

Stanfield Secondary School Athletics



Parent & Athlete Handbook

(Grades 7-12)

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www.stanfield.k12.or.us
www.bluemountainconference.org

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PROGRAM OF INTERSCHOLASTIC ACTIVITIES

The purpose of the interscholastic activities program at Stanfield Secondary School is:

1. To promote, direct, and conduct activities so they meet the aims of the general education program of the district.
2. To promote healthy competition with other schools.
3. To abide by the rules set forth by the district board of education, The Oregon School Activities Association [O.S.A.A] and the Columbia Basin Conference.
4. To teach good sportsmanship, fair play, ethical conduct and to encourage participation by all students.
5. To teach and develop physical fitness and skills, mental alertness, moral qualities, social abilities, leadership skills, and emotional maturity.

POLICIES OF THE ACTIVITIES PROGRAM

The activities program should be consider an integral part of the educational program. It is one of many school activities and it should be understood that it is under the same administration and control as other school programs. The contests/performances themselves should be the epitome of good sportsmanship and educationally sound instructional methods employed by the coaches and demonstrated by the team members.

OREGON SCHOOLS ACTIVITIES ASSOCIATION (OSAA)

All coaches and participants are subject to the rules and regulations of the O.S.A.A. Coaches should become familiar with the policies and procedures. When in doubt, check with the principal or A.D. Questions generally arise in the area of eligibility and participation limitations.

OSAA website: www.osaa.org

2015 Moratorium Week: July 26-August 1

2015-16 1st Practice Dates: August 17, November 16, February 29

STANFIELD SPORTS/ACTIVITIES

Fall: Football (V, JV, MS); Volleyball (V, JV, MS); Girls and Boys Cross Country (HS, MS) –(Coop with Echo at Stanfield); Cheerleading (HS); Band (HS, MS)

Winter: Girls and Boys Basketball (V, JV, MS); Cheerleading (HS); Band (HS, MS)

Boys MS Basketball is in November and December. Girls MS Basketball is in January and February.

Spring: Baseball (V, JV); Boys and Girls Track (HS, MS); Boys and Girls Tennis (HS)

Coop with Echo: Softball (HS) and Boys and Girls Golf (HS) at Echo; Baseball and Tennis at Stanfield.

COLUMBIA BASIN CONFERENCE & SPECIAL DISTRICT

Stanfield is part of the Columbia Basin Conference (CBC) for the following sports: Football, Volleyball, Basketball, and Track and Field. Stanfield is part of the Special District for the following sports: Cross Country, Baseball, Tennis, Golf, and Softball. A copy of the league constitution will be given to all head coaches. All head coaches will be required to attend the all-league meeting at the end of each season. Travel and food reimbursement will be covered for the head coach only.

ATTENDANCE

1. **Practice**- participants are required to attend all practices. Nine (9) calendar days of practice are required before a student may participate in a scheduled contest. If the previous season overlaps due to post-season play, the student who was on the playoff team needs only five (5) calendar days of practice before a student may participate in a scheduled contest. Two (2) practices in one day counts as one (1) day of practice.
2. **School**- participants are required to attend school in order to participate in activities. On the day of an activity (contest or practice), the athlete must be in attendance all day and participate in classes the entire day, unless they have an excused absence or prior arrangements have been made.
3. **Unexcused absences**:
 - a. Missing a practice or contest without prior approval of the coach is an unexcused absence.
 - b. Participants should try to inform the coach at least 24 hours in advance if a practice or contest is to be missed. It is the participant's responsibility for this notice, not a teammate or friend.
 - c. An illness that results in missing school is not valid excuse in and of itself. The participant is responsible for notifying the coach as in item b. Generally, a student who is too sick to be at school is considered too sick to practice or to play in contests.
 - d. Students that are absent on Thursday may not participate in Friday/Saturday events unless the absence was pre-arranged or other special arrangements have been made.
4. The following steps will be taken on unexcused absences during a sports season.
 - a. One unexcused absence at the discretion of the coach.
 - b. Two unexcused absences – may be suspended for one athletic contest and conference with the coach, athletic director and principal.
 - c. Three unexcused absences – may be removed from the team.
5. There will be no team meetings, practices, or open gym activities permitted on Sundays.

