



# SACRED HEART HIGH SCHOOL

## ATHLETIC HANDBOOK

\*Sacred Heart Catholic School reserves the right to amend at any time this handbook, which is not a contract. Stakeholders will be given notification of amendments.

Updated August 2025

## Table of Contents:

Purpose	Page 3
Programs	Page 3
Coaches' names	Page 3
Dragonfly Max	Page 4
Attendance policy	Page 4
Pre-season meeting	Page 4
Physical exams	Page 4
Participation and playing time	Page 5
In season sports	Page 5
Club team policy	Page 6
Records	Page 6
Transportation	Page 6
Addresses to fields/gyms	Page 6
Cancellations	Page 6
Dress code	Page 7
Uniform care	Page 7
Athletic awards program	Page 7
Weight room use	Page 7
Equipment	Page 7
Conflict resolution	Page 7
State qualifying policy	Page 8
Code of ethics	Page 8
Public behavior by athletes and fans	Page 9
Extra-curricular eligibility policy	Page 9
Disciplinary/Conduct requirements and policy	Page 9
Academics eligibility policy	Page 11
Transfers	Page 11
Hazing	Page 12
Drug testing policy	Page 12
Social media usage policy	Page 16
Signature page	Page 19

## **PURPOSE**

The purpose of the handbook is to identify the rules and regulations pertaining to the athletic programs of Sacred Heart Catholic School. In following these guidelines, the athletic programs can function in an effective and consistent manner.

Athletics are a legitimate part of Sacred Heart's educational curriculum. The experience students have in these programs will play a significant role in their perceptions of their school as well as their personal growth, spiritual growth, and development. We want every coach, athlete, and fan to represent our fundamental faith values. Sacred Heart Catholic School is a member of the Arkansas Activities Association and follows the constitution, bylaws, and eligibility rules as stated in the AAA official handbook.

### **Available Athletic/Activity Programs:**

<b>Baseball</b>	Sr. High (9-12)
<b>Basketball</b>	Girls and Boys (7-12)
<b>*Cheer</b>	Jr. and Sr. High (7-12)
<b>Cross Country</b>	Girls and Boys (7-12)
<b>Esports</b>	Girls and Boys (6-12)
<b>Golf</b>	Girls and Boys (9-12)
<b>Softball</b>	Sr. High (9-12)
<b>Tennis</b>	Sr. High (9-12)

The athletic programs listed above will be offered based on the availability of participants. If the numbers of participants are not available by the declaration date set by the Arkansas Activities Association, the program will be dropped in the current school year. Cheer is currently the only sport we will not offer this calendar year due to low interest.

### **Coaches & Advisors/Sponsors**

Principal	Jennifer Roscoe
Athletic Director	Daniel Johnson
Baseball	Daniel Johnson
Basketball (girls)	Kyle Duvall
Basketball (boys)	Daniel Johnson
*Cheer	
Cross-country (girls & boys)	Holly Bailey
Golf (girls & boys)	JT Roscoe
Softball	Kyle Duvall
Tennis	Kevin Combs
E-sports	Taylor Yokem

## **Dragonfly Max**

Dragonfly is the eligibility platform that has teamed up with Arkansas Activities Association. Every athlete must have these steps completed by parent/guardian to be enrolled and eligible for the upcoming school year:

1. Create your free account on website or dragonfly app
2. Choose your state and school
3. Add your child's profile to account
4. Select 'Fill Out Forms' or 'Not Ready' to complete your child's forms
5. Select 'Add a Child' to repeat steps 2-4 for your additional children.

