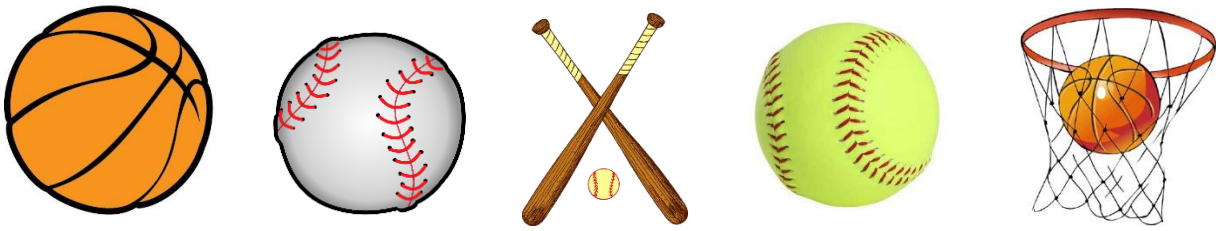
HARMONY ATHLETIC COACHES' 2026-2027 HANDBOOK





A Welcome Letter from the School Principal

Dear Coach:

On behalf of the Athletic Department, I welcome all students to participate in our interscholastic sports programs. Athletics can and often does provide **extremely** valuable **life-long lessons** and skills to prepare our youth to enter the adult world that awaits. Skills in time management, team building, following directions, working hard, motivation, emotional development, and problem solving all become important for students involved in school sports. You as a coach have the incredible privilege of helping to mold these skills in our young athletes!

The Harmony Athletic program competes in the PIAA (Pennsylvania Interscholastic Athletic Association) and more specifically District 6 as well as the Moshannon Valley League. All rules and regulations handed down by these governing bodies will be adhered to at all times. I would like to thank you for coaching with our programs during the 2026-27 school year and helping to enrich the lives of our student-athletes!

As coaches, please remind the student-athletes that the coaches, athletic director, and the administrators are here for them. We aim to have them focus on the following: 1.) have good school attendance, 2.) work hard in class, 3.) practice the sport hard, 4.) compete with a championship mentality and 5.) take pride in acting as a mature person during school and while away at another school. It is important that they represent our school district in a first-class type of manner! Our goal is to have a **highly competitive** athletic program that focuses on **learning/respecting the sport** and **overall sportsmanship**.

Good luck to all you athletes and coaches during the upcoming season!

Mr. Martz

Principal,
Harmony Jr./Sr. High School

This page (and the next) are to be completed and given to the athletic director upon receiving a copy of the athletic handbook.

I _____ *(name printed)* have been given a copy of the Coach's Athletic Handbook for the 2026-2027 school year.

Signature: _____ Date _____

I also understand that I can't conduct practices or participate in any games, nor will I receive any compensation as a coach unless I have a signed contract and <u>completion of any PIAA mandated coursework</u> prior to the first practice for the season in which I am coaching.

☐ **Date _____**

(check box)

I understand that under <u>no conditions</u> may <u>any</u> student-athlete compete in an official PIAA sports season before they have a doctor certified sports physical on file with the athletic director.

☐ **Date _____**

(check box)

Finally, I understand that under no conditions may there be a bus transporting students either to or from an athletic contest without the supervision of a coach (board approved volunteer or paid position).

☐ **Date _____**

(check box)

ORIENTATION MEETING

I _____*(printed name)* **conducted an orientation meeting with my student athletes for _____ for the** *(sport)* **2026-2027 season, that included an overview of the Student Athletic Handbook on _____.** *(date)*

_____Date _____

** note: Meeting (may) take place prior to the official PIAA start date if it is desired, but **MUST** take place no later than the first week of practice. **

Purpose of the Athletic Handbook

This handbook has been prepared to provide a reference under which the athletic programs of the Harmony Area School District are to be organized, administered, and supervised. All staff members in the athletic programs are expected to know the provisions of this handbook and are to adhere to their responsibilities. The policies and procedures set fourth will continually be evaluated so that the athletic programs can be improved.

Harmony Area School District Athletic Chain of Command

The Board of Education establishes policy with regards to the athletic programs of the Harmony Area School District. The following policies shall provide guidelines for the overall administration of the athletic program. In cases where action must be taken and the School Board has not provided guidelines for administrative action, the Superintendent shall have the power to act and the action of the Superintendent shall be presented to the school board at its regular meeting to alert the board of the need for policy.

