



FLOYD COUNTY BOARD OF EDUCATION
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Linda C. Gearheart, Vice-Chair - District 1
Dr. Chandra Varia, Member- District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item):

Approve revisions/additions to the Floyd County Athletic Handbook for the 25-26 School year. (2nd Reading)

Applicable State or Regulations:

Board Policy 01.11 General Powers and Duties of the Board of Education.

Fiscal/Budgetary Impact:

No financial impact upon the District General Fund.

History/Background:

The Floyd County Athletic Handbook Committee meets and reviews/revise the athletic handbook each physical year. The Athletic Handbook Committee made few changes to the 25-26 handbook. All changes made are highlighted in yellow. The Floyd County Athletic Handbook governs elementary and middle school athletics and touches on some high school areas not specifically covered by the Kentucky High School Athletic Association. Furthermore, any area not specifically covered in the Floyd County Athletic Handbook will be covered by KHSAA bylaws.

Recommended Actions:

It is recommended by the Floyd County Handbook Committee that the handbook revisions be adopted for the 25-26 school year.

Contact Person:

Brook Moore, DPP & K-8 AD

Director

Superintendent

Date:

7/21/2025

2025-2026

**Floyd County Board of Education
Athletic Policy Handbook**



**Tonya Horne-Williams
Superintendent**

Approved

Handbook Committee Members:

Betsy Layne Attendance Area Members:

Jonathan Parsons, Principal, Betsy Layne Elementary School
Susan Stephens, Athletic Director, Betsy Layne High School
Brian Hunter, Community Member, Betsy Layne Area
Courtney Newman, Parent, Stumbo Elementary School
Cole Laferty, Student, Betsy Layne High School

Floyd Central Attendance Area Members:

Jeremy Hall, Principal, Floyd Central High School
Ryan Owens, Athletic Coach, May Valley Elementary School
Pamela Wright, Community Member, Floyd Central Area
Justin Holbrook, Parent, South Floyd Elementary School
Willie B. Hall, Student, Duff-Allen Central Elementary

Prestonsburg Attendance Area Members:

Nikki Queen-Gilliam, Assistant Principal, Prestonsburg High School
Nick Rowe, Coach, Adams Middle School
Johnny R. Harris, Community Member, Prestonsburg Area
Brandon Slone, Parent, Allen Elementary & Prestonsburg High School
Amelia Newsome, Student, Prestonsburg High School

Other Members:

Brook Moore, District Athletic Director – Middle & Elementary School
Seth Crisp, District Athletic Director-High School
Keith Smallwood, BOE Member
Steve Slone, BOE Member

Floyd County Schools Athletic Handbook Committee

Committee is selected through a nomination process, followed by administrators in each district attendance area meeting, reviewing nominations and selecting members to represent their area.

The selection process is headed in each area by the High School Principal.
The remainder of the committee is composed of the district athletic director, superintendent and superintendent appointed School Board Member.

2025-2026 school calendar

FLOYD COUNTY SCHOOLS School Calendar 2025-2026



First and Last Days for Students
August 13 & May 19*

First and Last Days for Teachers
(no school for students) August 12 May 20*

No School for Students

Labor Day.....
Fall Break.....10/2-
Election Day.....11/4
Thanksgiving Break.....11/26-11/28
Christmas Break.....12/22-1/2
Martin Luther King Jr. Day.....1/19
Spring Break.....3/30-4/3
Memorial Day.....5/25
Professional Development Days...8/7, 8/8, 8/11, 11/4

NOTE: We have 7 banked days and 10 NTI Days.
All other days missed will be added to the end of
the calendar. Days shaded in red indicate possible
days to be used for make-up.

End of 9-week grading period

Early Childhood (Headstart and Preschool)
First day of school will be Wednesday,
August 20.

Inclement weather will alter
the school calendar. For
information about
weather-related delays or
closings, follow the Floyd
County Schools FaceBook
page.

AUGUST

MON	TUES	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER

MON	TUES	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER

MON	TUES	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER

MON	TUES	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER

MON	TUES	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JANUARY

MON	TUES	WED	THU	FRI
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY

MON	TUES	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

MARCH

MON	TUES	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL

MON	TUES	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
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MAY

MON	TUES	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE

MON	TUES	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Vision Statement

The Floyd County Athletic programs will provide equitable opportunities for our students to participate in organized sports at a variety of levels. Our athletic programs will encourage and empower students to develop their leadership, sportsmanship, and interpersonal skills, and foster a positive attitude and healthy lifestyle in a setting that creates a sense of school community.

Mission Statement

The Mission of Floyd County Athletics is to advance the overall vision of Floyd County Schools by providing athletic programs for all students that support the academic, physical, social, and personal development of student-athletes.

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Administration

The Superintendent assisted by the District Director of Athletics shall administer the athletic policies and procedures as approved by the Floyd County Board of Education. The District Athletic Director shall be a member of the Title IX committee for each district high school.

Superintendent's Right to Amend: The Superintendent reserves the right to amend the athletic schedules as necessary during the school year. Notice of any such amendments will be posted on the District's Website and sent to school administration for their school publication/announcements.

Section I Philosophy & Ethics

Philosophy

Floyd County Schools believes that an exemplary athletic program is an extension of the classroom. As such, athletics offers students an opportunity to develop and grow physically, intellectually, emotionally, and socially. The positive benefits that participation in athletics offers include, but are not limited to self-esteem, self-discipline, self-confidence, and the development of Team Spirit. Further, participants learn the values associated with competition and benefit from the experience of both winning and losing. For the participating athlete, these experiences provide an integral part of the foundation needed to be a productive citizen.

Ethics

Coaches' Code of Ethics

(Floyd County Schools/National Federation of State High School Associations)

The function of a coach is to properly educate students through participation in interscholastic competition. The interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. All student/athletes should be treated as though they were the coaches' own, and their welfare shall be the uppermost at all times. In recognition of this, the following guidelines for coaches have been adopted by the National Federation Interscholastic Coaches Association (NFICA) Board of Directors:

1. The coach must be aware that he or she has a tremendous influence, either good or bad, in the education of the student athlete and, thus, shall never place the value of winning above the value of instilling the highest desirable ideals of character.
2. The coach must constantly uphold the honor and dignity of the profession. In all personal contact with the student athlete, 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 including the appropriate use of language and actions in all circumstances.
3. The coach shall take an active role in the prevention of drug, alcohol, and tobacco abuse, and under no circumstances should authorize their use.
4. The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
5. The coach shall be thoroughly acquainted with the contest rules and is responsible for their interpretation to team members. The spirit and letter of rules should be regarded as mutual agreements. The coach shall not try to seek an advantage by circumvention of the spirit or letter of the rules.

6. Coaches shall actively use their influence to enhance sportsmanship by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs and administrators.
7. Contest officials shall have the respect and support of the coach. The coach shall not indulge in conduct that will incite players or spectators against the officials. Public criticism of officials or players is unethical.
8. Before and after contests, rival coaches should meet and exchange friendly greetings to set the correct tone for the event.
9. A coach shall not exert pressure on faculty members to give student athletes special consideration.
10. It is unethical for coaches to scout opponents by any means other than those adopted by the league and/or state high school athletic association.
11. District coaches and volunteers will adhere at all times to precautions and procedures that relate to heat related illness and injury.

* District coaches are expected to adhere to this code at all times as well as Floyd County Schools District Policies.

Section II Requirements

Job Description

Athletic Director, Head Coach, Assistant Coach

Position Requirements - BOE Policy 03. 116 (Appendix A)

Athletic Director – (Appendix B)

- Full time certified or classified employee.
- Member of the school faculty where serving.

Head Coach and Assistant Coach - High School - All Sports (Appendix C & D)

- Employee of the District Employment may either be full-time or part-time and either certified or classified.
- Successful completion of KHSAA coaching requirements.
- If not certified, successful completion of Floyd County Schools Volunteer Training is required. Certification is for two (2) years.
- If not a full-time employee, an annual criminal record check under KRS 160.380 and KRS 161.1851 shall be required.
- Hiring of Coaches will be as outlined in KHSAA Bylaw 25 Section 2 and all other state and local policies:
- SEC. 2) HIRING AND EMPLOYMENT REQUIREMENTS FOR COACHING POSITIONS AT THE HIGH SCHOOL LEVEL
 - a) Required Level 1 or 2 individuals (head and assistant) may be assigned as the head or assistant coach or assigned duties commensurate with those of someone designated as a coach in any sport or sport-activity.
 - b) KHSAA Member School Obligations in Hiring
 - (1) The Superintendent shall ensure that all assignments for coaching duties comply with all applicable state and local policies.
 - (2) The hiring process shall ensure that in considering those individuals seeking coaching duties, the most qualified individual shall be assigned.
 - (3) In considering qualifications, the qualifications desired for the position, the references, interviews, and experience of those seeking the duties, and the education background shall be considered.
 - (4) If a coaching announcement is posted by the district, the determination of qualifications shall comply with that announcement.

Head Coach / Assistant Coach - Middle and Elementary School – All Sports (Appendix C & D)

- Successful completion of Floyd County Schools coaching seminar.
- Current CPT/First Aid Certification.
- If not certified, successful completion of Floyd County Schools Volunteer Training is required. Certification is for two (2) years.
- If not a full-time employee, an annual criminal records check shall be required.
- Successful completion of the KHSAA Sports Safety Course.
- Hiring of Coaches will be as outlined in KHSAA Bylaw 25 Section 2 and all other state and local policies.
- SEC. 2) HIRING AND EMPLOYMENT REQUIREMENTS FOR COACHING POSITIONS AT THE HIGH SCHOOL LEVEL
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- (2) The hiring process shall ensure that in considering those individuals seeking coaching duties, the most qualified individual shall be assigned.
- (3) In considering qualifications, the qualifications desired for the position, the references, interviews, and experience of those seeking the duties, and the education background shall be considered.
- (4) If a coaching announcement is posted by the district, the determination of qualifications shall comply with that announcement.

*Cheerleading and Dance are considered sports by Floyd County Schools and are subject to these requirements.

Non-Paid Coaches/Volunteers

A person desiring to be a Non-Paid Coach/Volunteer helping with any athletic teams in Floyd County Schools shall meet the following requirements.

1. Must be 21 years of age or older as outlined in KHSAA Bylaw 27 defined by KRS 17.165
2. Must have successful completion of annual criminal records check under KRS 160.380 at the BOE
3. Successful completion of the Floyd County Schools Volunteer Training (through Family Resource/Youth Service Centers) every school year.
4. Current CPR/First Aid Certification and Medication Training.
5. Successful completion of Floyd County Schools coaching seminar-certification is for one year.
6. Successful completion of the KHSAA safety course as required by HB 383 for high school coaches (every 2 years).
7. KHSAA Rules – online specific sports rules clinic is required annually.

All District Athletic Directors, Coaches and Volunteers must sign receipt of:

1. Job Description ([Appendix B, C, D](#))
2. Floyd County Schools Athletic Handbook (AD/Coach/Non-Paid Coach/Volunteer) ([Appendix G](#))

Student Athlete Code of Ethics

Participation in athletics is a privilege, not a right. Floyd County Schools, the Kentucky High School Athletic Association and the National Federation of State High School Associations maintain standards in academics, behavior and making healthy choices.

Our Athletic Programs represent the school and school community. We emphasize dedication and commitment to the team and program, a desire for success and a “team first” attitude. Student athletes should act in a manner that is responsible and respectful toward your peers, opponents, coaches and spectators.

All Floyd County Schools student athletes shall:

1. Emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
2. Stress the values derived from playing the game fairly.
3. Work for the good of the team or program.
4. Show courtesy to their team, coaching staff, visiting teams and officials.
5. Respect the integrity and judgement of sports officials.
6. Achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
7. Exhibit leadership, use of initiative, and good judgement at all times.
8. Recognize the purpose of athletics is to promote physical, mental, moral, social and emotional well-being of the individual player.
9. Recognize that an athletic contest is only a game.
10. Conduct yourself, at all times, with honor and dignity.
11. Remember that school and learning come first.
12. Commit to give your highest effort in the classroom as well as on the playing court or field.
13. Stress the importance of self-discipline in both the classroom, the community and on and off the field or court.
14. Learn that dignity, self-worth, and self-esteem are achieved through hard work.
15. Create a positive school climate by working with the whole student population as a team to represent your school.
16. Students shall respect any equipment issued to them at the school level (i.e. uniforms, pads, etc.). Defacing of uniforms or other equipment could be considered destruction of school property.

All District Student Athletes must sign receipt of:

1. Floyd County Schools Athletic Handbook ([Appendix H](#))

Parent – Spectators Code of Ethics

Spectators and parents alike must recognize that they represent the school and community. Therefore, they have an obligation to be a true fan who encourages through positive behaviors the practice of good sportsmanship. In addition, spectators are required to meet the following expectations.

1. Remember that school athletics are learning experiences for students and mistakes will be made. You would not taunt a student who makes a mistake in the classroom; why is an athlete an exception.
2. A ticket is a privilege to observe a contest, not a license to verbally assault others and be generally obnoxious.
3. Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
4. Show respect for the opposing players, coaches, spectators and support groups-cheer, dance and band.
5. Respect the integrity and judgement of game officials. Do not question an official's call.
6. Recognize and show appreciation for the outstanding play by either team.
7. Refrain from the use of any controlled substances (alcohol, drugs, etc.) before, during games or after an event.
8. Refrain from cheers which downplay the opponent or use of profane or abusive language.

All District Student-Athlete Parents will be required to sign:

1. Floyd County Schools Athletic Handbook ([Appendix H](#))
2. Parent Athletic Code of Ethics ([Appendix I](#))

All Spectators and Parents at all District Events will be held to standards above and those outlined in:

- Community Relations – Civility: Floyd County Schools Policy 10.21 ([Appendix J](#))
 - a. Community Relations – Incident Report Floyd County Schools Policy 10.21 AP.21 ([Appendix K](#)) is to be used when reporting inappropriate behavior toward employees by visitors.

Section III Student Eligibility

Eligibility (Players)

All Floyd County High School Athletics will be governed by the policies and procedures as adopted by the Kentucky High School Athletic Association.

Academics

The eligibility of an athlete shall be determined by the standards set by KHSAA, the FCBE, and/or the local School Based Decision Making (SBDM) Council. Player eligibility sheets shall be completed weekly, per KHSAA Bylaw 5 Section 2.