Reminder: Remember your username/password, because documents have to be completed each year. There are many resources/help videos available at [dragonflymax.com](http://dragonflymax.com)

## **Attendance Policy**

Students who commit to an activity are expected to be at every practice and game. In the case of any absence, responsible participants should notify coaches and/or sponsors themselves of their status *prior* to the absence, or in the case of sickness, as soon afterwards as possible. The students should not rely on others to tell the coach or sponsor. Remember, in order for a student to participate in a co-curricular activity or event, including practices, he/she must be in school for half of the day (or four class periods). Exceptions can only be granted by the school administration. If a student is absent on Friday, he/she can still participate in weekend events. Students who miss practice are always subject to discipline measures by their coach or sponsor, which may include missing all or part of an activity, not being allowed to start, or making up the practice. Coaches and sponsors will outline their specific procedures at the beginning of the season.

## **Pre-season Parent/Athlete/Coaches Meetings**

Coaches should arrange pre-season meetings with prospective team members and parents before the start of the season. It is suggested that a roster including the names of athletes, parent names, addresses, grade, and contact information be obtained at this time. This is also a crucial time to inform parents and athletes of team policies and consequences, as well as outline goals for the season.

## **Physical Examinations**

The Arkansas Activities Association requires that each participant in sports have a physical examination each year. This is to be completed prior to the first competition of any sport in which the student is participating. These forms are available at most doctors' offices and on the school's athletic webpage. Participants/Guardians must upload the physical to their Dragonfly account ([dragonflymax.com](http://dragonflymax.com)).

### **Participation and Playing Time**

Before any student can participate, the student must have an approved AAA physical examination, and he or she must meet the eligibility guidelines and rules for participation outlined by the individual coach. Players are expected to respect and follow any such guidelines or rules for participation. The following are general guidelines for understanding how athletic participation is determined:

- The student athlete must be a positive member of the program in order to participate
- Consistent effort and commitment are expected of all participants
- Placement or participation on any team is a professional decision made by the coaching staff
- Many factors influence a coach's decision in regards to playing time
- Player safety, effort, practice participation, knowledge and the influence on the team may affect a coach's decision

### **In Season Sports**

Athletes may participate in more than one sport at Sacred Heart in any one-sport season (fall, winter, or spring) if both coaches concur and cooperatively work out the details of practices, games, etc. with the athlete. The athlete who is attempting to play two sports at once must declare one of the sports as a sport of first priority. This means the athlete will attend all events (contests, games, practices, meetings, etc.) connected with that squad. The athlete may participate with the other squad during the time there are no obligations to the sport of first priority. It should be emphasized that the school can benefit from multi-sport participation and that disciplined athletes can be successful in both sports. The most important question to answer at all times is, "What is in the best interest of the athlete?" However, any suspended athlete is ineligible to participate in another sport until the period of suspension is completed.

### **Overlap of In-Season and Out-Of-Season Activities**

- A. All sports have a defined season as listed below and no sport shall operate to the detriment of any other.
- B. In-season sports shall always have precedence over out of season sports. Athletes of an in-season sport shall not be required or pressured to practice for an out of season sport, i.e. in no way shall the status and/or level of later involvement in an out of season sport be determined by participation in practices held during another in-season sport.
- C. Students should have the opportunity to try out for an out-of-season sport prior to the conclusion of their in-season sport, as long as it does not conflict with in-season practices and competitions as determined by in-season coaches and schedules.
- D. Cooperation should exist between coaches to reduce conflict for students.
- E. The support of the athletic director and school administrators is critical to the management of the season of participation policy.

### **Club Teams Policy**

During the school year, club teams are sometimes formed. Although we do not discourage participation on club teams, we do not encourage participation if an athlete is involved with a school-sponsored sport at the same time. The time and energy it takes to participate in a club sport during another season of sport can be physically and emotionally draining. Sacred Heart School sports should come first. Per AAA rule, during a sports season, it is illegal to compete in a club team of the same sport.

### **Transportation**

Teams will usually travel to out of town contests using the school bus. Occasionally, it may be necessary that we use parent drivers. The Diocese of Little Rock does not recommend school personnel transporting students in the same vehicle. Sometimes, the bus will stop on the way home from contests. Students should communicate to parents as much as possible via cell phone. Parents should be prompt in picking up students.

