

REVISED June 2021

MIDDLE SCHOOL ATHLETIC HANDBOOK

FAYETTE COUNTY PUBLIC SCHOOLS

450 Park Place

Lexington, KY 40511



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Robin Timmons, Southern Middle School
Mike Webster, Tates Creek Middle School
Jeff Williams, Winburn Middle School

The Kentucky High School Athletic Association (KHSAA) Handbook has also been a valuable resource. Relevant sections of the KHSAA Handbook have been reproduced to make this guide more useful to coaches and administrators.

ATHLETIC PARTICIPATION GUIDELINES

It shall be the philosophy of the Fayette County Public Schools' Athletic Departments that athletes shall enjoy as many sport seasons as the student-athletes and their parents wish them to participate in without influence from any coach to specialize in one sport. All coaches should encourage participation in other sports.

THE MISSION OF FCPS ATHLETICS

Fayette County Public Schools is committed to student-athlete success and competitive excellence by creating an inclusive environment through developing and retaining quality people, providing a great fan experience, inspiring community engagement and serving as a source of pride for Lexington.

FCPS Athletic Directors shall implement all guidelines of the Fayette County School Board, School SBDM, Kentucky High School Athletic Association (KHSAA) and Federal Laws to ensure fairness, safety and equity for all students participating at any level of athletics in FCPS.

CORE VALUES

Below are the core values of FCPS Athletics that guide our actions, our decision-making, and how we conduct ourselves.

Student-Athlete Experience—We provide an environment that promotes personal, academic, athletic and social development.

Integrity—We are honest, respectful and accountable.

Excellence—We maximize our efforts and talents to ensure FCPS student success.

Respect—We value the importance of diversity, fairness, goodwill and sportsmanship.

Equity—We strive to provide all students with the support and opportunity to succeed.

School Pride—We support an atmosphere that embraces school spirit, honors tradition and develops our students.

Community and School Engagement—We are dedicated to integrating our activities and volunteerism into school life and the community.

**MIDDLE SCHOOL ATHLETIC PROGRAMS
OFFERED IN FAYETTE CO PUBLIC SCHOOLS**

FALL SPORTS

Cheerleading

Cross Country, Boys/Girls

Dance

Football

Volleyball, Girls

WINTER SPORTS

Basketball, Boys/Girls

Cheerleading

Dance

SPRING SPORTS

Lacrosse, Boys/Girls

Track and Field, Boys/Girls

All sports can be organized on the “A” or “B” and 6th grade team levels.

Scheduling Policies and Guidelines for Middle Schools

Each sports schedule shall be developed by the respective sports representative:

Football: Dallas Kingsolver, Lafayette, HS

Cheer/Dance: Della Cummings, Lexington Traditional Magnet and Bryan Station High

Volleyball: Shane Green, Crawford Middle School

Basketball: Mike Webster, Tates Creek Middle

Lacrosse: TBD

Track/Cross Country: Jonathan Hall, Beaumont Middle School

All games and scrimmages shall be played within a 150 mile radius of the school and must be held with any Kentucky Middle School (K-8).

Scheduled games and practices shall be canceled whenever school has been dismissed because of inclement weather or other emergencies.

Scheduling of facilities, practice times and game times for both boys and girls shall be in keeping with applicable provisions of Title IX.

Middle School Coaches are permitted to conduct summer clinics open to all interested students (at no charge) stressing fundamentals and conditioning for middle school students at their respective schools. Participation by students shall not be mandatory, or a prerequisite for making the next year's team.

Clinics must be approved by building level athletic director and principal.

Admission Prices for Middle School Athletic Contests

Adult - \$4.00

Student - \$2.00

Children five and under No charge

Gold Cards, KHSAA passes, trainer passes, and administrator passes will be honored at all FCPS Middle School events.

Cards may not be valid at non-Fayette County Public School sites.

Admission Prices for Special Athletic Events

Children five and under no charge

Schools discretion:

- Including, but not limited to, bowl games, classics, tournaments, invitational competitions and varsity double headers.
- Presale costs of student tickets.
- Multiple event discounts.

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Employment of Game Officials

Officials who are employed by Fayette County Public Schools to officiate a regular scheduled contest shall be properly licensed by the KHSAA.

No person employed by Fayette County Public Schools is allowed to officiate games, contests or match within Fayette County.

The Commissioner of the KHSAA has established bureaus to assign officials. Fayette County Public Schools shall employ officials assigned by the bureaus of the KHSAA.

The athletic director, sports representative, head coach or principal of the school shall promptly notify assigned officials whenever a contest is postponed or canceled.

Fayette County Public Schools will follow the guidelines and fee schedules set by the KHSAA for contest officials. Refer to the [KHSAA Officials Division Guidebook](#) for additional information.

KHSAA Bylaw 25 and the National Federation Rules and Requirements for Coaches. Please refer to the current [KHSAA Handbook](#).

Eligibility Requirements

Full-time student requirements - A student participating in or helping with the athletic program must be a full-time student enrolled in Fayette County Public Schools.

The athletic participation form which includes: athletic physical examination, acknowledgment of risk, statement of hazard, parental consent and emergency permission form must be completed prior to try outs or any participation. Note: physical must be completed by a licensed physician and the physician has certified that the student is physically fit to try out, practice for, participate in, or help with interscholastic athletic contests. Athletic physicals are valid for one calendar year.

NOTE: See appendix for proper forms to be used by all middle schools. These forms shall be provided to the schools (Appendix A) or may be downloaded from the KHSAA website.

<http://khsaa.org/forms/ms01.pdf>

Age Requirement - Any student who reaches the age of 15 prior to August 1st cannot participate in middle school athletics. Any student who reaches the age of 15 after August 1st shall not be allowed to participate on the B team.

School Attendance District Residence Requirements – A student participant in the athletic program must be a bona fide resident in the school's assigned attendance district.

NOTE: Students whose area assignment is changed by the Board due to redistricting shall be eligible for participation in all sports at the new schools without any period of ineligibility (Board policy 09.313).

Academic Grade Requirements - Students in grades 6, 7 and 8 shall be eligible to participate in extracurricular activities when they have achieved a GPA for the preceding grading period that corresponds with the GPA established by the schools SBDM Council.

SPORT	INITIAL ELIGIBILITY REQUIREMENTS
Football, Volleyball, Cheerleading/Dance, Cross Country	These sports will use the last grading period of the prior school year.
Girls Basketball	This sport will use the 1 st Mid-term of the current school year.
Boys Basketball	This sport will use the 2 nd Mid-term of the current school year.
Lacrosse, Track	This sport will use the third grading period of the current school year.

Weekly Grade Check - All athletic program participants must have their grades checked weekly. Participants must maintain a GPA commensurate with the academic requirement set forth by the school's SBDM Council.

Conduct Requirement - Satisfactory school conduct is required for participation in or helping with athletics. Specific requirements are established at each school by their SDBM council.

Student Attendance – Student athletes must attend school the day of a contest in order to be eligible to participate, practice, or tryout. (Attendance must be at least ½ day. An exception to this must be approved by the Principal).

Student Under Suspension - A student who is under suspension from school is ineligible for athletic practice or participation, and barred from being on FCPS property.

Students Who Attend Specialty Schools and Alternative Programs where athletics are not available can participate in athletics at their school of residence if all requirements for participation are met.

Practice for Ineligible Students - Students ineligible, for any reason, are not permitted to participate in practice sessions or athletic events during the period of ineligibility.

*Ineligible students are not permitted on the bench or sideline during the period of ineligibility.

Ejection/Suspension from Games - ***If a player and or coach is ejected from a game by an official, this will result in a two game suspension of the following regular scheduled games***

(The game ejected from- plus two additional games). If player or coach is ejected during the last game of the season, suspension will carry over into first game of the next season. A schedule will be submitted to the Director of Athletics and sports representative prior to the beginning of the season.

[Fayette County Public Schools athletic policy.](#)

In some instances an eligibility requirement may exceed that of the KHSAA.

Private School Students, Home Schooled Students, and students receiving Home Bound/Home Hospital services are Ineligible for Athletic participation. [KHSAA Bylaw 4](#), [KAR 7:120](#)

Students attending the Martin Luther King Academy for Excellence are not eligible for Middle School Athletic Participation.

Student Transfer Rules

Transferring students must be cleared through the FCPS Athletics Office before participating in **any** activity, including practice. After enrolling in any FCPS school, any student who has participated in athletics at any level, and who is granted a transfer to any other FCPS middle school, will be ineligible for “A” Team participation for one calendar year from the date of last participation. Student athletes ruled ineligible may be allowed the opportunity to practice and participate in “B” Team activities.

This rule is in addition to the KHSAA Transfer Rule—Bylaw 6.

Unless:

There has been a Bona Fide* change in residence into the specified (new) attendance area.

Students are transferred according to Board of Education Ruling/Decision (aka. redistricting, removal from current placement).

Divorce—Please see KHSAA bylaw 6, section 2, letter € for clarification

Change in Sole Custody—Please see KHSAA bylaw 6, section 2, letter (f) for clarification.

Change in Joint Custody—please see KHSAA bylaw 6k, section 2, letter (g) for clarification.

Death—Please see KHSAA bylaw 6, section 2, letter (h) for clarification.

*⁽¹⁾ A bona fide change of residence means the uninterrupted moving of the permanent residence of the entire family unit of the student as composed when the student was eligible at the sending school (including one or both parents if at that residence) from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student.

*(2) To be considered bona fide, the change must remain uninterrupted for the entire period during which the student would have been ineligible if the exception was not applied.

*(3) Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school.

All intra-district transfers must be approved by FCPS Director of Athletics prior to any participation. Transfer forms are available through each schools' athletic director or online under District Athletic Webpage.

Conduct of Participants/Helpers in Athletic Events

A student under suspension from the school shall not be permitted to participate in practice sessions or athletic events during the suspension period. See Fayette County Public Schools Student Code of Conduct Handbook.

Any student, contest official or other official school representative who is under penalty or discipline or whose conduct is such as to reflect discredit upon the school or the KHSAA is not eligible. See [KHSAA's Bylaw 15: Practice of Sportsmanship](#).