- Any student athlete participating in Floyd County Elementary/Middle School Sports MUST maintain a 2.0 weekly Grade Point Average (GPA).
- The GPA shall be a calculation of core classes (ELA (Reading, Writing), Math, Science and Social Studies).
- GPA determination shall be made weekly each FRIDAY.
- A student who does not meet the 2.0 GPA weekly standard, is ineligible for a minimum of one (1) week.
- GPA determination shall begin the first day of practice and continue through the final game of the season.
- Eligibility sheets shall be sent to the district athletic director, electronically, beginning the first Monday following the first full week of the school year. ([Appendix L](#))

Attendance

In order to participate, a student athlete MUST be present at school, practice and games.

- All Elementary/Middle/High School student athletes MUST be present at school on the day of and day after an athletic contest unless student provides a doctor's excuse.

Insurance, Permission, and Physical Examination

- All participants in athletics shall purchase insurance coverage that is acceptable according to Floyd County Schools/KHSAA.
- Proof of Insurance must be on file at the school and with the coach at all times.
- All participants shall have a physical examination on the appropriate form (Elementary ([Appendix N](#)) Middle ([Appendix O](#)) and High School ([Appendix P](#)) which also includes the signature of consent for participation by parent and athlete.
- A signed Floyd County Drug Testing Consent form ([Appendix Q](#))
- A signed receipt indicating athlete and parental understanding of the Floyd County Handbook ([Appendix G](#))

Participation Rosters

- All schools shall submit a participation roster for each sport prior to the first game of the season. Participation Rosters will be a completed check sheet of all required paperwork from each student-athlete on each roster:
 - Age Verification – Birth Certificate check (Age must be verified by the Age/Grade Verification Charts that correspond to KHSAA Age/Grade limits on page 19)
 - Initial GPA check
 - Athletic Physical on the correct form
 - Signed parental and player consent (form included in physical form documents)
 - Proof of Insurance
 - Signed Drug Testing consent forms
 - Signed Parental Athletic Code of Conduct
 - Signed Parent and Player receipt of handbook.

*Coaches are responsible for gathering all forms and submitting to appropriate personnel.

Ineligible Players – Parental Notification

Discipline and Suspension

- Disciplinary action of athletic participants shall be determined according to the infraction of local school rules.
- An athlete suspended shall remain suspended from the squad until he or she is reinstated.
- If a student athlete is under penalty at one Floyd County School as a result of disciplinary or academic reasons that student will remain ineligible in that sport at all schools in the Floyd County School District in the event of a transfer.
- Coaches shall follow the policy of student rights and responsibilities and of local school rules and regulations.

Ejections

- Athletes that are ejected from a district recognized athletic event must follow the KHSAA guidelines for ejections outlined in KHSAA Bylaw 15: Practice of Sportsmanship
- HIGH SCHOOL: All ejections must be reported to the Kentucky High School Athletic Association. Player/Coach may only return once suspension has been served and KHSAA has reinstated the player/coach.
- ELEMENTARY/MIDDLE: All ejections must be reported to Floyd County Schools District Athletic Director on the correct form ([Appendix R](#)). No ejected Player/Coach may return once suspension has been served and reinstatement has been sent to the school by the District Athletic Director in writing. ([Appendix R](#)).

Practice – Elementary, Middle School

- Students in ruled ineligible by the KHSAA or by the Floyd County Public Schools shall not practice nor participate with their teams.
- Students who are ineligible shall not be issued school equipment.
- Students who are ineligible shall not be on the team's sidelines/bench area until eligibility is restored.
- Students declared ineligible weekly at the school level because of academics shall not practice with their teams until they become eligible by the next weekly grade check.

Parental Notification

- School Administration are responsible for notifying parents of their student-athletes ineligibility.
- Notification shall state the reason(s) the student-athlete is ineligible.

Transfer Rule

- If a student in grades K – 8 transfers from one school to another Floyd County Conference school, an eligibility determination will be made according to KHSAA bylaw 6 – Transfer Rule by the District Athletic Director.
- A student's home school was established with their enrollment on August 10, 2022 and began the student's eligibility period moving forward.
- Parents/Guardian requesting a transfer with the Floyd County Conference schools shall complete the Student Transfer Eligibility Determination Form ([Appendix S](#)) attach three pieces of evidence if there is a change in residence (electric bill, 911 address, lease, rent receipt, land deed, or another utility bill) and submit all documentation to the District Athletic Director.
- The District Athletic Director shall make a recommendation of eligibility to the superintendent, who will make the final determination.
- The parent/guardian may appeal the determination of eligibility to the District Superintendent and shall be governed by BOE policy 09.4281

Sports Offered:

- Students that attend a Floyd County School where a sport recognized for competition at the Middle School Level and is not offered at their home school may:
 - Participate in that sport at a school in their attendance area
 - Attendance areas are defined and recognized by the Floyd County Transportation Department and set forth by the Floyd County Board of Education.
 - Attendance Areas are as follows:
 - BETSY LAYNE HIGH SCHOOL ATTENDANCE AREA: Students attending Betsy Layne Elementary and Stumbo Elementary may participate together.
 - FLOYD CENTRAL HIGH SCHOOL ATTENDANCE AREA: Students attending Duff-Allen Central Elementary, May Valley Elementary and South Floyd Elementary may participate together.
 - PRESTONSBURG HIGH SCHOOL ATTENDANCE AREA: Student attending Adams Middle School and Allen Elementary School may participate together.

****Situations that are not covered in this Athletic Handbook will be governed by the current school year's Bylaws and Rules of the Kentucky High School Athletic Association Handbook.***

The policy listed above will stay with the addition of the following statement.

IN THE ABSENCE OF AN OFFERED SPORT WITHIN YOUR IDENTIFIED ATTENDANCE BOUNDARY:

If no school within your identified feeder pattern above offers a sport, a student may participate on a team outside of their attendance area at the elementary/middle school level ONLY.

- *Parents of students participating on teams outside of their identified feeder pattern must sign that they have reviewed KHSAA Bylaw 4 and 16 and understand that participation outside their identified attendance area (feeder system and connected school) may affect their students high school career up to and including ineligibility once that student enrolls in grade nine (9).*

***APPENDIX T** Parent Acknowledgement Form- must be completed PRIOR to beginning practice.

Section IV Sports

Middle School Basketball

1. Schools will be allowed two (2) scrimmage games prior to their first season game. There shall be NO scrimmages played after season start date.
2. Participation in the Floyd County Conference shall consist of:
 - a. Each member school playing all other member schools in one home and one away game.
 - b. All Floyd County Conference games should attempt to be played at the beginning of the athletic season.
 - c. Barring any type of natural disaster, sickness – A school cancelling a game must contact/inform the District AD of cancellation and reason. If the game is re-scheduled and the same team cancels for a second time – that team will forfeit that game.
 - d. *Schools can appeal this decision to the District Athletic Director.
3. The Middle School Basketball Conference Tournament will be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all Middle School Athletic Directors.
4. Member schools may play a total of twenty-five (25) games. The Conference Tournament will not count toward total game count.
5. Students may participate as follows:
 - a. Students in 6th grade and below can play on the C-team.
 - b. Students in 7th grade and below can play on the B-team.
 - c. Students in 8th grade and below can play on the A-grade team.
6. Length of games will be as follows:
 - a. C-Team Games: 4 Quarters: 5:00 (Five Minutes) each quarter.
 - b. B-Team Games: 4 Quarters: 6:00 (Six Minutes) each quarter.
 - c. A-Team Games: 4 Quarters: 6:00 (Six Minutes) each quarter.
7. All game officials shall be registered with KHSAA.
8. The District Athletic Director shall work with the District assigning secretary, athletic directors and coaches of each school to select officials for the county tournament.
9. National Federation of High Schools (NFHS) Running Clock Rule shall be in effect:
 - a. Running clock begins at a 20 (twenty) point differential in score between teams in the second half.
10. A Floyd County Conference Tournament will be held for A, B, and C-Teams.
11. Tournament host will provide the following at each level:
 - a. Winner's Trophy
 - b. 15 Winner Medallions
 - c. Runners Up Trophy
 - d. 15 Runners-Up Medallions

Elementary School Basketball

1. Schools will be allowed two (2) scrimmage games prior to their first season game. There shall be NO scrimmages played after season start date.
2. Participation in the Floyd County Conference shall consist of:
 - a. Each member school playing all other member schools in one home and one away game.
 - b. All Floyd County Conference games should attempt to be played at the beginning of the athletic season.
 - c. Barring any type of natural disaster, sickness – A school cancelling a game must contact/inform the District AD of cancellation and reason. If the game is re-scheduled and the same team cancels for a second time – that team will forfeit that game.
 - d. *Schools can appeal this decision to the District Athletic Director.
3. The Elementary School Basketball Conference Tournament will be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all Middle School Athletic Directors.
4. Member schools may play a total of twenty-five (18) games. The Conference Tournament will not count toward total game count.
5. Students may participate as follows:
 - a. Students in 5th grade and below (3rd-5th) can play on the A-team.
 - b. Students in 4th grade and below (3rd-4th) can play on the B-team.
 - c. Students can play up, but cannot play down.
6. Length of games will be as follows:
 - a. A-Team Games: 4 Quarters: 5:00 (Five Minutes) each quarter.
 - b. B-Team Games: 4 Quarters: 4:00 (Four Minutes) each quarter..
7. All game officials shall be registered with KHSAA.
8. The District Athletic Director shall work with the District assigning secretary, athletic directors and coaches of each school to select officials for the county tournament.
9. National Federation of High Schools (NFHS) Running Clock Rule shall be in effect:
 - a. Running clock begins at a 20 (twenty) point differential in score between teams in the second half.
10. A Floyd County Conference Tournament will be held at the 5th and 4th grade levels.
11. Tournament host will provide the following at each level:
 - a. Winner's Trophy
 - b. 15 Winner Medallions
 - c. Runners Up Trophy
 - d. 15 Runners-Up Medallions
12. The basketball size will be the same as required by NFHS for girl's high school basketball.
13. Free throw line may be moved in to 14 (fourteen) feet and foot faults will be called in 5th grade only.
14. No pressing in A-team game until the last 2:00 (two) minutes of the 2nd and 4th quarters.
15. No pressing at all in the B-Team games at any time.

Middle School Volleyball

1. Schools will be allowed two (2) scrimmages prior to their first season game. There shall be NO scrimmages played after season start date.
2. Participation in the Floyd County Conference shall consist of:
 - a. Each member school playing all other member schools in one (1) home and one away contest.
 - b. All Floyd County Conference games should attempt to be played at the beginning of the athletic season.
 - c. Barring any type of natural disaster, sickness – A school cancelling a game must contact/inform the District AD of cancellation and reason. If the game is re-scheduled and the same team cancels for a second time – that team will forfeit that game.
 - d. *Schools can appeal this decision to the District Athletic Director.
3. The Middle School Volleyball Conference Tournament will be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all School Athletic Directors.
4. Member schools may play a total of 25 games. The Conference Tournament will not count toward total game count.
5. Both teams shall receive equal warm-up time prior to the start of a match.
6. Foot Faults will be called.
7. Each school will attempt to provide 1 Adult Line Judge for each game (18 years of age or over).
8. Students may participate as follows:
 - a. Students in 8th grade and below may participate on the A-team.
 - b. Students in 7th grade and below may participate on the B-team.
 - c. Students in 6th grade and below may participate on the C-team.
9. Games will be as follows:
 - a. A, B, and C-team games shall be best of Two (s) of three (3) games.
 - b. A-Team and B-Team games will go as follows:
 - i. The first two (2) sets to 21 points, must win by 2 points or first team to 25.
 - ii. If a third set is needed, the first team to 15 points, must win by 2 points or first team to 20.
 - c. C-Team games will go as follows:
 - i. The first two (2) sets to 18 points, must win by 2 points or first team to 20.
 - ii. If a third set is need, the first team to 12 points, win by 2 points, or the first team to 15.
10. All game officials shall be registered with KHSAA.
11. The District Athletic Director shall work with and the athletic directors and coaches of each school to select officials for the county tournament
12. A Floyd County Conference Tournament will be held for A, B, and C-Teams.
13. Tournament host will provide the following:
 - a. Winner's Trophy
 - b. 15 Winner Medallions
 - c. Runners-Up Trophy
 - d. 15 Runners-up Medallions

Elementary School Volleyball

1. Schools will be allowed two (2) scrimmages prior to their first season game. There shall be NO scrimmages played after season start date.
2. Participation in the Floyd County Conference shall consist of:
 - a. Each member school playing all other member schools in one (1) home and one away contest.
 - b. All Floyd County Conference games should attempt to be played at the beginning of the athletic season.
 - c. Barring any type of natural disaster, sickness – A school cancelling a game must contact/inform the District AD of cancellation and reason. If the game is re-scheduled and the same team cancels for a second time – that team will forfeit that game.
 - d. *Schools can appeal this decision to the District Athletic Director.
3. The Elementary School Volleyball Conference Tournament will be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all School Athletic Directors.
4. Member schools may play a total of 18 games. The Conference Tournament will not count toward total game count.
5. Both teams shall receive equal warm-up time prior to the start of a match.
6. Foot Faults will be called.
7. Each school will attempt to provide 1 Adult Line Judge for each game (18 years of age or over).
8. Students may participate as follows:
 - a. Students in 5th grade and below (3rd-5th) may participate on the A-team.
 - b. Students in 4th grade and below (3rd-4th) may participate on the B-team.
9. Games will be as follows:
 - a. A and B-team games shall be best of Two (s) of three (3) games.
 - b. A and B-Team games will go as follows:
 - i. The first two (2) sets to 15 points, must win by 2 points or first team to 18.
 - ii. If a third set is needed, the first team to 12 points, must win by 2 points or first team to 15.
10. All game officials shall be registered with KHSAA.
11. The District Athletic Director shall work with and the athletic directors and coaches of each school to select officials for the county tournament
12. A Floyd County Conference Tournament will be held at the A and B team levels.
13. Tournament host will provide the following:
 - a. Winner's Trophy
 - b. 15 Winner Medallions
 - c. Runners-Up Trophy
 - d. 15 Runners-up Medallions
14. K-5 base/serving line shall be 3 feet inside the current volleyball court end line.
15. A youth volleyball (7.5-8.0 oz.) shall be used for elementary games.

