

DARTMOUTH HIGH SCHOOL  
**PEBS MATRIX**  
 PEBS = Positive & Effective Behavior Supports



*"You must be the change you wish to see in the world."  
 — Mahatma Gandhi*

*"Life is 10% what happens to me and 90% how I react to it.  
 We are in charge of our attitudes."  
 — Charles Swindoll*

E X P E C T A T I O N S			
	RESPECT FOR SELF	RESPECT FOR OTHERS	RESPECT FOR ENVIRONMENT
<b>Instructional Areas</b> Classrooms, Gymnasium, Uzbry, Labs, Room 12B, Keating Hall, Waighi Room)	<ul style="list-style-type: none"> <li>Make decisions that support your personal success</li> <li>Practice active listening</li> <li>Take pride in your abilities</li> <li>Participate</li> <li>Be responsible for actions, belongings, and choices</li> <li>Come to class prepared</li> <li>Dress appropriately</li> <li>Be yourself</li> </ul>	<ul style="list-style-type: none"> <li>Contribute to a safe environment</li> <li>Use appropriate language and volume</li> <li>Be considerate of others and their property</li> <li>Appreciate and celebrate diversity</li> <li>Be fair, positive and encouraging of others</li> <li>Be on time</li> <li>Engage in new ideas</li> <li>Accept others for who they are</li> </ul>	<ul style="list-style-type: none"> <li>Contribute to a healthy environment</li> <li>Keep all areas clean and organized</li> <li>Put garbage or recyclables in proper receptacles</li> <li>Use equipment, materials, and spaces appropriately</li> <li>Interact positively with the surrounding community</li> </ul>
<b>Non-Instructional Areas</b> (Hallways, Cafeteria, Workrooms, Lunchroom, Game Room, School Community, Batwells, Main Foyer, Locker Rooms)	<ul style="list-style-type: none"> <li>Walk directly to appropriate destination</li> <li>Communicate in a positive manner</li> <li>Dress appropriately</li> <li>Be aware of how your words and actions impact others</li> </ul>	<ul style="list-style-type: none"> <li>Engage in responsible citizenship</li> <li>Share common spaces and resources</li> <li>Use appropriate volume, language and tone</li> <li>Be considerate to others</li> </ul>	<ul style="list-style-type: none"> <li>Students on Study Block should be in the library, cafeteria, or outside</li> <li>Utilize study block in a responsible, constructive and productive manner</li> </ul>
<b>All Other Settings</b> (Field Trips, Extra Curricular Activities, School Events, Lunch hour, Journeying, School Bus)	<ul style="list-style-type: none"> <li>Listen to person in charge of the activity</li> <li>Take responsibility for your belongings</li> <li>Be a strong and willing ambassador for DHS</li> </ul>	<ul style="list-style-type: none"> <li>Conduct yourself relative to expectations of settings</li> <li>Use appropriate and respectful voices and language</li> </ul>	<ul style="list-style-type: none"> <li>Be aware of safety procedures</li> <li>Demonstrate an open mind and willingness to learn and respond appropriately</li> </ul>
<b>RESPECT FOR LEARNING</b>			

*In our school we believe that all students and staff should treat themselves, others, the environment, and learning with respect at all times.*

# DARTMOUTH HIGH SCHOOL

## ATHLETIC POLICY & PROCEDURES 2022-2023



## Policy Statement

Athletic involvement is a learning experience promoting genuine cooperation, competitiveness and sportsmanship in the belief that these values encourage and develop maturity, discipline, and self-esteem. The athletic program at Dartmouth High School is open to any student in grade 9-12; however, being a student-athlete is a **privilege**, and with this privilege comes **responsibilities**. All student-athletes are expected to demonstrate good citizenship as an ambassador for the Dartmouth High School community.

This document was developed within the guidelines of the SSNS Handbook, with input from the School Administration, the Athletic Director, Student Council, student focus groups representing the majority of sports offered at Dartmouth High, and the School Advisory Council. Its purpose is to provide guidelines and support for all school athletic programs.

As a member of the School Sport Nova Scotia (SSNS), Dartmouth High adheres to the ethics, guidelines, rules and regulations governing high school sport as outlined by the School Sport Nova Scotia Handbook. Dartmouth High School supports the following statements communicated on the last page of the SSNS Handbook.