In enforcing any rules and regulations which result in disciplinary action, suspension or expulsion from a team, a written statement setting forth the actions and reasons for such action shall be provided to the student and their parents. This statement shall carry the signature of both the coach and principal. A conference with the parents may be held in conjunction with the disciplinary action. Parents requesting a conference must be afforded one.

Summer Dead Period

During the period of June 25 to July 9 (inclusive) each year:

- (1) Students may not receive coaching or training from school personnel (either salaried or non salaried) in any KHSAA sanctioned sport or sport-activity;
- (2) School facilities, uniforms, nicknames, transportation or equipment may not be used in any KHSAA-sanctioned sport or sport-activity;
- (3) School funds may not be expended in support of interscholastic athletics in any KHSAA-sanctioned sport
- (4) A postseason wrap-up activity, celebration, or recognition event relating to a spring sports team at a school may be held.

Athletic Seasons

The beginning and ending of the athletic season for each sport is set forth in the specific provisions for each sport by Section II of this Handbook.

There are not authorized extended athletic seasons outside of these guidelines, including organization of summer leagues or teams.

Contests shall be scheduled so that there are not four (4) consecutive days of competition on any Monday through Thursday period while school is in session.

For all interpretations and regulations concerning the ending of the school year, including restrictions on coaching involvement, the end of the school year shall be defined as the earlier of the last day of school or May 31.

Out of Season Conditioning Program

Mandatory out of season conditioning programs are prohibited in the middle school during the school year, and during the summer prior to July 10th.

Practice Sessions

Organized team practice sessions may only be held during the season for a particular sport.

Practice sessions on days that schools are closed for students (including Saturdays, Professional Development and Record Conference Days) must have prior approval of the building level principal.

No practice session are permitted in any Fayette County Public School on Sunday and the following holidays: Thanksgiving Day, Christmas Day and New Year's Day. Any exceptions for practice must have prior approval of building level Athletic Director, Principal and the Director of Athletics.

Practice sessions are outlined in specific provisions for various sports and the practice session is defined as a period of time spent in instructing for or trying out and/or preparing for competitive athletic events. Any practice session must include and may only be held when there exists: structured, organized practice activities and the direct supervision of a coach.

Scrimmages - see sports specific scrimmage information.

Awards Policies

The provisions for distributing awards to middle school athletic participants are left to the discretion of the school.

If awards are given, the school shall have a written set of clearly defined criteria that is fair and just for the student athletes and the awards shall have little or no monetary value. A copy of the award criteria must be sent to the Principal or designee prior to the end of the applicable athletic regular season.

Awards shall be presented as soon as possible after the completion of each season.

Injuries that occur while the athlete is participating in a school sport shall not necessarily exclude him or her from receiving an award.

Post season 1st place trophies will be presented for regular season winners and 1st and 2nd place trophies will be provided for post-season tournament “A” and “B” team winners.

Football, Basketball, Volleyball, Track, and Lacrosse

Track and field will provide a 1st, 2nd, and 3rd place trophy along with selected ribbons for individual event winners, etc.

Dance teams and cheerleaders will receive trophies and awards via Showcase participation

Safety and First Aid Procedures

School administrators and coaches shall strive to see that athletics provide a safe, healthy experience for participants and helpers and shall take appropriate measures to minimize the number and degree of seriousness of athletic injuries. The following safety procedures are essential:

It is mandatory that all coaches must be certified in CPR, complete First Aid, AED training, and the online KHSAA Safety Training course. Contact the Office of Risk Management and Safety to schedule training.

Always stress safety.

Require players to warm up thoroughly before participating, and to cool down thoroughly after participating.

Stress safety in teaching techniques and elements of play.

Analyze injuries to determine their cause and attempt to formulate ways to prevent such injuries in the future.

Discourage the use of tactics and techniques that lead to injuries.

Structure and plan practice sessions carefully and see that they are neither too long nor too short.

Provide adequate protective equipment. Careful attention shall be given to proper fitting and adjustment of equipment.

Equipment shall be properly maintained and not altered in any way.

Players and coaches shall be thoroughly knowledgeable of the rules of the game.

Stress that athletes or parents should always inform the coach of any injury.

The coach is responsible for creating an atmosphere that motivates fair play, self-control, consideration for others and proper conduct in all situations.

Provide paramedic or athletic trainer coverage at each football and basketball home game to assist coaches/players with training/medical emergency needs.

Emergency numbers shall be available for immediate use. Along with name and addresses of participants along with medical conditions, drugs the student may be allergic to. This can be kept in the first aid kit. Coaches must have a copy at all times.

Participants or helpers who have had injuries should be checked very carefully before being allowed to participate, practice or play.

Athletes with injuries who have been treated by a physician must have the physician's written permission before being permitted to participate, practice or play.

Student shall not share water or drink after one another when using water bottles.

Weather Guidelines

All activity shall be immediately suspended in the event of thunder and/or lightning or threat thereof.

- If such sight or sound is observed, suspend play for at least 30 minutes and vacate the outdoor activity to the previously designated safer location immediately.
- Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning is witnessed prior to resuming play.
- Any subsequent thunder or lightning after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.
- Event managers shall determine, through all available data, the optimum time to begin returning individuals to the competition areas for warming up, etc., but in no case may play (competition) resume until the 30-minutes count has elapsed.

- If severe weather appears to be of great length or intensity, the Referee (Lead Official/Crew Chief) shall work collaboratively with home contest administration on decisions related to the resumption of play.
- Final authority for the decision to resume rests within home contest administration in collaboration with the game officials.
- Safety of the public and participants is the most important factor in any decision of this type.

First Aid Procedures for Athletics

The Student Accident Information Form (Appendix B) shall be completed on all athletic connected injuries. One (1) copy shall be kept on file in the school and the other copies shall be sent to the Office of Risk Management and Safety.

All injuries shall be inspected thoroughly and if there is the slightest question in regard to the degree of injury always treat the injury as serious.

Precautions shall be taken for excessive heat during practices and games. This is particularly important for summer or hot weather activities. Coaches shall be aware of and take measures to prevent heat exhaustion, heat stroke and other related injuries. (Appendix F and G.)

First aid treatment and care shall, whenever possible, be administered only by properly trained personnel.

Proper Handling and Disposal of Blood Borne Pathogens

Know where the red bag location is in your school. Always use gloves when treating someone who is bleeding. Clean the blood with the gloves on then place all of the material in the red bag (including the gloves). Either give the bag to the head custodian or call Risk Management and Safety and they will come and pick it up. It must go to BFI to be incinerated. Try to minimize custodians so as not to put them at risk. Keep plastic bags in the first aid kit to use until you get back to school and then place everything in the red bag. All coaches must be trained in Blood borne Pathogens safety by the Department of Risk Management and Safety.

Procedures/Medical Evacuation Plan for Serious Injury

Survey the accident scene

Remain calm

Check for the following:

Breathing

Bleeding

Choking

Check whether victim is conscious or unconscious

Send for Help

Call for ambulance or rescue squad (911)

Report injury to administration

Administration will call parents

A school official/coach should accompany victim to hospital

Render First Aid

Keep victim calm and immobile until medical help arrives

Try to make victim as comfortable as possible

Administer to injury within the boundaries of your knowledge and capabilities.

Treat for shock

Fill out the Student Accident Information Form (Appendix B). Also located in Red Notebook or on Fayette County Public Schools' website. Include detailed information on the Student Accident Information Form and attach additional pages.

Documentation of all procedures is very important. File documentation with principal's copy of the Student Accident Information Form (Appendix B).

REMEMBER you should administer first aid within your capabilities. Treat all injuries as serious.

For media inquiries, contact Fayette County Public Schools' Office of Communications.

Fayette County School Police Department

Personnel of the Fayette County School Police Department shall be present at all athletic events for which the Board of Education provides security personnel and those other events designated by the principal in order that adequate protection will be available to control and supervise before, during and after such events. (See Appendix C, D & E.)

At the beginning of the school year, the administration of the middle school shall contact appropriate personnel of the Fayette County School Police Department to discuss the duties, responsibilities, and procedures for crowd control when it is anticipated that there will be a large attendance at athletic events. (See Appendix C, D & E.)

The Director of the Fayette County School Police Department will assign appropriate levels of officer coverage at both the high school and middle school athletic events. The assignments will be based on collaboration with School Administration, Athletic Directors, and school Police officers.

Requests are to be received at Fayette County School Police Department Headquarters, Fayette County School's Central Office Building, ten (10) school days in advance of activity date to assure proper scheduling and officer availability.

Procedures for Athletic Complaints

When a complaint is filed in writing relative to any phase of the athletic program

- A conference between the complainant and the coach will be held.
- If the complainant deems the response unsatisfactory, he or she shall then meet with the school athletic director
- This meeting can be followed by a meeting with the principal, if necessary.
- If the complainant is still not satisfied, he or she shall be advised of his or her next steps in the process.
- While the above complaint process may be appropriate for general athletic matters, nothing prohibits an individual from reporting allegations of misconduct directly to the principal.

Responsibilities of Athletic Coaches

The responsibilities of the head coach are outlined in Appendix J.

The responsibilities of the assistant coach are outlined in Appendix K.

Participation of Students in Grade 5 or below on Middle School Athletic Teams

Pupils in grade 5 or below **cannot** participate in middle school or high school athletics programs.

Middle School Athletic Eligibility Regulations for High School Athletic Participation

Students have a chance to play for their high school of residence, determined by the Fayette County Schools Board of Education. Middle school students may play for their middle school teams as well as the high school team.

Middle school students' participation on a high school varsity team does not affect the eligibility of any middle school student. A student's eligibility is established once a student enters the ninth grade and participates on a varsity athletic team.

All students, regardless of family coverage, are required to purchase the \$25 athletic insurance policy. This fee is a one-time-a-year fee regardless of the number of sports a student plays.

Listed below are the district-approved regulations for middle school student’s participation on a high school team.

KHSAA Bylaw 4, Enrollment Requirements – sets the rules governing all schools in Kentucky regarding below grade nine participation.

<http://khsaa.org/handbook/bylaws/20142015/bylaw4.pdf>

The Fayette County Public School District Policy regarding participation of students below the ninth grade in high school programs is:

1. Middle school students may participate on the high school in their school of residence area only as defined by the Fayette County Board of Education.
2. Middle school students must be approved by the Director of Athletics prior to any participation on the high school level. Application forms are available through the athletic director at your high school of residence. The Director of Athletics will notify the school once approval is granted.
3. Middle school students, regardless of whether they have applied and received admission to a high school based on a program, still may only play for their high school of residence, determined by the Fayette County Schools Board of Education.