Middle/Elementary Football

1. Practice shall follow KHSAA Drill Level progression and must be recorded and documented ([Appendix U-KHSAA Form FB122](#))
2. Heat Index must be recorded and documented daily using a Wet Bulb Globe Thermometer (WBGT) ([Appendix V-KHSAA GE20](#))
3. Schools will have Ten (10) regular season games with a maximum of two (2) pre-season scrimmages. There shall be NO scrimmages played after season start date.
 - a. *Seasons for teams competing in a recognized conference shall be extended until the play-off for that conference is completed for that participating team.
4. Participation in the Floyd County Conference shall consist of each member school playing all other member schools in one (1) contest.
5. The Middle School Conference Tournament shall be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all School Athletic Directors.
 - a. Barring any type of natural disaster, sickness – A school cancelling a game must contact/inform the District AD of cancellation and reason. If the game is re-scheduled and the same team cancels for a second time – that team will forfeit that game.
 - b. Students may participate as outlined in the Age/Grade chart for restriction for student participation in football.
 - c. Players will be allowed to play up 1 (one) level higher in competition. Such action shall require the approval of the coach, the school principal as well as written permission from the parent/guardian of the player ([Appendix W must be completed and signed](#)).
 - d. No player shall be allowed to move down a level of competition.
6. Length of games will be as follows:
 - a. A Team Games: 4 quarters: 8:00 (eight minutes) each quarter
 - b. B Team Games: 4 Quarters: 6:00 (six minutes) each quarter
 - c. All Games are to have a 10:00 minute half-time period
 - d. The clock shall be started and stopped according to National Federation of State High School Rules.
7. C Team Rules will be as follows:
 - a. All Conference Games shall be played on Saturdays or a day of the week that does not interfere with middle or high school play.
 - b. The games will be rotated among the district schools that participate in football.
 - c. C - Team games may be played during the week against out-of-district teams.
 - d. C Team Length of games shall be:
 - i. 4 Quarters: 6:00 (six minutes) each quarter.
 - ii. All games are to have a 10:00 minute half-time period.
 - e. No lining up over top of the center.
 - f. No blitzing allowed.
8. All game officials shall be registered with KHSAA.
9. The District Athletic Director shall work with and the athletic directors and coaches of each school to select officials for the county tournament
10. A Floyd County Conference Tournament will be held at the A Team, B Team, and C Team levels
11. Tournament host will provide the following for each level:
 - a. Winner's Trophy
 - b. 25 Winner Medallions
 - c. Runners-Up Trophy
 - d. 25 Runners-up Medallions
12. Helmets will be KHSAA compliant.

Middle School Baseball / Softball

1. Schools will be allowed two (2) scrimmages prior to their first season game. There shall be NO scrimmages played after season start date.
2. Participation in the Floyd County Conference shall consist of:
 - a. Each member school playing all other member schools in one (1) home and one (1) away game.
 - b. All Floyd County Conference games should attempt to be played at the beginning of the athletic season.
 - c. Barring any type of natural disaster, sickness – A school cancelling a game must contact/inform the District AD of cancellation and reason. If the game is re-scheduled and the same team cancels for a second time – that team will forfeit that game.
 - d. *Schools can appeal this decision to the District Athletic Director.
3. The Middle School Conference Tournament will be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all School Athletic Directors.
4. Member schools may play a total of 25 (twenty-five) games. The Conference Tournament will not count toward total game count.
5. Games will be as follows:
 - a. Baseball games will be 6 innings.
 - b. Softball games will be 6 innings.
 - c. Teams may play 5 inning Doubleheaders if necessary.
 - d. Mercy Rule is 15 or more run lead after 3 innings or a minimum of 10 run lead after 4 innings.
 - e. The length of B Team games in both Softball and Baseball will be determined by participating schools, but shall be no more than 5 innings.
 - f. If schools are playing both an A and B team game a time limit is to be set of 2 hours for the A team game. At the end of the two hours teams are to complete the inning they are in and then call a winner.
 - g. When playing B team games, if any less than 5 innings are played, then games will be played at 5 runs per inning or 3 outs.
6. The NFHS Rules shall govern the game play, players, and equipment used-helmets must be KHSAA compliant.
7. All game officials shall be registered with KHSAA-Games may utilize one (1) official but both participating teams must agree.
8. The District Athletic Director shall work with and the athletic directors and coaches of each school to select officials for the county tournament
9. A Floyd County Conference Tournament will be held at the A Team level for both baseball and softball.
10. Tournament host will provide the following for each level:
 - a. Winner's Trophy
 - b. 20 Winner Medallions
 - c. Runners-Up Trophy
 - d. 20 Runners-up Medallions
11. KHSAA recommended Middle School Pitch Count shall govern baseball. Teams will provide pitch count sheets electronically to the District Athletic Director. All pitch count forms to date, need to be uploaded prior to the start of the Floyd County Conference Tournament. ([Appendix X-KHSAA Form BA101](#))

Middle School Golf

1. A Golf Team will consist of a minimum 4 members per team competing regularly.
2. Heat Index must be recorded and documented daily using a Wet Bulb Globe Thermometer (WBGT) ([Appendix V-KHSAA GE20](#))
3. Grades 4th and 5th may play up on the middle school golf team.
4. Participation in the Floyd County Conference shall consist of:
 - a. Each member school playing all other member schools in one (1) home and one (1) away game.
5. All Floyd County Conference games shall be completed one week (the Monday) before season end date. Or
*the teams not completing a game in the allotted time will be given 1 win and 1 loss on their conference record for seeding purposes.
 - a. Barring any type of natural disaster, sickness – A school cancelling a match must contact/inform the District AD of cancellation and reason. If the match is re-scheduled and the same team cancels for a second time – that team will forfeit that match.
6. *Schools can appeal this decision to the District Athletic Director.
7. The Middle School Conference Tournament will be seeded by wins/losses during the conference season. Forfeits, teams dropping out of conference play, etc. will be determined by the District Athletic Director with consensus of all School Athletic Directors. In order to participate in the county tournament – players must compete in a minimum of 40% of scheduled matches with your school team.
8. There should be no more than two (2) practice matches before season start date.
9. A season may consist of a maximum of 15 matches. The Floyd County Conference Tournament does not count toward total number of matches played.
10. A match will consist of a minimum of 5 holes completed and a maximum of 9 holes.
11. Stroke allotment per hole will be double par.
12. A Floyd County Conference Tournament will be held for Golf.
13. Tournament host will have an adult stationed at each hole to ensure scoring is recorded correctly.
14. Tournament host will provide the following for each level:
 - b. Winner's Trophy
 - c. Team number of Winner Medallions
 - d. Runners-Up Trophy
 - e. Team number of Runners-up Medallions
 - f. Top Male Golfer
 - g. Top Female Golfer

Archery

1. Archery will be governed by KHSAA/NASP Rules.
2. Practice may begin on October 16 – KHSAA High School may begin practice October 15.
3. There will be no limit on competitions.
4. Coaches will be required to adhere to Floyd County Schools coaching requirements needed to coach.
5. Archery coaches will be required to have Basic Archery Instructor (BAI) training through the Region Coordinator for Archery in the Schools Program.
6. Students must have all required documentation to participate.
7. There will be no limits of team members.
8. Floyd County District Tournament will be held.
9. Host of the County District Tournament will be set on a rotating basis – same as host for Elementary and Middle School sports.
10. Tournament Host will provide the following for a District/County Tournament & State Qualifying Tournaments:
 - a. Overall Male Winner
 - b. Overall Female Winner
 - Team Awards:
 - c. Elementary:
 - 1st Place
 - 2nd Place
 - 3rd Place
 - d. Middle:
 - 1st Place
 - 2nd Place
 - 3rd Place
 - e. High:
 - 1st Place
 - 2nd Place
 - 3rd Place
 - f. Individual Males:
 - Elementary 1st-5th
 - Middle 1st – 5th
 - High 1st – 5th
 - g. Individual Females:
 - Elementary 1st – 5th
 - Middle 1st – 5th
 - High 1st – 5th
11. Season will end with the completion of State Archery or after District completion if no team or team member advances to State (KHSAA or NASP State Tournaments).

Soccer

1. Schools may play 18 games during the season. This includes regular season games and tournaments with the exception of post-season play.
2. Two scrimmage games may be played prior to the beginning of the season (March 18).
3. Season will end on the Saturday before the last day of school.
4. Games will be 2 – 30 minutes halves with a 10-minute half time.
5. Students must have all required documentation to participate.
6. The National Federation of High School Association rules book will govern games, players, and equipment

Cheer and Dance

1. **Practice may begin July 10**
2. Tryouts must follow KHSAA and FCS Rules
3. Coaches will be required to adhere to Floyd County Schools coaching requirements needed to coach.
4. Cheer Teams may have a maximum of 30 Cheerleaders
5. Dance Teams must have a minimum of 4 and a maximum of 30 Dancers
6. Floyd County Schools will hold a Cheer-Dance Competition the week prior to the Boys Basketball Tournament.
6. KAPOs Judges will be utilized to judge the competition.
7. Host site will be the same as listed in the host rotation.
8. **CHEER:**
 - a. The following groups will be judged in competition:
 1. Elementary Grades K-3rd
 2. Elementary Grades 4 & 5
 3. Middle School Grades 6-8
 - b. Students may cheer up, but may not cheer down a grade level.
 - c. Competition Cheer will be a Game Day Routine consisting of: Situational Sidelines, Crowd Leading, Band Chant, Fight Song, Overall Impression. The UCA- Universal Cheer Association Scoresheet will be utilized. **APPENDIX Y**
 - d. Cheer Routines must be 2 minute 15 seconds or less (2:15).
 - e. Winners in each category will receive:
 1. Elementary K-3 Team Winner
 2. Elementary K-3 Team Runner – Up
 3. Elementary K-3 Team Winner Medallions – Max 30
 4. Elementary K-3 Team Runner Up Medallions – Max 30
 5. Elementary 4-5 Team Winner
 6. Elementary 4-5 Team Runner – Up
 7. Elementary 4-5 Team Winner Medallions – Max 30
 8. Elementary 4-5 Team Runner Up Medallions – Max 30
 9. Middle School Team Winner
 10. Middle School Team Runner – Up
 11. Middle School Team Winner Medallions – Max 30
 12. Middle School Team Runner - Up Medallions – Max 30

8. DANCE:

a. The following groups will be judged in competition:

1. Elementary Grades K-3rd
2. Elementary Grades 4 & 5
3. Middle School Grades 6-8

b. Students may dance up, but may not dance down a grade level.

c. Competition DANCE will be rotated each year by genre:

1. 2025-26: JAZZ will be judged

2. 2026-27: Hip Hop will be judged

3. 2027-28: POM will be judged

*Each category description and rules and regulations are in [APPENDIX Z](#) as outlined in the Kentucky Dance Coach Organization

d. The UDA- Universal Dance Association Scoresheet will be utilized. [APPENDIX AA](#)

e. Dance Routines must be 2 minute 15 seconds or less (2:15).

f. Winners in each category will receive:

1. Elementary K-3 Team Winner
2. Elementary K-3 Team Runner – Up
3. Elementary K-3 Team Winner Medallions – Max 30
4. Elementary K-3 Team Runner Up Medallions – Max 30
5. Elementary 4-5 Team Winner
6. Elementary 4-5 Team Runner – Up
7. Elementary 4-5 Team Winner Medallions – Max 30
8. Elementary 4-5 Team Runner Up Medallions – Max 30
9. Middle School Team Winner
10. Middle School Team Runner – Up
11. Middle School Team Winner Medallions – Max 30
12. Middle School Team Runner - Up Medallions – Max 30

Elementary School--Middle School – High School Cheerleading / Dance Team

1. Students trying out must be given all rules /regulations before tryouts begin.
2. If tryouts are conducted, it shall be the responsibility of the team coach to organize and conduct the tryouts. The sponsor/cheer coach shall be responsible for the method or procedure of how team members are selected-it is recommended that KAPOs judges be used for tryouts.
3. Tryouts shall be held after school hours.
4. Tryouts shall be announced and publicized at least two weeks in advance to all students, including feeder schools, and must be open to both boys and girls.
5. Prior to tryouts, the sponsor shall ensure that all students meet FCS and KHSAA eligibility requirements as approved by the district in this document.
6. The Cheerleading and Dance Season ends with the last postseason basketball game unless a squad is participating in a KHSAA competition.
7. If a school decides to have two cheer squads: one in-game cheer squad and one competition cheer squad – then a separate try out should be held for each squad.

Guidelines for the Use of a Consultant (All Schools)

1. A consultant is a private individual, not employed directly by the Floyd County Board of Education, who works for an identified length of time with a cheer or dance team.
2. A consultant working with students in any Floyd County School facility shall successfully complete the volunteer training program and crime check.
3. The Cheer/Dance Coach shall be in attendance whenever the consultant is working with their team.
4. Individual team members may attend a studio or gym but those arrangements are strictly between the member's parent/guardians and the business owner.
5. No team member shall be penalized in any way for not attending a studio/gym.

Section V General

Practice Sessions/Games

1. No regular season practice sessions or games are permitted in any Floyd County public school on legal holidays. (i.e., Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Memorial Day, Independence Day, or Martin Luther King Jr. Day) without prior approval from the Principal. No elementary or middle school team shall practice on Sunday without prior approval of the principal and/or superintendent.
2. If an emergency arises and a tournament must be concluded on a Sunday or a holiday, permission may be granted by the Superintendent.
3. Regional, state tournaments or competitions that must take place on Sunday due to travel may be permitted: permission shall be requested from the Superintendent.
4. No player shall be penalized for missing practice during family vacation or other family emergencies IF the absence is communicated in advance with the coach/principal for the sport involved. Communication is the key.
5. Schools should make a reasonable attempt to avoid scheduling games on Wednesday's.

Out-of-Season Conditioning Program

1. Students involved in a conditioning program shall have a Physical form, proof of insurance, a signed drug testing consent form and parent consent form signed (included on the physical form)
2. A conditioning program shall be allowed. This conditioning program shall be open to all students, male and female. A coach shall be present at all times during a conditioning program.
3. Weight training is not considered organized practice.
4. Out-of-season conditioning programs shall not interfere with an athlete's participation in a regular in-season sport without a release from the coach of the in-season sport. Athletes of an in-season sport shall have an equal opportunity to try out for the next season's sport (e.g., fall sports to winter sports, winter sports to spring sports).

Pep Rallies

Pep rallies be at the discretion of the school principal and shall be in Title IX compliant.

Signs and Noisemakers at Athletic Events

1. The following signs are permitted at Floyd County Schools Athletic Events:
 - a) Signs that display the school's name.
 - b) Signs that display the school's colors.
 - c) Signs that display the school's nickname or mascot
2. All artificial noisemakers such as bells, megaphones (unless being used by cheerleaders) and whistles (need to match KHSAA regulations) are banned from athletic events.
3. Inappropriate signs will be taken down/removed immediately.

