

MARIETTA CITY SCHOOLS

Athletic Staff Handbook *2025-26*



MARIETTA CITY SCHOOLS COMPETITIVE INTERCHOLASTIC ACTIVITY HANDBOOK

2025-26

Table of Contents

	<u>Page(s)</u>
Introduction	3
Athletic Facilities Coordinators	4
Athletic Staff	5
Mission Statement	6
Code of Ethics/Sportsmanship	7
State Board of Education Policies	8-10
Marietta Board of Education Policies	11-13
Student Eligibility Requirements	14
Athletic Injury Procedures / Weather Guidelines	15-17
Emergency Action Plans	18-28
GHSA Concussion Form	29
MRSA Information	30
Transportation Policies	31
Awards Banquet Procedures	32
Mission Statement	33
Coaching / Booster Club Roles and Responsibilities	34-35
Preseason Booster Club Meeting Guidelines	36
Preseason Parent Meeting Guidelines	37
MHS Preseason Coaches Checklist	38
MMS Preseason Coaches Checklist	39
Offseason/Summer Camp Guidelines	40
GHSA Overview / General Guidelines	41-42
MHS Coaches Post-Season Report	43

INTRODUCTION

The Marietta City School system believes that a well-organized competitive interscholastic activity program is an important part of a student's school experiences. The system believes that its goals and objectives are best achieved through a diversity of learning experiences, some of which are more appropriately conducted outside the regular school day. As many in education say: competitive interscholastic activities are the "second half" of the total educational experience.

As an extracurricular coach or sponsor, you are in a unique leadership position. School administrators will look to you to effectively handle the many tasks associated with being "the coach". Parents will look for you to provide examples of integrity and sportsmanship for their sons and daughters. Students will expect you to lead by example in regards to values such as work ethic and fair play. These demands make the job of serving as a coach an extremely important one.

This handbook is provided for you to use to assist you in completing the many administrative tasks involved with coaching in the Marietta school system. Hopefully, by carefully following the guidelines and procedures outlined in this manual you will be better able to save time with these administrative-type tasks and spend more time doing what you do best: coaching Marietta's student-athletes. Please use this manual as a resource to also help you answer the many questions asked by parents and students. If you have an athletic-related question that is not addressed in this manual, please get the information you need from the athletic office. Remember that all programs sponsored by the Marietta City Schools must be in accordance with the rules and regulations of the Georgia State Board of Education, The Georgia State Department of Education, the Marietta Board of Education, the Georgia High School Association, the National Federation of State High School Associations, the Professional Standards Commission, and the Southern Association of Colleges and Schools Accrediting Agency.

You are to be commended for your dedication and commitment to Marietta's students. Our community is fortunate to have the hard working staff that we have.

With much respect,

Craig McKinney
Director of Athletics – Marietta City Schools

Marietta City Schools
Athletic Facility Coordinators
2025-2026

Athletic staff responsibilities for the use, care, organization and upkeep of Marietta City School's Athletic Facilities:

1. Northcutt Stadium- Craig McKinney, Cameron Duke, Bret Young
2. MHS Field House- Cameron Duke, Josh Davis, Chris Jamison
3. MHS Performance Gym- Markus Hood, Derrick DeWitt, Helen Walker
4. MHS Auxiliary Gym- Markus Hood, Nancy Donnelly, Scott Brunet
5. MHS Perfor. Gym Storage- M. Hood, D. DeWitt, Helen Walker, T. Carthers
6. MHS Auxiliary Gym Storage- M. Hood
7. MHS Baseball Facility- Josh Davis
8. MHS Softball Facility- Brandon Durden
9. MHS Tennis Courts- Dave Ravenscraft
10. MHS Track- Nick Houstoulakis, Jack Coleman
11. MHS Turf Field- C. Duke, T. Buresi, R. Holman, Hunter Fisher, Nick Houstoulakis
12. MHS Track/Soccer Concessions- N. Houstoulakis, H. Fisher, T. Buresi
13. MHS Wrestling Room - Tommy Carthers
14. MHS Weight Room- Brian Grundmeyer
15. MHS Athletic Training Clinics- Jeff Hopp
16. MHS Field House Boys Locker Room (Football, Soccer, Lacrosse Coaches)
17. MHS Field House Girls Locker Room (Softball, Soccer, Lacrosse Coaches)
18. MHS Boys Athletic Locker Room (Basketball, Wrestling, Cross Country)
19. MHS Girls Athletic Locker Room (Basketball, Volleyball, Cross Country, Cheer)
20. MHS Boys P.E. Locker Room- Brian Grundmeyer
21. MHS Girls P.E. Locker Room- Nancy Donnelly, Kate Copeland
22. MHS Coaches Locker Rooms- M. Hood
23. MHS Field House Equipment Room/Laundry Facility- Cameron Duke
24. MHS Fine Arts Facilities- Dan Frisbie
25. MMS Big Blue Gym- Labrone Mitchell
26. MMS Auxiliary Gym- Nichole Spinks
27. MMS Practice Field- Labrone Mitchell
28. MMS Boys Locker Rooms- Labrone Mitchell, EJ Dunston
29. MMS Girls Locker Rooms- Nichole Spinks, Natalie Allman
30. MMS Wrestling Room- Bret Young

Each head coach is responsible for the equipment storage rooms for their sport

All coaches are responsible for their office areas.

MARIETTA CITY SCHOOLS (as of 06-01-25)
2025-26 ATHLETIC STAFF

Director of Athletics	<i>Craig McKinney</i>	Golf	
6-8th Athletic Director	<i>Bret Young (MMS)</i>	Head Coach Boys	<i>Markus Hood (MHS)</i>
Asst. Athletic Director	<i>Nick Houstoulakis</i>	Head Coach Girls	<i>TBD</i>
Athletic Coordinator	<i>Tommy Carthers</i>	Lacrosse	
Athletic Comm. Officer	<i>Jonathan Gambrell</i>	Head Boys Lacrosse	<i>Hunter Fisher (MHS)</i>
Athletic Trainer	<i>Jeff Hopp</i>	Head Girls Lacrosse	<i>Kate Copeland (MHS)</i>
Athletic Trainer	<i>TBD</i>	Asst. Boys Lacrosse	<i>Chad Hall (GHSA)</i>
Athletic Trainer	<i>Alli Bird</i>	Asst. Boys Lacrosse	<i>Floyd Northcutt (MHS)</i>
MMS Athletic Trainer	<i>Devan Dowdell</i>	Asst. Girls Lacrosse	<i>Kelsey Ruden (MHS)</i>
Athletic Secretary	<i>Kelly Hastings</i>	Asst. Girls Lacrosse	<i>Methany Thornton (MMS)</i>
Athletic Academic Advisor	<i>Michael Brown</i>	Softball	
Baseball		Head Coach	<i>Brandon Durden (MHS)</i>
Head Coach	<i>Josh Davis (MHS)</i>	Assistant Coach	<i>Lauren Thornton (MMS)</i>
Asst. Varsity	<i>Thomas Turner (MHS)</i>	Assistant Coach	<i>Thomas Turner (MHS)</i>
Asst. Varsity	<i>Parker Madden (MHS)</i>	Soccer	
JV Coach	<i>Stephen Ibar (MMS)</i>	Head Varsity Boys	<i>Robert Holman (MHS)</i>
Basketball		Asst. Varsity Boys	<i>Sam Dietrich (PSES)</i>
Head Varsity Boys	<i>Markus Hood (MHS)</i>	Head Varsity Girls	<i>Thomas Buresi (MHS)</i>
Head Varsity Girls	<i>Derrick DeWitt (MHS)</i>	Asst. Varsity Girls	<i>TBD</i>
Asst. Varsity Boys	<i>Nick Estes (MHS)</i>	JV Boys	<i>Brandon Land (MMS)</i>
Asst. Varsity Girls	<i>Nancy Donnelly (MHS)</i>	JV Girls	<i>TBD</i>
JV Boys	<i>Aaron Everett (DES)</i>	MMS Boys	<i>Sam Dietrich (Park Street)</i>
JV Girls	<i>Ken Sprague III (MHS)</i>	MMS Girls	<i>Dora Blanco (MMS)</i>
9th Boys	<i>Brandon Jackson (MHS)</i>	Swim/Dive	
8th Boys	<i>TBD</i>	Head Coach	<i>Amy Cossio (MMS)</i>
8th Girls	<i>Brianna Middleton (GHSA)</i>	Head Coach	<i>Lizzy Balmforth (MMS)</i>
7th Boys	<i>Loren Hall (GHSA)</i>	Tennis	
7th Girls	<i>TBD</i>	Head Boys	<i>David Ravenscraft (MHS)</i>
6th Boys	<i>Connor Bailey (GHSA)</i>	Head Girls	<i>Katie Brown (LES)</i>
6th Girls	<i>TBD</i>	Asst. Boys	<i>Michael Brown (MHS)</i>
Cheerleading		Asst. Girls	<i>Ricki Wheeler (MMS)</i>
Varsity Football	<i>Stanecia Nelson (MHS)</i>	Track	
Varsity Basketball	<i>Adeshi Owens (MMS)</i>	Head Track	<i>Nick Houstoulakis (MHS)</i>
8th Grade	<i>Katie Pilson (MMS)</i>	Assistant	<i>Jack Coleman (MHS)</i>
7th Grade	<i>Heather Barfield (MMS)</i>	Assistant	<i>Jonathan Gambrell (MHS)</i>
6th Grade	<i>Grayson Coker (Lockheed ES)</i>	Assistant	<i>Josh Weaver (MHS)</i>
Cross-Country		Assistant	<i>Derrick Tinsley (MHS)</i>
Head Varsity	<i>Jack Coleman (MHS)</i>	Assistant	<i>TBD</i>
Asst. Varsity	<i>Dave Ravenscraft (MHS)</i>	Head MMS	<i>Natalie Allman (MMS)</i>
Asst. Varsity		Assistant MMS	<i>TBD</i>
Asst. Varsity	<i>Jonathan Gambrell (MHS)</i>	Volleyball	
Flag Football (Girls)		Head Varsity	<i>Helen Walker (MHS)</i>
Head Coach	<i>Natalie Allman (MMS)</i>	Assistant Varsity	<i>Ella-Chanel Benton (MHS)</i>
Assistant Coach	<i>Kate Copeland (MHS)</i>	Junior Varsity	<i>Samantha Doyle (MHS)</i>
Football		Asst. JV	<i>Kelli Kaiser (MHS)</i>
Head Varsity	<i>Cameron Duke (MHS)</i>	Head MMS	<i>Nichole Spinks (MMS)</i>
Def. Coordinator	<i>Kyle Joyce (MHS)</i>	Wrestling	
Off. Coordinator	<i>Mark Duke (MHS)</i>	Head Varsity	<i>Tommy Carthers (MHS)</i>
Asst. Varsity	<i>Chris Jamison (MHS)</i>	Asst. Varsity	<i>Yakariel Judah (GHSA)</i>
Asst. Varsity	<i>Josh Weaver (MHS)</i>	Head Girls	<i>Aarin Feliz (MMS)</i>
Asst. Varsity	<i>Labrone Mitchell (MMS)</i>	Head MMS	<i>Daniel Lopez (MMS)</i>
Asst. Varsity	<i>Derrick Tinsley (MHS)</i>	Asst. MMS	
Asst. Varsity	<i>Nick Houstoulakis (MHS)</i>		
Asst. Varsity	<i>Dane Holihan (MHS)</i>		
Asst. Varsity	<i>EJ Dunston (MMS)</i>	Strength/Conditioning	<i>Brian Grundmeyer (MHS)</i>
Asst. Varsity	<i>Myron Toles (MHS)</i>		
Head 9th Grade	<i>Ledell Burkhead (MMS)</i>		
Head 8th Grade	<i>Brandon Richardson (MMS)</i>		
Head 7th Grade	<i>Myquon Foote (MMS)</i>		
Head 6th Grade	<i>Dexter Mann (Lockheed)</i>		



Athletics Mission Statement

The mission of the Marietta High School Athletic Department is to provide student athletes a wide range of learning experiences including integrity, teamwork, sportsmanship, and leadership through participation in interscholastic activities.

