

**ELMA HIGH SCHOOL**

**2011-2012**

**STUDENT ATHLETIC**

**HANDBOOK**

# **THE ELMA SCHOOL DISTRICT PHILOSOPHY FOR ATHLETICS**

## **PRELUDE:**

**The Elma School District is committed to providing the best educational experience available to all students. Extra-curricular is considered a part of this experience but will not take precedence or priority over the education of our students.**

## **PHILOSOPHY:**

**It is the role of the Elma Athletic Department to promote good sportsmanship, positive citizenship, teamwork and pride in one's performance. Our coaches strive to teach and reinforce the basic fundamentals appropriate to their coaching level and be a strong role model for the athletes to emulate. The Elma School District believes in the principal of "ATHLETES FIRST, WINNING SECOND" and attempts to abide by the following:**

### **"BILL OF RIGHTS FOR YOUNG ATHLETES"**

- 1. Right to participate in sports.**
- 2. Right to participate at a level commensurate with each child's maturity and ability.**
- 3. Right to have qualified adult leadership.**
- 4. Right to play as a child and not as an adult.**
- 5. Right to share in the leadership and decision-making of sports participation.**
- 6. Right to participate in a safe and healthy environment.**
- 7. Right to proper preparation for participation in sports.**
- 8. Right to an equal opportunity to strive for success.**
- 9. Right to be treated with dignity.**
- 10. Right to have fun in sports.**

**"Don't let what you cannot do interfere with what you can do"**

# **A CASE FOR HIGH SCHOOL ATHLETICS**

## **INTRODUCTION**

**At a cost of only one to three percent of an overall school's budget, high school activity programs are one of the best bargains in education today. It is in these vital programs-sports, music, speech, drill team, cheerleading and drama- where young people learn life long lessons as important as those taught in the classroom.**

## **BENEFITS OF ACTIVITIES**

**Activities support the academic mission of schools. They are not a diversion, but rather an extension of a good education program. Students who participate in activity programs tend to have higher grade point averages, better attendance records, lower dropout rates and fewer discipline problems than those students who do not participate.**

**A recent survey demonstrated a few of the statistics quoted above. Findings from March 1993, GPA for male athletes in the state of Washington was 2.56 as compared to 2.41 for male non-athletes. GPA for females was 3.08 as compared to female non-athletes with a 2.83. At Elma High School during the school year of 1995-96, the GPA for all senior athletes was 3.07 as compared to 2.54 for non-athletes. 38% of the senior class participated in at least one sport.**

**Activity programs provide valuable lessons for many practical situations-teamwork, sportsmanship, winning, losing, and hard work. Through participation in activity programs, students learn self-discipline, build self-confidence and develop skills to handle competitive situations. These are qualities the public schools produce in students so they can become responsible adults and productive citizens.**

**Participation also fosters success in later life. Being a member of an athletic team or being involved in school activities is the most common predictor for later success in college, careers, and becoming a contributing member of society.**

**A 1991 study conducted by the Colorado Activities Association and Colorado Department of Education revealed that high school students who participate in some form of interscholastic activity have "significantly higher" grade point averages and better attendance. The study also indicated that students involved in activities are gone due to absence, only one-half the amount of time non-involved students are gone.**

**Results of a 1987 survey of individuals at the executive vice-president level or above in 75 Fortune 500 companies indicated that 95%of those corporate executives participated in sports during high school. In addition, 54% were involved in student government, 43% in the National Honor Society, 37% in music, 35% in scouting and 18% in school publications.**

**"Talent is God given. Be humble. Fame is man-given. Be grateful.  
Conceit is self-given. Be careful."**

The American College Testing Service compared the value of four factors in predicting success after high school. "Success was defined as self-satisfaction and participation in a variety of community activities two years after college. The one yardstick that could be used to predict later success in life was achievement in school activities. Not useful as predictors were high grades in high school, high grades in college or high ACT scores."

The College Entrance Examination Board's "Scholastic Aptitude Test" (SAT) was examined in much the same way. It was found that having a high SAT score did not necessarily indicate success in a chosen career. The best predictor of later skills, the study showed, was a person's independent, self-sustained ventures. Teens who were active in school activities, had hobbies or jobs were found to be most likely to succeed at their chosen profession and made creative contributions to their community.

The following information is based upon current trends in education and are concerns for all:

### **A LOOK TO THE FUTURE!**

**A day in the life of American Children -**

**3 children die from child abuse**

**13 children die from guns**

**202 children are arrested for drug offenses**

**307 children are arrested for crimes of violence**

**340 children are arrested for drinking or drunk driving**

**1,234 children run away from home**

**1,115 children have abortions**

**(every 59 seconds a baby is born to a teenage mother)**

**(every 104 seconds a teenage girl becomes pregnant)**

**6,000 teenagers drop out of school**

**(one every 5 seconds)**

**In the state of Washington (2007) -**

**14,000 teenagers dropped out of school**

**"It's the little details that are vital. Little things make big things happen."**

# WIAA

## Washington Interscholastic Activities Association

Welcome to Elma High School. Please read the following if you desire to participate in our interscholastic activities.