Parents may sign out their child (only their child) with the bus driver, prior to halftime of the last game. Your signature allows you to transport your child home, and releases the liability from the school.

#### **SCHOOL BUS:**

- a) Each time a bus/van is used to transport athletes to and from an athletic event, a coach must ride the bus with the squad. We cannot permit our athletes to be transported unless they are properly supervised.
- b) The coach riding the bus is to require the participants to conduct themselves as gentlemen/ladies. This is not the bus driver's responsibility.
- c) Obscene language, roughhousing, etc. will not be tolerated.
- d) Any athlete who does not conduct himself/herself properly is to be disciplined immediately by the coach in charge.
- e) Good behavior and discipline of the squad is the coach's responsibility at all times.

### **Addresses/Directions to Gyms & Fields**

Directions are available from the office the day before or the day of an out-of-town contest.

### **Cancellation of contests due to Weather**

Because contests are scheduled months and years ahead of time, it is rare that contests are canceled or postponed. However, when weather is questionable, parents will be updated via parent alert text as soon as possible.

If a student is unable to get to a contest site due to weather, the coach or sponsor should be notified as soon as possible. Unfortunately, games will normally not be canceled until late in the day, so school officials can make the best decision as to whether to hold the contest or not. As a general rule, if there is no school due to inclement weather, there will be no contest that night.

### **Dress Code for Participants and Coaches**

Coaches may require team members to dress up to contests. Specifics on the dress code should be outlined by the coach at the preseason parent meeting. Game day attire will be uniform among all athletes. Coaches are expected to dress professionally for games and practices, based on what is acceptable for a particular sport. Wearing of school colors is encouraged for practice attire.

### **Uniform Care**

Uniforms are one of the largest expenses for our athletic program. Good care of uniforms helps keep costs down. The Booster Club pays for the uniforms for sports such as: basketball, baseball, softball, cheerleading, cross country, tennis, and golf. When an athlete is issued a team uniform, they are expected to turn it in at the end of the season in the same condition as when it was issued. Because uniforms are made of a superior quality of fabric, little wear and tear or fading should occur with good care after one season. Uniforms contain tags with washing instructions, but typically should be washed in cold water with like colors, using no bleach. Tears or flaws in uniform construction should be brought to the attention of the coach as soon as they are noticed, and with as much time as possible before the next contest. Students are reminded not to wear game uniforms after games in the bleachers or to any event other than a competition. There is a replacement cost of \$250 per uniform.

### **Athletic Awards Program**

An athletic awards program will be scheduled in early May. Sports awards will be given at this time. All athletes are encouraged to attend free of charge.

### **Weight Room Usage**

The weight room facility provided for the use of student-athletes is only to be used under the supervision of a coach or faculty member or another adult designated by the administration and will be locked during the day.

### **Equipment**

Athletic equipment is a large expense for the school each year. If we take care of our equipment, money in the budget can be used to buy new items instead of replacing lost or damaged equipment. Students and staff are asked to help keep track of and take care of equipment, as this shows school pride and good stewardship. Students are to return their uniforms/equipment no later than five school days after the last competition. Failure to do so could result in a fine until the items are returned. Students will pay replacement costs for lost or destroyed uniforms. Students who abuse equipment during a P.E. class, an activity practice, or on their own time may be fined for the cost of the equipment.

### **Conflict Resolution**

No matter how much we try to prevent it, conflicts are almost certain to occur in school athletics. Those involved should do their best to follow the example of Matthew 18, and use the hierarchy that has been set up with the goal of simplifying the process of solving problems.

As Christians, we should remember to always put the best construction on everything, and work for the good of the team and school as a whole. Following Matthew 18 will not only help us as Christians get along better but will also make the gospel more evident to those around us.