NOTE: The Middle School “Playing Up Approval Form” can be found as Appendix R, at your High School of residence, and on the FCPS Athletic website

Cancellations and Postponement of Games

When schools are closed because of inclement weather, or other emergencies, all practices, regular scheduled and/or play-off games are canceled.

All regular scheduled and/or play-off games scheduled on high school fields may be canceled, postponed, or relocated due to weather, scheduling conflicts or other valid reasons. When changes are made, the affected schools shall be notified by the Fayette County Public Schools sports representative.

Penalty for Violations of Athletic Guidelines

Any violation of these athletic guidelines by any principal, coach, or player shall result in disciplinary action. The disciplinary action shall be determined by the severity of the violation(s). Any report of violation(s) shall be in writing. The report shall be investigated by the appropriate sport representative, FCPS Director of Athletics, and Secondary School Director.

All recommended penalties and sanctions for schools, coaches, and other staff personnel for violations of the athletic guidelines, competitive rules, exhibiting unprofessional or unsportsmanlike behavior will be ultimately determined by the Director of Athletics.

The Director may ask the Middle School Athletic Director to review violations, etc., in an effort to determine the facts or severity of a violation.

Penalties may include but will not be limited to the following:

1. Letter of warning or reprimand
2. Forfeiture of game
3. Suspension of team from one or more regular season games
4. Suspension of coaching privileges
5. Termination of coaching privileges

Team Selection

Each team shall devise a team selection plan that shall be filed with each school athletic director or principal. Each coach is accountable for carrying out the school selection plan.

Coaches Code of Ethics

Guidelines have been developed to enhance the image of the coach in performing his/her duties with the athletic program. Each coach shall sign the code of ethics and place on file with and with the sport specific representative (Appendix O).

Team Rosters

Each team must send player rosters, after team selection to the school's athletic director, and the sport specific representative.

Team rosters must be submitted **one week prior to the first regular season contest in order for teams to be eligible for play.**

Sports specific representatives will collect all rosters, then distribute to all coaches.

The sports specific representative will submit a list of all schools/teams not meeting the specified deadline for submission of rosters to the district Director of Athletics.

Rosters will be sent to all coaches before the beginning of the tournament.

See Section II for specific roster requirements

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Travel

See Fayette County Public Schools Trip Policy for specific guidelines and expectations

Coaches shall be knowledgeable of Fayette County Public Schools' Board of Education Policies (09.36)

SECTION II

SPECIFIC PROVISIONS FOR EACH

MIDDLE SCHOOL SPORT

Volleyball (Girls)

The girls' volleyball representative shall conduct a preseason meeting with coaches to discuss procedures for the season. Head Coaches (or representative) from each school are **required** to attend preseason and post season meetings.

Season

Beginning Date – Organized practice may begin July 15th.

Ending Date - The schools regular volleyball season ends with the loss of tournament play.

NOTE: There shall be no further practice during the remainder of the academic school year. However, middle school students that meet participation requirements at the high school level are eligible to participate at the high school within their attendance area.

Schedule of Games and Scrimmages

All regular season schedules of the volleyball games shall be prepared by the sport representative with approval by the District Director of Athletics.

All games and scrimmages shall be played within a 150 mile radius of the school and must be held with any Kentucky Middle School (K-8).

A team may have two preseason scrimmages, three tournaments and five games during season with any Kentucky Middle School (K-8).

Length of Practice

Length of time for practice session shall not exceed two (2) hours excluding the time required for dressing and showering.

Number of Players

A volleyball team shall consist of the number of players that the coaching staff can properly supervise, with a maximum of 35.

NOTE: Maximum roster numbers include all grades and teams.

Age requirement – Any student who reaches the age of 15 prior to August 1st shall not participate in middle school athletics.

If a grade 6th student attains the age of thirteen (13) prior to August 1st she shall be eligible for grade 7th participation. If a grade 7th student attains the age of fourteen (14) prior to August 1st she shall be eligible for grade 8th participation.

Rosters

Additions made to the roster after the 5th regular season game shall not be permitted to participate in post-season play.

Grade Level Requirements for Players

The participant must be a registered student and enrolled in the school's 6th, 7th or 8th grades in order to play on the school's volleyball team.

Any player regardless of grade may participate on the "A" team. Only 6th and 7th graders may participate on the "B" team.

If there are not enough 6th and 7th graders to field a "B" team that game will be counted as a forfeit.

Method to Determine Regular Season Champion and Tournament Seeding

The regular season champion shall be the team with the best winning record. In case of ties the team that defeated the other team in regular season play shall be declared the league champion. The same method shall be used for teams tied for 2nd and 3rd place. Awards shall be awarded to the "A" team winner and runner-up. After head to head competition, a blind draw will determine seed.

At the end of the regular season, a single elimination "A" and "B" team tournament shall be played. The volleyball representative using the regular season records shall seed it. The date and location will be set by the volleyball representative.

Rules of National Federation of State High School Associations (NFSHSA) Volleyball

NFSHSA Volleyball rules are to govern the playing of volleyball matches unless there are modifications by Fayette County Public Schools action. Such Fayette County Public Schools modifications are noted in Section 7c. Each coach shall be knowledgeable of the NFSHSA Volleyball rules and the head coach shall possess the current copy of the NFSHSA Volleyball/Kentucky High School Athletic Association (KHSAA) rules book. The girls' volleyball representative shall review rules annually during the preseason meeting for coaches.

<https://www.nfhs.org/activities-sports/volleyball/>

Fayette County Public Schools Middle School Volleyball rules modifications:

"B" Game – the game shall be played to a score of twenty-one (21)

Scoring "A" Team Game - 21, cap of 23.

Scoring "B" Team Game - 21, cap of 23 each match. 15 no cap.

Scoring 6th Grade Team - 15, cap of 17, 3rd set 10, no cap

Volleyball Equipment Furnished by the Player

The items of volleyball equipment furnished by the player are:

Shoes

Socks

Knee pads

Any student who cannot afford to furnish items of equipment shall not be prohibited from sports participation. The school shall assist the student in acquiring the equipment.

Facilities for Practices and Games

School staff members as assigned by the principal shall check facilities used for practices and

games daily for safety hazards.

Travel for Games

Travel to volleyball games for players, coaches, and student helpers may be by Fayette County Public School bus. The students on the bus shall be under the direct supervision of a team coach.

Coaches must request buses three (3) weeks in advance.

Coaches should run a copy of their schedule on the back of the Parent Permission Travel form and it should be signed and kept on file with the head coach.

When school buses are not used, parents/guardians of the team participants shall be notified by the coach prior to the first scheduled meet, that if transportation for trips away from Lexington is provided, it will be by private vehicle or public transportation not covered by fleet insurance purchased by the Fayette County Board of Education. See Appendix Q.

Provisions for Safety and First Aid Treatment of Injuries

Safety and first aid treatment procedures are found in Section I, #14 of these guidelines.

Injured athletes shall not participate until released in writing for participation by the attending physician/UK Contracted Athletic Training Staff.

When need for medical services arise, contact the parent/guardian of the players. (See Section I, #14.)

Football

The football representative shall conduct a preseason meeting with coaches to review the rules. Head Coaches (or representative) from each school are **required** to attend preseason and post season meetings.

Season

Beginning Date – Organized practice may begin July 15th.

Ending date - The school's football season ends at the conclusion of its last regular season game and/or its elimination from the championship playoff competition. NOTE: There shall be no further practice during the remainder of the academic school year.

Preseason acclimation and acclimatization beginning July 15:

Heat index monitoring guidelines shall be complied with during any activity

The KHSAA catastrophic insurance is in place for these drills and practice sessions

Beginning July 15, the first legal organized practice wearing a helmet may be conducted

The first five (5) days of organized practice shall be in helmets only

During the first five (5) days in helmets only, total practice time in helmets shall not exceed two (2) hours

During the first five (5) days in helmets only, only Level 0-“Air” and Level 1-“Bags” drills shall be conducted

Water breaks, rest breaks, and injury treatment shall not count against the 2-hour limit

Weight training, conditioning, required meetings, required sport and skill specific film study, and teaching period/walk through simulations without equipment **shall** count against 2-hour limit

Following the first five days- practice may be conducted in shells (shorts, helmets, shoulder pads) for each player who has had at least five days in helmets only

Only Level 0-“Air”, Level 1-“Bags” and Level 2-“Control” drills shall be conducted

Beginning August 1- practice may be conducted in full gear for all players who have had at least three practices wearing shells (helmets and shoulder pads). a. Level 0-“Air”, Level 1-“Bags”, Level 2-“Control”, Level 3-“Thud” and Level 4-“Live action” drills may be conducted however Level 3-“Thud” and Level 4-“Live action” drills may only be conducted in one practice per day

No single practice session shall be longer than two (2) hours

<http://khsaa.org/handbook/bylaws/20162017/bylaw23.pdf>

NOTE: The first week of school for students shall be used for collecting required forms. Equipment shall not be issued to any student prior to receipt of the required forms.

Schedule of Games

Each team will play a maximum of eight (8) regular season games.

Prior to the first scheduled football game a team may have a maximum of 2 scrimmages. (These may take place on Saturday).

All games and scrimmages shall be played within a 150 mile radius of the school. Scrimmages – See page 2 (3B).

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There will be a “B” league game provided for 6th and 7th Grade non-starters. This will be determined by the head coach, the principal, or the principal’s designee.

A team may have two scrimmage dates and must be held with any Kentucky middle school (K-8).

NOTE: If the need arises, the dates and/or the composition of the football schedule may be changed by the sport representative.

Length of Practice

Length of practice sessions shall not exceed two hours (2) excluding the time required for dressing and showering.

Number of Players

A football team shall consist of the number of players that the school can adequately, safely equip and that the coaching staff can properly supervise.

NOTE: The Fayette County Board of Education shall provide NOCSAE approved helmets and shoulder pads for a minimum of forty-four (44) players.

Rosters

Additions made to the roster after the 3rd regular season game shall not be permitted to participate in post-season play.

