

**MHSAA SECURITY PLAN
2009-2010**

SCHOOL _____

(Please indicate junior high or senior high school)

(Superintendent)

(Principal)

(Athletic Director)

Preparation of this plan should involve the following: all administrators (including athletic directors), coaches, cheerleader sponsors, band director(s), security personnel and game announcer. This plan is for ALL sports; however, the MAJOR sports (i.e., football and basketball) will require MORE supervision. The superintendent, principal and athletic director MUST PERSONALLY sign the security plan. Copies of the security plan should be given to ALL personnel involved with game administration.

After reviewing and signing this plan, **MAIL TO THE MHSAA OFFICE PRIOR TO YOUR FIRST ATHLETIC EVENT.**

The plan should include security precautions:
Before the game – During the game – After the contest.

The following may be used as a guideline for your plan. Below each item are suggested personnel for this area.

BEFORE THE GAME:

1. Discuss with the student body in an assembly the need for exhibiting good sportsmanship to visitors. A sportsmanship campaign is required for the beginning of each school year and should be continued throughout the school year. A concern at the present time is the behavior of many of our adult fans. A school may feel it necessary to send home to parents and other adults in their community, information concerning good sportsmanship. (This is strongly recommended by the MHSAA.) This should include the proper courtesies shown to out-of-town guests and game officials. Fans need to understand the penalties imposed for their misbehavior, including being banned from future contests.

Principal, A.D., Coaches, Cheer Sponsor

2. Provide necessary game information to visiting schools. Include game time, directions to the game site and parking, location of ticket booths, seating arrangements and ticket prices.

Principal, A.D.

3. Provide adequate police supervision for major sports and playoff contests. Police should be visible **inside** and **outside** the stadium. (Submit to the MHSAA a chart indicating their physical

location before, during and after the game for the sports of football and basketball. Ensure that you have adequate security in areas that you know could be trouble spots.)

Principal, A.D.

4. Provide protection and courtesy to game officials.

- A. Arrange for a school representative to meet the officials and have a special room where the officials can have their pre-game conference.
- B. Provide escort on and off the field or court.
- C. Ensure that officials are treated well after the game and escorted to their car or have a place of safety as soon as the contest is over.

Principal, A.D.

5. The game announcer should read the statements on sportsmanship, alcohol and drug use, as well as on throwing objects and unruly behavior. (MHSAA Sports Information Manual, page 16.) Artificial noise-makers should not be used in gymnasiums. Air horns are not permitted at any MHSAA event. Any of these violations will lead to expulsion from the game, and could lead to being banned from all future contests.

Principal, A.D.

6. Whenever possible, provide special seating for students, bands, adults and visitors. Student bodies should be kept separated at ALL times.

Principal, A.D.

7. **Provide supervised parking.** A special supervised area should be provided for buses of visiting teams. (Use of service clubs or youth organizations is suggested. This will free your law enforcement officials to be in other possible trouble areas.)

Principal, A.D.

8. All supervising personnel and “on duty” faculty members should be identified (special T-shirts, arm bands, caps, etc.).

Principal, A.D.

9. A manager's conference should be held thirty minutes prior to a varsity contest in the sports of football, softball, basketball, soccer, and baseball. The game administrator is **required** to conduct a pre-game meeting with game officials, **both** head coaches, and security. A game manager's conference needs to be held prior to all sporting playoff contests, including all major sports, as well as minor sports (such as volleyball, swimming, etc.)

Principal, A.D.

DURING THE GAME:

1. Personnel should be stationed in key areas. They should remain at their station throughout the contest and after the game until the areas have cleared.

Principal, A.D.

2. The visiting school's administration or principal's designee should supervise their students and fans. The host school should also supervise the visiting side and provide assistance to visitors. They should also prevent students from crossing to the opponent's side.

Principal, Ass't. Principal, Faculty Member

3. All coaches are expected to conduct themselves in an orderly and good sportsmanship like manner at all times. A coach must model the good behavior that we expect from our student/athletes and their fans. (See sportsmanship rule in the MHSAA Handbook.)

Principal, A.D.

4. Bands should provide an entertaining half-time program. (Schools that do not have bands should also plan an interesting half-time program. Involve the PTA groups and others for ideas, and work together to develop an interesting program.)

Band Director, Principal

5. A medical doctor should be in attendance at all athletic contests whenever possible. (We know that it is difficult for some of our schools to obtain the services of a doctor for all contests, but feel that if it is possible there should be one in attendance at football games.)

Administration, Principal, A.D.

6. The public address announcer should give instructions concerning concession stands, restrooms, and any information that will assist the visiting fans. No partiality should be shown announcing the athletic contest.

P.A. Announcer

AFTER THE GAME:

Planning for after the contest is probably the **most important** of the three stages in crowd control. Most incidents and encounters occur after the game when the students and fans are leaving the playing area.

1. Develop a procedure for the exit of teams, officials, and spectators. You will need to keep personnel on duty in the trouble spots until the area clears. Cameras recording the contest should be kept on until the teams clear the competition area. (Usual problem – security is released near the end of the game to direct traffic. It is suggested that security be kept in problem areas.)

Principal, A.D.

2. Direct the route for movement of all visiting school buses and all home team buses. Also include band, pep buses, spectator buses. When possible, provide an escort for these buses for several blocks as they leave the site.

Principal, A.D./Communicate with police or security

3. Use the P. A. system to:
 - A. Caution spectators not to walk on the floor or field
 - B. Give directions for leaving the area
 - C. Drive safely.

P. A. Announcer

4. To facilitate orderly movement of traffic, provide direction supervision for cars exiting the parking area. (Local police may assist in this area. You may want to use faculty members or service clubs to better utilize police and security.)

Principal, A.D.

The principal and athletic director should discuss all details of the completed security plan with their superintendent. The MHSAA realizes that by implementing this plan and after taking every possible precaution, we may not stop all of the problems but at least we will be in a position to react. Better planning by all concerned can help avoid many of the problems that have occurred in the past.

Every school's Security Plan will be kept on file. If a problem occurs that requires review or hearing, schools that followed their security plan will have fulfilled their responsibility in preventing the problem.

You may include any additional information to the above plan. Any plan should be altered to meet the individual needs of the school.

***HAVE A GREAT YEAR WITH YOUR SCHOOL
SPORTSMANSHIP PROGRAMS!***