### SSNS Statement of Beliefs:

1. Interscholastic athletics should be an integral part of the school program at the secondary level, not apart from it.
2. All concerned with school athletics shall encourage and promote positive race relations, cross cultural understanding and human rights with respect to race, culture, ethnicity, gender, ability, lifestyle, diversity, and religion..
3. Students should be encouraged to participate in a variety of school activities.
4. All participants in interscholastic athletic competition are to compete with the highest degree of good sportsmanship and fair play and promote good, friendly relationships.

**J) Transportation** - School team sports are school activities and as such, I am not permitted to drive teammates or be driven by teammates or fellow students to games or practices as per school policy.

\*Rules and Regulations under School Sport Nova Scotia (SSNS) also apply. See handbook at [2022-2023 Handbook Eng FINAL.docx](#)

**Student:** \_\_\_\_\_

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

*My signature expresses my firm commitment to the team and the school community.*

Revised August 2022/AD

**F) Athletic fees/Uniform/Equipment** - I have an obligation to pay my athletic fee. A payment plan maybe necessary with the involvement of a parent/guardian. I will participate in fundraising activities as required. I am expected to keep equipment clean and in good condition. I will return practice and game uniforms and/or equipment loaned to me within a week after the season is over. If not, I will be invoiced for the full cost.

**G) I am representing myself and the Dartmouth High School community at all times as a student-athlete.** My conduct on the floor/field/ice/ will be exemplary; this means I will not draw attention to myself or embarrass my team, the coach or the school. I am expected to accept the decisions of the game officials.

**H) The use of profane or abusive language, including racist, sexist or homophobic comment is unacceptable at all times and in every circumstance.** My coach is expected to comply with the school to remove players from the floor or bench who cannot demonstrate excellence in this very important area.

**I) Playing on a Varsity team (A team or Division 1 team) means that I cannot play on a community/ club sport at the same time. Also, I must live within the boundaries of the school to play.** These rules are stipulated by the SSNS.

5. All members of the coaching staff should cooperatively strive to serve the best interests of the students.
6. Generally, sport seasons should not overlap. Students should not find it necessary to divide or choose their athletic interests before one sport season is completed and another begins.
7. Member schools should establish policies for starting dates for team selection and practice time which ensure that the "in season" sport is given a legitimate opportunity to develop.
8. Taking part in school sport should be enjoyable as well as provide opportunities for personal growth and skill development.
9. Administrators and coaches should cooperatively establish school policies and procedures for the interscholastic athletic program which address areas such as:
  - a) requirements for participation
    - academic performance
    - standard of conduct
    - attendance
  - b) adherence to SSNS eligibility
  - c) adherence to SSNS regulations
10. The demands being placed upon students and coaches in an athletic program should be closely monitored and evaluated in terms of the overall objectives of education. Student-athletes and teacher-coaches need time for other pursuits during the season. The schedule of games and practices should provide days off for those involved to rest; to be with their families; to do school work; to prepare lessons, etc. o to pursue another interest.

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### Keeping the School in School Sports

As per SSNS requirement, all DHS coaches are required to complete the "Keeping the School in School Sport" 3-hour video training module as a pre-requisite to accepting a coaching position in schools. This program is one of the first of its kind in Canada and speaks to the role of the coach in delivering educationally sound learning experiences to student - athletes as the foundation upon which interscholastic athletics is built.

It is understood that effective coaching goes beyond skills and drills; it involves dealing with other issues that come up when working with student athletes. As a consequence, it is important that our coaches work and communicate with student athletes in a manner that reflects the language and the philosophy of the school setting.

It is therefore, important that coaches align their respective program and coaching styles with the school policies and protocols to positively impact on the players' confidence as well as their physical, social and emotional well-being.