Age and Size Requirements for Players

The student must be at least eleven years of age by the start of fall football practice.

A student must be enrolled in grades 6, 7 or 8 in order to play on the school's football team

Method Used to Determine Regular Season Champion and Tournament Seeding

Top six teams will make the playoffs with the top two seeds getting a 1st round bye.

In the case of a tie the first tie breaker will be regular season record in head-to-head competition in regular season play. The second tie breaker will be the record against common opponents. The third tie breaker will be the number of games won by defeated opponents. The fourth and last tie breaker will be determined by a coin toss.

The date and location of championship games shall be set by the sports representative in cooperation with the Middle School director or designee.

Tie Games

KHSAA rule of breaking tie games will be used to determine the outcome of tie games.

Rules of National Federation of High School Football

NFHS football rules are to govern the playing of football games. Each coach shall be knowledgeable of the NFHS football rules, and the head coach shall possess the current copy of the NFHS rules book.

<https://www.nfhs.org/activities-sports/football/>

The only modifications to the NFHS rules involve the scoring of the PAT (points after touchdown). They are as follows:

2 points will be awarded if the team **runs** the ball into the end zone.

2 points will be awarded if the team **completes a pass** into the end zone.

1 point will be awarded if a team **kicks** the ball through the goal posts.

Football Equipment Furnished by the School

All football equipment furnished by the school shall meet all safety standards and shall be properly fitted.

The items of football equipment furnished by the school are:

Helmet (NOCSAE approved) Each helmet must meet the NOCSAE standards and bear the NOCSAE emblem.

Shoulder pads

Practice shirt

Thigh pads

Practice pants and belt

Knee pads

Game shirt

Hip pads

Game pants

Football Equipment Furnished by the Player

The items of football equipment furnished by the player are:

Shoes

Socks

Mouthpiece

Arm Pads (acceptably safe by game official)

Any student who cannot afford to furnish items of equipment shall not be prohibited from sports participation. The school shall assist the student in acquiring the equipment.

Facilities for Practice and Game

Facilities used for football practices and games shall be checked daily for safety hazards by school staff members as assigned by the principal.

The Division of Operations shall provide the maintenance of football facilities including mowing, seeding, and fertilizing the football field. Special maintenance requests for these services shall come from the principal. Marking fields for play is the responsibility of the school.

Travel to Games

Travel to football games for players, coaches, and student helpers may be by Fayette County Public School buses. The students on each bus shall be under the direct supervision of a team coach.

Coaches must request buses three (3) weeks in advance.

Coaches should run a copy of their schedule on the back of the Parent Permission Travel form and it should be signed and kept on file with the head coach.

When school buses are not used, parents/guardians of the team participants shall be notified by the coach prior to the first scheduled meet, that if transportation for trips away from Lexington is provided, it will be by private vehicle or public transportation not covered by fleet.

Provisions for Safety and First-Aid Treatment of Injuries

A paramedic or athletic trainer is required to be in attendance at each football game. The paramedic or athletic trainer shall be contacted and assigned by the football representative.

Safety and first aid treatment procedures are found in Section I, #14 of these guidelines.

Procedures for heat related injuries and illness are listed in Appendices F and G.

Injured athletes shall not participate until released in writing for participation by the attending physician/UK Contracted Athletic Training Staff.

When the need for medical services arises, contact the parent/guardian of the players. (Section I, #14 of these guidelines).

Each player, in order to be eligible to participate in a game, shall have taken part in a minimum of ten (10) practice periods extending over a period of ten (10) days during the three weeks of practice preceding his/her first game.

BASKETBALL (Boys/Girls)

The basketball representative shall conduct a preseason meeting with coaches to discuss procedures for the season. Head Coaches (or representative) from each school are **required** to attend preseason and post season meetings.

Season

Beginning Date (GIRLS) - Tryouts for girls' basketball may be held the last week of the girls' volleyball season. Organized practice shall begin as soon as tryouts are completed.

Beginning Date (BOYS) - Tryouts for boys' basketball shall be held the week prior to winter break. Organized practice shall begin as soon as tryouts are completed.

Ending Date Boys/Girls) - The school's basketball season ends following elimination from the

post-season championship playoff. NOTE: There shall be no further practice during the remainder of the academic school year.

Schedule of Games

All regular season schedules of basketball games shall be prepared by the sport representative with approval District Director of Athletics.

A season may not exceed 28 games including all tournament games. The Fayette County Public Schools Middle School Tournament games are not included in the 28 game limit.

All games and scrimmages shall be played within a 150 mile radius of the school and must be held with any Kentucky Middle School (K-8).

Rosters and Rules for Playing Games

Coaches will determine playing time for A and B team games.

Number of Players

A basketball team shall consist of the number of players that the coaching staff can properly supervise, with a maximum of 35.

NOTE: Maximum roster numbers include all grades and teams.

Roster

Additions made to the roster after the 5th regular season game shall not be permitted to participate in post-season play.

B team players may play for A teams. (NOTE: B team players may play in both games.)

No team will guard in the backcourt if they have a 20-point lead.

Length of Practice

Length of time for practice session shall not exceed two (2) hours excluding the time required for dressing and showering.

Grade Level Requirements for Players

The student must be enrolled in grades 6th, 7th, or 8th in order to play on the school's basketball team.

Any player regardless of grade may be on the "A" team. Only 6th and 7th graders may be on the "B" team.

Method to Determine Regular Season Champion & Tournament Seeding

The regular season champion shall be determined by the team with the best winning record. In case of ties the team that defeated the other team in regular season play shall be declared the champion. In the unusual event that two teams with identical records split regular season head to

head matchups then a coin toss will be used to determine a champion and runner-up seeding in the tournament. Trophies shall be awarded to the "A" team and "B" team winner of the regular season. Trophies for A and B teams shall be awarded to the champion and runner-up of their respective tournaments.

At the end of the regular season, a single elimination "A" team tournament shall be played. It shall be seeded by the basketball representative using the regular season records. The Play-offs shall be played at the school with the best winning records. These sites are determined by team records at the end of the regular season. The championship game shall be held on a neutral basketball court. The date and location will be set by the basketball representative.

At the end of the regular season, a single elimination B team tournament shall be played. The Play-off tournament will be played at the schools with the best winning record. The B team championship game shall be played before the A team championship game on a neutral court.

Rules of National Federation of High School Basketball

NFHS basketball rules are to govern the playing of basketball games unless there are modifications by Fayette County Public Schools action. Each coach shall be knowledgeable of the NFHS basketball rules and the head coach shall possess the current copy of the NFHS rules book.

Rules shall be reviewed annually in the preseason meeting for coaches by the basketball representative.

Coaches will be held responsible for ensuring that all NFHS and Fayette County rules and policies (09.36) are followed.

<https://www.nfhs.org/activities-sports/basketball/>

Basketball Equipment Furnished by the Player

The items of basketball equipment furnished by the player are:

Shoes
Socks

Any student who cannot afford to furnish items of equipment shall not be prohibited from sports participation. The school shall assist the student in acquiring the equipment.

Facilities for Practices and Games

Facilities used for practices and games shall be checked daily for safety hazards by school staff members as assigned by the principal.

Travel for Games

Travel to weekday basketball games for players, coaches, and student helpers may be by Fayette County Public School bus. The students shall be under direct supervision of a team coach.

Coaches must request buses three (3) weeks in advance.

Coaches should run a copy of their schedule on the back of the Parent Permission Travel form and it should be signed and kept on file with the head coach.

When school buses are not used, parents/guardians of the team participants shall be notified by the coach prior to the first scheduled meet, that if transportation for trips away from Lexington is provided, it will be by private vehicle or public transportation not covered by fleet insurance purchased by the Fayette County Board of Education. See Appendix Q.

Provisions for Safety and First Aid Treatment of Injuries

Safety and first aid treatment procedures are found in Section I, #14 of these guidelines.

Injured athletes shall not participate until released in writing for participation by the attending physician/UK Contracted Athletic Training Staff.

When need for medical services arises, contact the parent/guardian of the players. (See Section I, #14).

CHEERLEADING - DANCE TEAM

The cheerleading representative shall conduct a preseason meeting with coaches to discuss procedures for the season. Head Coaches (or representative) from each school are **required** to attend preseason and post season meetings.

Season

Tryout Clinics - Tryouts/clinics can be held no longer than five to 6 Saturdays after spring break. If a spring tryout is held a fall clinic/tryout must also be held. Subject to approval by the Principal. Tryouts must be held at the school.

Dance Team season will begin July 15th.

Schedule for Cheerleading

The cheerleading representative, in conjunction with the principal and the cheerleading coach, may coordinate the scheduling of cheerleading participation at the athletic events and the Showcase. (Coordinated by the cheerleading representative).

Dance Team season will be coordinated by the Middle School Dance Team Representative.

Practice Sessions

Practice sessions shall be supervised by the cheerleading coach or certified representative.

Practice sessions shall be held at the school or a site approved by the principal.

Practice sessions shall not exceed two hours in length, excluding time required for dressing and showering.

Dance team practice sessions shall be supervised by the Dance Team coach or certified representative.

Number of Cheerleaders

Each cheerleading squad shall consist of the number of members that the coach can properly supervise.

Cheerleading Equipment Furnished by the School

Two uniforms with emblems (no other uniforms are permitted)

Pom poms

Cheerleading Equipment Furnished by the Cheerleader (Any student who cannot afford to furnish items of equipment shall not be prohibited from sports participation. The school shall assist the student in acquiring the equipment).

Shoes

Socks

Hair ribbons/bows

Body suit

Tights

The following activities and equipment are not required nor are they a pre-requisite to try out for or participate in middle school cheerleading.

Dance lessons

Dance skills

Gymnastic lessons

Gymnastic skills

Warm-up suits

Facilities for Cheerleader Practice

Facilities used for cheerleader practices shall be determined by the principal and coach. The facilities shall be checked daily for safety hazards by school staff members as assigned by the principal.

Cheerleading Competition

Cheerleaders are limited to a maximum of three (3) competitions during the school year. Any preliminary competitions that progress to district, region, state and/or national level will be considered as one competition.

All middle school cheerleading and dance squads shall participate in the Fayette County Public Middle School Cheerleading Showcase.