You are eligible only if you:

1. Attended school last semester (trimester).
2. Passed a minimum number of classes established by your school and the WIAA while enrolled at least half the school day.
3. Have been in high school no more than four consecutive years after your first entry in the ninth grade.
4. Are not over the age of 19.
5. Have completed a physical examination during the past 13 months.
6. Have transferred to this school for reasons other than to participate in athletics.
7. Are not a professional athlete in the sport you wish to participate.
8. Do not use, provide others, or possess a legend drug and have not violated this school's policies or codes on alcohol and tobacco.

**NOTE:** If you have changed schools without a corresponding change in residence, you will be eligible for competition below the varsity level only, provided you meet all the above requirements.

To be eligible for varsity competition you must first:

1. Have met all the above requirements.
2. Have physically moved with your entire family to a residence located within the new school district boundary. (Guardianship must be established for a twelve (12) month period.)

To be eligible to compete against another school team or opponent, you must first:

1. Be academically eligible in this school.
2. Complete the required number of practice days.
3. Have attended school at least 15 weeks of the previous semester (10 weeks of trimester).
4. Be declared eligible by the principal or designee.
5. Be enrolled and in regular attendance within the first 15 days in the current semester (10 days of a trimester).

Our school's athletic code and eligibility policies are attached. Please share this information with your parents.

**"The most important key to achieving great success is to decide upon your goal and launch, get started, take action, move."**

# WIAA

## Washington Interscholastic Activities Association

Elma High School wishes you success and good fortune. If you are planning to transfer to another Washington State high school and be eligible for their athletic program, the WIAA has asked us to provide you with the following information:

You are eligible only if you:

1. Attended school last semester (trimester).
2. Passed a minimum number of classes established by your school and the WIAA while enrolled at least half the school last semester.
3. Have been in high school no more than four consecutive years after your first entry in the ninth grade.
4. Are not over the age of 19.
5. Have completed a physical examination during the past 13 months.
6. Have transferred to this school for reasons other than to participate in athletics and not to enroll in special programs unavailable at your previous school.
7. Are not a professional athlete in the sport you wish to participate.
8. Do not use, provide others, or possess a legend drug and have not violated this schools' policies or codes on alcohol and tobacco.

**NOTE:** If you have changed schools without a corresponding change in residence, you will be eligible for competition below the varsity level only, provided you meet all the above requirements.

To be eligible for varsity competition you must first:

1. Have met all the above requirements.
2. Have physically moved with your entire family to a residence located within the new school district boundary. (Guardianship must be established for a twelve (12) month period.)

To be eligible to compete against another school team or opponent, you must first:

1. Be academically eligible by the school's eligibility rules.
2. Be declared eligible by the principal or designee.
3. Have completed the required number of practice days for each sport.
4. Have attended school at least 15 weeks of the previous semester (10 weeks of trimester).
5. Have been enrolled and have regular attendance within the first 15 school days in the current semester (10 days of a trimester).

**STUDENTS NOT MEETING THESE CONDITIONS MAY APPEAL TO THE DISTRICT ELIGIBILITY COMMITTEE.**

**"The main ingredient of stardom is the rest of the team."**

## **NON SCHOOL PARTICIPATION:**

The Elma School District does not prohibit the participation of any Elma student athlete from participation in non-school activities during a concurrent school sport season as long as the following rules are met:

**17.7.0:** Out of season for high school fall sports shall be the time period three weeks prior to the first day of fall sports turnouts until the first day of fall sports turnouts and from the final day of the state tournament for that sport until the conclusion of the final spring sports state tournament. Out of season for winter and spring sports shall be from the first day of fall sports turnouts until the first day of that sports season and from the final day of the state tournament for that sport until the conclusion of the final spring sport state tournament.

**17.7.8:** A school coach may not sponsor, coach or direct activities which resemble out-of-season practices or contest in the sport they coach to any of their squad members or future squad members (feeder schools-grades 7-12) until after the final spring WIAA tournament is completed (high school) or after the completion of the final spring sports season (middle level).

**18.18.1:** Students are not allowed to try out and/or participate in a practice setting with a college team.

**18.18.2:** Students are not to be given special treatment or privileges on a regular basis to enable them to participate in non-school athletic activities, such as reduced practice times, special workouts, late arrivals or early dismissals.

**18.18.3:** Students shall not compete in the uniform of the school at non-school events. This is defined as any uniform worn by the school team, regardless if purchased by the school or the booster club.

**18.18.4:** Students must be enrolled or registered through the Elma School District to participate in Elma School District programs.