#### DHS Positive Effective Behaviour Support (PEBS) in an extracurricular setting

**"The basic goal of discipline [in any setting] ... should be to develop and promote the growth of student self-discipline, respect for self and others, and to encourage and reinforce responsible behaviour."**  
James, D. Coombs

In keeping with the philosophy of our Positive Effective Behaviour Support Program, it is recognized that discipline is a learning process where individuals are taught to behave in a manner that is consistent with stated expectations. PEBS encourages students to demonstrate RESPECT as a fundamental value not only in their own development, but also within the community (the team). The PEBS Matrix is inserted on the last page of this Handbook for your perusal. Behavioural expectations are outlined in under each of the following headings:

- C) **I will practice hard and perform to the best of my ability during practices and games.** I will respect the coach's authority, wisdom and decisions for the good of the team by supporting my teammates and demonstrate excellence by playing hard at all times. I will map out a schedule that will not conflict with team expectations and will notify my coach if I am not able to attend a practice or a game
- D) **I will not experiment with or use drugs, alcohol, vape or tobacco products.** My involvement in any of the afore mentioned including **CHEW** will result in suspension and/or dismissal from the team. My coach is expected to report use of any of the above to the Athletic Director or School Administration.
- E) **I will not participate in any form of abuse, verbal harassment, humiliation or degradation to my team members. It is understood that my coach or the School administration will not tolerate any form of hazing.** I have a responsibility to discourage this kind of behaviour knowing that I will be removed from the team if I choose to participate or incite others to engage in these behaviours.



## 2022-2023 Dartmouth High School Athletic Agreement

Player's name: \_\_\_\_\_ Gr. \_\_\_\_\_ Team: \_\_\_\_\_

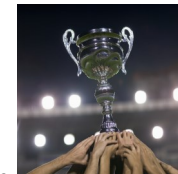
*Please print*

**Congratulations on being chosen as a member of this Athletic Team!** Being a student-athlete is a privilege and with privileges come responsibilities. As a team member, your coach, your teammates, your parents/guardians and school community members are counting on you to demonstrate good citizenship and to be a good ambassador for the Dartmouth High School community. Athletes are expected to embrace the Spartan tradition of pride and excellence in:

**Attendance, Citizenship, Academic Performance and Sportsmanship.**

- A) **I am aware of the Academic eligibility requirements and consequences outlined in the Athletic Policy. I am a student first and an athlete second.** Failing to complete and submit assignments or maintaining acceptable grade levels indicates my inability to handle the load of being a student and an athlete.
- B) **I must adhere to the PEBS Matrix behavioural expectations and apply them in my team sport setting: Respect for Self; Respect for Others; Respect for the Environment; and Respect for Learning.** I am expected to demonstrate respectful behaviours and to be treated with respect in all aspects of school life.

**Respect for Self  
Respect for Others  
Respect for Learning  
Respect for the Environment**



While the PEBS program encourages coaches to recognize and reward positive behaviours, it also allows for a process to deal with disrespectful behaviours that threaten or detract from the progress of the team. Athletes are provided with ample opportunities to demonstrate the expected behaviours, but failing this, there are consequences for unacceptable or inappropriate conduct as outlined in our school Code of Conduct.

### Coaching

We recognize and appreciate that coaching is volunteer work which requires a great deal of time and commitment on the part of the coach. However, quality coaching, more than any other factor will determine the calibre of our school's athletic program as well as the development of our student athletes over the course of their high school career.

Coaches are selected at the discretion of the Athletic Director in consultation with school administration.

The selection process includes an interview, and a Criminal Records Check and a Child Abuse Registry Check. DHS head coaches are at least 21 years of age and must have an updated First Aid Certification and a NCCP Level 1 certification in the specific sport they are coaching. Allowances will be made for those pursuing certification.

Assistant Coaches may be recommended by the Head Coach; however, they must follow the same hiring process and must be pre-approved by the athletic director and school Administration. A coaching compliment of male and female coaches/assistants is recommended for all athletic teams.



## School Coach

A school coach is a current staff member at the school and is employed by the Halifax Regional School Board. A school coach is expected to meet the same qualification standards and criteria as all coaches. Consideration for appointment is given on an **annual** basis depending on the needs of the school.

## Outside Coach

An outside coach is someone who is coaching at the school, but is not employed by the Halifax Regional School Board. Consideration for hire is given on an annual basis depending on the needs of the school. Coaching priority is given to staff members. Each outside coach is required to have a school staff member as a liaison Staff Advisor who is present at all games and tournaments and must be in the building for practices.