Cheerleader Travel to Athletic Events

Travel to any athletic event for cheerleaders and cheerleader coaches may be with the athletic team on Fayette County Public School bus. The cheerleaders on the bus shall be under the direct supervision of the cheerleading coach/or certified personnel. It shall be the responsibility of the

principal, the cheerleading coach and the athletic coach to plan cooperatively for transportation to athletic events.

Coaches must request buses three (3) weeks in advance.

Coaches should run a copy of their schedule on the back of the Parent Permission Travel form and it should be signed and kept on file with the head coach.

When school buses are not used, parents/guardians of the team participants shall be notified by the coach prior to the first scheduled game, that if transportation for trips away from Lexington is provided, it will be by private vehicle or public transportation not covered by fleet insurance purchased by the Fayette County Board of Education. See Appendix Q.

Provisions for Safety and First Aid Treatment of Injuries

Safety and first aid treatment procedures are found in Section I, #14, of these guidelines.

Procedures for heat related injuries and illnesses are given in Appendices F and G.

Injured athletes shall not participate until released in writing for participation by the attending physician/UK Contracted Athletic Training Staff.

When the need for medical services arises, contact the parent/guardian of the cheerleader (See Section I, #14).

All coaches are required to attend the KHSAA fall safety cheer clinic.

National Federation High School Cheerleading/Spirit Regulations

Each year in all National Federation High School sports regulations, one of the main objectives is risk and safety minimization. Some of these regulations are outlined below:

Rule 2-1-8 states: *Stunts must not be performed during a basketball or volleyball game when the ball is in play, including free throws in basketball and just prior to the serve in volleyball*

Rule 2-1-9 states: *Spirit participants must not perform warm up stunts on the court or sideline area during player warm-up if an alternate area is available. If no appropriate alternate area is available, the coach must take reasonable precautions to minimize the risk for participants;*

Note: See suggestions in Coaches Responsibilities;

Rule 2-1-10 states: *Spirit participants must remain outside the playing area during a 30-second or less time-out in a basketball game;*

Rule 2-1-13 states: *Spirit participants must not stand behind the free throw lane extended during a basketball game. Rationale: These changes help those schools that have no alternate area/facility/gymnasium to warm up or practice before the game.*

All middle school cheer and dance must follow NFHS spirit rules.

<https://www.nfhs.org/activities-sports/spirit/>

LACROSSE (Boys/Girls)

TBD once KHSAA sends out guidance for the state

TRACK AND FIELD (Boys/Girls)

The track and field representative will conduct a preseason meeting with coaches to discuss procedures for the season. Head Coaches (or representative) from each school are **required** to attend preseason and post season meetings.

Season

Beginning Date - Organized tryouts may not begin earlier than March 15.

Ending Date - The school's track and field season ends with the State Track and Field championship meet or the Fayette County Public Schools meet, depending on which one is last.

Schedule of Meets

The season shall consist of a minimum of six (6) with a maximum of fourteen (14) scheduled meets.

The first meet shall be scheduled after at least 10 practice sessions. Each participant, in order to be eligible to participate in a meet, shall have taken part in a minimum of (10) practice sessions.

All meets shall be held within a 150 mile radius of the school.

Length of Practice

Length of time for practice sessions shall not exceed two (2) hours, excluding time required for dressing and showering.

Number of Players

Each track and field team shall consist of the number of members the coach can properly supervise. See Meet Verification Listing Appendix P.

Rules of National Federation of High School Track and Field

NFHS track and field rules are to govern the running of track and field meets. Each coach shall be knowledgeable of the NFHS track and field rules.

Rules shall be reviewed annually in the preseason meeting of coaches by the track and field

representative.

<https://www.nfhs.org/activities-sports/track-fieldcross-country/>

Track and Field Equipment Furnished by the School

The items of track and field equipment furnished by the school shall meet all safety standards. The items of equipment furnished by the school are all apparatus used for practice and competition.

Track and Field Equipment Furnished by the Player

Each team member shall wear the same color and design of shorts and shirts. Any student who cannot afford to furnish items of equipment shall not be prohibited from sports participation. The school shall assist the student in acquiring the equipment.

Track and Field Championship

A county-wide track and field championship meet shall be held at the conclusion of the regular season. The championship meet shall be divided between boys and girls competition. The middle school track and field teams, both boys and girls, shall participate in this competition. The date and location of the championship game shall be set by the sport representative. The host school shall handle the expenses and divide any profits to pay for officials. All athletes entered in the Fayette County Public Schools middle school championship meet must have participated in at least four (4) middle school meets during that season. Documentation of participation shall be brought by the coach to the Championship Meet for review.

Travel for Meets

Travel to track and field meets for players, coach and student helpers may be by Fayette County Public School bus. The students on the bus shall be under the direct supervision of the team coach.

Coaches must request buses three (3) weeks in advance.

Coaches should run a copy of their schedule on the back of the Parent Permission Travel form and it should be signed and kept on file with the head coach.

When school buses are not used, parent/guardians of the team participants shall be notified by the coach prior to the first scheduled meet, that if transportation for trips away from Lexington is provided, it will be by private vehicle or public transportation not covered by fleet insurance purchased by the Fayette County Board of Education. See Appendix Q.

Provisions for Safety and First Aid Treatment of Injuries

Safety and first aid treatment procedures are found in Section I, #14 of these guidelines.

Injured athletes shall not participate until released in writing for participation by the attending physician/UK Contracted Athletic Training Staff.

When need for medical services arise, contact the parent/guardian of the player (See Section I, #14).

EVENTS FOR TRACK AND FIELD

Track Events

3200 Meter Relay
100 Meter Low Hurdles (Girls)
100 Meter Low Hurdles (Boys)
100 Meter Dash
800 Meter Relay
1600 Meter Run
400 Meter Relay
400 Meter Dash
300 Meter Low Hurdles
800 Meter Run
200 Meter Dash
3200 Meter Run
1600 Meter Relay

Field Events

Long Jump
High Jump
Triple Jump
Shot Put
Discus
Turbo Javelin
***Pole Vault**

***This event will not be scored at the Fayette County Public Schools Championship Meet.**

Officials - A licensed KHSAA or USATF official must be on site during a meet.

SECTION III

APPENDICES

FAYETTE COUNTY PUBLIC SCHOOLS
STUDENT ACCIDENT INFORMATION FORM

1. School Student Attends: _____ Location of Accident: _____

2. Name of Student: _____ DOB: _____

Sex: _____

3. Student's Address: _____ Phone Number: _____

Address City, State Zip Code

4. Name of Parent/Guardian: _____

5. Date of Accident: _____ Time Of Accident: _____

6. Place Of Accident:

- | | | | | |
|----------------|-----------------|-----------------|-------------------|------------------|
| ____ Classroom | ____ Gym | ____ Stair | ____ Bus Stop | ____ Ball Field |
| ____ Cafeteria | ____ Playground | ____ Library | ____ Music | ____ Parking Lot |
| ____ Scratch | ____ Steps | ____ School Bus | ____ Soccer Field | ____ Hall |
| ____ Sidewalk | ____ Restroom | | | |

7. Nature of Injury:

- | | | | | |
|--------------|-------------------|--------------------|-----------------|---------------|
| ____ Bruise | ____ Turned Ankle | ____ Burn | ____ Sting | ____ Mashed |
| ____ Cut | ____ Bump | ____ Dental | ____ Concussion | ____ Seizure |
| ____ Sprain | ____ Fracture | ____ Pulled muscle | ____ Fainted | ____ Abrasion |
| ____ Scratch | ____ Nose bleed | ____ Dislocation | ____ Puncture | ____ Bite |

8. Part of Body Injured:

- | | | | | |
|-------------|------------|---------------|--------------|------------|
| ____ Head | ____ Lip | ____ Shoulder | ____ Stomach | ____ Toe |
| ____ Face | ____ Leg | ____ Foot | ____ Mouth | ____ Other |
| ____ Knee | ____ Hand | ____ Elbow | ____ Tooth | ____ Ear |
| ____ Finger | ____ Wrist | ____ Nose | ____ Chest | ____ Hip |
| ____ Arm | ____ Side | ____ Neck | ____ Ankle | ____ Back |
| ____ Eye | | | | |

9. *Give a detailed description of how the accident occurred & activities engaged in at the time of the accident:

10. Witnesses (Name, Address & Phone) _____

11. Degree of Injury: (Note: If serious injury, please notify the Division of Risk Management & Safety at 381-3827 ASAP)

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Death _____ Permanent Injury _____ Serious but not permanent _____ Minor _____

12. Days absent from school _____

13. Was Parent, Guardian or Next of Kin Notified? Yes _____ No _____

14. Does the Student Have School Insurance? Yes _____ No _____

15. Immediate Action Taken

_____ None Needed _____ Sent to Physician _____ First Aid _____ Sent Home _____ Sent to Hospital

Signature of Person in Charge at Time of Accident: _____ Date Reported _____

NOTE: KEEP COPY FOR SCHOOL FILE AND SUBMIT A COPY TO THE DIVISION OF RISK MANAGEMENT AND SAFETY. ATTACH MEDICAL BILLS IF AVAILABLE.* (Attach additional pages and job requests if needed)

Department of Law Enforcement

The following is a general description of law enforcement officer's responsibilities and duties during athletic events:

A. Prevention of Crime

1. Protection of spectators and participants
2. Patrol of grounds and facility
3. Investigation of incidents (crime, etc.)