**The following steps will be taken in the case of a an athletic problem:**

1. The student athlete talks with the coach to resolve the issue
2. The student athlete and parent will talk to the coach
3. The student athlete/parent/coach will talk with the athletic director
4. The student athlete/parent/coach/AD will meet with the principal

**Issues that should not be brought up with coaches from parents:**

1. Complaints about playing time
2. Position choices for student-athletes
3. Team strategy
4. Other student-athletes

### **State Qualifying Policy**

When a Sacred Heart team or individuals qualify for state competition, the school will **attempt** to provide the following support:

- 1) Transportation to and from the competition.
- 2) Overnight lodging(if needed): Sacred Heart will arrange lodging for all participants, managers, statisticians, and coaches, advisors/sponsors for the duration of the competition. Participation times will dictate for which nights lodging is needed.
- 3) Money for meals: When available, Sacred Heart will provide money for meals to each student and coach, advisor/sponsor involved for the duration of the competition.
- 4) Supervision: Coaches and sponsors are responsible for the supervision of all participants. All participants and managers are expected to stay together as a team, with the coach, advisor/sponsor at all times. Parents attending may also elect to get involved in the supervision, keeping in mind that the coach, advisor/sponsor is directly responsible and will make decisions regarding lodging, transportation, departure times, and meals.
- 5) Maps and Directions: The coach will provide maps and directions to the competition to anyone requiring them.

### **code of Ethics for Christian Fans:**

1. Spectators are an important part of the game and should at all times conform to accepted standards of good sportsmanship and behavior.
2. Spectators should respect the officials, coaches, and players at all times.
3. Enthusiastic and wholesome cheering is encouraged. We want EVERYONE to cheer on our student athletes. Be positive and join our cheerleading squad in the cheers. Lets create a true home court advantage for our teams.
4. Booing and disrespectful remarks should be avoided at all times.
5. Bells, whistles, or noisemakers of any kind are not acceptable and are against AAA rules.



6. To best represent our school, good sportsmanship is expected of all fans, coaches, and athletes.

### **Public Behavior by Athletes and Fans**

Spectators, coaches, and other members of our community are expected to follow the general guidelines of good sportsmanship as outlined above. Members of the Sacred Heart community involved in public action considered inappropriate by the coach or administration may be asked to leave the event. They may also be refused the privilege of participating or attending future athletic events until the situation is resolved and the standards are satisfactorily met. Sacred Heart expects that all participants in athletic contests-both athletes and spectators-maintain a high level of good sportsmanship. **EJECTION:** AAA rules require that any **SPECTATOR, COACH or PLAYER** who is ejected from a sanctioned competition will not be allowed to attend or participate in the next contest.

### **Extracurricular Eligibility Policy**

The extra-curricular program of Sacred Heart High School is a vital part of the mission and ministry of our school. We believe that extra-curricular activities and events provide an opportunity for students to practice their Christian faith, give public testimony to that faith, and represent their school in a way which gives glory to God and speaks well of the school's mission & ministry, people, and programs. This extra-curricular policy is meant to support the opportunities described above. Furthermore, it is intended to strengthen self-discipline, enhance physical and mental conditioning, improve the health of the participant, and provide due process for all students participating in sports and events while attending Sacred Heart. The extra-curricular program includes all activities and events, which are sponsored by the school outside the curriculum. This includes, but may not be limited to:

- interscholastic activities
- elected and/or appointed positions of responsibility, including class officers, student council, etc.
- clubs and other organizations, which represent the school
- honor positions, such as homecoming court, winter court, etc.

Any student may be excluded from participation in an extracurricular activity or event for (1) conduct constituting grounds for suspension or expulsion from the school, as established in board policy or any other violation of rules and standards of behavior under this policy; (2) failing to meet academic eligibility requirements; (3) transfer rules as defined by the Arkansas Activities Association. See the principal or athletic director for any questions or further details.