## **W.I.A.A. STUDENT STANDARDS FOR ATHLETIC ELIGIBILITY**

The following are rules established by the W.I.A.A. and are to be followed by all schools in the State of Washington belonging to this organization. Schools are allowed to increase standards, but not lower them.

**AGE LIMITS:** Students shall be under 20 years of age on September 1 for all fall sports sessions, on December 1 for all winter sports and on March 1 for all spring sports.

**AMATEUR STANDING:** An amateur student athlete is one who engages in athletics for the physical, mental, social, and educational benefits derived there from and to whom athletic is an avocation and not a source of financial reward. In order to remain in amateur standing, the student athlete may not:

1. Accept merchandise of more than \$300.00 in value.
2. Accept cash rewards.
3. Enter competition under a false name.
4. Accept payment of expense allowances over the actual and necessary expenses for the athletic trip.
5. Sign or have ever signed a contract to play professional athletics.

**EXCHANGE STUDENTS (VISA STUDENTS):** All students entering Elma High School and wishing to compete in interscholastic athletics and are here on a VISA or any other foreign exchange program MUST go through a state approved eligibility hearing (see athletic director).

**"You can't let praise or criticism get to you. It's a weakness to get caught up in either one."**

**NON-SCHOOL PARTICIPATION:** During any sport season after joining a school squad, students may participate in non-school athletic activities, provided they do not miss a team practice or scheduled contest. Missing a contest or scheduled practice may be allowed only if such activity does not adversely affect the performance of the athlete in practice and/or competition, in the judgment of the coach and/or school athletic director.

**PHYSICAL EXAMINATIONS:** Students will be required to have a physical examination or a signed statement from a medical authority to perform a physical that provides clearance for continued athletic participation. The exam will be valid for a period of 13 consecutive months. Elma High School conducts physicals each Spring following the last state tournament and students are encouraged to get their physicals at this time. All students will be required to have an up-dated physical prior to first turnout. School physicals contain confidential information and should not be shared with anyone without the approval of the student and/or parents. School physicals are to remain the Athletic Secretary's office and can only be removed with the permission of a building administrator.

**PREVIOUS SEMESTER:** The student must have been in attendance (3 weeks) in the elementary, intermediate, middle level, or high school during the semester immediately proceeding the semester in which the contest is held. The student must have been a full time student (minimum of four full time classes) to be eligible under the rule. Exceptions are made for Running Start students and parents are recommended to check with the Athletic Director to determine eligibility.

**REGULAR ATTENDANCE:** The student shall be enrolled and in regular attendance within the first 15 school days in a semester at the start of the current semester in order to participate in interscholastic contests during that semester.

**RESIDENCE:** In order to be eligible to participate and/or represent a member school in an interscholastic contest or any other activity at the varsity level covered by the W.I.A.A., the student must be residing within the boundaries of the Elma School District and be residing with the natural parents or court appointed guardian, provided that guardian has been acting in such capacity for a period of one year. A student living outside the boundaries of the District may not compete at the varsity level for one calendar year.

**SEASON LIMITATIONS:** After beginning the 7th grade, a student is allowed to participate in athletics/activities only during the next 6 interscholastic competitive years. A student shall have only two consecutive years of competition at the middle level (7-8th grade) and 4 consecutive years of eligibility once the student enters the 9th grade.

**STUDENT MEMBER OF A SCHOOL:** Students must be regular member of the school they represent in order to participate in an interscholastic athletic activity. Students are a "regular" member of a school when they are enrolled in a minimum of four full time classes. Running Start and Home School students may be exceptions to this rule.

**TRANSFER STUDENTS:** Any student transferring into the Elma School District must meet the following criteria to participate in interscholastic activities.

1. Must meet all rules pertaining to this document.
2. Must have been in regular attendance the previous 15 weeks of the semester or ten weeks of the trimester and be passing a minimum of 4 full time classes upon enrolling in the Elma School District. This changes after the first semester.
3. Have NOT completed the 6 years of eligibility (2 at the middle school and 4 at the high school). You cannot compete as a 5th year senior.
4. Any student who fails to meet above rules for transfer students, must go through a state approved eligibility hearing-(see athletic director).
5. No student participating in Athletics at Elma High School will be allowed to contract and maintain their eligibility with out written permission of the Athletic Director.

THERE IS A FORM FOR IN-COMING STUDENTS AT THE END OF THIS DOCUMENT.

**"Young people need models, not critics."**

**THE FOLLOWING RULES PERTAIN TO ELMA HIGH SCHOOL AND WILL APPLY TO ALL STUDENTS PARTICIPATING IN HIGH SCHOOL ATHLETICS.**

**A.S.B. CARD:** All student athletes must have an Elma A.S.B. card in order to participate. They must be purchased prior to the first contest the student is eligible for. Failure to comply will result in the fee being added on as a fine at the end of the year. All clubs and organizations also require the purchase of A.S.B. cards.