B. Protection of Fayette County Public Schools' Property and Personal Property

1. Prevention of thefts
2. Prevention of Vandalism
3. Provide money escorts

C. Traffic Control

1. Supervise traffic on Fayette County Public Schools' property
2. Supervise parking
3. Investigate automobile accidents

D. Crowd Control

Assist school officials in:

1. Supervision of spectator flow
2. Supervision of spectator conduct

E. Public Relations

1. Assist spectators
2. Assist participants and officials
3. Assist students

CROWD CONTROL PROCEDURES

1. At the beginning of each school year, the principal shall meet with the Department of Law Enforcement in order that adequate protection will be available to control the spectators before, during, and after the game. Develop a plan of action for measures to be taken in the event of trouble.
2. Supervision on the parking areas during the game is advised. The parking area should be well lighted.
3. Ticket takers shall be advised to screen for troublemakers and alert Law Enforcement Personnel. Spectators shall be required to pay full ticket price until game is concluded.
4. The visiting school shall be contacted as early as possible to discuss crowd control procedures for the game, parking sites, bleacher areas, loading and unloading buses and automobiles.
5. The school principal shall arrange to secure stadium and gymnasium gates and doors, prior to scheduled opening time.
6. The school shall have adequate number of ticket takers, ticket sellers, entrances, exits, concession stands, etc., to minimize congestion.
7. The school principal shall arrange for and provide supervision to continue until all spectators have left, including the team bus.
8. If special seating areas are to be roped off, have this done before the gates are opened. Provide special seating for the visiting team's band.
9. **Allow no spectator onto the sidelines.** The few people, other than the players, coaches, managers, and "chain gang," will be issued VISIBLE SIDE LINE PASSES.
10. Keep lines of communication open to administrators of visiting schools.
11. Provide for supervision during half time. Supervision is necessary to help direct the crowd, keep spectators off the playing field, and prevent loitering.
12. Team, band, and pep buses should depart as soon as possible after the game.

BOMB THREATS DURING ATHLETIC EVENTS

A. Due to the excitement and various types of people that an athletic event draws, a bomb threat (if not handled in an orderly fashion) could result in complete pandemonium that could further result in serious injuries. If a threat is made during an athletic event, a possible means of delivering the message is by note. If a threat is delivered in writing, or by messenger, or posted in the building, the recipient of the note or letter must protect it against further handling by anyone else. The sender's fingerprints may be obtained from the envelope/paper containing the warning. If the written threat states that an explosive device is in a certain area that day, the bomb threat procedures adopted by the district shall be followed.

1. The paper/envelope containing the threat, along with the names of all known persons who have touched the paper and the envelope shall be turned over to the Law Enforcement Officer in charge.
2. If a threat is made by telephone, the procedure is the same as for a threat received during school hours.

B. If a threat is received during an athletic event, these procedures are to be followed:

1. Once the threat is received, the Principal and the Department of Law Enforcement shall be immediately informed.
2. The Principal shall implement the bomb threat procedures.

Should an evacuation be necessary, the following procedure will be followed:

- a. The public address system or similar device shall be utilized to announce the following:

"THE SAFETY OF THIS FACILITY HAS BEEN THREATENED AND WE MUST EVACUATE THE BUILDING IMMEDIATELY."

The evacuation shall be implemented by first removing the players and referees from the floor or field. Secondly, remove the occupants of the press box or score table. This action should result in making the evacuation of the spectators simpler. NO SCHOOL OFFICIAL, PLAYER, REFEREE OR PARTICIPANT (cheerleaders, band, etc.) SHALL BE ALLOWED TO REMAIN IN THE STADIUM OR GYMNASIUM.

After evacuation, the Department of Law Enforcement shall be responsible for searching the building and grounds. The first area to be searched shall be the area where the teams, referees, etc., will be housed. The second area to be searched shall be the areas accessible to the public; i.e., rest rooms, concessions, bleachers, etc. The third area to be searched shall be the playing field and surrounding school property within the stadium or gymnasium.

- C. If a suspected explosive device is located prior to or during the search, the following relocation procedures are to be utilized:
1. Depending on the type of explosive, it may become necessary to detonate the explosive immediately. If time allows relocation of the device, it will be relocated by the LEXINGTON-FAYETTE URBAN COUNTY POLICE BOMB SQUAD or the KENTUCKY STATE POLICE BOMB DISPOSAL UNIT to prevent unnecessary damage to school property.
 2. The relocation area must be an area away from the evacuated persons and away from the school building. The area should also be located in an area to prevent damage of the immediate residences, streets, business establishments, etc. (if possible).
 3. The Department of Law Enforcement shall survey for suitable areas for relocation purposes. By having a prearranged area, time will be saved in case the area is needed. Upon decision of an area for each school, the Principal will be notified.
- D. Announcement of re-entry or facility status will be made by the Principal as follows:

"THE BUILDING HAS BEEN SEARCHED AND NO EXPLOSIVE DEVICES HAVE BEEN DISCOVERED."

AT NO TIME will it be stated that the facility is "CLEAR" or "SAFE" for re-entry if evacuation has been implemented. Any follow-up announcements should NOT state the facility is "CLEAR" or "SAFE". There is no way of being positive that the facility or area is clear or safe.

PRECAUTIONARY MEASURES TO PROTECT PLAYERS
FROM EXCESSIVE HEAT DURING ATHLETIC PRACTICE

Extreme heat and humidity mandates that certain precautions be taken to protect your players from heat related injuries and illnesses.

PRECAUTIONS: These precautions apply to all practices.

1. Players shall be cautioned by the coaches as to signs and symptoms of heat exhaustion, and players shall be instructed to notify the coaches immediately when certain signs and symptoms of heat exhaustion occurs to them. Example: dizziness, blurred vision, nausea, severe cramping. Players shall be taken out of practice immediately and first aid should be administered immediately if such symptoms occur. Heat illness is a completely preventable illness but can be a life threatening emergency if left untreated. Heat illness is cumulative. Once an athlete stops sweating and their skin becomes red, these individuals need to be transported immediately to an emergency room. Instruct players to monitor their teammates on the signs and symptoms of heat illness.
2. Acclimate your players slowly to the heat and be aware that younger athletes may be more susceptible. Do not practice vigorously at first. Changing practice time to earlier or later in the day may be necessary.
3. The two (2) prime causes of heat exhaustion are overweight or out of condition athletes.
4. The first five (5) to seven (7) days of practice shall be in shorts and helmets. (Helmets apply only to football.)
5. Unlimited water shall be made available at practice. Your players should drink plenty of water - more than usual - proper diet habits, i.e., fruit, sports drinks, no soda or anything with caffeine. Drink fluids throughout the day to establish a proper hydration level.
6. Check humidity levels on practice days and on the field if possible. Humidity is extremely important in the cause of heat related injuries.
7. In excessive heat, coaches shall develop procedures to check weight before and after practice. Continued weight loss during practice will cause heat exhaustion.
8. Practice time shall be 1 ½ hours in length maximum. A break of five (5) to ten (10) minutes shall be given every one-half (½) hour.
9. Advise your players that too much salt intake can be harmful. (salt tablets)
10. Football helmets shall be removed whenever possible.
11. If symptoms of heat exhaustion occur in any player, special attention and supervision shall be given to the player. Treat all heat related injuries as serious.

PRECAUTIONARY MEASURES TO PROTECT PLAYERS
FROM EXCESSIVE HEAT DURING ATHLETIC GAMES

Extreme heat and high humidity mandate that precautions be taken at athletic events to protect players from heat related injuries and illness.

PRECAUTIONS: These precautions apply to both home and away games.

1. Players shall be cautioned by the coaches as to signs and symptoms of heat exhaustion and players shall be instructed to notify the coaches immediately when certain signs and symptoms of heat exhaustion occur to them. Example: dizziness, blurred vision, nausea, severe cramping. Players shall be taken out of the game immediately and first aid should be administered immediately if such symptoms occur. Heat illness is a completely preventable illness but can be a life threatening emergency if left untreated. Heat illness is cumulative. Once an athlete stops sweating and their skin becomes red, these individuals need to be transported immediately to an emergency room. Instruct players to monitor their teammates on the signs and symptoms of heat illness.
2. Acclimate your players slowly to the heat and be aware that younger athletes may be more susceptible. Do not practice vigorously at first. Changing practice time to earlier or later in the day may be necessary.
3. Pre-game warm-ups shall be shortened to include only stretching exercises.
4. A pre-game meeting shall be held with the coaches of both teams and the game officials to alert the officials to be observant of players that appear to be sluggish and extremely tired due to the heat.
5. A plan shall be formulated in the pre-game meeting of the coaches and officials as to what measures will be taken during all sports (soccer, baseball, track, etc.):
 - a. to possibly shorten the game, especially the last half of the game, and
 - b. to provide for lengthening the breaks between quarters in football up to 5 minutes and between halves up to 20 minutes, if needed.
 - c. Increase frequency of water breaks during game.
5. Be certain that there is a paramedic present at home football games.

6. Extra amounts of water and ice shall be provided by the school for team use.

7. When a player comes out of the game, he/she should remove any non-essential equipment (this would include but not be limited to helmets, shoulder pads, goalie shirts, goalie gloves) and be provided sufficient water to cool down. Consideration should be given to all players on the sidelines, especially players that have been involved in the game, to be permitted to remove any head covering.

8. Treat ALL heat related injuries as serious. Special attention and observation shall be given to all players that have experienced any symptoms of heat exhaustion.

NOCSAE FOOTBALL HELMET WARNING STATEMENT

Do not use this helmet to butt, ram or spear an opposing player. This is in violation of the football rules and such use can result in severe head or neck injury, paralysis or death to you and possible injury to your opponent. No helmet can prevent all head or neck injuries a player might receive while participating in football.

SHARED RESPONSIBILITY FOR SPORT SAFETY

1. Serious head and neck injuries, leading to death, permanent brain damage, or quadriplegia (extensive paralysis from injury to the spinal cord at the neck level), occur each year in football. The toll is relatively small (less than one fatality for every 100,000 players, and an estimated one nonfatal severe brain and spinal cord injury for every 100,000 players, and an estimated one nonfatal severe brain and spinal cord injury for every 100,000 players), but persistent. They cannot be completely prevented due to the tremendous forces occasionally encountered in football collisions, but they can be minimized by manufacturer, coach and player compliance with accepted safety standards.
2. The NOCSAE seal on a helmet indicates that a manufacturer has complied with the best available engineering standards for head protection. By keeping a proper fit, by not modifying its design, and by reporting to the coach or equipment manager any need for its maintenance, the athlete is also complying with the purpose of the NOCSAE standard.
3. The rules against intentional butting, ramming, or spearing the opponent with the helmeted head are there to protect the helmet person much more than is the candidate for catastrophic injury. For example, no helmet can offer protection to the neck, and quadriplegia now occurs more frequently than brain damage. The typical scenario of this catastrophic injury in football is the lowering of one's head while making a tackle. The momentum of the body tries to bend the neck after the helmeted head is stopped by the impact, and the cervical spine cannot be "splinted" as well by the neck's muscles with the head lowered as with the preferred "face up, eyes forward, neck pulled position. When the force at impact is sufficient, the vertebrae in the neck can dislocate or break, cause damage to the spinal cord they had been protecting, and thereby produce permanent loss of motor and sensory function below the level of injury.
4. Because of the impact forces in football, even the "face up" position is no guarantee against head or neck injury. Further, the intent to make contact "face up" is no guarantee that the position can be maintained at the moment of impact. Consequently, the teaching of blocking/tackling techniques which keep the helmeted head from receiving the brunt of the impact are now required by rule and coaching ethics, and coaching techniques which help athletes maintain or regain the "face up" position during the milieu of a play must be respected by the athletes.

