



September 1, 2013

# DISTRICT OF COLUMBIA STATE ATHLETIC ASSOCIATION

Policies, Rules, and Regulations Governing Athletics

A Handbook for Members



Office of the State Superintendent of Education  
Statewide Athletic Office  
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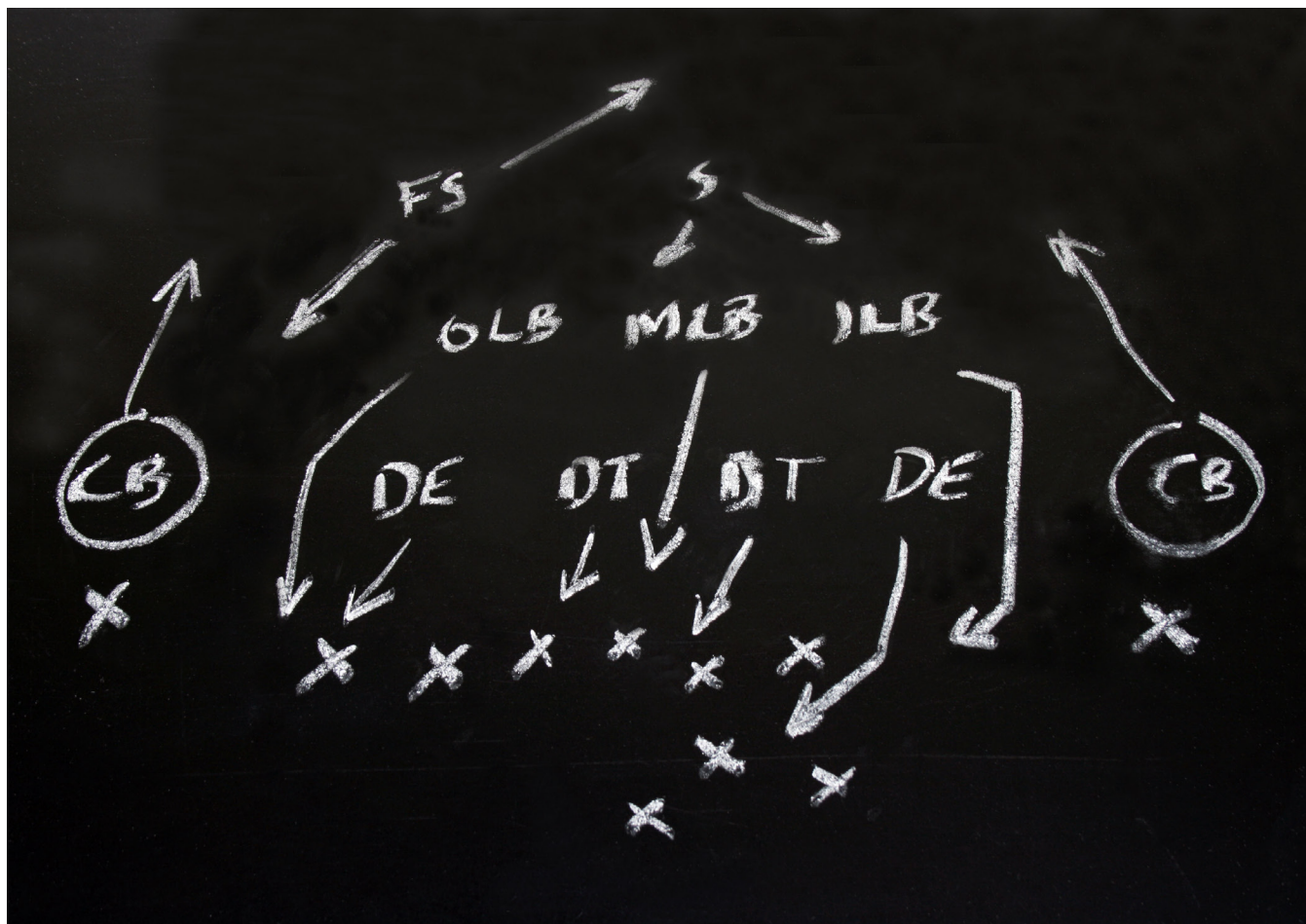
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## DCSAA MISSION

The mission of the District of Columbia State Athletics Association (DCSAA) is to serve member schools and the maximum number of their student-athletes by providing leadership and support for interscholastic athletic programming that will enrich the education experiences of all participants.

The DCSAA will preserve and promote the educational significance of interscholastic athletics by:

- Providing for fair competition between member schools;
- Promoting sportsmanship and ethical behavior;
- Establishing and enforcing standards of conduct for student-athletes, coaches, administrators, officials and spectators;
- Protecting the physical well-being of student-athletes and promoting healthy adolescent lifestyles; and
- Promoting participation of female and disabled students on member teams.

## DCSAA PHILOSOPHY

In 2012, OSSE established the DCSAA, an association of District of Columbia public schools, public charter schools, and independent schools (private and parochial schools). DC Public Schools and DC Public Charter Schools, by virtue of being governed by District Code of Municipal Regulations (DCMR); Title 5; Chapter 27 are automatically covered under the governing umbrella of the DCSAA. Membership is also open to any Independent school located within

the District of Columbia. In order to compete for any DCSAA Championship, each Independent school must agree to abide by the rules and regulations of the DCSAA as provided in this handbook.

DCSAA participants share knowledge and best practices to enhance student-athlete achievement through athletic programming and to provide life quality learning experiences. DCSAA participants also adhere to a set of uniform standards and rules to ensure student-athletes have opportunities for state-level competition. The Statewide Athletic Director oversees the affairs of the DCSAA as its Executive Director.

All participants of the DCSAA agree to be bound by the guiding principles found in the following documents:

- DCSAA Constitution;
- DCSAA Bylaws;
- Policies and Guidelines expressed in this DCSAA Handbook.

These governing documents create uniform standards that promote student-athlete safety and allow for statewide athletic contests. They also encourage a collaborative environment in which schools have maximum flexibility to develop innovative athletic programs to support educational achievement.

The DCSAA believes that quality interscholastic programming assists with preparing student-athletes for success in college, career, and life. This philosophy is based on three evidence-based values, which the DCSAA adopts as its guiding principles. These guiding principles are the basis for all athletic programming in DCSAA member schools:



### *1. The DCSAA values athletic programming as a tool to increase student-athlete achievement.*

Student-athletes show greater levels of academic achievement in terms of grades, homework completion and educational aspirations. Research indicates that student-athletes who participate in organized sports have lower dropout rates. DCSAA promotes educational enrichment as the foundation and goal of each student-athlete's experience in sports.

### *2. The DCSAA values athletic programming as a tool to increase parent and community engagement in athletic success.*

Parents and the community benefit from athletic programming for student-athletes. Research shows that parents benefit in multiple ways when their children are involved in athletic programming by:

- Reinforcing team-building skills and making friends with other parents while they are on the sidelines or in the stands;
- Demonstrating increased coordination and communication with significant others for carpooling assistance;
- Maintaining friendships with other parents long after their children have finished playing sports; and
- Experiencing a sense of pride in watching their children play sports and enjoying enhanced child-parent relationships.

DCSAA's focus extends beyond the student-athlete to promote a holistic, positive experience for the entire family. For DCSAA, youth sports are a family affair.

### *3. The DCSAA values athletic programming as a tool to teach student-athletes skills that foster self-discipline, maturation, development of social skills, and self-worth.*

The benefits of participating in youth sports can include positive impacts on the skills that help student-athletes achieve life success. Research shows that the positive impacts include:

- Overall growth and maturation
- Wellness and physical fitness
- Self-confidence and self-worth
- Social competency skills
- Time Management
- Problem Solving Skills
- Ability to manage success and disappointment

- Team work
- Moral character
- Athletic programming is an integral part of educating the District's young people. Through sports, student-athletes learn many life skills, including:
  - Accepting success graciously
  - Accountability
  - Citizenship and sportsmanship
  - Confidence
  - Handling disappointment
  - Leadership skills
  - Organizational skills
  - Participating within rules
  - Performing under pressure
  - Persistence
  - Physical well-being and chemical health
  - Respect
  - Responsibility
  - Sacrificing for the common good
  - Self-discipline
  - Social skills
  - Striving toward excellence
  - Taking instruction
  - Teamwork and work ethic
  - Moral character
- Student-athlete grade point averages improve when they participate in athletics.





- Student-athletes have higher attendance and graduation rates than non-athletes.
- Athletic programming is cost effective, typically 1 to 3 percent of a school's budget.
- Athletic programming often represents the best drop-out prevention, crisis intervention, teen pregnancy prevention, and drug prevention programs that a community can offer.
- Student-athletes participate in athletic programming because they want to play sports! This motivation should be utilized to teach "life lessons."
- Athletic programming is the other half of education and an extension of the classroom. Athletic programs have no justification within a school if the young people participating are not learning how to "win in life." Contests won or lost are not nearly as important as the life lessons that the student-athletes learn.

### III. DCSAA MEMBERSHIP

#### A. Benefits

DCSAA participants benefit by sharing knowledge and best practices to enhance student-athlete achievement through athletic programming. Student-athletes of member schools can compete against other schools for statewide championship titles. Additionally, member schools receive:

- Leadership and continuing education training for athletic personnel;

- Resources and information to help develop and strengthen athletic programs;
- Certification of athletic contest officials;
- Sanctioning of athletic contest and events;
- Rule books for each DCSAA sport.
- Increased exposure for their athletes to college scouts; and
- Access to a collaborative and innovative school community through which best practices in athletic programming are refined.

Any public or private high school in the District of Columbia approved by the State Athletics Office (SAO) and fulfilling the conditions of a participant receives all the rights, privileges, and benefits of the DCSAA.

#### B. Membership List

Please see the DCSAA Website ([www.dcsaasports.org](http://www.dcsaasports.org)) for Current Membership Information.

#### C. Becoming A Member

To become a member of the DCSAA, please contact: Clark Ray, Statewide Director of Athletics, at [Clark.Ray@dc.gov](mailto:Clark.Ray@dc.gov).

#### D. Athletic Activities

DCSAA will approve and sponsor athletic activities in ten (10) sports:

- (1) Football (Boys)
- (2) Soccer (Boys & Girls)
- (3) Cross Country (Boys & Girls)
- (4) Basketball (Boys & Girls)
- (5) Indoor Track (Boys & Girls)
- (6) Cheerleading (Coed)
- (7) Baseball (Boys & Girls)
- (8) Softball (Girls)
- (9) Outdoor Track (Boys & Girls)
- (10) Volleyball

## IV. GOVERNANCE

This section provides information on the operational rules governing DCSAA. Definitions and explanations of the governing body are explained in this section.

### A. Legend

#### AAP

Athletic Appeals Panel, a panel composed of three people appointed by the State Superintendent of Education on a case-by-case basis.

#### ABIA

Advisory Board on Interscholastic Athletics, serving the State Superintendent of Education and the Statewide Director of Athletics

#### DCSAA

District of Columbia State Athletic Association

#### LEA

Local Education Agency

#### NFHS

National Federation of State High School Athletic Associations

#### OSSE

Office of the State Superintendent of Education

#### SAO

State Athletics Office

### B. The SAO

The SAO is located in the Office of the State Superintendent of Education and is charged with providing direction, coordination, and regulatory guidance for athletic programs at the District's LEA's. The SAO seeks to promote the best possible academic, health and physical education experiences for each student-athlete. It is housed within OSSE's Division of Wellness and Nutrition, under the leadership of Deputy Superintendent

The specific responsibilities of the SAO include:

- (a) Recommending, supervising, administering, and implementing all local rules and regulations governing interscholastic athletics, including the Constitution and Bylaws of the DCSAA;
- (b) Providing leadership in conducting athletic

programs involving Member Schools and LEA's located in the District of Columbia;

(c) Recommending the development of new and innovative programs that increase participation by student-athletes and parents/guardians;

(d) Promoting clinics and assisting in the distribution of instructional materials, including videos, national rules and regulations, and other such aids;

(e) Registering and certifying athletic contest officials;

(f) Registering, endorsing, approving and promoting continuing education for athletic coaches, officials, athletic directors and student-athletes;

(g) Establishing annual membership fees and dues;

(h) Determining the existence of and penalizing violations as appropriate;

(i) Conducting investigations and hearings as appropriate; and

(j) Performing other functions as stated in the District of Columbia Municipal Regulations Title 5, Chapter 27.

(k) OSSE appoints the Statewide Athletic Director as the Executive Director of the DCSAA. The Executive Director is the chief executive officer of the DCSAA and has responsibility for the day-to-





day operations, in accordance with the established policies of the DCSAA. The Executive Director is the chair of the Advisory Board on Interscholastic Athletics (ABIA) and is a non-voting member of the ABIA and an ex-officio member of each committee.

### C. The ABIA

In 2012, OSSE established the ABIA. The ABIA will provide guidance to the State Superintendent of Education and the Statewide Director of Athletics to support the development of interscholastic athletics. Official decisions of the ABIA will be made by quorum of at least five (5) members. Additionally, the ABIA will:

1. Recommend DCSAA annual membership dues and fees;
2. Establish standing committees on issues related to athletic programming;
3. Interpret the ABIA; and
4. Volunteer without compensation or gifts.

### ABIA Membership

The ABIA has one (1) non-voting member and up to nine (9) voting members who represent a wide variety of stakeholders, including the public at large. Members of the Board are appointed by the State Superintendent of Education, based on geographic representation, general knowledge of athletics, and interest in high school athletics.

Membership will include the following representation:

- Statewide Director of Athletics/Chair (non-voting)
- DCPS Director of Athletics
- Public Charter School Representative
- Non-league School Representative
- Licensed and Certified Athletic Trainer
- Member of the DC Coaches Association
- Member of Officials' Bureau
- Three Public Members

Current members of the ABIA:

REPRESENTATION	NAME
Statewide Director of Athletics	Clark Ray
DCPS Director of Athletics	Stephanie Evans
Public Charter School Representative	Mustafa Nusraty
Non-League School	Joe Reyda
Licensed Athletic Trainer	Patricia Billingslea
Member of the DC Coaches Association	Neal Downing
Member of the Officials Bureau	Al Forman
Public Member	Marie Rudolph
Public Member	Rosalyn Overstreet-Gonzales
Public Member	Gerard Hall

### Committees

There are five ABIA Committees:

1. **Finance** To review and make recommendations on the fiscal impact of athletic programs to LEAs and OSSE.
2. **Constitution and Bylaws** – To review and make recommendations on proposed changes to the Constitution and Bylaws and to ensure that the governing documents are continually reviewed and updated to ensure operational excellence.
3. **Rules** – Each rules committee shall oversee rules for the sport under its jurisdiction, and shall recommend rules changes to continue
  - (a) to maintain the sound traditions of its sport,
  - (b) to encourage sportsmanship, and
  - (c) to minimize the inherent risk of injury.
4. **Tournaments** – To plan, review, make recommendations, and respond to inquiries on the organization of tournaments, the recognition of sports at the state-level, and matters of gender equity and equal access.
5. **Officials** – To plan, review, make recommendations, and respond to inquiries on the recruitment, certification, and assignment of officials at DCSAA athletic contests.



## Becoming A Committee Member

The ABIA committees welcome members from the public. To inquire about how to be considered for appointment to a DCSAA Committee, please contact: Clark Ray, Statewide Director of Athletics, at [clark.ray@dc.gov](mailto:clark.ray@dc.gov).

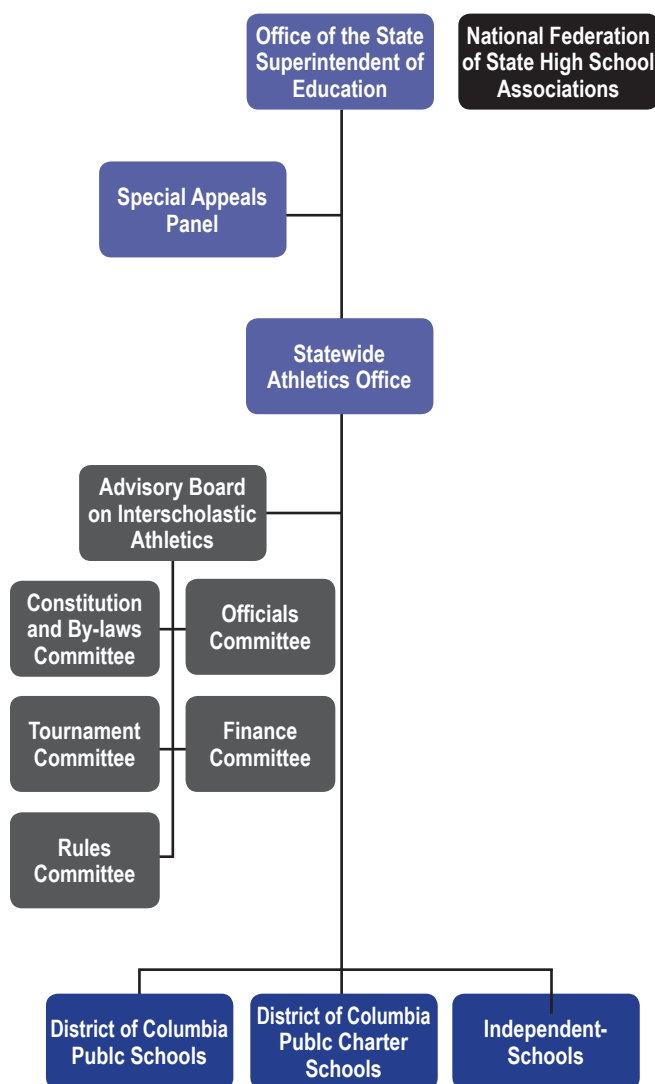
## Addressing the ABIA

The ABIA and ABIA committees will provide time at the start of each meeting for statements from the audience. Individuals must notify the ABIA, through the SAO, one week in advance of their wish to speak.

## D. The National Federation of State High School Associations (NFHS)

The NFHS consists of the state high school associations of all 50 states and the District of Columbia. The objectives of the Federation are to:

1. Serve, protect, and enhance the interstate activity interests of the high schools belonging to state associations;
2. Sponsor meetings, publications, and activities which will permit each state association to profit by the experience of all other member associations;
3. Formulate, copyright, and publish rules of play or event conduct pertaining to interscholastic activities;
4. Preserve interscholastic athletic records, and the tradition and heritage of interscholastic sports;
5. Provide programs, services, material, and assistance to state associations, high schools, and individual professionals involved in the conduct and administration of interscholastic activities;
6. Study in general all phases of interscholastic activities and serve as a national resource for information pertaining thereto;
7. Identify needs and problems related to interscholastic activities and where practical provide solutions; and
8. Promote the educational values of interscholastic activities to the public.



## V. POLICY STATEMENTS

In this Section, the reader can find definitions and/ or policy statements on key issues.

### A. Every Participant Must Be a School Team Member

Each participant in a DCSAA-sponsored interscholastic athletic event must be a member of his or her recognized high school team in that sport.

### B. School Team

A school team must be sponsored by and under the control of the school and registered with the DCSAA through the annual renewal process. A school team must have: a coach appointed by the principal; a regular practice schedule through the season defined for that sport; a meaningful schedule of contests through the season defined for that sport; and school uniforms. Teams that are not registered with the Association are not eligible for tournament participation. All school teams must be registered with the Association during the annual summer renewal process.

DCSAA member schools are not permitted to practice with or play interscholastic athletic teams representing high schools that are not members and/ or state approved non-members of the DCSAA or a NFHS State Athletic Association.

### C. Adult Representation

The school principals and athletic directors are responsible to the DCSAA for school teams and other school organizations. All teams and individual participants must have adult representation present and responsible for them at all times.

Such adult representation must be an employee or a designated representative of the school district. If the representative is not the coach of record, then the designee must provide written introduction on school letterhead, signed by the principal, or the student-athlete(s) will not be permitted to participate. Schools must have game coverage (other than the coach) at all varsity contests.

### D. Medical Coverage

Each member school should employ a certified and licensed athletic trainer. Any licensed physician, trainer, or coach should receive sport medicine training. Schools must have medical coverage at all athletic contests.

### E. Parental Permission

School principals should secure written consent from each student-athlete's parent or custodial primary caregiver before the student-athlete can participate in interscholastic sports. Eligibility rules and an assumption of risk statement should be part of this form. Some sports may require individual waivers.

### F. Missing or Diseased Paired Organ

To participate in interscholastic athletics, a student-athlete with a missing or diseased paired organ must provide his/her principal with both a parental permission form and a medical specialist's written permission form to participate. Such a student-athlete must wear, during all practices and competitions, the protective equipment recommended by the specialist.

### G. Return to Athletic Participation

Subsequent to any serious injury and prior to further participation in that sport, a student-athlete should receive a medical release from a licensed physician.

### H. Athletes' Assembly

Prior to each season, every school should hold a Student-Athletes' Assembly planned by the principal, athletic director, head coaches, and medical personnel to discuss policies, liability, sportsmanship, safety, and wellness. One parent or guardian should attend with each student-athlete.

### I. Academic Awards

The DCSAA provides Certificates of Achievement to all student-athletes and to the school for each team that achieves a minimum combined GPA of 3.00 (gold) or 2.50 (silver). The Principal or Athletic Director should determine and request the certificates from the SAO.

### J. Sportsmanship Awards

The DCSAA provides Certificates of Achievement to individuals, teams and schools that demonstrate notable qualities of exemplary citizenship or leadership. The Principal or Athletic Director should determine eligibility and submit the awards request to the SAO.

### K. School Attendance Policies

Attendance at school is critical to an athlete's success in the classroom. Student-athletes are required to attend all of their classes and avoid truancy.

Additionally, student-athletes are required to attend school for the entire school day to participate in an athletic contest during the same day or evening.

An athlete must maintain regular school attendance, having been present at least two-thirds (2/3) of the school days preceeding the sport season of participation. During the season of participation, an athlete shall not have more than three (3) unexcused absences. Completion of a summer school program shall not be counted as a semester of attendance for the purposes of establishing eligibility. Failure to adhere to these rules will result in a loss of eligibility.

## L. Equipment

Schools should ascertain that all athletic equipment is in first-class condition and that no defective equipment is used. All equipment should meet the protective standards established by the National Operating Committee on Standards for Athletic Equipment (NOCSAE) for certification or re-certification (<http://www.nocsae.org/>).

The DCSAA recommends that all member schools have written policies, made available to the public, on the following:

1. Equipment Cleaning;
2. Equipment Repair;
3. Equipment Safety Review; and
4. Equipment Condemnation.

For the purposes of this handbook, equipment means regulation equipment used by athletes while participating in interscholastic athletic practice sessions and contests. Examples of equipment include: football helmets, soccer shin guards, baseball catcher's helmets with faceguard, football players' gloves, and the like.

## M. Private Promoters and Sponsors

In any activity involving one or more DCSAA member and/or approved non-school should not endorse any private promotion and/or sponsorship, which might result in the exploitation of student-athletes or direct financial gain to the promoter or sponsor.

## N. Transportation

Schools should transport teams by such common carriers as bus lines, vans, or taxi cabs. They should discourage the use of private cars when possible.

## O. Medical Emergency Evacuation/ Thunder & Lightning

Each school should develop and disseminate a procedure for treating and transporting an injured athlete.

Schools should adhere to the following guidelines if thunder and lightning occurs during outdoor athletic contests:





1. Thunder or lightning necessitates that all outdoor practices and competitions be suspended.
2. Each Member School shall have a plan for shelter prior to the start of any contest.
3. When thunder is heard or when lightning is seen, the following procedures must be executed:
  - a. Suspend play and direct participants to the previously identified shelter, a building normally occupied by the public or if a building is unavailable, participants should go inside a vehicle with a solid metal top (e.g. bus, van, car).
  - b. Do not permit people to stand under or near a tree; and have all stay away from poles, antennas, towers and underground watering systems.
  - c. After thunder and/or lightning has left the area, wait 30 minutes after the last boom is heard or strike is seen before resuming play or competition.

## P. Canceled Season Policy

A school that cancels a sport before an official contest is conducted will not forfeit any wins to its anticipated opponents. Opponents in this case may request DCSAA extensions for finalizing that sport's scheduling.

A school that cancels a sport after completing at least one official contest must forfeit wins to its remaining scheduled opponents. Schools do not have the option of rescheduling other opponents in this case.

## Q. Complimentary Tournament Passes

The DCSAA will issue complimentary tournament passes to each DCSAA member school in numbers approved by the SAO.

## R. Statewide Coaches' Organizations

To be eligible to serve on ABIA committees and to act on rule changes, each state coach's organization must submit a list of their officers to the SAO by June 1st of each year.

## S. Definition of a Jamboree

A jamboree is a sport competition involving any number of schools in which student-athletes participate as a unit representing their own school. Game-day

uniforms may be worn. Only one jamboree may be conducted per season. Competition may be no more than one-half of the length of a regular season contest, and the jamboree must be conducted within three weeks of the first day of practice and not before the 12th calendar day (or 9th day for sports requiring only 11 days of practice) after and including the starting date for practice. PLAY-DAYS must conform to all criteria of either a scrimmage or jamboree.

## T. Definition of Scrimmage

A team is not allowed to have an interscholastic scrimmage that will not count against the game limitation rules unless the scrimmage meets the following definition:

A scrimmage is competition among any number of schools where no admission is charged; no game-day uniform is worn; score is kept only by segments; and the event is intended to be a practice, with instruction occurring during competition. PLAY-DAYS must conform to all criteria of either a scrimmage or jamboree.

If any of these restrictions are violated, the meeting must be counted as a game and will count toward the total number of interscholastic contests for that sport.

An "exhibition game" must be counted in the season limitation for the sport, except for an alumni or faculty-student game.

## U. Definition of Practice

A practice is a reporting of a group of potential athletes who are under the direct or indirect supervision of a member of a school coaching staff, and who are receiving instruction in game skills or techniques.

## V. Captain's Practice

The term "Captain's Practice" usually means the team's captain(s) is/are organizing and conducting, without adult supervision, out-of-season practice for that sport.

The DCSAA does not in any way sanction, encourage, or condone "Captain's Practice" in any sport. "Captain's Practice", depending on the member school's involvement, may be a clear violation of the rule defining season limitations.

There is also a serious practical consideration. If it can be demonstrated that a school is allowing "Captain's Practice", the liability responsibility for an injured athlete may be quite serious.



## W. Victory Celebrations

Student-athletes should be apprised of the potential for injury associated with activities such as “piling on.”

## X. Club Teams

Confusion and problems are always associated with club teams. The term “club team” would be best not used due to the confusion it can create. All teams which represent the school or compete with other school teams must comply with all Association rules.

## Y. Conflict of Interest Statement

The SAO requires that each person serving as a committee member, agent, or employee of OSSE staffing the ABIA or the DCSAA perform his or her duties without influence, or the appearance of influence, by any other business or financial interest.

Potential conflicts of interest include, but are not limited to, a person's financial or personal interest being affected by a decision of a committee on which the person serves. The SAO is not critical of such interests. It merely requests that persons disqualify themselves from service to the ABIA, ABIA committee, or the DCSAA on matters relating to such interests.

If a member of the ABIA, ABIA Committee, or the DCSAA should have or develop a conflict of interest, such person shall immediately identify the conflict and remove him or herself from any discussion or decisions involving the matter in conflict.

## Z. Gender Equity and Leadership

The values of female role models and gender equity in participation for females are important to high school athletic programs and required under federal law. This role modeling will demonstrate to girls that they can become leaders who will have an impact upon the lives of others. Adult women should inspire female student-athletes in a manner that will ensure broadened participation of women in future programs. Female student-athletes should have participation opportunities that male student-athletes enjoy.

The SAO is committed to encouraging and recruiting women with leadership interests or abilities. The names of such women should be forwarded to the SAO as potential committee members for service on ABIA committees. All member LEAs and Schools should have policies for increasing female participation in sports.

## AA. Equal Access and Opportunity

The DCSAA is committed to promoting equal access and opportunity and to providing reasonable accommodations for all student-athletes who desire to participate in interscholastic athletics.

### Regulations

A student-athlete shall not be excluded from participation in, be denied the benefits of, be treated differently from other student-athletes, or otherwise be unlawfully discriminated against in interscholastic athletics, based on, but not limited to, race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity, familial status, family responsibilities, genetic information, matriculation, political affiliation, disability, source of income, and place of residence or business.

A Member School may, however:

- Operate separate sports teams for members of each sex if selection for the teams is based upon competitive skill or the activity involved is a contact sport.
- Operate a sports team for members of only one (1) sex; provided that, members of the excluded sex shall be allowed to try out for the team if the sport is not offered for both sexes. Selection for the team shall take into consideration appropriate skill level, safety, and other standards for participation on such team.
- Member LEAs and Schools should have a policy not to exclude pregnant female students unless medically required. Pregnancy should be treated as a medical condition for eligibility semester

### Participation for student-athletes with disabilities

Before a school can deny the request of a student-athlete with a disability to participate on a school team, the DCSAA member school must conduct an individualized assessment in consultation with the SAO.

## BB. Resolutions Regarding Litigation

The administration and management of interscholastic athletics should not be a function of the courts. Legal costs associated with litigation against OSSE impact every high school that is a member of DCSAA. Therefore, the OSSE will seek legal fees and associated costs from any member school and/or LEA that has unsuccessfully brought litigation against

it. OSSE is also empowered to seek reimbursement of legal fees and associated costs from any institution seeking membership that has unsuccessfully brought litigation against it.

### ***Court Orders and Resultant Forfeitures***

In the interest of fairness to all student-athletes, any contest in which an ineligible student-athlete or coach participates under court order will be forfeited if the order is dissolved or the plaintiff ultimately fails to prevail.

### ***Court Orders and Tournament Seeding***

Student-athlete or teams that have gained court injunctions forcing their entry into DCSAA tournaments will be seeded last.

## **CC. Precautions against the Transmission of Blood-Borne Pathogens**

School personnel and student-athletes must comply with the following procedures to avoid the transmission of blood borne pathogens:

1. Before competing, cover any open wound.
2. Whenever possible, athletes should treat and cover their own wounds.
3. When rendering first aid to others, wear protective gloves at any time blood, body fluid containing visible blood, open wounds, or mucous membranes are involved.
4. If an individual gets someone else's blood or other body fluid containing visible blood on his/her skin, the area should be washed with a solution known to inactivate blood-borne pathogens.
5. If blood or other body fluids containing visible blood are present during practice or competition, activity should be halted, and the injured athlete(s) given proper attention. Any contaminated surfaces should be cleaned.
6. Wash your hands with soap and water immediately after exposure to blood or other body fluid.
7. Do not use common towels to clean surfaces contaminated with blood or other body fluid containing blood.
8. Wash all soiled uniforms, towels, etc. in warm or hot, soapy, water.
9. In general, use good hygienic practices and wipe down shared equipment.

10. Member LEAs and Schools should have equipment inspection policy and maintain an equipment maintenance record.

## **VI. POLICIES AFFECTING STUDENT-ATHLETES AND COACHES**

### **A. Loyalty to the High School Team**

A member of the school team is a student-athlete who is consistently present for, and actively participates in, all high school team sessions (e.g. practices, tryouts, competitions). Members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity/event in any sport recognized by the SAO.

### **B. One School Sport Per-Season**

A student-athlete may represent only one (1) school in the same sport during a school year, unless an exception authorized by the SAO applies.

A student-athlete enrolled in a DCSAA member LEA or school may participate in one (1) division during a sports season.

### **C. Amateurism**

A student-athlete shall maintain their amateur standing while participating in interscholastic athletics. A student-athlete may not accept, directly or indirectly, a remuneration, gift, or donation based on his or her participation and/or athletic ability in a sport other than approved school awards.

### **D. Sportsmanship: Taunting and/or Bullying**

Taunting and/or Bullying includes any actions or comments by coaches, players, or spectators which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds or words are vulgar or racist. Included is conduct that berates, needles, intimidates, or threatens based on race, gender, sexual orientation, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal characteristics, or any other behavior that violates DC anti-bullying laws.



## Examples

Prohibited conduct includes but is not limited to: “trash talk”, defined as verbal or nonverbal communication of a personal nature directed by a competitor to an opponent by ridiculing his/her skills, efforts, sexual orientation, or lack of success, which is likely to provoke an altercation or physical response; and physical intimidation outside the spirit of the game, including “in the face” confrontation by one player to another, standing over/ straddling a tackled or fallen player, etc.

## Consequences

A review of the DCSAA taunting policy and a warning shall be given to both teams by game officials prior to each contest. In all sports, officials are to consider taunting a flagrant unsportsmanlike offense that disqualifies the offender from that contest/day of competition. Additional penalties may apply.

At all DCSAA contest sites and tournament venues, contest management may give spectators one warning for taunting. Thereafter, spectators who taunt players, coaches, game officials, or other spectators should be ejected.

## E. Coach/Media Relations

It is important that communication between coaches and the media must promote high standards of sportsmanship, integrity and ethics.

- Coaches must not publicly criticize any game official, or permit anyone under their supervision to criticize game officials.

- Coaches should cooperate with the media in the interpretation and clarification of rules and/or other aspects of the game, but not make critical comments about specific decisions of game officials.
- Coaches must make an effort, in their communication with the media, to stress positive displays of sportsmanship demonstrated by the student-athletes, coaches, fans, spectators, and the schools involved in the competition.

## F. Student-Athlete Eligibility: Baseline Eligibility Requirements

To be certified as eligible to participate in interscholastic athletics at a school, and to maintain such eligibility, a student-athlete shall be a resident of the District of Columbia, as defined by statute and the rules set forth in 5 DCMR A § 5001.1; unless the student-athlete is an eligible non-resident.

### Non-residents

A non-resident student of the District of Columbia is eligible to participate in interscholastic athletic programs under the following circumstances:

- The student-athlete's admission to a school in the District of Columbia complies with applicable District law and rules;
- Has either paid, or is current in payment of his or her nonresident tuition fee; and
- Enrollment for one calendar year in the receiving school. (Note the following exception applies: A



nonresident student who meets the nonresident student requirements, entering grade (9) nine for the first time may transfer one (1) time during that school year without loss of eligibility.)

Within ten (10) days after the beginning of a sport season, a member school and/or a LEA athletic Director may seek a waiver of this semester completion requirement, upon a request to the SAO by an affected student-athlete, if the student-athlete is able to show good cause or undue hardship for compliance with this requirement.

### **Enrollment**

A student-athlete shall be enrolled within the first twenty (20) calendar days of a semester in the school where he or she wishes to participate in interscholastic athletics, unless the student-athlete is a transfer student-athlete.

### **Student-Athlete Name**

A student-athlete shall participate only under the name by which he or she is registered in the Public School he or she attends.

## **G. Student-Athlete Eligibility: Certification Process**

The certification of the eligibility of student-athletes to participate in interscholastic athletics shall occur, pursuant to procedures to be established by the DCSAA.

1. Principals shall be responsible for determining and certifying the eligibility of student-athletes to participate in interscholastic athletics by submitting a list of eligible student-athletes to the LEA's Athletic Director fourteen (14) days before the first scheduled game, whether league or non-league;
2. A supplemental eligibility list may be submitted up to fourteen (14) days after the first game. However, student-athletes on the supplemental eligibility list may not participate without the prior written approval from the LEA's Athletic Director. The supplemental eligibility list may be submitted for league games only; and
3. Each LEA's athletic director shall be responsible for verifying the eligibility of each student-athlete within one (1) week after receipt of the eligibility list, including a supplemental eligibility list.

## **H. Student-Athlete Eligibility: Eligibility of Non-enrolled Student-Athletes Playing at Other Schools**

A student-athlete in grade nine (9), ten (10), eleven (11), or twelve (12) who attends a public school in which a desired sport is not offered may participate in the sport on a team at another school within the LEA, or as otherwise provided by regulation or policy of the LEA.

## **I. Student-Athlete Eligibility: Varsity and Junior Varsity Teams**

Varsity teams in high schools shall be limited to eligible student-athletes enrolled in that high school in grades nine (9), ten (10), eleven (11), and twelve (12). This rule shall not apply to student-athletes whose school of enrollment does not offer the student-athlete's desired sport.

Junior varsity teams in high schools shall be limited to eligible student-athletes enrolled in that high school in grades nine (9), ten (10), and eleven (11). This rule shall not apply to student-athletes whose school of enrollment does not offer the student-athlete's desired sport.

A student who has participated in varsity competition in a sport during a school year shall be ineligible to participate in junior varsity competition in the same sport in the same year.

## **J. Student-Athlete Eligibility: School Requirements**

### **Birth Certificate**

A student-athlete in grade seven (7), eight (8), nine (9), ten (10), eleven (11), or twelve (12) shall submit to the principal an original or certified true copy of the student-athlete's birth certificate, except that in cases where a student-athlete provides a certification from a bureau of vital statistics, or comparable agency, that no birth certificate exists for the student-athlete, satisfactory documentary proof of the student-athlete's date of birth shall be accepted.

### **Parental Consent**

A student-athlete who is less than eighteen (18) years of age shall submit to the principal a statement signed by a parent or guardian of the student-athlete indicating the sport for which the consent of the parent or legal guardian is being given for the student-athlete to participate.



## Physical Examinations

A student-athlete shall provide a physician's certification that the student-athlete has been examined and found to be physically fit for the sport in which the student-athlete seeks to participate.

## Medical Coverage

A student-athlete shall be covered by appropriate accident insurance, obtained either by his or her LEA or his or her parent or guardian and approved by his or her school's LEA, during each season the student-athlete participates. Appropriate notice of the coverage and cost of the accident insurance obtained by his or her school's LEA shall be provided annually to parents or guardians and adult student-athletes. A parent or guardian submitting a policy for approval by the student-athletes school's LEA shall do so within the time specified by the LEA. In addition student-athletes participating in football shall be insured by additional football accident insurance which shall be paid for by the LEA in which the student-athlete is enrolled.

## K. Student-Athlete Eligibility: Transfer Student-Athletes

A student who transfers enrollment from any school to a public school in the District of Columbia in grades nine (9), ten (10), eleven (11), or twelve (12) is ineligible to participate in interscholastic athletics unless he or she meets one of the following exceptions:

1. A student in grade nine (9), may transfer one (1) time during that school year without loss of eligibility.
2. A student attending DCPS moves to a new bona fide permanent residence in the District of Columbia, with his or her custodial parent(s), legal guardian, or primary caregiver in the boundary zone of the DCPS school to which the student transfers;
3. The student is transferred to another school by any court order'
4. The closure of the student's school or school's athletic program;
5. The student is ordered to transfer for non-athletic purposes;
6. The student has special needs, as identified by the Individualized Education Program (IEP) or Section 504 Plan, and is transferred to another public school for the delivery of a free appropriate public education;

7. A transfer is the result of the student's being homeless as defined in the McKinney-Vento Act, 42 U.S.C. 1143a(2), except if the student's homeless status is shown to have been created by the student or his/her family for the primary reason of eligibility in interscholastic athletics;
8. The student transfers as provided for in 5 DCMR § 3805 because his or her school has been designated as a persistently dangerous school;
9. The student transfers as provided in 5 DCMRE § 3809 because he or she has been the victim of a violent crime or a pattern of bullying or other aggressive conduct or sexual harassment and
10. The student is a qualified foreign exchange student or an international student residing in the District of Columbia with his or her parents.
11. The period of ineligibility for students that transfer shall be one (1) calendar year commencing with the first (1st) day of official attendance in the receiving school.

## Improper Influences Prohibited

Neither a school nor a representative of a school shall seek to influence a student-athlete to transfer from one school to another for the purpose of participating in interscholastic athletics.

## Transfer Student-Athlete Not Fitting Any Exception

A student-athlete currently attending a Public School in the District of Columbia who is ineligible to participate in interscholastic athletics at the time of transfer from one school to another, for any reason other than failure to satisfy one of the enumerated exceptions for a transfer, shall not be considered for eligibility to the receiving school until the student-athlete has been enrolled for one calendar year.

## L. Student-Athlete Eligibility: International Student-Athletes

An international student-athlete participating in a foreign exchange program shall be considered immediately eligible for a maximum period of one (1) calendar school year or two (2) consecutive semesters if the student-athlete:

1. Has not completed his or her home secondary school program;
2. Meets all other eligibility requirements of this section;



3. Has been randomly assigned to his or her host parents and school and neither the school the student-athlete attends nor any person associated with the school has had input in the selection of the student-athlete and no member of the school's coaching staff, paid or voluntarily, serves as the resident family of the student-athlete;
4. Possesses a current J-1 and/or F-1 visa, issued by the U.S. State Department; and
5. Is attending school under a foreign exchange program on the current Advisory List of International Educational Travel and Exchange Programs published by the Council on Standards for International Education Travel and such program assigns student-athletes to schools by a method which insures that no student-athlete, school, or other interested party may influence the assignment.

An international student-athlete not participating in a foreign exchange program shall be treated as all other student-athletes who transfer schools.

### **M. Student-Athlete Eligibility: Academic Requirements**

A student-athlete in grade nine (9), ten (10), eleven (11), or twelve (12) shall have a grade point average of at least 2.0 ("C").

A student-athlete in grade four (4), five (5), six (6), seven (7), or eight (8) shall not fail more than one (1) subject at the end of the grading period immediately preceding the sport season in which the student-athlete wishes to participate.

A student-athlete attending a DCSAA Member School

who is ineligible to participate in interscholastic athletics at the time of transfer from one school to another, for any reason other than failure to meet the requirements of the DCSAA shall not be considered for eligibility at the receiving school until the student has been enrolled for one calendar year.

### **N. Student-Athlete Eligibility: School Attendance**

A student-athlete shall maintain regular school attendance, having been present at least two thirds (2/3) of the school days during the semester preceding the sport season and have no more than three (3) unexcused absences during the season of participation. Completion of a summer school program shall not be counted as a semester of attendance for the purposes of establishing eligibility pursuant to this subsection.

### **O. Student-Athlete Eligibility: AGE**

A student-athlete who has attained the following ages on or before August 1 preceding the following school year shall not be eligible to participate in interscholastic athletics offered for the grade levels indicated:

1. Grades four (4) and five (5): twelve (12) years;
2. Grades six (6) through eight (8): fifteen (15) years; and
3. Grades nine (9) through (12): nineteen (19) years.

### **P. Student-Athlete Eligibility: Graduation**

The student shall not have graduated from the school for which he participates in a sport; provided, that an eligible student-athlete whose graduation exercises are held before the end of the school year may continue to participate in interscholastic athletics until the end of that school year.

A student-athlete who needs less than two (2) classes to graduate from twelfth (12th) grade and who transferred to a high school within the past twelve (12) months shall not participate in any interscholastic athletic activity for the duration of the student-athlete's matriculation at that school

### **Q. Student-Athlete Eligibility: Maximum Semester and Season Eligibility**

A student-athlete may represent only one (1) school in the same sport during a school year.

A student-athlete is eligible to participate in regular season, playoff, or championship interscholastic athletic contests for a maximum of:

1. Four (4) semesters (two (2) seasons) in grades four (4) through five (5);
2. Six (6) semesters (three (3) seasons) in grades six (6) through eight (8); and
3. Eight (8) semesters (four (4) seasons) in grades nine (9) through twelve (12).

Semester and season eligibility computations shall begin from the semester in which the student-athlete was enrolled for the first time in any school in grades four (4), six (6), and nine (9), and shall be counted continuously thereafter, regardless of whether he or she remains continuously enrolled in school. For student-athlete in grades nine (9) through twelve (12), eligibility shall cease at the end of the eighth semester after first entering the ninth (9th) grade.

A request for a waiver of the DCSAA eligibility requirements shall be effective only upon presentation in writing by the athletic director of an LEA to the SAO and decision by the Athletic Appeals Panel (AAP), as follows:

1. The request for a waiver of the eligibility requirements set forth in this chapter must be presented to the SAO in writing with supporting documentation by the LEA's athletic director in accord with and pursuant to the LEA's policy and procedures;
2. The SAO shall forward the waiver request received from the athletic director of an LEA to the AAP;
3. No later than five (5) school days after the date of receipt, the AAP shall affirm or deny the waiver request in a written decision; and
4. The AAP decision is final.

## R. Student-Athlete Eligibility: Restrictions on Outside Team Participation

A student-athlete in grade nine (9), ten (10), eleven (11), or twelve (12) shall not participate in the same individual or team sport outside of school, or with a team, an organized league, tournament meet, match or game between the first and last scheduled contest of the school team during the season of the sport; provided, that a student-athlete who is selected to represent the United States in international amateur competition shall not become ineligible in school competitions for participating in qualifying

trials. The following sports shall be exempted from the restrictions of this paragraph: Golf, Swimming, Tennis, Gymnastics; Volleyball, Softball, Track and Field, Cross Country, Crew, Soccer, Cheerleading, Lacrosse, Rugby, Field Hockey and Wrestling.

## S. Challenges to Student-Athlete Eligibility

The Principal and/or Head School Administrator is the responsible authority for determining the eligibility of the students participating in interscholastic athletics.

A challenge to a student-athlete's eligibility must be based upon a reasonable belief that the student-athlete may not meet the eligibility requirements set forth in the rules and regulations of the DCSAA:

1. A challenge must be presented in writing and signed by the submitting PARTY, addressed to the appropriate school authority of the school where the student-athlete is enrolled.
2. The LEA for the school of enrollment shall be responsible for investigating the matter. The LEA shall provide a written summary with supporting documentation of its findings and the student's right to appeal to the LEA, the challenging party, SAO, and parents or guardians, not later than five (5) school days after the date the matter is reported to or by the LEA.
3. If the LEA findings result in forfeiture of a contest already played, the Athletic Appeals Panel (Panel) shall review the decision affirming or denying the forfeitures and shall provide the results of its findings and recommendations to the LEA not later than five (5) school days after the date the matter is reported to the SAO.
4. If the LEA fails to provide the results and supporting documentation required in this subsection, the SAO may on its own initiative refer the case to the Panel for a final decision regarding eligibility and the forfeiture of the contest.

## T. Classifications and Grade Designations

### Classifications

A student-athlete's participation shall be classified as follows:

1. Grades four (4) and five (5) shall participate on the elementary level;
2. Grade six (6) shall participate on the elementary level, unless enrolled in grade (6) at a middle



school, in which case shall participate on the middle school level;

3. Grades seven (7) and eight (8) shall participate on the middle school level; and
4. Grades nine (9) through twelve (12) shall participate on the senior high school level.

### Grade Designations

The grade or semester designation on the student-athlete's official record, or official transfer record, shall be controlling in determining whether a student-athlete is assigned to grades four (4) through six (6) as used in this chapter.

A student-athlete shall be considered to be assigned to grades seven (7) through twelve (12), as used in this chapter, based upon one (1) of the following:

- The qualifications or regulations of the DCSAA; or
- The grade designation on the official transfer record from another jurisdiction; provided that the student-athlete has met the minimum criteria, required for the grade.

## VII. COACHES' CODE OF ETHICS

The DCSAA has adopted the model Code of Ethics for Athletic Coaches as published by the National Federation of State High School Association. All Head and Assistant Athletic Coaches for DCSAA contests must adhere to the following ethical standards:

1. The function of a coach is to educate student-athletes 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 with the utmost respect and his or her welfare should be considered in decisions by the coach at all times.
2. 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.
3. The coach shall uphold the honor and the integrity 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.

4. The coach shall take an active role in the prevention of drug, alcohol and tobacco use.
5. The coach shall avoid use of alcohol, tobacco and illegal drug products when in contact with players.
6. The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
7. 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.
8. The coach shall exert his or her influence to encourage sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators and parents.
9. The coach shall respect and support contest officials. The coach shall not engage in conduct which would provoke players or spectators against the officials. Coaches should refrain from public criticism of officials or players.
10. The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.
11. The coach shall not exert pressure on school faculty to give student-athletes special consideration.



12. The coach shall not scout opponents by any means other than those adopted by the league and/or the DCSAA.
13. Coaches shall remit a criminal background check to the state on an annual basis and keep the state abreast of any changes to his or her criminal history.

## VIII. STUDENT-ATHLETES' CODE OF CONDUCT

All Student-Athletes' participating in DCSAA interscholastic athletics must adhere to the Student-Athlete Code of Conduct. A violation of any provision may lead to disciplinary action against the student-athlete in accordance with 5 DCMR 2700.

1. Attendance at School: Attendance at school is critical to an athlete's success in the classroom. Athletes are expected to attend all of their classes and avoid truancy. Additionally, athletes are expected to attend school for the entire school day in order to participate in an athletic contest during the same day or evening. Student-athletes must meet minimum attendance requirement set forth by its LEA.
2. Attendance at Practices and Contests: Attendance at practice sessions is necessary to prepare student-athletes physically and mentally for contests. All student-athletes shall attend all practice sessions and contests at all times designated by the coach. If there are situations when it is impossible for a participant to attend due to illness, injury, religious observances, or special family commitments, the athlete shall make PRIOR arrangements with the coach for an excused absence, where possible.
3. Sportsmanship: The educational value of an athletic contest is more important than its outcome. Respect for others, including opponents, officials, and fans, is one of those values. There are no excuses for poor sportsmanship, taunting, or trash talk. Student-athletes are expected to demonstrate the highest level of sportsmanship at all times. Student-athletes are expected to display personal control toward their teammates, opponents, coaches, officials and spectators during practice and games.
4. Use, Possession, or Sale of Tobacco, Alcohol, or Drug Substances: Student-athletes are prohibited from the use, possession, or

distribution of tobacco, alcohol, illegal drugs, unauthorized drugs, or misuse of any drug. This prohibition applies at all times whether on or off school grounds.

5. School Suspension: Student-athletes who are suspended from school or who are serving in school suspensions are prohibited from participation in practices and interscholastic events for the duration of the suspension.
6. Hazing: Hazing is prohibited. The term hazing means engaging in or planning any form of verbal or physical initiation of any student. Hazing includes but is not limited to forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior that recklessly endangers the health or safety of an individual or is likely or intended to cause personal degradation or disgrace for purposes of initiation into any student group.
7. Supplemental Rules: The Head Athletic Coach may implement supplemental rules unique to a sport with the approval of the LEA Athletic Director. These rules must be in writing and submitted to athletes prior to the start of the season.
8. Illegal Activities: It is prohibited to violate District of Columbia laws or regulations.

## IX. OFFICIALS

### A. General Information

Officials for DCSAA-sponsored athletic contests, both regular and post-season, are to be certified and registered with the DCSAA office. The DCSAA coordinator of officials will facilitate this process with all local officials' boards. Registration and certification requirements are as follows:

- a. Be at least 18 years of age and a high school graduate.
- b. Be a member in good standing with a local DCSAA-recognized officials' group.
- c. Pass a criminal background check
- d. Attend a DCSAA-sponsored rules interpretation clinic for the current year.
- e. Pass the National Federation examination (75% is the lowest passing score).

- f. Pay the DCSAA registration fee (through the local officials association).

## B. Rules Interpretation Clinics

1. An assigned interpreter will conduct annual rules interpretation clinics for local boards of officials in each sport prior to the opening of each season. Dates, times and location of all clinics will be published.
2. Officials are required to attend a clinic as part of the certification process. Coaches are encouraged to attend.

## X. CONTEST OFFICIALS' CODE OF ETHICS

The DCSAA has adopted the model Code of Ethics for Athletic Officials as published by the National Federation of State High School Association. Officials for DCSAA contests must adhere to the following ethical standards:

Officials at interscholastic athletic events are participants in the educational development of student-athletes. As such, they must exercise a high level of self-discipline, independence and responsibility.

1. Officials shall master both the rules of the game and the mechanics necessary to enforce the rules, and shall exercise authority in an impartial, firm and controlled manner.
2. Officials shall work with each other and the DCSAA in a constructive and cooperative manner.
3. Officials shall uphold the honor and dignity of the profession in all interaction with student-athletes, coaches, athletic directors, school administrators, colleagues, and the public.
4. Officials shall prepare themselves both physically and mentally, shall dress neatly and appropriately, and shall comport themselves in a manner consistent with the high standards of the profession.
5. Officials shall be punctual and professional in the fulfillment of all contractual duties.
6. Officials shall remain mindful that their conduct influences the respect that student-athletes, coaches and the public hold for the profession.

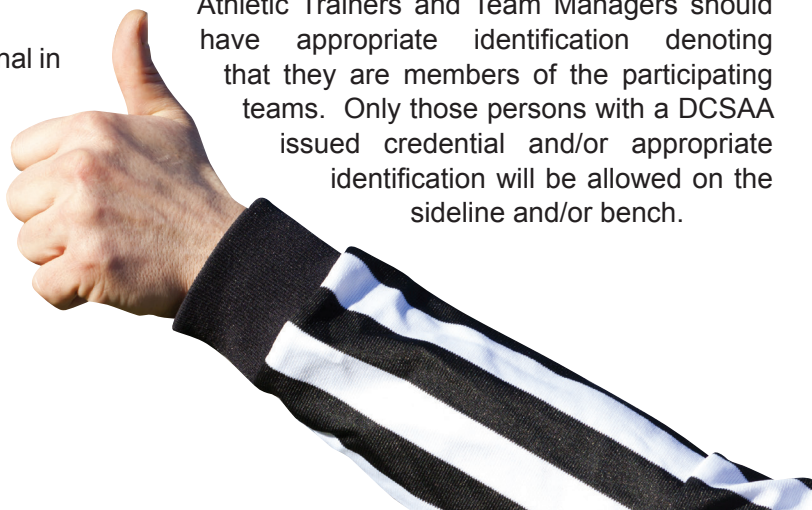
7. Officials shall, while enforcing the rules of play, remain aware of the inherent risk of injury that competition poses to student-athletes.
8. Officials shall take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.
9. Where appropriate, officials shall inform event management of conditions or situations that appear hazardous.
10. Officials shall remit criminal background checks to the state on an annual basis and keep the state abreast of any changes to his or her criminal history.

## XI. GENERAL POLICIES FOR STATE LEVEL ATHLETIC CONTESTS FOR ALL SPORTS

### A. General Information

The General Policies set forth in this section will apply to DCSAA-sponsored state-level athletic contests.

1. Admission to contests will be by paid admission, DCSAA complimentary tickets, or DCSAA complimentary passes. There are no refunds on purchased tickets.
  - a. Complimentary tickets will be issued by the game manager to representatives of the working media assigned to the contest.
  - b. Complimentary passes will be issued to school coaches, administrators, LEA Athletic Directors, and LEA chief administrators. The pass will admit the bearer only and is not transferable. A valid driver's license must be displayed with the pass for proper identification.
2. A DCSAA Credential will be issued to each coach. Only coaches with a DCSAA credential will be allowed on the sideline and/or bench. Athletic Trainers and Team Managers should have appropriate identification denoting that they are members of the participating teams. Only those persons with a DCSAA issued credential and/or appropriate identification will be allowed on the sideline and/or bench.





- a. A maximum of 20 cheerleaders from each of the participating schools will be admitted free of charge only if they are in complete uniform and accompanied by a coach.
- b. DCSAA will provide tournament programs for the state finals. Home teams may provide programs for all other games.
- c. The public address system will be staffed by and under the direction of the host school.
- d. Public address comments must be in good taste according to broadcast protocol. Comments not in good taste, nonprofessional, favor one team, or inflammatory, are not permitted.
- e. Raffles, 50/50 drawings, or any other games of chance may not be conducted by member schools in connection with any DCSAA playoff contest.
- f. The DCSAA will receive all revenues not expressly designated and pay all expenses not expressly designated.
- g. A room will be provided where feasible for the officials assigned to a game which will serve as a dressing room and waiting room.
- h. To acclimatize players to summer weather conditions, the DCSAA encourages each DCSAA member school to establish local guidelines to assure the safety of each player.

## B. Bands

1. A participating school's band may provide musical entertainment. The game director must be notified 48 hours in advance of the scheduled game if a participating school band is to provide a band for the game. The band must be in full uniform, accompanied by the band director, and prepared to perform.
2. The designated band will take the field five minutes prior to the start of the game to play the National Anthem only.
3. During a 20-minute halftime intermission, the visiting team's band shall take the field for seven minutes, followed by the home team's band, which shall also be limited to seven minutes. Both bands should clear the field five minutes prior to the second-half kickoff. Should only one band or no bands participate, the half-time shall be 15 minutes. In any case, the field will be cleared five minutes prior to the second-half kickoff.

4. Only fixed signs and banners of a positive nature will be allowed at playoff games.

## XII. SPECTATORS' CODE OF CONDUCT

DCSAA Member Schools are strongly encouraged to inform fans and spectators at each athletic contest of the Spectator Code of Conduct. The Code should be posted in visible locations for spectators.

1. The spectator will enhance the educational experience for players by displaying good sportsmanship.
2. The spectator will refrain from distracting the players during play.
3. The spectator will acknowledge fields, courts and equipment as the player's domain during contests.
4. The spectator will recognize and appreciate skill in performance regardless of affiliation. Applause for an opponent's good performance is a demonstration of generosity and good will.
5. The spectator will treat the officials with respect before, during and after the contest. The teams cannot play the game without officials and they should be recognized as impartial arbitrators.
6. The spectator will display good conduct. The management and/or a game official have the authority to remove any spectator who does not conduct himself/herself respectfully. Abusive or inappropriate language is impermissible.
7. The spectator will monitor the safety of children in bleachers and stands.
8. The spectator will respect the law in remembering that all public schools are smoke-free, drug and alcohol free environments.

## XIII. ATHLETIC BOOSTER CLUBS

DCSAA supports the role that Booster Clubs (fundraising) play in promoting interscholastic athletics and helping to fundraise to offset the cost to students for athletic activities. To ensure fair competition among DCSAA member schools and to ensure student-athletes maintain amateur standing, DCSAA member schools are responsible for ensuring that athletic booster clubs adhere to the following guidelines:

1. Booster clubs should develop and annually review policies that address:
  - (a) Obtaining administrative approval before beginning projects;



- (b) Planning and publicizing meetings;
  - (c) Bookkeeping and fund administration including a process to obtain administrative approval before raising or spending funds;
  - (d) Electing officers;
  - (e) Taking, distributing and filing minutes;
  - (f) Communicating with the public;
  - (g) Contacting athletic coaches and school personnel;
  - (h) Developing a sportsmanship code governing behavior of booster club members and fans at contests, including treatment of officials and guests; and
  - (i) Keeping educational goals of competition at the forefront of all policies.
2. Minutes should be taken at each meeting and kept on file at the school. Periodic financial statements itemizing all receipts and expenditures should be made to the general club membership and kept on file at the school.
  3. Booster clubs should receive administrative approval before giving anything to student-athletes, including awards.
  4. Booster clubs or individuals may donate money or merchandise to the school with

prior administrative approval. These types of donations are often made to cover the cost of commercial transportation and to cover the cost of out-of-town meals. Neither booster clubs nor individuals should pay these costs directly.

5. Booster clubs should inform their members of the amateur rule for athletes: A student-athlete shall maintain amateur standing by engaging in sports only for the physical, educational, and social benefits derived from sports and by not accepting, directly or indirectly, a remuneration, gift, or donation based on his or her participation in a sport other than approved school awards. The consequence to a student-athlete for violating the rule may be loss of athletic eligibility.

## XIV. GENERAL IMPLEMENTING POLICIES

### A. Application of Handbook

As a condition of a high school's participation in interscholastic athletics in the DCSAA, before the first fall season contest, each principal and athletic director must read and abide by all rules, regulations, and policies contained within this Handbook.

#### *Interpretation*

Only the SAO may interpret or clarify the Handbook's rules and policies. The principal and athletic director must assure that each member of the school's coaching staff is knowledgeable of, and will enforce, all requirements contained therein. It also is helpful to have the Guidance Staff familiar with student-athlete eligibility rules. Schools may contact the SAO regarding questions about this handbook.

#### *Scope and Applicability*

The Handbook applies to all teams and individuals, in all interscholastic contests, at all levels of competition. To be eligible to represent a DCSAA member LEAs and schools in athletic contests, teams and contestants must conform to all policies and rules of the DCSAA Handbook.

DCSAA member LEAs and schools are not permitted to practice with or play interscholastic athletic teams representing high schools that are not members of the DCSAA or a NFHS State Athletic Association.



Whether or not their opponents are DCSAA members, all member LEAs and schools must conform to all policies and rules of the Handbook in every contest. DCSAA member LEAs and school teams may not compete against teams that do not represent a school.

### ***Circumvention Prohibited***

A principal, administrative head of school, LEA Athletic Director, and/or Member School Athletic Director may not make a private agreement with another school or any other party to evade the Handbook's policies and rules. Regarding the participation of ineligible student-athletes, no ineligible individual may participate in any interscholastic competition (including scrimmages) regardless of any proposed agreement between competing schools that his/her results would not be counted. "Exhibition" or "unattached" participation is prohibited.

## **B. Recognized Sports and Scheduling Limits for Schools**

### ***Exceptions to Seasonal Limitations***

Additional contest beyond the maximum allowable number may be played to determine a conference/league championship. DCSAA member LEAs and schools shall confine practice for all student-athletes or teams to the seasonal limitations as defined.

Postseason games shall be limited to contests approved by the SAO. The SAO shall consider the following factors:

1. Loss of school time by student-athletes and coaches;
2. Liability for the student-athletes and the school;
3. Effect on total school athletic program;
4. Length of the sport season;
5. Level of student-athletes participating;
6. Effect upon student-athletes' current or college eligibility;
7. Effect upon maintaining student-athletes' amateur status;
8. Nature of compensation offered by sponsors to student-athletes and coaches; and
9. Credibility of sponsors.

### ***Out-of Season Coach-Athlete Representation***

A coach may not coach a team representing the coach's school beyond the sports season as defined in the rules and procedures of this chapter.





## Sports Schedule for School Year 2013-14

All school athletic schedules shall be established before the first contest of each sport's season and shall be in accordance with the following schedule:

Sport	Season	Maximum # of contests	# of Scrimmages	Limitations
Baseball	2/11-6/2	25 contests	4	<ul style="list-style-type: none"> <li>No contests scheduled before 2/26</li> <li>≤3 contests per week</li> <li>Exception: 4 games may be scheduled in one (1) week if part of a holiday tournament</li> </ul>
Basketball	11/1-3/12	26 contests	4	<ul style="list-style-type: none"> <li>No contests scheduled before 12/1</li> <li>≤2 contests per week</li> <li>Exception: 3 games in one (1) week may be scheduled twice during the season</li> </ul>
Cheerleading	8/5-5/31			
Cross Country	8/5-11/2	15 meets		
Football*	8/5-12/8	11 contests per year	4	<ul style="list-style-type: none"> <li>At least 15 days of practice shall precede the first game</li> <li>At least five (5) days of conditioning and three (3) days of full contact shall precede the first practice</li> <li>&lt;1 per week may be scheduled</li> </ul>
Indoor Track	11/1-2/17	12 meets		<ul style="list-style-type: none"> <li>No contests scheduled before 11/26</li> </ul>
Outdoor Track	2/16-5/31	18 meets		<ul style="list-style-type: none"> <li>No contests scheduled before 2/16</li> </ul>
Soccer	8/8-11/10	18 contests	4	
Softball	2/11-5/20	20 contests	4	<ul style="list-style-type: none"> <li>No contests scheduled before 2/11</li> <li>&lt;3 contests per week</li> <li>Exception: 4 games may be scheduled in one (1) week if part of a holiday tournament</li> </ul>
Volleyball	8/15-11/30	22 contests	4	

\* Two (2) weeks of practice may be conducted in football, soccer, volleyball and cheerleading. However, heavy equipment shall not be used and contact workouts shall not be permitted.

\* Check the DCSAA website for schedule and weather details.

## Tournament Schedule for School Year 2013-2014

The tournament and championship dates for School Year 2013-2014 are as follows:

November 2, 2013	<b>Cross Country State Championship Meet</b>
November 4-9, 2013	<b>Soccer State Championships</b>
November 4-9, 2013	<b>Volleyball State Invitational</b>
November 23, 2013	<b>Football State Championship – Class A</b>
December 7, 2013	<b>Football State Championship – Class AA</b>
February 11, 2014	<b>Indoor Track &amp; Field State Championship Meet</b>
February 26 - March 3, 2014	<b>Basketball State Championship Tournament</b>
April 12, 2014	<b>Cheerleading State Championship</b>
May 13-17	<b>Softball State Championship Tournament</b>
May 22-23	<b>Outdoor Track &amp; Field State Championship Meet</b>
May 27-31	<b>Baseball State Championship Tournament</b>

\*Please Check the DCSAA Website ([www.dcsaasports.org](http://www.dcsaasports.org) for Tournament Schedule Updates)

### C. Sanction Rules

DCSAA member LEAs and schools shall compete in only athletic activities sanctioned by the SAO. A student-athlete who participates in a non-sanctioned athletic activity may forfeit his or her eligibility for that sport season. The member school, LEA or Athletic Coach may be subject to additional penalties that may include forfeiture of the season.

DCSAA Member Schools are not permitted to practice with or play interscholastic athletic teams representing high schools that are not members of the DCSAA or a NFHS State Athletic Association.

Whether or not their opponents are DCSAA members, all member LEAs and schools must conform to all policies and rules of the Handbook in every contest. DCSAA member LEAs and school teams may not compete against teams that do not represent a school.

### Local Competitions

The following rules shall apply to sanctions for Local Competitions:

1. DCSAA member schools or LEAs interested in competing in outside meets or tournaments should advise the sponsoring school or college to make application for sanction by the SAO. Application forms must be submitted via e-mail not less than thirty (30) days in advance of the date on which the meet or tournament has been scheduled.
2. The SAO shall evaluate each application for sanction. Factors to be considered include but are not necessarily limited to, the following:
  - a. Date, time and place contest will be played;

- b. Distance to be traveled;
  - c. Loss of time from school;
  - d. Number of games required per day;
  - e. Commercial exploitation of competing teams;
  - f. Game rules governing athletic contest(s) to be played; and
  - g. Number of contests scheduled by the team.
3. Sanctions shall not be given for athletic activities which:
    - a. Conflict with interscholastic athletic events sponsored by the DCSAA;
    - b. Fail to require and endorse satisfactory entrance requirements for all teams participating;
    - c. Offer awards which might jeopardize the amateur standing of winners or participants;
    - d. Invite participation by suspended schools; and
    - e. Fail to utilize approval criteria for selection of participating schools or individual athletes.

### Interstate Competitions

The following rules shall apply to sanctions for Interstate Competitions:

- (a) Application for sanction of interstate athletic events must be submitted via e-mail to the SAO not less than thirty (30) days in advance of the date for which the event has been scheduled.

(b) The SAO shall evaluate each request for sanction of interstate competition in terms of factors which shall include, but are not necessarily limited to, the following:

- a. Date, time and place contest will be played;
  - b. Distance to be traveled;
  - c. Loss of time from school;
  - d. Number of games required per day;
  - e. Commercial exploitation of competing teams;
  - f. Game rules governing athletic contest(s) to be played; and
  - g. Number of contests scheduled by the team.
- (c) Sanctions shall not be given for a DCSAA member school or LEA to engage in athletic competition with:
- a. Any school that is not a DCSAA member unless that member is a regular member of or in good standing with the appropriate State High School Association;
  - b. Any independent school that has not been approved by the SAO;
  - c. Any interstate meet or tournament between two schools involving a round trip exceeding 600 miles, unless such event has been sanctioned by all interested State High School Associations; and
  - d. Any one of the athletic activities described below unless such competitions have been sanctioned by all interested State High School Associations through the National Federation of State High School Associations:
    - i. Contests involving eight (8) or more schools, at least one (1) of which is from a state that does not border the host state;
    - ii. Contests involving schools from five (5) or more State High School Associations, at least one (1) of which does not border the host state; and
    - iii. Contests involving two (2) or more schools which are cosponsored by an individual or an organization other than a member school.

### National Competitions

The following rules shall apply to sanctions for National Competitions:

1. Sanction must be secured by the coach from the SAO whenever high schools or individual

student-athlete wish to participate in non-high school or amateur contests or competitions for the purpose of establishing times, distances or marks necessary for qualification to compete in national, or international, meets

2. Application for sanctions must be submitted to the SAO via email at least thirty (30) days prior to the proposed event(s).
3. SAO shall include, but is not necessarily limited to, the following factors:
  - a. Date, time and place contest will be played;
  - b. Distance to be traveled;
  - c. Loss of time from school;
  - d. Number of games required per day,
  - e. Commercial exploitation of competing teams,
  - f. Game rules governing athletic contest(s) to be played, and
  - g. Number of contests scheduled by the team.

### International Competitions

The following rules shall apply to sanctions for International Competitions:

1. Whenever international competition involves high schools or student's representing the DCSAA member LEAs, it is necessary for such competition to be sanctioned by the Statewide Athletics Director and the National Federation of State High School Associations.
2. The coach must submit an application for sanction to the SAO at least ninety (90) days prior to the event.
3. Evaluation of such requests by the SAO shall include, but is not necessarily limited to, the following factors:
  - a. Loss of school time by student-athletes and Athletic Coaches;
  - b. Liability for the student-athlete and the school;
  - c. Effect on total school athletic program;
  - d. Level of student-athlete participating;
  - e. Effect upon student-athlete current or college eligibility;
  - f. Effect upon maintaining student-athlete's amateur status;
  - g. Nature of compensation offered by sponsors Athletic Coaches; and
  - h. Credibility of sponsors.
4. Following approval by the SAO, the application



will then be forwarded to the National Federation of State High School Associations for consideration. The National Federation will then notify the SAO, and the appropriate representative of the international sports federation of the decision on the application.

5. A complete financial report involving all phases of the competition shall be filed with the National Federation of State High School Associations and the SAO within thirty (30) days following the final competition.

### General Guidelines

In general, the following criteria shall be met for sanction approval by the DCSAA:

4. The competition may not determine a regional or national championship;
5. The competition is not preliminary to a college or professional game;
6. The competition is sponsored by an educational institution or similar nonprofit organization;
7. Feasibility of travel to the event, including the impact of travel on instructional time and compliance with the LEA policies and procedures for school-sponsored travel; and
8. All awards shall comply with the rules and procedures set forth in this chapter.

### D . All Star Games

A student-athlete who participates in a team sport may participate in an “all-star” competition for the sport that occurs outside the interscholastic season of the sport without jeopardy to his or her eligibility if:

1. The competition is an activity sanctioned by the SAO or another National Federation of State High School Association (NFHS) member;
2. All participants in the competition are graduating seniors or student-athletes completing their athletic eligibility at the end of the school year;
3. The student-athlete has played in no more than one (1) other competition in his or sport; and
4. The competition occurs after the student-athlete has participated in his or her final contest for his or her school.

A senior who fails to comply with this policy shall be subject to a penalty that may result in the loss of athletic eligibility for the balance of the school year. For all other student-athletes, the penalty may result in loss of eligibility for the next season in the

sport in which the student-athlete participated in the competition. The SAO shall review all penalty decisions. The decision of the SAO shall be final.

See 5 DCMR A § 2703.

## XV . ENFORCEMENT

### A. Penalties for the Participation of Ineligible Students

#### Student-Athlete

A student-athlete whose eligibility is in question and/or who has been deemed ineligible to participate in interscholastic athletics may not play, practice, or otherwise participate with a DCSAA member and/or Approved Non-Member team in the District of Columbia during the period of such ineligibility.

#### School Officer or Coach

A school representative or coach who knowingly allows an ineligible student to participate in an interscholastic athletic program or contest shall be subject to disciplinary action pursuant to LEA regulation, policy, or procedure.

#### School

A school shall forfeit all contests during which an ineligible student participates.

### B . LEA Policies and Procedures on Penalties

Each LEA shall establish policies or procedures, subject to the approval of the SAO, for probationary actions and determination of ineligibility and interscholastic athletics grievances.

## XVI . WAIVERS AND APPEALS

### A . Requesting a Student Eligibility Waiver

Any request for the waiver of any eligibility rule on behalf of an individual student must be made by the school principal pursuant to the DCSAA rules and regulations. Waivers approved are for that school year only and may be restricted to one or two seasons depending on the circumstances. Seasonal deadlines are: Fall Sports: September 22; Winter Sports: December 15; and Spring Sports: April 6.

The Athletic Appeals Panel (AAP) shall have the authority to set aside the effect of any eligibility rule upon an individual student if:

1. The rule works an undue hardship on the student;
2. Granting the waiver will not result in an unfair competitive advantage;
3. The waiver approval would not cause displacement of another student-athlete from the appellant's own team; and
4. The waiver would not be in conflict with the general well-being of the DCSAA interscholastic athletic objectives.

Requests for waivers must contain sufficient data to make it possible for the AAP to decide the request without additional investigation. When presented with unusual circumstances offered as justification for the waiver, the AAP may contact the sending school principal or athletic director to obtain further information prior to making a decision on the request. Whenever the AAP acts upon a request to waive the transfer rule, the AAP will forward its decision to the SAO. The SAO will forward the decision to the principals and LEA athletic directors of both the sending and receiving schools.

## B. Requesting a Rule or Policy Change

Any group or individual may petition the Rules Committee of the ABIA for a change in existing rules or policies. All proposals must be submitted by July 1st before the school year that the petitioner desires the proposed change to take effect. The Rules Committee is not required to respond to all proposals received.

A rule proposed after the deadline may be considered if the Rules Committee deems said proposal an emergency measure that would affect the health and safety of students. In emergencies, the ABIA, upon recommendation of the Rules Committee, may advise temporary waivers or approval for experimental rules.

## C. Protest

Rules of the DCSAA do not provide authority to order games replayed. Problems involving member schools and LEAs shall be referred to the local LEA Athletic Director or Conference Commissioner for resolution. If the LEA Athletic Directors and/or Conference Commissioners can't reach a resolution, the matter may be referred to DCSAA for consideration.

1. All protests involving game competition that are allowable as defined in the NFHS (name of sport) Rule Book and deemed by the Statewide Director of Athletics to be the responsibility

of the DCSAA and not a local conference, shall be submitted to the SAO for review and consideration.

2. Protests must be submitted in writing within 48 hours of the conclusion of the contest or earlier if required by NFHS rules.
3. All protests must be signed in writing by the school principal and the LEA Athletic Director.
4. The SAO will review the protests, consult both national and state athletic authorities and issue an opinion within 48 hours of receipt.
5. The decision of the SAO may not be appealed.

## D. Appeals of Determinations of Violations or Penalties

The following process shall govern the appeal of determinations of a violation or penalty:

1. A DCSAA member LEA, school, student, or Athletic Coach may appeal a determination of a violation or an imposed penalty within fifteen (15) calendar days of the decision by submitting a written request to the AAP through the SAO. The written request must explain the grounds for appeal and the relief being sought.
2. Before requesting a hearing before the AAP, a student or athletic coach must first exhaust the internal grievance or appeals procedure within her or his LEA.
3. The membership of the AAP shall be comprised of three members appointed by the State Superintendent of Education.
4. The SAO shall notify the AAP of the hearing request and establish a date, time, and hearing site. The appealing LEA, student, or Athletic Coach, or all of the above, shall be notified of the date, site, and time of the hearing. The hearing shall occur within five (5) calendar days after the date the hearing was requested.
5. The SAO or the Director's designee shall present the case to the AAP.
6. The LEA, the student, or Athletic Coach, or all of the above, shall present evidence as to why the decision of the DCSAA member LEA or SAO was erroneous. The AAP shall convene in closed session and vote to deny or uphold the appeal or modify the penalty. A majority vote is required to deny or uphold an appeal or modify the penalty.
7. The AAP shall report its findings to the

concerned Parties within five (5) calendar days after the hearing date.

8. The decision of the AAP is final.
9. A member of the AAP may not hear an appeal if that member has offered advice, made a commendation, rendered a decision, or in any other way participated in the case being appealed.

## **XVII . DCSAA CONSTITUTION CONSTITUTION OF DISTRICT OF COLUMBIA STATE ATHLETICS ASSOCIATION**

To enhance the health and well being of District of Columbia students and to promote the educational significance of interscholastic athletics with fair competition at a state level among participating schools, the Office of the State Superintendent of Education establishes through this Constitution, the District of Columbia State Athletics Association.

### **ARTICLE I . NAME**

The name of the association is the District of Columbia State Athletics Association ("DCSAA").

### **ARTICLE II . DURATION**

The period of DCSAA's duration is at the pleasure of the State Superintendent of Education perpetual until otherwise disbanded.

### **ARTICLE III . PURPOSES**

- A. The DCSAA serves students attending public schools, including public charter schools and those independent school members who agree to abide by the rules and regulations governing interscholastic athletics in the District of Columbia.
- B. DCSAA provides leadership and support for state athletic programs seeking to enrich the health and educational experience of all student athletes by:
  - 1)Promoting athletics to enhance students educational experience through team sports;
  - 2)Ensuring that interscholastic sports are compatible with the educational mission of the District of Columbia and member schools;
  - 3)Promoting participation of all students in state athletics and activities;

- 4)Providing for fair competition;
  - 5)Promoting sportsmanship and ethical behavior;
  - 6)Establishing and enforcing standards of conduct for athletes, coaches, administrators, officials and spectators;
  - 7)Promoting the physical well-being of student athletes and teaching healthy adolescent lifestyles; and
  - 8)Promoting safety, student participation and best practices by aligning the DCSAA with the National Federation recommendations.
- C. To these ends, the DCSAA participating schools will work in cooperation with the State Superintendent of Education and the State Director of Athletics toward full implementation of the rules and regulations governing interscholastic athletics in the District of Columbia.

### **ARTICLE IV . COMMITMENTS**

- A. No part of the net earnings of the DCSAA will inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons; except that, the DCSAA is authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in ARTICLE III.
- B. No substantial part of the activities of the DCSAA shall be devoted to attempting to influence legislation by propaganda or otherwise, and the DCSAA shall not participate, or intervene, directly or indirectly (including the publication or distribution of statements), in any political campaign on behalf of or in opposition to any candidate for public office.
- C. Notwithstanding any other provision of this Constitution, the DCSAA shall not carry on any activities not permitted to be carried on by a corporation exempt from federal income tax under section 501(c)(3) of the Code, or by a corporation, contributions to which are deductible under section 170(c)(2) of the Code.

### **ARTICLE V . DIRECTORS**

- A. The State Superintendent delegates to the Statewide Director of Athletics the power and authority to manage the affairs of the DCSAA, only as enumerated in the bylaws and DCMR, Title 5-A, Chapter 27.



- B. The State Superintendent shall appoint residents of the District of Columbia to serve as members of the DCSAA Board of Directors, consistent with the terms and conditions set forth in the DCSAA Bylaws.
- C. The Board of Directors shall consist of a minimum of three (3) members with a maximum of fifteen (15) members, including the State Director of Athletics. The number of directors may be increased or decreased pursuant to the Bylaws of the DCSAA as long as the total number of Directors is an uneven number. A quorum of three (3) directors shall be required as a quorum to conduct official business.
- D. Voting may occur by any efficient means, so long as each members vote is documented in writing or recorded. and
- E. Directors shall meet at a minimum one (1) time quarterly during the calendar year, to carry out the duties of the DCSAA. At least two (2) of the meetings shall contain agenda items addressing increasing school sports and activities participation for all students, including without limitation female students and students with disabilities.
- F. Nothing shall preclude a director from participating in an Athletic Appeals Panel (AAP), except that the Statewide Director of Athletics may not be a member of the AAP.

## ARTICLE VI . INTERNAL AFFAIRS

Provisions for the regulation of the internal affairs of the DCSAA shall be set forth in the by-Laws.

## ARTICLE VII . LIMITATIONS ON LIABILITY

- A. No director of the DCSAA shall be personally liable for his or her actions taken within the responsibilities of a duly appointed Director of the DCSAA, except for the following:
  1. Acts or omissions that involve intentional misconduct or a knowing violation of law by the director;
  2. Any transaction from which a director receives or is likely to receive a benefit in money, property or services as related to membership functions and responsibilities of the DCSAA.
- B. Any amendment to or repeal of this Article shall not adversely affect any right or protection of a director of the DCSAA for or with respect to any acts or omissions of such director occurring prior to such amendment or repeal.

## ARTICLE VIII . AMENDMENT

The State Superintendent reserves the right to amend, alter, change or repeal any provision contained in this Constitution.

Dated: July 2, 2012

## XVIII . DCSAA BY-LAWS

These bylaws shall govern the operations of the District of Columbia State Athletics Association(DCSAA), which is established to serve public schools, public charter schools and those independent schools who agree to abide the rules and regulations governing interscholastic athletics in the District of Columbia. DCSAA was established to serve all institutions participating in interscholastic athletics by providing leadership and support for athletic programming that will enrich the education experiences of all student athletes.

## DEFINITIONS

The following definitions apply to this document:

- “DCSAA” means the District of Columbia State Athletic Association.
- “ABIA” means the Advisory Board on Interscholastic Athletics.
- “Independent LEA” means a private, parochial and/ or independent local education agency that has agreed to be bound by the terms and conditions governing the DCSAA public schools and public charter schools and paid the appropriate dues.
- “Superintendent” means the State Superintendent for the District of Columbia.
- “Athletic Appeals Panel” means panel composed of three people appointed by the State Superintendent of Education on a case by case basis.
- public school – a District of Columbia Public School (DCPS), a District of Columbia Public Charter School or an independent school seeking to participate in District wide competitions sponsored by the DCSAA.

## ARTICLE I – NAME

This organization shall be known as the District of Columbia State Athletics Association.

## ARTICLE II – MISSION

**Sec. 1** There is established the District of Columbia State Athletics Association (DCSAA). The DCSAA is established to serve public schools,

public charter schools, and independent schools who agree to abide the rules and regulations governing interscholastic athletics in the District of Columbia. DCSAA was established to serve all institutions participating in interscholastic athletics by providing leadership and support for athletic programming that will enrich the education experiences of all student athletes. Promoting the educational significance of interscholastic athletics by -

- 1) Ensuring that interscholastic sports are compatible with the educational mission of the member schools;
- 2) Providing for fair competition between member schools;
- 3) Promoting sportsmanship and ethical behavior;
- 4) Establishing and enforcing standards of conduct for athletes, coaches, administrators, officials and spectators; and
- 5) Protecting the physical well-being of athletes and promoting healthy adolescent lifestyles.

**Sec. 2** To these ends, the DCSAA schools will work subordinate to and in cooperation with the State Superintendent and the Statewide Director of Athletics toward full implementation of the rules and regulations governing interscholastic athletics in the District of Columbia.

### ARTICLE III – OBJECTIVES

**Sec. 1** The DCSAA schools shall:

- (a) Ensure athlete safety;
- (b) Minimize risks;
- (c) Deter exploitation of students;
- (d) Ensure that competing school teams are appropriately supervised by a responsible entity;
- (e) Maintain athletics as an integral part of the total educational program;
- (f) Promote competitive fairness;
- (g) Foster student leadership; and
- (h) Encourage academic progress.

**Sec. 2** The DCSAA schools shall promote gender equity and equal access to athletic opportunity.

**Sec. 3** The DCSAA schools shall perform all other

responsibilities as stated in the DCSAA Handbook and DCMR Title 5, Chapter 27.

### ARTICLE IV – MEMBERSHIP

**Sec. 1** All public schools and public charter school athletic programs are governed by 5A DCMR; Chapter 27 and are for the purposes of the DCSAA are automatically covered under the governance umbrella of the State Athletic Office. Independent schools in the District of Columbia that agree to be bound by the terms and conditions of the governing documents of the DCSAA and pay the appropriate membership dues may become members. Application for membership to the DCSAA must be made by August 1 of any school year.

**Sec. 2** An Independent school having become a member of the DCSAA shall continue as a member until such time as it withdraws its membership; provided that, the school's membership status is not changed due to an involuntary reason.

### ARTICLE V – ORGANIZATION

**Sec. 1** All DCSAA participating schools must abide by the regulations, guidelines, and other policies (collectively, “rules and regulations”) of the DCSAA.

**Sec. 2** Leagues may be formed by LEA's for the purpose of regulating and administering local athletic events. The rules enacted by any league must be in accordance with, or more restrictive than, those of the DCSAA.

### ARTICLE VI – DIRECTORS

**Sec. 1** The State Superintendent delegates to the Executive Director the power and authority to manage all affairs of the DCSAA.

**Sec. 2** The Statewide Athletics Director shall serve as the permanent Executive Director of the DCSAA.

**Sec. 3** There shall be three (3) members on the Board of Directors. The OSSE Statewide Athletics Director shall be one member and shall appoint two (2) other OSSE staff members upon approval of the State Superintendent. The State Superintendent or the Executive Director, with the approval of the State Superintendent, may remove and replace a director at any time.

**Sec. 4** The director positions shall include the Executive Director, and two other subordinate positions as deemed necessary by the Executive Director.

## ARTICLE VII –MEETINGS

**Sec. 1** The Executive Director may hold regularly scheduled meetings to inform and engage the member LEAs, as the Executive Director deems necessary or at the request of a majority of the participating LEAs.

**Sec. 2** Notice of all DCSAA meetings shall be published on the [www.dcsaasports.org](http://www.dcsaasports.org) website.

## ARTICLE VIII – AMENDMENTS

The Executive Director may amend these bylaws upon approval of the State Superintendent.

## XIX . ABIA BY-LAWS

These by-laws shall govern the operations of the Advisory Board on Interscholastic Athletics, which is established to advise the State Superintendent pursuant to DCMR Title 5, Chapter 27 Section 2700.12.

### DEFINITIONS

The following definitions apply to this document:

- “DCSAA” means the District of Columbia State Athletic Association.
- “ABIA” means the Advisory board on Interscholastic Athletics.
- “Member LEA” means a local education agency that has agreed to be bound by the terms and conditions of membership governing the DCSAA and paid the appropriate membership fee.
- “Member School” means a school that has agreed to be bound by the terms and conditions of membership governing the DCSAA and paid the appropriate membership fee.
- “Superintendent” means the State Superintendent for the District of Columbia.
- “Special Appeals Panel” means a three-member hearing panel appointed by the State Superintendent of Education to hear appeals of decisions that the DCSAA makes on all controversies involving the rules and regulations, including any waiver thereof, adopted pursuant to this Constitution.

## ARTICLE I NAME

This organization shall be known as the Advisory Board on Interscholastic Athletics.

## ARTICLE II – MISSION

There is established the Advisory Board on Interscholastic Athletics (ABIA). The ABIA is intended to advise the State Superintendent and the Director of Statewide Athletics on matters that

- A. Promote the educational significance of interscholastic athletics for students attending District schools;
- B. Ensure that interscholastic sports are compatible with the educational mission of the member schools;
- C. Provide for fair competition between member schools;
- D. Promote sportsmanship and ethical behavior;
- E. Establish and enforce standards of conduct for athletes, coaches, administrators, officials and spectators; and
- F. Protect the physical well-being of athletes and promote healthy adolescent lifestyles.

To these ends, the ABIA will work subordinate to and in consultation and cooperation with the State Superintendent and the Statewide Director of Athletics toward full implementation of the rules and regulations governing interscholastic athletics in the District of Columbia.

## ARTICLE III – OBJECTIVES

**Sec. 1** The ABIA shall recommend annual membership fees.

**Sec. 2** The ABIA shall establish standing committees to make recommendations on issues related to athletic programming.

**Sec. 3** The ABIA shall advise on the interpretation of the ABIA By-laws, DCSAA Constitution, DCSAA By-laws, and rules and regulations governing interscholastic athletics; and

**Sec. 4** The ABIA shall advise, as requested, on the following additional matters:

- (a) Leadership in conducting athletic programs involving Local Education Agencies (LEAs) located in the District of Columbia.
- (b) The development of new and innovative athletic programs.
- (c) Sport clinics and the distribution of



instructional materials, including films, national rules and regulations, and other such aids.

(d) The registration and certification of athletic contest officials.

(e) The registration, endorsement, and approval of continuing education for athletic coaches.

(f) Gender equity and equal access to athletic opportunity.

(g) Other functions as stated in DCMR Title 5, Chapter 27.

## ARTICLE IV – MEMBERSHIP

**Sec. 1** The ABIA shall be comprised of 9 voting members and one non-voting member:

- Statewide Director of Athletics – Permanent Seat, non-voting
- DCPS Director of Athletics – Permanent Seat
- Public Charter School Representative – Permanent Seat
- Non-League School – Permanent Seat
- Licensed Athletic Trainer
- Member of the DC Coaches Association
- Member of the Officials Bureau
- Three (3) public members

**Sec. 2** ABIA members shall be appointed by the State Superintendent. The State Superintendent shall take into consideration geographic representation, knowledge of athletics in general, and an interest in high school athletics in deciding whether or not to appoint a nominee.

**Sec. 3** All ABIA members, with the exception of the permanent seat members shall be appointed for a three (3) year term, provided, however, that the State Superintendent may appoint members to terms less than three (3) years if necessary to ensure that the members' terms remain appropriately staggered. The State Superintendent shall strive to assure that, the terms of the ABIA members are staggered so that the terms of no more than three (3) members shall expire in any given year.

**Sec. 4** An ABIA member shall serve until that member's successor is appointed. A member appointed to fill a vacancy shall serve for the remainder of the term of the member whom

that member replaces.

**Sec. 5** A person who has never served on the ABIA may be appointed to two (2) consecutive times, but no such person shall thereafter be eligible for two (2) consecutive appointments. No person who has been twice appointed or who has served for six (6) years within any nine (9) year period shall again be appointed until an interim period of at least one (1) term has expired since such person last served.

**Sec. 6** Any act or vote by a person appointed in violation of Article IV shall be invalid. An amendment or revision of this Article is not sufficient cause for any appointment or attempted appointment in violation of Article IV unless such amendment or revision amends this section to permit such an appointment.

**Sec. 7** A member who fails to attend three (3) consecutive meetings, unless excused for good cause by a majority of the ABIA members, or fails to attend at least half of all regular business meeting during any calendar year or who ceases to be a resident of the District of Columbia when such member was appointed shall automatically upon such occurrence be deemed to have resigned from office and a replacement appointed.

**Sec. 8** A majority of the voting ABIA members shall constitute a quorum. A quorum must be present to pass any motion or resolution.

**Sec. 9** The Statewide Director of Athletics shall serve as the permanent Chairperson of the ABIA, but shall not vote. The ABIA shall elect annually from its appointed members other officers as it may deem necessary. If a vacancy in one (1) of the offices arises, a replacement shall be elected at the next meeting or a meeting called for that purpose.

## ARTICLE V – BOARD MEETINGS

**Sec. 1** The ABIA shall hold regularly scheduled meetings at least once a month and at such other times as the Chairperson deems necessary or at the request of a majority of the members.

**Sec. 2** The ABIA shall meet at such place within the District of Columbia as it may from time to time determine. The place for each meeting shall be determined prior to giving notice of such meetings.

**Sec. 3** Notice of all meetings of the ABIA shall be made publicly available via website publication or other means.

**Sec. 4** Meetings of the ABIA shall be open to the public in accordance with State DC Law.

**Sec. 5** Minutes of all meetings shall be recorded and copies shall be maintained by the DCSAA at the office of the DCSAA. At any hearing in which evidence is presented, a record from which a verbatim transcript can be prepared shall be made and the expense of preparing the transcript shall be incurred by the person requesting the transcript.

**Sec. 6** The ABIA will release written decisions in cases involving requests for waivers within five(5) calendar days from the date of the hearing.

**Sec. 7** The parliamentary rules of the DCSAA shall be Robert's Rules of Order, Newly Revised.

ABIA shall establish a process for Committee Chairpersons to invite qualified community members to serve on committees. The ABIA shall have the power to remove chairpersons and other committee members at any time for non-attendance or other causes as it determines.

## ARTICLE VII – AMENDMENTS

**Sec. 1** These bylaws may be amended only by a majority vote of the ABIA members; provided that, the State Superintendent and the Statewide Athletic Director approve of the amendments.

## ARTICLE VI – BOARD COMMITTEES

**Sec. 1** The Chairperson, with the majority approval of the ABIA, shall appoint committees as follows:

- A. Finance
- B. Constitution and Bylaws
- C. Rules
- D. Tournaments
- E. Officials

**Sec. 2** The Chairperson with the majority approval of the ABIA shall appoint such additional committees as are deemed necessary.

**Sec. 3** All committees shall submit all proposals to the ABIA for review and/or recommendation.

**Sec. 4** The Chairperson with the approval of the



## ATHLETIC REGULATIONS

### CHAPTER 27: INTERSCHOLASTIC ATHLETICS

#### 2700 GENERAL POLICY

- 2700.1 Student participation in interscholastic athletic programs in the District of Columbia public schools in grades four (4) through twelve (12) shall be governed by the rules and procedures set forth in this chapter.
- 2700.2 Interscholastic athletic programs shall place an emphasis on academic achievement, principles and practices of good sportsmanship, ethical conduct, and fair play, as well as safety, skills, and the rules of a particular sport.
- 2700.3 Consistent with this chapter, each Local Educational Agency (“LEA”) shall promulgate and implement interscholastic athletic standards including, without limitation, safety and first aid, eligibility, satisfactory progress toward graduation, practice, equipment, training, probationary actions, and grievance procedures for participants.
- 2700.4 Each LEA shall ensure that students with disabilities consistently have appropriate opportunities to participate in extracurricular athletic activities.
- 2700.5 All coaches, officials and other personnel, including volunteers engaged with students participating in interscholastic LEA programs, shall obtain a required background check, and demonstrate expertise with regard to a respective sport, applicable rules, safety and first aid standards.
- 2700.6 A student shall not be excluded from participation in, be denied the benefits of, be treated differently from other students, or otherwise be unlawfully discriminated against in interscholastic athletics based on, race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intra-family offense, or place of residence or business.
- 2700.7 Notwithstanding § 2700.6, a public school may operate a separate sports team for members of each sex, provided that the selection for such team is based upon competitive skill or the activity involved is a contact sport.
- 2700.8 Notwithstanding § 2700.6, a public school may operate a sports team for members of a single sex, so long as the public school operates a sports team



for an underrepresented sex when there is sufficient interest to maintain a team. In the event there is insufficient interest, the LEA shall allow members of the underrepresented sex to try out for existing teams and qualify based on appropriate skill level, safety, and other standards for participation on such team.

- 2700.9 Except as provided in § 2700.12, a high school varsity team shall be limited to eligible students enrolled in that high school in grades nine (9), ten (10), eleven (11), and twelve (12).
- 2700.10 Except as provided in § 2700.12, a junior varsity team in high school shall be limited to eligible students enrolled in that high school in grades nine (9), ten (10), and eleven (11).
- 2700.11 A student who has participated in varsity competition in a sport during a school year shall be ineligible to participate in junior varsity competition in the same sport in the same year.
- 2700.12
- (a) A DCPS student in grade nine (9), ten (10), eleven (11), or twelve (12) attending a DCPS school in which a desired sport is not offered, may request authorization at any DCPS school offering the desired sport.
  - (b) A public charter school student in grade nine (9), ten (10), eleven (11), or twelve (12) attending a public charter school in which a desired sport is not offered, may request authorization at another school located within the student's attendance zone (based upon the student's primary residential address), or at another public charter school.
  - (c) Students under this section seeking to participate at another school may only participate if it is allowed in the written policy of the LEA in which the student seeks to participate, and the student meets the eligibility requirements of the State, LEA, and school. An LEA may require actual costs associated with a student's participation and the sending school is required to provide funding for the costs.
- 2700.13 LEAs and member schools shall annually publish their schedules for interscholastic competition.
- 2700.14 The State Superintendent may establish an advisory committee on interscholastic athletics to advise LEAs or the Office of the State Superintendent of Education ("OSSE") on matters pertaining to interscholastic athletic programs.
- 2700.15 LEAs that receive federal funding and maintain athletic programs in the District shall designate at least one (1) employee for purposes of athletics to coordinate with the LEAs' Title IX (as codified at 20 U.S.C. §§ 1681 – 1688) coordinator, to ensure that the requirements of Title IX are met regarding athletics.

## 2701 ELIGIBILITY TO PARTICIPATE

- 2701.1 The eligibility certification for students to participate in interscholastic athletics shall occur as follows:
- (a) Principals shall be responsible for determining the eligibility of the students participating in interscholastic athletics by submitting a master eligibility list to the LEA's athletic director ("AD") fourteen (14) days before the date of the first (1st) official contest for each team.
  - (b) A supplemental eligibility list may be submitted up to fourteen (14) days after the first (1st) official contest. However, students on the supplemental eligibility list may not participate without the prior written approval of both the Principal and the LEA's AD.

- (c) Each LEA shall report the eligibility and participation of each student determined eligible to play by his or her Principal not later than seven (7) calendar days after receipt of the master eligibility list from the Principal, to the Statewide Athletics Office ("SAO"). Any supplemental list shall also be provided to the SAO immediately after it has been approved by the Principal and LEA.
- (d) Each LEA shall provide a written summary with supporting documentation to the SAO with regard to any determinations related to a student's ineligibility within five (5) school days of the determination of ineligibility.
- (e) An LEA shall maintain a record of a student's eligibility for each school year of a student's participation on a junior varsity or varsity team. All documentation required in this chapter shall be on file prior to the first (1st) official contest of each sport and maintained during the sport season.
- (f) The SAO, upon a thirty day (30) request to the LEA, shall be given access to review and sample athletic eligibility files. The SAO shall notify the LEA in writing regarding any recommendations to maintain sufficient eligibility documentation.

2701.2 LEA and school representatives shall not engage in any activity seeking to influence a student to transfer from one (1) LEA or school to another for the purpose of participating in interscholastic athletics.

2701.3 A student who transfers enrollment from any school to a public school in the District of Columbia in grades nine (9), ten (10), eleven (11), or twelve (12) is ineligible to participate in interscholastic athletics unless he or she meets one (1) of the following exceptions:

- (a) A student in grade nine (9) may transfer one (1) time during that school year without loss of eligibility;
- (b) A student attending a public school moves to a new bona fide permanent residence in the District of Columbia, with his or her custodial parent(s), legal guardian, or primary caregiver;
- (c) The student is transferred to another school by any court order;
- (d) A reorganization, consolidation, or annexation of the student's school occurs;
- (e) The closure of the student's school or school's athletic program;
- (f) The student is ordered to transfer for non-athletic purposes;
- (g) The student has special needs, as identified by the Individualized Education Program (IEP) or Section 504 Plan, and is transferred to another public school for the delivery of a free appropriate public education;
- (h) A transfer is the result of the student's being homeless as defined in the McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11434a(2), except if the student's homeless status is shown to have been created by the student or his/her family for the primary reason of eligibility in interscholastic athletics;
- (i) The student transfers as provided for in 5 DCMR E § 3805 because his or her school has been designated as a persistently dangerous school;
- (j) The student transfers as provided for in 5 DCMR E § 3809 because he or she has been the victim of a violent crime or a pattern of bullying or other aggressive conduct or sexual harassment;

- (k) The student is a qualified foreign exchange student under § 2701.4(e) or an international student residing in the District with his or her parents.
- (l) The period of ineligibility for students that transfer absent an exception shall be one (1) calendar year commencing with the first (1st) day of official attendance in the receiving school.

2701.4 The LEA shall develop written procedures for challenges to eligibility based upon credible information that a student may not meet eligibility requirements set forth in this Chapter. Challenges to a student-athlete's eligibility shall occur as follows:

- (a) A challenge must be presented in writing and signed by the submitting party, addressed to the appropriate school authority where the student is enrolled.
- (b) The LEA shall provide a written report with supporting documentation of its findings and the student's right to appeal to the LEA, to the challenging party, SAO, and parents or guardian, not later than five (5) school days after the date the matter is reported to or by the LEA.
- (c) Upon a final eligibility determination by the LEA, the LEA shall issue the results of its review and supporting documentation to the SAO and the parents or legal guardian. For the protection of his or her team's win/loss record, the student whose eligibility is in question may not practice, scrimmage, or play in any school sponsored interscholastic athletic competition, until the LEA has issued its eligibility determination pursuant to its review.
- (d) In the event an LEA requires forfeiture of a contest already played, the Athletic Appeals Panel ("Panel") shall review the decision affirming or denying the forfeiture and shall provide the results of its findings and recommendations to the LEA not later than five (5) school days after the date the matter is reported to the SAO.
- (e) If the LEA fails to provide the results and supporting documentation required in this subsection before the student participates, the SAO may on its own initiative refer the case to the Panel for a final decision regarding eligibility and the forfeiture of contest.

2701.5 In order to be eligible to participate in interscholastic athletics at a public school, a student shall also meet the following requirements:

- (a) A student shall be a resident of the District of Columbia in conformance with all residency laws and regulations for students attending public schools in the District of Columbia.
- (b) A nonresident student of the District of Columbia is eligible to participate in interscholastic athletics under the following circumstances:
  - (1) Admission to a public school complies with applicable laws and Regulations;
  - (2) Applicable nonresident tuition payments are current; and
  - (3) Enrollment in a public school in the District of Columbia for one (1) calendar year, consistent with § 2701.3.
- (c) A student shall provide written authorization for each team that he or she wishes to participate on, and the authorization shall contain the signature of the custodial parent, legal guardian, or primary caregiver.;
- (d) A student shall provide a medical certification confirming that the student is physically fit for the sport in which the student seeks to participate;



- (e) (1) A student shall be covered by appropriate accident insurance, obtained either by his or her LEA or his or her parent or guardian and approved by his or her school's LEA, during each season the student participates;
- (2) Appropriate notice of the coverage and cost of the accident insurance obtained by his or her school's LEA shall be provided annually to parents or guardians and adult students;
- (3) A parent or guardian submitting a policy for approval by the student's school's LEA shall do so within the time specified by the LEA; and
- (4) Students participating in football shall be insured by additional football accident insurance which shall be paid for by the LEA in which the student is enrolled;
- (f) A student athlete shall maintain compliance with State attendance regulations and shall be present at least two-thirds (2/3) of the required school days preceding the first day of each season designated by the SAO for each sport that the student participates in. The student athlete shall have no more than three (3) unexcused absences during the season of participation for each sport;
- (g) A student in grade nine (9), ten (10), eleven (11), or twelve (12), shall have a grade point average of at least 2.0 ("C") to participate in interscholastic athletics;
- (h) A student in grade four (4), five (5), six (6), seven (7), or eight (8) shall not fail more than one (1) subject in the grading period immediately preceding the sport season in which the student wishes to participate;
- (i) The student shall not have graduated from high school from the LEA for which he or she participates in a sport; provided, that an eligible student whose graduation exercises are held before the end of the school year may continue to participate in interscholastic athletics until the end of that school year;
- (j) A student-athlete who reaches the following ages on or before August 1 of the school year in which he/she wishes to compete is not eligible:
  - (1) (12) years old in grades four (4) and five (5);
  - (2) (15) years old in grades six (6) through eight (8); or
  - (3) (19) years old in grades nine (9) through (12);
- (k) A student shall maintain amateur standing by engaging in sports only for the physical, educational, and social benefits derived from sports and by not accepting, directly or indirectly, a remuneration, gift, or donation based on his or her participation in a sport other than approved school, LEA, or State awards;
- (l) A student is eligible to participate in regular season, playoff, or championship interscholastic athletic contests for a maximum of:
  - (1) Four (4) semesters (two (2) seasons) in grades four (4) through five (5);
  - (2) Six (6) semesters (three (3) seasons) in grades six (6) through eight (8); and

- (3) Eight (8) semesters (four (4) seasons) in grades nine (9) through twelve (12), consistent with paragraphs in this subsection;
- (m) (1) Semester computations pursuant to Subsection (l) shall begin from the semester in which the student was enrolled for the first time in any school in grades four (4), six (6), and nine (9), and shall be counted continuously thereafter, regardless of whether he or she remains continuously enrolled in school.
- (2) For student athletes in grades nine (9) through twelve (12), eligibility shall cease at the end of the eighth (8th) semester after first (1st) entering the ninth (9th) grade;
- (n) Completion of a summer school program shall not be counted as a semester of attendance;
- (o) A student shall participate only under the name by which he or she is registered in the public school he or she attends;
- (p) A student's participation shall be classified as follows:
  - (1) Grades four (4) and five (5) shall participate on the elementary level;
  - (2) Grade six (6) shall participate on the elementary level, unless enrolled in grade (6) at a middle school, in which case shall participate on the middle school level;
  - (3) Grades seven (7) and eight (8) shall participate on the middle school level; and
  - (4) Grades nine (9) through twelve (12) shall participate on the high school level;
- (q) The grade designation on the student's official record, or official transfer record, shall be controlling in determining whether a student is assigned to grades four (4) through six (6) as used in this chapter;
- (r) A student shall be considered to be assigned to grades seven (7) through twelve (12), as used in this chapter, based upon the qualifications adopted by the Chancellor of DCPS or the director of another LEA, as applicable; or the grade designation on the official transfer record from another jurisdiction; provided that the student has met the minimum criteria required for the grade;
- (s) A student may represent only one (1) school in the same sport during a school year;
- (t) A student who has participated in varsity competition in a sport during a school year shall be ineligible to participate in junior varsity competition in the same sport in the same year;
- (u) A student who needs fewer than two (2) credits to graduate from twelfth (12th) grade and who transferred to a high school within the preceding twelve (12) months is prohibited from participation in any interscholastic athletic activity for the duration of the student's enrollment at that school;
- (v) An international student participating in a foreign exchange program shall be considered immediately eligible for a maximum period of one calendar school year if the student:
  - (1) Has not completed his or her home secondary school program;
  - (2) Meets all other eligibility requirements of this section;

- (3) Has been randomly assigned to his or her host parents and school and neither the school the student attends nor any person associated with the school has had input in the selection of the student and no member of the school's coaching staff, paid or voluntary, serves as the resident family of the student;
- (4) Possesses a current J-1 visa issued by the U.S. State Department; and
- (5) Is attending school under a foreign exchange program on the current Advisory List of International Educational Travel and Exchange Programs published by the Council on Standards for International Education Travel and such program assigns students to schools by a method which ensures that no student, school, or other interested party may influence the assignment;
- (w) An international student not participating in a foreign exchange program shall be treated as all other students who transfer schools;
- (x) A student in grade nine (9), ten (10), eleven (11), or twelve (12) shall not participate in the same individual or team sport outside of school, or with a team, an organized league, tournament meet, match or contest between the first (1st) and last scheduled contest of the school team during the season of the sport; provided, that a student who is selected to represent the United States in international amateur competition shall not become ineligible in school competitions for participating in qualifying trials. The following sports shall be exempted from the restrictions of this paragraph:
  - (1) Golf;
  - (2) Swimming;
  - (3) Tennis;
  - (4) Gymnastics;
  - (5) Volleyball;
  - (6) Softball;
  - (7) Track and field;
  - (8) Cross-country;
  - (9) Crew;
  - (10) Soccer;
  - (11) Cheerleading;
  - (12) Lacrosse;
  - (13) Rugby;
  - (14) Field Hockey; and
  - (15) Wrestling;
- (y) A hardship waiver was granted to the student by the Panel.

2701.6

A request for a waiver of the eligibility requirements shall be made only upon presentation in writing by the AD of an LEA to the SAO for a decision by the Panel, as follows:

- (a) A request for a waiver from the requirements in this chapter shall be presented to the SAO in writing with supporting documentation by the LEA;



- (b) The SAO shall forward the waiver request received from the AD of an LEA to the Panel; and
- (c) No later than five (5) school days after the date of receipt, the Panel shall affirm or deny the waiver request in a written decision.
- (d) The decision of the Panel is final.

## 2702 INELIGIBILITY AND CHALLENGES

- 2702.1 A student who is ineligible to participate in interscholastic athletics is prohibited from playing, practicing, or otherwise participating with a team in the District of Columbia during the period of such ineligibility.
- 2702.2 A student who participates in interscholastic athletics and is found ineligible is prohibited from participating in any interscholastic competition for one (1) calendar year from the date of the finding of ineligibility. Additionally, in order to be considered for eligibility when the calendar year has passed, the student must show that all of the eligibility requirements are satisfied.
- 2702.3 A student who is ineligible to participate in interscholastic athletics at the time of transfer from one (1) school to another, for any reason other than failing to meet the requirements of this chapter, shall not be considered for eligibility at the receiving school until one (1) full calendar year has passed from the date it was determined that the student was ineligible.
- 2702.4 Each LEA shall establish policies addressing probationary actions based on determinations of ineligibility in accordance with this chapter. The LEA shall provide copies of the written regulations to the SAO no later than August 1 of each school year.
- 2702.5 Any LEA carrying an ineligible student as a member of the team shall forfeit each contest played by such student.
- 2702.6 If any forfeiture creates a tie among teams participating in a SAO tournament and/or championship contest, a coin toss as mutually agreed by the school ADs shall determine the requisite order.
- 2702.7 An LEA, or school official including, without limitation, a coach, trainer, or volunteer assisting in athletics, who knows, or should have known, that an ineligible student is participating or has participated in an interscholastic athletic program or contest, shall be subject to disciplinary action pursuant to LEA regulation or policy.
- 2702.8 The LEA shall provide the disciplinary determinations pursuant to § 2702.7 to the SAO for review by the Panel no later than five (5) calendar days after the date of such action. The Panel shall investigate the matter and issue a written decision whether the school officer or agent participation in SAO activities shall be reduced, suspended, or revoked, in addition to any LEA actions.

## 2703 ALL-STAR CONTESTS

- 2703.1 A student who participates in a team sport may participate in an “all-star” competition for the sport that occurs outside the interscholastic season of the sport without jeopardy to his or her eligibility if:
  - (a) The all-star competition is an activity sanctioned by the SAO or another National Federation of State High School Association (“NFHS”) member;
  - (b) All participants in the all-star competition are graduating seniors or students completing their athletic eligibility at the end of the school year;

- (c) The student has played in no more than one (1) other all-star competition in his or her sport; or
- (d) The all-star competition occurs after the student has participated in his or her final contest for his or her school.

2703.2 A senior who fails to comply with § 2703.1 shall be subject to a penalty that may result in the loss of athletic eligibility for the balance of the school year. For all other students, the penalty may result in loss of eligibility for the next season in the sport in which the student participated in the all-star competition. The SAO shall review penalty decisions. The decision of the SAO shall be final.

## 2704 LEA REGULATIONS

2704.1 All LEA rules, policies, and procedures related to athletics shall be consistent with the provisions of this chapter. Upon request, LEAs shall provide the SAO with copies of their respective rules, policies, and procedures.

## 2799 DEFINITIONS

2799.1 When used in this chapter, the following terms shall have the meanings ascribed:

**Athletic Appeals Panel (“Panel”)** – A review Panel composed of three (3) people appointed by the State Superintendent of Education on a case by case basis, consisting of one (1) member from the public charter schools, one (1) member from DCPS, and one (1) member from OSSE..

**Athletic Director (“AD”)** – A person who holds the position of athletic director or a person or entity that performs the functions of an athletic director as designated by an LEA.

**Boundary Zone or Attendance Zone** – The area designated by DCPS as inbounds for a particular residence.

**Day** – One (1) calendar day, unless otherwise stated.

**First year of eligibility** – The school year a student first enters ninth (9th) grade for the first (1st) time.

**Ninth Grade** – A student is considered to be in grade nine (9) upon the student’s promotion from the eighth (8th) grade to the ninth (9th) grade) on the last school day of the student’s eighth (8th) grade (8th) grade academic year. The ninth (9th) grade year is considered to be completed on the thirtieth (30th) calendar day following the last day of the student’s first ninth (9th) grade academic year.

**Local Education Agency or LEA** – means an educational institution at the local level that exists primarily to operate a publicly funded school or schools in the District of Columbia, including the District of Columbia Public Schools (DCPS) and a District of Columbia public charter school.

**League** – An association of sports teams or clubs that compete mainly against each other.

**OSSE** – The District of Columbia Office of the Superintendent of State Education.

**Participate** – Inclusion on the tryout roster or team roster as a member of a recognized school team to tryout or play in practices, contests, and competitions, or otherwise engaging in other activities as part of the team.

**Previous participation** – Prior participation in interscholastic athletics in grades nine (9) through twelve (12).

**Public School** – A school within the District of Columbia Public Schools (“DCPS”) system, a District of Columbia public charter school, or a private school member participating in the District-wide competitions approved by the SAO.

**Receiving school** – The school a student enrolls in, after leaving his or her previous school.

**Sending School** – A school that a student withdraws from, in order to attend a different school.

**Semester (“full academic semester”)** – A semester is approximately two (2) marking periods during which academic coursework towards graduation requirements occurs but does not include the summer.

**Statewide Athletics Office (SAO)** – A unit of the Office of the State Superintendent of Education that directs, coordinates, and provides guidance for interscholastic athletic programs.

**Title IX** – Title IX is a portion of the Education Amendments of 1972, Pub. L. No. 92 318, 86 Stat. 235 (approved June 23, 1972), 20 U.S.C. §§ 1681 - 1688.

**Transfer** – The student has withdrawn from a sending school and has enrolled in a receiving school.

**Week** – Seven (7) calendar days, unless otherwise stated.

*Persons wishing to comment on this notice of rulemaking should submit their comments in writing including or through an electronic submission to: Office of the State Superintendent of Education, 810 First Street, N.E., 9th Floor, Washington, D.C. 20002 [(202) 727-6436], or to [Jamai.Deuberry@dc.gov](mailto:Jamai.Deuberry@dc.gov) with subject “Attn: Jamai Deuberry, Interscholastic Athletics Rules.” All comments must be received no later than thirty (30) days after publication of this notice in the D.C. Register. All comments received will be taken into consideration during the proposed rulemaking process prior to final adoption of these rules.*



## DCSAA MEMBERSHIP APPLICATION

Through this application, the School applies for membership in the District of Columbia State Athletics Association for the 20\_\_\_\_ - 20\_\_\_\_ school year. The DCSAA is a volunteer association.

### School Information

<b>Official Name of School</b>	
School Address	
City ST ZIP Code	
<b>Administrative Head of School</b>	
Principal Phone Number	
Principal Email	
<b>Athletic Director of School</b>	
Athletic Director Phone Number	
Athletic Director Email	
<b>LEA Athletic Director</b>	
LEA Director Phone Number	
LEA Director Email	

### Signatures of Agreement

Signatures of Principal of School and LEA Director represent an agreement that the applying school and its officials will:

- 1) abide by the DCSAA constitution, applicable OSSE regulations, and all applicable OSSE and DCSAA policies and guidelines, including eligibility and sports standards; and
- 2) inform the public of the rules of the association and its purpose.

\_\_\_\_\_  
(Signature of Administrative Head of School)

\_\_\_\_\_  
(Signature of LEA Director)

### School Membership Dues

The DCSAA waives membership dues for all schools submitting a membership application by August 15, 2013.

## DCSAA VERIFICATION OF COMPLIANCE

### *Introduction:*

The Office of the State Superintendent of Education and the District of Columbia State Athletic Association (DCSAA) seeks to maintain the integrity of its athletic programs when DCSAA member schools practice or play against non-member high school teams. Accordingly, DCSAA has established these Standards of Competition to achieve the following purposes:

- Ensure athlete safety;
- Minimize risks;
- Deter exploitation of students;
- Ensure that competing school teams are appropriately supervised by a responsible entity;
- Maintain athletics as an integral part of the total educational program;
- Promote competitive fairness;
- Foster student leadership; and
- Encourage academic progress.

### *Compliance:*

To certify compliance with the DCSAA Standards of Competition, the administrative head of the school, who is responsible for the school's daily administration, must sign and submit annually the Certification of Compliance with the DCSAA Standards of Competition for approval by DCSAA. This certification shall be submitted to DCSAA before the first athletic competition against a DCSAA member high school team or a high school team from a National Federation of State High School Athletic Associations (NFHS) member. The list of Forms shall be submitted via email to [clark.ray@dc.gov](mailto:clark.ray@dc.gov). Or via mail at:

Office of the State Superintendent of Education  
 Statewide Office of Athletics  
 Attn: Clark Ray, Director of Athletics  
 810 First Street NE, 9<sup>th</sup> Floor  
 Washington DC 20002

### *Timeline:*

This certification covers all practices with and athletic contests against DCSAA member high school teams during the current school year. Interscholastic athletic teams representing high schools that are not listed on the current approval list will not be permitted to practice with or play against any DCSAA member school team.

### *Approved Schools:*

A school that has an approved certification of the Standards of Competition on file will be listed as a DCSAA approved school, eligible to practice with or play against DCSAA member schools. The DCSAA approved schools list will be shared with NFHS and surrounding NFHS State Association members.

### Note:

DCSAA will **not sanction** any interscholastic athletic event involving a non-member school who has not signed a DCSAA Verification of Compliance document. DCSAA will maintain a list of member and approved non-member schools and publish the list on its website. DCSAA will provide each NFHS State Association member with a copy of its Member Schools, Approved Non-Member Schools and Non-Member Schools.

## DCSAA VERIFICATION OF COMPLIANCE

APPLICATION DATE: \_\_\_\_ / \_\_\_\_ /20 \_\_\_\_

This verification of compliance references the approved standards of competition for high schools to practice or play against member schools of the District of Columbia State Athletic Association (DCSAA):

- ☐ Attachment a, Standards of Competition; and
- ☐ Title 5 chapter 27 of the District of Columbia Municipal Regulations, Interscholastic Athletics.

## LEAGUE INFORMATION

<b>League Name</b>	
Business Address	
City ST ZIP Code	
<b>Official Name of Host School</b>	
School Address	
City ST ZIP Code	
<b>League Athletic Director</b>	
League Athletic Director's Phone Number	
League Athletic Director's Email	

## INDIVIDUAL SCHOOL INFORMATION

<b>Official Name of School</b>	
School Address	
City ST ZIP Code	
<b>Administrative Head of School</b>	
Principal Phone Number	
Principal Email	
<b>Athletic Director of School</b>	
Athletic Director Phone Number	
Athletic Director Email	



## Signatures of Agreement

I verify, as administrative head of \_\_\_\_\_ Conference/  
High School, that our interscholastic athletic teams accept and participate in accordance with  
the DCSAA Standards of Competition, attached hereto as Attachment A, for the \_\_\_\_\_  
\_\_\_\_\_ school year. I acknowledge that failure to follow this policy or relevant provisions of the  
Title 5 Chapter 27 (Interscholastic Athletics) of the District of Columbia Municipal Regulations  
as identified in Attachment A, may lead to disqualification of our interscholastic athletic teams  
from competition against the DCSAA member schools and participation in DCSAA sanctioned/  
sponsored competitions.

\_\_\_\_\_  
(Signature of Administrative Head of School)

\_\_\_\_\_  
(Signature of League Athletic Director)

## For DSAA use only

Comments and recommendations:

## ATTACHMENT A

### STANDARDS OF COMPETITION

Individual high schools that practice or play against DCSAA member high schools shall adhere to the following requirements:

1. Athletes of the high school team must be registered and attending a non-member or non-public high school as defined by the National Federation of State High School Association (NFHS)
2. Athletes of the high school team must remain affiliated with the school for the duration of the academic school year in which they participate in interscholastic athletics and are not permitted to represent more than one school in interscholastic athletics unless they change their primary residence.
3. The administrative head of the school responsible for the day-to-day administration of the school shall:
  - Document that each school team member has received the written permission of the parent/legal guardian to practice and play in interscholastic athletics;
  - (a) Document that each high school team member has been examined by a licensed physician, a certified physician assistant under the supervision of a licensed physician or a certified nurse practitioner as being physically fit to participate in any try-out, practice, or contest; and
  - (b) Document that each team member participating on an interscholastic athletic team meets academic and eligibility requirements pursuant to Title 5, Chapter 27 of the District of Columbia Municipal Regulations ( 2701.5 (f) (g) ).
4. The high school shall not permit students who are 19 years old or older as of August 1st to practice or play on or with its interscholastic athletic team.
5. The high school shall not permit high school graduates to practice or play.
6. Each interscholastic athletic team must have a defined sports season in which it will practice or play against a DCSAA member school team.
7. Each high school team must permit equal opportunity for participation in athletic programs.
8. High school team members must maintain amateur status by engaging in sports only for the physical, educational, and social benefits derived therefrom and by not accepting remuneration, gifts or donations, other than approved school awards, directly or indirectly.
9. High School team members may participate in interscholastic athletic contests in a particular sport for a maximum of four seasons between the 9th and 12th grades. Season eligibility computations shall begin from the semester in which the student was enrolled for the first time in any school in grade nine, and shall be counted continuously thereafter, regardless of whether the student remains continuously enrolled in school.
10. The high school represented by its high school teams assumes responsibility for the coaches and athletes on each of its high school teams.
11. The head coach or primary coach of the high school team shall be an employee of the represented school at least during the season of the sport he/she is coaching.
12. All competitions against DCSAA member high school teams shall be conducted using DCSAA certified officials, when required by the DCSAA.

13. All competitions against DCSAA member high school teams shall be conducted pursuant to NFHS Rules of the game when applicable.
14. Foreign, exchange, and international student athletes holding a F1 or J1 visa issued by the US State Department, who practice and play on high school teams must attend the high school under a foreign exchange program on the current Advisory List of International Educational Travel and Exchange Programs published by the Council on Standards for International Educational travel, and such programs must assign students to schools by a method which insures that no student, school or other interested party may influence the assignment.



## DCSAA ELIGIBILITY CHECKLIST

1. Student Name: \_\_\_\_\_

2. Address: \_\_\_\_\_

3. Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

A student-athlete shall not have reached the following ages on or before August 1 of the school year in which he/she wishes to compete:

1. Grades four (4) and five (5): twelve (12) years;
2. Grades six (6) through eight (8): fifteen (15) years; and
3. Grades nine (9) through (12): nineteen (19) years.

4. *For Transferring Student Only:*

A student who transfers enrollment from any school to a public school in the District of Columbia in grades nine (9), ten (10), eleven (11), or twelve (12) is ineligible to participate in interscholastic athletics unless he or she meets one (1) of the following exceptions:

- (a) A student in grade nine (9) may transfer one (1) time during that school year without loss of eligibility;
- (b) A student attending a public school moves to a new bona fide permanent residence in the District of Columbia with his or her custodial parent(s), legal guardian, or primary caregiver;
- (c) The student is transferred to another school by any court order;
- (d) A reorganization, consolidation, or annexation of the student's school occurs;
- (e) The closure of the student's school or school's athletic program;
- (f) The student is ordered to transfer for non-athletic purposes;
- (g) The student has special needs, as identified by the Individualized Education Program (IEP) or Section 504 Plan, and is transferred to another public school for the delivery of a free appropriate public education;
- (h) A transfer is the result of the student's being homeless as defined in the McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11434a(2), except if the student's homeless status is shown to have been created by the student or his/her family for the primary reason of eligibility in interscholastic athletics;
- (i) The student transfers as provided for in 5 DCMR E § 3805 because his or her school has been designated as a persistently dangerous school;
- (j) The student transfers as provided for in 5 DCMR E § 3809 because he or she has been the victim of a violent crime or a pattern of bullying or other aggressive conduct or sexual harassment;
- (k) The student is a qualified foreign exchange student under § 2701.4(e) or an international student residing in the District with his or her parents.
- (l) The period of ineligibility for students that transfer absent an exception shall be one (1) calendar year commencing with the first (1st) day of official attendance in the receiving school.

Reason for Transfer: \_\_\_\_\_

**Eligibility of Non-Resident Students:**

A non-resident student attending school in the District of Columbia is eligible to participate in interscholastic athletics under the following circumstances:

- (a) Admission to a public school complies with applicable laws and regulations;
- (b) Applicable non-resident tuition payments are current; and
- (c) Enrollment in a public school in the District of Columbia for one year, consistent with the general transfer rules listed above in #4.

A student currently attending a Public School in the District of Columbia who is ineligible to participate in interscholastic athletics at the time of transfer from one school to another, for any reason other than failure to satisfy one of the enumerated exceptions for a transfer, shall not be considered for eligibility to the receiving school until the student has been enrolled for one calendar year.

5. Date entered school: \_\_\_\_\_

6. School enrolled last: \_\_\_\_\_

7. Have you ever repeated a grade? No \_\_\_\_ Yes \_\_\_\_ If yes, what grade? \_\_\_\_\_

Semester and season eligibility computations shall begin from the semester in which the student was enrolled for the first time in any school in grades four (4), six (6), and nine (9), and shall be counted continuously thereafter, regardless of whether he or she remains continuously enrolled in school. For student athletes in grades nine (9) through twelve (12), eligibility shall cease at the end of the eighth semester after first entering the ninth (9th) grade.

8. Have you ever not attended school on a continuous basis – If yes, when?  
\_\_\_\_\_

9. Grades/transcripts checked: \_\_\_\_\_

A student in grade nine (9), ten (10), eleven (11), or twelve (12), shall have a grade point average of at least 2.0 ("C") to participate in interscholastic athletics.

A student in grade four (4), five (5), six (6), seven (7), or eight (8) shall not fail more than one (1) subject at the end of the grading period immediately preceding the sport season in which the student wishes to participate.

A student who is ineligible to participate in interscholastic athletics may not play, practice, scrimmage or otherwise participate with an interscholastic sports team in the District of Columbia during the period of such ineligibility.

10. School attendance checked: \_\_\_\_\_

A student shall maintain regular school attendance, having been present at least two-thirds (2/3) of the school days preceding the sport season of requested participation and have no more than three (3) unexcused absences during the season of participation. Completion of a summer school program shall not be counted as a semester of attendance for the purposes of establishing eligibility pursuant to this subsection.

11. Parental Consent, including emergency treatment information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. Physical Exam - Date: \_\_\_\_\_
13. Birth Certificate: \_\_\_\_\_
14. Medical Coverage: \_\_\_\_\_
15. Non-residents, international students, and high school students desiring to play sports at a school in which he or she is not enrolled, all have specific criteria that must be addressed prior to declaring a student eligible.

**OTHER DCSAA RULES MAY ALSO APPLY. IT IS RECOMMENDED THAT IF YOU HAVE ANY QUESTIONS, EMAIL THE STATEWIDE ATHLETICS OFFICE AT [clark.ray@dc.gov](mailto:clark.ray@dc.gov).**

# DISTRICT OF COLUMBIA STATE ATHLETIC ASSOCIATION

810 First Street, NE 4th Floor • Washington, DC 20002

## Certification of Eligibility for Students in Grades 9-12

School \_\_\_\_\_ Date of First Official Contest \_\_\_\_\_

Sport \_\_\_\_\_ ☐ Boys ☐ Girls

Principals/Head Masters are responsible for determining and certifying the eligibility of students to participate in interscholastic athletics. Lists of eligible students shall be submitted by principals to the Director of Athletics fourteen (14) days prior to the first contest.

Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 9 Mo-YR	Name of School where student first entered 9th Grade
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				



Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 9 Mo-YR	Name of School where student first entered 9th Grade
19.				
20.				
21.				
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39.				
40.				

I certify that the students whose names are shown on this list are eligible via the rules and regulations of the District of Columbia State Athletic Association to participate in interscholastic athletics during the 2013-2014 school year.

Principal's Signature

Athletic Director's Signature

# DISTRICT OF COLUMBIA STATE ATHLETIC ASSOCIATION

810 First Street, NE 4th Floor • Washington, DC 20002

## SUPPLEMENTAL

### Certification of Eligibility for Students in Grades 9-12

School \_\_\_\_\_ Date of First Official Contest \_\_\_\_\_

Sport \_\_\_\_\_ ☐ Boys ☐ Girls

Principals/Head Masters are responsible for determining and certifying the eligibility of students to participate in interscholastic athletics. Lists of eligible students shall be submitted by principals to the Director of Athletics fourteen (14) days prior to the first contest.

Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 9 Mo-YR	Name of School where student first entered 9th Grade
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				

Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 9 Mo-YR	Name of School where student first entered 9th Grade
19.				
20.				
21.				
22.				
23.				
24.				
25.				
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33.				
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35.				
36.				
37.				
38.				
39.				
40.				

I certify that the students whose names are shown on this list are eligible via the rules and regulations of the District of Columbia State Athletic Association to participate in interscholastic athletics during the 2013-2014 school year.

Principal's Signature

Athletic Director's Signature

# DISTRICT OF COLUMBIA STATE ATHLETIC ASSOCIATION

810 First Street, NE 4th Floor • Washington, DC 20002

## Certification of Eligibility for Students in Grades 6-8

School \_\_\_\_\_ Date of First Official Contest \_\_\_\_\_

Sport \_\_\_\_\_ ☐ Boys ☐ Girls

Principals/Head Masters are responsible for determining and certifying the eligibility of students to participate in interscholastic athletics. Lists of eligible students shall be submitted by principals to the Director of Athletics fourteen (14) days prior to the first contest.

Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 6 Mo-YR	Name of School where student first entered 6th Grade
1.				
2.				
3.				
4.				
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13.				
14.				
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18.				



Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 9 Mo-YR	Name of School where student first entered 9th Grade
19.				
20.				
21.				
22.				
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40.				

I certify that the students whose names are shown on this list are eligible via the rules and regulations of the District of Columbia State Athletic Association to participate in interscholastic athletics during the 2013-2014 school year.

Principal's Signature

Athletic Director's Signature

# DISTRICT OF COLUMBIA STATE ATHLETIC ASSOCIATION

810 First Street, NE 4th Floor • Washington, DC 20002

## SUPPLEMENTAL

### Certification of Eligibility for Students in Grades 6-8

School \_\_\_\_\_ Date of First Official Contest \_\_\_\_\_

Sport \_\_\_\_\_ ☐ Boys ☐ Girls

Principals/Head Masters are responsible for determining and certifying the eligibility of students to participate in interscholastic athletics. Lists of eligible students shall be submitted by principals to the Director of Athletics fourteen (14) days prior to the first contest.

Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 6 Mo-YR	Name of School where student first entered 6th Grade
1.				
2.				
3.				
4.				
5.				
6.				
7.				
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Name of Eligible Athlete List Alphabetically (Last, First, MI)	Address of Residence (Street, City, State)	Date of Birth	Date of First Entry Into Grade 9 Mo-YR	Name of School where student first entered 9th Grade
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
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30.				
31.				
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I certify that the students whose names are shown on this list are eligible via the rules and regulations of the District of Columbia State Athletic Association to participate in interscholastic athletics during the 2013-2014 school year.

Principal's Signature

Athletic Director's Signature

## The District of Columbia State Athletic Association Recommendations for Transgender Participation in Interscholastic Athletics

The District of Columbia State Athletic Association (DCSAA) supports the process outlined below to address the participation of transgender students in all DCSAA state finals series in interscholastic athletics as it aligns with the DC Human Rights Act, Title IX, and other laws and regulations prohibiting discrimination or participation in interscholastic programs and activities sponsored by the DCSAA.

Under the DC Human Rights Act it is unlawful to “...deny, restrict, or to abridge or condition the use of, or access to, any of its facilities, services, programs, or benefits of any program or activity to any person otherwise qualified, wholly or partially, for a discriminatory reason, based upon the actual or perceived: race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, political affiliation, source of income, or disability of any individual.”

### DEFINITIONS:

For the purpose of this recommendation the following definitions will be in place:

- A. **Transgender:** A gender identity in which a person’s inner sense of their gender does not correspond to their assigned biological sex.
- B. **Gender Expression:** The manner in which people outwardly expresses their gender.
- C. **Gender Identity:** People’s inner sense of their gender. Most people develop a gender identity that corresponds to their biological sex, but some do not.

### PRIVACY STATEMENT:

All discussions, documents and information at all levels of the process either by a member school, appeals panel, and/or DCSAA shall be kept confidential unless consent is granted by the student or the student and his/her family.

### PHILOSOPHY OF GENDER IDENTITY PARTICIPATION:

Pursuant to 5-A DCMR 2700.6, the DCSAA allows for participation for all students regardless of their gender identity expression. The purpose of this recommendation is to designate a set of criteria in which student-athletes are able to dispute challenges

to their participation in a manner that is consistent with their gender identity by member schools. Fundamental fairness, as well as most local, state and federal rules and regulations, requires schools to provide intersex and transgender student-athletes with equal opportunities to participate in athletics may occur in a in a safe, competitive and friendly environment, free of discrimination.

### GENDER IDENTITY PARTICIPATION:

All students should have the opportunity to participate in DCSAA activities in a manner that is consistent with their gender identity, irrespective of the gender listed on a student’s records or identification documents. Schools should allow students to participate in DCSAA activities in a manner that is consistent with their gender identity. In the case where schools do not permit students to participate, a student may seek review of eligibility for participation under the procedures set forth below entitled ‘Guidelines for Review’.

Once the student has been granted eligibility to participate in the sport consistent with their gender identity, the eligibility is granted for the duration of the student’s participation and does not need to be reviewed every sports season or school year, nor upon transfer to another DCSAA participating school in the District of Columbia.

If a school disputes the participation of a student based on gender, the student may apply appeal or apply for a waiver for participation in the following manner:

1. **NOTICE TO THE SCHOOL:** The student and/or parents, guardians and/or caregivers shall contact the school administrator and/or the school athletic director indicating that the student has a consistent gender identity different than the gender listed on the student’s school registration records and that the student desires to participate in activities in a manner consistent with his/her gender identity. The school shall reconsider participation based on the statement of the guardian. The school staff should work closely with the student to assess the degree to which, if any, the guardian will be involved in the process and must consider the health, well-being, and safety of the appealing student.



2. **NOTICE TO THE DCSAA:** If the school refuses to allow the student to participate, the school administrator shall contact the DCSAA Executive Director, which will assign a facilitator who will assist the school and student in preparation and completion of a mediation process. If the mediation is not successful, the student has a right to appeal.

3. **FIRST LEVEL OF APPEAL:** The student may seek a waiver from the State Appeal Panel under the waiver procedures to which the panel will apply DC Human Rights Act standards for review. The Panel shall include a minimum of three (3) of the following persons, one of whom must be from the DCSAA staff:

- A. Physician, physician assistant or nurse practitioner with transgender health knowledge
- B. Psychiatrist, psychologist or licensed mental health professional with transgender health knowledge.
- C. School administrator from a non-appealing school.
- D. DCSAA Staff Member.
- E. Advocate familiar with transgender, gender identity and gender expression competencies.

4. **DOCUMENTATION:** All documentation generated for the appeal process will remain confidential to protect the privacy of the student. The following documentation and information is either optional or required to proceed with the appeals process. All documentation and information is provided directly to the DCSAA Executive Director for Panel review:

- A. Optional: Current transcript and school registration information.
- B. Required: Documentation of student's consistent gender identification and a written request to participate in athletics according to his/her gender identity (e.g., affirmed written statements from student and/or parent/guardian/caregiver/ and/or health care provider).
- C. Optional: Any other pertinent documentation or information.

5. **GUIDELINES FOR REVIEW PROCESS:**

The Panel will convene following the waiver procedures and render a decision under those

timelines.

6. **RESOLUTION FOLLOWING APPROVAL:** The following areas of awareness for School Administrators, Staff and Athletic Coaches:

- Use correct names/pronouns- according to student's self-identification
- Gender appropriate restroom accessibility
- Locker room accessibility
- Educational training for teachers, counselors, coaches, administrator and students on transgender sensitivity in relation to student(s)
- Refer to evidence-based approaches to support for transgender students online: <http://www.glsen.org/cgi-bin/iowa/all/news/record/2819.html>

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<sup>i</sup> D.C. Human Rights Act, D.C. Code Ann. §§ 2-1401.01 -2-1411.06.

<sup>ii</sup> Definitions from the National Sexuality Education Standards, <http://www.aahperd.org/aahe/advocacy/pressreleases/upload/JOSH-FoSE-Standards-FINAL.pdf>

<sup>iii</sup> TRANSGENDER AND GENDER NONCONFORMING STUDENTS: Model Language, Commentary & Resources [http://www.glsen.org/binary-data/GLSEN\\_ATTACHMENTS/file/000/001/1977-1.pdf](http://www.glsen.org/binary-data/GLSEN_ATTACHMENTS/file/000/001/1977-1.pdf)

## Inclement Weather Policy

The presence of thunder and/or lightning necessitates that all outdoor activities be suspended immediately. The occurrence of either thunder or lightning is not subject to interpretation or discussion. If thunder and/or lightning is heard and/or observed all outdoor activities will be suspended immediately. Players and spectators shall be directed to a safe location.

The following recommendations are made to mitigate the lightning hazard:

- Identify an individual to monitor threatening weather conditions before, during and after outdoor activities and to make a final decision to suspend play.
- Monitor local weather reports daily prior to any scheduled outdoor activities. Be aware of the potential for severe weather and plan accordingly. Be aware of local weather service terminology: “watch” vs. “warning”, as well as the signs of storm development.
- Develop an emergency action plan for evacuation to a safe location for each venue that will host athletic practice and/or contests. Ensure that the designated safe location is immediately accessible (unlocked). Clearly identify appropriate nearby shelter locations with maps if necessary. A comprehensive plan should include instructions for participants and spectators as well as an established all clear signal. Communicate the emergency action plan to all officials and coaches prior to the need to take shelter to avoid unnecessary delay.

If thunder and/or lightning are present shelter must be taken for a minimum of 30 minutes from the time of the interruption before considering the resumption of play.

- A. If thunder and/or lightning is observed at the site of an outdoor activity 30 or fewer minutes prior to the scheduled start of that activity, the official/coaches and the responsible school authorities shall not permit the contest to begin on that date until the inclement weather has cleared or the conditions become playable.
- B. If thunder and/or lightning is observed during the playing of the outdoor activity, the official/coaches shall immediately cease play for a minimum of 30 minutes, have all participants and spectators seek \*appropriate shelter and

then re-evaluate the situation.

- C. Any subsequent thunder and/or lightning after the beginning of the 30 minute count shall reset the clock and another 30 minute count shall begin.

\*Appropriate shelter is defined as any sturdy, fully enclosed, substantial building that has plumbing and/or electrical wiring that acts to electrically ground the structure.

Examples of locations routinely used that DO NOT meet the criteria for an appropriate shelter include:

- Baseball/softball dugouts;
- Baseball/softball “covered” batting cages;
- Outside storage sheds; and/or
- Canopy/awning/tent/trees.
- In the absence of a sturdy, fully enclosed shelter, a secondary structure such as a fully enclosed vehicle with a hard metal roof, rubber tire, and completely closed windows can provide a measure of safety. Convertibles, soft-top vehicles and golf carts do not provide a high level of protection and cannot be considered safe from lightning.
- Persons should avoid taking showers and using plumbing facilities (including indoor and outdoor pools, whirlpools, Jacuzzis, and hot tubs) and land-line telephones during a thunderstorm.
- If no safe structure or location is within a reasonable distance, personnel should find a thick grove of small trees surrounded by taller trees, or a dry ditch. Everyone should assume a lightning-safe position: a crouched position on the ground with the feet together, weight on the balls of the feet, head lowered and ears covered. Minimize the body’s surface area contact with the ground. Do not lie flat!
- If unable to reach safe shelter, persons should stay away from the tallest trees or objects (i.e. light poles flag poles, etc.), metal objects (i.e. fences, bleachers, etc.), individual trees, standing pools of water and open fields. Persons should avoid being the highest object in an open field.
- In situations where thunder and/or lightning may or may not be present, yet someone feels his/her hair stand on end and skin tingle, LIGHTNING IS IMMINENT! Therefore, all persons should assume a lightning-safe position, as described

above.

- A cellular and/or portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location, and if all other precautions are followed.

More information on thunder and lightning safety can be found at the following:

[www.weather.gov](http://www.weather.gov)

[www.nfhs.org](http://www.nfhs.org)

## HEAT ACCLIMATIZATION AND HYDRATION POLICY

Over the past 15 years the number of deaths due to heat related illnesses has increased significantly. If athletes are not properly acclimatized for play and treated properly they can suffer chronic if not fatal consequences. Student-Athletes who begin training in the late summer (i.e. football, soccer and cross country) experience over exertion heat-related illness more often than athletes who begin training during the winter and spring months.

All coaches and staff should participate in specific heat acclimatization training (<http://is.gd/zOfVLp>) and American Red Cross CPR/First Aid/AED training before being allowed to convene practice or participation in any sport. Such training is being provided at no cost through the Office of the State Superintendent of Education (OSSE). Please contact OSSE for participation in these trainings.

The following heat illnesses and hydration information has been developed by the District of Columbia State Athletic Association Sports Medicine Advisory Committee (DCSAA SMAC) to provide the highest quality healthcare for student-athletes in the District of Columbia and in order to help educate student-athletes, parents, coaches, athletic directors, certified athletic trainers, medical professionals, and school staff about heat and hydration. These recommendations shall be followed by all coaches and staff and participants unless or until they are changed by the Department of Health or the State Athletic Office, or through heat acclimatization training or American Red Cross training standards. This document should also be referenced periodically for recollection, and any updates or improvements.

This document was established to increase safety and performance for student-athletes who in engage in physical activity, especially in warm and hot environments. Many cases of exertional heat illness are preventable and can be successfully treated if onsite personnel identify the condition and implement appropriate care in a timely manner. The purpose of this information is to a) increase awareness of heat-related illnesses b) provide useful recommendations to optimize fluid replacement for athletes, c) provide information regarding predisposing factors that increase an athlete's risk for heat illness, and d) identify factors that influence optimal rehydration during and after athletic participation. Additionally, pages 11-15 specifically outline recommendations for participation.

### What is Dehydration?

Your body is approximately 60% water, and when student-athletes do not replenish lost fluids, they become dehydrated. Dehydration occurs when fluid loss (via sweat, urine, respiratory or GI tract) is greater than fluid intake (via drinking and food). Dehydration of 1% to 2% of body weight begins to compromise physiologic function and negatively influences performance. Dehydration of greater than 3% of body weight further disturbs physiologic function and increases an athlete's risk of developing an exertional heat illness (i.e. heat cramps, heat exhaustion, or heat stroke).

### Some Signs and Symptoms of Dehydration:

- ☐ Dry Mouth
- ☐ Thirst
- ☐ Irritability
- ☐ General Discomfort
- ☐ Headache
- ☐ Apathy
- ☐ Weakness
- ☐ Dizziness
- ☐ Cramps
- ☐ Chills
- ☐ Vomiting
- ☐ Nausea
- ☐ Excessive Fatigue

### How to check for dehydration

**(At least two methods should be used):**

Information/ guidelines about dehydration should be available to all student-athletes, **especially after a heat-related illness.**

#### ☐ Urine Characteristics (least reliable)

- o Lemonade urine color to clear urine color = well- hydrated
- o Regular amount of light colored urine = well-hydrated
- o Apple Juice urine color or darker = not hydrated
- o Small amounts of dark urine = not hydrated
- o A urine chart (see last page) should be displayed to provide athletes with examples



## □ Weight Checks

- o Weight checks both pre and post-practice to monitor weight loss, to determine how much fluid should be replenished. Use of a written daily record is strongly recommended.
- o A loss of just 1-2% of body weight can negatively impact performance. A loss of 3% or more of body weight can significantly increase the risk of exertional heat-related illness.
- o Athlete should be back to their weight before the beginning of their next practice.

## □ Refractometry

- o If readings fall within normal limits (hydrated), the student-athlete does not have to repeat the reading, unless a heat-related illness occurs
- o If readings show student-athlete is dehydrated the athlete must be held from participation in heat and must subsequently produce a urine sample which indicates hydration on the following day prior to participation

## *Some other risk factors for heat illness include:*

### □ Prior Episode of Heat Illness

- o Some individuals with a history of heat illness are at greater risk for recurrent heat illness

### □ Clothing and Equipment

- o Dry clothing and equipment absorb sweat and prevent evaporative heat loss
- o Dark clothing produces radiant heat gain
- o Bulky clothing, protective equipment can all increase body temperature, sweat loss and increase risk of heat illness

### □ Fitness level

- o Physical training and improved cardiovascular fitness reduces the risk of a heat illness
- o Individuals who are untrained are more susceptible to heat illness than are trained athletes.

### □ Medications & Drugs

- o Amphetamines (including ADHD

medications), ephedrine, synephrine, ma huang, and other stimulants increase heat productions.

- o Diuretics can also produce dehydration

### □ Alcohol and caffeine at certain doses are mild diuretics

- o Any athlete taking medication for ADHD should be monitored closely for signs and symptoms of heat illness

### □ Obesity

- o Athletes with a higher body fat percentage are at increased risk for heat illness, as fat does not allow the body to dissipate heat.

### □ Sick Cell Trait

- o Special precautions should be taken in hot and humid conditions for athletes with the sickle cell trait (reference Sickle Cell section on DCSAA website)

### □ Increased Heat

- o Sweating is increased when the environmental temperature is increased. As sweat is lost, the chances of dehydration increases.

### □ Increased Humidity

- o Evaporation is less effective at high humidity.
- o As humidity increases, perspiration evaporates less rapidly.
- o Heat loss by sweating can be dramatically impaired when the humidity is greater than 60 percent.

## Ways to Measure/ Gauge Heat & Humidity

Environmental temperature and humidity each independently contribute to dehydration and heat illness risk. A heat index should be followed to help determine if practices/ contests should be modified or canceled. It is the responsibility of the school's coaching staff to know the heat index before, after or during a scheduled practice, activity, or game. The Weather Channel's heat index chart can be found at: <http://www.nws.noaa.gov/om/heat/index.shtml>

When a sling psychrometer is available (the Kestrel 4400 is a good electronic substitute), the on-site

wet-bulb temperature should be measured 10-15 minutes before practices or contests. The results should be used with a heat index to determine if practices or contests should be started, modified, or stopped. A wet globe temperature (WBGT) is the most effective method for determining environmental heat risk, because it takes into consideration not only ambient temperature and humidity, but also solar radiation.

## NOAA's National Weather Service

### Heat Index

Temperature (°F)

Relative Humidity (%)	80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110
40	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	136
45	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137	
50	81	83	85	88	91	95	99	103	108	113	118	124	131	137		
55	81	84	86	89	93	97	101	106	112	117	124	130	137			
60	82	84	88	91	95	100	105	110	116	123	129	137				
65	82	85	89	93	98	103	108	114	121	128	136					
70	83	86	90	95	100	105	112	119	126	134						
75	84	88	92	97	103	109	116	124	132							
80	84	89	94	100	106	113	121	129								
85	85	90	96	102	110	117	126	135								
90	86	91	98	105	113	122	131									
95	86	93	100	108	117	127										
100	87	95	103	112	121	132										

Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity

Caution

Extreme Caution

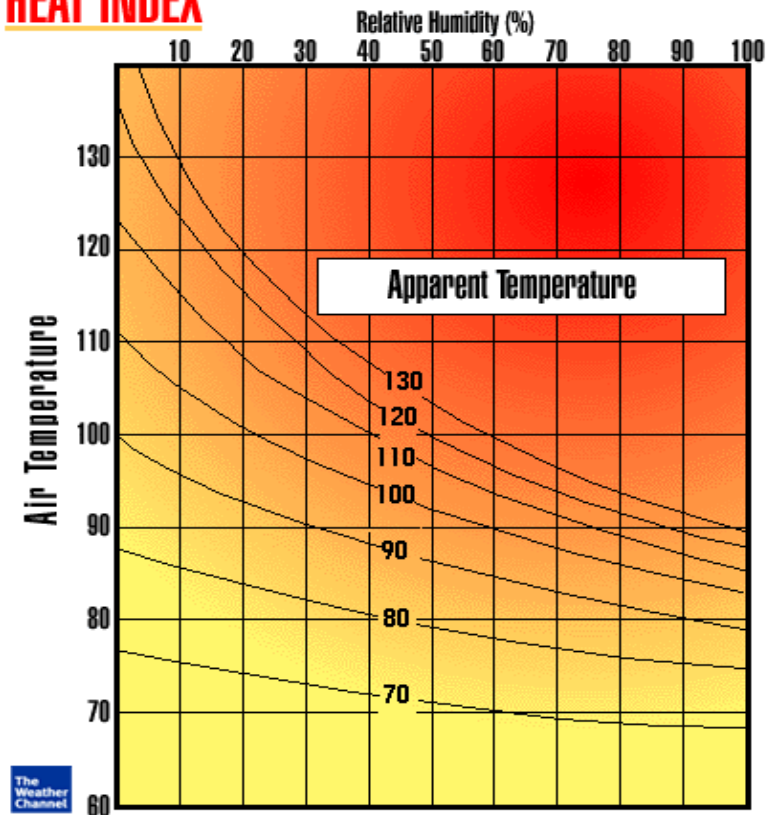
Danger

Extreme Danger

## Apparent Temperature Readings

Caution: 85 to 95° F physical

## HEAT INDEX



activity may cause fatigue

**Extreme Caution:** 95 to 105° F possible heat cramps and/or heat exhaustion with prolonged exposure

**Danger:** Above 105°F possible heat stroke with prolonged exposure; heat exhaustion and heat cramps likely.

## WET BULB GLOBE TEMPERATURE & RISK OF HEAT ILLNESS

<65°F Green	Low Risk
65-73°F Yellow	Moderate Risk
73-82°F Orange/Red	High Risk; Everyone should be aware of injury potential; individuals at risk should not compete
>82°F Black	Very High Risk; consider rescheduling or delaying the event until safer conditions prevail
>90°F	Cancel Activity

## When is it okay to practice?

- ☐ Schedule training sessions to avoid the hottest part of the day and to avoid radiant heating from direct sunlight, especially during heat-acclimatization.
- ☐ The time period between 11 am and 3 pm is a blackout period in August during which no activities may be held outdoors or inside if not a temperature-regulated facility. On Code Orange and Code Red days this time period is extended to 6 pm.
- ☐ Plan rest breaks to match the environmental conditions and the intensity of the activity. Rest breaks should occur in the shade if possible, and hydration during rest breaks should be encouraged. Allow sufficient time for all participants to access fluids and partake freely during the break. Allow a sufficient number of water breaks as well.
- ☐ Minimize warm-up time when feasible, and conduct warm-up sessions in the shade when possible to minimize the radiant heat load in “high” or “very high” or “extreme or hazardous”.

## What is Rehydration?

Rehydration is the optimal replacement of fluids and electrolytes in accordance with individual needs. Fluid intake should nearly approximate fluid losses. Athletes should personally establish and monitor fluid requirements and modify behavior to ensure optimal hydration status.

For most exercising athletes water is appropriate and sufficient for pre-hydration and rehydration. Water is quickly absorbed, well-tolerated, an excellent thirst quencher and cost-effective. Traditional sports drinks (i.e. Gatorade or Powerade) may provide additional benefit in the following general situations:

- ☐ Prolonged continuous or intermittent activity of greater than 45 minutes
  - ☐ Intense and/or continuous exertion
  - ☐ Repeated exertion
    - o When multiple practices occur in one day
  - ☐ Warm-to-hot conditions
    - o 80° F to 105° F
  - ☐ Humid conditions
    - o Wet Bulb Temperatures of 65o F – 89o F
- Athletes must drink before, during, and after practice and games. For example:

- ☐ An athlete should always drink when they are thirsty.
- ☐ Drink 16 ounces of fluid 2 hours before physical activity.
- ☐ Drink another 8-16 ounces 15 minutes before physical activity
- ☐ During physical activity, drink 4-8 ounces of fluid every 15 to 20 minutes
- ☐ After physical activity, drink 16-20 ounces for every pound lost

What NOT to drink during exercise:

- ☐ Fruit juice with greater than 8% carbohydrates
- ☐ Carbonated Soda
- ☐ Energy Drinks
- ☐ Iced Tea
- ☐ Coffee

## Prevention of Heat Illness

A proper heat-acclimatization plan in secondary school athletic programs is essential to minimize the risk of exertional heat illness during the preseason practice period. Student-athletes should gradually increase exposure to hot and/or humid environmental conditions during a minimum period of 10 to 14 days. When an athlete undergoes a proper heat-acclimatization program, physiologic function, exercise heat tolerance, and exercise performance are all enhanced.

Each exposure should involve a gradual increase in the intensity and duration of exercise and equipment worn until the exercise is comparable to that likely to occur in competition. When environmental conditions are extreme, training or competition should be held during a cooler time of day. Hydration should be maintained during training and acclimatization sessions.

Any practices or conditioning conducted before this time should not be considered a part of the heat-acclimatization period. The heat acclimatization period is designed for students on an individual basis. Days in which student-athletes do not practice due to a scheduled rest day, injury, illness, or other reasons do not count towards the heat-acclimatization period.

## 8-Day Heat Acclimatization Period

Regardless of the conditioning program and conditioning status leading up to the first formal practice, all student-athletes (including those who

arrive at preseason practice after the first day of practice) must follow the 8-day heat acclimatization plan starting on the first official day practice is allowed. The 8-day period is adhered to on an individual basis, not as a team. All DCSAA member schools must follow the Heat Acclimatization Period that is detailed below:

□ Days 1-5

- o First formal practices
- o No more than 1 practice occurs per day.
- o You can have a one hour walk-through, however a three hour recovery period must be inserted between the practice and walk-through (or vice versa)

□ Days 1-2

- o T-shirt, shorts and helmet should be the only protective equipment permitted.

□ Days 3-5

- o Only helmets and shoulder pads should be worn.
- o Contact with blocking sleds and tackling dummies may be initiated.

□ Day 6

- o All protective equipment may be worn and full contact may begin.

□ Day 9+

- o Double-practice days (2 days) cannot begin until after day 8.

□ Double-practice days (2 days) cannot be longer than 5 hours total

□ Double-practice days may not be held on back-to-back days. If Monday is a double practice day then Tuesday may not be.

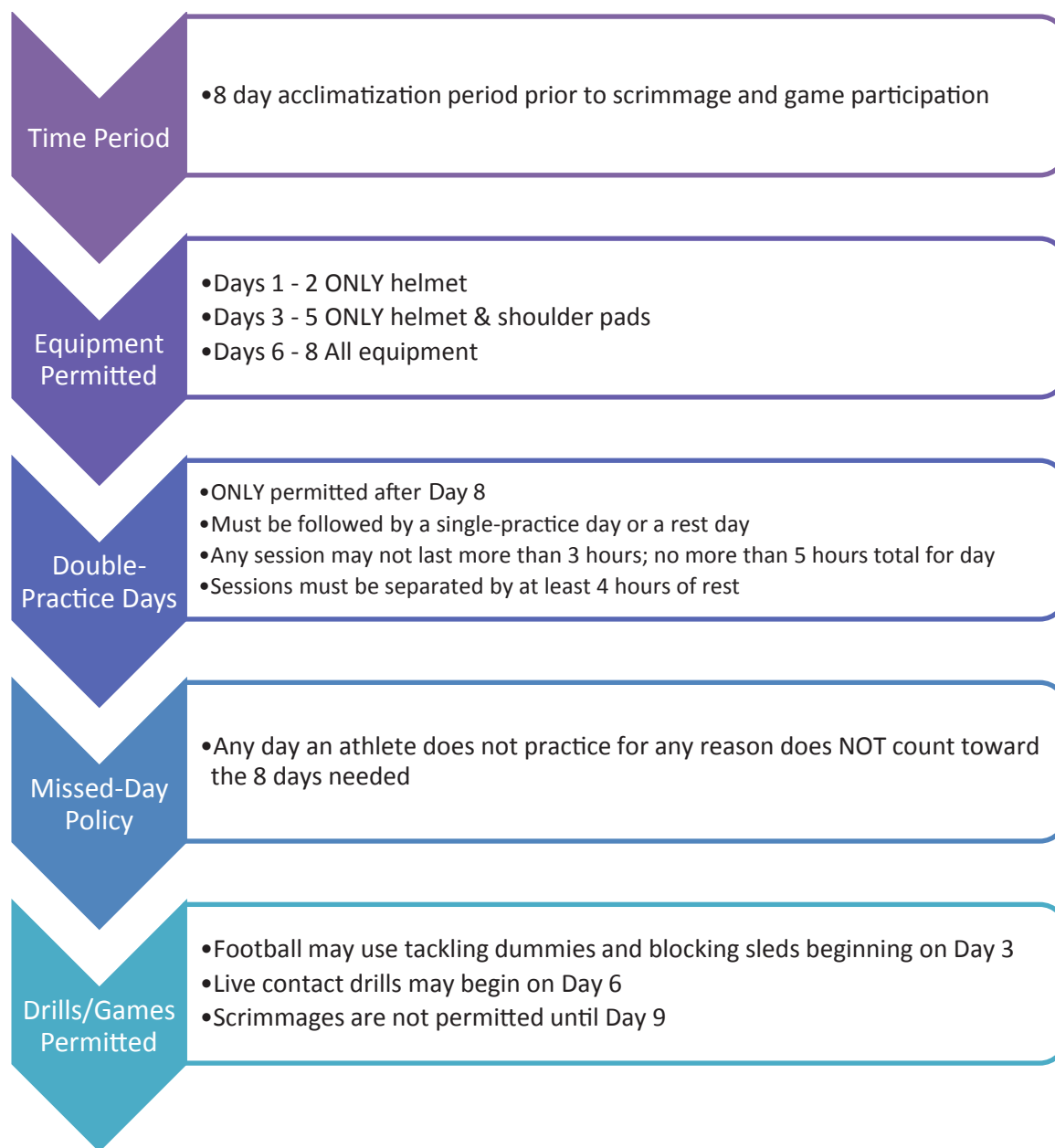
Physical exertion and training activities should begin slowly and continue progressively. The majority of heat-related deaths happen during the first few days of practice, usually promoted by doing too much too soon, and in some cases with too much protective gear on too early in the seasoning (i.e. wearing helmet, shoulder pads, pants, and other protective gear). Players must be allowed the time to adapt safely to the environment, intensity, duration, and uniform.

No dark colored clothes should be worn because it can increase the body's absorption of solar radiation, while moisture-wicking –type clothing helps with the body's ability to dissipate heat. Absolutely no long sleeves or pants are to be worn. As much bare skin as possible should be exposed, as permitted by the protective equipment and practice uniform.

Student-Athletes should never be denied or discouraged from drinking water/fluids. Fluids should be readily accessible throughout practice. Athletes should NEVER be punished by withholding water/fluids.



## DCSAA Regulations for Fall Sport Acclimatization



**\*\*Scrimmages/ Games cannot begin until AFTER Day 8\*\***

## Common Types of Exertional Heat-Related Illness:

**Muscle (Heat) Cramps:** are often present in student-athletes who perform strenuous exercise in the heat. Conversely, cramps also occur in the absence of warm or hot conditions. Dehydration, diet poor in minerals, and large losses of sodium and other electrolytes in sweat appear to increase the risk of severe, often whole-body, muscle cramps.

### Signs and Symptoms

- ☐ Thirst
- ☐ Sweating
- ☐ Muscle Cramps
- ☐ Fatigue

### Treatment

- ☐ Rest
- ☐ Prolonged stretching of involved muscle group
- ☐ Sodium Replacement (i.e. salt tablets, Gatorlytes, salty snack, pickle juice)
- ☐ Full Body Cramps: Student-athlete should be transported to hospital for intravenous fluids

**Heat Exhaustion:** is a moderate illness characterized by the inability to sustain adequate cardiac output, resulting from strenuous physical exercise and environmental heat stress. Inherent needs to maintain blood pressure and essential organ function, combined with a loss of fluid due to acute dehydration, create a challenge the body cannot meet, especially if intense exercise were to continue.

### Signs and Symptoms

- ☐ Slightly Elevated Body Core
- ☐ Dizziness
- ☐ Fatigue
- ☐ Pale or Sweaty Skin
- ☐ Decreased Pulse Rate
- ☐ Fainting

### Treatment

- ☐ Begin active cooling
  - o Ice bags, ice baths, fan, etc.
- ☐ Place in a cool environment

- ☐ Activate EMS if fainting or student-athletes core temperature is greater than 104°F
- ☐ Elevate the legs
- ☐ Rehydrate

**Exertional Heat Stroke:** is a severe illness characterized by central nervous system (CNS) abnormalities and potentially tissue damage resulting from elevated body temperatures induced by strenuous physical exercise and increased environmental heat stress. Rectal temperature is greater than 104°F combined with altered mental status. This increased core temperature disrupts organ function.

### \*\*\*Medical Emergency\*\*\*

### Signs and Symptoms

- ☐ Dizziness
- ☐ Drowsiness
- ☐ Confusion
- ☐ Irritability
- ☐ Seizures
- ☐ Weakness
- ☐ Tachycardia (100-120 beats/ min)
- ☐ Hypotension (Low Blood Pressure)
- ☐ Vomiting

### Treatment

- ☐ To be appropriately prepared for this medical emergency all materials necessary for immediate treatment must be prepared prior to practice/games and be immediately available and close in proximity.
- ☐ Cooling should begin immediately, prior to or concurrent with EMS activation
- ☐ Rapid reduction is body core temperature
  - o Immersion in ice water
  - o Ice packs to groin and arm pits

**Exertional Hyponatremia:** is when an athlete consumes more fluids than necessary, and/or sodium lost in sweat is not adequately replaced, sodium in the bloodstream can become diluted and cause cerebral or pulmonary edema. Hyponatremia is the low blood-sodium levels in a student-athlete, which normally happens during warm or hot weather.

## Signs and Symptoms

- ☐ Elevated Body-Core Temp (> 104 °F)
- ☐ Nausea/ Vomiting
- ☐ Extremity Swelling
- ☐ Confusion
- ☐ Seizures
- ☐ Coma
- ☐ Altered Consciousness
- ☐ Weight Gain

## HEAT & HYDRATION TIPS

- ☐ Athletes must begin practices and training activities adequately hydrated. Hydration should start before, during, and after physical activity.
- ☐ Recognize early signs of distress and developing exertional heat illness, and promptly adjust activity and treat appropriately. First aid should not be delayed!!
- ☐ Recognize more serious signs of exertional heat illness (clumsiness, stumbling, collapse, obvious behavioral changes and/or other central nervous system problems), immediately stop activity and promptly seek medical attention by activating the Emergency Medical System. On-Site rapid cooling should begin immediately. The Emergency Action Plan should be activated immediately.

## Steps to Prevent Heat Illness during Summer Months

1. Measure the WBGT when possible. If not, determine the heat index via internet. Re-measure several times throughout the event or practice.
2. Equipment check-utilize light colors, lightweight materials, and sun-protection clothing.
3. Provide unlimited opportunities for hydration. Hydration should never be withheld as a punishment!
4. Body weight, refractometry, or urine colors should be monitored for dehydration. Monitor student-athletes who show signs of dehydration. If necessary student-athlete may be held from practice until rehydrated.
5. Assure proper acclimatization prior to high endurance/intensity exercise in heat
6. If at all possible, practices should be attended by an athletic trainer or team physician who is prepared to manage heat-related emergencies.

### For Member Schools without Medical Staff Available

- ☐ Use appropriate medical coverage
- ☐ Have a cell phone on hand
- ☐ Know your local emergency numbers (i.e. 911)
- ☐ Schedule breaks for hydration and cooling (i.e. drinks, towels, ice tubs)
- ☐ Provide ample recovery time in between practices
- ☐ Monitor weight loss
- ☐ Encourage adequate nutrition
- ☐ Have all necessary emergency materials already prepared prior to the need for them.

# Am I Hydrated?

Urine Color Chart

1		
2		If your urine matches the colors 1, 2, or 3, you are properly hydrated .
3		Continue to consume fluids at the recommended amounts.
4		If your urine color is below the <b>RED</b> line, you are
5		<u><b>DEHYDRATED</b></u> and at risk for cramping and/or a heat illness!!
6		<u><b>YOU NEED TO DRINK MORE WATER!</b></u>
7		
8		



## Definitions

**Heat-Acclimatization Period:** is defined as the initial 8 consecutive days of preseason practice for all student-athletes.

**Practice:** is defined as the period of time a participant engages in a coach-supervised, school-approved, and sport- or conditioning-related physical activity. Each individual practice should last no longer than 3 hours. Warm-up, stretching, and cool-down activities are included as part of the 3-hour practice time. Regardless of the ambient temperature conditions, all conditioning and weight-room activities should be considered part of practice.

**Recovery Period:** is defined as the time between the end of 1 practice or walk-through and the beginning of the next practice or walk-through. During this time, athletes should rest in a cool environment, with no sport- or conditioning-related activity permitted (i.e. speed or agility drills, weight training, conditioning, or walk-through, including talk and film sessions). Treatment with the athletic trainer is permissible.

**Walk-through:** is defined as a teaching opportunity with student-athletes not wearing protective equipment (i.e. helmets, shoulder pads, catcher's gear, shin guards) or using other sports related equipment (i.e. footballs, lacrosse sticks, blocking sleds, pitching machines, soccer balls, cones). The walk-through is not part of the 3-hour practice period, can last no more than 1 hour per day, and does not include conditioning or weight-room activities. A 3-hour recovery period should be inserted between the practice and walk-through (or vice versa).

**Double-Practice Day (2-a-day):** is two practices in one day. Neither practice's duration can exceed three hours total, and student-athletes may not participate in more than five hours of practice. Warm-up, stretching, cool-down, walk-through, conditioning and weight-room activities are included as part of the practice time. The two practices should be separated by at least three continuous hours in a cool environment.

### For more information:

[www.nfhslearn.com](http://www.nfhslearn.com) > "A Guide to Heat Acclimatization and Heat Illness and Prevention"

[www.KSI.uconn.edu](http://www.KSI.uconn.edu) > a comprehensive website dedicated to prevention and education which provides sections for parents, coaches, athletes and medical personnel

## References

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## QUICK REFERENCE FOR HEAT RELATED PRACTICE MODIFICATION

Below is a guideline to be used any time the temperature is above 72° F. There are more accurate methods that can supercede this method, such as the use of WBGT index that combine impact of humidity, ambient temperature, solar radiation and air movement. If such equipment/data is unavailable, the information below may be used as a minimum guideline. This may also be used for indoor sports, however, heat and humidity readings must be obtained on-site.

- 1) Go to [www.weather.com](http://www.weather.com)
- 2) Enter the zip code for the area of participation, activity, game or other play.
- 3) Add the numbers of temperature and relative humidity.
- 4) If the sum of the 2 numbers is greater or equal to 150 (+/- 10 depending on level of acclimatization), practice should be restricted. Such restrictions should at least include:
  - a) practice time limited to 2 hrs
  - b) water breaks with helmets off every 15 minutes
  - c) helmets and shoulder pads only
- 5) If the sum of the 2 numbers is greater or equal to 160 (+/- 5 depending on level of acclimatization) practice should be restricted. Such restrictions should at least include:
  - a) practice limited to 90 minutes
  - b) water breaks with helmets off every 15 minutes
  - c) helmets only
- 6) If the sum of the 2 numbers is greater or equal to 170 (+/- 5 depending on level of acclimatization) All practice should be stopped.

Note: Any temperature above 72° F, with a relative humidity of 95% or higher, produces a high risk of heat related illness. Any temperature above 95°F, regardless of % relative humidity level, produces a high risk of heat related illness. For more detailed information see graph at: Zinder, S.M. and Shultz, S.J. Heat-Related Issues. National Federation of State High School Associations Resource Document. <http://www.nfhs.org>

## POLICY GUIDANCE ADDENDUMS:

### COACH:

A coach shall be defined as any individual attending practices or games, and providing any form of teaching, demonstrating, and/or feedback. Prior to having contact with any student, including practices, all coaches must undergo and clear a criminal background check. The background check is the responsibility of the LEA. All coaches are required to complete the following training prior to working with any students: CPR, First Aid, and AED Certification; NFHS Online Course (FREE) - Concussion in Sports-What You Need To Know; and NFHS Online Course (FREE) - A Guide To Heat Acclimatization and Heat Illness Prevention. Beginning in the Fall of 2014, all coaches will be required to pass a DCSAA-NFHS rules test. All coaches must attend an annual DCSAA "Rules Interpretation" meeting for each sport coached.

### STUDENT PARTICIPATION:

- A student may participate in summer athletic activities if the student has been enrolled at the receiving school;
- An eighth (8<sup>th</sup>) grade DCPS student may participate in athletic activities affiliated with a school during the summer immediately preceding attendance at that school. The student must have successfully completed the eighth (8<sup>th</sup>) grade prior to practicing and must also be enrolled for ninth (9<sup>th</sup>) grade at the receiving school.
- A student who is ineligible to participate in interscholastic athletics at the time of transfer from one school to another, for any reason other than failing to meet the requirements of this handbook, shall not be considered for eligibility at the receiving school until the student has been enrolled for one calendar year. This rule applies even if the student has met one of the transfer exceptions.

### RECRUITMENT:

5A DCMR; Chapter 27; Paragraph 2701.2 states *"LEA and school employees shall not engage in any activity that seeks to influence a student to transfer from one (1) LEA or school to another for the purpose of participating in athletic."*

Recruiting and playing ineligible players will not be tolerated. This rule prohibits coaches and all other

school representatives from recruiting students from other schools for the sole purpose of participating on that school's sports team. Influencing has been interpreted to mean persuading a student to enroll in a school other than the school where the student is currently enrolled.

"Influencing" is defined as any words or actions used to influence a high school student to transfer to another DCPS high school for the purposes of participating in athletics constitutes recruitment and is forbidden. Influencing may include, but is not limited to: talking to parents of students at other schools, posting on social media, asking a student to move and offering the student tuition, scholarships or gifts that are not offered to other students in return for their playing for one of the school's athletics teams.

### PRACTICE:

A practice shall be defined as a scheduled time that teams or individuals use to prepare for an athletic contest. Only academically eligible student-athletes who are attending a member school may participate in the practice of an athletic team during the season. Practice sessions, in which teams from two or more schools participate together, are prohibited.

- **Spring Practice:** Member DCSAA schools shall have two (2) weeks in the Spring (March-May) to conduct structured practice activities in football, soccer, volleyball and cheerleading. Heavy equipment cannot be used and contact workouts are prohibited. Member schools must submit their Spring Practice schedule to the SAO by Friday, February 28, 2014.
- **Summer Workouts:** Summer workouts and athletic league participation by school teams shall not be sanctioned in the name of a school. School equipment, supplies, and facilities shall not be used for such participation.
- **Out of Season Practice:** Member schools and coaches of member schools shall confine all organized or formal practice for a contestant or a team to the seasonal limitations as defined on page 30 of this handbook and/or as defined by the member schools two weeks of "Spring Practice" to be conducted between March-May of 2014. A coach may not coach a team representing his/her school beyond the sports season as defined. Any paid or volunteer coach at a member school may coach a non-school team provided the following criteria is observed: (a) the team may not use a

name connected with the school; (b) the team may not use school uniforms or equipment; and (c) the team is participating in a recognized league, or similar activity sponsored by an educational or non-profit organization outside of the school system.

### **CAMP:**

DCSAA member schools, member school coaches, school-related organizations, or individuals shall not sponsor or conduct a camp in which students who are returning players are involved or participate. A camp composed of several coaches with their respective teams is a violation of this rule. School-related individual means any school employee, volunteer, their relatives, and/or agents.

### **SCRIMMAGE:**

A scrimmage is defined as two schools competing in a practice setting. Admission shall not be charged. Head coaches of involved teams may stop activity at any time to provide instruction and make substitutions. Only academically eligible student-athletes who are attending a member school may participate in scrimmages of an athletic team during the season. Scores may not be displayed or recorded during the scrimmage. The results of the scrimmage shall not be counted as a part of the involved teams' season win and loss records.

### **CONTEST:**

A contest is defined as a competition between two teams from different schools. Only academically eligible student-athletes who are attending a member school shall participate in scrimmages of an athletic team during the season. All regular season contests shall be scheduled through the LEA's Department of Athletics. All competitions must be conducted in accordance with the constitution, by-laws, policies, procedures, rules, and regulations of DCSAA, NFHS, and the 5A DCMR; Chapter 27.

### **INTERSCHOLASTIC ATHLETIC CALENDAR:**

The DCSAA is the responsible entity for setting the interscholastic athletic calendar for the District of Columbia – to include the dates associated with the beginning of sport specific practices, the dates associated with Championship Events, the maximum number of contest each LEA can participate, etc. and ensure that each LEA is in compliance with the rules and procedures set forth in 5A DCMR ; Chapter 27. DCSAA will release, annually, in March of each

calendar year the information as described above. It is the responsibility of each interscholastic athletic league to ensure that their league championships do not interfere with LEA participation in DCSAA championship events.

### **SPORT GUIDELINES:**

It is the responsibility of the SAO to establish guidelines for each individual sport in order to ensure compliance with NFHS rules and regulations. It is the sole responsibility of the SAO to establish and ensure compliance with "State Adopted" rules. Each LEA is encouraged to create and adopt guidelines for each individual sport that they offer, however, they may not create rules and regulations that are in conflict with NFHS, State and/or State Adopted rules and regulations.

### **EJECTIONS:**

All team and individual sport ejections or disqualifications from a game, meet, or match for unsportsmanlike behavior of any form shall result in a one game suspension. This applies to coaches and student-athletes. A person who has been ejected shall be suspended from the next sanctioned competition. If the ejection takes place at the end of a season, it should be served during the first official game of the following season. Coaches or student-athletes shall not be permitted to attend the game when serving the suspension.

### **CODE ORANGE AND RED WEATHER DAYS:**

- No practice in full gear
- No practices between 9 AM and 6 PM.
- Increase the number of scheduled water breaks.
- Water break intervals should be every 10-15 minutes and should last long enough to provide adequate time for each athlete to rehydrate.
- Athletic Trainers may limit activity of athletes with special conditions (asthma, sickle cell trait/ anemia, diabetes, etc).
- Heat and Humidity monitoring may require coaches to adjust practices by changing: start time, length of practice, number and frequency of breaks and water breaks, and athletes' attire.



## WEATHER SERVICE:

The SAO subscribes to a professional weather service, Accuweather®. The weather service is available to all member schools to access. Up to five individuals per school may be added to the contact list. The service shall be used in making determinations on postponing or cancelling practice and/or games.

## CONCUSSION/HEAD INJURY:

The athletic rule as it pertains to concussions is supported by two governing bodies, the National Athletic Trainers Association (NATA) and the National Federation of High School Sports, Sports Medicine Advisory Committee and is in compliance with District of Columbia's Athletic Concussion Protection Act of 2011. Proper management of a concussion is the best form way to prevent serious injury. It is most important to prevent Second Impact Syndrome – a catastrophic increase in intracranial pressure which can result in massive brain swelling, herniation, and/or death. This syndrome occurs in athletes up to 14 days post-concussion and when an athlete returns to competition prior to the complete resolution of initial symptoms. Therefore the following concussion protocol is utilized by DCPS Athletic Health Care Services:

1. Any athlete diagnosed with any symptom of a concussion is removed from participation immediately and disqualified from activity for that day.
2. Following the injury, all concussions are evaluated by the athletic trainer and/or certified medical personnel and referred for further medical evaluation by a physician.
3. When returning to play the student-athlete, supervised by athletic trainer/designee, must take the following steps:
  - a. No physical activity; rest until asymptomatic for a minimum of 24 hours
  - b. Once asymptomatic, light aerobic exercise
  - c. Progress from light aerobic exercise to moderate exercise
  - d. Progress from moderate exercise to non-contact sport specific exercise
  - e. Progress to full contact practice
  - f. Return to Play/Competition, at discretion of the athletic trainer

Note: Any recurrence of concussive symptoms at any stage will restart the student-athlete's recovery process.

An athlete with two concussions per season should be removed from contact sports for the remainder of that season. In order to return to play a physician's approval is required.

It is highly recommended that an athlete with a history of three or more concussions avoid contact sports. A physician's approval is required in order to participate.

## UNSPORTSMAN LIKE CONDUCT:

Unsportsmanlike conduct shall be defined as any malicious behavior or language directed toward a game official, spectator, opponent, coach, or any other person attending the contest. Prohibited physical contact shall include, but is not limited to, kicking, biting, striking, and pushing. Prohibited language shall include, but is not limited to, gender, sexual orientation, or racial slurs, and profane language directed towards game officials and players.

School Officials and/or participants found to have committed unsportsmanlike conduct before, during, or after a contest may be issued a penalty of suspension between one (1) game and one (1) calendar year this is may be in combination with and/or in addition to any penalty levied by the LEA.

Spectators, including parents, who are found to have committed unsportsmanlike conduct before, during, or after a contest may be subject to the issuance of a barring notice.

## FILING A COMPLAINT:

The principles below provide guidelines for a District of Columbia State Athletic Association (DCSAA) Member to file a complaint regarding a violation of a DCSAA Rule and/or Regulation. It is the responsibility of the DCSAA to review the complaint; to ensure fairness, and integrity of the process, and to take into consideration standards for administrative review and judicial precedent applicable in the District of Columbia. The role of the DCSAA is to review the record to determine whether or not the complaint is credible. DCSAA will issue a Determination of Fact and Findings based on the information submitted by both parties.

## Filing a Complaint

The State Athletic Office (SAO) takes seriously any issue that a Member School may raise in a formal complaint.

1. The complaint must be signed by the Member School's Principal and Local Education Agency (LEA) Athletic Director.
2. The complaint must contain specific and detailed information regarding the alleged infraction. The violated rule(s) must be cited in the body of the complaint. For example: Member School X violated 5A DCMR; Chapter 27; Paragraph 2701.2 which states:

"Neither a school nor a representative of a school shall seek to influence a student to transfer from one (1) school to another for the purpose of participating in interscholastic athletics."

3. Any supporting documentation that substantiates the alleged infraction must be attached to the complaint. Such documentation could include but is not limited to: (a) A signed and/or notarized document from the student, parent, primary caregiver, and/or coach stating that an infraction has occurred; (b) any written correspondence; (c) copies of any phone messages, text messages and/or tweets; and (d) any other information that is deemed relevant to this investigation by the complainant.
4. A signed formal complaint must be received via one of the following methods: (a) Electronically, (b) Certified Mail; and/or (c) Hand Delivery. An electronic verification of receipt by the SAO will be sent to the complainant.

## Process

1. The SAO will review the complainant's documentation. If the SAO determines that more information is required the SAO will electronically issue a request for additional information to the complainant.
2. The SAO will forward a copy of the complaint to the alleged violator. The alleged violator will have five (5) business days from the date that the SAO provides them a copy of the complaint to respond to the alleged infraction(s).
3. The alleged violator must submit their response(s) the SAO via one of the following methods: (a) Electronically, (b) Certified Mail; and/or (c) Hand Delivery. An electronic verification of receipt by the SAO will be sent to the alleged violator.

4. The response must contain any supporting documentation that refutes the alleged infraction(s). Such documentation could include but is not limited to: (a) A signed and/or notarized document from the student, parent, primary caregiver, and/or coach stating that an infraction has occurred; (b) any written correspondence; (c) copies of any phone messages, text messages and/or tweets; and (d) any other information that is deemed relevant to this investigation by the complainant.
5. After the SAO receives the response documentation from the alleged violator, the SAO will have five (5) business days to review all of the information presented by both member schools and within five (5) business days of receipt of the information, the SAO will issue a Determination of Fact and Findings.
6. The SAO reserves the right to request additional information from either party and may extend additional deadlines if needed.
7. If either party is not satisfied with the ruling of the SAO, they may register an appeal to the State Superintendent of Education's Athletic Appeals Panel.