**CONSENT FORMS:** All students must have an athletic consent form completed and returned to the athletic director prior to the first practice. This form is found on the back page of this document.

**EQUIPMENT:** Students are responsible for all equipment, including clothing checked out to them. **IT IS NOT THE RESPONSIBILITY OF THE COACH TO COLLECT ITEMS LEFT IN THE LOCKER OR DRYING ROOMS.** Students are not to wear this equipment outside of game and practice conditions or are they to loan equipment to others. This equipment is the property of Elma High School and must be treated with care and respect. Students not returning assigned equipment will be subject to a fine, the cost of which will be the replacement value of the lost article.

Students will also be required to return equipment prior to receiving any additional equipment used in another sport. Exceptions may be made by arrangement with the Athletic Director.

**INSURANCE:** All athletes **MUST** demonstrate proof of student insurance either personal health insurance or purchase school insurance.. This must be done prior to the student participating in practice or games.

**SAFETY AWARENESS:** Students will be asked to read and sign a safety awareness form for each sport. These can be found at the back of this document.

**SCHOLASTIC REQUIREMENTS:** Elma High School will require any student athlete who has been enrolled in the Elma School District a minimum of one semester to pass **ALL** classes the preceding grading period to be eligible for athletic participation. Because the coaching staff considers academic performance important to the success of the student athlete, we feel this rule needs to be applied.

Any student failing one class the proceeding grading period **MAY** continue his/her eligibility if the following criteria are met:

1. The student attends a study table session three times a week from 7:30 am to 8:15 am for 5 weeks. At the end of the 5 weeks, the student athlete will have a grade check done to see if he/she is passing all of their classes. If they are, the student is no longer required to attend study table but may continue to attend on a voluntary basis. If the student is not passing **ALL** classes at the end of the 5 week period, he/she will remain in study table for the rest of the season.
2. A student failing one or more classes and refusing to participate in the study table program will remain ineligible to participate in any contest for a minimum of 5 weeks. At that time, grade checks will be done to evaluate student progress. The student may practice-but not play in games during this 5 week period.
3. A student must be enrolled in a minimum of 5 classes and pass all 5. If the student does not pass 5 classes, he/she is ineligible to participate in a contest for 5 weeks (**SEE W.I.A.A. RULE TRANSFER STUDENTS**). The student may practice but cannot play in a game. At the end of the 5 week period, a grade check will be done to check academic progress.

Note: Seniors may take a minimum of 4 classes if they are on track towards graduation.

**SUSPENSION:** Students are not allowed to participate in practice or games if they have been suspended from school for any reason. **THIS INCLUDES IN-HOUSE SUSPENSION.** The suspension period **ENDS AFTER** a student is in school for a full day.

**"It is what we learn after we know it all that really counts."**

## COLLEGE BOUND ATHLETES

**GENERAL REQUIREMENTS:** The Elma School District is committed to excellence in the classroom as well as the athletic arena. The administration and coaching staff considers part of our job to assist the student/athlete and their parents with information relating to scholarships and financial aid programs.

Financial assistance is available from colleges in every sport offered at Elma High School. It is important to note that much more money is offered yearly across the United States for academic scholarships than is offered for athletic scholarships. The following breakdown provides an illustration of the scholarship chances in athletics in the State of Washington.

<u>SPORT</u>	<u>NUMBER OF SENIOR PARTICIPANTS</u>	<u>SCHOLARSHIP OFFERED</u>	<u>%</u>
Football	9,776	117	1.2%
Boys Basketball	2,691	52	1.9%
Wrestling	3,358	28	0.8%
Baseball	4,418	33	0.7%
Track (boys)	4,067	32	0.8%
Track (girls)	1,859	26	1.4%
Volleyball	2,884	47	1.6%
Girls Basketball	1,931	46	2.4%
Soccer	2,196	37	0.4%

NOTE: Cross Country statistics are included with track.

Students and parents wishing more information should contact the athletic director.

I have recruitment packets available upon request!

### 2011-2012 SAT AND ACT TESTING DATES

#### SAT (National Testing Dates)

	<u>Registration Deadline</u>	<u>Late Registration Deadline</u>
Test Date: October 1	September 9	September 21
Test Date: November 5	October 7	October 21
Test Date: December 3	November 8	November 20
Test Date: January 28	December 30	January 13
Test Date: March 10	February 10	February 24
Test Date: May 5	April 6	April 20
Test Date: June 2	May 8	May 22

#### ACT DATES

	<u>Registration Deadline</u>	<u>Late Registration Deadline</u>
Test Date: September 10	August 12	August 26
Test Date: October 22	September 16	September 30
Test Date: December 10	November 4	November 18
Test Date: February 11	January 13	January 20
Test Date: April 14	March 9	March 23
Test Date: June 9	May 4	May 18

**“Winning takes talent, to repeat takes character.”**

**RECRUITING:** You become a “recruited prospective student athlete” at a particular college if any college coach or representative of the college’s athletic interest-including boosters-solicits you for the purpose of securing your enrollment and participation in intercollegiate athletics at that college. \*If you are being recruited by a college, please see Mr. Bridge.