EJECTIONS

If a player is ejected, they will be required to serve their suspension AND pay the fine to the OSAA. In certain cases, players may appeal their suspension to the OSAA.

ATHLETIC AWARDS

In all activities, to be eligible for a letter award, the student must finish the season in good standing. The season shall consist of all pre-season, league, and play-off contests for which the team may qualify. To earn a varsity letter in the sports we offer, these requirements must be met:

Football: Participate in half of the quarters played by the varsity.

Volleyball: Participate in half of the games played by the varsity.

Cross Country: Top five boys/girls, if less than five participate, letters will be given to those that participated in 90% of the meets.

Basketball: Participate in half of the quarters played by the varsity.

Baseball: Participate in half of the games played by the varsity.

Track: Score 15 points during the season or place at district meet.

Tennis: Participate in half of the scheduled matches.

Cheerleading: Complete the season and participate in 80% of cheerleading activities. (i.e. pep assemblies, fund raising events, ect.)

*Coaches reserve the right to award letters in special situations after discussions with the A.D. An awards ceremony will be held as soon as possible at the conclusion of the sports season. All letters and certificates will be presented at that time. Details will be arranged by the A.D. All special awards will be presented at this event. Max of 3 plaques per team provided.

Scholar Athlete: 3.0 GPA for Varsity Letter Winners. Fall sports is based on Q1 GPA, Winter Sports is based on Q2 GPA, Spring Sports are based on Q3 GPA.

PRACTICES AND CONTESTS

The following is school board policy concerning practices:

1. Athletic practice sessions will be limited to two hours for high school and 90 minutes for elementary school and middle school teams during days when school is in session. Extra practice time on non-school days will be arranged with the athletic director.
2. No optional practices.
3. No practice will be held on Sundays.
4. No practice on the day before Thanksgiving or Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve or New Year's Day.
5. On Monday holidays practice may only be held after 5 PM.

PARENT/COACH COMMUNICATION

Please see the attached brochure concerning parent-coach communication. The athletic department operates under these guidelines. Parents are encouraged to be supportive and involved in the athletic process at this school. Some ideas of ways parents can help: positive attendance at sporting events, team dinners, fundraising, communicating concerns with the coach that are needed, game help, volunteering and more.

TURNING OUT, CHANGING AND QUITTING ATHLETIC TEAMS

Athletes have 1 week (7 Days) to turn out for a sport at the start of each sport season. No athlete may transfer from one athletic team to another during a sport season after an initial one-week period. The one-week period for any sport shall commence on the first official practice day of the sport. Any athlete, who for valid reasons may not be able to come out for a sport from the first practice, may join the team at a later date, the length of intervening time allowable to be determined by the coach.

Students that quit a team during the season after the initial week of practice will not be allowed to join another team for that sports season. Coaches reserve the right to allow athletes back on to team.

Students who quit will not be allowed to participate in training on school campus for the remainder of that sports season (weights, basketball, batting cage, etc.). Quitting a sport is taken seriously by the athletic department and will be documented. Team selection considerations by head coaches may always factor in the commitment level of the athlete based on previous episodes.

Seniors playing on sub-varsity teams is allowed only when there is a shortage of players or special circumstances. Sub-Varsity is thought to be for development of future varsity athletes.

SUMMER WORKOUTS

Coaches often create summer practice, game, or weight lifting schedules for athlete and team improvement. These workouts are optional but strongly encouraged for the improvement of athletic programs. Coaches need to work with each other to set up a schedule that works for all programs as much as possible as many athletes participate in multiple sports. Facility use forms must be turned in.