Scheduling of Athletic Events

1. No member school of the Floyd County Elementary/Middle School Athletic Conference shall participate in more than three (3) contests per week. *This shall not include rescheduled events or tournaments. The athletic week shall begin on Sunday and end on the following Saturday.
2. All schedules for athletic events shall have approval of the school principal.
3. Practice or Games on days school is not in session due to inclement weather shall occur at the discretion of the principal of each school after consultation with the Transportation Director and the Superintendent.
4. The Floyd County Tournament shall be hosted on a rotating basis. (See chart on page 20).
5. Elementary/Middle School may play a single game or match during state assessments, provided the game starts no later than 6:00pm.
6. No athletic contest shall take place during the instructional day.

Ticket Prices for Regular Season Home Games

Admission prices to athletic events sponsored by any Floyd County School.

Tickets to athletic contests for which admission is charged shall be sold until the end of half-time of the varsity contest.

All Floyd County employees and retired employees are admitted free with badges.

High School * Middle School * Elementary School

• Adult	\$5.00
• Seniors (minimum age 55 years)	\$3.00
• Floyd County Students	Free
• Out of County Students	\$3.00
• Children 4 year or below	Free

- All tickets will be sold at gate unless otherwise posted at the school.
- Season passes may be sold at 80% cost of full ticket prices. (For example, a team has 10 home games. The fan will pay the cost of 8 games.)
- Any student/child 10 or under must be accompanied by an adult (18 or over) to games.

Invitational Tournaments/Post Season Tournaments

The following ticket prices are subject to change:

- a) Invitational Tournaments
- b) Bowl Games
- c) Floyd County Schools Conference Tournaments
- d) KHSAA Post Season Tournaments

Corresponding Grade/Age Chart for Middle/Elementary School Football

The age correlates with KHSAA Bylaw 3 - Age.

A - Team Football	8 th Grade	15 years old after August 1st
	7 th Grade	14 years old after August 1st
B – Team Football	6 th Grade	13 years old after August 1st
	5 th Grade	12 years old after August 1st
C – Team Football	4 th Grade	11 years old after August 1st
	3 rd Grade	10 years old after August 1st

- Students may play up 1 (one) level with waiver documentation ([Appendix W](#))
- Age is current with school year enrolled

Grade and age chart for Non-football athletic activities. The age correlates with KHSAA Bylaw 3 - Age.

8 th Grade	15 years old after August 1st
7 th Grade	14 years old after August 1st
6 th Grade	13 years old after August 1st
5 th Grade	12 years old after August 1st
4 th Grade	11 years old after August 1st
3 rd Grade	10 years old after August 1st
2 nd Grade	9 years old after August 1st
1 st Grade	8 years old after August 1st
Kindergarten	7 years old after August 1st

- Age is current with school year enrolled

FLOYD COUNTY SCHOOLS 2025-2026

Athletic Conference Timeline

SPORT	Season Starting Date (Practice)	Season Starting Date (Play)	Season End Date	County Tournament	# of Games
Girls Basketball	July 10	August 11	October 10	Week of October 13	25
Football	July 10	August 11	October 3	Week of October 6	10
K-5 Basketball (Boys/Girls)	September 15	October 6	December 12	Week of December 15	18
Boys Basketball	September 29	October 20	January 16	Week of January 19	25
Volleyball	January 5	January 19	March 13	Week of March 16	25
K-5 Volleyball	January 5	January 19	March 6	Week of March 9	18
Baseball Softball	February 16	March 16	May 8	Week of May 11	25
Soccer	February 16	March 16	May 8	None	18
Golf	July 10	July 21	September 5	September 8	15
Archery	Oct 15	N/A	N/A	District – TBD	N/A

Elementary and Middle School Tournament Host

School Year	Middle School	K-5
2025-26	May Valley Elementary	South Floyd Elementary
2026-27	Adams Middle School	Allen Elementary
2027-28	Allen Elementary	John M. Stumbo Elem.
2028-29	DACE	Betsy Layne Elementary
2029-30	South Floyd Elementary	May Valley Elementary
2030-31	John M. Stumbo Elementary	Prestonsburg Elementary
2031-2032	Betsy Layne Elementary	DACE

Elementary School Official Fee Rates

SPORT	A Team	B Team	C Team
Football	N/A	N/A	\$50.00
Basketball	\$40.00	\$20.00	
Volleyball	\$20.00	\$20.00	N/A

*If one (1) official is utilized in any game – both teams must agree and the official will receive a rate of one (1) + point five (.5) for each game officiated (EXCLUDING ELEMENTARY VOLLEYBALL).

Middle School Official Fee Rates

Effective 2024-25 Season

SPORT	A Team	B Team	C Team
Football	\$60.00	\$50.00	N/A
Basketball	\$50.00	\$40.00	\$40.00
Volleyball	\$40.00	\$30.00	\$20.00
Baseball	Varsity \$60.00 (6 innings)	JV \$10.00 per inning	
Softball	Varsity \$60.00 (6 innings)	JV \$10.00 per inning	
Soccer	Varsity \$40.00	JV \$30.00	

*If one (1) official is utilized in any game – both teams must agree and the official will receive a rate of one (1) + point five (.5) for each game officiated.

Assigning Secretary Fee Rates

- \$100.00 per sport – per season

Coaches' Handbook

District Athletic Program



FLOYD COUNTY SCHOOLS

FLOYD COUNTY SCHOOLS

Coaches' Handbook - District Athletic Program

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Published August, 2024

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Introduction

Handbook Purpose

The purpose of the handbook is to acquaint you with general policies and procedures of the Floyd County Schools that govern and affect your responsibilities as a coach.

Because this handbook is a general source of information, it is not intended to be, and should not be interpreted as, a contract. It is **not** an all-encompassing document and may not cover every possible situation or unusual circumstance. If a conflict exists between information in this handbook and Board policy or administrative procedures, the policies and procedures govern.

Some policies refer to specific forms that are available as part of the District's administrative procedures. It is the employee's responsibility to refer to the actual policies and/or administrative procedures for further information. Complete copies of those documents are available online via the District's web site or through this Internet address: <https://policy.ksba.org/Chapter.aspx?distid=29>. Any employee is free to review official policies and procedures and is expected to be familiar with those related to his/her job responsibilities. Employees and students who fail to comply with Board policies may be subject to disciplinary action. **01.5**

School council policies, which are also available from the Principal, may also apply in some instances. **02.4241**

In this handbook, **bolded policy codes** indicate related Board of Education policies. If an employee has questions, s/he should contact his/her immediate supervisor or any Central Office administrator.

This handbook is intended to be a tool to help implement local policies and procedures and guidelines established by the Kentucky High School Athletic Association (KHSAA) and other sport-specific governing bodies in the administration of student-athletics. For more detailed information about the KHSAA and the bylaws referenced in this handbook, please visit the following website:

www.khsaa.org

District Mission

The Mission of the Floyd County School District will provide a safe, equitable, learning environment; recruit and retain high quality employees, develop and maintain community partnerships while focusing on skills for post-secondary readiness.

Athletic Department Vision

The Floyd County Athletic programs will provide equitable opportunities for our students to participate in organized sports at a variety of levels. Our athletic programs will encourage and empower students to develop their leadership, sportsmanship, and interpersonal skills, and foster a positive attitude and healthy lifestyle in a setting that creates a sense of school community.

Athletic Department Mission

The Mission of Floyd County Athletics is to advance the overall vision of Floyd County Schools by providing athletic programs for all students that support the academic, physical, social, and personal development of student athletes.

Athletic Program Philosophy

To promote safety, fairness and good sportsmanship at all levels of the District athletic program, coaches shall implement relevant policies and procedures of the Floyd County Board of Education, the SBDM council and the Kentucky High School Athletic Association (KHSAA).

Cutting of Participants

The coaching staff of each individual sport shall establish the process for deciding whether athletes will be “cut” during a tryout period during which the final composition of a team will be determined. If a coaching staff determines that “cuts” are necessary, they shall discuss with all athletes attending the tryouts the criteria to be used to evaluate the athletes during the tryout period. This procedure shall also describe the notification process that will be used to inform all athletes of their status following the tryout period. The coaching staff must make every effort to ensure that all athletes attending the tryouts clearly understand the criteria to be used to evaluate them.

The notification procedures used by the coaching staff should, if feasible, include individual conferences with each athlete that does not make the final team. These conferences shall include feedback to the athletes on the areas where they might improve athletically and always ensure the dignity and growth of the individual student.

Conduct of Program

All interscholastic and intramural athletic competition shall be in compliance with the constitution, bylaws, and competition rules of the Kentucky High School Athletic Association (KHSAA) and Title IX requirements. As a condition to KHSAA membership, each member school and Superintendent shall annually submit a written certification of compliance with 20 USC Section 1681 (Title IX).

Coaches shall abide by:

- Policies adopted by the school council relating to evaluation of the athletic program that address program equity for both male and female athletics.
- Program implementation requirements developed by Superintendent/designee to promote compliance with Title IX requirements.
- Rules and limitations established by 702 KAR 7:065 and the local Board for students participating in middle school sports and sport activities. **09.31**

STUDENTS FIRST, ATHLETES SECOND

KHSAA Imposition of Penalties

If KHSAA rules and regulations are violated, penalties may be imposed on the school or individual within the defined parameters of Bylaw 27, the KHSAA Due Process Procedures. The Principal shall be responsible for oversight of the school's athletic program to see that it remains compliant with KHSAA rules.

Please refer to KHSAA Bylaw 27.

Middle School Applicability

Per 702 KAR 7:065, the KHSAA has responsibility for the regulation of athletics at the Middle School level. An Advisory Committee will set any statewide regulations, with approval from the Kentucky Board of Education and the Kentucky General Assembly through 702 KAR 7:065. This regulation sets very few statewide rules, but requires the establishment of many rules at the local level. Though there is not "membership" for middle schools in KHSAA at this time, the governance model requires local Boards of Education to ensure enforcement of a variety of restrictions, most of which are related solely to the health and safety of the student-athlete and to maintain the proper perspective for interscholastic athletics within the education model.

Future Changes

Although every effort will be made to update the handbook on a timely basis, the Floyd County Schools reserve the right, and have the sole discretion, to change any policies, procedures, benefits, and terms of employment without notice, consultation, or publication, except as may be required by contractual agreements and law. The District reserves the right, and has the sole discretion, to modify or change any portion of this handbook at any time.

School Administrators

Adams MS 3100	Floyd Central HS 4600	Stumbo ES 2500
Chuck Rowe, Principal 2520 S. Lake Drive Prestonsburg, KY 41653 606-886-2671 Fax 606-886-7026	Jeremy Hall, Principal 651 KY RT 680 West Eastern, KY 41622 606-358-9200 Fax 606-358-3036	Melissa Turner, Principal 6945 Ky. Rt. 979 Grethel, KY 41631 606-263-6200 Fax 606-587-2218
Allen ES 2700	May Valley ES 2200	South Floyd ES 4200
Kyle Shepherd, Principal 112 Eagle Lane Allen, KY 41601 606-874-2165 Fax 606-874-2828	Jessica Flannery, Principal 481 Stephens Branch Rd. Martin, KY 41649 606-285-0883 Fax 606-285-0884	Rady Martin, Principal 299 Mt. Raider Dr. Hi Hat, KY 41636 606-263-6175 Fax 606-452-2155
Betsy Layne ES 2800	FCS Virtual Academy 3324	Transportation 5100
Jonathon Parsons, Principal 256 School Street P. O. Box 128 Betsy Layne, KY 41605 606-263-6272 Fax 606-478-9787	Stacy Shannon, Principal 183 Rebel Road Eastern, KY 41622 606-358-9420 Fax 606-358-2414	Seth Crisp, Director 927 KY RT 122 Martin, KY 41649 606-285-9443 Fax 606-285-0172
Betsy Layne HS 4100	Prestonsburg ES 2600	Floyd Co. ATC 5200
Jody Roberts, Principal 554 Bobcat Boulevard P. O. Box 437 Betsy Layne, KY 41605 606-263-6280 Fax 606-478-3805	James Allen, Principal 140 Clark Dr. Prestonsburg, KY 41653 606-886-3891 Fax 606-886-9081	Dr. Jeff Shannon, Principal 1024 KY RT 122 Martin, KY 41649 606-285-1071 Fax 606-285-0274
Duff-Allen Central ES 3300	Prestonsburg HS 4400	Maintenance 2300
Nikki Gearheart, Principal 183 Rebel Road Eastern, KY 41622 606-358-9420 Fax 606-358-2414	Ricky Thacker, Principal 825 Blackcat Blvd. Prestonsburg, KY 41653 606-886-2252 Fax 606-886-1745	Kevin O'Quinn, Chief Facilities Officer 442 KY RT 550 Eastern, KY 41622 606-874-2435 Fax 606-886-2705
Floyd County Board of Education 5500	FC School of Innovation 4500	
Tonya Horne-Williams Interim Superintendent 442 KY RT 550 Eastern, KY 41622 Phone: 606-886-2354 Fax: 606-886-4550	Christina Crase, Principal 145 Randy Caudill Loop P O Box 1390 Martin, KY 41649 606-285-1766 Fax 606-285-3712	

Section

1

Program Guidelines

Equal Educational and Employment Opportunities

Employment

As required by Title IX, the District does not discriminate on the basis of sex regarding admission to the District or in the educational programs or activities operated by the District. Inquiries regarding Title IX Sexual Harassment may be referred to the District Title IX Coordinator (TIXC), the Assistant Secretary for Civil Rights, or both.

Floyd County Schools is an Equal Opportunity Employer. The District does not discriminate on the basis of race, color, religion, sex (including sexual orientation or gender identity), genetic information, national or ethnic origin, political affiliation, age, disabling condition, or limitations related to pregnancy, childbirth, or related medical conditions.

Reasonable accommodation for individuals with disabilities or limitations related to pregnancy, childbirth, or related medical conditions will be provided as required by law.

If considerations of sex, age or disability have a bona fide relationship to the unique requirements of a particular job or if there are federal or state legal requirements that apply, then sex, age or disability may be taken into account as a bona fide occupational qualification, provided such consideration is consistent with governing law. **03.113/03.212**

Education

No pupil shall be subject to unlawful discrimination because of age, color, disability, race, national origin, religion, sex (including sexual orientation or gender identity), or veteran status.

Parents of students who have a temporary or permanent disability may request that the Principal or other District administrator to provide appropriate accommodations necessary for them to have an equal opportunity to participate in instructional and extracurricular activities, as required by law. Students who are at least eighteen (18) years of age may submit their own requests. **09.13**

If you have questions concerning District compliance with state and federal equal educational and employment opportunity laws, contact Ted George at the Central Office.

Harassment/Discrimination/Title IX Sexual Harassment

Floyd County Schools intend that employees and students have a safe and orderly work and learning environment. Therefore, the Board does not condone and will not tolerate harassment of or discrimination against employees, students, or visitors to the school or District, or any act prohibited by Board policy that disrupts the work place or the educational process and/or interferes with an employee's job responsibilities or student learning.

Employees or students who believe that they, or any other employee, student, or a visitor to the school or District is being or has been subjected to harassment or discrimination shall bring the matter to the attention of the Principal/immediate supervisor or Thomas Gearheart in the Central Office as required by Board policy. The District will investigate any such concerns promptly and confidentially.

No employee or student will be subject to any form of reprisal or retaliation for having made a good-faith complaint under Board policy. For complete information concerning the District's position prohibiting harassment/discrimination, assistance in reporting and responding to alleged incidents, and examples of prohibited behaviors, employees should refer to the District's policies and related procedures. Complaints of harassment/discrimination, whether verbal or written, shall lead to a documented investigation and a written report. **03.162/03.262/09.42811**

The following have been designated to handle inquiries regarding nondiscrimination under Title IX and Section 504 of the Rehabilitation Act of 1973 and Title IX Sexual Harassment/Discrimination: **01.1**

The District's Title IX Coordinator (TIXC) is Thomas Gearheart.

442 KY RT 550 Eastern, KY 41622	606-886-2354 Extension 5521	Thomas.gearheart@floyd.kyschools.us
Office Address	Telephone #	Email Address

The District's Section 504 Coordinator is Cinda Francis.

442 KY RT 550 Eastern, KY 41622	606-886-2354 Extension 5580	Cinda.richardson@floyd.kyschools.us
Office Address	Telephone #	Email Address

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the TIXC, or by any other means that results in the TIXC receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the TIXC. 09.428111

Title IX Sexual Harassment Grievance Procedures are located on the District Website.

Employees wishing to initiate a complaint concerning discrimination in the delivery of benefits or services in the District's school nutrition program should go to the link below or mail a written complaint to the U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington D.C. 20250-9410, or email, program.intake@usda.gov.

http://www.ascr.usda.gov/complaint_filing_cust.html

07.1

Confidentiality

In certain circumstances employees will receive confidential information regarding students' or employees' medical, educational or court records. Employees are required to keep student and personnel information in the strictest confidence and are legally prohibited from passing confidential information along to any unauthorized individual. Employees with whom juvenile court information is shared as permitted by law shall be asked to sign a statement indicating they understand the information is to be held in strictest confidence.

Access to be Limited

Employees may only access student record information in which they have a legitimate educational interest. **03.111/03.211/09.14/09.213/09.43**

Both federal law and Board policy prohibit employees from making unauthorized disclosure, use or dissemination of personal information regarding minors over the Internet.

Coaches wishing to utilize a social networking site for instructional, administrative or other work-related communication purposes shall comply with the District's acceptable use policy, procedures and other applicable guidelines. **08.2323**

Information Security Breach

Information security breaches shall be handled in accordance with KRS 61.931, KRS 61.932, and KRS 61.933 including, but not limited to, investigations and notifications.

Within seventy-two (72) hours of the discovery or notification of a security breach, the District shall notify the Commissioner of the Kentucky State Police, the Auditor of Public Accounts, the Attorney General, and the Education Commissioner. **01.61**

Compensation

For employees who are assigned coaching responsibilities, compensation shall be made according to a schedule approved annually by the Board. Compensation for all services rendered as an employee of the District shall be processed through standard payroll procedures. **03.121/03.221**

No coach shall receive from any other source a salary supplement for coaching school-sponsored athletics. All coach compensation must be made through standard payroll, including applicable taxable benefits, to ensure compliance with state and federal law.

Please refer to KHSAA Bylaw 25.

Reduction in Salary and Responsibilities

Salaries for certified personnel shall not be less than the preceding year unless such reduction is part of a uniform plan affecting all teachers in the entire District or unless there is a reduction of responsibilities. Reduction of coaching responsibilities for teachers may be accompanied by a corresponding reduction in salary. Written notice that states the specific reason(s) for the reduction shall be furnished to teachers no later than ninety (90) days before the first student attendance day of the school year, or May 15, whichever is earlier. **03.1212**

Assignment of supplemental coaching duty to a certified employee is on a year-by-year basis only and does not give rise to any expectation of a continued right to hold and receive compensation for such duties.

Section

2

Staff Responsibilities

Supervision of Coaches

Every employee is assigned an immediate supervisor. All employees receive a copy of their job description and responsibilities for review. Immediate supervisors may assign other duties as needed. Employees should ask their supervisor if they have questions regarding their assigned duties and/or responsibilities. 03.11/03.21/03.132/03.232

Coaches shall answer directly to the Principal or designated representative who shall be responsible for the day-to-day administration of the school's athletic program. Although s/he may assign duties to other staff members, the Principal shall retain the responsibility for the satisfactory conduct of the athletic program.

Please refer to KHSAA Bylaw 1.

All employees are expected to use sound judgment in the performance of their duties and take reasonable and commonly accepted measures to protect the health, safety, and well-being of others, as well as District property. In addition, employees shall cooperate fully with all investigations conducted by the District as authorized by policy or law. 03.133/03.233

Certified Employees: All coaches in the District shall review records of assigned students to determine whether an IEP or 504 plan is in place.

Professional Development

All coaches shall abide by the requirements of KHSAA Bylaw 25: Requirement for Coaches and Others Working with High School Teams regarding qualifications and continuous improvement training. This continuous improvement shall include, but not be limited to, CPR and AED training along with participation in the Coaches Education Program, Sports Safety Training course, Medical Symposium Updates, and KHSAA Rules clinics.

All coaches are encouraged to grow professionally in their knowledge and understanding of their respective sport through participation in voluntary and required continuous improvement and membership in local, state, and national organizations.

Athletic Program Volunteers

Athletic program volunteers are persons who do not receive compensation for assisting in program activities. All volunteers shall work only under the direction and supervision of the coach, Principal or other designated member of the professional administrative and teaching staff. All volunteers will undergo Ethics and Confidentiality Orientation before they begin to serve. **03.6**

Age Restriction/Criminal Background Check and Testing

All coaches, assistant coaches, non-faculty coaches, non-faculty assistant coaches, and athletic program volunteers shall be at least twenty-one (21) years of age and must undergo a criminal history background check(s) as required by Board policy and by KRS 160.380 and KRS 161.185. **03.11/03.21/03.6/09.31**

As employees, newly hired coaches, non-faculty coaches, non-faculty assistant coaches, and assistant coaches must have both a state and a federal criminal history background check and a letter (CA/N check) from the Cabinet for Health and Family Services documenting the individual does not have an administrative finding of child abuse or neglect in records maintained by the Cabinet. **03.11/03.21**

The District shall conduct a Kentucky State Police criminal records check on all athletic program volunteers who have contact with students on a regularly scheduled and/or continuing basis, or who have supervisory responsibility for children at a school site or on school-sponsored trips. The Superintendent may also require such a volunteer to provide a clear CA/N check .

Pursuant to KRS 160.380, the Superintendent/designee also may require any other athletic program volunteers to submit to a state and national criminal history background check and have a clear CA/N check. With prior approval of the Superintendent/designee, the background checks will be conducted at District expense. Otherwise, except as stated previously, the volunteer must pay for the background checks.

No athletic program volunteer shall be utilized to supervise students, or deemed to have the authority to supervise students, unless the volunteer has been designated to supervise students by the Principal and approved by the Superintendent/designee, and the volunteer has undergone the required records check. **03.6**

The program and user instructions are on the Kentucky Online Gateway (KOG): <https://kog.chfs.ky.gov/home/>.

Physical Examinations

Students

Each student seeking eligibility to participate in any school athletic or sport activity at the elementary, middle or high school level must pass an annual medical examination performed and signed by a medical practitioner as required by law. Consistent with guidelines issued by KHSAA or the Kentucky Board of Education (KBE), the required physical examination and parental authorization shall include acknowledgement of receipt of information on the nature and risk of concussion and head injury, including the continuance of playing after concussion or head injury. 09.311

Please refer to KHSAA Bylaw 12.

Fund-Raising Activities

All athletic booster group fund-raising activities shall be approved in advance by the Principal and/or school council.

No student shall be compelled to participate in or meet any kind of quota in a fund-raising activity, nor be required to do door-to-door selling as part of a fund-raising event.

All booster groups wishing to be recognized by and/or affiliated with the District shall adhere to applicable state and federal laws, including taxable income reporting requirements, when conducting fund-raising activities to benefit the school or District.

All funds raised for a specific purpose by athletic program booster clubs shall comply with the requirements established by the Board and shall be used for that purpose. 04.312/09.33

Coaches and other athletic staff and volunteers shall not collect money from students for any non-school sponsored activity.

Safe Working Environment

It is the intent of the Board to provide a safe and healthful working and learning environment for all employees and students. Employees should report any security hazard or conditions they believe to be unsafe to their immediate supervisor.

In addition, employees are required to notify their supervisor immediately after sustaining a work-related injury or accident. A report should be made within 24 hours of the occurrence and prior to leaving the work premises, UNLESS the injury is a medical emergency, in which case the report can be filed following receipt of emergency medical care.

STAFF RESPONSIBILITIES

In order to eliminate or minimize occupational exposure to bloodborne pathogens, employees must comply with the District's Bloodborne Pathogen Control Plan. When bodily fluid spills occur, employees shall follow procedures posted in each school building or worksite. Disposable gloves and plastic bags are available in elementary classrooms and, in each school, the Principal's office, food service office, or the custodian's storage area.

The District shall follow established timelines in policy when making oral reports to the Kentucky Labor Cabinet to report employee fatalities, amputations, hospitalizations, including hospitalization resulting from a heart attack, or the loss of an eye.

File a report	After Hours Hotline
(502) 564-3070	(800) 321-6742

For information on the District's plans for Hazard Communication, Bloodborne Pathogen Control, Lockout/Tagout, and Personal Protective Equipment (PPE) or Asbestos Management, contact the Principal or see the District's *Policy Manual* and related procedures.

Employees should use their school/worksite two-way communication system to notify the Principal, supervisor or other administrator of an emergency. 03.14/03.24/05.4

Disrupting the Educational Process

Any employee who participates in or encourages activities that disrupt the educational process may be subject to disciplinary action, including termination.

1. Behavior that disrupts the educational process includes, but is not limited to:

- conduct that threatens the health, safety or welfare of others;
- conduct that may damage public or private property (including the property of students or staff);
- illegal activity;
- conduct that interferes with a student's access to educational opportunities or programs, including ability to attend, participate in, and benefit from instructional and extracurricular activities; or
- conduct that disrupts delivery of instructional services or interferes with the orderly administration of the school and school-related activities or District operations.

03.1325/03.2325

Drug-Free/Alcohol-Free Schools

Employees must not manufacture, distribute, dispense, be under the influence of, purchase, possess, use, or attempt to obtain, sell or transfer any of the following in the workplace or in the performance of duties:

1. Alcoholic beverages;
2. Controlled substances, prohibited drugs and substances, and drug paraphernalia; and or any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by federal regulation.
3. Substances that "look like" a controlled substance. In instances involving look-alike substances, there must be evidence of the employee's intent to pass off the item as a controlled substance.

In addition, employees shall not possess prescription drugs for the purpose of sale or distribution.

Any employee who violates the terms of the District's drug-free/alcohol-free policies may be suspended, nonrenewed or terminated. Violations may result in notification of appropriate legal officials.

Any employee convicted of any criminal drug statute involving use of alcohol, illicit drugs, prescription drugs, or over-the-counter drugs shall, within five (5) working days after receiving notice of a conviction, provide notification of the conviction to the Superintendent.

Employees who know or believe that students or other employees have violated the District's alcohol-free/drug-free policies have been violated must promptly make a report to the local police department, sheriff, or Kentucky State Police.

Any school employee who knows or has reasonable cause to believe that a person has violated KRS 158.155 shall immediately report any use, possession, or sale of a controlled substance, or who receives information from a student or other person of conduct which is required to be reported, shall immediately cause a report to be made to the District's law enforcement agency and either the local law enforcement agency or the Kentucky State Police. 03.13251/03.23251/09.423

Federal Motor Carrier Safety Administration (FMCSA) Drug and Alcohol Clearinghouse for CDL/CLP Operators

Reporting of the following information on individual drivers to the federal Clearinghouse is required, verified positive, adulterated, or substituted test results, confirmed alcohol tests at .04 or higher; refusal to submit to required tests, the reporting of actual knowledge (as defined by federal regulation) or Department of Transportation (DOT) regulatory violations, including violations based on prohibited on duty, pre-duty, or post-accident alcohol use and controlled substance use, and regulatory return to duty and follow-up testing information as applicable.

The District shall not allow a driver to perform any safety-sensitive function if the results of a Clearinghouse query on the driver demonstrate a disqualification as provided by regulation and such driver may be subject to personnel action up to and including termination. **06.221**

Weapons

Except where expressly and specifically permitted by Kentucky Revised Statute, carrying, bringing, using or possessing any weapon or dangerous instrument in any school building, on school grounds, in any school vehicle, or at any school-sponsored activity is prohibited. Except for School Resource Officers (SROs) as provided in KRS 158.4414, and authorized law enforcement officials, including peace officers and police as provided in KRS 527.070 and KRS 527.020, the Board prohibits carrying concealed weapons on school property. Staff members who violate this policy are subject to disciplinary action, including termination.

Employees who know or believe that this policy has been violated must promptly make a report to the local police department, sheriff, or Kentucky State Police. **05.48**

Assaults and Threats of Violence

Employees should immediately report any threats they receive (oral, written or electronic) to their immediate supervisor. A "threat" shall refer to a communication made by any means, including, but not limited to, electronic and/or online methods.

Per KRS 158.155, any school employee who knows or has reasonable cause to believe that a person has made threats or plans of violence which are intended to target a school or students or who knows that a firearm is present on school property in violation of KRS 527.070, shall immediately cause a report to be made to the District's law enforcement agency and either to the local law enforcement agency or to the Kentucky State Police.

Any school employee shall immediately report to the District's law enforcement agency and to either the local law enforcement agency or to the Kentucky State Police any act which the employee has a reasonable cause to believe has occurred on school property or at a school-sponsored or sanctioned event involving:

- a. Assault resulting in serious injury;
- b. A sexual offense;
- c. Kidnapping;
- d. Assault with the use of a weapon;
- e. Possession of a firearm or deadly weapon in violation of the law;
- f. The use, possession, or sale of a controlled substance in violation of the law; or
- g. Damage to property.

Any school employee who receives information from a student or other person of conduct which is required to be reported, shall report the conduct to the District's law enforcement agency and to either the local law enforcement agency or to the Kentucky State Police. **09.425**

Tobacco, Alternative Nicotine Product, or Vapor Products

The use of any tobacco product, alternative nicotine product, or vapor product as defined in KRS 438.305 is prohibited for all persons and at all times on or in all property, including any vehicle, that is owned, operated, leased, or contracted for use by the Board and while attending or participating in any school-related student trip or student activity and is in the presence of a student or students.

School employees shall enforce the policy. A person in violation of this policy shall be subject to discipline or penalties as set forth by Board. **03.1327/03.2327**

Students shall not be permitted to use or possess any tobacco product, alternative nicotine product, or vapor product as defined in KRS 438.305 on or in all Board property at all times, including any vehicle owned, operated, leased, or contracted for use by the Board and while participating in any school-related trip or student activity.

Signage shall be posted on or in all property, including any vehicle that is owned, operated, leased, or contracted for use by the Board, clearly stating that the use of all such products is prohibited at all times and by all persons on or in the property.

If a student under the age of twenty-one violates this policy, then the District will confiscate the alternative nicotine products, tobacco products, or vapor products. **09.4232**

Use of School Property

Employees are responsible for school equipment, supplies, books, furniture, and apparatus under their care and use. Employees shall immediately report to their immediate supervisor any property that is damaged, lost, stolen, or vandalized.

No employee shall perform personal services for themselves or for others for pay or profit during work time and/or using District property or facilities.

An employee shall not use any District facility, vehicle, electronic communication system, equipment or materials for personal or private use or gain. These items (including security codes and electronic records such as e-mail) are District property.

Employees may not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. Employees cannot expect confidentiality or privacy of the information in their e-mail accounts. Authorized District personnel may monitor the use of electronic equipment from time to time.

District-owned telecommunication devices shall be used primarily for authorized District business purposes. However, occasional personal use of such equipment is permitted. **03.1321/03.2321**

Coaches shall advise individuals with disabilities who request accommodations at District athletic activities to contact the District ADA/504 Coordinator for assistance and guidance. **10.5**

Use of Personal Cell Phones/Telecommunication Devices

Due to privacy concerns, and except for emergency situations, personally owned recording devices are not to be used to create video or audio recordings or to take pictures while on duty or working with students except with prior permission from the Principal/designee or immediate supervisor. Such devices include, but are not limited to, personal cell phones and tablets.

For exceptions, see Board Policies **03.13214/03.23214**.

Automated External Defibrillators (AEDs)

The District shall maintain AEDs in designated locations throughout the District. An AED shall be used in emergency situations warranting its use in accordance with procedures established by the Superintendent/designee. Expected users documented as having completed required training shall be authorized to use a defibrillator. **05.4**

Athletic Camps and Competitions

Coaches in all sports may organize and operate youth sports camps in their respective sports if approved by their immediate supervisor. All camps must be operated as a school-sponsored activity and comply with all relevant policies and procedures as described in other sections of this handbook or in District policy and procedures. All personnel serving as camp instructors shall be:

1. Currently employed coaches of the school,
2. Volunteers as described in previous handbook sections, or
3. Student-athlete members of the respective athletic team offering the camps.

All revenues and expenditures for athletic camps shall comply with school and District financial policies as described in this handbook or in the complete District policy and procedure manual.

Interscholastic athletic contests involving more than half of a normal team (i.e. six [6] or more football players, three [3] or more basketball players) may not be held in school-owned facilities outside the determined limitation of seasons.

All athletic camps should be scheduled so they do not conflict with the regular academic calendar of the Floyd County Schools nor the District's regular academic programming. No athletic camp will be permitted to be scheduled during the KHSAA-designated "Dead Period," June 25 to July 9.

Please refer to KHSAA Bylaws 23 and 24.

Inventory of Athletic Equipment

Athletic equipment shall be subject to policies and procedures concerning the District's inventory process and related reporting requirements. 04.7

Gifts

Any gift presented to a school employee for the school's use must have the prior approval of the Superintendent/designee. After approval and acceptance, gifts become the property of the Board of Education.

Employees shall not solicit or accept goods, services, or monies, including salary supplements, from current or potential vendors, school and booster organizations, students, or relatives of students. (This restriction does not apply to token, inexpensive gifts given by students on occasions such as Christmas and the end of the school year.) 03.1322/03.2322

No employee shall accept, for personal use, any gifts from current or potential suppliers or vendors. Personnel are also prohibited from accepting rebates in the form of gifts or gratuities from organizations or persons to whom they have referred or may refer parents and students. Exceptions may be made for those businesses that offer discounts to various employee groups.

Solicitations

Unless authorized by the Superintendent or designee, sales representatives, agents, or other solicitors shall not solicit or contact pupils, teachers, or other employees during the school day. **03.1323/03.2323/10.4**

District employees shall not use the advantage of their position for personal gain through soliciting school patrons, pupils or fellow employees.

Unless required or allowed by the Open Records Law or other laws and regulations, no school employee shall provide to any outside group or individual a list of parents, students, teachers or other employees for solicitation or other purposes without the prior approval of the Board or the Superintendent.

Alteration of School Property

Any change or modification to be made in the landscape of school grounds, construction of driveways or roads across such grounds; renovation of the school buildings or the alteration of any part thereof; or the construction of buildings, playing fields, tennis courts, or the erection of lighting systems for such fields or courts shall be done only after the approval of the project by the Board and appropriate state agencies. **05.11**

Advertising

No commercial advertising nor distribution of advertising materials shall be allowed in the facilities or on the grounds of school property, except as expressly approved by the Superintendent or Principal. However, this requirement does not prevent advertising in publications which are published by booster clubs. **10.4**

District Representation

Use of the school mascot, school logos, and/or school and District imagery is restricted and, as such, cannot be altered. No one shall use these logos or images without the expressed permission of the school or District administration. All logos and images that are to be used shall be approved by the Superintendent or designee and shall comply with the style guide adopted by the District.

Political Activities

Employees shall not promote, organize, or engage in political activities while performing their duties or during the work day. Promoting or engaging in political activities shall include, but not be limited to, the following:

- Encouraging students to adopt or support a particular political position, party, or candidate; or
- Using school property or materials to advance the support of a particular political position, party, or candidate. **03.1324/03.2324**

In addition, KRS 161.164 prohibits employees from taking part in the management of any political campaign for school board.

Employee Religious Expression

The District shall not punish or prohibit an employee from, or punish an employee for, engaging in private religious expression otherwise protected by the First Amendment to the United States Constitution absent a showing that the employee has engaged in actual coercion. **03.13241/03.23241**

Copyrighted Materials

The use and duplication of copyrighted material for educational purposes shall be within the generally accepted uses delineated by applicable law and procedures developed by the Superintendent. In reference to copyrighted electronic materials, employees shall use such materials only in accordance with the license agreement under which the materials were purchased or otherwise procured. **08.2321**

Search and Seizure

All searches of students must be conducted in compliance with Board Policy **09.436**.

Searches of a pupil's person or his or her personal effects shall only be conducted by a certified person directly responsible for the conduct of the pupil or the Principal/designee of the school which the student attends. Before a student's outer clothing, pockets, or personal effects (e.g., handbags, backpacks, etc.) are searched, there must be reasonable grounds to believe the search will reveal evidence that the student has violated or is violating either a school rule or the law or possesses an item harmful to the school and its students. Search of a pupil's person shall be conducted only with the express authority of the Principal.

STAFF RESPONSIBILITIES

However, when an immediate threat to the health or safety of others occurs off site with no certified employee reasonably available, coaches that are responsible for the student are authorized to conduct the search of a student or his/her personal effects. Examples of immediate threats would include reasonable suspicion of the presence of illegal drugs or a weapon.

No search of a pupil shall be conducted in the presence of other students, except for situations involving an imminent threat to students or staff where immediate action is required to prevent harm to health and safety. No strip searches of students shall be permitted. **09.436**

Child Abuse

Any school personnel who knows or has reasonable cause to believe that a child under eighteen (18) is dependent, abused or neglected, or a victim of human trafficking, or is a victim of female genital mutilation, shall immediately make an oral or written report, including but not limited to electronic submission, to a local law enforcement agency or the Kentucky State Police, the Cabinet for Health and Family Services or its designated representative, the Commonwealth's or County Attorney.

After making that report, the employee shall then immediately notify the Principal of the suspected abuse. If the Principal is suspected of child abuse, the employee shall notify the Superintendent/designee.

Upon notification, the Principal or the Superintendent/designee shall facilitate the cooperation of the school with the investigation of the report. Any person who knowingly causes intimidation, retaliation, or obstruction in the investigation of the report shall be guilty of a Class A misdemeanor.

Coaches shall complete Board selected training on child abuse and neglect prevention, recognition and reporting within ninety (90) days of being hired, and then every two (2) years thereafter. **09.227**

Reporting telephone numbers:

Social Services	606-889-1724
Police Dispatch	606-886-1010
Sheriff Dispatch	606-886-6171
State Police	606-433-7711
County Attorney	606-886-6863
Emergency	911

Use of Physical Restraint and Seclusion

Use of physical restraint and seclusion shall be in accordance with Board policy and procedure. 09.2212

Civility

Employees should be polite and helpful while interacting with parents, visitors and members of the public. Individuals who come onto District property or contact employees on school business are expected to behave accordingly. Employees who fail to observe appropriate standards of behavior are subject to disciplinary measures, including dismissal.

In cases involving physical attack of an employee or immediate threat of harm, employees should take immediate action to protect themselves and others. In the absence of an immediate threat, employees should attempt to calmly and politely inform the individual of the provisions of Policy 10.21 or provide him/her with a copy. If the individual continues to be discourteous, the employee may respond as needed, including, but not limited to: hanging up on the caller; ending a meeting; asking the individual to leave the school; calling the site administrator/ designee for assistance; and/or calling the police.

As soon as possible after any such incident, employees should submit a written incident report to their immediate supervisor.

The civility policy applies to participants, parents, and spectators (including student spectators) during all school sponsored events, including extracurricular activities and athletic practices and competitions. Violators may be banned from participation or attendance at future events and may face criminal charges. The site administrator/supervisor during any event has the authority to eject from the event venue any person who violates the Behavior Standards listed in policy. Contest officials in events sanctioned by the Kentucky High School Athletic Association have the authority to exclude student participants and adult non-participants from an event venue and to suspend competition until order is restored. 10.21

Required Reports

Although you may be directed to make additional reports, the following reports are required by law and/or Board policy:

- Within seventy-two (72) hours of the discovery or notification of a security breach, the District shall notify the Commissioner of the Kentucky State Police, the Auditor of Public Accounts, the Attorney General, and the Education Commissioner. **01.61**
- An employee shall report to the Superintendent if the employee has been found by the Cabinet for Health and Family Services to have abused or neglected a child, and if the employee has waived the right to appeal such a substantiated finding or the finding has been upheld upon appeal. **03.11/03.21**
- Report to the immediate supervisor damaged, lost, stolen, or vandalized school property or if District property has been used for unauthorized purposes. **03.1321/03.2321**
- Any school employee who knows or has reasonable cause to believe that a person has violated KRS 158.155 shall immediately report any use, possession, or sale of a controlled substance, or who receives information from a student or other person of conduct which is required to be reported, shall immediately cause a report to be made to the District's law enforcement agency and the local law enforcement agency or the Kentucky State Police. **03.13251/03.23251/09.423**
- Upon the request of a victim, school personnel shall report an act of domestic violence and abuse or dating violence and abuse to a law enforcement officer. School personnel shall discuss the report with the victim prior to contacting a law enforcement officer.

School personnel shall report to a law enforcement officer when s/he has a belief that the death of a victim with whom s/he has had a professional interaction is related to domestic violence and abuse or dating violence and abuse. **03.13253/03.23253/09.425**

- Report potential safety or security hazards to the Principal and notify your supervisor immediately after sustaining a work-related injury or accident. **03.14/03.24/05.4**
- Report to the Principal/immediate supervisor or the District's Title IX Coordinator if you, another employee, a student, or a visitor to the school or District is being or has been subjected to harassment or discrimination. **03.162/03.262/09.42811**
- Employees who believe or have been made aware that they or any other employee, student, or visitor has been subject to Title IX Sexual Harassment shall report it to the TIXC. Failure to make such a report shall be grounds for discipline up to and including termination. If the knowledge of the reporting party gives rise to reasonable cause to believe that the reported conduct constitutes child abuse Policy **09.227** or a reportable

STAFF RESPONSIBILITIES

criminal offense Policy 09.221, notification of state officials shall be made as required by law. 03.1621/03.2621/09.428111

- If you suspect that financial fraud, impropriety or irregularity has occurred, immediately report those suspicions to Principal or the Superintendent. If the Superintendent is the alleged party, employees should address the complaint to the Board chairperson. 04.41
- Report to the Principal any student who is missing during or after a fire/tornado/bomb threat drill or evacuation. 05.41 AP.1/05.42 AP.1/05.43 AP.1/05.47 AP.1
- When notified of a bomb threat, scan the area noting any items that appear to be out of place, and report same to Principal/designee. 05.43 AP.1
- If you know or believe that the District's weapon policy has been violated, promptly make a report to the local police department, sheriff, or Kentucky State Police. This is required when you know or have reasonable cause to believe that conduct has occurred which constitutes the carrying, possession, or use of a deadly weapon on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school sponsored or sanctioned event. 05.48
- District bus drivers taking medication either by prescription or without prescription shall report to their immediate supervisor and shall not drive if that medication may affect the driver's ability to safely drive a school bus or perform other driver responsibilities. 06.221
- Per KRS 158.155, any school employee who knows or has reasonable cause to believe that a person has made threats or plans of violence which are intended to target a school or students or who knows that a firearm is present on school property in violation of KRS 527.070, shall immediately cause a report to be made to the District's law enforcement agency and either to the local law enforcement agency or to the Kentucky State Police.