### **Disciplinary/Conduct Requirements and Policies:**

A student will be excluded only after the coach/athletic director/principal has investigated the alleged conduct or violation and has determined that this exclusion is needed to help the student, further the mission and ministry of the school, or prevent the student from interfering with the mission and ministry of the school. Before a student is excluded, he/she will be given

notice of such action, including the behavior and documentation, which resulted in the exclusion. The student will be given an opportunity to present his/her version of the behavior in question. If a student is guilty of an infraction of these rules, he/she will be subject to the disciplinary action described in this policy.

- I. Exclusion(s) is (are) to take place in the activity (or activities) that the student is currently engaged in or in the next activity in which the student plans to participate.
  - A. The coach/athletic director/principal may exclude a student from an activity (or activities) for any of the following infractions:
    1. Possession or use of any tobacco product, alcoholic beverage, or any other controlled substance.
    2. Engaging in any activity which is classified as a Class III Misdemeanor or more serious offense, as provided by the laws of the state of Arkansas; is classified as a Class IV or Class V Misdemeanor under the following categories:
      - i) unlawful possession of firearms on school grounds;
      - ii) use by minors of any alcohol or tobacco product;
      - iii) minor misrepresenting age to obtain any alcohol or tobacco product.
    3. Is not specifically identified above, but which constitutes a danger to other students, interferes substantially with a co-curricular activity or event, or is deemed by the administration to be unacceptable.
    4. Causing or attempting to cause physical injury to a staff member or another student. Physical injury caused by accident, self-defense or other action undertaken on a reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
    5. Failing to attend practice sessions without reasonable cause.
    6. Being involved in theft or damage or attempting to cause damage to private property, school property, property belonging to a school employee, property belonging to another school district, or property belonging to another student.
    7. Violation of standards of behavior described in the school handbook, which result in serious disciplinary consequences, including suspension and/or probation.
    8. Failure to comply with guidelines established by the staff member in charge of any school-sponsored co-curricular trip; this may include curfew violation, unacceptable behavior, leaving the activity without the expressed permission of the staff member in charge, etc.
    9. Engaging in any other conduct, either as a spectator or participant, which may not be described above, but which constitutes a substantial interference with the co-curricular program of the school.
    10. Failure to meet academic eligibility requirements as set by the Arkansas Activities Association.
- II. Disciplinary consequences are to be administered with as much uniformity as possible. Students who are excluded from participation in extracurricular activities or events will be provided due process.

- A. The coach/athletic director/principal shall, as soon as is reasonably possible:
  1. Communicate to the student and his/her parents/guardians the student's alleged conduct or violation of the rules or standards and consequences of these actions.
  2. File a copy of the written summary in the student's school file.

### **Academic Eligibility Policy**

Sacred Heart High School uses the AAA policy regarding academic eligibility. This policy is stated below:

#### **SCHOLARSHIP (ACADEMICS)**

A. Sacred Heart: In order to maintain our academic standard of excellence, every athlete is required to maintain a 2.0 GPA to be eligible for any athletic competition. Given the AAA requirements for 9-12th grade athletes, this will also help prepare our seventh and eighth grade athletes for those expectations.

B. Per AAA: Any athlete in 7th grade is immediately eligible for athletic competition. Eighth grade/first semester ninth grade students must pass four academic classes to be eligible. Ninth grade students must meet senior high academic eligibility by the end of the second semester in order to be eligible to participate in the fall of their tenth grade year.

Students who have finished two semesters of the ninth grade must follow all senior high (10-12) academic requirements.

**NOTE:** *After the second semester of the ninth grade, students who have not earned enough credits to be classified as a sophomore must meet the scholarship requirements for senior high (10-12) eligibility.*

B. **Senior High.** The requirement for senior high (10-12) eligibility shall include:

- Passing four academic courses; and
- A minimum GPA of 2.0, based on the previous semester.

The student must have passed four academic courses in the previous semester. Any of these four courses for which concurrent high school credit is earned may be from an institution of higher learning recognized by the Arkansas Department of Education.

**Academic Course Defined.** An academic course is one for which class time is scheduled, which can be credited to meet minimum requirements for graduation, which is taught by a teacher required to have state certification in the course, and which has a course content guide approved by the Arkansas Department of Education.