The Coaches' Code of Ethics

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect, and his or her welfare should be considered in decisions by the coach at all times. Accordingly, the following guidelines for coaches have been adopted by the NFHS Board of Directors.

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall uphold the honor and dignity of the profession. In all personal contact with students, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.

The coach shall avoid the use of alcohol and tobacco products when in contact with players.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.

The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.

The coach shall not exert pressure on faculty members to give student special consideration.

The coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

STATE BOARD OF EDUCATION POLICIES

Code: IDE(1)

160-5-1-.18 COMPETITIVE INTERSCHOLASTIC ACTIVITIES IN GRADES 6 -12.

(1) DEFINITIONS.

(a) **Competitive Interscholastic Activities** – Any organized competition between schools that is held outside the regular instructional day. This does not include vocational clubs, academic bowls, geography bees, spelling bees, science fairs, math bowls, or specific subject area fairs.

(b) **Competitive Interscholastic Athletics** – A competitive interscholastic activity specifically pertaining to any organized athletic sport which shall include cheerleading.

(c) **Course** – any subject with a state approved course number as defined in Rule 160-4-2-.20 LIST OF STATE-FUNDED K-8 SUBJECTS AND 9 -12 COURSES FOR STUDENTS ENTERING NINTH GRADE IN 2008.

(d) **Full-Time** – A student enrolled and attending the full six segments as defined in the Quality Basic Education Act or the equivalent thereof.

(e) **Georgia High School Association** – The association with which the State Board of Education has a cooperative relationship to establish statewide regulations for 9-12 interscholastic competitive activities.

(f) **Local Education Agency (LEA)** – local school system pursuant to local board of education control and management.

(g) **Physician** - a doctor of medicine or osteopathy licensed by the Georgia Composite Medical Board pursuant to Article 2, Chapter 34, Title 43 of the Official Code of Georgia Annotated.

(2) REQUIREMENTS.

(a) Each local board of education shall adopt a policy regulating competitive interscholastic activities.

(b) The school principal shall regulate competitive interscholastic activities in his or her school and shall ensure that all staff members adhere to local board of education policies, and rules of the State Board of Education.

(c) A student wishing to participate in interscholastic competitive activities shall be enrolled full-time in a public school during the semester of participation.

(d) Retention of students for athletic purposes is prohibited.

(e) Middle Grades Requirements.

1. These provisions are considered as minimum standards for each LEA to abide by or surpass in its efforts to maintain the highest possible standards relative to its competitive interscholastic activities.

(i) Student Eligibility.

(I) For determining student eligibility, the grading period shall be a semester. The same period shall also be the minimum length of the ineligibility period.

(II) Students participating in competitive interscholastic activities shall pass a minimum of 70% of courses carrying credit toward grade promotion in the semester immediately preceding participation.

I. Students initially enrolling in the first semester of the sixth grade are exempt from this requirement.

II. An exploratory course that is comprised of several multi-week courses taken during the same period of the day within the semester shall be averaged to count as one subject for eligibility purposes.

III. If more than one exploratory course is taken during a semester during two different periods of the day, then each course shall be individually calculated into the average to determine student eligibility.

(III) Student eligibility shall be determined on the first school day of a semester.

I. A maximum of two courses taken in summer school and carrying credit toward grade promotion may be counted for eligibility purposes for participation in first semester activities.

II. If a student receives an incomplete for a subject that will be used to establish eligibility, he/she may complete make-up work that will change the incomplete to a grade provided this opportunity is available to all students.

A. Make-up work must be completed within 14 school days after the start of the semester.

B. A student is ineligible until make-up work is completed and the required passing grade(s) is/are recorded in the student's permanent record.

(IV) Independent study course credit taken in summer school may not be used to gain eligibility.

(V) Summer school credits earned in non-accredited home study programs or nonaccredited private schools may not be used to gain eligibility. For summer school credits to be accepted for eligibility purposes from either private schools, or home study programs, the credits must have been earned in programs approved by an accrediting agency recognized by the State Board of Education in accordance with Rule 160-5-1-.15 ACCEPTANCE OF TRANSFER CREDIT AND/OR GRADES.

ii. Physical Examinations.

(I) All students who participate in competitive interscholastic athletics or cheerleading shall have an annual physical examination prior to participation in any tryout, practice or conditioning, whichever comes first. The physical examination form shall indicate whether the student is cleared without restriction, cleared with recommendations for further evaluation or treatment, specify whether the student is cleared for certain sports or all sports, and be signed by a physician or legally authorized designee. The physical examination form shall also include the date that the exam was performed (month, day, and year), the student's name, gender, age, and date of birth.

(iii) Special Provisions.

(I) Special education students shall meet the same eligibility requirements as regular students, except that the courses passed must be according to the student's IEP. Special Olympics or other athletic programs designed exclusively for students with disabilities are exempt.

(II) Pursuant to O.C.G.A. § 20-2-2161 local school systems shall facilitate the opportunity for transitioning children of military families' inclusion in extracurricular activities, regardless of application deadlines, to the extent they are otherwise qualified. The meaning and determination of military children shall be as provided in O.C.G.A. § 20-2-2130 and O.C.G.A. § 20-2-2131.

(III) Local boards of education may allow schools within their jurisdiction to join leagues or appropriate associations for the purpose of formulating and enforcing uniform rules of eligibility and play. Nothing in this rule shall be deemed to authorize the use of state or local tax dollars for membership in these organizations.

(3) EXTERNAL RELATIONSHIP.

The State Board of Education supports a cooperative relationship with the Georgia High School Association (GHSA) in establishing statewide regulations for 9-12 interscholastic competitive activities. A local board of education may allow a school within its jurisdiction to join GHSA; however, nothing in this rule shall authorize the use of state or local tax dollars for membership in GHSA.

(a) The State School Superintendent or designee serves as a member of the State Executive Committee of the GHSA. Reports shall be made to the State Board of any changes in the Georgia High School Association Constitution and Bylaws. Authority O.C.G.A. § 20-2-240. **Adopted:** October 12, 2011 **Effective:** November 1, 2011

Marietta Board of Education Policy IDE

The Marietta Board of Education recognizes the importance of offering a comprehensive, balanced school program to all students; therefore, Extracurricular/Competitive Interscholastic Activities are provided for the enhancement of the students' total mental, physical, social, and emotional development. These programs shall be offered in compliance with all state and federal laws, including but not limited to Title IX and Section 504, and state rules including Georgia Board of Education and Georgia High School Association Rules relating to non-discrimination and no pass/no participate.

To assure that reasonable rules and regulations prevent interference from extracurricular/interscholastic participation on academic achievement, the Marietta Board of Education endorses and adopts the requirements set forth by State Board of Education Rules, the Georgia High School Association (GHSA) Constitution and By-Laws, and/or local administrative guidelines for determining the eligibility of students in grades 6-12 to participate in competitive interscholastic activities. The Board directs the Superintendent to maintain and distribute the current GHSA guidelines to all schools which sponsor competitive interscholastic activities, and to ensure compliance with those guidelines.

Students duly enrolled in a school operated by the Marietta Board of Education, in grades 6-12, may participate in competitive interscholastic activities provided they meet the eligibility requirements set forth in State Board of Education Policy IDE(1) (Rule: 160-5- 1-.18), as amended, and meet the eligibility requirements and conform to the rules governing participation as set forth by the Georgia High School Association, as amended, and meet the academic eligibility requirements set forth in Marietta Board of Education Policy IH.

Home study students in grades 6-12 enrolled in a qualifying course shall be eligible to participate in extracurricular activities and interscholastic activities on behalf of their zoned school of residence, provided that they meet the eligibility requirements set forth in the Dexter Mosely Act, O.C.G.A. §20-2-319.6. Home study students' participation shall be subject to all requirements outlined within the Act.

The requirements of this Policy and references to "student(s)" within this policy apply to duly enrolled Marietta City Schools student participants and eligible home study student participants.

Participation is a privilege. Students shall have no property right in participation in extra-curricular activities, including competitive interscholastic activities.

It is the professional responsibility of each school's principal and team's head coach or responsible faculty sponsor to ensure compliance with this policy. Any professionally certified employee who violates this policy shall be subject to referral to the Professional Standards Commission, the Georgia Department of Education and/or the Georgia High School Association.

The school system Athletic Director shall be responsible for providing in writing to all system employees sponsoring grades 6-12 competitive activities, including choral music and band, State law, State Board of Education Rules and GHSA Rules governing eligibility to participate.

Marietta City Schools will comply with the "Interstate Compact on Educational Opportunity for Military Children" and will facilitate the opportunity for transitioning military children's inclusion in extracurricular activities, regardless of application deadlines, to the extent they are otherwise qualified (See GHSA rules for information about qualifications).

The Marietta Board of Education reserves the right to establish additional eligibility requirements that exceed GHSA requirements.

The Marietta Board of Education expressly authorizes Marietta High School to participate in and meet the requirements of the Georgia High School Association.

The Marietta Board of Education reserves the right to designate certain competitive interscholastic activities as authorized activities at Marietta High School. No competitive interscholastic activity may be added to the list of authorized activities without the approval of the Marietta Board of Education.

The Marietta Board of Education believes that a properly controlled, well-organized competitive interscholastic activities program allows a student the opportunity to develop to his or her fullest physical, mental, and

emotional potential. Students involved in competitive interscholastic activities enjoy high visibility and serve as role models for their peers and younger students. Therefore, the Marietta Board of Education requires students to abide by this policy as well as the Marietta City Schools Discipline Handbook (Board Policy JCDA).

