

# ADA-BORUP HIGH SCHOOL SPORTSMANSHIP MANUAL



**Ada-Borup High School Sportsmanship Manual**

Good sportsmanship is strived for at all Ada-Borup High School events. Good Sportsmanship is a responsibility of players, coaches, advisors, faculty, cheerleaders, students, adult spectators, officials and the media. Promotion of good sportsmanship at Ada-Borup High School events should include a demonstration of respect for opponents and officials. All involved in a school event should maintain self-control throughout the contest. Rules of the event should be understood and skill and performance should be recognized regardless of team affiliation. Good sportsmanship is the corner stone of a quality athletic program.

All schools are encouraged to develop local programs that reward and recognize good sportsmanship. Recognizing that participation in interscholastic activities is a privilege and that the conduct of student participants be exemplary at all times. Participants are representatives of their school and must conduct themselves appropriately both while in school and out of school. Student participants who violate this policy are subject to being removed from the activity at the discretion of the coach, advisor, activity director, or principal.

The principal, with input from coaches/advisors, parents, teachers and students shall develop rules and/or conduct codes for all participants consistent with this policy and the rules adopted by the Minnesota State High School League. These rules will contain a notice to participants that failure to abide by them could result in removal from the contest. The rules and conduct codes shall be reviewed by the principal periodically and presented to the school board.

Incidents of misconduct at the host school site(s) will be reported to the host school principal. The host school principal will notify the visiting school principal. Upon resolution of the incident, the respective school principal(s) will notify each other of the actions taken.

The high school principal will discuss the sportsmanship manual with the school board, superintendent and activities director. The activities director will ensure the contents of the manual are understood by each coach/advisor prior to the beginning of their activity(s)/seasons(s). Each coach/activity director will address the player/participant codes(s) at their pre-season/activity parent-student-coach(s)/advisor(s) meeting. All participants will understand and accept their roles and responsibilities for good sportsmanship as established by the MSHSL and Ada-Borup High School.

## **Ada-Borup High School Conference Code of Conduct**

### **School Boards**

- Adopt policies/resolutions that promote the ideals of good sportsmanship, ethics, and integrity.
- Serve as a positive role model and expect the same from parents, fans, participants, coaches, and other school personnel.
- Recognize the value of school activities as a vital part of education.
- Attend and enjoy school activities.
- Support and reward participants, coaches, school administrators and fans who display good sportsmanship.
- Apply sportsmanship policies/rules equitably at all times.

### **School Administrators (Principals/Activity Directors)**

- Develop a program for teaching and promoting sportsmanship.
- Provide appropriate supervisory personnel for each interscholastic event.
- Support participants, coaches, and fans that teach and display good sportsmanship.
- Recognize exemplary behavior and actively discourage undesirable conduct by participants, coaches, and fans.
- Attend events whenever possible and function as a model of good sportsmanship.
- Provide “visitors section” signage, visible security personnel, clean and secure dressing areas for teams and cheerleaders, and competent adult game officials (timers, scorekeepers, etc.).
- Apply sportsmanship policies/rules equitably at all times.

### **Coaches**

- Follow the rules of the sport during the progress of the contest.
- Accept the decisions of contest officials.
- Avoid offensive gestures or language.
- Display modesty in victory and graciousness in defeat.
- Avoid public display of criticism in front of participants or spectators.
- Teach sportsmanship and reward players that are good sports.
- Provide instruction, training, and motivation without put-downs and/or the use of abusive language.
- Educate and sensitize themselves to cultural differences, gender equity and disability issues.

### **Student Athletes**

- Show respect for opponents by shaking hands with them.
- Accept the decisions of contest officials.
- Avoid offensive gestures or language.
- Display modesty in victory and graciousness in defeat.
- Follow/learn the rules of the game.
- All non-participants should stay off the playing floor or contest area at all times.
- Show respect at all times for coaches, opponents and game officials.
- Show respect for public property and equipment.

## **Spectators**

- Take part in cheers with the cheerleaders and applaud good performances.
- Work cooperatively with contest officials and supervisors in keeping order.
- Refrain from crowd booing or making negative comments about officials or participants.
- All non-participants should stay off the playing floor or contest area at all times.
- Show respect for public property.