**THIS INCLUDES:**

1. Providing transportation to the college.
2. Entertaining you and your family including meals, free tickets or lodging.
3. Placing telephone calls.
4. Visiting you or your family anywhere other than the college campus.

You may not try out for a college team. A tryout is any physical activity (e.g. practice session or test) conducted by a college or arranged on behalf of the college at which you reveal demonstrate or display your ability.

You are not allowed an official college visit without passing your SAT or ACT.

**LETTER OF INTENT:** A letter of intent is administered by the Collegiate Commissioners Association and not the N.C.A.A. or N.A.I.A. It is a commitment by the student/athlete to the institution and can regulate your opportunity to participate at any other institution. Please read and have your parents read any and all letters prior to signing anything. If you have any questions, contact the Athletic Director.

**COLLEGE COACH VISITATION:** A player who is contacted personally by a recruiter should contact his/her coach. It is important to share information with coaches and the athletic director to assist in the recruiting process.

All campus visitations should be arranged by the Head Coach or the Athletic Director. All coaches coming on campus **MUST** check with the Athletic Director prior to meeting with the student athlete.

**AGENTS:** Any high school player contacted by a perspective recruiting agent is requested to speak to his/her head coach and or the athletic director.

### **BOOSTER CLUBS:**

Parent Booster Clubs are separate entities from the school and school district. They generally support and supplement the athletic and music programs of a specific school although they can also support other activities. Encouragement to involve parents in these activities comes from the local school board and superintendent. This volunteer involvement provides added resources for both student and staff. All such groups must follow school board policy regarding recognition by the school district.

Although these groups are not governed by the school district, they must follow certain local school district policies and procedures especially when renting district facilities, gifting donations, or involving student groups.

Staff participation, cooperation and support are encouraged if employees would like to become members of the Booster organization. District employees cannot hold an official position and/or have signature authority with a Booster Club due to potential conflict of interest. All fund raising activity sponsored by the booster club MUST be submitted and approved by the Elma School Board PRIOR to the activity. Forms are available at the high school or District office.

To legally solicit donations or fundraise, Booster Clubs must register with the Secretary of State as a non-profit corporation as well as a charitable organization. Booster Clubs usually have elected officers, memberships, and pass an annual budget. They are subject to their Articles of Incorporation and Bylaws.

It is remembered that they become a 501© 3 non-profit organization and maintain clear communication with building principal (or his/her designee) regarding their activities. In many districts, Booster Clubs are officially recognized by the local school board. They must carry liability insurance for their activities, particularly when renting district facilities. Additional special insurance may also be required if the Booster

**Club sponsors athletic events.**

## **ATHLETE RESPONSIBILITIES**

Elma students who participate in school athletics and activities are expected to follow all rules established by the Elma School District and found in the Elma School District Discipline Guide. Each coach may have rules that pertain to his/her sport but these rules **MUST** meet the minimum standards created and approved by the Elma School District Board of Directors. An appeals process is available and is found in this document.

1. **COACHES POLICY:** Each sport has a set of guidelines specific to the nature of that sport that is distributed to students before the season begins. Athletes are expected to abide by these regulations.

2. **TRAVEL:** All athletes will travel to and from athletic events under the supervision of the coach. A parent or guardian must sign for the release of the athlete prior to approval and make personal contact with the coach after the event before the student is allowed to leave. **THIS IS MANDATORY FOR LIABILITY**  
Teams will not stop to eat on school nights.

**CONCERNS:** The district is no longer allowed to drop students off on the way home from a contest. Students will be taken to the school. Parents are encouraged to know what time students are expected home. **PLEASE DON'T MAKE COACHES SPEND TIME WAITING FOR PARENTS TO COME AND PICK UP THEIR STUDENT FOLLOWING A CONTEST.**

3. **SPORTSMANSHIP:** Good sportsmanship will be a trademark of Elma Athletics and will be demanded by the players and coaches. Elma students/athletes are examples of our community and we expect them to represent themselves and the community with pride.

4. **ATTENDANCE:** Attendance in school and at practice is imperative for participation. Students must be present, checked in school, a minimum of 5 class periods to participate in practice or games. We realize there will be school trips that run late into the evening, but we also feel it very important for students to be in class. If the student/athlete needs to be gone-i.e. dentist, doctor-please make arrangements by obtaining a pre-arranged absence form or see the athletic director.