## Staff Advisor (Teacher Liaison)

The staff advisor is responsible to attend all home and away games and must be available for practices. It is also mandatory that he or she travels with the team for any over-night trips.

The Staff Advisor must ensure that the required documents are completed for transportation of the athletes between schools for games. Teachers must be notified re: missed classes in advance for games or tournaments as per school protocol. However, it is the responsibility of players to complete the School Activity Form for classes being missed and submit it to the office for appropriate coding. All related forms may be obtained at the office.

The staff advisor is responsible for the timely distribution and collection of Credit Check forms for athletes on the team. Once completed, these forms are then passed into the Vice-Principal by the staff advisor.

The staff advisor is also responsible for the collection of any fees, Missing receipts, and then submitting accurate financial records to the Athletic Director. Any requests for purchasing must be made through the staff advisor to the Athletic Director.

5. A student suspended for chronic disruptive behaviour, or who has had multiple suspensions may be ineligible to participate on his or her current sport for the remainder of the term upon review by the school's administration. Participating on another team or engagement in extracurricular opportunities will be at the discretion of the school's administration.
6. Coaches have the right and responsibility to suspend the practices or game participation privileges of any athlete exhibiting disrespectful behaviours to team members, coaches, officials and spectators.
7. Failing attempts to resolve ongoing issues with a player with the involvement of the school's Administration and parents of the athlete, coaches have the right to recommend the dismissal of a player from a team. This must be done with prior consultation with the school Administration

## Suspensions

1. Dartmouth High Students who are suspended from school are not eligible to participate in events, competitions, practices or meetings while suspended. If there is a weekend game, practice or meeting in the middle of the suspension, the student cannot participate until they return to school.
2. Student athletes suspended for disruptive behaviours will be subjected to a probationary period as determined by the school's Administration in consultation with parents, the Athletic Director and the coach. During this time, the student is expected to demonstrate the desired behaviours and a willingness to cooperate before being reinstated to the team.
3. The school's administration reserves the right to extend the probationary period from the activity or to declare the student ineligible to participate in a specific sport depending on the severity of the situation.
4. On a case by case basis, the eligibility of a student with multiple suspensions will be reviewed with the involvement of the parents. The decision to have a player remain on a team will be determined by the school's administration in consultation with the coach.

All purchases for must be brought to the attention of the AD and must be pre-approved by the school's administration.

The staff advisor will inform the school administration or the athletic director immediately if a concern or problem arises with the team.

Some teams may choose to have a team manager in which case, the manager may share some of the responsibilities of the staff advisor, but ultimately the staff advisor will be responsible for ensuring that all respective duties are carried out.

### Athletic Director (AD)

The AD's role is to foster a good working relationship between the athletes, the coach, the Federation, the parents and the school. He/she is responsible for the day to day operation of the Athletic Program and meets once every month with other Athletic Directors.

At the start of each season, the AD must have information in this document to each coach and players and must ensure that coaches complete the mandatory NSSAF **"Keeping the School in School Sport"** video training module prior to their engagement with a team.

He/she provides support for the coach administratively and financially and communicate pertinent information from the school or the Federation to coaches throughout the duration of the sport in season.

The AD is responsible to review any problems or concerns brought to his/her attention. After all aspects of the situation have been examined, the AD will forward his/her recommendation to the school's administration for appropriate action.

The AD works closely with the school administration and staff advisors for the collection of athletic fees and must ensure that each team is adequately equipped with uniforms and appropriate practice and game equipment.

The AD will exercise flexibility in scheduling Gym/Field/Court time, with priority given to the sport in season and /or those sports heading into playoffs. Factors affecting schedules should be considered, i.e. coach's work schedule, etc.

The AD will ensure that all selected players for each team receive Athletic Contract outlining the guidelines for students to participate on a DHS team. This contract must be signed by the player.

The AD is present for all meetings with parents and coaches. He or she will facilitate meetings with parents, the coach and the school administration when required.

The AD is required to assign staff advisors to teams., but should check in routinely with each team.

