

# Tarpon Springs Middle School

## Athletic Handbook



501 N. Florida Ave

Tarpon Springs, FL 34689

727-943-5511

<https://www.pcsb.org/tarpon-ms>

Ms. Raquel Giles, Principal

Mr. Eric Leopold, Assistant Principal/Athletic Director

Ms. Mary Scopelitis, Athletic Clerk



## **Introduction**

The athletic policies of Tarpon Springs Middle School are governed by the School Board of Pinellas County. Any policies found herein are subject to the Pinellas County Schools Athletic Policy Guidebook, published online at [www.pcsb.org/athletics](http://www.pcsb.org/athletics).

Tarpon Springs Middle school offers a robust athletics program. Interscholastic Volleyball, Basketball, and Track and Field are offered to boys and girls. Cheerleading is offered during Volleyball and Basketball seasons. Various intramural sports are offered throughout the school year as well.

## **Seasons**

- Cheerleading tryouts are held in August, within the first couple of weeks of school. Cheer season runs from mid-August through the end of January.
- Volleyball tryouts are held in August, within the first couple of weeks of school. Volleyball season runs from mid-August through the end of October.
- Basketball tryouts are held in early November, with the season running from the beginning of November through the end of January.
- Track and Field tryouts are held in early February, with the season running from the middle of February through the beginning of April.
- The sports offered are subject to the availability of coaches.

## **Tryout Policy**

Coaches are encouraged to select as many student-athletes as possible without compromising the integrity of their support. However, due to the limited amount of uniforms and coaches, and in order to ensure a safe environment that can properly be monitored with adult supervision and to ensure that each student-athlete receives the individual attention necessary, cuts may have to be made from athletic teams. Coaches, using objective criteria, have the sole discretion regarding cuts from athletic teams. While coaches will generally select the student-athletes who perform the best in tryouts for a spot on the team, coaches also have the discretion to build a sustainable program with representation from each grade level. To that end, they may choose to select a 6<sup>th</sup> grade student with great potential over an 8<sup>th</sup> grade student who shows greater talent during tryouts.

Additionally, only students currently enrolled at Tarpon Springs Middle School (or Home Education students zoned for Tarpon Springs Middle School) may participate on Tarpon Springs Middle School teams.

## **Requirements Prior to Tryouts**

The following items must be properly completed and turned in to the Assistant Principal/Athletic Director's office *before* a student athlete is permitted to try out for the team. The deadline to submit paperwork is typically several days before the beginning of tryouts.

1. Completed Middle School Activities Participation Form
  - a. This form must be completed once per school year
  - b. This form is included in this handbook
2. Mandatory Student Accident Insurance (Mandated by School Board Policy 8760)
  - a. This insurance must be purchased once per school year

- b. The link to the Accident Insurance site can be found at: [www.pcsb.org/athletics](http://www.pcsb.org/athletics)
3. Physical Forms (Either FHSAA forms or a form provided by the physician)
  - a. An athletic physical is good for 365 calendar days from the date given

### **Eligibility Requirements**

Cumulative GPA is used to determine initial eligibility. 7<sup>th</sup> grade eligibility is based on 6<sup>th</sup> grade work. 8<sup>th</sup> grade eligibility is based on 6<sup>th</sup> and 7<sup>th</sup> grade work. Incoming 6<sup>th</sup> graders must have been regularly promoted to be eligible during the first semester. Thereafter, 9 week grades will be used to determine if a student maintains, regains, or loses eligibility. Grades must stay above a 2.0, along with the cumulative GPA staying above 2.0. Eligibility is determined seven calendar days after the end of the grading period. Students may participate 1 year as a 6<sup>th</sup> grader, 1 year as a 7<sup>th</sup> grader, and 1 year as an 8<sup>th</sup> grader. Eligibility ends when a student reaches the age of 15 years, 9 months.