NOTE: It is mandatory for the head coach to read these statements to all football players followed by explanations and discussions. Further, this statement is to be posted in a conspicuous place in the football dressing room.

FAYETTE COUNTY PUBLIC SCHOOLS

Lexington, Kentucky

JOB DESCRIPTION

TITLE OF JOB: Middle School Head Coach

RESPONSIBLE TO: School Athletic Director/Principal of School

RESPONSIBILITIES:

1. Plans, conducts, and supervises the specific sport for which he/ she is responsible, consistent with the Kentucky High School Athletic Association Rules and Regulations, Fayette County Board of Education Policies, Regulations, Administrative Directives, and the Fayette County Public Schools Athletic Guidelines. In addition to the coaching duties, the coach is responsible to the school principal to complete the full work schedule of the school day.
2. Determines eligibility of team members along with the principal, consistent with the KHSAA Constitution, Bylaws and Tournament Rules and with the Fayette County Board of Education Policies including the Athletic Guidelines.
3. Is responsible for the proper control and conduct of the team members at all practice sessions, home and away games.
4. Works with the principal and the middle school sports representative in finalizing game schedules.
5. Is responsible for directly supervising and conducting practice sessions as set forth in the special provisions for sports in the Athletic Guidelines, and games played during the season.
6. Teaches players to observe the highest degree of sportsmanship.
7. Exercises self-control at all times by setting an example of the highest degree of sportsmanship.

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8. Exercises self-control at all times in the use of proper language and actions towards players.
9. Is responsible for issuing, maintaining, storing, and taking inventory of all equipment and supplies.
10. Ascertains that equipment, facilities, and conditions ensure the health and safety of team members in practice sessions and games.
11. Has final authority in the selection of team members.
12. Remains currently knowledgeable of the NFHS Sport Rules and Regulations.
13. Contacts the visiting coach to discuss any special event that may occur on that game day.
14. Coaches will conduct a player meeting prior to team selection.
15. Coaches will conduct a parent-player meeting upon team selection to explain guidelines for player participation.
16. Each coach will have try-out criteria and team rules on file with the school principal and the sports representative.
17. Must have CPR certification.
18. Must be a FCPS Employee.
19. Must be at least 21-years of age.
20. Must attend all pre- and post-season meetings (or must send a representative, who has the prior approval of the Sports Representative). Coaches who do not make meetings may be subject to a one game suspension.
21. Each coach is expected to attend all scheduled events, and assist/assume active participation in running the event. Failure to attend an event by a coach may result in team disqualification.
22. Must pass a criminal background check.

FAYETTE COUNTY PUBLIC SCHOOLS

Lexington, Kentucky

JOB DESCRIPTION

TITLE OF JOB: Middle School Assistant Coach

RESPONSIBLE TO: The Head Coach

RESPONSIBILITIES:

1. Assists the head coach in planning, conducting, and supervising the specific sport for which she/he is responsible. In addition, the assistant coach is responsible to the school principal to complete the full work schedule of the school day.
2. Assists the head coach in selecting team members.
3. Assists the head coach for the proper control and conduct of the team members.
4. Carries out all specific assignments made by the head coach.
5. Under the direction of the head coach, is responsible for directly supervising and conducting practice sessions as set forth in the special provisions for sports in the Athletic Guidelines, and games played during the season.
6. Remains currently knowledgeable of the sport.
7. Exercises self-control at all times by setting an example of the highest degree of sportsmanship.
8. Exercises self-control at all times in the use of proper language and actions toward players.
9. Assists the head coach in issuing, maintaining, storing, and keeping the inventory of all equipment and supplies.
10. Assists the head coach in ascertaining that equipment, facilities, and conditions ensure the health and safety of team members in practice sessions and games.
11. Must have CPR certification.
12. Must be a FCPS Employee.

13. Must be at least 21-years of age.

School-Related Student Trips

PRINCIPAL TO APPROVE

The school principal shall have the authority to give prior approval to school related trips that fall into the following categories:

1. All regularly scheduled athletic or band events.
2. All athletic or band trips which are part of a tournament play-off or competition in which the school is a participant.
3. All school-related trips made within a one hundred fifty-mile radius of the school.

PRIOR APPROVAL FOR OTHER TRIPS

Any school-related trips not falling within the guidelines above shall require prior Board approval.

OVERNIGHT AND TRIPS EXCEEDING 150 MILES

Overnight and out-of-state student trips must have the prior approval of the superintendent and the Board.

Approval shall be contingent on submission of a complete Extended Field Trip Request Form from the Principal.

DRIVERS/VEHICLES

All district-owned vehicles shall be driven by an adult duly qualified and licensed to operate the vehicle. Drivers of school vehicles and operation of District-owned passenger vehicles transporting students shall be in compliance with requirements specified in applicable statutes and administrative regulations.¹

SUPERVISION

A member of the faculty or administration staff shall accompany students on all school-sponsored and school-endorsed trips.²

VEHICLES

Board insured vehicles; appropriately certificated common carriers or private vehicles shall be used for transporting students.³

Parents shall be notified before students are transported by private vehicles. These vehicles are not covered by Board fleet insurance. Drivers of these vehicles shall assume liability that may arise.

USE OF COMMON CARRIERS

Use of certificated common carrier service shall be authorized by the Board on a case-by-case basis, and the reasons to justify such use shall be cited in Board minutes.

POST-APPROVAL BY BOARD

In extraordinary cases involving extenuating circumstances which prevent obtaining prior Board approval for overnight or trips exceeding fifty (150) miles, the Superintendent is authorized to give approval, provided full details are made available to the Board at the regular Board meeting immediately following such trips.

PARENTS' APPROVAL

Parents are to be informed of the nature of the trip, the approximate departure and return times, means of transportation, and any other relevant information. Parents must give written approval for students to participate in school-sponsored trips.

Board insured vehicles; appropriately certificated common carriers or private vehicles shall be used for transporting students. Parents shall be notified before students are transported by private vehicle. These vehicles are not covered by Board fleet insurance. Drivers of these vehicles shall assume any liability. Board Policy 09.36.

Fayette County Public Middle School Coaches Hiring Per Sport

Listed are the maximum numbers of coaches allowed per sport for the Fayette County Public Middle Schools

FALL	WINTER	SPRING
<p>Football Total 6 Board Paid: Head Coach 1 Asst. Coach School Paid: 4 Asst. Coaches</p>	<p>Basketball (Girls) Total 4 Board Paid: Head Coach 1 Asst. Coach School Paid: 2 Asst. Coach</p>	<p>Track (Girls) Total 4 Board Paid: Head Coach 1 Asst. Coach School Paid: 2 Asst. Coach</p>
<p>Volleyball (Girls) Total 4 Board Paid: Head Coach 1 Asst. Coach School Paid: 2 Asst. Coach</p>	<p>Basketball (Boys) Total 4 Board Paid: Head Coach 1 Asst. Coach School Paid: 2 Asst. Coach</p>	<p>Track (Boys) Total 4 Board Paid: Head Coach 1 Asst. Coach School Paid: 2 Asst. Coach</p>
<p>Cheerleading: Total 3 Board Paid: Head Coach School Paid: 2 Asst. Coach</p>		
<p>Dance Team: Total 3 Board Paid: Head Coach School Paid: 2 Asst. Coach</p>		

- Each Head Coach will recommend to the Principal the Assistant for Discretionary Coaching Positions.
- The Head Coach evaluates each Assistant Coach on an annual basis.
- All Coaches compensation must be paid through FCPS payroll.
- Must be 21 years of age.
- Must be certified in CPR.
- Must pass a criminal background check

SUPPLEMENTAL SALARY SCHEDULE FOR MIDDLE SCHOOL ATHLETICS

6 Effective: July 1, 2016

Job Titles	Band A	Band B	Band C	Band D
	100%	75%	50%	25%
Basketball – Boys (Asst.) *	\$1,600	\$1,200	\$800	\$400
Basketball – Girls (Asst.) *	\$1,600	\$1,200	\$800	\$400
Basketball – Boys (Head)	\$3,150	\$2,363	\$1,575	\$788
Basketball – Girls (Head)	\$3,150	\$2,363	\$1,575	\$788
Cheerleader Sponsor	\$3,150	\$2,363	\$1,575	\$788
Dance Team	\$800	\$600	\$400	\$200
Cheerleading (Asst.) *	\$800	\$600	\$400	\$200
District Middle School Football				
Representative (1 per District)	\$800	\$600	\$400	\$200
District Middle School Boys’ Basketball				
Representative (1 per District)	\$800	\$600	\$400	\$200
District Middle School Girls’ Basketball				
Representative (1 per District)	\$800	\$600	\$400	\$200
District Middle School Boys’ & Girls’				
Track Representative (1 per District)	\$800	\$600	\$400	\$200
District Middle School Cheerleading				
Representative (1 per District)	\$800	\$600	\$400	\$200
District Middle School Volleyball				
Representative (1 per District)	\$800	\$600	\$400	\$200
Football (Asst.) *	\$1,600	\$1,200	\$800	\$400
Football (Head)	\$3,150	\$2,363	\$1,575	\$788
Intramural Director*	\$1,600	\$1,200	\$800	\$400
Track and Field - Boys (Head)	\$3,150	\$2,363	\$1,575	\$788
Track and Field - Girls (Head)	\$3,150	\$2,363	\$1,575	\$788
Track and Field - Boys (Asst.) *	\$1,600	\$1,200	\$800	\$400

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Track and Field - Girls (Asst.) *	\$1,600	\$1,200	\$800	\$400
Volleyball - Girls (Head)	\$3,150	\$2,363	\$1,575	\$788
Volleyball – Girls (Asst.) *	\$1,600	\$1,200	\$800	\$400
Middle School Coach - Discretionary				
(used for sports or positions not listed above)	\$800	\$600	\$400	\$200

COACHES CODE OF ETHICS
FAYETTE COUNTY PUBLIC SCHOOLS

The function of a coach is to properly educate students through participation in interscholastic competition. The interscholastic program is designed to enhance student achievement and should not interfere with opportunities for academic success. The welfare of each child shall be of utmost importance at all times. To recognize the importance of a high standard of ethics, sportsmanship and personal conduct on the part of all coaches the following guidelines have been developed:

Coaches must not neglect their academic duties. Practice length and times should not conflict with class preparation and responsibility.