It is the policy of the Marietta Board of Education that no student shall, on the basis of gender, disability or any other protected category, be excluded from participation in, be denied the benefits of, be treated differently from another student, or otherwise be discriminated against in interscholastic or intramural activities offered by Marietta City Schools. Marietta City Schools shall not unlawfully provide any such activities separately on any impermissible basis. Qualified students with disabilities shall be afforded an equal opportunity for participation in such activities. The Marietta City School District annually shall notify all of its students of the name, office address, and office telephone number of the employee(s) who coordinate efforts to comply with and carry out the provisions of State Board of Education Rule MDBA/IDFA (Rule 160-5-1-.20) and state law. This notification shall be included in a student handbook containing the code of conduct and distributed to all students.

An equity in sports grievance procedure is hereby adopted which provides for prompt and equitable resolution of written student complaints, including those brought by a parent or guardian on behalf of his or her minor child who is a student, alleging any action which would be a violation of the pertinent Code section. The grievance procedure shall be as follows:

1. The employee designated as the person who coordinates efforts to comply shall render his or her decision in writing no later than 30 days after receipt of the written complaint, and such decision shall set forth the essential facts and rationale for the decision;
2. A copy of such decision shall be provided to the complainant within five days of the date of the decision; and
3. A complainant shall have a right to appeal such a decision to the local board within 35 days of the date of the decision. A complainant may appeal a decision of the Board in accordance with the procedures specified in O.C.G.A. §20-2-1160.

Definitions: Competitive Interscholastic Activities include student activities sanctioned by the Georgia High School Association (GHSAA) and approved by the Marietta Board of Education.

For purposes of home study students, extracurricular activities, interscholastic activities and qualifying courses are defined in compliance with O.C.G.A. §20-2-319.6.

General Rules

Attendance

- a. A student involved in competitive interscholastic activities must be in school at least one-half of the school day (2 blocks or the instructional half-day equivalent for a home study student) or be logged on through MCS-approved online curriculum courses in order to participate in any game, performance, practice, tryout, or conditioning. Documentation must be provided to school officials.
- b. If a student is illegally absent, truant, suspended, or placed in an alternative education environment for any part of a school day, he/she may not participate in any competitive interscholastic activity that day, including games, performances, practices, tryouts, or conditioning.
- c. Students should report to school on time each day. Students should be in school the day following a competitive interscholastic event. If a pattern of unexcused absences or tardiness develops, it would indicate that the individual is unable to cope with the demands of being involved in competitive interscholastic activities. Appropriate disciplinary measures will be taken.

Travel

Parents/guardians of students participating in competitive interscholastic activities may elect to transport their child to and from such activities or make other arrangements for transport, provided such transportation arrangement does not conflict with transportation rules established by the head coach of the sport and approved by the principal.

Infractions

Regardless of whether infractions occur on or off campus, during or after the school day, during or after the school year, the following infractions may result in suspension or dismissal from a competitive interscholastic activity. Each case will be evaluated on an individual basis.

- a. Use, possession, distribution, or being under the influence of alcohol, tobacco products, illegal drugs or related paraphernalia, and the abuse of prescription or non-prescription drugs.
- b. Theft or being in possession of stolen property.
- c. Vandalism of school property.
- d. Acting in an un-sportsmanlike manner.
- e. Any act which results in student suspension.
- f. Unexcused absence from any practice, performance, or game.
- g. Violating curfew.
- h. Any offensive act, which, in the opinion of coaches/sponsors, and/or administration, reflects in a negative manner on the competitive interscholastic activities program at Marietta High School, Marietta Middle School, or Marietta City Schools in its entirety.

Duration

This policy is in effect year round.

Enforcement

Violations of the Competitive Interscholastic Activity Code, verified through a reliable source (law enforcement agency, school system staff member, school system administrator, teacher, entry into a drug treatment program, parent of an involved student, etc.), shall be investigated by the Competitive Interscholastic Activity Council. The Council shall be comprised of a school administrator from the school the student attends or is residentially zoned for in the case of home study students, the system Athletic Director, a coach/sponsor of the student, one additional coach/sponsor selected by the Athletic Director, and one teacher/ sponsor from the Student School Council. The Competitive Interscholastic Activity Council will determine the guilt or innocence of the student and will determine the appropriate discipline of guilty students, but under no circumstance shall assign discipline outside the guidelines established in Infraction Consequences. Any Council discipline decision rendered outside the guidelines established for Infraction Consequences shall be voided by the Superintendent of Schools, and appropriate discipline shall be assigned by the Superintendent within the guidelines provided herein.

Infraction Consequences First Offense:

Based on the decision of the Competitive Interscholastic Activity Council, the range of penalties shall be suspension for part or all of the current season and/or part or all of the next season in which the student participates to permanent suspension from participation in competitive interscholastic activities. The student shall not complete the season in which the suspension is in effect.

The school reserves the right to permanently dismiss a student from all competitive interscholastic activity programs for the remainder of their school career at Marietta High School and/or Marietta Middle School upon arrest, conviction or plea, including nolo contendere, for any misdemeanor or felony crime.

Second Offense:

Suspension from all competitive interscholastic activity programs for a period of not less than one year from the date of the second violation to permanent dismissal from all competitive interscholastic activity programs for the remainder of their school career at Marietta High School and/or Marietta Middle School.

Third Offense:

Permanent suspension from all competitive interscholastic activity programs for the remainder of their school career at Marietta High School and/or Marietta Middle School.

Legal O.C.G.A. §20-2-319-.6 Dexter Mosely Act;
 O.C.G.A. § 20-2-315 Gender equity in sports; O.C.G.A. § 20-2-316 Athletic association defined; high school athletics; O.C.G.A. § 20-2-1160 Local boards to be tribunals to determine school law controversies; appeals; O.C.G.A. § 20-17-2 Interstate Compact on Educational Opportunity for Military Children State BOE Rule 160-5-1-.18 Competitive Interscholastic Activities in Grades 6-12; State BOE Rule 160-5-1-.20 Gender Equity in Sports; 20 USC § 1681 Title IX of the Education Amendments of 1972; 29 U.S.C. § 794, Section 504 of the Rehabilitation Act of 1973

STUDENT ACHIEVEMENT: REQUIREMENTS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

All students participating in any school or Georgia High School Association sponsored competitive extra-curricular activity, including athletics, band, choir, literary and vocational youth organizations must be eligible under the conditions set forth by the Georgia High School Association. The major requirements for eligibility are:

1. Student must be enrolled “full time” at Marietta High School – this requires being enrolled in courses that total a minimum of 2.5 units of credit.
2. Current Eligibility Release, Insurance Information, and Medical Authorization Form must be on file in the Athletic Office. Forms for the current academic school year must be completed after April 1 of that school year.
3. Unless the student is in their first semester of 9th grade, the student must have earned 70% of the credit in which they were enrolled the previous semester, with a minimum of 2.5 units of credit earned. Minimum credits earned vs. credits enrolled are as follows:
 - a. Student must earn at least 2.5 units of credit if enrolled in 2.5 – 3.5 units of credit
 - b. Student must earn at least 3.0 units of credit if enrolled in 4 units of credit
 - c. Student must earn at least 3.5 units of credit if enrolled in 4.5 – 5.0 units of credit
4. Must be “on track” toward graduation as outlined below:

Total Number of Units Required (Note: These are not promotion requirements, see graduation requirements)

End of first year 5

End of second year 11

End of third year 17

OTHER ELIGIBILITY GUIDELINES

1. Students must be in attendance at school for at least half the school day to be able to participate in any practices, performances, school events, or games that day.
2. Students who have been suspended from school or in ISS are ineligible to attend or to participate in practices, performances, school events, or games during their assigned days.
3. For the purposes of semester credit reporting, summer school is an extension of the spring semester.

MARIETTA CITY SCHOOLS

PROCEDURES FOR ATHLETIC INJURIES

I. Responsibilities/Procedures

1. Marietta City Schools' Director of Sports Medicine, Mr. Jeff Hopp and the sports medicine staff, have the responsibility of administering to all injured athletes and making proper recommendations
2. If a member of the sports medicine staff is not present, the coach in charge of the activity is to assume responsibility. The coach must be prepared to administer basic first aid or to refer injuries to appropriate personnel. You cannot rely on student trainers to make decisions regarding injuries.
3. If an injury occurs when a member of the sports medicine staff is not present and you feel it needs evaluation or a doctor's evaluation, then call Mr. Hopp: **770-428-2631 x 5293 (O)** or **404-788-7888 (cell)**.
4. If you or the sports medicine staff feels that the injured athlete needs to see a doctor, you must notify the parents immediately. Of course, the parents may choose to contact their family physician.
5. If the parents are not available, a member of the coaching staff will accompany the athlete to seek necessary medical attention, taking a copy of the Marietta City Schools Athletic Physical and Consent Form, which has the medical authorization release signatures on it.
6. Each coach will have copies of all their athletes' Marietta City Schools Athletic Physical and Consent Form available at all practices and games.
7. Each Coach will have a first aid kit available at practices and games.
8. Establish access to a telephone at all practices and games.
9. Each coach must inform Mr. Hopp or the Athletic Office of any injury which requires medical

II. Emergency Procedures

1. Check for consciousness and vital signs (breathing and pulse)
2. Movement should be kept to a minimum, and if there is suspected spinal injury, then no movement at all.
3. When there is any question as to the extent, seriousness or nature of the injury by the coach, seek medical help immediately.
4. If you classify the accident as an emergency, then dial "911" or "0" immediately.
 - a. Notify the parents immediately.
 - b. Notify Athletic Director Craig McKinney via his cell phone (678-522-1345)
 - c. Accompany the athlete to the hospital.
 - d. File a written report detailing the emergency and the procedures you used with the principal within 24 hours.
 - e. Keep comments about the emergency to a minimum, especially to your team and other parents.
 - f. Refer any questions from the media to the principal or athletic director.

2.67 Practice Policy for Heat and Humidity:

- a. Schools must follow the statewide policy for conducting practices and voluntary conditioning workouts (this policy is year-round, including during the summer) in all sports during times of extremely high heat and/or humidity that will be signed by each head coach at the beginning of each season and distributed to all players and their parents or guardians. The policy shall follow modified guidelines of the American College of Sports Medicine in regard to:
 1. The scheduling of practices at various heat/humidity levels.
 2. The ratio of workout time to time allotted for rest and hydration at various heat/humidity levels.
 3. The heat/humidity levels that will result in practice being terminated.
- b. Football Only: Acclimatization and Re-Acclimatization (prior to October 1st)
 1. Acclimatization
 - a. Football practice may begin five consecutive weekdays prior to the start date for football.
 1. In the first five days of practice for any student, the practice may not last longer than two (2) hours, and the student may wear no other protective football equipment except helmet and mouthpieces.

NOTE:

 - a. The time for a session shall be measured from the time the players report to the practice or workout area until they leave that area.
 - b. During acclimatization practices, teams may hold a walk-through as long as there is at least a three-hour break between the two activities.
 2. Re-Acclimatization – Required for any athlete who misses five (5) consecutive days of practice for any reason.
 - a. Day 1: 1.5 hours conditioning - helmets only
 - b. Day 2: 2 hours practice - helmets only
 - c. Day 3: 2.5 hours practice with helmets and shoulder pads
 - d. Day 4: 2.5 hours practice with full pads
 - e. Day 5: 2.5 hours practice with full pads or play a game
- c. A scientifically-approved instrument that measures the Wet Bulb Globe Temperature must be utilized at each practice (prior to October 1) to ensure that the written policy is being followed properly. WBGT readings should be taken at a minimum of every 30 minutes, beginning 30 minutes prior to the start of practice. All WBGT monitors shall be calibrated, at a minimum, every two (2) years or earlier if recommended by the manufacturer.