5. **CHEMICAL USE:** It is against the state law to use tobacco, tobacco products, drugs and alcohol. The Elma School District takes a strong position regarding the use of these substances and has a policy addressing offenders (see discipline section). It is the belief of the coaching staff, teachers and administration that the use of these substances is not conducive to maximize performance in athletes and can be detrimental to the student/athletes health and welfare.

6. **SPORTS SEASON:** A sports season is not officially over until after the banquet rewarding the student/athlete for his/her accomplishment. All parts of the athletic code remain in effect until the conclusion of the banquet. Because this is a special event, it is mandatory for every athlete to attend the post season award banquet or ceremony. Failure to attend may result in the athlete not lettering. If there are circumstances beyond the control of the family and/or students, please notify the coach or the athletic director. Exceptions can be made.

7. **HARASSMENT (TO INCLUDE SEXUAL HARASSMENT AND HAZING):** The Elma School District is committed to a positive and productive education and working environment, free from discrimination, including sexual harassment. The district prohibits harassment, including sexual harassment and hazing of students, employees and others involved in school district activities. These behaviors will not be tolerated and are grounds for discipline action including suspension from the team.

Coaches are discouraged from using text or IM as a means of communicating with parents and students. If text or IM are used, coaches should use a distribution list and send the message to **ALL** participants. Texting individual players may lead to termination of the coaches responsibilities.

**"Failure is not fatal, but failure to change might be."**

**APPEALS PROCESS:** When infractions occur within the athletic program, the following process may be followed:

- 1. Upon the imposition of penalty for infractions of said rules or regulations, any aggrieved student and parents of said student shall have the right to an informal conference with the building principal and/or designee, activities director and coach (Building Hearing Committee) to request that they refrain from enforcing the decision of the coach to reconsider. If the student and parents do not make a written request for this informal conference within five school days of the action grieved, they will have waived their right to the conference and appeal procedure. The informal conference is to be held within three school days of the request.**
- 2. If the parties are unable to agree at the informal conference, the aggrieved party may appeal to the building eligibility committee. The building eligibility committee consists of the activities director and three student peers and three building staff members named by the building administrator. The building eligibility committee must meet within three school days of the appeals request. The aggrieved party and the coach shall be available as a resource.**
- 3. The Building Eligibility Committee will hear the case in detail and will render a decision within three school days after hearing the case.**
- 4. The aggrieved party may appeal to the superintendent of schools within three school days of the appeals decision. The superintendent of schools, after hearing the case in detail, shall render a decision within ten school days of the hearing.**
- 5. The aggrieved party may appeal the superintendent's decision to the board of directors within three school days. The board of directors, after hearing the case in detail, shall render a decision on the case within ten school days of the hearing. This decision shall be final.**
- 6. The aggrieved party may not compete in athletic competition during the appeals process. Exceptions may be made only by the Athletic Director.**

**"Never mistake activity for achievement."**

# LETTER REQUIREMENTS

## FOOTBALL:

There are two possible ways to letter for football:

### OPTION 1

1. Player must play in 60% of the Varsity quarters during the season.
2. Player must complete a whole season in good standing.
3. Coach reserves the right to letter a player.

### OPTION 2

1. Player completes a whole season in good standing.
2. Player is enrolled in a weight lifting class.
3. Player attends spring football.
4. Player attends 7 on 7 passing during the summer.
5. Player attends conditioning camp prior to the season.

## VOLLEYBALL:

1. Finish the season as a member of the Varsity Team.
2. You must play in 1/2 (50%) of the games in which the varsity participates.
3. Finish the season in good standing.
4. You may letter if you are a varsity team member and participate at the District or State Tournament.
5. The coach reserves the right to letter a player in good standing.

## CROSS COUNTRY:

In order to earn a varsity letter, an athlete must earn a total of 9 varsity points. Points may be earned the following ways:

1. 1 point for running in a varsity race.
2. 1 point for running a time faster than a runner competing in a varsity race and placing 1-5 on his/her own team.
3. 3 points for placing in the top 10 in the Junior Varsity.
4. 4 points for running in the Varsity District race.
5. 4 points for running in the State Meet.

## BOYS AND GIRLS SOCCER:

1. Finish the season as a varsity player.
2. Play in 1/2 the games as a varsity player.
3. Finish the season in good standing.

## BOYS/GIRLS GOLF:

1. Play at least 1/2 of the Varsity matches or qualify for the District or State tournament.
2. Finish the season in good standing.

## BOYS BASKETBALL:

1. Finish the season in good standing.
2. Play in 20 of a possible 80 quarters (25%) in the regular season.
3. Play in the District or State Tournament.

## GIRLS BASKETBALL:

1. Must be a member of the Varsity team.
2. Finish the season in good standing.
3. The coach reserves the right to letter any player who finishes the season.

## **"Be prepared and be honest."**

### **WRESTLING:**

A varsity letter is awarded to any wrestler that scores 20 letter points against varsity competition during the season. The coaching staff reserves the right to determine what matches will be counted as varsity competition. In addition, the wrestler must finish the season in good standing.

- 0 points for a loss by a fall.
- 1 point for a loss.
- 3 points for a decision.
- 4 points for a major decision.
- 5 points for a technical fall.
- 6 points for a fall/default.

### **TRACK:**

The athlete must accumulate 40 points throughout the year. This is done the following way:

- 1. Perfect attendance for 1 point.
- 2. PR is worth 1 point.
- 3. Competing in 3 or 4 events in a meet is worth 1 point.
- 4. Any points scored in a meet will go towards the point value.
- 5. School records are worth 10 points.

### **SOFTBALL (FASTPITCH):**

- 1. Finish the season as a varsity player.
- 2. Play a minimum of 1/2 the games as a varsity player.
- 3. Play in the District/Regional or State tournament.
- 4. Finish the season in good standing.
- 5. The coach reserves the right to letter who ever finishes the season.

### **BASEBALL:**

- 1. Finish the season as a varsity player.
- 2. Play a minimum of 1/2 the games as a varsity player.
- 3. Play in the District/Regional or State Tournament.
- 4. Finish the season in good standing.
- 5. The coach reserves the right to letter who ever finishes the season.

### **CHEER:**

In order to earn a letter, the students must obey the following criteria:

- 1. Be a member of the varsity team.
- 2. Must abide by Cheer Contract and meet all other eligibility terms previously mentioned.
- 3. Finish the season in good standing.
- 4. Participate in year-round fundraisers.
- 5. The coach reserves the right to letter who ever finishes the season.
- 6. All uniforms and fees must be paid in full.

### **SPEECH:**

- 1. Attendance at the District Speech Tournament.
- 2. Attendance at 75% of the speech tournaments.
- 3. 75 NFL points in a single season.
- 4. Proper behavior, conduct, and dress at each tournament attended.
- 5. The coach reserves the right to letter who ever finishes the season.

**"If you are not making mistakes, then you are not doing anything. I'm**

positive that a doer makes mistakes.”

## **DRAMA:**

It will take 50 points to letter in drama. Points are awarded for extra-curricular production participants in the following areas: acting, properties, costumes, stage crew, director assistant, business office.

Points will be lost for the following reasons: missed rehearsal, tardiness, missed deadlines. The advisor reserves the right to letter who ever completes the performance.

## **BAND:**

1. Must participate in 90% of all Pep Band and Marching Band performances.
2. All band students MUST attend and participate in ALL band concert performances.
3. Band students MUST be prepared for all performances.
4. The Band Director reserves the right to letter anyone who finishes the band year in good standing.

## **FALL DRILL TEAM:**

1. Perform in all half time performances.
2. You must attend all mandatory practices.
3. All uniforms and fees must be paid in full before the season is over.
4. Abide by the Fall Dance Drill Team contract.
5. Must finish the season in good standing and meet all eligibility requirements set forth in this document.
6. The coach reserves the right to letter who ever finishes the season.

## **WINTER DANCE/DRILL TEAM:**

1. A member must perform in all performances.
2. Attend the required invitational.
3. Attend State Drill Team Competition.
4. Must finish the season in good standing.
5. Must participate in fundraisers during the season.
6. Must abide by the Drill Team contract previously mentioned and signed.
7. All uniforms must be paid in full.
8. The coach reserves the right to letter who ever finishes the season.

**"Don't measure yourself by what you have accomplished, but what you should have accomplished with your ability."**

**"Sports do not build character - they reveal it."**

# **ATHLETIC DISCIPLINE PROCEDURES**

**DRUG AND ALCOHOL:** The intent of this discipline policy concerning drug/alcohol related rule infractions for athletes is to encourage students and parents to accept responsibility for drug or alcohol related problems. Elma High School feels student involvement with drugs and alcohol are very serious and an issue that should be dealt with at home. It is not the place of the school administration or coach to correct these types of behaviors and if a student does have a drug/alcohol related problem, this issue should take precedence over athletics. Any assessment and required treatment will be the financial responsibilities of the parent or guardian and not the school district.

If an athlete uses drugs and/or alcohol or is found in possession of either, the athlete will not only need to make some serious choices but will face discipline action as noted below in steps 1-3. However, if the athlete at any time realizes that he/she has a drug/alcohol problem, the athlete is encouraged to seek counseling, a drug/alcohol assessment and treatment.

The W.I.A.A. has taken a hard stand on the use of drugs/alcohol and as a result passed an amendment to their constitution in May of 1997. Taking this into consideration, the following policy was created by the coaches and student athletic council at Elma High School and adopted by the Elma School Board on July 23, 1997.

## **DISCIPLINE ACTION:**

**1st Violation:** A student athlete shall be immediately ineligible for interscholastic competition in the current interscholastic sports program for the remainder of the season. Ineligibility shall continue until the next sports season in which the student athlete wishes to participate. In order to be eligible to participate in the next interscholastic sports season, the student athlete shall meet with the building principal and athletic director. The building principal will have final authority as to the student athlete's participation in the interscholastic sports program.

**2nd Violation:** A student athlete who again violates the drug/alcohol athlete code within a school year, shall be ineligible for interscholastic competition for a period of one calendar year from the date of the second violation. (This is a W.I.A.A. rule).

**3rd Violation:** A student who violates for a third time in a school year shall be permanently ineligible for interscholastic competition.

## **DRUG/ALCOHOL TESTING:**

Any student who is suspected of using drugs or alcohol by a coach or teacher may be subjected to drug/alcohol testing. The testing is done by a qualified drug/alcohol counselor and only their equipment is used. Failure to take and or pass such test may result in suspension or elimination from the athletic/activity squad. Fees for the testing will be paid for by the District, but all counseling or treatment will be the responsible of the student.

**TOBACCO:** Any student found in possession or consumption of tobacco products, including chew or snuff, will be subjected to rules established by coaches in each individual programs (see coaches rules).

## **MISCELLANEOUS INFRACTIONS:**

**CIVIL OR CRIMINAL LAW:** Any arrest for a felony or misdemeanor legal infraction by a student athlete that is determined by the Head Coach, Athletic Director or school administration to be detrimental to the athletic program, school or district, will result in a conference with the parents, Head Coach and school administration. The specific nature of the offense will determine the discipline action. No action will be taken against the student without a parental meeting.

**MISCELLANEOUS ACTIONS:** Any behavior by a student that subjects the team, coach, school or school district may result in discipline action. The extent of the action will be determined by the nature of the offense. Prior to any action resulting in a suspension from a team, there will be a parent meeting with the

**student, Head Coach and the school administration.**

# **SAFETY GUIDELINES**

## **SOCCER SAFETY GUIDELINES**

Elma High School strives to protect each student from possible injury while engaging in school activities. The guidelines and/or practices identified below have been established for this activity in order to protect the student and others from injury and/or illness. Participants and their parents should recognize that conditioning, nutrition, proper techniques, safety procedures and well fitting equipment are important aspects of this training program. Each participant is expected to follow the directions/standards of the coach. Travel to and from off-campus facilities shall be in accordance with directions of the activity coach. Guidelines are as follows:

1. Make certain that you wear all equipment that is issued by the coach.
2. Advise the coach if you are ill or have any prolonged symptoms of illness
3. Advise the coach if you have been injured.
4. Engage in warm-up activities prior to strenuous participation.
5. Be alert for any physical hazards in the locker room or in/or around the participation area. Advise coach of any hazard.
6. Use equipment that complies with FIFA and/or W.I.A.A. rules, e.g., footwear or shinguards
7. Comply with soccer rules with special attention given to avoiding such violations as:
  - a. Kicking or attempting to kick an opponent.
  - b. Tripping an opponent.
  - c. Jumping at an opponent.
  - d. Charging violently at an opponent.
  - e. Charging an opponent from behind.
  - f. Striking or attempting to strike an opponent.
  - g. Holding an opponent.
  - h. Pushing an opponent.
  - i. Playing in a manner considered by the referee to be dangerous, such as at a shoulder high ball when an opponent is trying to head it.

The above information has been explained to me and I understand the list of rules and procedures. I also understand the necessity of using the proper techniques while participating in the soccer program. Students understand that because the soccer playing and practice field is off campus, transportation is provided by school bus following the school day. All other means of transportation used by the student is done at their risk.

Students driving to the soccer practice/playing field will follow rules established by the coach and athletic department. Because the field is on the elementary school site, special consideration **MUST** be given to safety and driving responsibilities. If the student athlete refuses to follow rules established, he/she will not be allowed to drive on the elementary campus.

Athlete's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**ELMA ATHLETIC  
CONSENT FORM**

Please read the information within this document, tear off this page and turn into the Athletic Director PRIOR to the first practice date of your sport or activity. Check activity below.

- BASEBALL**
- BASKETBALL (BOYS OR GIRLS)**
- CROSS COUNTRY (BOYS OR GIRLS)**
- FOOTBALL**
- SOCCER (BOYS OR GIRLS)**
- SOFTBALL (FASTPITCH)**
- TRACK (BOYS OR GIRLS)**
- VOLLEYBALL**
- WRESTLING**
- BAND**
- DRAMA**
- DRILL TEAM**
- CHEER**
- FORENSICS**
- GOLF**

The signature below by the student and the parent indicates the student promises to abide by the rules of the Elma Athletic/Activities Code.

**PARENT SIGNATURE** \_\_\_\_\_

**STUDENT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_