### **Student-Athlete Expectations**

The Tarpon Springs Middle School Athletic Department expects excellence in all Spartan student-athletes in their behavior both on and off the playing field. In addition to following the entire Pinellas County School Code of Student Conduct, student-athletes are expected to:

- Display a sense of pride and commitment when representing Tarpon Spring Middle School
- Be a positive role model for other students and athletes in academics, language, dress, and behavior
- Be respectful of those in authority
- Attend school regularly and be on time to class
- Attend all practices, staying for the entire practice
- Be a good sport, demonstrating this in all actions
- Use self-discipline in stressful situations
- Accept the decisions of officials and coaches without question
- Avoid displays of self-glorification and always put the team first

### **Discipline Policy**

The expectations for student-athletes are high and any violation of the student-athlete expectations or any violation by the student of any part of the Code of Student Conduct which results in a disciplinary referral may result in disciplinary action.

- Any student who receives 1 disciplinary referral will automatically be suspended from, at minimum, 1 team practice AND 1 game or meet. Any student who receives 1 disciplinary referral will also be placed on probation and be subject to dismissal from the team for any further misconduct.
- A student who receives a 2<sup>nd</sup> or any subsequent disciplinary referrals will automatically be suspended from, at minimum, a week of practice AND 2 games or meets per referral. Any student who receives 2 or more referrals may also subject to immediate dismissal from the team.

Please note: Coaches can administer consequences to student-athletes for any misbehavior; that misbehavior may not be explicitly specified in the preceding policy. The final determination on

dismissal from a team, however, lies with the Assistant Principal for Athletics, which can be appealed to the Principal.

### **Communication Process**

The school will announce the beginning of athletic seasons, paperwork due dates, and tryout dates through various media, including: School Messenger Announcements, School Marquee, Newsletters, the Morning Show, Posters, and Cafeteria Announcements. It is the responsibility of parents and families to note the beginning of athletic seasons and plan for paperwork to be turned in on time.

Final team rosters will be posted on the Gymnasium doors after the final day of tryouts.

Once the athletic season begins, we expect communication to be encouraged and maintained among parents, student-athletes, and coaches. The following communication process will be followed:

- The student-athlete meets with the coach to discuss issues/concerns. If unresolved...
- The student-athlete and the parent meet with the coach for further discussion. If unresolved...
- The student-athlete, parent, and the coach meet with the Athletic Director/Assistant Principal for further discussion. If unresolved, as a last resort...
- The student-athlete, parent, coach, and Athletic Director/Assistant Principal meet with the Principal.

If a situation arises that requires a conference between a coach and a parent, please contact the coach directly via phone or email to schedule an appointment. Please do not attempt to confront a coach before or after a contest or practice as these can be emotional times for student-athletes, parents, and coaches.

### **Uniforms**

A limited amount of uniforms are provided for each team and a maximum of one uniform will be provided for each student. If a student uniform is not returned, clean, on the date specified by the coach, the student's family will be charged the full cost of replacement of the uniform.

### **Rides to Events**

Busses are not provided for students to attend games/meets at other schools. Therefore, it is essential that each sport have a team of parent volunteers to help shuttle students from Tarpon Middle School to other schools for games/meets. In order for parents to provide rides to events, they must become a Level 2 Certified Volunteer and submit the Field Trip/Activities Vehicle Information form. Please complete the Volunteer Registration Form and contact the Family and Community Liaison for more information on becoming Level 2 Certified.

### **Appendix:**

Middle School Activities Form

Volunteer Registration Form

Field Trip/Activities Vehicle Registration Form



*Please read both pages of this form before returning it to your school or coach.*

\*\*\*\* NOTICE\*\*\*\*

Participation in competitive athletics, including cheerleading may result in severe injury, including paralysis, or even death! Improvements in equipment, medical treatment and physical conditioning, as well as rule changes, have reduced these risks, but it is impossible to totally eliminate such occurrences from athletics.

Failure to purchase the appropriate student accident insurance policy, or, failure by the Pinellas County School Board to verify that this requirement has been met, does not transfer responsibility for payment of any and all injury related claims and expenses from the student/parent/guardian to the Pinellas County School Board.

Parents and/or Guardians of Prospective Interscholastic Athletes:

Before trying out for an interscholastic sport a student must be certified as eligible, in accordance with the Florida High School Athletic Association rules and the policies of the School Board of Pinellas County.

Parents or Guardians must complete the following sections on the reverse side: Certification of Residency, Permission to Participate/Permission for Emergency Medical Treatment, and Certification of Insurance. Your student will not be allowed to practice until this form is completed and is on file at the school.

The Pinellas County School Board requires students participating in extracurricular activities to purchase the Mandatory Student Accident Insurance (School Board Policy 8760) regardless of your existing insurance coverage.

The following are excerpts of the athletic eligibility rules required by the Florida High School Athletic Association and the School Board of Pinellas County. If further clarification of these rules is required, contact the Assistant Principal at your school. This form is no longer available in three (3) part carbonless sheets; therefore it must be duplicated when completed. The school must keep the original and the parent and coach must have a copy.

#### PINELLAS COUNTY SCHOOL BOARD POLICY IN BRIEF

Students must attend the school they are assigned.

Students whose residences are outside the zone may enroll in a school through the open enrollment process.

Students who change school assignment between the end of one school year and the beginning of the next school year, are eligible to participate at the newly assigned school provided they are enrolled and attending at the newly assigned school as of the first day of the school year.

Home educated students must be assigned to a school through the Student Reservation System at any school.

Students administratively transferred to another regular school for disciplinary reasons shall be ineligible for athletic participation for a period of the remaining of the school year.

Students returning to any regular school from a successful reassignment/expulsion shall be eligible upon return to any regular school.

Students ejected from an athletic contest for unsportsmanlike conduct are subject to a fine to be paid to his/her school. The fine is \$50 or \$250 for gross unsportsmanlike conduct.

#### ELIGIBILITY REQUIREMENTS

##### Academic Eligibility

Cumulative GPA's will be used to determine initial eligibility. 7<sup>th</sup> graders will use cumulative work done in 6<sup>th</sup> grade; 8<sup>th</sup> graders will use cumulative work done in 6<sup>th</sup> and 7<sup>th</sup> grade. An incoming 6<sup>th</sup> grader must have been regularly promoted to be eligible during the first semester. Thereafter, students' 9 weeks grades will determine if a student maintains, regains or loses their eligibility. Their grades must stay above a 2.0, along with the cumulative GPA staying above a 2.0. **PLEASE CONTACT YOUR SCHOOLS' ATHLETIC CONTACT IF YOU HAVE QUESTIONS.**

Seven calendar days after the end of the grading period is when a student becomes eligible or ineligible.

A student may participate one (1) year as a 6<sup>th</sup> grader, one (1) year as a 7<sup>th</sup> grader, and one (1) year as an 8<sup>th</sup> grader.

A student will be eligible until he/she reaches the age of 15 years, 9 months.

Students have four (4) consecutive years of high school eligibility from the date they first enter the 9<sup>th</sup> grade.

Physicals are good for 365 days from the date they are given. Once the date has passed the student becomes ineligible.

PINELLAS COUNTY SCHOOLS  
VOLUNTEER REGISTRATION FORM

Please **PRINT** legibly and complete the entire form, front and back.

Please **ATTACH A COPY OF YOUR LEGAL/GOVERNMENT ISSUED PHOTO ID** will be kept on file.

<b>LEGAL NAME</b> as it appears on your photo ID	FIRST NAME	MIDDLE NAME	LAST NAME	MAIDEN NAME																												
<b>DATE OF BIRTH</b>		<b>GENDER</b>	<b>SOCIAL SECURITY NUMBER</b>																													
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RACE - CHECK ALL THAT APPLY		
<input type="checkbox"/> White	<input type="checkbox"/> Black or African American	<input type="checkbox"/> American Indian or Alaska Native
<input type="checkbox"/> Asian	<input type="checkbox"/> Hispanic/Latino	<input type="checkbox"/> Native Hawaiian or Other Pacific Islander

LEGAL PHOTO ID REQUIRED		
Driver's License (State) _____	DL/ID Number _____	
Identification Card (State) _____	DL/ID Expiration _____	
<input type="checkbox"/> Military ID	<input type="checkbox"/> Passport (Do not print <b>Military ID/Passport</b> )	<input type="checkbox"/> Foreign ID (Country) & # _____

Home Address: \_\_\_\_\_  
STREET      APT#      CITY      STATE      ZIP

Previous Address (if less than 5 years) \_\_\_\_\_  
STREET      APT#      CITY      STATE      ZIP

Home phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ **parent account ID:** \_\_\_\_\_

Employment or Organization represented: \_\_\_\_\_

Are you a current or former employee in Pinellas County Schools?  No  Yes Occupation: \_\_\_\_\_

School at which you want to volunteer: \_\_\_\_\_

Are you currently a student in a Pinellas County School?  No  Yes Where? \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Days & Times Available to Volunteer: \_\_\_\_\_

Do you have a child/children attending this School? <input type="checkbox"/> No <input type="checkbox"/> Yes					
CHILD'S FULL NAME	TEACHER	GRADE	CHILD'S FULL NAME	TEACHER	GRADE
CHILD'S FULL NAME	TEACHER	GRADE	CHILD'S FULL NAME	TEACHER	GRADE

Check which school level(s) and volunteer position(s) you're interested in:		
<input type="checkbox"/> Elementary	<input type="checkbox"/> Middle	<input type="checkbox"/> High
<input type="checkbox"/> Mentor	<input type="checkbox"/> Tutor What subj: _____	<input type="checkbox"/> Coach/Assistant Coach What sport: _____
<input type="checkbox"/> Take Stock In Children	<input type="checkbox"/> Classroom	<input type="checkbox"/> Speaker
<input type="checkbox"/> 5000 Role Models	<input type="checkbox"/> Clerical/Office	<input type="checkbox"/> Media Center
<input type="checkbox"/> Girlfriends	<input type="checkbox"/> PTA/SAC	<input type="checkbox"/> Field Trip/Overnight Field Trip - <input type="checkbox"/> Driver <input type="checkbox"/> Chaperone
<input type="checkbox"/> Peer to Peer	<input type="checkbox"/> Boosters List Club: _____	<input type="checkbox"/> Other _____

**Complete Back of Form**

Pursuant to School Board Policy 9180, volunteers who have unsupervised contact with students must be Level II screened.  
 All non-school board employees who are scheduled to attend overnight fieldtrips as chaperones/drivers must be Level II screened.

**YOU MUST COMPLETE AND SIGN THIS REGISTRATION FORM BEFORE WE CAN PROCESS IT.**

**Have you ever** had any altercation with any Law Enforcement Agency, pled nolo contendere or no contest to a charge, had an adjudication withheld, entered a **Pre-Trial Intervention** or **Diversion** program, had any offenses dropped or dismissed, been arrested or served time in jail, been convicted of a felony or misdemeanor, received a criminal traffic citation (including a DUI, driving with a suspended license and careless or reckless driving), or any criminal charge against you in the past (no matter how long ago) or have any charges now pending other than minor traffic violations. Also include any sealed or expunged convictions and any convictions or confirmations of child abuse or neglect.

\_\_\_ No \_\_\_ Yes

If **NO**, and after a background check, we find offenses, you will not be eligible to volunteer.

If **YES**, please list: all offense(s) and the disposition of the case(s) [example: ruled guilty, paid fine, pled no contest, accepted adjudication, PTI/PTD, etc.], date(s) of offense(s), and the location (state and county) where offense(s) occurred.

List ALL Offenses	Disposition	Date of Offense(s)	Location (State & County)

Pinellas County Schools reserves the right to refuse volunteer assignments to any individual whether or not he or she has been convicted of any offense. In completing this public document, please understand Pinellas County School's sincere concern for the safety of its students, staff and visitors.

**By signing below**, I agree to the rules and regulations of the volunteer program and that any product produced while a volunteer shall be the property of the School Board (a work for hire). I understand that all involvement with students shall be under staff supervision and is restricted to the school day, on the school grounds, or a school-sponsored activity. I also understand volunteers are not employees or personnel of the school board. My signature below certifies that I have reviewed the criminal offense statement and responded truthfully. **FALSIFICATION OR OMISSION OF THIS OFFICIAL PUBLIC DOCUMENT IS A CRIMINAL OFFENSE, CAN BE PROSECUTED, AND WILL CONSTITUTE GROUNDS FOR VOLUNTEER DISQUALIFICATION.**

I agree to maintain the **CONFIDENTIALITY** of student's information.

**X** \_\_\_\_\_

VOLUNTEER SIGNATURE DATE

The Pinellas County School Board is a public agency and subject to the Florida Public Records Act. All records, with certain limited exceptions, are subject to public viewing.

**VOLUNTEER ELIGIBILITY Policy**

The District Office will review all offenses to determine the outcome of your volunteer status and reserve the right to determine your eligibility status.

- **MAY NOT VOLUNTEER IF CONVICTED OF** any felony sexual related crimes, (including lewd and lascivious crimes) and felony child abuse.
- **MAY NOT VOLUNTEER IF CONVICTION WAS WITHIN THE LAST TEN (10) YEARS** for other felony crimes and any misdemeanor crimes of a sexual nature, (including indecent exposure) and misdemeanor crimes related to children.
- **MAY NOT VOLUNTEER IF CONVICTION WAS WITHIN THE LAST FIVE (5) YEARS** for felony theft/economic crimes, misdemeanor crimes of violence (including violation of injunction of protection against domestic violence), misdemeanor drug crimes, and misdemeanor crimes involving weapons.
- **LIMITED VOLUNTEER:** May volunteer, but **MAY NOT HANDLE MONEY** if crimes involving worthless checks/petty/retail theft committed within the last five (5) years. May volunteer, but **MAY NOT DRIVE** students for DUI conviction within the past five (5) years. **MAY NOT DRIVE** students for two DUI convictions within the last ten (10) years. **MAY NEVER DRIVE** students if volunteer has three or more DUI convictions.
- **CASE BY CASE REVIEW:** Other misdemeanors – Multiple convictions – Pending charges – Other Restrictions

**APPEAL PROCESS FOR INELIGIBLE VOLUNTEERS – POLICY 9180**

Applicants appealing their ineligible status must provide an appeal letter that includes the circumstances surrounding any/or all criminal offense(s) for which the exemption is sought. The appeal letter and all supporting materials, e.g. police report, and letters of recommendations, are to be sent to the Office of Strategic Partnerships District Volunteer Coordinator. For all questions please call 727-588-5050.

**NOTE OF THE COLLECTION AND USE OF SOCIAL SECURITY NUMBER** PREPARED PURSUANT TO SECTION 119.07(15)(a), F.S. (2007)

Notice is hereby given that Pinellas County Schools collects social security numbers from individuals for the following purposes, which are either specifically, authorized by law or are imperative for the performance of the district's duties and responsibilities as prescribed by law: Employment eligibility, Criminal Background Screening, Certification/Contributions Tracking of students as required by State Board Rule, Tracking and reporting of Corporate Tax Credit Scholarship students as required by State Board rule, Student identification numbers State directory of new hires, Annual report of wages and individuals, Record of remuneration paid to employees and Unemployment benefits.

*The School Board of Pinellas County, Florida, prohibits any and all forms of discrimination and harassment based on race, color, sex, religion, national origin, marital status, age, sexual orientation or disability in any of its programs, services or activities.*



PINELLAS COUNTY SCHOOLS  
**FIELD TRIP/ACTIVITIES VEHICLE INFORMATION**

Date: \_\_\_\_\_ School: \_\_\_\_\_ Class: \_\_\_\_\_ Destination: \_\_\_\_\_  
(eg: PE, science, etc.,)

**Safety Guidelines**

- Passenger vehicles capable of seating 10 or more students are prohibited by Florida Statute 1006.22(1)(b)(1)
- **SUVs with a wheelbase of 110" or less are required by Federal Statute 49CFR 575.105 to display a rollover warning label and are prohibited from transporting students. Check the manufacturer or other reliable website for vehicle specifications.**
- Students in all seating positions are required to wear seatbelts or be in a proper child restraint system at all times.
- Children 3 and under must be restrained in a separate carrier or a vehicle manufacturer's integrated child seat.
- Children 4 & 5 must be restrained in a separate carrier, a booster seat or a vehicle manufacturer's integrated child seat. (See exceptions).
- Infant car seats should be in a rear-facing position in the back seat.
- All children under 12 should sit in the back seat.
- When children outgrow standard car seats, at around 40 lbs., they should be restrained in booster seats until they are big enough to fit in an adult seatbelt, at about 80 lbs. and 4'9" tall.

**Exceptions:** Children 4 & 5 may be restrained with a seatbelt: a) When the child is being transported gratuitously by an operator who is not a member of the child's immediate family; b) In a medical emergency situation involving the child; or c) When the child has a medical condition that necessitates an exception as evidenced by appropriate documentation from a health care professional.

**Chaperones/Drivers are not permitted to make unauthorized stops, consume alcohol or smoke while on a field trip.**

**Vehicle Driver Information**

**Parent/Guardian**       **Teacher or Staff Member**       **Volunteer**       **Other** \_\_\_\_\_

- I agree to abide by all School Board policies and field trip safety guidelines. I understand and agree that I must be level 2 screened and display during the field trip, a current PCSB Employee or Volunteer badge, or a Florida Public Schools Contractor badge.

Printed Name of Driver \_\_\_\_\_ Address: Street \_\_\_\_\_ Apt./Unit \_\_\_\_\_

Cell Phone Number (required) \_\_\_\_\_

Driver Signature \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

Driver's License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

**Vehicle Information**

Vehicle Make \_\_\_\_\_ Vehicle Model \_\_\_\_\_ Vehicle Year \_\_\_\_\_

Vehicle Registration Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

**Current vehicle registration must be in the vehicle during the field trip.**

**Vehicle Insurance Information**

Any private vehicle used to transport students for school-related field trips or activities must carry at least the minimum auto liability insurance and safety measures as required by Florida Statutes 324.021, 627.733, 1006.22:

Minimum Required Auto Liability Insurance:

Property Damage Liability (PDL) – \$10,000

Personal Injury Protection (PIP) – \$10,000

Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

**Current vehicle insurance card must be in the vehicle during the field trip.**

**Vehicle Owner Information**

- I certify that I am the registered owner of the vehicle described on this form, and I authorize the driver whose name appears on this form to use this vehicle to transport him/her and students to the above listed destination.
- I certify that my vehicle is current in its maintenance according to manufacturer guidelines, that the vehicle is in safe working order and that all safety related features of the vehicle are operable.
- I certify that the information provided is correct and I agree to keep the insurance policy in effect while the vehicle is being used to transport students.

Vehicle Owner Printed Name \_\_\_\_\_

Vehicle Owner Signature \_\_\_\_\_

Date Signed by Owner \_\_\_\_\_

Vehicle/Driver/Insurance information acquired by \_\_\_\_\_  
School Representative \_\_\_\_\_ Date \_\_\_\_\_

**Attach Copy of Driver's License and Insurance Card**