Any school employee shall immediately report to the District's law enforcement agency and to either the local law enforcement agency or to the Kentucky State Police any act that has occurred on school property or at a school-sponsored function involving assault resulting in serious injury, a sexual offense, kidnapping, assault with the use of a weapon, possession of a firearm or deadly weapon in violation of the law, the use, possession, or sale of a controlled substance in violation of the law, or damage to property. 09.2211/09.425

- District employees who know or have reasonable cause to believe that a student has been the victim of a violation of any felony offense specified in KRS Chapter 508 (assault and related offenses) committed by another student while on school premises, on school-sponsored transportation, or at a school-sponsored event shall immediately cause an oral or written report to be made to the Principal of the school attended by the victim.

The Principal shall notify the parents, legal guardians, or other persons exercising custodial control or supervision of the student when the student is involved in such an incident.

STAFF RESPONSIBILITIES

Within forty-eight (48) hours of the original report of the incident, the Principal also shall file with the Board and the local law enforcement agency or the Department of Kentucky State Police or the County Attorney a written report containing the statutorily required information. **09.2211**

- Notify the Principal as soon as possible when you use seclusion or physical restraint with a student, but no later than the end of the school day on which it occurs, and document in writing the incident by the end of the next school day. **09.2212**
- If you know or have reasonable cause to believe that a child under eighteen (18) is dependent, abused or neglected, or a victim of human trafficking, or is a victim of female genital mutilation, **immediately** make an oral or written report, including but not limited to electronic submission, to a local law enforcement agency or the Kentucky State Police, the Cabinet for Health and Family Services or its designated representative, the Commonwealth's or County Attorney, and then make a report to the Principal (See **Child Abuse** section.) **09.227**
- Report to the Principal any threats you receive (oral, written or electronic). **09.425**
- District employees shall report to the Principal or to their immediate supervisor those situations that threaten, harass, or endanger the safety of students, other staff members, or visitors to the school or District. Such instances shall include, but are not limited to, bullying or hazing of students and harassment/discrimination of staff, students or visitors by any party. In serious instances of peer-to-peer bullying/hazing/harassment, employees must report to the alleged victims' Principal as directed by Board Policy **09.42811**.
- In certain cases, employees must do the following:
 1. Report bullying and hazing to appropriate law enforcement authorities as required by Policy **09.2211**; and
 2. Investigate and complete documentation as required by Policy **09.42811** covering federally protected areas. **09.422**

Please refer to KHSAA Bylaw 18.

Section

3

Pre-Season Planning

Notifications to Students/Parents

Each coach of an athletic or sport activity is responsible for distributing the forms required by KHSAA to each prospective student athlete, as well as forms required by the Board of Education.

Signed parental permission shall be required before any student is allowed to try out, to participate in, or to assist with any sport. **09.31**

Coach-Parent Communications

To demonstrate the District's commitment to productive school-home communications, coaches are expected to respond to requests from parents via phone calls, e-mail messages, and written requests within forty-eight (48) hours of receipt of the message unless extraordinary circumstances prevail. If the message is received on Friday or the day before a break in the school calendar, every reasonable effort shall be made to respond that day, but certainly no later than the next school day.

Scheduling

Coaches shall adhere to the following scheduling guidelines, unless circumstances dictate otherwise, in which case they shall confer with the Principal.

Scheduling of athletic and sport activity events must be approved by the schools' Principals and coaches prior to submission to the Superintendent for final approval and meet all applicable conference, district, or regional requirements in keeping with KHSAA rules and regulations.

The Superintendent must approve any athletic contest scheduled on Sunday. No athletic or sport activity contest will be played during the six (6) hour instructional day. **09.31**

Please refer to KHSAA Bylaws 19-24.

To the extent possible, athletic competitions and sport activities shall be scheduled:

1. To assure that scheduling of District facilities, practice times and competition times for both male and female sports are consistent with Title IX requirements.
2. To avoid scheduling regular season athletic games and sport activities on a date that will require loss of instructional time for travel or competition in compliance with KDE regulations and local Board policy.
3. To avoid overlap with other school athletic activities already scheduled on the same date.

Examples of scheduling of practices and activities which should be avoided include the following:

- a. Conflict with end of semester exams;
- b. Occur during professional development activities;
- c. Coincide with religious observances and/or times of worship;
- d. Conflict with school open house events.

Cancellation of Athletic or Sport Activities

The decision to cancel athletic or sport activities is made by the Superintendent or designee in consultation with the building administration, transportation department and the Athletic Department. If conditions warrant the cancellation of activities, Head Coaches will be notified by the Athletic Department. The District will also advertise all cancellations via the District website, automated calling system, and local media as conditions warrant.

If coaches are notified regarding the cancellation of an away contest, they should notify the Athletic Department immediately so the public can be notified by any and all of the methods mentioned above.

In the event of a cancellation, the activity should be re-scheduled for the earliest convenient date as long as all KHSAA and District requirements regarding scheduling are met.

Forfeits are addressed by KHSAA guidelines.

<p>Please refer to KHSAA Bylaw 22.</p>

Athletic Trips

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

- For high schools, all athletic-related contests or extracurricular competitions must have the prior approval of the athletic director/Principal at each school.

PRE-SEASON PLANNING

- For middle and elementary schools, all athletic-related contests or extracurricular competitions must have the prior approval of the Principal.
- The trip must meet the guidelines established by the Kentucky High School Athletic Association (KHSAA) and/or the Floyd County Schools policy and the criteria within the policy.
- No instructional time may be lost for travel to or from any regular interscholastic athletic contest unless a “special” circumstance arises in which the school Superintendent/district designee can grant permission.
- Out-of-state and trips that require the use of commercial carriers require Superintendent/Board approval.

09.36

Please refer to KHSAA Bylaw 22.

Game Officials

Please refer to KHSAA Bylaw 20.

Student Discipline

All students participating in the District’s athletic program shall abide by school/District rules and regulations, including provisions of the code of acceptable behavior and discipline. In addition, coaches may set additional reasonable team rules, provided those rules are given to students prior to the beginning of the season and students are required to return to the coach a form signed by both the student and the parent/guardian signifying their receipt of, and agreement to abide by, the rules. Coaches shall keep these forms on file for the duration of the sports season. 09.438

In keeping with Board policy, disciplinary measures should not be administered in a manner that is humiliating, degrading, or unduly severe or in a manner that would cause the student athlete to lose status before his/her peer group. Coaches should guard against making remarks to other student participants concerning a student’s shortcomings.

Serious disciplinary problems shall be promptly reported to the Principal and to the parent(s) of the student. 09.43

The Principal will suspend a student’s eligibility to participate in an athletic activity, pending investigation of any allegation that the student is in violation of either the District behavior standards or the school council’s criteria for participation. 09.3

Crowd Control

Coaches shall coordinate with the Principal to promote the orderly conduct and safety of students and other spectators who attend athletic events.

Crowd control procedures shall include supervision by appropriate school officials in all cases. In case of events where it is anticipated that the nature of the crowd may pose conduct or safety problems (e.g. large or emotional crowds), procedures shall call for the posting of adequate police or security personnel. **05.45**

The Principal of each school shall meet with the Division of Safety and Security personnel at the beginning of each school year to develop procedures to promote the safety and control of spectators and participants before, during, and after athletic contests. The host school is responsible for providing safety and security for athletic contests. **09.311**

Athletic Program Purchasing

Employees are required to follow applicable state law and regulations and local policies and administrative procedures when making purchases on behalf of the athletic program, including equipment and uniforms. All purchases using District funds shall require the prior approval of the Superintendent or the Superintendent's designee. **04.31**

Internal school account purchases must be supported by a properly executed purchase request and authorization for payment by the Principal. **04.312**

Bidding procedures shall conform to the Model Procurement Code, KRS 45A.345 – KRS 45A.460. District small purchase procedures may be used for any contract in which the aggregate amount does not exceed \$40,000. For additional assistance, coaches should contact the District Treasurer in the Central Office. **04.32**

Expense Reimbursement

Provided the Superintendent/designee has given prior approval to incur necessary and appropriate expenses school personnel are reimbursed for travel that is required as part of their duties or for school-related activities approved by the Superintendent/designee. Allowable expenses include mileage, gasoline used for Board vehicles, tolls and parking fees, car rental, fares charged for travel on common carriers (plane, bus, etc.), food (as authorized by policy and/or procedure), and lodging. Itemized receipts for all expenditures over \$2.00 must accompany requests for reimbursement.

Employees must submit travel vouchers within one (1) week of travel and will not be reimbursed without proper documentation. Should employees receive reimbursement based on incomplete or improper documentation, they may be required to reimburse the District.

The Board will reimburse expenses using the guidelines used by the Commonwealth of Kentucky for State Government employees. **03.125/03.225**

Section

4

Student Oversight

Eligibility

Determination of athletic eligibility for students shall be made in compliance with applicable administrative regulations and Kentucky High School Athletic Association requirements. **09.313**

District standards for playing up from middle school (grades seven and eight [7 & 8]) to high school in sports other than football and soccer may include, but are not limited to, considerations related to safety, physical readiness, use of school space after the school day, transportation, funding, the student's disciplinary status and record, any substance testing restrictions, equitable opportunities for participation, and harmonizing any conflicting school-based decision making ("SBDM") requirements. SBDM Council policies apply to the selection of sports activities, and student participation based on academic qualifications and attendance requirements, program evaluation, and supervision.

To be eligible to try out and participate at the high school level, middle school students must meet all applicable KHSAA, District, and SBDM requirements. The Superintendent/Designee in cooperation with principals, SBDM councils, coaches, and athletic directors, as deemed appropriate, may develop guidelines for Board approval addressing playing up standards. **09.313**

A student enrolled in a public charter school that offers any interscholastic athletic activity shall be ineligible to participate in interscholastic activities at any other school. Subject to applicable law, regulations, and bylaws (e.g. KHSAA, Title IX) and the terms of the charter contract, students who are enrolled in a charter school that does not offer any interscholastic athletic activities shall be eligible to participate in such activities at the District school of that student's residence. **09.313**

Please refer to KHSAA Bylaws.

Pupils whose parent or guardian resides in the District and has custody of the student, or pupils who are legal residents of the school district, or as otherwise provided by state or federal law, shall be considered residents and entitled to the privilege of participating in the school athletic program, unless such is in conflict with KHSAA Bylaws. All other pupils shall be classified as nonresidents for school purposes. **09.12**

Additional individual student eligibility and team eligibility criteria can be found in policy **09.3** for private and public-school students.

In accordance with individual school council policy, student athletes may be required to attend school for at least a half-day the day of an athletic activity to be eligible to try out, practice or participate in an athletic activity. Coaches should be familiar with their school council policies regarding student eligibility.

Student Transfers

Any domestic student who has been enrolled in grades nine (9) through twelve (12) and has participated in any varsity contest in any sport at any school, while maintaining permanent residence in the United States or a United States territory following enrollment in grade nine (9) and who then transfers schools, shall be ineligible for interscholastic athletics at the varsity level in any sport in which the student has participated at the varsity level since enrolling in grade nine (9) for a period of one (1) year from the date of last participation in varsity interscholastic athletics.

Any domestic student who has been enrolled in grades nine (9) through twelve (12) and has participated in any varsity contest in any sport at any school following enrollment in grade nine (9) and who has been previously granted eligibility under Bylaw 7 or 8 and who then transfers schools, shall be ineligible for interscholastic athletics at the varsity level in any sport in which the student has participated at the varsity level since enrolling in grade nine (9) for a period of one (1) year from the date of last participation in varsity interscholastic athletics.

The period of ineligibility may be waived in the event of a dissolution of marriage (i.e. a final and legally binding divorce decree from a court of competent jurisdiction) or properly recorded legal separation (i.e. a legally binding separation decree from a court of competent jurisdiction) of the parents and a change in the residence of the student pursuant to a court order granting custody of the child to one of the parents with whom the student shall reside. The grant of this waiver shall only apply to the member school in the school district in which the residence of the custodial parent is located.

The period of ineligibility may be waived in the event that the transferring student did not participate in an interscholastic contest at any level in any sport while enrolled in grades nine (9) through twelve (12) during the previous calendar year.

The period of ineligibility may be waived for a student when it is documented, at the time of the original transfer eligibility submission, that a student is a victim of bullying as defined in KRS 158.148 and in which bullying has been documented to the school district in accordance with statutes, local board policies and procedures, and as a result of this documented harassment, intimidation, or bullying, the student is compelled to transfer. KHSAA Bylaw 6 contains other specific provisions for waivers related to the anti-bullying exception.

Foreign students (non-domestic) attending high school in Kentucky shall be considered ineligible for the first calendar year following enrollment. Foreign students who have been ineligible for an entire calendar year after being enrolled in a high school in Kentucky become eligible to represent that school immediately following the conclusion of the one (1)-year period. The period of ineligibility may be waived if the entire family unit is relocating from a foreign country or if the members of a family from a foreign country are relocating due to a declaration of asylum or seeking refuge due to acknowledged conflict.

Foreign exchange students attending school in Kentucky shall be considered ineligible for the first calendar year following enrollment. The period of ineligibility may be waived if the student is placed in a KHSAA member school under the auspices of approved J-1 or F-1 student exchange program that is on the approved listing of Council on Standards for International Exchange Travel (CSIET). In addition, a waiver may be made in other circumstances approved by the Board of Control within the KHSAA Due Process Procedure.

KHSAA Bylaws 6, 7 and 8 contain other specifics and questions should be referred to your Principal or Athletic Director.

Please refer to KHSAA Bylaws 6, 7, and 8.
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Recruitment Violations

A student at any grade level shall not be recruited to a member school of the KHSAA for the purpose of participating in athletics, including recruitment under the guise of academics. A student enrolled at any grade level shall not be given improper benefits not available to all members of the student body to remain at a member school.

Recruiting is defined as an act on behalf of or for the benefit of a school, which attempts to influence a student to transfer to a member school for the purpose of participating in athletics. It also shall be defined as recruiting to provide improper benefits to an already enrolled student to influence that student to remain at a member school for the purpose of participating in athletics. A school official utilizing an intermediary including a peer, another school employee, a student, parent, or a citizen, for the purpose of recruiting a student athlete shall be in noncompliance.

Please refer to KHSAA Bylaws 11 and 16.
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Supervision Responsibilities

While at school or during school-related or school-sponsored activities, students must be under the supervision of a qualified adult at all times. All District employees are required to assist in providing appropriate supervision and correction of students. No employee shall send a student on an errand off school property. **09.221**

All athletic practices and events shall be under the direct supervision of a qualified employee of the Board. All persons employed by the District as a coach for any interscholastic athletic activity or sport shall meet statutory training requirements. In addition, at least one (1) person who has completed the required course shall be present at every interscholastic athletic practice and competition.

Prior to assuming their duties, nonfaculty coaches/coaching assistants shall successfully complete training provided by the District as required by KRS 161.185 and a sports safety course as required by KRS 160.445, including training on how to recognize the symptoms of a concussion and how to seek proper medical treatment for a person suspected of having a concussion. Follow-up training shall be provided annually. **03.1161/03.2141/09.311**

Employees are expected to take reasonable and prudent action in situations involving student welfare and safety, including following District policy requirements for intervening and reporting to the Principal or to their immediate supervisor those situations that threaten, harass, or endanger the safety of students, other staff members, or visitors to the school or District. Such instances shall include, but are not limited to, bullying or hazing of students and harassment/discrimination of staff, students or visitors by any party, on school premises, on school-sponsored transportation (per policies 06.34 and 09.2261), or at school sponsored events.

The Code of Acceptable Behavior and Discipline shall specify to whom reports of alleged instances of bullying or hazing shall be made. **03.162/03.262/06.34/09.2261/09.422/09.42811**

In fulfilling their supervision responsibilities, teachers are required to enforce the Student Discipline Code adopted by the Board of Education and discipline policies adopted by the school council. **09.43/09.438**

Board policy allows for a nonfaculty coach or nonfaculty assistant to accompany students on athletic trips as provided in statute. **09.221/09.36**

At every football or basketball contest between two (2) county teams, the Principal/designee from each school shall be present. **09.311**

A coach or an approved designated adult is required to be present to provide direct supervision of student participants during all athletic activities, including conditioning programs, practices, travel and games. Students are not to be left unsupervised while waiting for parents to pick them up. (See also section on Athletic Program Volunteers.)

Bullying/Hazing

"Bullying" is defined as any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated or has the potential to be repeated:

1. That occurs on school premises, on school-sponsored transportation, or at a school-sponsored event; or
2. That disrupts the education process.

"Hazing" is defined as a direct action which substantially endangers the physical health of a minor or student for the purpose of recruitment, initiation into, affiliation with, or enhancing or maintaining membership or status within any organization, including but not limited to actions which coerce or force a minor or a student to:

- a) Violate federal or state criminal law;
- b) Consume any food, liquid, alcoholic liquid, drug, tobacco product, or other controlled substance which subjects the minor or student to a risk of serious physical injury;
- c) Endure brutality of a physical nature, including whipping, beating or paddling, branding, or exposure to the elements;
- d) Endure brutality of a sexual nature; or
- e) Endure any other activity that creates a reasonable likelihood of serious physical injury to the minor or student.

"Organization" is defined as a number of persons who are associated with a school or postsecondary education institution and each other, including a student organization, fraternity, sorority, association, corporation, order, society, corps, club, or similar group and includes any student organization registered pursuant to policies of the school or postsecondary education institution at any time during the previous five (5) years. **09.422**

Insurance

Students participating in or trying out for interscholastic athletics shall be covered by accident insurance that is compatible with the catastrophic insurance coverage required by the Kentucky High School Athletic Association. Students must present evidence of accident insurance that meets minimum criteria established by the Superintendent.

Elementary and secondary student shall present proof of their own insurance coverage prior to helping with the athletic program in any capacity, trying out for a team or a squad, and/or participating in practice sessions, games, events, or out-of-season conditioning programs. **09.312**

Please refer to KHSAA Bylaw 12.

Safety and First Aid

The safety of students shall be the first consideration in all athletic practices and events. Per the requirements of 702 KAR 7:065 and Board policies, any middle or high school coach (head or assistant, paid or unpaid) shall successfully complete all training required by the District, the Kentucky Board of Education, the Kentucky High School Athletic Association, and state law and regulation. This shall include safety and first aid training and providing the school documentation of successful completion of a cardiopulmonary resuscitation (CPR) course that includes the use of an automated external defibrillator and first aid training, conducted by an instructor or program approved by a college or university, the American Red Cross, American Heart Association, or other bona fide accrediting agency. Initial certification shall use in-person instruction with certification updated as required by the approving agency. All interscholastic athletic coaches shall maintain a CPR certification recognized by a national accrediting body on heart health.

03.1161/03.2141/09.311

Each interscholastic coach (head and assistant, including cheerleading) shall be required to complete a sports safety course and medical symposium update consisting of training on how to prevent common injuries. In addition, coaches should be familiar with District emergency plans for medical injuries at events as required by KRS 160.445.

Coaches shall take appropriate measures to provide a safe, healthy experience for participants and helpers in the athletic program to minimize the number and degree of seriousness of athletic injuries and related illnesses. For all athletic practices and competitions, safety procedures shall be implemented that comply with Board policy, state law and regulations, and requirements of the Kentucky Board of Education and the Kentucky High School Athletics Association (KHSAA).

When a player has sustained serious injury that may be aggravated by continued participation in the game or practice, the coach shall receive permission from a physician before the player re-enters the game or participates in practice.

Cardiac Emergency Response Plan

A written cardiac emergency response plan that clearly identifies the location of each AED shall be rehearsed by simulation prior to the beginning of each athletic season by all: licensed athletic trainers, school nurses, and athletic directors; and interscholastic coaches and volunteer coaches of each athletic team active during that athletic season.

Concussions

A student athlete suspected by an interscholastic coach, school athletic personnel, or contest official of sustaining a concussion during an athletic practice or competition shall be removed from play at that time and shall not return to play until the athlete is evaluated by a physician or licensed health care provider as required by KRS 160.445 to determine if a concussion has occurred. If no physician or licensed health care provider is present to perform the required evaluation, the coach shall not return the student to play that day. The coach may not return the student to participation in subsequent practices or athletic competitions until written clearance is provided by a physician (M.D. or D.O.).

Upon completion of the required evaluation at the game site by the appropriate health care provider, the coach may return the student to play if it is determined that no concussion has occurred.

A student athlete deemed to be concussed shall not be permitted to participate in any athletic practice or competition occurring on the day of the injury or, unless a physician provides written clearance, participate in any practice or athletic competition held on a subsequent day. **09.311**

Please refer to KHSAA Bylaw 25.
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Care of District Property

Coaching personnel shall be responsible for program equipment, supplies, books, furniture, and apparatus under their care and use. Any damaged, lost, stolen, or vandalized property or if District property has been used for unauthorized purposes shall be reported to the immediate supervisor. **03.1321/03.2321**

Athletic equipment shall be subject to policies and procedures concerning the District's inventory process and related reporting requirements. **04.7**

Retention of Recordings

Employees shall comply with the statutory requirement that school officials are to retain any digital, video, or audio recording as required by law. **01.61**

Precautionary Measures

EQUIPMENT INSPECTION AND OVERSIGHT

The Head Coach of each sport, in consultation with the School Administrator or Principal, is responsible for developing an ongoing plan of equipment inspection, maintenance, repair or replacement. The plan shall address:

1. A timetable for inspecting athletic equipment (when, how often, by whom, etc.);
2. Factors to be considered during an inspection (appropriate type, adequate quality, proper fit, etc.);
3. Instruction that will be provided to students concerning correct use of equipment; and
4. Direction to be given to athletic staff and volunteers who will assist in oversight of equipment use.

Coaches should regularly inspect equipment to ensure it is in good and safe condition. The use of any equipment that is defective or in questionable condition shall be discontinued immediately. A report concerning this equipment shall be made to the School Administrator immediately so that corrective measures can be initiated.

KEY STANDARDS

Defibrillators - A list of current locations for the AEDs will be maintained as designated by the Superintendent/designee.

The District may maintain an automated external defibrillator (AED) in designated locations throughout the District. An AED shall be used in emergency situations warranting its use in accordance with guidelines established by the Superintendent/designee. Expected users documented as having completed required training shall be authorized to use a defibrillator.

The District shall notify the local emergency medical services system and the local emergency communications or vehicle dispatch center of the existence, location, and type of each AED.

Defibrillators shall be maintained and tested in accordance with operational guidelines of the manufacturer and monitored as directed by the Superintendent/designee. Defibrillators shall be kept on school property and will not accompany EMS personnel to a hospital emergency room. **05.4**

Heat Indices – The Kentucky High School Athletic Association and the Kentucky Medical Association have adopted a procedure for avoiding heat injury/illness through analysis of Heat Index and restructuring of activities. All coaches are required to read, understand, and follow this procedure for practices and competitions.

<http://www.khsaa.org/sportsmedicine/heat/kmaheatrecommendationscomplete.pdf>

Availability of Water – It is the responsibility of the coaches to make sure that an adequate supply of water is available for all practices and competitions. Under no circumstances should a coach ever deny athletes the opportunity to hydrate as often as they desire.

Game/Practice Scheduling – All coaches/athletic administrators who bear the responsibility of game and practice scheduling should adhere to the KHSAA guidelines for limitation of seasons (Bylaw 25) when planning their season. Coaches/athletic administrators are required to present their basic practice and competition schedules to the appropriate school administrator for their approval.

Severe Weather Lightning Advisory – All coaches are required to read, understand, and adhere to the KHSAA and NFHS guidelines for severe weather and lighting.

<http://khsaa.org/sportsmedicine/lightning/nfhsguidelinesforlightning-october2010.pdf>

Please refer to KHSAA Bylaw 25.

Drug-Testing of Students

The Floyd County Schools encourages a drug-free lifestyle for their students/children. It is to that end that the District created an appropriate action plan to address and foster a drug free environment for the entire middle and high school community. All student athletes, extracurricular participants, and drivers will participate in the mandatory drug testing program. The grade range for terms of drug testing as applies to this policy is grades 6-12. **09.423**

Sportsmanship

"The Kentucky High School Athletic Association requires officials to enforce sportsmanship rules for athletes and coaches. We will not tolerate negative statements or actions between opposing players, especially trash-talking, taunting or baiting of opponents. If such comments are heard or actions seen, a penalty will be assessed immediately. We have been instructed not to issue warnings. Let today's contest reflect mutual respect."

It is the clear obligation of all official representatives of member schools to practice the highest principles of sportsmanship and the ethics of competition in all interscholastic relationships.

Please refer to KHSAA Bylaw 15.

The following behaviors represent the types of behaviors that will not be tolerated at school/District athletic events. Those who exhibit such behaviors will be asked to leave the premises, and extreme or repeated violation may result in permanent exclusion from school/District athletic events.

- Verbally berating players, coaches, official administrators or others in attendance.
- Use of obscene language or gestures or acts of physical violence or threats of violence directed at same or at contest officials.

Specifically, actions that are discouraged and may warrant further action include, but are not limited to:

1. Cursing and use of obscenities,
2. Disrupting or threatening to disrupt school or office operations,
3. Acting in an unsafe manner that could threaten the health or safety of others,
4. Verbal or written statements or gestures indicating intent to harm an individual or property, and

5. Physical attacks intended to harm an individual or substantially damage property. 05.45/10.21

Awards and Recognitions

The Board recognizes that a significant part of interscholastic athletics is the recognition of achievement by student-athletes. All teams shall hold an end-of-season recognition ceremony where student achievement is recognized. The individual sport shall establish the criteria that will be used to determine whether or not an athlete has achieved status as a varsity, junior-varsity, etc., member and whether a varsity letter will be awarded. The criteria shall be clearly defined and communicated to the team members at the beginning of the season.

<p>Please refer to KHSAA Bylaw 10.</p>

Section**5****Appendix****Code of Ethics for Teachers**

16 KAR 1:020:

Section 1. Certified personnel in the Commonwealth:

- (1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach;
- (2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;
- (3) Shall strive to uphold the responsibilities of the education profession, including the following obligations to students, to parents, and to the education profession:
 - (a) To students:
 1. Shall provide students with professional education services in a nondiscriminatory manner and in consonance with accepted best practice known to the educator;
 2. Shall respect the constitutional rights of all students;
 3. Shall take reasonable measures to protect the health, safety, and emotional well-being of students;
 4. Shall not use professional relationships or authority with students for personal advantage;
 5. Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law;
 6. Shall not knowingly make false or malicious statements about students or colleagues;
 7. Shall refrain from subjecting students to embarrassment or disparagement; and
 8. Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students.

Sexually related behavior shall include such behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing, or grabbing; rape; threats of physical harm; and sexual assault.

Code of Ethics for Teachers – (Continued)

(b) To parents:

1. Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student;
2. Shall endeavor to understand community cultures and diverse home environments of students;
3. Shall not knowingly distort or misrepresent facts concerning educational issues;
4. Shall distinguish between personal views and the views of the employing educational agency;
5. Shall not interfere in the exercise of political and citizenship rights and responsibilities of others;
6. Shall not use institutional privileges for private gain, for the promotion of political candidates, or for partisan political activities; and
7. Shall not accept gratuities, gifts, or favors that might impair or appear to impair professional judgment, and shall not offer any of these to obtain special advantage.

(c) To the education profession;

1. Shall exemplify behaviors which maintain the dignity and integrity of the profession;
2. Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities;
3. Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law;
4. Shall not use coercive means or give special treatment in order to influence professional decisions;
5. Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualifications; and
6. Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualifications or those of other professionals.

Section 2. Violation of this administrative regulation may result in cause to initiate proceedings for revocation or suspension of Kentucky certification as provided in 704 KAR 20:585.

Code of Ethics for Coaches

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-athlete should be treated as though he or she was the coaches' own, and his or her welfare should be uppermost at all times. Accordingly, the following guidelines for coaches have been adopted by the NFCA 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-athlete 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 student-athletes, 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.
- Before and after contests, coaches for the competing teams should meet and exchange cordial greetings to set the correct tone for the event.
- A coach shall not exert pressure on faculty members to give student-athletes special consideration. A coach shall not scout opponents by any means other than those adopted by the league and/or the Kentucky High School Athletic Association (KHSAA).

-National Federation of High School Associations (NFHS)

Acknowledgement Form

2024-2025 School Year

I, _____, have received a copy of the
Name

Coaches' Handbook issued by the District, and understand and agree that I am to review this handbook in detail and to consult District and school policies and procedures with my Principal/supervisor if I have any questions concerning its contents.

I understand and agree:

1. that this handbook is intended as a general guide to District personnel policies and procedures and that it is not intended to create any sort of contract between the District and any one or all of its employees;
2. that the District may modify any or all of the referenced policies and procedures, in whole or in part, at any time, with or without prior notice; and
3. that in the event the District modifies any of the information contained in this handbook, the changes will become binding on me immediately upon issuance of the new or revised policy or procedure by the District.

I understand that as an employee of the District I am required to review and follow the information set forth in this handbook and rules disseminated by the Kentucky High School Athletic Association and other governing bodies specific to the sport/s I coach and I agree to do so.

Signature of Employee

Date

Printed Name

Return this signed form to the Central Office.