## Responsibilities of the Coach



The SSNS outlines the role of the coach in its handbook ([sites.google.com/gnspes.ca/nssaf](https://sites.google.com/gnspes.ca/nssaf)). It is strongly recommended that all coaches become familiar with the contents of this handbook. At Dartmouth High, the coaches are also expected to do the following :

1. Sports are an extension of school life and as such, it is the expectation that the coach respects, supports and applies the school's philosophy, Code of Conduct, and PEBS program in all aspect of team activities. It is also the expectation of the coach to enforce and abide by all rules and regulations outlined by the SSNS
2. Team selection should be carried out in a fair and equitable fashion. Criteria for becoming a team member and expectations of the players, including conduct, should be outlined to potential players at the first try-out.
3. Selected players will sign a Player Contract. The player will not participate in practices or games until this contract is signed by the player and a parent, and returned to the Coach or the Staff Advisor.

## Previous Semester Eligibility (current or previous year)

Students withdrawn from **or failing one course out of three** at the end of the previous semester may not be eligible to play, tryout or compete in any sport. If the student was **withdrawn from or failing two courses** from the previous semester, he or she will be ineligible to tryout or compete.

# of Courses Attempted	Passed all courses	Withdrawn from or Failed 1 course	Withdrawn from or failed 2 courses
4	Eligible	Eligible	Not Eligible
3	Eligible	1 course withdrawn Failing grade in 1 course Academic Probation Reinstatement at the discretion of the Administration & Athletic Director in consultation with the coach	Not Eligible



## Current Semester Eligibility

A student must be enrolled in a minimum of **three courses per semester throughout the school year** and must be in **good academic standing**. This means the student should be actively engaged and passing all courses.

# of Courses	Passing All Courses	Withdrawn from or Failing 1 course	Withdrawn from or failing 2 courses
4	Eligible	Eligible	Not Eligible
3	Eligible	1 course withdrawn Failing grade in 1 course Academic Probation for 2 weeks to achieve a passing grade. Student may not participate in team events, practices, meetings or competitions. Failure to achieve passing grade will result in loss of eligibility.	Not Eligible
2	Not Eligible	Not Eligible	Not Eligible

4. Once the team is chosen, the coach should have a parents' meeting to communicate all aspects of the school and coach's expectations for their child's involvement on a team. Coaches are encouraged to hold subsequent meetings as required to maintain a steady flow of information. Fundraising endeavours and purpose must be clearly communicated to parents.

5. Coaches have the option of soliciting a Team Manager (Parent) who will be in charge of organizing such things as gate, drives for players and communicating activities to the rest of the parents on the team.

6. The coach is regarded as a role model, and as such is expected to model positive and appropriate behaviours at all times. It is imperative that the coach takes a strong stand against the use of profanity, abusive, harassment, racist or sexist language, as well as any other untoward conduct. Coaches are encouraged to review **Section 11.2 of the SSNS Handbook** and the **HRSB and DHS Codes of Conduct**.

7. The consumption of any alcoholic beverage, at any time during or after a game, is forbidden. Use or possession of drugs or alcohol must be reported immediately to the school's administration. Also, the use of tobacco product (including chew) is prohibited. Consequences for these behaviours will be applied as outlined in the School Code of Conduct. See **Section 12 A. 1, 2 of the SSNS Handbook**.

8. The school has taken a zero tolerance position on any form of hazing or negative initiation to a team.

a) Team members are not to be subjected to humiliation, degradation, abuse of any kind, or be put in a position to carry out demeaning tasks for the team or another team member even if it is felt that permission has been granted or implied by the athlete.

b) Consequences for such behaviours will be enforced and athletes who choose to engage in these behaviours will jeopardize their position on a team and will be dealt with as per the school's Code of Conduct.

c) Coaches have the responsibility to clearly communicate the school's position on such behaviours and must not encourage or tolerate any form of the above mentioned behaviours. These behaviours must be reported to the Athletic Director or School administration.