**Becoming Eligible or Ineligible.** A student may regain or lose academic eligibility the first day of classes in a new semester. Eligibility shall be determined twice per year, once at the beginning of the fall semester (August) and once at mid-term (January).

### **Transfers**

Sacred Heart High School uses the AAA policy on transfers. Students who enroll at a nonpublic school must do so by July 1 before entering the 7th grade to be immediately eligible for

interscholastic athletic participation. If they enrolled after that date, the student will not be eligible for 365 days from the date of enrollment for varsity. The student can play JV by getting the JVCSAP form signed. ([www.ahsaa.org](http://www.ahsaa.org))

### **Hazing**

Hazing is any form or type of physical, verbal, or emotional mistreatment, abuse or harassment of a student athlete in connection with participation on an interscholastic athletic team. Hazing activities of any type are inconsistent with the mission of Sacred Heart High School and are prohibited at all times, on or off school grounds and whether occurring during, prior to or after the school day or season. Sacred Heart prohibits any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student athlete.

### **Drug Testing Policy**

Sacred Heart Catholic School recognizes that drug abuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes and the total development of each individual. The Principal, Priest, and the Sacred Heart School Board are determined to help students by providing another option for them to stay away from drugs. Drug abuse includes, but is not limited to, the use of illegal drugs, alcohol, and the misuse of legal drugs and medications.

#### **A. PURPOSE OF A CHEMICAL ABUSE POLICY:**

1. To allow the students and parents in the Sacred Heart family to know that the school is concerned about their total well-being
2. To assist the students of Sacred Heart in resisting the peer pressure that directs them toward drug use/misuse
3. To establish high standards of conduct for students of Sacred Heart Catholic School
4. To identify any student who may be using/misusing drugs and to identify that drug
5. To assure that any chronic dependency is treated and addressed properly
6. To re-emphasize to the student his or her responsibility as a positive, Christian role model

- B. The provisions of this policy apply to students enrolled in Sacred Heart Catholic School in grades seven through twelve. No student will be allowed to participate in any activity outside the regular curriculum until a consent form for a drug test has been completed and signed by both the student and custodial parent/legal guardian and returned to the principal. Positive screening results are cumulative, meaning a third positive test at any point during the student's enrollment will result in loss of eligibility in the programs and/or loss of driving privileges for the remainder of the student's academic career at Sacred Heart.

#### **C. DEFINITIONS**

1. For the purposes of this policy, **prohibited substances** are those drugs which could be abused or misused under Arkansas Statutes, or which are controlled by the Food and Drug Administration unless prescribed by a licensed physician.
2. **Extra-curricular activities** are defined for the purpose of this policy to be participation in competitions, campus parking, school trips, presentations, and other activities.

The following list is an example of activities:

Baseball	Key Club
Basketball	Robotics
Beta Club	Quiz Bowl
Cheerleading	Softball
Cross Country	Student Council
Golf	Tennis
	Yearbook

May include others not yet formed or not listed.

- D. **Prescription Medications:** The detection of lawfully prescribed medication in the student's drug test is not a violation of this policy when taken in accordance with a licensed physician's recommendation or prescription to that specific student. Students who test positive but refuse to provide a current and valid prescription will be subject to the actions specified in this policy for a positive test.
- E. **Consent Form:** Student and custodial parents/legal guardians will be required to sign a consent form at the beginning of each year for drug testing. No student shall be allowed to participate in any extra-curricular activity or purchase a parking permit until the consent form has been signed by both the student and custodial parent/legal guardian and returned to the principal. Students transferring to Sacred Heart during the school year must sign the consent form during the first two weeks of enrollment.
- F. **Testing Selection Process:** One day at the beginning of the school year, all students participating in extra-curricular activities will be tested. Upon completion of this initial test, students will be subject to **random** tests throughout the year. The number of names drawn will be determined by the principal. (Usually no less than 2% and no more than 30% of the students enrolled in grades seven through twelve at the time of the test. Urinalysis will be the method utilized to test for the presence of abuse/misuse of drugs in the body. All students selected must report to the designated testing site and the school immediately upon notification.)
- G. **Testing Agency:** Sacred Heart Catholic School will choose a qualified agency for the purpose of collecting and processing samples and maintaining privacy with respect to test results and related matters. The testing agency will provide a Medical Review Officer (MRO) for the purpose of interpreting the results. Upon notification by the school, the

