

Series 4000 – Students

Section 4600 – Extra-Curricular Activities

Policy 4602 – Athletic Lettering Policy

**4602.1 General Provisions.**

Requirements for earning an athletic letter shall be consistent at all Harrison County high schools. A letter is an athletic award that represents consistent participation and performance throughout the season of the sport. Other, special athletic awards may be presented to those teams and individuals who demonstrate outstanding performance at a conference, sectional, regional, or state tournament level as determined by the athletic director at each school.

**4602.2 Authority to present athletic letters.**

- 4602.2.1 The head coach shall recommend the members of his/her team who have met the requirements to earn an athletic letter. These recommendations shall be approved by the athletic director.
- 4602.2.2 The head coach shall provide the athletic director with documentation to verify the award of an athletic letter for every student athlete that meets the qualifications set forth in this policy. This documentation must be in written form and must accompany the recommendations from the head coach.
- 4602.2.3 Student athletes who meet the requirements of this policy shall be awarded a chenille letter for their first recognition. Subsequent awards shall be recognized with the presentation of a pin specific for that sport.

**4602.3 Criteria to earn an athletic letter.**

- 4602.3.1 Varsity Status. A student athlete shall qualify for an athletic letter on the basis of his/her participation in a sport at the varsity level.
- 4602.3.2 Attendance. A student athlete shall attend all practices and games associated with their sport. Student athletes will be permitted two (2) excused absences per season, approved by the head coach PRIOR to the absence. Excused absences will be documented by a physician or funeral director. The student athlete must complete the season as a team member in good standing.

- 4602.3.3 Sportsmanship. A student athlete represents his/her school and community and shall conduct him/herself in such a manner that he/she is a positive representation of his/her school and community. Failure to display appropriate sportsmanship at all times shall disqualify a student athlete from consideration for the award of an athletic letter.
- 4602.3.4 Training Rules. A student athlete shall adhere to all school and sport training rules at all times.
- 4602.3.5 Participation. A student athlete will participate in a minimum of 50% of all opportunities to compete at the varsity level, measured by the rules of that sport (e.g., quarters, matches, games, or meets) with the exception of cheerleading, which shall require participation in 90% of all games for football and basketball.
- 4602.4 Special circumstances.** Under certain special circumstances as enumerated below, a head coach may submit a recommendation for an athletic letter award.
- 4602.4.1 Awards for specialty position players (e.g., goalie, kicker, pitcher, etc.) may be recommended at the discretion of the coach, subject to the approval of the athletic director.
- 4602.4.2 Awards for student managers who have been present at ALL practices and games may be recommended at the discretion of the coach, subject to the approval of the athletic director.
- 4602.4.3 Awards for 12<sup>th</sup> grade student athletes who meet all of the criteria except participation and have been a member of a varsity team for at least two seasons will be awarded.
- 4602.4.4 Awards for student athletes who have sustained a sports related injury during the sport season may be recommended at the discretion of the coach if, in his professional judgment, the student athlete would have met the criteria of the award if the injury had not occurred. Such recommendations are subject to the approval of the athletic director.

Harrison County Board of Education

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