9. Any form of discipline of the athletes must be communicated directly by the coach or school administrator and never by teammates. In keeping with the School's Code of Conduct, it is important that the athlete's dignity and self-worth remain in tact whenever disciplinary measures are imposed.
10. The coach is responsible for the supervision of the facilities and equipment which they are using. When competing at a venue other than Dartmouth High, the coach is responsible for the safe conduct to and from that venue. The coach should be the first to arrive and the last to leave.
11. At the beginning of the season, coaches must receive permission to enter extra tournaments from the Athletic Director. **The number of contests allowed in each sport is regulated by the SSNS.**
12. An atmosphere of cooperation and understanding must exist between coaches so that athletes who are involved in multiple sports do not become caught in the middle.
13. The school will inform coaches of any ineligible or suspended students. Coaches are expected to support the school's administration by adhering to the sanctions stipulated by the school regarding these students.
14. All results should be reported to the media immediately after the game. When being interviewed by the press, all comments should be well thought-out and non-confrontational. At no times are the decisions of the referees/umpires to be questioned in the media.
15. Coaches are to inform staff of student-athlete absences for an athletic event in a timely fashion. This will allow teachers time to rearrange tests or assignments. **One week notice is required to the Athletic Director when possible.**

## General Eligibility

1. A student must be under 19 years of age as of September 1st in that school year to be eligible to play High School sports. A student is eligible for three consecutive years, beginning with the first year of high school (Grade 10), or four years if attending high school starts in Grade 9.
2. Any student who transfers schools during the school year with an accompanying change of legal residence within the boundaries of the school by the student's parent(s) or the student's legal guardian, with whom he/she has been living with during the previous school enrolment, shall be eligible immediately to play or try out for a school sports team.
3. Any student who transfers schools during the school year without an accompanying change of legal residence within the boundaries of the accepted school area by the student's parent(s) or the student's legal guardian with whom he/she has been living with during the previous school enrolment, shall be required to be in the new school 30 days from the date of enrolment to establish eligibility.
4. Furthermore, the said student is ineligible to represent the new school in any sport in which he/she represented the previous school in the current school year.
5. Students who participate in a Department of Education-approved International Student or Exchange Program shall be eligible provided they meet the age requirement in that same year.
6. A student who transfers from any other member school with a status of ineligibility for disciplinary or academic reasons retains such status for the same time period as determined by the former school and/or an agent of the SSNS

## Missing Classes for Games or Tournaments

1. Coach/Staff Advisor/Manager must have the team schedule approved by the Athletic Director before season begins.
2. If the athletes are missing time from classes for games or a tournament, the Staff Advisor is expected to communicate the names of the athletes to the appropriate teachers and must ensure that the School-Based Activity Form is completed.
3. Student athletes must notify teachers, preferably a week in advance, but a minimum of two teaching days prior to missing classes by completing the School Based Activity/Trip form.
4. The Coach/Staff Advisor/Manager will give the student athlete and parent or guardian advance notice, whenever possible, of two weeks minimum for classes being missed.
5. In accordance with the Halifax Regional School Board's policy of attendance, any student participating in a school team activity shall be coded ACT in PowerSchool. Staff Advisor/Manager/Coach must provide information to the office, by way of School-Based Activity/Trip forms, prior to leaving for the activity.

## Communication/Media

Coaches/advisors are encouraged to contact the media following home games. Also please submit items for the newsletter or the web site to the Athletic Director while your activity is running. Media contact phone numbers, fax numbers and e-mail are listed below.  
 Chronicle Herald - Phone # 426-2812 Fax # 426-1158 E-mail [sports@herald.ns.ca](mailto:sports@herald.ns.ca)

16. The coach is required to carry a copy of all team members' medical information with him/her and make sure all injuries are reported to the Athletic Director. An incident report form must also be filled out for insurance purposes. The coach is also required to have a First Aid kit on hand at all times.
17. Fees will be set by each coach in consultation with administration depending on the needs of the team. The coach must make sure athletes have met financial obligations to the school during the first 2 weeks of the season.
18. Athletic fees or other team funds must not be collected by teammates. Students' financial situation must be handled in a confidential manner.
19. The Athletic Director should be made aware of students in financial difficulty. Staff advisors are to collect fees and submit to the Athletic Director. See responsibilities of the Staff Advisor.
20. All funds collected by the team must be deposited with the school. No separate accounts outside the school are to be kept. Athlete turning in money should be issued a receipt. **The teacher liaison is to keep a full account of all funds.**
21. For students involved in more than one sport, it is the responsibility of the coaches whose sports overlap to communicate with each other when games and/or practices are in conflict.