## **Cheerleaders**

- Advisors will supervise all away and home contests.
- Use discretion in selecting the time to cheer.
- Encourage support for any injured participant.
- Show respect for opposing cheerleaders/bands.
- Learn the rules of the game.
- Lead positive cheers, which praise your team without antagonizing the opponents.
- Show respect at all times for officials, opponents and spectators.
- Show respect for public property and equipment.

## **Bands**

- Choose appropriate music and time for performing.
- Show respect at all times for officials, opponents and spectators.
- Show respect for public property.
- Stay off the playing floor or contest area at all times (both students and equipment).

## **Officials**

- Accept your role in an unassuming manner.
- Maintain confidence and poise, controlling the contest from start to finish
- Know the rules of the game thoroughly and abide by the established Code of Ethics.
- Publicly shake hands with coaches of both teams before the contest.
- Resist exhibiting emotions or arguing with participants, coaches, and spectators when enforcing rules.
- When watching a game as a spectator, give the officials the same respect you expect to receive when working a contest.

## **Media**

- Report acts of good sports behavior without giving undue publicity to unsportsmanlike conduct.
- Refrain from making negative comments towards participants, coaches, or contest officials.
- Recognize efforts of all athletes (gender fair) who participate in contests/activities.
- Report facts without demonstrating partiality to either team.

## **Contest Workers**

- Supervise all areas of the facility including parking lots and restrooms.
- Be consistent in applying sportsmanship policies and rules.
- Wear jackets, armbands, and badges so they are easily identifiable.
- Establish/communicate emergency procedures.

## Belief Statement

The ideals of good sportsmanship, ethical behavior and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines. In perception and practice, good sportsmanship shall be defined as those qualities of behavior, which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on the behavior of others. Good sportsmanship is viewed by Ada-Borup High School as a concrete measure of the understanding and commitment to fair play, ethical behavior and integrity.

## Ada-Borup High School Code of Ethics

**Coach:** A coach will be in violation of the standards for good sports established by the Minnesota State High School League by:

- Making degrading/critical remarks about officials during or after a contest either on the field of play, from the bench or through any public news media.
- Arguing with officials or going through motions indicating dislike/disdain for a decision.
- Detaining the officials following the contest to request a ruling or explanation of actions taken by the official.
- Being ejected for any contest.

**Players:** As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and the laws of my community, state and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

**Note:** Any allegation of sexual, racial or religious harassment or violence may also constitute a violation of the Student Code of Responsibilities.

## Promotional Strategies

- Develop a Good Sports Recognition Program to reward coaches, players, and fans for showing good sportsmanship.
- Creation of a "warning ticket" to hand to those who exhibit poor sportsmanship in the stands.
- Using the Good Sports theme, create a one-week promotion at your school focusing on sportsmanship. Promotions could include a poster or essay contest.
- Development of a speaker's bureau: administrators, coaches or selected student-athletes could talk with local adult civic organizations about the Good Sports Program. Student-athletes could deliver talks to students in the junior high and elementary schools to stress good sportsmanship.

- Principals and/or superintendents could write commentaries for school district newsletters.
- Send public service announcements to local radio and television stations on a quarterly basis.
- Encourage fine arts advisors to incorporate good sportsmanship themes into their competitions.
- Send news releases to media outlets (electronic and print) stating that your school is participating in the Good Sports Program.
- Use the Good Sports logo in event programs or other school publications.
- Place an article in event programs that promote good sportsmanship.
- Develop a plan for crowd control for both home and away games. A list of suggestions for developing a plan is included in this manual.
- Create a postage meter ad that goes on school mail with a message promoting good sportsmanship.
- Create banners/posters that convey the messages of good sportsmanship.
- Create a sportsmanship report card for visitors to your school to fill out and drop off after contests.
- If you, your athletes, your spectators, etc., felt they were treated particularly well while visiting another school for an event, encourage them to write a letter to the principal or activity director of that school. Chances are the school may share that letter with its constituents. The end result is that both parties are encouraged to practice good sportsmanship.
- Have your public address announcer or participants read a pre-game statement encouraging sportsmanship and proper respect for opponents and game officials.
- Develop an in-school public address announcement program.
- Make sportsmanship part of the criteria for any performance awards such as M-V-P; All-Conference; All-Area, etc.
- Conduct in-school programs or pep rallies/assemblies emphasizing sportsmanship.

### **Ada-Borup High School Game Announcers Guidelines**

**Ada-Borup High School game announcers are encouraged to include these (or similar) statements in their pre-game announcements.**

“Good evening, Ada-Borup High School welcomes you to (name of stadium/field/gymnasium) for tonight’s game. One of the goals of high school athletics is learning lifetime values. Sportsmanship is one such value that makes these games an educational experience. Remember to sport a winning attitude! And now let’s meet the starting lineups....”

**After lineups are introduced – introduce officials.**

“The officials for tonight’s game are (name of official) and (name of official). These individuals are registered by the Minnesota State High School League. Their experience and integrity qualify them to administer the rules of the game. An attitude of good sportsmanship should be upheld by all spectators, players and coaches, no matter what their feelings or loyalties may be in this contest.”

**(For use during breaks in action)**

Admission to an interscholastic event is a privilege, and with that privilege comes responsibility— responsibility to conduct oneself in a manner where the game is enjoyable for other fans and participants. ( Name of school) reminds you to be a good sport! — on the court (field) and in the stands.

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**Ada-Borup High School is encouraged to include these (or similar) notices in their game programs.**

“This game is being played according to the rules of the Minnesota State High School League. These rules provide for fair competition among players. Spectators can help promote good sportsmanship by observing the rules off airplay. Everyone is responsible for keeping this game at a high level of good sportsmanship.”

**Student Sportsmanship Creed:**

**ATHLETE NO. 1**

Good afternoon/evening. Welcome to Ada-Borup High School. We appreciate your attendance at this game and hope you enjoy it.

**ATHLETE NO. 2**

Tonight's game is being played under the rules of the (conference name). These rules provide for fair play and good sportsmanship among players and coaches. As athletes we ask that spectators promote the ideals of good sportsmanship, fair play and respect for our opponents and the officials.

**Sample Announcements for  
Radio and Television Stations**

**PSA #1**

The score of any athletic event is generally forgotten over time, but the actions of the players, coaches and spectators are remembered. So, the next time you attend a high school game, please remember to be a good sport. A message from Ada-Borup High School and KRJB Radio.

**PSA #2**

Ethics, integrity and respect are values important in our daily lives. On the playing field, they are translated into one word — sportsmanship. Sportsmanship is an important value that young people learn when they participate in high school activities. So remember, be a good sport. A message from Ada-Borup High School and KRJB Radio.

### **PSA #3**

Don't ever confuse a good sport with the nice guys who supposedly finish last. Sportsmanship has nothing to do with an athlete's or spectator's competitive spirit, and more often than not, a display of poor sportsmanship leads to a losing performance. Remember, be a good sport! Regardless of the final score. A public service message from Ada-Borup High School and KRJB Radio.

### **PSA #4**

In our society, winning has come before everything. But if winning comes at the expense of good sportsmanship, then nothing is gained in the long run. Good sportsmanship is the result of a disciplined effort to respect yourself, your opponents, and to practice the golden rule. So remember, be a good sport. A public service message from Ada-Borup High School and KRJB Radio.

## **NEWS RELEASE**

Ada-Borup High School has joined forces with the Minnesota State High School League to promote sportsmanship throughout the state through the Good Sports Program.

The Good Sports Program is part of a continuing, grass roots effort to promote sportsmanship at high school sporting events. The program, sponsored by the Minnesota State High School League challenges member schools to develop a year-long sportsmanship program that includes codes of conduct, promotional strategies, and methods to evaluate the program's effectiveness.

“So many times, we take for granted that our coaches and athletes, as well as student body and other spectators, know what is acceptable behavior at high school events,” said Mike Kolness. “We are constantly bombarded with so many images of unsports-like behavior, that it becomes important to emphasize at the interscholastic level the proper respect that should be accorded to one's opponents during a game and the officials administering that contest.”

The Good Sports Program will see schools across the state develop sportsmanship programs aimed at all students and adult groups in the community.

“We feel that sportsmanship just doesn't end with students,” Mike Kolness said. “It is necessary to have parents and other adult spectators set the tone for our students with their exemplary behavior at events.”

Additional information about the Good Sports Program may be obtained by contacting Mike Kolness at 784-5312.

### **Acceptable Behavior**

- Accept all decisions of contest officials.
- Applause during player introductions.
- Players shaking hands with opponents who foul out of the game.
- Cheerleaders leading fans in positive cheers.
- Handshakes between participants and coaches at the end of the contest, regardless of the outcome.
- Treat the competition as a game, not a war.
- Applause at the end of contest for performances of all participants.
- Everyone showing concern for an injured player, regardless of team.
- Positive signs whose location is approved by the home site supervisor/administrator.