DUAL SPORT ATHLETES

Students may participate on more than one team during a season if approved by the Athletic Director, Principal and both head coaches. A plan will be put in place by both head coaches and the Athletic Director for practice, games, and post-season commitments made by the athlete. Dual sport athletes are expected to maintain good grades and positive citizenship. Students in grades 10-12 are typically eligible to participate in multiple sports.

BEHAVIOR DISCIPLINARY PROCEDURES

If a member of a team or activity is removed from a class for disciplinary reasons, he/she will not be allowed to travel with or participate with the team. The student may request a meeting with teacher, coach and principal to resolve the matter through an alternative punishment/penalty, except in cases where the principal determines that the nature of the student's behavior was so serious that the student should be suspended from activities. The principal will have final say in the disciplinary decisions. Students that are assigned Friday school will be expected to serve on the assigned day regardless of schedules events. Coaches will be expected to support the teaching staff/administration on Friday school assignments. Coaches are expected to set up disciplinary procedures for behavior problems and players are to follow those. Athletes are expected to be role models and quality citizens for their school, family, and community.

UNIFORMS/EQUIPMENT CHECKOUT/CHECK-IN

Students are responsible for all uniforms and equipment issued to them during an activity. That equipment must be returned or paid before you can practice, meet with, or participate in another activity. Students will not be allowed to start another season without turning in or paying for ALL equipment and uniforms. Coaches should collect uniforms after the last game of the season and turn it in within 1-2 weeks of the conclusion of the season.

PARENT & ATHLETE ETHICS CODE

1. Place academic achievement as the highest priority.
2. Show respect for teammates, opponents, officials, and coaches – you and your opponent's.

3. Respect the integrity and judgment of game officials.
4. Exhibit fair play, sportsmanship and proper conduct on and off the playing field.
5. Maintain a high level of safety awareness.
6. Refrain from the use of profanity, vulgarity, and other offensive language and gestures.
7. Adhere to the established rules and standards of the game to be played.
8. Respect all equipment and use it safely and appropriately.
9. Refrain from the use of all illegal substances.
10. Know and follow all state, league, and school athletic eligibility rules and regulations.
11. Win with character, lose with dignity.

STUDENT-ATHLETE REQUIREMENTS BEFORE PRACTICING AND PLAYING:

- 1) Sports Physical
- 2) Athletic Participation Form
- 3) ASB Card
- 4) Athletic Code of Conduct Forms (3)
- 5) All equipment turned in or paid for from the previous sports season.

* All forms can be downloaded from the district website and are available by the office.

PHYSICALS

All athletes must have a physical in 7th, 9th, and 11th grades or within the last two years. Each athlete must have a current physical on file with the office/A.D. before practicing or participating in any extra-curricular activities/practices. Every attempt will be made to schedule physicals at Stanfield Secondary School, usually at a nominal fee.

INSURANCE

All participants in athletics/activities are required to have insurance. An insurance waiver form should be filled out if the student is covered by his/her home insurance. This form gives the name of the insurance company, policy number, and the signature of the parent. School insurance is also available through private sources for those who do not have adequate home insurance or no insurance at all. The coach must have proof of insurance prior to student practicing, playing in, or traveling to contests.

EMERGENCY CARDS

All participants in athletics/activities are required to have an Emergency Card (E-Card) on file in the office AND coaches must carry a copy at all times during the season. This card is also the parent/guardian consent to treat if a student-athlete needs medical care. No student will be allowed to travel or participate without this information. These cards should be updated annually.

A.S.B CARD

All students that participate in an extra-curricular activity are required to have an A.S.B. card before they are allowed to participate in an interscholastic event. Fees from the A.S.B card are divided between the general student body, the student council and athletics. Cost is \$25 for middle school students and \$40 for high school students.

Anabolic Steroids and Performance-Enhancing Substances (IGAEC)

The district will not tolerate the possession, selling or use of unlawful drugs or hormonal substances chemically or pharmacologically related to testosterone. In addition, the district will utilize an evidence based instructional grade K-12 program that shall prevent the use of anabolic steroids and performance-enhancing substances. The program will meet additional minimum requirements as defined by law.