Coaches are expected to be aware of the tremendous influence they have in the education of student participants and, thus should never place the value of winning above the value of instilling the highest desirable ideals of character.

Coaches are expected to uphold the honor and dignity of their professions. In all personal contact with student participants, school officials, state governing associations, the media, and the public, the coaches shall strive to set an example of the highest ethical and moral conduct.

Coaches are expected to maintain open lines of communication with parents, guardians, participants and community.

Coaches are expected to take an active role, in the prevention of drug, alcohol and tobacco abuse and under no circumstances should authorize their use. Furthermore, all coaches shall refrain from personal use of drugs, alcohol and tobacco while on property owned or used by the school district, while performing their assigned coaching duties at any location, or while attending any training sessions for coaches at any location.

Coaches have the responsibility to promote the entire athletic program of the school. The coaches should not mandate off season conditioning, weight training, etc. for athletes who are presently participating in a seasonal sport. Athletes can only attend if there are no conflicts with the current season sport. Coaches are prohibited from encouraging student athletes to quit participation in any sport. Coaches should not communicate to student athletes in any manner that participation on or membership on a team is contingent on the student athlete's participation in out of season conditioning, weight training, etc.

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Coaches are expected to be thoroughly knowledgeable with state association policies/rules, district policies, contest rules and are responsible for their interpretation to team members and parents. The spirit and letter of the rules should be regarded as mutual agreements. The coach shall not try to seek an advantage by circumvention of the spirit or letter of the rules.

Coaches are expected to actively use their influence to enhance sportsmanship among participants, spectators, support groups, pep clubs, and administrators. Furthermore, at the completion of the contest coaches and participants should demonstrate good sportsmanship by shaking hands.

Coaches are expected to show respect for and support of the contest officials. The coaches should not indulge in conduct that will incite players or spectators against officials. Public criticism of officials is unethical.

Coaches are expected to avoid abusive, vulgar and profane language whether directed at participants, spectators, contest officials or opponents.

Coaches must report infractions, suspensions and disqualifications of players and teams to the principal and middle school director.

Coaches must not request from faculty members special consideration for student participants.

Coaches are expected to only scout opponents by those means that have been adopted by the league, school district, and/or state governing associations.

Coaches must not recruit or entice players, by any means to attend a school other than their district school assigned by the Board of Education.

Date: _____

Signature: _____

TRACK AND FIELD TEAM MEET VERIFICATION LISTING

In order to enter athletes in the FCPS Middle School Championship meet, that athlete shall have competed in four meets representing middle school at the grade 6 through 8 levels. Such participation is not event specific. The coach and Principal sign and attest that the requirement has been met as illustrated by this verification.

SCHOOL: _____

COACH SIGNATURE: _____

PRINCIPAL SIGNATURE ATTESTING
TO ACCURACY: _____

	Middle School						
#	MEET / SITE	DATE					
V1							
V2							
V3							
V4							
V5							
V6							
V7							
V8							
V9							
V10							
V11							
V12							
V13							
V14							
V15							

COMPILATION GRID

	ATHLETE	GRADE	MEETS
EX	Smith, John (example)	7	V1, V2, ...
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7			
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(Use additional sheets as necessary)



VOLUNTEER DRIVER CHECKLIST

TRIP INFORMATION:

DATE: _____ SCHOOL: _____

PURPOSE OF TRIP: _____

DATE OF TRIP: _____

TRIP IS TO: _____

FROM: _____

MAXIMUM #. OF STUDENTS TO BE TRANSPORTED IN VOLUNTEER'S VEHICLE: _____

DRIVER SCREENING/INSURANCE REQUIREMENTS

NAME OF DRIVER: _____

VEHICLE YEAR/MAKE/MODEL: _____ LIC #: _____

Please respond to each item with a yes or no answer.

YES/NO

_____ I am older than 21 years of age.

_____ I have a valid Commonwealth of Kentucky driver's license.

License #: _____ Exp. Date: _____

_____ I have had no vehicle moving violations or at-fault accidents within the last three years. If you have had any, please list:

_____ I have never been convicted of any crimes against children or other persons.

_____ I carry minimum auto liability limits of \$500,000 per occurrence combined single limit of liability (or \$100,000 per person/\$300,000 per accident Bodily Injury; \$50,000 per accident Property Damage) and uninsured motorist coverage.

Company: _____ Policy #: _____

_____ I am aware that, in the event of an accident while on a school-related activity, any claims will be tendered to my personal automobile insurance company, and my insurance is primary.

(Continued)

VEHICLE INSPECTION

Please respond to each item with a yes or no answer.

YES/NO

_____ There is a working seat belt for the driver and each passenger, and I enforce the wearing of seat belts by all.

_____ My vehicle's brakes, including the emergency brake, are in good working order.

_____ My vehicle's tires have legal tread depth (at least 3/32").

_____ My vehicle's brake lights, turn indicators, and headlights are in good working order.

_____ My vehicle's windows are clear and provide an unobstructed view for the driver.

_____ My vehicle has functioning rear view mirrors (center and left side).

_____ My vehicle has no other physical defects that would interfere with the safety of the driver and passengers.

_____ My vehicle has a rated capacity of ten passengers or less.

_____ If my vehicle has dual airbags, I will not seat children under 12 or small persons in front passenger seat.

_____ I agree to use booster seats/car seats when required by the Commonwealth of Kentucky state law. The above information is true and accurate to the best of my knowledge. I hereby give my permission for a copy of my personal Motor Vehicle Report to be ordered and used in consideration of my transporting students during field trips.

Volunteer Driver Date Signature of

ADMINISTRATIVE REVIEW

_____ If the volunteer will drive for more than one day, the district has obtained the information to order a motor vehicle record (MVR) check (three-year comprehensive record) from the Department of Licensing.

_____ If the volunteer will drive for more than one day and will have unsupervised student contact, the district has obtained the information to order a Commonwealth of Kentucky background information check.

_____ All students have parental permission to ride with a volunteer driver.

_____ All "NO" responses have been addressed satisfactorily.

I have reviewed the above information and this driver and vehicle are approved for this trip.

Signature of Administrator/Designee Date

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FAYETTE COUNTY PUBLIC SCHOOLS
MIDDLE SCHOOL PARTICIPATION ON HIGH SCHOOL TEAMS FORM
This Form is to be completed by the parent/guardian and address verified by the high school athletic director.

STUDENT FULL NAME: _____

STUDENT'S CURRENT MIDDLE SCHOOL: _____

STUDENT'S DISTRICTED HIGH SCHOOL: _____

FULL NAME OF LEGAL GUARDIAN / PARENT: _____

STUDENT'S PERMANENT ADDRESS _____

(Address must match address in Infinite Campus) ZIP _____

ADDRESS CONFIRMED BY HIGH SCHOOL AD: _____

ATHLETIC DIRECTOR SIGNATURE

CONTACT PHONE FOR PARENTS (DAYTIME) _____

GRADE: _____

SPORTS IN WHICH YOU WISH TO PARTICIPATE: _____

I UNDERTSAND THAT I CANNOT PRACTICE, PLAY OR PARTICIPATE IN ANY MANNER UNTIL CLEARED BY THE FCPS DIRECTOR OF ATHLETICS. I UNDERSTAND THAT I AM ONLY ELIGIBLE AT MY DISTRICT HIGH SCHOOL REGARDLESS OF MY INTENTIONS OF WHERE I WANT TO GO. THIS APPLICATION MUST BE COMPLETED EACH YEAR.

GIVING FALSE INFORMATION ON THIS APPLICATION WILL LEAD TO YOU BEING RULED INELIGIBLE TO PARTICIPATE FOR THE FRESHMAN YEAR OF HIGH SCHOOL.

Parent Signature

Date:

The Director shall review and rule on these individually. His response shall be e-mailed to the high school athletic director. Please contact your high school AD for additional information.

FAYETTE COUNTY SCHOOLS ATHLETIC

TRANSFER FORM

Please complete ALL information on this form and submit to the FCPS Athletics Office for all students who have transferred into your school from another FCPS school. This form and all pages of the KHSAA Transfer Form must be submitted on all transfers regardless of prior participation.

STUDENT NAME:
PARENT/GUARDIAN:
CURRENT ADDRESS:
FCPS SCHOOL FOR CURRENT ADDRESS:

WHY/HOW IS STUDENT NOW AT RECEIVING (NEW) SCHOOL? (circle one)
MOVED? HARDSHIP? PLACED BY DISTRICT? DIVORCE? OTHER:
Explain in detail:

SENDING SCHOOL INFORMATION

ADDRESS WHILE AT SENDING SCHOOL:
IS THIS ADDRESS THE SAME AS CURRENT ADDRESS ABOVE? YES NO
HAS THE STUDENT ATTENDED ANY OTHER SCHOOL? YES NO

DID THE STUDENT PLAY SPORTS AT ANY LEVEL SINCE ENTERING SIXTH GRADE?	CIRCLE
--	--------

6TH 7TH 8TH

--

WHAT HAPPENED TO THE OLD HOUSE?

--

DATE OF LAST PARTICIPATION:

NOTES/OTHER CIRCUMSTANCES:

SENDING SCHOOL SIGNATURE: _____

RECEIVING SCHOOL SIGNATURE: _____

I acknowledge receipt of the 2020-2021 Athletic Guidelines for Middle School.

Please tear off and/or print this page and give to Athletic Director of the school you are currently coaching for.

Signature: _____

Date: _____