WBGT ACTIVITY GUIDELINES AND REST BREAK GUIDELINES

- | | |
|-------------|--|
| Under 82.0 | Normal Activities - Provide at least three separate rest breaks each hour with a minimum duration of 3 minutes each during the workout. |
| 82.0 - 86.9 | Use discretion for intense or prolonged exercise; watch at-risk players carefully. Provide at least three separate rest breaks each hour with a minimum duration of 4 minutes each. |
| 87.0 - 89.9 | Maximum practice time is 2 hours. For Football: players are restricted to helmet, shoulder pads, and shorts during practice, and all protective equipment must be removed during conditioning activities. If the WBGT rises to this level during practice, players may continue to work out wearing football pants without changing to shorts. For All Sports: Provide at least four separate rest breaks each hour with a minimum duration of 4 minutes each. |
| 90.0 - 92.0 | Maximum practice time is 1 hour. For Football: no protective equipment may be worn during practice, and there may be no conditioning activities. For All Sports: There must be 20 minutes of rest breaks distributed throughout the hour of practice. |
| Over 92.0 | No outdoor workouts. If practice has not started, delay the start of practice until a cooler WBGT level is reached. |
- d. Practices are defined as: the period of time that a participant engages in a coach-supervised, school approved sport or conditioning-related activity. Practices are timed from the time the players report to the practice or workout area until players leave that area. If a practice is interrupted for a weather-related reason, the "clock" on that practice will stop and will begin again when the practice resumes.
 - e. Conditioning activities include such things as weight training, wind-sprints, timed runs for distance, etc., and may be a part of the practice time or included in "voluntary workouts." Conditioning activities are not permitted to be used as punishment.
 - f. A walk-through is not a part of the practice time regulation, and may last no longer than one hour. This activity may not include conditioning activities or contact drills. No protective equipment may be worn during a walk-through, and no full-speed drills may be held.
 - g. Rest breaks may not be combined with any other type of activity and players must be given unlimited access to hydration. These breaks must be held in a "cool zone" where players are out of direct sunlight.
 - h. When the WBGT reading is over 86, ice towels and spray bottles filled with ice water should be available at the "cool zone" to aid the cooling process AND cold immersion tubs must be available for the benefit of any player showing early signs of heat illness. In the event of a serious EHI, the principle of "Cool First, Transport Second" should be utilized and implemented by the first medical provider onsite until cooling is completed (core temperature of 103 or less).

Athletic Training Clinic EAP: High School Field House

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.946959, -84.585026

Venue Directions:

Enter the school facility from Manning Road and drive around the east end of the main building. Enter the gate at the back of the facility on your right and the athletic training clinic will be on your right.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible in the fieldhouse athletic training clinic or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070

Emergency Equipment:

AED and emergency kit with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the AD or nearest coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

PRACTICE FIELD EAP: High School practice fields

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.946959, -84.585026

Venue Directions:

Enter the school facility from Manning Road and drive around the east end of the main building. Enter the gate at the back of the facility on your right and the practice fields will be on your left.



Emergency Personnel:

Athletic trainers and sports medicine staff accessible on field, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Head Football Coach	Cameron Duke	Cell: 850-321-1218	
Flag Football Coach	Natalie Allman	Cell: 678-218-2689	
Men's Soccer Coach	Robert Holman	Cell: 410-428-9058	
Women's Soccer Coach	Thomas Buresi	Cell: 678-633-4656	
Men's Lax Coach	Hunter Fisher	Cell: 678-231-9005	
Women's Lax Coach	Kate Copeland	Cell: 678-218-8693	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training room in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

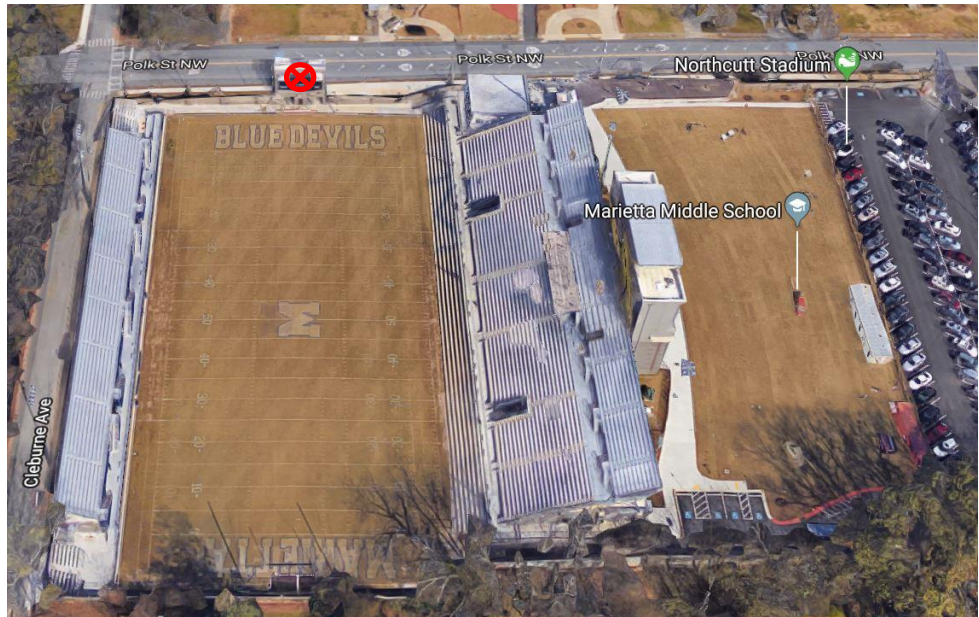
FOOTBALL GAME EAP: Northcutt Stadium

Address: 244 Polk Street, Marietta GA 30064

GPS Coordinates: 33.955414, -84.559536

Venue Directions:

Enter through the gate Polk Street end zone scoreboard.



Emergency Personnel:

Home Sideline: Athletic trainer and sports medicine staff accessible on field or via administrative radio, occasional physician at varsity games.

Emergency Communication:

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Head Football Coach	Cameron Duke	Cell: 850-321-1218	
Flag Football Coach	Natalie Allman	Cell: 678-218-2689	
MMS Athletic Director	Bret Young	Cell: 717-578-5299	
8th Grade FB Coach	Richard Kelly	Cell: 864-308-0926	
7th Grade FB Coach	Brandon Richardson	Cell: 850-525-4019	
6 th Grade FB Coach	Dexter Mann	Cell: 770-549-9983	

Emergency Equipment:

Home Sideline: AED and emergency kit on field with athletic trainer.

Roles of Emergency Team:

On Field Emergency

1. The certified athletic trainer is responsible for immediate care of the ill or injured athletes/spectators and activation of EMS if necessary.
2. Activation of EMS (if necessary)
 - An athletic trainer will notify school resource officer and admin via admin radio on Northcutt channel
 - School resource office will activate EMS
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. An administrator will open appropriate gates, flag down EMS, and direct to scene
5. An administrator will limit the scene to first aid providers and move everyone else away

Off Field Emergency

1. Admin will call certified athletic trainer via admin radio on Sports Med 1 channel
2. The certified athletic trainer is responsible for immediate care of the ill or injured athletes/spectators and activation of EMS if necessary.
3. Activation of EMS (if necessary)
 - An athletic trainer will notify school resource officer and admin via admin radio on Northcutt channel
 - School resource office will activate EMS
4. A member of the sports medicine staff will retrieve all needed emergency equipment.
5. An administrator will open appropriate gates, flag down EMS, and direct to scene
6. An administrator will limit the scene to first aid providers and move everyone else away

Softball EAP: High School Softball field

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.947593, -84.582632

Venue Directions:

Enter the field through the outfield at entrance off of Manning road just south of the entrance to the school parking lot on Manning Road.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible on field, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	Office: 770-428-2631 ext. 5066
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Head Softball Coach	Brandon Durden	Cell: 229-221-9094	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

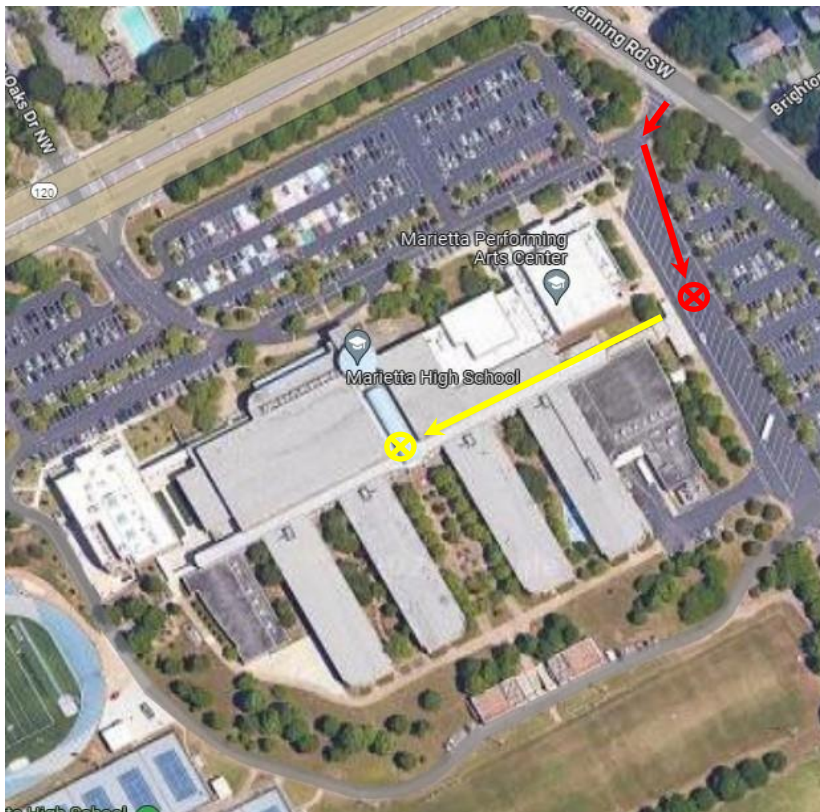
VOLLEYBALL, BASKETBALL EAP: High School Gym

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.948614, -84.584246

Venue Directions:

Enter the school from Manning Road and drive around the east end of the main building. Enter the school through the cafeteria and go down the main hallway to the gym.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible in the gym, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	Office: 770-428-2631 ext. 5066
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Volleyball	Helen Lin Walker	Cell: 404-630-9787	
Men's Basketball	Markus Hood	Cell: 678-687-2369	
Women's Basketball	Derrick Dewitt	Cell: 404-200-0983	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