## Transportation to and from games

Students are not to be put in a position to drive himself/herself, fellow teammates or any other student to school activities. Students may travel by public transportation, taxi (school approved) or with a parent, coach or staff advisor. If a game occurs after school hours or on a weekend, **it is the responsibility of a parent/guardian to make certain that their son/daughter arrives and returns safely from the game.** Parents/Guardians of team members are encouraged to make arrangements to share driving responsibilities of the team members.

The **J-Form**, available at the school, must be completed and turned into the office. The school bears the responsibility of providing students' transportation back to the school at the end of away games. If parents/guardians are not available. Players are expected to communicate their transportation needs with their coach or staff advisor.

### Schedules/Facilities use (Team Games)

Coaches are asked to submit their practice and Game schedules to the AD for upload on the calendar on website. If there is a change in any game/practice, it is mandatory that the AD be contacted immediately. The calendar on the school's APP/website will be updated to reflect the sport(s), in season for games and practices.

Games may be cancelled at the discretion of the Principal due to inclement weather. Storm days can cause some problems, communication with the Principal and the Athletic Director is important.

6. The student cannot decide unilaterally in which sport to participate in the event of overlapping games. The earlier starting season takes priority. However, coaches may negotiate with each other and communicate with the player if there are special circumstances around a particular game, scouts, etc.
7. A student who decides to leave a team before the end of the season may not automatically join another team. The Athletic Director will report these situations to the school's Administration who will review and determine if the student may tryout for another team. This will be dealt with on a case by case situation.
8. A student may become ineligible to participate in a school sponsored activity if, at the discretion of the school, the involvement in an outside school activity and the added involvement in a school sport is having an adverse effect on that student in either their academic standing or their performance on the school team.
9. Student athletes who are not in school and in full attendance of all classes on the day of a practice or game are not able to take part in the sport. Failure to follow this could lead to default of the game and possible removal from the team. Student athletes should be made aware of the potential consequences of neglecting this very important rule
10. Athletes are responsible for the uniform/equipment they are assigned. Lost or stolen uniforms will be replaced at their own expense.

## Responsibilities of the School and Students



1. All participants involved in extracurricular activities must have paid all registration fees and have a valid Student ID.
2. Teams are expected to raise adequate funds to cover costs associated with the team for each season.  
Team funding can come from the following sources:  
Athletic Fees  
Fundraising  
Sponsorship  
Admission Fees
3. Students-athletes will not be punished academically for extra-curricular involvement, but the athlete has a responsibility to maintain regular attendance, arrive on time for all classes and maintain passing marks. See eligibility chart in this document.
4. Sports offered at Dartmouth High may vary from year to year depending on the interest and coaching availability. Junior Varsity (B) Teams may be organized based on need and will follow the same criteria and procedures as the A teams.
5. While participating in multiple sports is often desirable by both parents and students, concerns regarding the student's ability to physically and mentally handle two or more commitments must be taken into consideration, especially in light of the academic demands placed on the student by the semester system.

## Finances

1. Coaches must have a budget ready for the AD which includes expected revenues and expenses for the season. Under the coaches' direction, a manager (parent) should be in charge of arranging activities such as fundraising, gate and even travel arrangements (when necessary).
2. The school will provide support for the team, but it is the responsibility of the team to raise funds to defray costs of activities associated with the team.
3. Each student athlete will be charged a user fee to participate in the sport. It is recommended that the fee be collected prior to the team's first game in order for the athlete to play. However, a private conversation with individual students may be necessary to provide information for the students to seek financial assistance or to establish a mutually agreed upon payment plan. These funds are to be collected and tracked by the staff advisor and a receipt must be issued to each player upon receipt of payment.
4. It is strongly suggested that each athlete provide a post dated cheque for the end of the playing season for their uniform and or equipment. This should be collected at the beginning of the season. Students who do not return uniforms and want to play another sport will not be eligible for tryout until their uniform/equipment is returned or the replacement cost is paid in full. Denying access to other extracurricular activities will be considered until this is resolved.
5. **All monies are to be turned into the school; outside accounts are not permitted as per HRCE policy.** When money is turned in, make sure the team is identified and that you received a receipt for the sum of money turned in. Staff Advisors are to obtain a revenue sheet and a receipt book from the school principal, or Athletic Director, in order to keep track of team funds.