

# Greenville County Schools



## Process Form for Change in Level of Athletic Participation

(7<sup>th</sup> & 8<sup>th</sup> to a varsity team in volleyball, basketball, soccer, baseball or softball)

**DIRECTIONS:** This form **MUST originate from the middle school!** The parents are to notify the middle school coach and athletic director of their intent to move up to a high school varsity team. The coach and AD then notify their principal of the request. The high school coach and AD are then notified and a meeting is held among the MS and HS coaches to determine what is in the best interest of the student (ADs and principals may also be involved).

**NOTE:** Should there be interest on part of the high school coach, the communication is first to the high school AD, then from high school AD to middle school AD. After notification, the steps above are to be followed. **Parent and athlete must begin process at the middle school.**

### If it is agreed to have the student move up to the HS team:

1. A meeting to discuss the move is held by the MS AD and principal with the HS AD and principal.
2. If all are in agreement, then a conference is held with the MS and HS coaches and ADs, the parents and student. This form is then completed and signed and a copy sent to the District Director of Athletics.

### If it is agreed that the athlete remain at the middle school level:

1. An agreement statement is made between the MS and HS (in the space provided below or attached) and sent to the District Director of Athletics. This statement is used by the District AD for denial of the move and factual support should there be an appeal by the parent/guardian.

### If there is disagreement by parent or schools of the decision to move up or remain at the middle school:

1. The District AD is notified
2. The District AD first meets with the middle school AD, coach and/or principal (bottom to top, not top to bottom)
3. The District AD then meets with the high school AD, coach and/or principal
4. The District AD will mediate a final decision with information from all parties. (*threats from parents to withhold the athlete from competing at the middle school level will not influence the final decision of the District AD*)

Name of Student \_\_\_\_\_ Current School \_\_\_\_\_ Current Grade \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Address \_\_\_\_\_  
Street City Zip Phone Number

### Student is approved to move up to a high school varsity team:

\_\_\_\_\_  
Middle School AD Signature High School AD Signature Date

**Student is recommended to remain at the middle school.** Provide below (or attach) agreement statements to this document and send to the District Director of Athletics:

\_\_\_\_\_  
Middle School AD Signature High School AD Signature Date