## **Unacceptable Behavior**

- Disrespectful or derogatory yells, chants, songs, signs, gestures, or profanity.
- Booing or heckling an official's decision.
- Criticizing officials in any way.
- Yells that antagonize opponents.
- Refusing to shake hands or give recognition for good performances.
- Blaming the loss of a game on an official, coach or participant.
- Or name calling to distract an opponent.
- Throwing of objects onto playing surface.
- Fighting and/or use of illegal chemicals.

## **Crowd Control Planning**

1. Establish written expectations for coaches, players, students, cheerleaders, spectators, and game management personnel. Communicate them in a variety of ways, expect them to be followed, and do something when they aren't.
2. Establish and communicate policies and emergency procedures regarding:
  - a) fire
  - b) drinking or possession of alcoholic beverages
  - c) possession, use, or sale of drugs
  - d) medical emergencies
  - e) lost and found articles
  - f) bringing food, beverages, radios and hand-held signs, noisemakers into the gym or stadium
  - g) bomb threats
  - h) alternatives in case of score clocks, lights, or other facility failures
  - i) transportation problems

Written emergency procedures should be clearly understood by the public address announcer.

3. Provide crowd control supervisors for both home and away games and identify them by use of jackets, armbands, T-shirts, or badges. Alert crowd control supervisors to observe behavior and whereabouts of potential problem people.
4. Be consistent in applying sportsmanship policies and rules equitably at all times.
5. If possible, avoid seating bands or spectators near the visiting team bench or the visiting team spectator section.
6. When someone is behaving in an undesirable way do something about it. Actions speak louder than words.
7. Have admissions, ticket sales, and parking lot personnel observe and screen people for possession of alcoholic beverages and/or intoxication.
8. Supervise the rest rooms.

9. Establish precise job descriptions, expectations, and authority of all working personnel and inform them of all rules, regulations, and emergency procedures.
10. Develop a contingency plan to respond to critical contest situations. During the course of each school year, schools are required to evaluate the effectiveness of their sportsmanship program.  
Items to evaluate include:
  - promotional activities
  - team and fan behavior
  - school procedures to handle conflicts
  - recognition programs to reward good sports behavior
  - crowd control plans
  - codes of conduct
  - contingency plan

### **Procedures for Dealing with Unruly Spectators**

1. Timing is critical: get to problems quickly.
2. Use half-time or post-game. Tell a person, "I thought you were getting a little carried away today" and "Try to look at our sportsmanship expectations."
3. When to go into the stands:
  - a. For abuse or foul language.
  - b. For throwing objects.
  - c. For obstruction of view.
  - d. When a spectator is ignoring the requests of others.
  - e. When game management has been informed by the official that a spectator needs to settle down or be asked to leave.
4. Sit next to them and explain their options:
  - a. Stop the behavior.
  - b. Final step is being escorted out by security.
5. At that stage, say: "I need to see you in the hallway for a few minutes." Talk with them out of public eye.
6. If that's unsuccessful, say: "I'm going to ask you to leave, and if you don't we may be asking you not to return for the rest of the season."

### **Follow Up with People Who Have Been Difficult**

1. Use a form letter for some situations.
2. For others, meet individually with the person to talk about the situation.
3. Talk to them in a non-threatening manner.
4. Discuss other ways the spectator might have handled his/her disappointment or frustration.
5. Have an established procedure involving the principal and/or superintendent for problems that are unresolved after the initial letter and/or meeting.

## Ideas for Pre-Season Meetings

1. Make them mandatory.
2. Provide advance communication that is timely, attractive and upbeat.
3. Schedule officials to present explanation of new rules.
4. Explain to parents that they are leaders and need to lead in the stands.
5. Distribute and explain sportsmanship expectations and consequences.
6. Have students explain at pre-season meeting to parents what proper conduct is.
7. Review the privileges and disciplines of athletics.
8. Have parents and students sign a code of conduct.

**Win or lose, I pledge to do the best I can to be a team player and respect my teammates, my opponents and the officials, and to improve myself in spirit mind & body.**

Approved by \_\_\_\_\_  
(Name of School)

Superintendent \_\_\_\_\_

School Board Chairperson \_\_\_\_\_