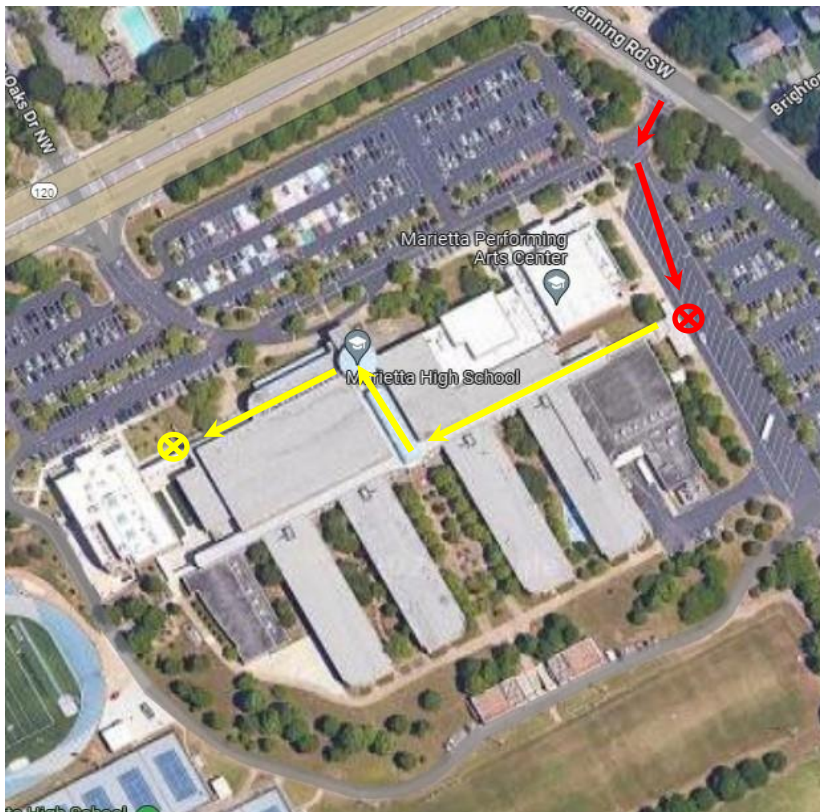
WRESTLING EAP: High School Wrestling Room

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.948614, -84.584246

Venue Directions:

Enter the school from Manning Road and drive around the east end of the main building. Enter the school through the cafeteria and go down the main hallway to the gym. Take a right and go to the athletic hallway. Take a left and go to the end of the hallway.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible in the gym, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	Office: 770-428-2631 ext. 5066
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Head Wrestling Coach	Tommy Carthers	Cell: 678-457-0514	
Head Girls Coach	Yakarial Judah	Call: 706-332-2742	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

BASEBALL EAP: High School Baseball field

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.945721, -84.582339

Venue Directions:

Enter the small parking lot off of Manning Road south of the entrance to main school parking lot on Manning Road.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible on field, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	Office: 770-428-2631 ext. 5066
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Head Baseball Coach	Josh Davis	Cell: 678-523-5279	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

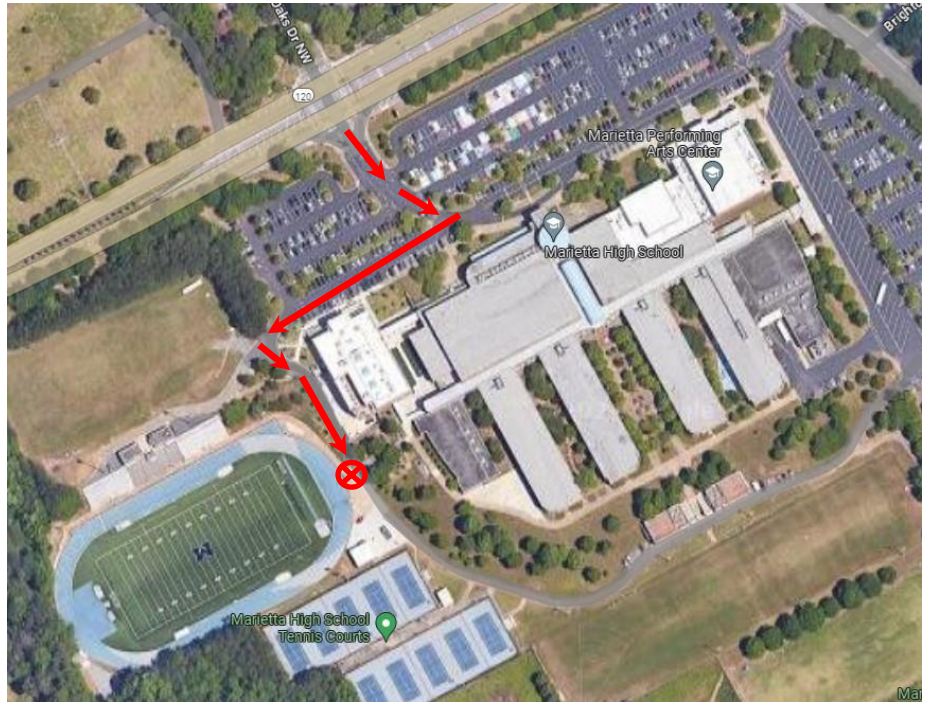
SOCCER, LACROSSE, TRACK EAP: High School Track

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.947110, -84.587003

Venue Directions:

Enter the school from Whitlock Ave. and drive around the west end of the main building. Drive through the gate and down the hill to the field level.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible on field, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	Office: 770-428-2631 ext. 5066
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Men's Soccer Coach	Robert Holman	Cell: 410-428-9058	
Women's Soccer Coach	Thomas Buresi	Cell: 678-633-4656	
Men's Lax Coach	Hunter Fisher	Cell: 678-231-9005	
Women's Lax Coach	Kate Copeland	Cell: 678-218-8693	
Head Track Coach	Nick Houstoulakis	Cell: 734-718-8609	
Head CC Coach	Jack Coleman	Cell: 404-641-4773	
MMS Track	Natalie Allman	Cell: 678-218-2689	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

TENNIS EAP: High School Facilities

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.946738, -84.586330

Venue Directions:

Enter the school facility from Manning Road and drive around the east end of the main building. Enter the gate at the back of the facility on your right and the tennis courts will be on your left past the fieldhouse.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible on a field, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 2508) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Men's Coach	David Ravenscraft	Cell: 770-841-9577	
Women's Coach	Katie Brown	Cell: 678-906-8457	

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training room in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

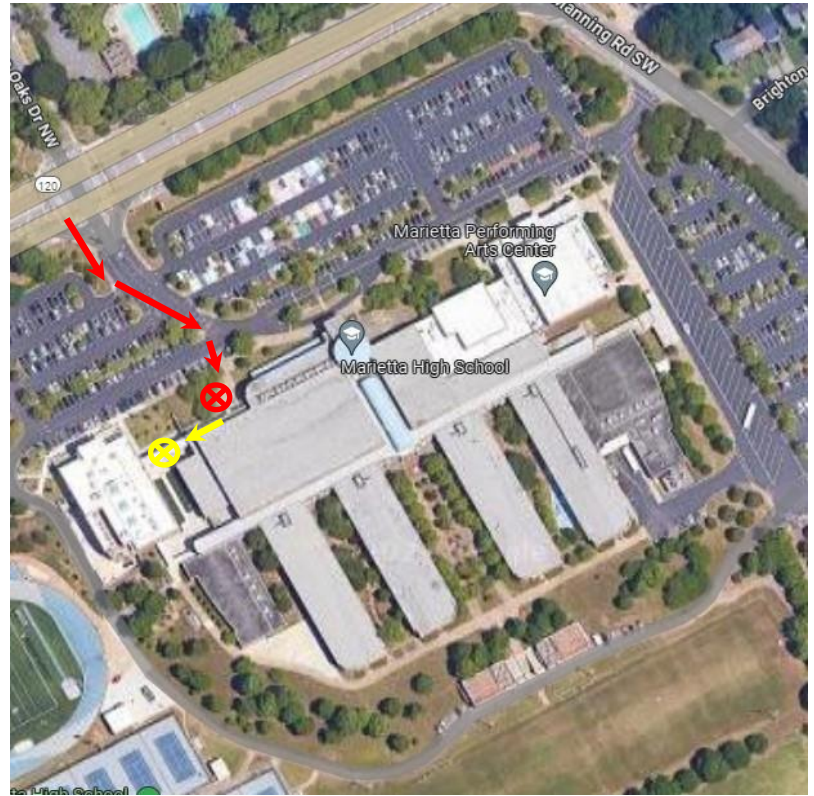
Weight Room EAP: High School Weight Room

Address: 1171 Whitlock Ave, Marietta, GA 30064

GPS Coordinates: 33.947110, -84.587003

Venue Directions:

Enter the school from Whitlock Ave. and take a right at the front of the building. Enter through the doors on the left in the glass wall at the west end of the main building.



Emergency Personnel:

Athletic trainer and sports medicine staff accessible on field, in the fieldhouse athletic training clinic, or via administrative radio.

Emergency Communication:

Landline in athletic training clinic (770-428-2631 ext. 5293) or administrative radio carried by athletic trainer.

Athletic Trainer	Jeff Hopp	Cell: 404-788-7888	Office: 770-428-2631 ext. 5293
Athletic Trainer	Alli Bird	Cell: 570-460-7322	
Athletic Trainer	Devan Dowdell	Cell: 404-538-9464	Office: 770-428-2631 ext. 5066
Athletic Director	Craig McKinney	Cell: 678-522-1345	Office: 770-428-2631 ext. 5070
Strength Coach	Brian Grundmeyer	Cell: 678-231-9005	

Emergency Equipment:

AED and emergency kit is with the athletic trainer and in the nurses' office. All other emergency equipment (crutches, splints etc.) is in the athletic training clinic in the fieldhouse.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will notify the school nurse and provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the sports medicine staff will retrieve all needed emergency equipment.
4. A member of the sports medicine staff, admin team, or coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or coach will limit the scene to first aid providers and move everyone else away

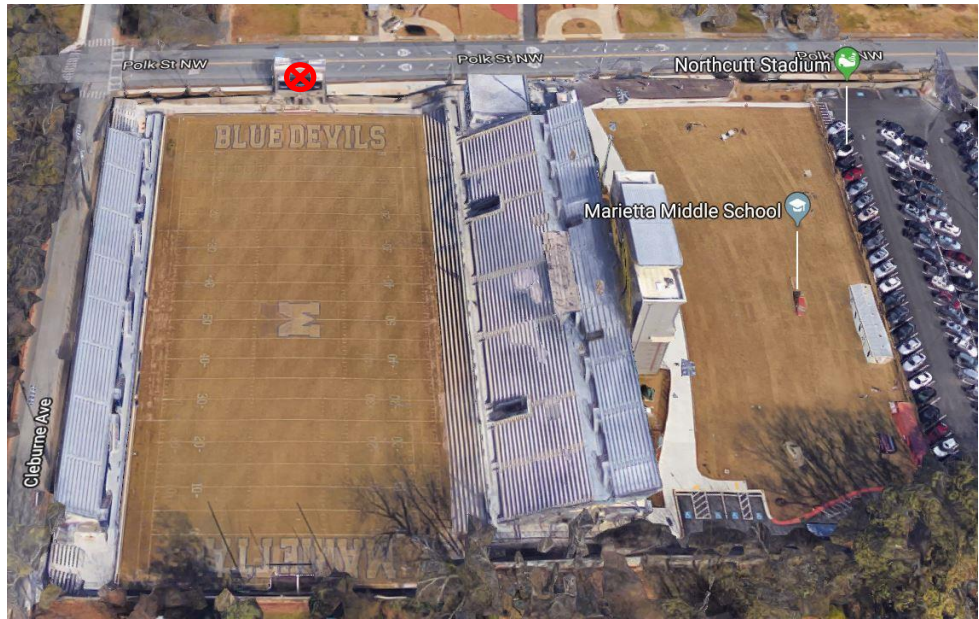
MMS Football/Soccer EAP: Northcutt Stadium

Address: 244 Polk Street, Marietta GA 30064

GPS Coordinates: 33.955414, -84.559536

Venue Directions:

Enter through the gate Polk Street end zone scoreboard.