testing company will randomly select students by computer. Testing dates will be selected by the school.

- H. **Cost:** The cost of the initial test will be \$15.00 per student. If a student tests positive, we will add an additional \$12.00 to send the results to a Medical Review Officer (MRO).
- I. **Refusal to Submit to Testing:** Any student selected who refuses to submit to random drug testing and/or re-testing will be subject to the provisions of a positive test.
- J. **Testing Procedure:** All urine specimens will be taken at a designated collection site. Any student who is requested to provide a urine specimen will be directed to the collection site where the student will complete the necessary forms and will conform to all collection site procedures. All test results and MRO communications will be sent to the principal or his designee.
- K. **Analysis Process:** Testing protocol involves on-site collection and testing of urine samples. If a sample initially tests non-negative for any substance, that sample will be immediately retested. In the event that the second test reports negative, the sample will be considered negative for reporting purposes. A second non-negative test will result in the sample's being immediately delivered to the test vendor for confirmation with results provided directly to the MRO.
- L. **Results and Notifications:** All test results, including those verified by the designated MRO, will be reported to the principal or his designee. All reports will be in writing.
- M. **Records:** The principal or principal's designee will maintain all records concerning drug/alcohol testing and the school's designated MRO in a separate locked file. The records will not be kept in the student's regular file. Only the principal or the principal's designee will have access to the files. The files on each student will be destroyed upon graduation or two years after termination of enrollment. A student and the student's custodial parent/legal guardians may obtain a copy of his/her drug testing records upon written request.
- N. **Scope of Tests:** The drug screen tests for one or more illegal drugs. The principal or his designee shall decide from week to week which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug intoxication. As a quality control measure, the school reserves the right to send any urine sample that appears unusual in color and/or consistency to a laboratory for testing and confirmation or non-confirmation.
- O. **Limited Access to Results:** The results will be reported only to the principal or his designee.
- P. **Procedures in the Event of a Positive Result:** Whenever a student's test result indicates the presence of illegal drugs (positive test), the following will occur: If the sample tests

positive, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the principal or his designee, the student, the custodial parent or legal guardian, and the head coach or sponsor.

- Q. **First Positive Test Result:** Upon verification of a positive test result for any donor, the custodial parent/legal guardian will be notified, and a meeting will be scheduled with the principal or principal's designee, the student, the custodial parent/legal guardian, and the student's head coach or sponsor. Counseling and/or rehabilitation will be required for the student who tests positive. The student will be suspended from all extra-curricular activities and the privilege of parking on campus for 10 school days.
- a. A student testing positive may be required to practice or participate in off-season activities at the head coach's or sponsor's discretion. He/she cannot compete or dress out for any competition.
  - b. Within one (1) week of the conference, the student must receive or be enrolled in substance abuse counseling from an alcohol and drug abuse agency that is certified by the Arkansas Department of Mental Health, Division of Alcohol and Drug Abuse. The parents/guardians are responsible for all costs associated with the counseling. The parents/guardians must provide written verification that the student has been seen by the alcohol and drug abuse agency at least once before the student is allowed to begin participation again. If the student does not attend counseling, the suspension will become 20 school days.
  - c. On day eleven, eligibility will be restored provided the student submits to a school test with negative results (at the expense of parent-guardian).
  - d. The student will be required to submit to drug tests for the rest of the school year at the expense of the parents/guardians at least monthly.
- R. **Second Positive Result:** For the second positive result, the student will be suspended from participating in any extracurricular activities and parking on campus for 365 days.
- a. The student will be required to be enrolled in substance abuse counseling. The parents are responsible for all costs associated with the counseling. The parent/guardian must provide written verification that the student has been enrolled and is participating in counseling.
  - b. The student will be required to submit to monthly drug tests for 365 days from the third positive test at the expense of the parent/guardian.
- S. **Third Positive Result:** For the third positive result, the student will be ineligible to participate in any extra-curricular activities for the remainder of their high school career.
- T. **Non-Punitive Nature of Policy:** No student shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of

drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, the school shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified as soon as possible by the school.

- U. Other Disciplinary Measures:** The school may also issue disciplinary action when founded upon reasonable belief and suspicion that a student has participated in drug activities as stated in the Student Handbook.

### **Sacred Heart Athletics Social Media Code of Conduct:**

Social network sites such as Facebook, Twitter, TikTok, YouTube, Instagram, Snapchat, blogs, and other digital platforms and distribution mechanisms facilitate students communicating with other students. Participation in such networks have both positive appeal and potentially negative consequences. It is important to be aware of these consequences and exercise appropriate caution if student-athletes choose to participate in them. Student-athletes are not restricted from using any on-line social network site or digital platform. However, users must understand that any content they make public via on-line social networks or digital platforms is expected to follow acceptable social behaviors. One of the biggest lessons social network users can learn is that anything posted online enters the public record. You never know who may see it. Users should also always be sensitive to how others might perceive their profiles and comments.

The following guidelines are intended to provide a framework for student-athletes to conduct themselves safely and responsibly in an on-line environment.

1. Be careful with how much and what kind of identifying information is posted on social networking sites. Virtually anyone can access your personal page. Once something is posted, remember the information becomes property of the website.
2. Be aware that potential current and future employers and college admission offices often access information placed on social networking sites. Once placed, the information is considered public information.
3. Do not have a false sense of security about your rights to freedom of speech. Freedom of speech is not unlimited. The on-line social network sites are not a place where you can say and do whatever you want without repercussions.
4. Remember photos put on the social network site's server becomes their property. A photo may be deleted from a profile but it stays on their server.

Sacred Heart student-athletes should avoid:

1. Derogatory language or remarks about teammates, coaches, other student-athletes, teachers, administrators or parties in other schools.



2. Demeaning statements about or threats to any third party.
3. Incriminating photos or statements depicting violence, bullying, hazing, sexual harassment, vandalism, stalking, underage drinking, selling possessing or using controlled substances, or any other inappropriate behaviors.
4. Creating a serious danger to the safety of another person or making a credible threat of serious physical or emotional injury to another person.
5. Indicating knowledge of an unreported school or team violation or felony regardless if the violation was unintentional or intentional.

Student-athletes could face discipline and even dismissal from the team for violations of the Social Media Usage Policy. Consequences will depend on the severity and the frequency of the infraction and will be handled on a case by case basis with the coach, athletic director, and principal.

**SIGNATURE FORMS:****COACHES NOTIFICATION**

I have thoroughly read, understand and will comply with the activities handbook and extra-curricular policy of Sacred Heart Catholic School. I will review this policy with my athletes. I agree to the provisions of this policy, and I will make every effort to follow through on the responsibilities placed on me by the rules/regulations outlined in this document.

Coach Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENTAL NOTIFICATION**

I have read the activities handbook and extra-curricular policy of Sacred Heart Catholic School. I will review this policy with my child. I agree to the provisions of this policy, and I will make every effort to have my child agree with the provisions of this policy.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STUDENT ACKNOWLEDGEMENT**

I understand the extra-curricular policy and will follow the guidelines or understand that appropriate consequences will be applied.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This notification must be signed and returned to the athletic director, who will keep it on file. Failure to return this notification could result in exclusion from activities.