STUDENT ATHLETIC CODE (Revised 2008)

Students involved in extra-curricular activities will be expected to follow the policies listed below. Students who participate in extra-curricular activities while attending Stanfield Secondary School are representatives of their family, school, and community. Because your appearance and actions are a direct reflection on your school, you will be expected to bring credit to your school activity.

All participants in athletics/activities (grades 7-12) are required to have an Athletic/Academic/Sportsmanship Code of Conduct form signed by parents and the athlete on file in the office. This form outlines training rules and academic expectations for all Stanfield student-athletes. Once signed these forms are kept on file at the school for the duration of the student's secondary school career. Please read through the policies thoroughly. Copies of these forms can be found at the district website. This policy was created by a committee comprised of parents, coaches, athletics directors, administrators, and community members. The Stanfield School Board adopted the code in September of 2008, revised in March of 2009.

*Participation forms (available at school website under "Athletics") need to filled out annually.

*Physicals must be updated every 2 years.

STANFIELD SECONDARY SCHOOL	ATHLETIC/ACTIVITIES CODE
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GENERAL GUIDELINES

- a. Each coach or advisor will be responsible for determining training and/or individual behavior standards for his/her activity within the limitations listed in the "Specific Training Rules."
- b. All students will travel with the group which they are members. Students may sign-out with parents after a contest to ride home. The parent must be present and sign them out with a coach.
- c. All members of an activity are under the supervision of their coach/advisor from the time they leave on a trip until they return.
- d. If unable to attend a practice or meeting, it is the student's responsibility to notify the coach/advisor.
- e. The student is responsible for all equipment issued to them during an activity. That equipment must be returned or paid before you can practice, meet with, or participate in another activity.

- f. Major or repeated violations of the student conduct code may result in removal from the team for the remainder of the season.

SPECIFIC TRAINING RULES

- a. No student shall knowingly use, possess, or imitate a controlled or illegal non-prescription drug, tobacco products (including e-cigarettes) and/or alcoholic beverages.
- b. No student shall be involved in any actions which endangers the health or safety of others.
- c. No student shall abuse over the counter (OTC) drugs, inhalants, or other mind altering substances.
- d. No students shall attend functions where the above alcohol, tobacco, drugs, or other illegal substances are present.

If any of the above training rules are broken, the student-athlete will be subject to the following:

LEVEL ONE is defined as a first violation and shall result in:

1. Suspension for **50%** of the regular season contests, which will carry over into the next sport the student participates in if necessary to meet the time requirement (suspension will carry over into next school year if applicable). The athlete must finish the season in good standing to fulfill the suspension requirement.
2. An intervention plan will be developed by a counselor and/or a state-licensed expert and followed by the student for a minimum of 6 weeks. The entire costs of the intervention plan will be the responsibility of the student and parent/guardian.
3. 20 hours of community service approved by the athletic director or principal.
4. Continued turnout for all practices, but the athlete will not travel with the group or participate in any contest during the period of the suspension. The athlete will not suit up in uniform for contests.
5. Refusal to comply with Level One procedures shall result in the athlete being judged as a Level Two offender.

LEVEL TWO is defined as a second violation and shall result in:

1. Suspension for **75%** of the regular season contests, which will carry over into the next sport the student participates in if necessary to meet the time requirement (suspension will carry over into next school year if applicable). The athlete must finish the season in good standing to fulfill the suspension requirement.
2. An intervention plan will be developed by a counselor and/or a state-licensed expert and followed by the student for a minimum of 6 weeks. The entire costs of the intervention plan will be the responsibility of the student and parent/guardian.
3. 40 hours of community service approved by the athletic director or principal.
4. Continued turnout for all practices, but the athlete will not travel with the group or participate in any contest during the period of the suspension. The athlete will not suit up in uniform for contests.
5. