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Forms:	Lonoke Public Schools Purchasing Procedure
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I. Philosophy of Athletic Program and Coaching

- A. The philosophy of the Lonoke Schools District's competitive sports is to maintain a broad-based program that will afford all students with athletic interest an opportunity for safe participation in the sports of their choice.
- B. The coaches shall:
 - 1. Deal with the athletes with firmness but fairness in order to establish the leadership they respect and admire.
 - 2. Create enthusiasm for success and motivate high ideals in the process.
 - 3. Establish goals and then create the desire to pay the price to attain these goals.
 - 4. Maintain an organization to which it will be an honor to belong.

II. Coordination of the Athletic Program, Grades 7-12

- A. Organization is the key to the coordination of the athletic program.
- B. The structure of the athletic program and the participants included are:
 - 1. Grade 9-10-11-12
 - a) Boys: football, basketball, baseball, track, golf.
 - b) Girls: volleyball, basketball, softball, track, golf.
 - c) The programs for both boys and girls are electives and are available to any student who conforms to the high ideals and standards of athletics.
 - 2. Grades 7-8
 - a) Boys: football, basketball, track
 - b) Girls: volleyball, basketball, track
- C. There must be an adequate, capable, cooperative, and enthusiastic coaching staff at all levels.
 - 1. Coaches shall encourage participation in all sports and instill a love for the game with a goal of playing on the varsity and striving for excellence.
 - 2. All teams from grade 7 through the varsity level shall use the basic varsity system with some margin for creativity. The basic philosophy shall be taught along with emphasis on fundamentals of the sport.
 - 3. Coaches shall always keep foremost in their minds the welfare of the athletes; "Not what they can do for us, but what we can do for them," realizing that by keeping the student in mind first, better decisions will be made.
 - 4. All coaches at the sub-varsity levels shall play as many athletes as possible in each contest.
 - 5. Coaches shall be responsible for the care of equipment and facilities.

- D. Athletes must conform to high ideals and standards such as training rules, grades, appearances, conduct and general good attitudes. Coaches will help any athletes through their mistakes but keeping a balance between the interest shown in the individual and the well being and moral of the group. Students at this level are maturing, and it is the coaches job to help them mature properly.
- E. The athletes work hard and everything feasible should be done to make them feel special with the idea that it is an honor to belong.
- F. All programs should be developed in such a manner that the end result will be one of unity, harmony, and success.
- G. All athletes should have created within them a greater interest in the value of education.

III. Objectives of the Lonoke Athletic Department

The athletic experience shall:

- A. Develop attitudes that must be a part of each individual for success in athletics and life. Specific attitudes to be stressed are:
 - 1. Pride in performance.
 - 2. Sacrifice and persevering application.
 - 3. Competition to win - the purpose of athletics is to win, and to dilute the will to win is to destroy the purpose of athletic contests.
 - 4. Sportsmanship - the good of the team comes before individual glory and desire.
 - 5. Educational goals - the main reason why boys and girls go to school is to receive an education; athletic participation is second.
- B. Additionally, athletes should develop an appreciation for optimum health and physical fitness. The importance of proper rest, good eating habits, and cleanliness should be stressed at every opportunity.
- C. Encourage athletes to grow physically, mentally, and socially as they develop an appreciation for sports. They should become aware that this will take strength and courage.
- D. Base all teaching and learning situations on a sound progressive educational approach. Successful coaching is teaching at its best.
- E. Include coaches' training. Constant evaluation and improvement of coaching techniques must be in evidence if the athletic program is to be outstanding.
- F. Develop all programs in such a manner that the end result will be one of unity, harmony, and success. Mass participation is to be emphasized and encouraged below the high school varsity level.

- G. Attempt constantly to motivate athletes to be better students. Coaches should display approval for school life and classroom achievements.
- H. Cultivate in all athletes, below the high school varsity level of competition, a strong desire to be a Lonoke Jackrabbit. It should be emphasized that this is the greatest athletic honor that can be received.
- I. Instill in all athletes the desire to represent their school and community in a manner that will make school administrators, teachers, parents, and townspeople proud of them.
- J. Emphasize to athletes, at all levels of competition, the realization that athletic competition is a privilege that carries definite responsibilities with it. Some of the responsibilities are training, loyalty, eligibility, improvement, courage, and perseverance.
- K. Bring recognition that to attain success in athletics, the participants must train their minds and bodies to respond instantly and effectively to the multitude of situations that arise during the course of play. This, of course, parallels learning to success in later life.

The competitive world - among children as well as adults - is neither gentle nor overly kind. In such a world, however, the youngster under wise direction begins to grow toward social maturity by learning.

(1) suffer mild hurts, mental or physical, in silence; (2) control emotional outbursts; (3) overcome feelings of fear; (4) restrain the outward expression of sudden impulses; (5) understand and endure delays in getting what he/she wants, and (6) reject being "babied."

Athletics is an elective; however, due to physical and emotional makeups and for other reasons many youngsters should not participate in competitive athletics and should not be expected to do so. Reasonable efforts should be made to locate and identify students in the middle and junior high schools who have the interest, desire, ability, and heart to participate.

- L. Direct and channel all efforts by school administrators, coaches, players, and townspeople so that Lonoke can one day claim the most successful interscholastic athletic program in the state.

IV. Division of Responsibility

- A. Board of Education
 - 1. Sets all policies - approves all policy changes.
 - 2. Provides monetary support.
- B. Superintendent of Schools
 - 1. Is responsible for all administrative duties in the day-by-day operation of the school system within the framework of the policies as approved by the school board.
 - 2. Is the chief administrator for athletics.

C. Athletic Director

1. Directs district's total athletic program (specific duties outlined in job description for the director of athletics).
2. Is directly responsible to the superintendent of schools.
3. Works cooperatively with the principals and/or assistant principals in the development, organization, and administration of the total athletic program.
4. Is responsible for the evaluation of all the coaches in the system for their coaching duties.
5. Has the authority to initiate the reassignment of coaches in the district when it is determined to be in the best interest of the school district.

D. Principals of Senior High and Junior High

1. Work cooperatively with the athletic director in his role in the development, organization, and administration of athletics in all the district's schools.
2. Although the responsibility of evaluation of the district coaches in their coaching duties rests with the athletic director, it is recommended that the athletic director consult with the building principals before he completes his final evaluation.

E. Head Coaches

1. Are responsible to the athletic director and the building principals.
2. Have responsibility of coordinating the programs in the district schools of the respective sport in which they serve as head coach.
3. Are responsible for the sport in which he/she is head coach plus additional coaching responsibilities as assigned by the athletic director.
4. Are responsible for the assistant coaches who serve under them.

F. Assistant Coaches

1. Are responsible to the athletic director.
2. Are responsible to the head coach of their respective sports.

V. Job Description - Director of Athletics

The primary function of the director of athletics is to provide leadership for a district wide athletic program that strives for maximum participation and maintains respectability in competition.

MAJOR DUTIES AND RESPONSIBILITIES

The Athletic Director shall:

A. Function under the direct supervision of the superintendent of schools in the administration and supervision of the district athletic program and work under the supervision of the high school principal in the administration and supervision of the high school athletic program.

1. Supervise purchases, through approved purchasing procedures, of all athletic equipment and supplies.
2. Supervise contracting of officials.
3. Coordinate and supervise program, advertising, and ticket sales.
4. Administer the athletic insurance program.

B. Work with all principals involved and make recommendation of the selection of coaches and their assignments.

C. Schedule the use of district athletic facilities for practice sessions and games.

D. Supervise all coaches in the discharge of their duties in the athletic program.

E. Conduct in-service training for all coaches:

1. District philosophy of athletics.
2. District goals and objectives.
3. Individual school objectives and the conduct of practice sessions and competitive events.
4. Student conduct and rules.
5. Individual and group duties to include scouting and responsibilities at home contests.

F. Coordinate the scheduling of all athletic activities to include contracts, transportation, meals, and publicity.

G. Coordinate and supervise the maintenance of all athletic equipment and supplies and the maintenance of a current inventory.

H. Represent the district at local, region, and state athletic business and professional meetings.

- I. Assume responsibility for student eligibility and forward required reports to other schools and the state office.
- J. Forward requested information to the Arkansas Activities Association.
- K. Discharge other duties associated with the district athletic program or assigned by the superintendent of schools.

VI. Job Description - Head Coach (Senior High School)

A. General

Each head coach shall coordinate the program of the sport he/she coaches between the high school and the junior high school. (He/she shall be directly responsible to the athletic director in the performance of his/her athletic duties.)

B. Specific Duties and Responsibilities

The senior high school head coaches shall be directly responsible to the athletic director in their coaching duties and shall:

1. Serve as the varsity head coaches.
2. Be responsible for supervising and coordinating the work of their assistant coaches.
3. Cooperate with the athletic director in the preparation and administration of an annual budget for athletics by:
 - a) Compiling statements of needs, equipment, supplies, and maintenance for the next school year.
 - b) Counseling with the athletic director and recommending the purchase of all athletic equipment and supplies.
4. Be responsible for the care of all athletic equipment by:
 - a) Preparing and keeping current an inventory of all equipment, fixtures, and properties of the athletic program in the school to which they are assigned.
 - b) Seeing that proper maintenance is done.
5. Assist the athletics director in developing a public relations program designed to keep patrons informed as to the accomplishments of the athletic program. They shall:
 - a) Cooperate with the community agencies and the press.
 - b) Plan consistent and continuous efforts to maintain good home-school relations.

6. Assume the responsibility of the school's participation in all interscholastic conference activities in athletics by:
 - a) Keeping abreast of all rules and regulations of the Arkansas Activities Association and the AAA Conference and see to it that the school, in all matters, complies with these regulations.
 - b) Making all necessary reports to the conference in cooperation with the principal.
 - c) Attending all meetings necessary to properly implement conference rules and regulations.
7. Make game schedule, secure game officials, meet visiting teams, supply visiting team needs, and take care of other requirements for orderly performance at all games.
8. Assume responsibility for the general management (use, care, and maintenance) of athletic fields, facilities, dressing rooms, etc., under his/her supervision.
9. Be responsible to the athletic director for eligibility list of players at the beginning of the season.
10. Be responsible to the principal with regard to travel list of players, means of travel, departure time, etc., when it is necessary for athletes to leave school early.
11. Submit a list of names of players to be scheduled in the athletic periods and be responsible for recommending the transfer of students of the athletic program.
12. Be directly responsible to the principal and athletic director for their behavior and the behavior of their assistants while carrying out any of their duties.
13. Cooperate with the athletic director.
14. Make every effort to attend the sport contests at their school and the junior high school.
15. Encourage all athletes to participate in other sports.
16. Be responsible for developing and administering policies on athletic awards. They shall submit a list of names to the athletic director of those recommended for athletic awards.
17. See that no profanity is used by coaches or players.
18. Be responsible for the behavior of athletes under their supervision.
19. Be responsible in seeing that each athlete has a physical examination before issuing any equipment.
20. Be responsible for explanation and enrollment in the school insurance program.
21. Be responsible for securing team transportation and travel expenses for all out-of-town events through the athletic director.
22. Perform other duties from time to time that may be assigned by the principal or athletic director.

VII. Job Description - Head Coaches (Junior High School)

A. General

Junior high school head coaches shall be responsible for developing an athletic program under the leadership of the athletic director, principal, and the head coaches of the high school.

B. Specific Duties and Responsibilities

Junior high school head coaches shall be directly responsible to the athletic director in the performance of their coaching duties and shall:

1. Teach type of offense, defense, and drills suggested by high school head coach of that sport.
2. Implement, under the athletic director and senior high head coach, a strength program.
3. Compile a statement of needs (equipment, supplies, and maintenance) along with a complete inventory to insure the securing of essential supplies and equipment for program operation during the subsequent year.
4. Requisition for program essentials through the athletic director.
5. Be responsible for securing team transportation and travel expenses for all out-of-town events through the athletic director.
6. Assist the athletic director in scheduling games.
7. Be a participating, cooperative member of the coaching staff and be interested in providing leadership to every part of the athletic program, as well as the total school program.
8. Cooperate with community agencies and the press.
9. Plan consistent and continuous efforts to maintain good home-school relations.
10. Work with school related activities in their efforts to boost school district's athletic program.
11. Sell the athletic program to participants, and help them to develop pride and the desire to excel in athletics.
12. Encourage athletes to continue participating in athletics in high school.
13. Teach good physical and mental attitudes.
14. Set a good example for all athletes in manners, attitudes, dress, (coaching uniform), conduct, and character.
15. Be responsible for care of injuries.

16. Give proper care and maintenance to all athletic equipment.
17. Assume responsibility for the general management (use, care, and maintenance) of athletic fields, facilities, dressing rooms, etc., under his/her supervision.
18. Attend all meetings necessary to implement conference rules.
19. Meet visiting teams and supply their needs.
20. Perform duties that may be assigned by the athletic director and the principal.

VIII. Commercial Drivers License

All coaches must hold a CDL and will be required to drive school buses on athletic trips. If for any reason a coach's license is suspended or revoked, their coaching and teaching positions will be subject to review and may be terminated. You must consult with the transportation director about your medical conditions that relate to driving.

IX. General Athletic Policies and Procedures

A. General Comments

There are certain policies and procedures that coaches must follow if the district is to have an efficient and well-received athletic department. The following policies and procedures concern those areas in the Lonoke program that deserve constant attention and interest if coaches desire to improve their programs and their individual situations.

B. Participation of Students in Different Sports

Realizing that coaches of each sport are primarily interested in their sports and anxious to get all the participation they can, the following policies are to be followed. A coach is not to influence a student to give up participation in one sport to participate in his sport alone. The philosophy is that one sport compliments another. A student who is participating in a sport is not allowed to quit that sport while in season and take up another without the consent of both coaches involved.

C. Relations with the faculty

It is the responsibility of the coaches to maintain a close relationship with the teachers. Coaches are to do all that they can to keep athletes and teachers on a congenial basis. They can do much to prevent discipline and academic problems. It is the personal responsibility of each head coach to check on the eligibility status of the boys and girls under his or her jurisdiction. Each coach should also investigate causes of absences by checking with the parents of the athlete and not just with the athlete.

D. Morals

1. The use of abusive language or actions in practice, in games, or elsewhere in dealing with athletes is never acceptable. Coaches are expected to dress appropriately for the occasion, whether it be in the classroom or on the athletic field. All coaches are expected to exercise tight control over their emotions and actions during practice when before the public.

2. Team morale should be stressed at all times.
3. Coaches are not to criticize a fellow coach. Unity and loyalty are the basis upon which any good staff is built. Nothing else is of value without these ingredients.

E. Responsibilities Concerning Equipment

1. Inventory - It is the responsibility of the head coach of each sport to keep an inventory of equipment. This record shows the equipment on hand at the beginning of the season, the amount purchased, and the ending inventory. This report is to be furnished to the athletic director at the end of the season together with the needs for the next year.
2. Issuance of Equipment - Coaches must prevent loss of equipment as much as possible. They must keep a close check on their managers and players to see that the equipment has proper care. This should not be the responsibility of the student managers alone. Athletic equipment is not to be given to players by the coaches, and all coaches are expected to take up equipment when they see a student wearing it. The attention of the players should be called to the fact that stealing of athletic equipment will call for dismissal.
3. Care of Equipment - It is the responsibility of the coaches to see that equipment is kept clean and in repair. Do not put inferior or worn-out equipment on a boy or girl.
4. Securing Needed Equipment - Request for equipment for all sports is to be made to the athletic director. No equipment is to be purchased without approval of the athletic director.

F. Procedure for Home Athletic Contests

The head coaches of varsity sports are to secure their own officials and handle the contracts between schools. If difficulty arises in this regard, coaches are to contact the athletic director in plenty of time so that proper arrangements may be worked out. When playing at home, visiting coaches and players are guests, and as such, they are entitled to clean dressing rooms and to any other courtesies that can be extended. Home coaches should be certain that everything is in readiness for the contest and should conduct themselves like gentlemen during all athletic contests and insist that the players do likewise.

G. Procedure of Out-of-Town Contests

Requests for transportation should be made directly to the transportation director. This request should be made at least five days prior to the date for which the request is needed. Coaches are to demand that all athletes dress properly on all out-of-town trips. Athletes should act appropriately on the bus, in the dressing rooms, during competition and in the restaurant following the contest.

H. Basic Policies that Govern the Program

1. Responsibilities

Coaches are responsible to their principals and the athletic director and should report any and all matters affecting the program.

2. General Problem Solving Procedure

- a) When problems arise, coaches will strive to work them out with the athletic director, and, if necessary, the athletic director will contact the principal and the superintendent of schools.
- b) The athletic director will give his judgment on any problem pertaining to athletics.
- c) The superintendent and/or school board will have final judgment on any problem that can not be resolved by the athletic director.

I. Policy Pertaining to Coaching Schools and Clinics

All coaches may attend the annual state meeting of the Arkansas High School Coaches' Association.

J. Public Relations

Each coach is a representative of the Lonoke Public School District Athletic Department and the teaching profession. It is the personal responsibility of a coach to maintain such relations with the faculty, parents, and general public as to create a favorable picture of the athletic program. He/she must exhibit an attitude of cooperation and maintain a close relationship with faculty members and should never hesitate to confer with parents on any problem involving their child.

K. The Jackrabbit: This jackrabbit is the official Lonoke Mascot.



The official school colors for LHS and LMS are purple and white. Neutral colors of gray and black can be used for trim on cloth gear. Coaches are not to alter the mascot or the colors. Athletes that wear headbands, elbow pads, kneepads, gloves, or wristbands, etc., must use the school colors or the neutral colors.

X. **Policy Guide for Athletes in Lonoke School District**

A. Behavior

1. Proper dress and appearance, good grooming, and personal cleanliness.
2. Abstinence from alcohol, tobacco, and drugs.
3. Pursuit of physical fitness through training: adequate rest, proper nutrition.

B. Citizenship

1. Exemplary conduct, on and off the field and campus.
2. Adherence to school and community rules.
3. Respect for individuals and property.
4. Good sportsmanship and fair play.

C. Team Responsibility

1. Common goals and group loyalties.
2. Subordination of self-interest to team values.
3. Self-discipline and personal sacrifice for team goals.

The coach and athletic director are primarily responsible for implementing these goals and standards.

The team trainer and coach prepare the athletes to meet the demands of competitive sports with safety.

The coach must impart individual and team skills, teach game rules and strategy, and develop the athletes' ability to cope with the psychological aspects of competition. During this training, these standards shall be clearly explained to all.

The athletic director and his staff can publicize these standards and emphasize that training is a prerequisite for achieving top performance and that athletes are leaders, representing their school and community.

No student is obligated to take part in athletics, and athletics is not required for graduation. It should be stressed that participation in athletics is a privilege, not a right. Since it is a privilege, the coach should have authority to revoke the privilege when rules are broken. The special standards for athletes will provide the security of authority which youth need. The athlete will know what he/she can and cannot do. Each will realize that the school wishes the athlete to reach his/her very best achievement level, both in life and in interscholastic athletics.

- D. Participation in athletics means more than competition between two individuals or two teams. It teaches fair play, sportsmanship, understanding, and an appreciation of teamwork, also the fact that quitting means failure while hard work means success.

As in any successful organization, whether it is a team or a business, there must be a great deal of pride, dedication, desire, sacrifice, and teamwork. The following is written so as to give the athlete of Lonoke some guidelines to help him/her become a better citizen, teammate, and individual. High ideals and standards are necessary to develop the attitudes that are necessary to attain these goals. If each athlete will study and follow these guidelines, success as an individual and as a team will surely be attained.

1. Attitudes

- a) Behavior and appearance of an athlete are of great importance. Athletes should be leaders. They represent the Lonoke Public Schools, the town of Lonoke, the state of Arkansas, parents, friends, teammates, coaches, and above all, themselves. How they conduct themselves reflects on all who take pride in the Lonoke Athletic Department.
- b) Loyalty is a trait that is admired and respected. An athlete is loyal to the team first and then to teammates. The team's welfare must come before an individual - if the team succeeds - all will succeed.
- c) An athlete must be aware of the crowd with whom he/she associates. If they drink, smoke, or take drugs, then guilty or not, he/she is going to be associated with that group.
- d) An athlete with the proper attitude will take coaching and constructive criticism without resentment. A poor attitude reduces an athlete's ability for self-help and the good of the team. An athlete must be prepared to accept responsibility, for a great deal will be expected of him/her. An athlete will be willing to make sacrifices that the average student will not make.
- e) Real leaders will accept responsibilities and challenges that are afforded through athletics. They will care what their teammates, coaches, and others think of them. They will take advantage of the wonderful opportunity to distinguish themselves through athletics.

2. Rules and Conduct

Coaches will do their utmost to minimize the written rules and let the basic good standards of human behavior be the standards. However, to avoid misunderstandings we will attempt to cover the most potential problem areas that are listed below:

- a) The sale of drugs or marijuana will call for instant dismissal.
- b) Each coach will be required to hand out any additional rules or regulations to each student. They must be signed by the student and the parent and returned to the coach.
- c) A suspension from athletics must be through the athletic director.
- d) A student assigned to alternative school will not be allowed to participate in athletics while in alternative school.
- e) If an athlete is caught with drugs or alcohol, he/she will be disciplined at the coach's discretion.

- f) All athletes must adhere to the head coach's rules on wearing jewelry.
3. Requirements for Participation
- a) Physical examination; b) Signed parent consent, acknowledgement and release form; c) Eligibility requirements set forth by the Arkansas Activities Association and State Dept. of Education: **High school** athletes must have a 2.0 GPA and pass four academic courses the previous semester. If they do not have a 2.0 GPA the athlete must attend the supplemental instructional program. **Junior high** athletes must have passed four academic courses in the previous semester.
4. School Equipment
- a) An athlete is financially responsible for all equipment checked out to him/her.
 - b) School equipment checked out by an athlete must be checked out to him/her.
 - c) An athlete must treat equipment as though it were personal property. It should not be abused. It should be kept on his/her hanger.
 - d) The theft of school equipment will result in stern discipline or arrest.
5. Athletic Injuries
- a) School insurance is provided by the Lonoke School District.
 - b) When possible, injured athletes should watch practice.
6. Team Trips
- a) On trips, athletes directly represent the community, school, and coaches; therefore, it is expected that all athletes dress and conduct themselves properly at all times.
 - b) All team members will ride to and from athletic contests together unless an emergency arises or have approval by the coach at least one day prior to the athletic contest.
7. Participation of Athletes in Different Sports
- a) The athletic department's philosophy is that each sport compliments the other, both physically and competitively.
 - b) Every athlete is allowed and encouraged to participate in any sport he/she desires.
 - c) An athlete who is participating in a sport is not allowed to quit that sport while in season and take up another sport without the consent of both coaches involved.

8. Off Season

- a) The purpose of an off season is to prepare a student physically and mentally for participation in athletics; therefore, it is in the student's best interest to have completed a conditioning program before participation in a sport.
- b) All athletes must be in an off season or another sport. The only exception is if a student is academically ineligible he might be assigned to study hall. Upon regaining his or her eligibility they would be allowed to participate.

E. Athletic Insurance

STUDENT ACCIDENT INSURANCE DESCRIPTION

The school district has purchased a group accident insurance program covering students while practicing for and competing in interscholastic sports and AAA sanctioned events. Students are covered by the accidents policy while they are participating in sports and AAA activities that are school scheduled, school supervised and school funded during the regular school term. Participants are also covered while they are traveling as a sponsored group in a school assigned car, bus, or van operated by a licensed driver over the age of 21 to and from the school and covered event site, and while staying overnight, as a school supervised group, during a covered event held away from the home school. Individual travel or travel in a vehicle that is not owned by the school is not covered by the policy.

Arkansas schools are not required to buy insurance or pay student medical expenses associated with school injuries. The school purchases the accident insurance policy as a public service to assist parents that may be without insurance or need to supplement their own personal insurance program. The school policy will not provide 100% reimbursement for all medical expenses incurred. The plan has limitations and benefits, and the school cannot assume responsibility for payment of medical expenses that are not covered by the accident insurance policy.

F. Complaints

The following procedures should be followed in reporting a complaint:

- 1. Contact the head coach of the sport in which the athlete was participating. If satisfactory resolution of the complaint is not made, then
- 2. Contact the athletic director of the Lonoke School District. If satisfactory resolution of the complaint is not made, then
- 3. Contact the building principal of the school. If satisfactory resolution of the complaint is not made, then
- 4. Contact the Superintendent of the Lonoke School District.

XI. Chemical Screening Test

A. Philosophy

It is the philosophy of the Lonoke Athletic Department that athletes and spirit groups should be encouraged and supported in their efforts to develop and maintain a chemical-free lifestyle.

The Athletic Department and coaches recognize the use of mood-altering chemicals as a significant health problem for many students, resulting in negative effects on behavior, learning and the total development of each individual. The misuse and abuse of mood-altering chemicals for some students affect academic growth, achievement, activities participation and the development of related skills. Others are affected by the misuse and abuse by family, teammates, schoolmates, or other significant persons in their lives.

B. Purpose

The purposes of the Chemical Screen Test of the Lonoke Athletic Department are as follows:

1. Emphasize concerns for the health of students in areas of safety while participating in activities and long-term physical and emotional effects of chemical use on their health.
2. Promote a sense of order and discipline among students.
3. Confirm and support existing State Laws which restrain the use of such mood-altering chemicals.
4. Establish high standards of conduct for those students who represent the school and community and serve as role models to younger students.
5. Assist students who desire to resist peer-pressure which directs them toward the use of mood-altering chemicals.
6. Assist students who should be referred for assistance or evaluation regarding their use of mood-altering chemicals.
7. Work with the parents to assist in keeping their children free of mood-altering chemicals.

C. Method

1. During the school year, students will be randomly selected to be screened. The collection, testing, methods and standards shall be determined by the agency or other medical laboratory chosen by the superintendent to conduct the collection and testing of samples. The frequency of screening will be determined by the superintendent and athletic director.
2. The medical laboratory selected for the testing will maintain and generate a randomly selected computerized list of those to be tested from the student roster provided by the athletic director. All athletes in grades 7-12 and all spirit group members in grades 8-12 will be included in the testing pool.
3. On-site collection will be conducted by the medical laboratory staff. Students will follow the procedures required by the medical laboratory staff.

D. Consequences of Refusal to Submit to Testing

Any athlete/spirit group member who refuses to submit to random chemical screening will be dismissed from the athletic program/spirit group.

E. Consequences for a Positive Test

1. The parent and student will be notified of the positive test. The athletic director, head coach/sponsor, principal, or superintendent will not inform anyone but the parent and student.
2. The athletic director or coach/sponsor will communicate with the parents and counsel with the student.
3. The student will be on probation for twenty days and not be allowed to participate in competition. After twenty-one days the student will be tested again at his/her own expense and a written copy of the results will be given to the head coach/sponsor. If the test is negative, probation will be lifted. If the test is positive, the student will not be allowed to continue in athletics/spirit groups for the remainder of the year. A student may be required to practice or have off-season, at the head coach's/sponsor's discretion. To regain eligibility for athletics the next year, a student must have a negative screening test. This test will be administered at the student's expense.
4. Positive test results shall not be provided to the police or other law enforcement agencies.

F. Consequences for Second Positive Result

For the second positive result in the same year or any two consecutive calendar years, the student will be suspended from participating in activities for the remainder of the school year. If this positive test is in the spring semester, the student will not be able to participate during the following fall semester.

G. Consequences for a Third Positive Result

For the third positive result, the student will be suspended from participating in activities for the remainder of his enrollment with the school. (may be appealed to the board)

H. Exception

Steroids or similar chemicals that could take more than twenty days to leave the student's system. In this case a doctor's written opinion is requested and is at the student's expense.

I. Range

All athletes in grades 7-12 and spirit groups in grades 8-12.

J. Substance Abuse Screen

1. Amphetamine Class
2. Cocaine Metabolite (Benzoyllecgonine)
3. Opiate Class
4. Phencyclidine (PCP)
5. THC Metabolite (Marijuana)

I/We give permission for _____

to participate in organized Jr./Sr. high school athletics, realizing that such activity involves the potential for injury which is inherent in all sports. I/We acknowledge that even with the best coaching, use of the most advanced protective equipment and strict observance of rules, injuries are still a possibility. On rare occasions these injuries can be so severe as to result in total disability, paralysis or even death. I understand that the Lonoke School District or it's employees will not be liable if an accident occurs, and I/we give consent for treatment at the best medical facility available to them.

- * I/We acknowledge that I/We have read and understand this warning.
- * I/We acknowledge that the school provides secondary insurance coverage.
- * I/We do hereby consent to the policy of the Lonoke School District regarding chemical screen test for participants in the Lonoke School District Athletic program/Spirit Group.
- * I/We agree to abide by and comply with this policy as a condition to our child's participation in athletics/spirit groups in the Lonoke School District.

It has been communicated to me that the Lonoke Athletic Handbook can be found and reviewed on the Lonoke School District Webpage at

<https://www.lonokeschools.org/>

Parent/Guardian

Date

Parent/Guardian

Date

As a student at the Lonoke School District who participates in athletics/spirit groups at Lonoke Middle School or Lonoke High School do hereby consent to abide by, and comply with, the chemical screen policy of the Lonoke School District.

Student

Date