

# Citizenship Through Sport Program

## Sportsmanship - Game Management/Supervision of Athletic Contests

The NCS Board of Managers, Executive and Values & Ethics Committee are committed to the promotion of good sportsmanship at all athletic contests in which a NCS member school participates. It is imperative that member schools strive to provide a sportsmanlike environment for students, coaches, and spectators. NCS member schools are expected to implement a plan to promote responsible behavior by fans and all persons associated with athletics. The use of contest programs, the media, bulletins, and meetings are among the suggested means for promoting good sportsmanship. Schools should also have plans for the monitoring of home and away contests and for dealing with those persons who violate the principles of responsible behavior. The following suggestions and guidelines are provided to assist NCS member schools in reaching the goals of good sportsmanship and responsible behavior.

### Pre-Planning for Game Management

Although there are no magical secrets to crowd control, the following important suggestions need emphasis by administrators and event managers in crowd control:

- Establish written behavioral standards and expectations for coaches, players, students, song and cheerleaders, spectators, and management personnel. Communicate them in a variety of ways, expect them to be followed, and do something when they aren't.
- Establish/communicate policies and emergency procedures. Written emergency procedures should be clearly understood by all administrative staff, game management personnel and the public address announcer.
- When someone is behaving in an undesirable way, or violating rules of good citizenship, do something about it. Actions speak louder than words. Inaction allows the establishment of undesirable examples and habits that can mushroom, lead to more serious problems, and result in negative learning.
- Establish precise job descriptions, expectations, and authority of all working personnel and inform them of all rules, regulations, and emergency procedures.
- The visiting school should be supplied with the following information:  
Map of school, press box information, availability of areas for video taping, location of dressing rooms, field information such as pre-game practice area, location of spotters, side of field to be used by each team and medical emergency information.

### Game Site - Preparation and Planning

Pre-planning and preparation of the facilities and site are vitally necessary to the successful conduct of an event in order to assure their readiness prior to the arrival of spectators and the visiting team. The following check list will aid schools in preparing for each and every athletic contest.

#### Contest Site

- Adequacy of seating
- Seating plan for both home team and visiting team spectators
- Playing conditions
- Restrooms
- Concessions
- Parking
- Team/officials locker rooms
- Equity for participants

#### Game/Site Personnel

- Ticket Takers
- Scorers
- Announcer (Adult)
- Medical Personnel
- Custodians
- Timer (Adult)
- Officials
- Site Director
- Security (police, security agencies or civilian (staff/boosters))

#### Materials

- Walkie-Talkie Rental
- Signs
- Program Content (Code of Ethics, Messages from the principal, coaches, booster club, Sportsmanship Messages)

#### Rules and Regulations

The State and Section have selected the rules by which the game will be played. Be sure each administrator and head coach understand which rules, state adoptions, section and league rules apply.

### GAME MANAGEMENT

Game management responsibilities for facilities and personal services should be accomplished in a manner that will contribute to the utmost comfort, convenience, and safety of students, spectators and players.

#### Police Supervision

- A meeting with the officer who will be in charge of the police detail should be scheduled prior to the first home game in order to review plans for crowd control.
- The school administrator in charge should give specific instructions and recommendations and note specific areas that need constant supervision.
- The administrator in charge should meet with the members of the detail as they arrive in order to review last minute instructions
- A police car should be made available at the site in order that spectators involved in serious problems can be removed from the area immediately.
- The game announcer should make it perfectly clear before the contest that spectators not following established crowd control policies will be asked to leave the premises.
- Some means of communication (i.e., walkie-talkie) should be made available between the home and visiting school administrators and the police officer in charge.

#### Home School Supervision

- School staff supervisors should be individuals who are as familiar as possible with members of the student body in order to facilitate identification of students whenever necessary.
- Develop a supervision chart of duties and lines of responsibility for school staff. Special care should be taken to insure the carrying out of assigned duties by all personnel. Supervisors paid for a specific assignment should not be "watching the game", "visiting", or "sitting down on

the job” - this allows unnecessary problems to develop.

- Some means of staff identification should be used. (T-shirts, jackets, uniforms, badges, etc.)

### **Visiting School Supervision**

- The home school should make arrangements with the visiting school administrator-in-charge to meet immediately prior to the contest in order to review crowd control procedures and introduce him/her to officers and staff on duty.
- The visiting school should assign a sufficient number of supervisors in order that adequate crowd control can be accomplished.
- Some means of staff identification should be used. (T-shirts, jackets, uniforms, badges, etc.)