Emergency Personnel:

Home Sideline: Athletic trainer and sports medicine staff accessible on field or via administrative radio, occasional physician at varsity games.

Emergency Communication:

Athletic Trainer	Devan Dowdell	Cell: 404-538-9464
Athletic Director	Bret Young	Cell: 717-578-5299
8th Grade FB Coach	Richard Kelly	Cell: 864-308-0926
7th Grade FB Coach	Brandon Richardson	Cell: 850-525-4019
6 th Grade FB Coach	Dexter Mann	Cell: 770-549-9983
Girls Soccer	Dora Blanco	Cell: 678-471-6273
Boys Soccer	Sam Dietrich	Cell:

Emergency Equipment:

AED and emergency kit on field with athletic trainer. All other emergency equipment (crutches, splints etc.) is in the athletic training room in the fieldhouse.

Roles of Emergency Team:

- The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
- Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
- A member of the staff will retrieve all needed emergency equipment.
- A member of the admin team or a coach will open appropriate gates, flag down EMS, and direct to scene
- A member of the admin team or a coach will limit the scene to first aid providers and move everyone else away

MMS Volleyball/Basketball/Wrestling EAP: MMS Big Blue Gym

Address: 188 Walthall Street, Marietta GA 30064

GPS Coordinates: 33.956239, -84.557687

Venue Directions:

Enter parking lot from Walthall Street.
Enter the gym through the last door on the left.



Emergency Personnel:

Home Sideline: Athletic trainer and sports medicine staff accessible on court or by cellphone

Emergency Communication:

Athletic Trainer	Devan Dowdell	Cell: 404-538-9464
Athletic Director	Brett Young	Cell: 717-578-5299
Volleyball Coach	Nichole Spinks	Cell: 678-402-1552
8 th Grade Boys BK	Stewart Clark	Cell: 678-420-8822
8 th Grade Girls BK	Katie Morrison	Cell: 404-769-1194
7 th Grade Boys BK	Brandon Jackson	Cell: 706-566-2572
7 th Grade Girls BK	Nickanor Ricketts	Cell: 404-451-3420
Wrestling	Daniel Lopez	Cell: 770-313-3680

Emergency Equipment:

AED and emergency kit on court with athletic trainer and one AED is in gym. All other emergency equipment (crutches, splints etc.) is in the athletic training room at Northcutt Stadium.

Roles of Emergency Team:

1. The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
2. Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
3. A member of the staff will retrieve all needed emergency equipment.
4. A member of the admin team or a coach will open appropriate gates, flag down EMS, and direct to scene
5. A member of the admin team or a coach will limit the scene to first aid providers and move everyone else away

MMS Volleyball/Basketball EAP: MMS Auxiliary Gym

Address: 188 Walthall Street, Marietta GA 30064

GPS Coordinates: 33.956239, -84.557687

Venue Directions:

Enter parking lot from Walthall Street.
Enter the gym through the last door on the right.



Emergency Personnel:

Home Sideline: Athletic trainer and sports medicine staff accessible on court or by cellphone.

Emergency Communication:

Athletic Trainer	Devan Dowdell	Cell: 404-538-9464
Athletic Director	Brett Young	Cell: 717-578-5299
Volleyball Coach	Nichole Spinks	Cell: 678-402-1552
8 th Grade Boys BK	Stewart Clark	Cell: 678-420-8822
8 th Grade Girls BK	Katie Morrison	Cell: 404-769-1194
7 th Grade Boys BK	Brandon Jackson	Cell: 706-566-2572
7 th Grade Girls BK	Nickanor Ricketts	Cell: 404-451-3420

Emergency Equipment:

AED and emergency kit on court with athletic trainer and one AED is in gym. All other emergency equipment (crutches, splints etc.) is in the athletic training room at Northcutt Stadium.

Roles of Emergency Team:

- The certified athletic trainer is responsible for immediate care of the ill or injured athlete and activation of EMS if necessary. If the certified athletic trainer is not on campus or cannot be reached, the supervising coach will provide basic first aid.
- Activation of EMS (if necessary)
 - Provide police or EMS with the following information:
 - Your name and that you are a coach, student etc.
 - Give your specific location.
 - Tell you need an ambulance for transportation due to _____.
 - Condition of the injured player/person
 - First aid treatment provided
 - Other information as requested
 - Stay on the phone until the police or EMS hang up and have all necessary information.
- A member of the staff will retrieve all needed emergency equipment.
- A member of the admin team or a coach will open appropriate gates, flag down EMS, and direct to scene
- A member of the admin team or a coach will limit the scene to first aid providers and move everyone else away

STUDENT/PARENT CONCUSSION AWARENESS FORM

Student Name: _____ School: _____

DANGERS OF CONCUSSION

Concussions at all levels of sports have received a great deal of attention and a state law has been passed to address this issue. Adolescent athletes are particularly vulnerable to the effects of concussion. Once considered little more than a minor “ding” to the head, it is now understood that a concussion has the potential to result in death, or changes in brain function (either short-term or long-term). A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. Continued participation in any sport following a concussion can lead to worsening concussion symptoms, as well as increased risk for further injury to the brain, and even death.

Player and parental education in this area is crucial – that is the reason for this document. Refer to it regularly. This form must be signed by a parent or guardian of each student who wishes to participate in GHSA athletics. One copy needs to be returned to the school, and one retained at home.

COMMON SIGNS AND SYMPTOMS OF CONCUSSION

Headache, dizziness, poor balance, moves clumsily, reduced energy level/tiredness

Nausea or vomiting

Blurred vision, sensitivity to light and sounds

Fogginess of memory, difficulty concentrating, slowed thought processes, confused about surroundings or game assignments

Unexplained changes in behavior and personality

Loss of consciousness (NOTE: This does not occur in all concussion episodes.)

BY-LAW 2.68: GHSA CONCUSSION POLICY: In accordance with Georgia law and national playing rules published by the National Federation of State High School Associations, any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion shall be immediately removed from the practice or contest and shall not return to play until an appropriate health care professional has determined that no concussion has occurred. (NOTE: An appropriate health care professional may include, licensed physician (MD/DO) or

another licensed individual under the supervision of a licensed physician, such as a nurse practitioner, physician assistant, or certified athletic trainer who has received training in concussion evaluation and management.

- a) No athlete is allowed to return to a game or a practice on the same day that a concussion (a) has been diagnosed, OR (b) cannot be ruled out.
- b) Any athlete diagnosed with a concussion shall be cleared medically by an appropriate health care professional prior to resuming participation in any future practice or contest. The formulation of a gradual return to play protocol shall be a part of the medical clearance.
- c) It is mandatory that every coach in each GHSA sport participate in a free, online course on concussion management prepared by the NFHS and available at www.nfhslearn.com at least every two years – beginning with the 2013-2014 school year.
- d) Each school will be responsible for monitoring the participation of its coaches in the concussion management course, and shall keep a record of those who participate.

I HAVE READ THIS FORM AND I UNDERSTAND THE FACTS PRESENTED IN IT.

SIGNED:

(Student)

(Parent/Guardian)

DATE:

COMMUNITY ACQUIRED METHICILLIN RESISTANT STAPHYLOCOCCUS AUREUS (CA-MRSA)

According to the Centers for Disease Control and Prevention, participants in competitive sports are at risk for skin infections because of physical contact, skin damage, and the sharing of equipment. Humid, crowded conditions such as those found in locker rooms and gyms provide a good place for Staphylococcus Aureus (Staph) to grow. The following will provide the **student and parent** with practical information:

- Staph is commonly carried in nasal passages, under fingernails, or on the skin without any medical problems. It can enter the body from a cut, insect bite, or surgical incision. Normally a minor infection occurs. However, if a person has a weakened immune system from an illness, the infection becomes more serious.
- Prevention involves players, coaches, parents, and the school. The following practices are highly recommended to parents of players when conditions warrant:
 1. The player should wash hands thoroughly with soap and water during the day. Waterless hand cleanser can be used.
 2. The player should practice good hygiene to include showering/bathing with soap and water after all practices and competitions. Previously worn protective clothing can be hot and cause chafing which results in broken skin. Skin trauma from turf or mat burns are other risk factors.
 3. Use liquid soap in showers instead of sharing bar soaps; sharing can spread bacteria to other family members. Shower as soon as possible after practice/working out/competitions.
 4. It is suggested to wash towels after each use and avoid sharing bed linens, razors, and other personal items.
 5. The player should not store or wear previously worn or wet clothing. Wet or damp clothing/equipment is a breeding ground for bacteria and fungus.
 6. The player will cover all open wounds. If a wound cannot be covered, there is a possibility that the player will need to be excluded from practice / workout/ competition until the wound heals.
 7. Players should report skin lesions to the parent as well as the coach. Parents and coaches will check a lesion that is potentially infected.
 8. The player and parent should understand the importance of seeking medical attention at the first sign of infection. Early signs are redness and swelling of the affected area, pain, drainage (pus) around the **area** of an insect bite, cut or abrasion.
 9. If medication is prescribed by a physician, the player should take the entire amount of medication in the prescribed amount of time.
 10. The player should avoid getting into a hot tub or whirlpool until all wounds are healed.

Information obtained from the Centers for Disease Control and Prevention and State Epidemiologist Cristina Pasa. For more information, the Centers for Disease Control and Prevention Web site is www.cdc.org.

MARIETTA CITY SCHOOLS

ATHLETIC TRANSPORTATION POLICIES

I. Procurement

1. The head coach is responsible for submitting any transportation requests to the Athletic Office at least two weeks prior to the scheduled event. Coaches are encouraged to submit all requests for the season at that time.
2. All transportation requests should be submitted using the official “Transportation Request” form.
3. Bus departures for extracurricular events cannot be guaranteed before 4:30 PM, as all district bus drivers and vehicles are in use for transportation home from school until then. MCS transportation is willing to certify and train any adult who is eligible for a CDL so that they can drive an activity bus at any time of day. All drivers would receive compensation for driving. Coaches should not schedule athletic events at a time earlier than they can arrive with a 4:30 PM departure unless they first have confirmation of an earlier bus departure.
4. Any changes in departure time or trip arrangements should be made through the Athletic Office or the head coach to the Transportation Office.
5. If a cancellation of a practice or game occurs, the Athletic Office and Transportation Office must be informed immediately.
6. Verification of transportation should be made through the Athletic Office or the Transportation Office at least 24 hours before the scheduled trip.
7. Report any transportation issues or problems, such as bus delays or bus no-shows to the Athletic Director.

