

**ESSENTIAL ATHLETIC DEPARTMENT POLICIES**

**UPDATED 2/2014**

1. Rule of three: Protection of student/athlete and coaches allows for no one adult and one student athlete to be together in a secluded environment unless in case of an emergency, and at that point school administration should be notified.
2. All coaches will complete a successful background check and background interview prior to coaching.
3. All coaches will complete an online concussion prevention program. Free program link: <http://www.cdc.gov/concussion/HeadsUp/Training/index.html>
4. Coaches will be trained in basic first aid, AED, and CPR methods.
5. Coaches will be trained in recognizing abuse of children, and follow the State and school policy in reporting suspected abuse.
6. Coaches will be trained in recognizing student use and/or abuse of any and all illegal/legal drugs and/or alcohol. Coaches will be responsible for reporting all suspicions to Athletic Director and School Administration
7. Coaches will not leave athletes unattended in the locker room for more than 10 minutes at a time. Frequent “drop in’s” are suggested. Opposite sex coaches can appoint a same sex person to fulfill this procedure.
8. Written expectations for appropriate student/athlete behavior that covers locker room, classroom, off campus, and their respective sport will be provided by the sports head coach to the student athlete prior to the start of the sport (in addition to a school expectation guide if present) . Signed copies of the expectations by the student/athlete and their parent/guardians will be turned back into the coach, and a copy provided to the athletic director/school administrator coach prior to the student/athlete being allowed to participate.
9. Cell phones with or without embedded cameras will not be permitted to be of use inside the locker room/changing area at any time unless there is an emergency situation that takes precedence.
10. Coaches will not enter opposite sex locker rooms unless an emergency situation is taking place. Meeting places will be in separate locations if possible.
11. Coaches entering same sex locker rooms (during a time that students may be changing) will do so with an additional adult.
12. Coaches will not transport individual student/athletes without first notifying the athletic director and parents, and then receiving permission from both.
13. Any incident that involves any type of accusation or action of an inappropriate manner (that involves students/parents/law enforcement/etc… must be reported to the athletic director immediately.
14. Coaches will report incidents (with school incident reporting system) with students that exhibit emotional instability in any uncommon pattern. Report should be made to the athletic director and school administrator.
15. Communication between players and coaches will not take place via social media, email, or other type of electronic mediums unless the athletic director, and the student/athletes parent/guardian grant permission.
16. Any type of hazing, intimidation (physical and/or verbal), rite of passage, or otherwise negative behavior from higher-grade level student athletes towards lower grade level student athletes violates the athletic participation code. Coaches are responsible for educating their athletes on this policy, and helping enforce it.