### **Home and Visiting School Administrative Supervision**

- Be present prior to the game to assure that all details of the athletic event have been performed.
- Assign and delegate to the proper school officials authority for crowd control responsibility.
- Convey to those delegated authority the seriousness of crowd control.
- As the administrator in charge you are the final authority concerning the proper behavior of athletes, students and fans.
- Insist that the coaches conduct themselves in a manner conducive to good sportsmanship and clean athletics.
- During the contest practice Active Supervision. @ Roam during the entire game making sure that all supervisors, gate personnel and security personnel are doing their jobs.
- At the conclusion of the contest make sure that spectators exit peacefully.
- End your supervision in the parking lot and do not leave until the parking lot is clear of all vehicles, students and spectators.

### **Ticket Booths**

- Have adequate lighting and police supervision in the area of the ticket booths.
- All booths should have a ticket price sign posted.
- Booths should remain open and ticket takers remain on duty until the end of the game. (This will discourage late comers who are only there to cause trouble.)
- Free entry to the stadium or gym at halftime is discouraged.
- No un-chaperoned children under the age of 12 should be admitted to the contest.
- Inform the visiting school of any special gate arrangements so that students and other fans may be advised in advance.
- Have a visiting school administrator at the entrance to the visitors= gate.

### **School/Spectator Sportsmanship**

Each participating school=s administration is expected to emphasize sportsmanlike behavior at all athletic contests. This should be communicated to all students, athletes, parents and spectators using the following methods:

- Have pre-season meetings with parents of athletes and spend time stressing sportsmanship.
- Distribute and explain sportsmanship expectations and consequences.
- Address how to welcome officials
- Explain booster club involvement in general and its responsibility for leadership in sportsmanship.
- Explain to parents that they are leaders and need to be leaders in the stands.
- Recognize outstanding sportsmanship.
- Post banners/signs regarding sportsmanship.
- Have the announcer read sportsmanship messages several times during the contest.

### **Spectator Seating**

- ✓ Provide separate seating areas for visitors.
- ✓ Schools should notify rooters to remain in their assigned areas at all times except for trips to rest rooms and concessions stands.
- ✓ Students should not be allowed to visit opponent=s rooter section.
- ✓ Discourage students from leaving before the end of the game.

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

- Timing is critical: get to problems quickly.
- 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.”
- When to go into the stands:
  - 1) For abuse or foul language
  - 2) For throwing objects
  - 3) For obstruction of view
  - 4) When a spectator is ignoring the requests of others.
  - 5) When game management has been informed by the official that a spectator needs to settle down or be asked to leave.
  - 6) Use less crowded, less emotional lower level games as an education opportunity to teach in the stands.
- Sit next to them and explain their options:
  - 7) Stop the behavior
  - 8) Final step is being escorted out by security
- At that stage, say: “I need to see you in the hallway for a few minutes.” Talk with them out of the public eye.
- 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
  - 9) Use a form letter for some situations.
  - 10) For others, meet individually with the person to talk about the situation, philosophy of program, etc.

- 11) Talk to them in a non-threatening, positive way.
- 12) Discuss other ways the spectator might have handled his/her disappointment or frustration.
- 13) Have an established procedure involving the principal and/or superintendent for problems that are severe, chronic or unresolved after the initial letter and/or meeting.
- 14) Write a newsletter article to explain philosophies, policies and procedures.

### **Public Address System and Game Announcer**

The public address system should be checked prior to the game to make certain that it is working. It is recommended that the schools have an adult as their game announcer.

The game announcer should:

- Be impartial.
- Notify spectators of school, league and section policy regarding noisemakers, sportsmanship, etc.
- Know locations of emergency exits, locations of telephones, ambulances, doctors, etc.
- Attempt to be aware of the entire situation so that calm directions can be given in an emergency. Often serious incidents can be avoided if the announcer will caution against coming onto the field, throwing object, or causing other disturbances.
- Make positive statements regarding officials and sportsmanship prior to the start, during and just prior to the end of the game.
- Let no one except those in charge of the event use the microphone.

### **Dressing Rooms**

- The Athletic Director or his/her representative should meet the visiting teams upon arrival, direct them to the dressing room, and assist with any last-minute requests or needs.
- All unauthorized persons must be kept out of the dressing room areas.

### **Field Supervision**

Police officers or school staff supervisors should be assigned to keep the field/gym clear of unauthorized persons and to protect the equipment in the areas of the team benches.

### **First Aid**

It is recommended that a licensed physician, certified athletic trainer or stand-by ambulance be available for the home and visiting teams.

### **POST-GAME CONTROL**

Effective post-game control is one of the single most important aspects of crowd management. Every precaution should be taken to protect against post-game complications, especially when there is a tense atmosphere from either a close game or a rivalry.

### **Pedestrian Traffic Control**

- All entrance gates should be staffed for the entire game, if possible.
- Separate exits should be provided for each student body, and every available gate should be open to provide rapid exit from the stadium or gym.
- A portion of the police detail should be assigned to move with the crowd to parking areas, to act as a deterring element.
- Spectators should be encouraged by police and school staff supervisors not to linger at exits or inside the stadium or gymnasium.
- Have a pay telephone station available for use by spectators and make sure that it is in working order.
- School staff supervision should continue until the stadium or gymnasium area has been completely cleared, and someone should be specifically assigned to remain until all students have been picked up by parents.
- The game announcer should inform the spectators of the exit areas for the home and visiting guests.
- If the atmosphere is tense following the game, request the home fans to remain in the stands until the visitors have had an opportunity to vacate the area.
- Pre-game, halftime, and post-game entertainment has a definite soothing effect on crowd behavior.

### **Auto Traffic Control**

- Police service should continue until all traffic has been dispersed.
- A definite plan must be established for the rapid dispatching of all busses.
- Busses should be parked in such a manner as to provide for quick exit.
- There should be supervision for all rooter and team busses leaving the area.

### **Police Organization**

- Police protection should continue until the stadium or gymnasium area has been completely cleared of spectators and vehicles.
- The officer in charge should make a final report to the school administrator-in-charge before the detail leaves the area.

### **GUIDELINES FOR GAME OFFICIALS**

Prior to each athletic contest, officials shall:

- Arrive in adequate time to identify game managers, partner(s), timers and scorers.

In accordance with the rules, the officials shall:

- Work with both school's administrators in charge in determining that a contest should not begin.
- Determine that a contest should be terminated.
- Report any situation or ejection to the proper individuals according to established procedures.

Officials shall during post-game procedures:

- Leave the competition area immediately
- Avoid discussions with coaches, participants, spectators, or reporters.
- Report any unsportsmanlike behavior to the proper individuals according to established procedures.

# Recommended Public Service Announcements (all sports)

## GUIDELINES:

*\*Read any combination of three during each home contest where a Public Address System is available.*

### PA Announcement #1

Tonight=s game is not only a competitive contest between these two schools, but it=s also an educational experience for the students involved. Because high school activities are about learning life values, (YOUR HIGH SCHOOL=S NAME) would like to remind everyone to do their part in keeping our hometown sports a positive experience for everyone. When you attend your next game, do your part to help rekindle the spirit of citizenship by showing good sportsmanship. You=ll be teaching a positive lesson and you=ll be fostering a very important message to our student athletes and spectators. Thanks for your support of high school educational athletics.

\* \* \* \* \*

### PA Announcement #2

Whether its balls and strikes, fouls or flags, your referees and game officials are a vital part of high school athletics. If you have ever tried your hand at officiating, you know how hard these men and women work, and you certainly know that they would never miss a call intentionally. Keep these things in mind as you attend sporting events. After all, respecting officials and authority figures is one of the most valuable lessons that we can teach our students. Thanks for your support of high school educational athletics.

\* \* \* \* \*

### PA Announcement #3

Fans, when you attend a high school game, do you stand at attention during the National Anthem? Do you cheer a good play by the opposing team? If your team loses, do you take it well, in stride? If you answered Ayes@ to any of those questions, you are showing positive examples of sportsmanship. Don=t forget that when you attend high school events, young eyes are watching you for examples of acceptable behavior. By making a conscious effort, you will be helping our students grow into better citizens. Thanks for your support of high school educational athletics.

\* \* \* \* \*

### PA Announcement #4

Role models are more important than ever in today=s society. You can serve as a role model for others the next time you display good sportsmanship at a high school athletic event. Good sports are winners and are also vital to preserving our fine sports traditions. So the next time you attend a sporting event, remember to be a good sport and help rekindle the spirit of citizenship! Thanks for your support of high school educational athletics.

\* \* \* \* \*

### PA Announcement #5

The score of any athletic event is generally forgotten over time, but the actions of players, coaches and spectators leave lasting impressions. The next time you attend a high school game, think of how history will remember you. Choose good sportsmanship and help rekindle the spirit of citizenship. Remember, the lessons you teach today will help develop better citizens in our communities for tomorrow. Thanks for your support of high school educational athletics.

\* \* \* \* \*

### PA Announcement #6

Welcome to today=s contest between <School A> and <School B>. These teams would like to remind you that sportsmanship and the objectives of educational athletics are what set this event apart from other levels of competition. Your cooperation and support of the values promoted by these schools in appreciated.

The schools participating in this event have adopted the rules under which the games are conducted. A commitment to excellence, fair play and sportsmanship is vital to this activity's success. <School A> and <School B> high schools appreciate your recognition of the values being taught at this educational event.

\* \* \* \* \*

**PA Announcement #7**

We are pleased to welcome you today to <Home Team> High School. Good sportsmanship is one of the primary purposes of educational athletics. Our student-athletes recognize that judgment calls – by coaches, officials and themselves – are made in good faith and should be respected. Spectators can support both of these temas by refraining from derogatory or demeaning comments today. We hope that you will enjoy the game and support the students in a positive and sportsmanlike manner.

\* \* \* \* \*

**PA Announcement #8**

When <Home Team> High School sponsors an athletic event, that event is an extension of the classroom, with the lessons learned as important as those in a textbook. Perhaps the most important lesson is good sportsmanship, which will serve everyone well in the game of life.

\* \* \* \* \*

**PA Announcement #9**

Welcome to <Home Team> High School. Our coaches and athletes seek to uphold the Six Pillars of Character: trustworthiness, respect, responsibility, fairness, caring and citizenship. Please join us in exemplifying these values.

\* \* \* \* \*

***Welcomes – Prior to Player Introductions***

- Hello. <Home Team> High School welcomes you to today's game. Sportsmanship is the Golden Rule of athletics – treat others the way you wish to be treated. Sportsmanship asks us to focus on respect, because sportsmanship is a way of life.
- Hello. <Home Team> High School welcomes you to today's game. The first person you should look at when evaluating sportsmanship is yourself. What does your reflection look like? Please be a good sport today!
- Hello. <Home Team> High School welcomes you to today's game. High school sports are a privilege to play and a privilege to watch. A privilege that depends on responsible conduct in school hallways, classrooms and playing fields. A privilege that depends on good sportsmanship.
- Hello. <Home Team> High School welcomes you to today's game. The educational value of this event is more important than its outcome. Respect for others, including opponents and officials, is part of that value. There are no excuses for taunting and trash-talking.

***After Lineups Are Introduced – Introduce Officials***

- Your officials for today's game are <Referee> and <Umpire>. They are hired by <Home School> High School with the mutual agreement of the schools participating in this event. Their experience and integrity qualify them to administer the rules of the game. All spectators, players and coaches, no matter what their personal feelings or loyalties, should display respect for them.

# **Recommended Public Service Announcements (all sports)**

## **PRE-GAME INTRODUCTION**

Ladies and gentlemen, good evening and welcome to (home high school) for tonight=s/today=s athletic contest. As the hosts of this game, let=s welcome our guests this evening/afternoon B the (mascot) from (visiting high school)! Let=s wish students from both schools good luck, and we encourage all spectators at tonight=s/today=s game to keep in mind that good sportsmanship is expected at (name of field, gym, stadium), as we set good examples for our students, players and youngsters in attendance. (Continue with introduction of starting lineups, etc.).....

## **PRE-GAME INTRODUCTION**

Ladies and gentlemen, welcome to (name of field, stadium or gym) for tonight=s/today=s athletic contest between the visiting (mascot) or (visiting high school) and your (home high school and mascot). (Home high school) is a proud member of the California Interscholastic Federation, and we remind all spectators that this game is competitive, but it is also an educational experience for all players and students. Let=s continue to show respect and sportsmanship throughout this contest and refrain from negative cheers, chants or behavior. We welcome our guests from (visiting high school) and wish all players good luck in tonight=s/today=s game. Now let=s meet tonight=s/today=s starting lineups.....

## **ANNOUNCEMENT FOR USE DURING BREAKS IN THE GAME**

(High School) reminds all fans that we all play a role in the education of our students. Parents, fans and people in the community all set an example for students B whether they are aware of it or not. Help rekindle the spirit of citizenship and set a positive example in everything you do B both here at the game and in the community. Good sportsmanship is what sets our school apart!

## **ANNOUNCEMENT FOR USE DURING BREAKS IN THE GAME**

Ladies and gentlemen, (home high school) is proud of our school=s sportsmanship. Whether it=s here or on the road, make our school, our community and our students proud by displaying positive sportsmanship. Good sportsmanship and positive citizenship are vital in the development of good citizens. (High School) gladly welcomes the challenge of being a leader in sportsmanship and in continuing a proud tradition.

## **ANNOUNCEMENT FOR USE DURING BREAKS IN THE GAME**

We all know that our school is one of the best in the state. We=ve proven it with our teams on the field and with our classroom performances off the field. We ask all spectators at this game to help continue that proud tradition by showing good sportsmanship throughout this contest. Let=s make our visitors feel welcome and give our officials the respect they deserve for doing a difficult job. Being one of the state=s best schools is not easy, but with fans like you to set examples of good sportsmanship, our proud tradition here at (high school) is guaranteed to continue for years to come!

## **ANNOUNCEMENT FOR USE DURING BREAKS NEAR THE END OF THE GAME**

Fans are reminded that entering the playing field (court) at anytime is not permitted. Your cooperation is appreciated. We also appreciate all fans that made our school proud with good sportsmanship throughout this game. We ask that all spectators continue to display good sportsmanship even after tonight=s/today=s game is over. Thank you and please return to (field, stadium, gym) for our next game (date) at (time). Thank you for your support of high school educational athletics.

(YOUR SCHOOL'S NAME)

The student-athletes of (YOUR SCHOOL=S NAME) welcomes you to another exciting season of (MASCOT & SPORT). These games, like all events sponsored by the C.I.F., N.C.S. and the (LEAGUE), serve as learning activities in an educational setting. Among the many values and attitudes learned by the student-athletes are responsibility, self-discipline, sportsmanship, teamwork, work ethic, integrity and personal sacrifice for the good of others.

As guests at these events, you have responsibilities, also. You are to support these goals at all times by displaying the behavior that is generally referred to as "good sportsmanship". Included in the display of good sportsmanship by spectators are the following behaviors:

- \$ Realizing that attendance is a privilege to observe a contest and support high school activities, and not a license to verbally assault others or be generally obnoxious.
- \$ Showing respect for the decisions made by contest officials.
- \$ Modeling positive support for the teams in every manner possible, including the content of cheers and signs.
- \$ Respecting the fans, coaches and participants from opposing schools.
- \$ Respecting and following the rules required of spectators at the gym where the contest is being held. These rules are put in place to create a safe environment where the goals of high school athletics can be fully supported.

In the (YOUR SCHOOL'S NAME) gym (OR OTHER ATHLETIC VENUE), spectators are required to:

- \$ Respect the portions of the bleachers set aside as student cheering sections for both the home and visiting school.
- \$ NOT bring in items that could be disruptive to the game. Included among these are noisemakers, flags, balls, and laser-lights.
- \$ Remain off of the court at all times. League rules prohibit spectators from being on the court during time-outs, half-times, or between contests.
- \$ Remember that the only spirit-leaders allowed out of the bleachers are the official squads supplied by each school. Requests for spirit-bands must be made in advance of the game.
- \$ Realize that there are no "return privileges" for the gym, and that once a person leaves the building, they have left the event for the evening. Face painting is contrary to league rules and not acceptable in our gym.

(YOUR SCHOOL'S NAME)

The student-athletes of (YOUR SCHOOL=S NAME) welcomes you to another exciting season of (MASCOT & SPORT). These games, like all events sponsored by the C.I.F., N.C.S. and the (LEAGUE), serve as learning activities in an educational setting. Among the many values and attitudes learned by the student-athletes are responsibility, self-discipline, sportsmanship, teamwork, work ethic, integrity and personal sacrifice for the good of others.

As guests at these events, you have responsibilities, also. You are to support these goals at all times by displaying the behavior that is generally referred to as "good sportsmanship". Included in the display of good sportsmanship by spectators are the following behaviors:

- \$ Realizing that attendance is a privilege to observe a contest and support high school activities, and not a license to verbally assault others or be generally obnoxious.
- \$ Showing respect for the decisions made by contest officials.
- \$ Modeling positive support for the teams in every manner possible, including the content of cheers and signs.
- \$ Respecting the fans, coaches and participants from opposing schools.
- \$ Respecting and following the rules required of spectators at the gym where the contest is being held. These rules are put in place to create a safe environment where the goals of high school athletics can be fully supported.

In the (YOUR SCHOOL'S NAME) gym (OR OTHER ATHLETIC VENUE), spectators are required to:

- \$ Respect the portions of the bleachers set aside as student cheering sections for both the home and visiting school.
- \$ NOT bring in items that could be disruptive to the game. Included among these are noisemakers, flags, balls, and laser-lights.
- \$ Remain off of the court at all times. League rules prohibit spectators from being on the court during time-outs, half-times, or between contests.
- \$ Remember that the only spirit-leaders allowed out of the bleachers are the official squads supplied by each school. Requests for spirit-bands must be made in advance of the game.
- \$ Realize that there are no "return privileges" for the gym, and that once a person leaves the building, they have left the event for the evening.
- \$ Face painting is contrary to league rules and not acceptable in our gym.