer from a local orthopedic group at most, but not all, practices and events. The athletic trainer shall have final say on whether an athlete can participate and what treatment or care is necessary. They are not meant to replace a physician of the athlete's choice.
3. In our partnership with the orthopedic group, they also provide a team doctor. This physician makes periodic visits to our campus to evaluate players and their injuries. When a referral is made by the trainer for an athlete to see a physician, an appointment can be set up rapidly to see our team physician at the orthopedic office if so desired.
4. When an athlete sees the trainer for an injury, an injury report must be filed by the trainer. If the athlete is referred to a physician, the Athletic Director and trainer must receive a release statement from that physician before the athlete is permitted to return to participation.
5. While injured, athletes are required to follow procedures as laid out by the trainer and/or physician, including attendance at practice and injury rehabilitation. A coach has the right to require attendance at all team functions from the injured athlete.
6. Parents are encouraged to contact the Athletic Training staff regarding questions or concerns related to their child's injuries and care.

Catastrophic Insurance

The Ohio High School Athletic Association provides catastrophic insurance to cover all athletes playing interscholastic athletics as a member of a middle school or high school team. However, parents are required to provide either school insurance or some other policy which will cover athletic injuries for the first \$25,000 for medical expenses.

Awards

To earn a letter, the participant must be eligible through the completion of the season. Any athlete quitting or dismissed from the team for any reason forfeits all rights to earn a letter in that sport. In addition, each particular sport has its own criteria determined by the coach.

- Each participant must play in at least one-half of the varsity games/meets/matches to earn a varsity letter in **Academic Team, Baseball, Basketball, Cross Country, Golf, Soccer, Swimming, Tennis, or Volleyball**.
- **Cheerleading.** Participants must have completed the season.
- **Football.** Participants must have played in 20 quarters of the varsity games or been a regular special teams or specialist player.
- **Track and Field.** Participants must score a minimum number of 12 points or participate in half the varsity meets.
- **Wrestling.** Participants must wrestle in 15 varsity level matches or if wrestling JV

most of the year, steps into a varsity role and qualifies for district.

- **Managers & Statisticians.** Faithfully fulfills all duties of the job meeting all criteria established by the coach.
- A coach reserves the right to award a varsity letter outside of these criteria to a senior who has played a vital role on the team.

Athletes will be presented with the following awards:

- **Freshman Athlete** – freshman patch certificate and pin can be earned providing there is a freshman team.
- **JV Athlete** – (yr.1) JV letter and certificate, (yr 2 and on certificate & pin).
- **VAR Athlete** – (yr.1) VAR letter, pin, certificate, (yr 2 and on pin, certificate).

The following awards will be presented with the stated criteria:

- **Scholar Athlete** – athletes who carry a 3.5 GPA for the completed grading period for their season. This is for students who attend NRHS full-time.
- **Athlete of the Week** – one male and one female, not to be duplicated during a season.
- **Athlete of Year** – one male and one female senior outstanding athlete selected by a panel.
- In addition, a coach may award any additional certificates and awards that he/she desires.

Sportsmanship

Sportsmanship Philosophy and Guidelines

The New Richmond High School Athletic Department believes that interscholastic competition involving member schools of the Ohio High School Athletic Association should be governed by the basic principles of good sportsmanship. This document has been prepared to insure that all participants have a common understanding of those basic principles.

We believe that participation is more important than winning. We believe that students should be coached to play to the best of their ability and to understand that to play well is to play honorably. The promotion of sportsmanship is the obligation of all school personnel and is directed to the behavior of spectators, coaches, and players. An additional component to consider is coaches' ethics. We believe the development of good sportsmanship through the practice of ethical behavior and moral reasoning is one of the acknowledged objectives of interscholastic athletics. We therefore expect school administrators, coaches, athletes, cheerleaders, and spectators to know and embrace the following fundamentals of sportsmanship.

- Respect should be demonstrated for an athletic opponent and for their school at all times. We should treat visiting teams and their supporters as guests and accord them the consideration all persons deserve. As a visiting school, we should respect the property and dignity of their host school and its athletic teams.
- Respect should be demonstrated for the officials at all times. Officials must be assumed to be and accepted as impartial arbiters who are trained to do their job, and can be expected to do the job to the best of their ability.
- Knowledge of and a proper respect for the current rules of the contest should guide the behavior of all participants. Rules are essential for a fair contest. Good sportsmanship suggests the importance of conforming to the spirit as well as the "letter" of the rules.
- All participants should strive to maintain self-control at all times. The desire to win should not be accepted as a reason for abandoning rational behavior. A proper perspective must be maintained by all if the potential educational values of athletic competition are to be realized.
- All participants should learn to recognize and appreciate skill in performance regardless of affiliation.

Recognition of the good performance of an opponent is a demonstration of generosity and good will that is encouraged in all member schools. In order for good sportsmanship to prevail, it is essential that all participants understand their individual responsibilities and expected modes of behavior before, during, and after contests.

Coaches:

The coaches bear the greatest responsibility for the development of sportsmanship as they have the greatest influence on the attitudes and behaviors of players, the student body, and the community. Coaches must value sportsmanship and teach it through their words and by example. Therefore, coaches should embrace the following appropriate behavior:

- Instruct their players in the fundamentals of sportsmanship.
- Teach the value of conforming to the spirit as well as the letter of the rules.
- Make sportsmanlike behavior a matter of team discipline, with appropriate consequences for team members who display inappropriate behavior.
- Remind the student body at every opportunity that visiting teams are guests and, as their hosts, they should be polite and courteous.
- Respect the officials' judgment and interpretation of the rules.
- Demonstrate publicly the ideals of good sportsmanship by such acts as shaking hands with officials and opposing coaches before and after contests.

Coaches should avoid the following inappropriate behaviors:

- Use of profanity.
- Ejection from contests.
- Berating officials or players.
- Inciting spectators/players to inappropriate behavior

Athletes:

Because athletes are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. It is important that players:

- Treat opponents with the respect that is due them as guests and as fellow athletes.
- Shake hands with opponents and wish them good luck when appropriate.
- Exercise self-control at all times, accepting the judgment of the officials as just that, the best judgment they could make given what they know and see.
- Never argue or make gestures indicating lack of respect for the officials' judgment.
- Accept both victory and defeat with pride and compassion. Congratulate opponents in a sincere manner following either victory or defeat.
- Accept seriously the responsibility and privilege of representing the school and community.

Athletes should avoid the following inappropriate behaviors:

- Use of profanity.
- Ejection from contests.
- Berating officials or fellow athletes.
- Inciting spectators and/or other athletes to inappropriate behavior. Leaving the bench area when not competing, or becoming involved in any type of altercation.

It should be noted that coaches and athletes ejected from interscholastic athletic contests will be accountable to the disciplinary procedure in the bylaws of the Ohio High School Athletic Association as printed in the Association's handbook. Further action above and beyond this may be invoked by the school administration.

Cheerleaders:

Cheerleaders are representatives of the student body. By setting a good example, the cheerleaders can influence and control the actions of the student spectators. They should:

- Establish standards of desirable behavior in keeping with the fundamentals of good sportsmanship for the cheerleaders and student spectators.
- Use positive cheers to encourage their own team without demeaning their opponents.
- Use discretion in deciding when to cheer and which cheers to use.
- Never attempt to distract opposing players or in any way interfere with their performance.
- Serve as hosts for visiting cheerleaders.

Spectators:

Partisan spectators by their behaviors and reactions determine to a large extent the reputation for sportsmanship of their school. Spectators should be reminded, and should keep in mind, that athletes are friendly rivals as members of opposing interscholastic teams. They expect to be treated in that manner. Spectators should be reminded too, that the contest should be between the teams and athletes engaged in the competition and not between their supporters. It is important that all spectators:

- Know and demonstrate the fundamentals of good sportsmanship.
- Respect, cooperate, and respond enthusiastically to the cheerleaders, coaches, and athletes of all teams.
- Censure fellow spectators whose behavior is inappropriate.
- Be positive toward players and coaches regardless of the outcome of the contest.
- Respect the judgment and the professionalism of the officials and coaches.
- Spectators should avoid the following inappropriate behaviors:
- Verbal/physical abuse of contest officials.
- Berating athletes, coaches, officials, or other spectators with chants, signs, or cheers.
- Interruption of contests by throwing objects, entering the area of competition or becoming involved in disruptive behavior.

***The New Richmond Exempted Village School District administration has the right to suspend any fan who is removed from a contest. The length of the suspension will be at the discretion of the administration, which may include one contest, one sport season, or for the remainder of the school year.**

We believe that each participant should be committed to upholding the ideals of good sportsmanship put forth in this document. In this spirit, it should be understood, appropriate disciplinary action will be taken when incidents of inappropriate behavior occur. We also recognize the importance of communication and co-operation among school officials when incidents of inappropriate behavior arise. The quality of our athletic program depends upon this natural respect. We also believe that being proactive is vital to the education of our students and spectators.

Responsibilities of a New Richmond Interscholastic Athlete

Being a member of a New Richmond interscholastic athletic team is the fulfillment of an early ambition for

many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight. It takes the hard work of many people over many years. As a member of an interscholastic squad, you have inherited a wonderful tradition, a tradition you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our school, and our community. Such a tradition is worthy of the best effort of all concerned. Over many years, our athletic program has achieved more than its share of conference and tournament championships. Many individuals have set records and won All-Conference and other individual honors.

It will not be easy to contribute to such a great athletic tradition. To compete for your school means that you have agreed to abide by a higher code of conduct. You will have to say “**no**” to temptations an athlete cannot afford. When you wear the Red and Black, we assume that you not only understand our traditions, but are also willing to assume the responsibilities that go along with them. However, the contributions you make should be a satisfying accomplishment to you and your family.

Responsibilities to Yourself

The most important of these responsibilities is to broaden and develop your strength of character. You owe it to yourself to get the greatest possible good from your school experience. Your studies, your participation in other extra-curricular activities, as well as in athletics prepare you for your life as an adult.

Responsibilities to Your School

Another responsibility you assume as a member of an athletic team is to your school. New Richmond cannot maintain its position as having an outstanding school unless you do your best in whatever activity in which you become involved. By participating in interscholastic athletics to the best of your ability, you are contributing to the reputation of your school. You assume a leadership role when you are on an athletic squad, to the student body and citizens of the community know you. You are on the stage with the spotlight on you. The student body, the community and other communities judge our school by your conduct and attitudes, both on and off the field. Because of this leadership role, you can contribute greatly to school spirit and community pride. Make New Richmond proud of you and your community proud of your school by your faithful exemplification of these ideals.

Responsibilities to Others

As a squad member, you also bear a responsibility to your home and family. You should never give your family anything to be ashamed of. You must measure up to the full code of conduct. You should practice to the best of your ability every day. If you have played the game “all out,” you keep your self- respect and your family can be proud of you.

The Fine Line of Being a Student-Athlete's Parent

by Tim Warsinskey

For my first 21 years of covering high school sports, I came to understand an unspoken language with high school varsity coaches when they uttered one word: "Parents."

It spoke gigabytes. I knew what the coach was thinking. We shared an identical image from years on the high school scene: wackos in the stands screaming at officials or stalking outside locker-room doors ready to confront the coach.

Then I became one.

A parent. The guy in the stands with a kid in uniform. It didn't happen overnight, of course. There were countless youth games played, thousands of miles driven and untold drive-thrus visited from the time my son, Ian, was 5 through his senior year at Mentor High. Hockey and baseball were his sports. He became a two-sport starter and earned four varsity letters before graduating in June.

He learned a lot, and of course, so did I.

Here are the 10 biggest lessons I learned from being a high school sports parent:

No. 1. Have no expectations, for your child or the coach.

If you go into his or her freshman year thinking "This kid is going to be a star," you have just set the bar too high. Trophies won from ages 5 to 15 do not mean a thing. What he or she did on the freshman and junior varsity teams is almost as unimportant. So many kids who are young all-stars will fade away. Even among the seemingly "sure bets" as sophomores, some will lose interest, quit, peak early, become ineligible or get kicked off the team.

Conversely, for the little ones, puberty is like a magic bean. It takes them to unexpected places. I'm 5-7.

My wife is 5-foot-nothing. My son grew to be 5-10 and a better athlete than either of us ever were combined. It was an astonishing transformation, and you will be amazed at the kids who weren't stars at early ages who stick with it and become valuable varsity performers.

No. 2. Give your kid space.

Let her enjoy her successful moments and figure out how to deal with defeat, failure and disappointment. Don't get too wrapped up in the wins and losses. Your job is to make sure your child does not get too high after a win or too low after a loss.

No. 3. Try to have an objective view of your kid's ability and build on his or her strengths.

Don't tear him down by telling him what he did wrong unless the child comes looking for constructive criticism. Most of the time, the kid knows it better than you.

No. 4. Let your child make decisions that matter, with one caveat.

When he or she considers quitting -- and most high school athletes have that moment -- make the child understand quitting is not the first option, especially once the season has begun. Dealing with adversity and persevering are important lessons.

No. 5. Grades really are the most important thing.

The chances that he or she will get a college sports scholarship are almost nil, and even if the stars align and that happens, the kid still has to have good grades.

No. 6. Don't ignore injuries or signs of extreme mental and physical fatigue.

If he or she is hurting, find out what it is. Playing injured can hurt the team and your kid's long-term health.

No. 7. Let your child fight his or her own battles with the coach.

Especially with regard to the No. 1 complaint: playing time. Your kid has to learn how to deal with adults. It's part of growing up. He or she will have to confront professors and bosses, and this is a good place to learn. If it's another issue and you find it necessary to get involved, always wait a day to talk to the coach. Let your emotions subside and think clearly about the point you want to make. If you suspect there is hazing or abuse taking place, report it to the athletic director or principal immediately.

No. 8. Support the team and be a good fan.

Volunteer, and don't wait to be asked. Attend booster club meetings. Get to know the other parents. Make your own positive experience in the stands, no matter what is going on below. When you're at the game or event, cheer for everyone on your kid's team, not just your own. Don't be the jerk in the stands, the one yelling at the coach, your team, the other team, and mostly the officials. You are embarrassing your school, your kid and yourself. If you don't have anything good to say, sit down and shut up. If you're not enjoying yourself, stay home. You won't be missed.

No. 9. Understand these are competitive sports.

It's not Little League where every kid gets to play. There's going to be disappointment, heartache, unfairness and injuries. Unless it ends in a state championship, it will end in defeat. Your kid is going to make mistakes. The coach will yell at him or her. That's what they do. Let it happen. He or she is not a baby anymore.

No. 10. Enjoy the ride.

It will go by fast. Hug your child when it's over.