II. Responsibilities of Coaches, Parents and Athletes

1. Team members shall ride school provided transportation to and from all contests.
2. In special cases, the Athletic Director or school principal may authorize, with signed parental approval, student’s to drive private vehicles to and from contests. This would include things such as SAT testing, etc. This approval must be given in advance.
3. Parents will often request permission from a coach that their child ride home from an away contest with them. This decision is up to the coach. As a general rule, it is best, for team unity and morale, to have everyone ride to and from contest on the bus as a team. Use common sense in these matters. If permission is given however, the coach must request a brief signed, dated release from the parent stating they are taking their child home from that particular event. Coaches should hold those notes until they are sure the student has returned safely.
4. Students may only be released by the coach to ride home with their legal parent or guardian. Parents can only transport their child home from an away contest.
5. At least one coach must ride the bus to and from all away contests.
6. Upon return to Marietta High School or Marietta Middle School from an away contest, the coach’s responsibility for participants shall continue until all students have departed for home. Do not leave students who are waiting for rides unsupervised.

III. Special Situations

1. The coach is responsible for proper bus use, care and conduct, **NO CLEATS ARE ALLOWED TO BE WORN ON A BUS.** Check with the driver regarding food, etc.
2. Whenever possible, coaches should avoid scheduling early games as it is sometimes difficult to secure drivers within the first hour after school dismissal.

MARIETTA CITY SCHOOLS

POLICIES FOR BANQUET AWARDS AND EXPENSES

I. MARIETTA HIGH SCHOOL

1. These items are provided for you through the administrative account of the overall athletic budget:

- a. Initial 6” block “M” for each sport lettered.
- b. Letter certificate for each time lettering in a sport.
- c. Bars for letters for second, third and fourth year lettermen.
- d. Certificate of participation for all non-lettermen, JVs and freshmen.
- e. Scholar-Athlete patches (one only) for juniors and seniors with a 3.5+ G.P.A.
- f. Appreciation certificates for significant outside supporter or contributor to your program.
- g. Region championship and/or state championship team patches.
- h. Region champion and/or state champion plaque or patch to individual champions.

2. These items should be provided by your booster clubs, parents and your fund-raising monies:

- a. Meal and all associated costs.
- b. Letter jackets, t-shirts, scrapbooks, etc.
- c. Program printing, invitations, mailing costs
- d. Any special awards to seniors, etc.
- e. All team and individual plaques and trophies
- f. Special certificates.

II. MARIETTA MIDDLE SCHOOL

A certificate of participation is provided for you through the administrative budget at Marietta Middle School. Any further recognitions, awards or ceremonies will be coordinated with the booster club of the Athletic program and must be approved by the Head Varsity Coach of the program.

ATHLETIC DEPARTMENT

BELIEF STATEMENTS

The guiding principle behind Marietta's participation in athletics is our belief in its educational value for our students. High school athletics promotes character traits of high value to personal development and success in later life. These include the drive to achieve the highest level of performance; embracing the discipline needed to reach high standards; learning to work with others as a team in pursuit of a common goal; and adherence to codes of fairness and respect. Athletics also plays an important role in creating a sense of community within the school.

Marietta's mission defines expectations both on the field and off. In the name of excellence, Marietta aims for a level of athletic performance that will frequently produce winning seasons and the realistic opportunity to compete for team or individual championships. Our mission also requires that Marietta athletes be students first, that they benefit from Marietta's academic programs and make judicious progress toward their diploma, and that their graduation rates and academic performance be higher than those of other students. In order to achieve high academic performance, Marietta Athletics is committed to minimizing student participation in athletic events that require student-athletes to miss instructional time.

Marietta is also committed to the physical and emotional well-being of student-athletes and to the social development of the whole person. We recognize that great demands are placed on students who participate in Marietta athletic programs and we are committed to providing support to help them manage these demands and get the most out of their high school experience. Athletes are also expected to adhere to a level of conduct that brings credit to themselves and Marietta High School and uphold the values of citizenship and service.

Adapted from Duke University

HEAD COACH ROLE AND RESPONSIBILITIES

- **Coaches are the “CEO” of their program.** They are responsible for leading the program at the Varsity level and for designing the model for each sub-varsity team that MCS offers in the sport, from grades 6-12. All expectations should be communicated clearly to all assistant and sub-varsity coaches.
- **Coaches are responsible for the planning and delivery of daily practices,** which will include sport specific fundamentals and techniques, positioning, rules, conditioning and safety.
- **Coaches are responsible for all paperwork,** which includes completing and submitting all school, region, and state requests of information (including eligibility), in accordance with established timelines and procedures.
- **Coaches are responsible for the supervision of all team members** beginning with their arrival in the locker room prior to the start of practices or games, and ending when the last student-athlete has met with transportation home.
- **Coaches are responsible for enforcing compliance with all rules in both the MCS and GHSA athletic handbooks.** They are also responsible for establishing and maintaining specific rules and taking appropriate disciplinary measures when necessary.
- **Coaches are responsible for emphasizing student-athlete welfare,** including the areas of drug and alcohol use, sportsmanship, hazing, academic eligibility, and concussion protocol.
- **Coaches are responsible for minimizing team participation in events that may cause students to miss instructional time.** When scheduling games/contests, coaches should be mindful of the time demands on the students.
- **Coaches will interact positively with coaches of other sports, within the building,** and work to promote the best interests of all student-athletes at all times.
- **Coaches are responsible for actively assisting student athletes in achieving their college acceptance goals.** This could mean writing letters of recommendation, meeting with prospective college coaches, sending videotape when appropriate.
- **Coaches are responsible for maintaining all applicable safety standards** with regards to student-athletes, field, facilities, equipment, and training as a matter of routine.
- **Coaches are responsible for their personal conduct and player conduct** during all practices, games, and any other time representing Marietta High School.
- **Coaches are responsible for meeting with parents before the season begins.** Each Head Coach must create a Participation Contract or “Constitution” to be signed by all parents. Required information includes a written lettering policy and written consequences for missing games and/or practices.
- **Coaches are responsible for leading the Booster club associated with their team.** As the Head Coach, you are the Executive Officer of the Booster Club and must be in charge. Inability to appropriately manage the Booster Club and its members may result in the school disassociating itself with the Booster Club. Head Coaches should review monthly bank statements provided by the booster club in a timely manner each month, ensure all expenditures are appropriate, and report any concerns to the booster club and Athletic

- Director.
- **Coaches are responsible for ensuring that only appropriate personnel are on the competition surface during events.** Only players, referees, managers, trainers, approved support personnel and certified coaches who are a part of the coaching staff of the team participating in the event are permitted to be on the sideline/gym floor, etc... Any requests for special guests must be approved by the Athletic Director at least 24 hours in advance of the event.
 - **Coaches are responsible for vetting and approving all music that will be played at their sporting events.** Head coaches should be sure to share with all players and parents/volunteers that no music can be played aloud at school events without having first been previewed by the Head Coach. No music is acceptable. Inappropriate music is not.

ASSISTANT COACH RESPONSIBILITIES

- **Assistant Coaches are responsible for supporting the mission of the program** and the Head Coach at all times.
- **Assistant Coaches are responsible for assuming the role of Head Coach**, in their absence, and understanding the role and responsibilities of the Head Coach. Including, but not limited to, all of the responsibilities outlined on the previous page.

BOOSTER CLUB ROLE AND RESPONSIBILITIES

- Support athletic and academic excellence in all student athletes.
- Promote active and involved parent and community leadership.
- Promote sportsmanship and provide supplementary financial support to all Marietta athletic teams.
- Promote a tradition of excellence which exemplifies our student athletes, coaches and teams.
- Provide a copy of monthly bank statements to the Head Coach each month for review.
- At the direction of the Head Coach, plan, organize and facilitate ALL ASPECTS of Athletic events (tournaments, etc...) that are created as fundraisers for the program.

The Head Coach is the Executive Officer of the Booster Club. Head coaches are required to manage all Booster Club activities. Booster Club officers make requests and recommendations to the Head Coach. The Head Coach is the person responsible for communicating and vetting said request and making any recommendations to the Athletic Administration. When appropriate the Athletic Administration will bring to the Principal. This is our "chain of command" and it is expected to be followed by all Coaches and Booster Club members.

Pre-Season Booster Club Meeting Information

BOOSTER CLUB REQUIREMENTS

- Written charter that consists of sound, well-written constitution and bylaws
- File for and receive non-profit status (501C3 certificate) if possible
- Obtain liability insurance, listing in addition the school system
- Written roles and responsibilities of each officer

MEETING GUIDELINES

1. Distribution and approval of the minutes from previous meeting
2. Review of the treasurer's report
3. Various Committee Reports
4. Discussion of Old Business
5. Discussion of New Business
6. Motion to Adjourn

FUNCTIONS OF SUCCESSFUL BOOSTER CLUBS

- Raising of funds to maintain and improve athletic facilities
- Volunteer time.
- Raise money through fundraisers approved by the Board of Education
- Financially support the program by providing additional funding for equipment, supplies, travel, coaches, support staff.
- Organize team events, such as pregame- dinners or social events during the season.
- Listen and work closely with the head coach, as the head coach is the director of the sport program.
- Submit annually an updated copy of the booster club bylaws for your sport.
- Discuss as official business any item that meets the definition or function of a booster club as outlined on the previous page

IMPROPER ROLES OF BOOSTER CLUBS

- Hiring and firing of teachers/coaches
- Evaluations or performance reviews of coaches/teachers
- Playing time concerns
- Officiating concerns
- Hidden agenda items that may detract from the mission of the booster club

**MARIETTA ATHLETICS
PRESEASON PARENTS MEETING
SAMPLE AGENDA**

I. OVERVIEW

- Welcome and Introduction of Staff
- Athletic Department Mission Statement/Core Values
- Program Coaching Philosophy

II. INFORMATION

- How teams will be chosen
- Program structure
- Communications procedures
- Practice and Game Schedules
- Eligibility/Physical Forms
- Athletic Training and Medical Issues
- Insurance
- Equipment and Facilities
- Criteria for lettering and other awards
- Awards Banquet
- Roles of Booster Clubs and Expectations
- NCAA Guidelines/Scholarship Criteria
- Transportation
- Locker room security
- Fund-Raisers
- Community Service
- Sportsmanship

III. EXPECTATIONS

- Team/Player rules and procedures
- Parent roles and support
- Season Previews and goals
- Athletic Code of Conduct form for players and parents