- The School Board accepts the Constitution and By-Laws of the (PIAA) Pennsylvania Interscholastic Athletic Association and delegates the High School Principal to be responsible in all matters pertaining to interscholastic athletics.
- The District Athletic Director oversees the day-to-day operation of the athletic program and reports to the High School Principal on all matters relating to the Athletic Program.
- Varsity Head Coaches are to maintain the program fidelity for the sport that they are coaching and report directly to the Athletic Director.
- JV Coaches, Jr. High Coaches, Assistant Coaches and Volunteers should plan their programs in collaboration with the Head Varsity Coach for the sport in which they are coaching.
    - All correspondence relating to athletics should be brought to the attention of the Varsity Coaches, followed by the Athletic Director, followed by High School Principal.

Coach Evaluations

All head coaches will be evaluated by the **Athletic Director** using the generated HASD Athletics Evaluation Form. Evaluations will be completed within two weeks, after the last game of the season has been played. The **principal** will evaluate the **athletic director** with a similar rubric upon conclusion of the Spring Sports Season of PIAA.

Head Coaches are to evaluate assistant coaches and any volunteers that helped during the season.

All varsity level coaches will provide written feedback to the Athletic Director on junior level coaches that work within the same sport.

Philosophy of Athletics

The athletic program is an integral part of the educational process of the Harmony Area School District, which promotes a greater desire in the student body and community to take an active part in our sports program either as participants or spectators. Our aim is to develop highly competitive athletics, but not to lose sight of educational values such as sportsmanship, health, scholastic attainment, etc. The program is to occupy a position in the curriculum comparable to that of other subject or activities and is to aid in promoting school morale. It is a student activity, participated in by students, and arranged for the "benefit of the students."

Objectives of Athletics

Contests should have as their chief purpose friendly rivalry, new friendships, playing skills, good sportsmanship and improved community relations. The specific objectives for athletics are:

- Opportunity to learn games to improve playing skills.
- Development of physical vigor and desirable habits in health, sanitation, and safety.
- Opportunity to make real friendships with squad members and widen circle of friends by acquaintance with members of opposing teams.
- A chance to observe and exemplify good sportsmanship.
- Realization that athletic competition is a privilege that carries definite responsibilities.
- A chance to learn that violation of a rule brings a penalty and that this same sequence follows in the game of life.

School and Student Objectives:

1. Athletics should occupy a position in the curriculum comparable to that of other subjects or activities.
2. Athletics should be educational.
3. Athletics should be used to promote school morale.
4. Proper student interest should be created.
5. All visiting schools should be treated with respect.
6. The school policy should be definite, so that athletes will not expect special privileges.
7. Sportsmanship, fair play and good school citizenship should be objectives of all athletics.

Community Objectives:

1. The community should realize that control of and responsibility for school athletics rests entirely with the school authorities.
2. School athletics should furnish a recreational opportunity for the general public and the community should be willing to see that the programs are conducted for the benefit of student competition and school pride.
3. The community should judge success of the season on the number of participants and the new skills acquired and the good citizenship/sportsmanship taught, rather than on the number of games won.
4. The community should constantly keep in mind the fact that, primarily, an athletic contest is part of a school program. Rules in crowd conduct and sportsmanship of our community are vital for success. **PIAA District 6 does not tolerate inappropriate behavior and/or demeaning comments towards opposing teams or officials. HASD will adhere to this policy.**

General Policies

- The School Board accepts the Constitution and By-Laws of the (PIAA) Pennsylvania Interscholastic Athletic Association and delegates the High School Principal to be responsible in all matters pertaining to interscholastic athletics.
- Practice sessions and games are to be scheduled so as not to interfere unduly with the regular school programs when at all possible.
- Practice sessions must be of the intensity and duration compatible with the physical limitations of the players and within the guidelines of P.I.A.A.
- The program must be designed to promote desirable school citizenship and sportsmanship for both the participants and spectators. District 6 has emphasized spectator behavior recently.
- The athletic program will supplement and not supplant the physical education, intramural and recreation programs.
- The program shall be so organized and supervised so that the player's physical and mental welfare is protected and fostered.
- Ample training periods shall be provided before actual participation in competition begins.
- The general welfare of the student shall be paramount in determining whether or not permission is granted to participate in athletics.
- No student will be permitted to participate in a second sport until all equipment from the previous sport has been returned or payment has been made.
- If a coach willfully or persistently violates school policy regarding athletics, he/she shall be required to explain his/her actions at a hearing with the Principal, Athletic Director, and Superintendent. If the coach's violation(s) are sustained by the hearing body, the coach may be suspended until a hearing is held before the school board. **Additionally, District 6 has incorporated new procedures to have coaches with misconduct testify before their committee to explain such actions.**
- The number of participants in each sport/activity and the availability of a coach will determine whether or not a sport will be offered during the school year.
- Every coach and student will be educated on concussion and cardiac awareness.
- All coaches and volunteers that conduct practices and work with students must be board approved to do so.

Pre-Season Policies

Participation – Students in grades 7-9 may participate in junior high activities with the following exceptions:

- If the age of 17 is attained before the start of the new school year (July 1) the student must participate in the senior high programs.
- The athletic director upon consultation of the high school administration may approve all/ or some 9th graders to be part of the varsity team based on low participation numbers at the JV/Varsity level, if School Board approved.
- A list of grade 9 students must be given to the High School Principal by **October 15**, for Winter sports and by **January 15,** for Spring sports to be considered for the Varsity program.

Student in grades 10-12 may participate in the senior high programs. A student who is 19 before the school year starts (July 1) may not participate. A student may not participate in any varsity sport for more than four years of athletic eligibility.

Insurance – A player must have purchased school insurance or be covered by equivalent insurance before he/she may participate. Coverage includes going to the sporting event, during and coming from the event, except football. Football is covered under insurance purchased by the school.

- Every student must have completed the *Athletic Information Form* and the *Acknowledgment of Risk & Consent to Participate* form prior to participating in any sport.

Parent Permission – No student shall be eligible to practice or play until the Athletic Director (AD) has on file a parent permission form properly completed and signed by a parent/legal guardian.

Physical- No student shall be eligible to practice or play until the AD has on file certification that the player passed a physical given by the school doctor. A student may, at his/her expense, be examined by their own family doctor who shall complete and sign the physical form. The student shall obtain the physical form from the school and return it to the school after the doctor has completed the examination.

Orientation Meeting – An orientation meeting shall be held with all players prior to the first practice, in accordance with P.I.A.A. regulations, to explain expectations required of each player.

- Written notice of such meeting must be turned into the Athletic Director prior to starting practice using the attached Orientation Meeting form.

Equipment Issued – All equipment issued to athletes shall be recorded on a School Property Issuance Form and signed by the player. The form will be filed by the coach and returned to the player when the equipment has been returned to the coach. It is the coach's responsibility to see that all equipment is returned in good condition. The coach shall bill a player for equipment that has been damaged, lost, or not returned.

Wearing of Equipment – Athletic equipment/uniforms issued by the school **may not be worn** except for practice or sporting events unless the player has received permission from the coach.

Printed Schedules - The Athletic Director shall arrange for the printing and distribution of athletic schedules. Copies shall be mailed to local media.

Season Policies

Attendance- A student is ineligible if he/she has been absent from school 10 or more days during a grading period until the student has been in attendance 30 days following the 10 days of absence, except where there are 5 or more consecutive days of absence due to illness as certified by a doctor. Attendance is expected prior to games and on days following games. A student may be removed from the team if absence or tardiness becomes excessive or if a student is unlawfully absent on the day after a game.

Absences from School - A student shall not practice or play a game on the day he/she has been absent from any class without a doctor's excuse, homeroom included. If a student is too ill to attend school, he/she is too ill to participate in athletics. A student is permitted to be tardy one time as described in the student handbook prior to not being able to participate. If a student is excessively tardy to school following game days; it will be assumed that the student cannot meet the demands of the schedule of games and therefore be removed from a member of the team. Doctor excuses must be turned into the high school office upon returning.

Drugs, Alcohol, and Tobacco - A student shall not use, or have in his/her possession, tobacco, **vaping/juuling products**, alcohol, illegal drugs and any other product permitted by school policy. **Violations shall result in immediate removal from the sport**.

Grades – A student must have passed all courses during a previous grading period, or he/she is ineligible for 15 school days. The 15 school days begin on the first day of the next grading period. **Weekly eligibility is cumulative from the second week of each grading period. It shall be posted every Monday afternoon and once posted it is final, unless an adjustment is made by the teacher and approved by the High School Principal.**

Discipline- The High School Principal may revoke the privilege of participation at any time for disciplinary reasons, flagrant misconduct or poor sportsmanship, excessive absenteeism, and failure to meet scholastic standards. Students placed in an Alternative school due to disciplinary reasons will not be allowed to participate in sports or come to any sporting events on school property. Students who are assigned an after school detention will not be able to participate in any after school event on the night assigned to the detention. If the detention is missed for any reason the student will not be eligible to participate until the detention has been made up. Students assigned to Out of School or In-School Suspension will not be able to participate in any after school activity starting the day they are assigned the discipline until they day they return to regular classes.

Injuries- The coach is responsible for the welfare and safety of his/her players. If an injury or accident occurs, the coach shall take immediate steps to care for the injured player. If an injury is serious, the coach shall attempt to contact a parent. If a parent is not available, the coach should call for an ambulance/EMS. Each coach will have an emergency procedure card from each parent on file for each player. Emergency Procedure Cards should be part of the equipment taken to away games. All injuries must be reported to the Athletic Director using the Accident/Injury form. The Athletic Director will then provide a copy to the High School Principal and Nurse for review. Any injury that requires medical treatment is to be turned into the Athletic Director or High School Principal as soon as possible after the injury.

Postponed Game- The Athletic Director may postpone games. Factors to be considered in making the decision are:

- Playing conditions
- Safe travel
- Financial losses
- Damage to equipment and facilities

The Athletic Director will communicate any changes to the schedule to head coaches as soon as possible. Head coaches are responsible for letting any assistant coaches, volunteers and players know of changes.

Admittance to Games –Winter sports athletes (7-12) will be admitted **without charge** to all home games. Cost for game admittance during 2026-2027 will be $5 for adults and $2 for students.

Ineligible Players- Players that are ineligible are still required to attend practices and games. They must sit on the bench during games. Ineligible players are not allowed to dress in the team uniform. Ineligible players are expected to work on any assignments that are incomplete or failing during practices in order to increase their grade(s) in failing subjects.
If a student is ineligible for more than three weeks in a row, the student will be removed from the team for the remainder of the season.

Locker Room – No spectators or parents are allowed in the locker room before, during, or after a game or practice. If you want to speak to a player or coach, you must wait outside the locker room until that person comes out. If an emergency occurs, contact the Athletic Director and he/she will pass on the information to the player or coach.

AT NO TIME IS A MEMBER OF THE OPPOSITE SEX ALLOWED IN A LOCKER ROOM THAT IS NOT DESIGNATED FOR THEIR USE – THIS IS CAUSE FOR IMMEDIATE SUSPENSION AND/OR DISMISSAL FROM A TEAM

Co-op Sports – Any student participating in a co-op sport is expected to participate the entire season. If for any reason a student quits or is removed from a team after the first game is played, the player will be responsible for reimbursing the school district for 100% of the required fee that was paid for the student to be able to participate in the sport. The fees are set on a year-to-year basis and will be communicated by the Athletic Director to interested participants and parents.

Post-Season Policies

Awards- The requirements for an "H" certificate are:

- Varsity Athletics – the student has played in 50% of the basketball quarters, baseball and softball innings, or is a senior who has been a member of the team (squad) for 3 or more years.

A player will be issued an "H" letter their Senior year with the appropriate sport (s) emblem and bar (s). Managers/Statisticians will be issued an "H" certificate and will be given an "H" letter his/her senior year upon receiving three "H" manager/certificates. No "H" certificate will be given to a player who quits or is cut from a squad. Exceptional cases will be reviewed by the High School Principal.

Students will be offered the option of purchasing a lettered jacket at a reduced rate upon receiving two "H" certificates. The regular price prior to the reduction will be set by the vendor of the jacket.

Athletic Banquet - Awards

An awards program will be held annually to recognize all players. Seniors will be recognized at the Senior Banquet and underclassman will be recognized on the designated awards day. Letter certificates, awards and jackets will be distributed at this time. An awards program may be offered to all 7-12 athletes by the Sports Boosters if they choose to sponsor one.

Coaches are permitted to recognize students in the following four areas:

- MVP – This is to be determined by a vote of all players as well as the coach
- Offensive Player of the Year – Based on statistics (must be turned into the A.D.)
- Defensive Player of the Year – Based on statistics (must be turned into the A.D.)
- Coach's Award – Based on hustle, commitment, improvement and sportsmanship (must be turned into the A.D.)

No awards that are considered to be subjective in nature are permitted. No student that has quit **any** sport or has been removed from **any** sport will be eligible for an award in the four areas listed above.

Only one award per area is permitted by a coach. A coach has the choice to not include one of the awards listed above; however, they cannot substitute with an award of their own.

All awards are to be turned into the Athletic Director and High School Principal prior to the Athletic Banquet.

All coaches are expected to be in attendance and give out their own awards at any banquets and/or awards program held at the school.

Sports Season- Any requests to use equipment, facility, uniforms, supplies, etc. outside of the P.I.A.A. defined sports season must have approval of the Athletic Director and Principal. Facility use forms must be submitted as per the guidelines set by the school.

Summer Programs- Students and coaches may participate in summer programs if it is voluntary, open to others, and it is not a practice scrimmage/game for the school's team and within the P.I.A.A. guidelines.

GENERAL RULES

Each player is to be aware of the following rules. Your coach may also give you a list of specific rules for his/her sport.

1. No student may practice until the school has received and approved a parental permission form/medical exam form and insurance forms.
2. Upon the second late (tardy) no student may practice or play on any day in which the student has not been in attendance for the entire school day, unless a doctor's excuse is provided or the High School Principal gives permission.
3. A student who is failing two courses when the weekly eligibility report is run will not be permitted to dress/play in games the following week. Grades will be posted on Monday afternoon of each week.
4. A student who did not pass all courses on his/her final report card will not be permitted to dress/play until after at least fifteen school days from the first day of the next nine week grading period.
5. A student must have transportation arrangements made prior to a practice or game so that the student leaves the building immediately after practice or the game. (See Transportation Rules)
6. A student will sign for all uniforms/equipment and is responsible to return the same when requested. A student will be charged the new equipment/uniform price for items not returned or items which have been damaged.
7. A student is responsible to keep his/her uniform clean.
8. A student who "cuts" practice/game will not be permitted to dress/play in the next scheduled event.
9. No student will be permitted to participate in another sport until all equipment from the previous sport has been returned or financial obligations have been made.
10. Athletic equipment/uniforms issued by the school may not be worn except for practice or game situations unless the player has received permission form the coach.
11. All players are admitted (free) to all home games. The player shall inform the ticket seller of his/her grade and name.
12. A player who quits or is cut by a coach before the conclusion of the season shall not be eligible for any award.
13. Students are not permitted in other areas of the building other than the foyer, locker room, and gym, unless granted permission by the coach. (During practices and games.)
14. Students will not be permitted on the basketball floor with "street" shoes.
15. All players will respect the decisions of officials.
16. A player who is ejected form a game by the PIAA official for unsportsmanlike conduct shall not dress/play in the next scheduled contest.

17. A member of an athletic team is expected to be well groomed. Appearance, expression and actions always influence people's opinions of athletes, the team and the school. Once you have volunteered to be a member of a squad, you have made a choice to uphold certain standards expected of athletes.
18. All uniforms, duffle bags, and warm-ups must be washed and turned in within one week of the last scheduled event. If this equipment is not turned in, the student will be responsible for the purchase cost of the equipment. A bill will be issued to the student. Until the bill is reconciled the student will not be permitted to participate in any other athletic event. If the equipment is not turned in within one week of the last scheduled event, the student will receive an after school detention until everything is turned in. Varsity uniforms and warm-ups cost approximately $300.00 each. Jr. High uniforms cost approximately $100.00 each.

CODE OF CONDUCT AND GENERAL RULES FOR PLAYERS

A code of conduct is a set of ethical principles and standards designed to guide the athlete in making acceptable and approved action. They are regarded not only as recommendations but also as rules governing conduct.

As a member of the Harmony Area High School Athletic Team, you are expected to understand that the real athlete:

1. Understands that drinking, tobacco and **vaping/juuling products** are harmful to the body and hinders maximum effort and performance.
2. Does not use profanity.
3. Realizes that officials do not lose a game but rather they are there to ensure that both teams abide by the rules for the game. For this they deserve courteous respect.
4. Plans his/her time so that he/she devotes sufficient energy to his/her studies to insure grades, which represent his/her true abilities.
5. Has good attendance and truant record.
6. Works for the betterment of the school.
7. Obeys the training, practice and game rules of the coach.
8. Understands that he/she represents the community and school and should conduct himself/herself properly at all times.
9. Does not employ illegal tactics to gain an underserved advantage.
10. Is neat and well groomed at all times.
11. Appreciates that coaches and school authorities have the best interests of the participants in mind as they plan and conduct the athletic programs.
12. Appreciates the importance of proper rest, diet, and exercise.
13. Complies with the standard of this code or be subject to dismissal from the squad or other disciplinary actions may be necessary.

TRANSPORTATION RULES

The purpose of the following rules is to ensure that the health, safety and welfare of every student is protected and that the school district can continue to economically provide efficient, adequate and safe transportation to athletic events. It is the duty of each coach and/or driver to enforce each rule and regulation.

1. The coach and/or driver is in charge of all students.
2. Students are to be at their designated pick-up spot on time.
3. When you must walk along a roadway, walk on the left side facing oncoming traffic.
4. Stay off the highway while waiting for a bus.
5. Never attempt to board a moving bus.
6. If you must cross the highway at your bus stop, cross only in front of the bus after you are sure that all traffic has stopped.
7. Upon boarding the bus, be seated immediately and remain in your seat until getting of the bus, after the bus has come to a full stop.
8. Classroom conduct is to be observed on the bus.
9. Students are not to open windows unless granted permission by the driver. Under no conditions are students to shout or yell out the windows.
10. Any and all damage to a bus is to be reported immediately to the driver.
11. Any student, who causes damage to a bus while on or off the bus, intentionally or unintentionally, with or without malice aforethought, will pay for the damages.
12. Intentional carrying of snow or ice into a bus and snowballing is not permitted.
13. No student is permitted to open the emergency door except upon direction of the driver or in an emergency when the driver is incapacitated.
14. Each student must travel to and from the athletic contest in the transportation provided by the school unless prior permission is granted by the High School Principal or Athletic Director. A coach may grant permission for a student to return home with his/her parents or a legal guardian of another player when the request is made in person or in writing by the parent/legal guardian.
15. Any conduct deemed unacceptable and not specifically covered in these regulations or in the Harmony area High School Handbook will be referred to the High School Principal.
16. Violations will be acted upon in the same manner as stated in the Harmony Area High School Student Handbook
17. Students are to follow all school rules at all school activities, whether at Harmony, or at an away school district.
18. Transportation will only be provided for sports that have a minimum of six participants that follow the same schedule.

(THIS IS A COPY OF WHAT IS IN THE STUDENT-ATHLETE HANDBOOK JUST SO THE COACHES KNOW… NO ACTION NEEDED BY COACHES ON THIS PAGE)

ACCOUNTABILITY AGREEMENT

Students and parent must sign this page. Until this page is turned into the Athletic Director, the student will not be permitted to participate in any school-sponsored event.

I have read the Harmony Area School District Athletic Handbook and I understand and agree to the terms of this book.

Student's signature _____ Date _____

Parent's signature _____Date _____

CO-OP SPORTS PARTICIPANTS/PARENTS COMPLETE AND SIGN

I have read the Harmony Area School District Athletic Handbook rules governing Co-Op Sports and understand that I am responsible for paying the fee for the sport and even if I quit or get kicked off of a team after the first game of the season of a cooperating sport I am still responsible for paying the fee for that sport.

I also understand that I am responsible for keeping up with my grades even though I may miss class due to practice and/or games

I also understand that I am responsible for my own transportation to and from practice and or games.

Student's signature _____ Date _____

Parent's signature _____Date _____

Office use Only

Date received: _____

Student's Name _____

Athletic Director _____

20% down payment pd. On _____ (IF A FEE IS INVOLVED)

Balance pd. On _____ (IF A FEE IS INVOLVED)

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ATHLETIC INFORMATION FORM

NAME: _____ GRADE:_____ MALE/FEMALE:_____

DATE OF BIRTH…MONTH_____DAY_____YEAR_____

SPORT:_____

Circle each year <u>you have attended</u>
(include <u>this</u> year)

7 – 8 – 9 – 10 – 11 – 12

Circle each year <u>you have participated</u> in this sport for the school district
(include <u>this</u> year)

7 – 8 – 9 – 10 – 11 – 12

INSURANCE INFORMATION

Our son/daughter is covered for athletic injuries by our accident insurance, hospitalization, or family medical insurance. Therefore, we assume all financial responsibility for medical and hospital expenses incurred through injury in a practice or game. We further agree to indemnify the district of any liability resulting from a claim brought by our child as a result of any injury incurred in a practice or game.

Parents please remember to encourage your son or daughter to communicate any injury to our athletic trainer.

Athlete's Name: _____

Parent/Guardian
Signature: _____

Date: _____