IV. CLOSING

- Concluding remarks
- Q & A

Marietta High School Pre-Season Coaches Checklist

- CPR recertified- if necessary (Hopp will notify you)
- Concussion recertification if necessary by July 31 for returning coaches, Sept. 1 for new coaches
- Submit schedule to Kelly Hastings using **Season Schedule Template** found in Coaches folder (special events must be indicated)***ASAP
- Make sure all athletes are fully cleared in FinalForms **BEFORE TRYOUTS**
- Conduct preseason parent meeting (Use **Preseason Parent Meeting Sample Agenda** Form)
- Provide all parents with instructions for signing FinalForms online forms (required to participate)
- Preseason Booster Club meeting – get all plans for season listed in writing to propose to AD
- Roster submitted to AD and Athletic Secretary***ASAP
- Submit **Booster Club Checklist form** (with proposed fundraisers) to Athletic Secretary
- Submit copy of Booster Club By-Laws to Athletic Secretary
- Submit **Booster Club Budget form** (Proposed column completed)
- Submit plans for any overnight / out of state trip at least 60 days prior to event
- Schedule and complete pre-season Coach/AD meeting for approval of all plans for season
- Participation Verification Form** submitted BEFORE first practice date
- Bus Request Form** Submitted BEFORE first practice date
- Submit schedule to GHSA-assigned officials association
- Submit any Facility Use Requests using **Facility Use Request form**
- Submit lettering policy - electronic or hard copy
- Create/sign GHSA Contracts for games and submit to Athletic Secretary for disbursement
- Schedule Athlete's Concussion test with Athletic Trainer
- Fundraiser plans completed and submitted on **MHS Fundraiser Request Form** for approval
- Have all Emergency Information forms with you for practices and games (provided by ATC)
- Read the By-laws of the GHSA Constitution and the section specifically addressing your sport
- Make sure all asst. coaches have necessary keys (use **Key Request Form** to request keys)
- Submit any purchase requests using **Athletics Fund Request Form**
- Ensure GHSA Online Rules Clinics are completed by entire coaching staff by deadline. Collect all certificates and submit to Athletic Secretary.

***All documents other than request forms should be submitted in your digital team folder for real-time access/updates

Signature: _____

Date: _____

COACHES PRESEASON CHECKLIST - MIDDLE SCHOOL

Coaches should initial each item and submit this completed form to Bret Young, MMS Athletic Director, prior to the start of the season.

- _____ 1. Each coach should verify that a completed Marietta City Schools Athletic Physical and Consent Form is on file before any tryout or practice. All coaches will be able to verify the student's status using FinalForms.
- _____ 2. Prepare a preliminary tryout roster including names and grade as soon as sign-ups are finished.
- _____ 3. Check each student's academic eligibility before any tryout or practice. Do not permit any student to tryout or practice if they are not academically eligible. Students must pass 70% of classes in prior grading period.
- _____ 4. Submit an alphabetical list of all team members with the number of classes passed the previous grading period to Scott Paine prior to the team's first practice.
- _____ 5. Submit a copy of your season's game schedule (games and tournaments, including post season) to Scott Paine and Diona Brown as soon as it is completed.
- _____ 6. Submit transportation request forms to Scott Paine, MMS athletic coordinator, three weeks before your first contest.
- _____ 7. Attend applicable required league or conference meetings.
- _____ 8. Develop a plan for monitoring and checking your players' academic progress.
- _____ 9. I have read and understand the Marietta policies on athletic injury procedures.
- _____ 10. I have read and understand the Marietta policies on transportation procedures.

Coaches Signature _____ Date _____

OFFSEASON GUIDELINES

Summer Camps and Summer Leagues

- Summer camps hosted by MHS coaches serve as a benefit to the young people in our community. In order to cover various costs (including utilities and insurance) all coaches holding a camp on Marietta City Schools' facilities will be required to pay 10% of the gross camp revenue to the school system. All registration checks for camps should be made payable to "Marietta High School" and all monies must be funneled through the MHS bookkeeper. Each coach holding a camp must turn in a financial report detailing revenues and expenditures for the camp.
- Participation in summer leagues (passing leagues, basketball leagues, baseball leagues, etc.) or summer camps can be encouraged but cannot be used as a prerequisite for participation in an athletic or performance type activity.
- Voluntary practices may be held during the summer months from the first day school is out until the beginning of the next school year (defined as the first date of practice for the earliest GHSA sport). Individuals on summer teams and/or team may not officially represent Marietta High School or Marietta Middle School during that time.

Illegal Practices

- Legal practice dates are established for each activity and schools shall not conduct or allow an illegal practice.
- All Marietta High School and Middle School teams will use the dates established by GHSA to determine the beginning and end of each sport season.
- Illegal practices are defined as practices that involve five or more students participating in any extracurricular activity in the presence of, or under the direct or indirect supervision of any coach in the school (including a community coach at the high school level or a volunteer/community coach at the middle school level).
- A GHSA coach (certified teacher or community coach) may not coach a non-GHSA team in a competitive setting during the school year that includes any player(s) who participate in the sport he/she coaches at the member school. Boys and girls teams in the same sport are considered the same activity.
- Any practice occurring after the beginning of the school year and before the beginning of conditioning drills is an illegal practice.
- Any practice occurring after the end of the season for any team and the end of the school year for students in Marietta High School or Marietta Middle School is an illegal practice. (Teams that have spring try-outs are exempt from this rule in accordance with GHSA by-laws.)
- Illegal practice specifically includes participation in or practice for any non-school sponsored athletic activity or instructional camp held during the school year, which is coached (directly or indirectly) by any coach of the school.
- Neither coaches, former coaches (including community coaches) nor any other school personnel shall suggest, require, or otherwise attempt to influence students to participate in or practice for any extracurricular activity outside the GHSA-designated season.

GHSA COACHING POINTS A QUICK OVERVIEW FOR COACHES

GENERAL RULES

- All rules for coaching apply to community coaches as well as certified teacher coaches.
- Head Coach must be a certified teacher, paraprofessional, administrator, OR a retired teacher or administrator teaching and/or supervising students for at least 20 hours per week.
- Certified teacher on leave with approved GHSA leave request.
- Person who has successfully completed NFHS Coaches Education Program; may be Assistant coach only
 - not eligible to coach until passing scores (80%) have been verified – 2 tests
 - community coach may be under “agreement” with only one board of education.
- Certified teacher – coaches must be employed by only one board of education unless “multiple systems” request has been approved.
- All coaches must attend GHSA rules clinics annually in each sport they coach.
- All coaches must be registered with the GHSA offices whether they are paid or volunteer.

LEGAL COACHING

- May attend clinics, workshops, etc. as long as athletes are not present
- May work with up to 4 athletes at any point in time in off-season in skill building sessions
- May conduct out of season conditioning and weight training activities as long as:
 - Open to all students
 - Voluntary participation by athletes
 - Not sport specific
- Summer weeks – may coach teams with his school’s athletes on that team
- Summer weeks – may coach athletes on team from other schools

ILLEGAL COACHING

- Coaching out of school team having 1 or more of his athletes on team
- Boys and girls teams are considered the same sport
- Being present for “open gym/field” activities for particular sports; ex. basketball, wrestling, soccer, and volleyball
- Conducting sport specific out of season conditioning – requiring athletes to attend
- Coaching summer teams beyond official start date of GHSA activities; the first day of the first sport
- Attending clinics, workshops with athletes present during school year
- Requiring student to attend clinics, workshops

- Taking teams to a competitive or instructional camp during the school year
- Being directly involved with unattached competitors; i.e. transporting athlete, coaching athlete at the event, being present at the event

OTHER ITEMS

- No Sunday competition
- No competition during the school day; exception: playoffs
- No comments to media criticizing game officials
- Ejected/suspended coach may not have a role at game or be in attendance until suspension has been served

GHSA Rules for Name Image Likeness (NIL)

- The Georgia High School Association recently passed a rule that students can be compensated for the use of their name, image, and likeness with strict stipulations. If you have any questions, please read carefully the following information and make sure to contact the Athletic Director before agreeing to any form of NIL compensation.
- Name, Image, Likeness Rules Pg 131 GHSA Constitution:
https://www.ghsa.net/sites/default/files/documents/Constitution/Constitution23-24Complete_cx20.pdf

APPENDIX 'N' GUIDELINES REGARDING NAME, IMAGE AND LIKENESS (NIL)

- The GHSA does not specifically prohibit students from engaging in certain commercial activities as individuals. These activities, commonly referred to as name, image and likeness (NIL), will not put a student's amateur status at risk provided the student meets all the requirements for maintaining amateur status in compliance with GHSA by-law 1.92-c and providing there is no violation of by-laws prohibiting influencing a student to attend or remain at a member school under GHSA by-law 1.70 (Recruiting/Undue Influence/Following The Coach).
- A student-athlete may benefit from the use of their name, image and likeness (NIL) in compliance with GHSA by-law 1.92-c provided:
 - The compensation is not contingent on specific athletic performance or achievement.
 - The compensation is not provided as a incentive to enroll or remain enrolled at a specific school.
 - The compensation is not provided by the school or any person acting as an agent for the school.
- The following guidelines are in effect for NIL activities:
 - Intellectual property - No "marks" may be used including, but not limited to, school logos, school name, school uniforms, school mascot, or any trademarked GHSA logo or acronyms.
 - No school apparel or equipment shall be worn, which includes school name, school uniforms, school logo, school mascot or any apparel displaying trademarked GHSA logos or acronyms.

- No member school facility may be used for the purpose of name, image and likeness activities.
- No activities in conflict with a member school's local school district policy may be endorsed. (Examples include, but are not limited to, tobacco products, alcohol products and controlled substances.)

Students and their families should seek professional guidance as to how NIL activities could impact collegiate financial aid and/or tax implications, among other issues. **Within seven (7) calendar days after entering into any type of NIL contract/agreement, a student, or the student's parents/guardians, must notify the Principal or Athletic Director of the student's school of entering into that agreement.**

MHS Post-Season Coaches Report

SPORT: _____ HEAD COACH _____

ASSISTANTS: _____

SEASON RECORD: _____ REGION RECORD: _____

REGION STANDING: _____ PLAYOFF RECORD: _____

JV RECORD: _____ 9TH GRADE RECORD: _____ MMS RECORD: _____

TEAM HONORS: _____

ALL-COUNTY INDIVIDUAL HONORS: _____

ALL-STATE INDIVIDUAL HONORS: _____

SCHOOL TEAM RECORDS SET: _____

INDIVIDUAL RECORDS SET: _____

COMMUNITY SERVICE PROJECT: _____

FUND RAISING ACTIVITY:

Income _____ Expenses _____ Balance _____

Name of Activity _____

INDIVIDUAL ATHLETIC ACCOUNT AT MHS:

Income _____ Expenses _____ Balance _____

BOOSTER CLUB SUPPORT:

Items _____ Amount _____

ANTICIPATED EQUIPMENT/FACILITY NEEDS FOR NEXT YEAR:

SUGGESTIONS FOR NEXT YEAR: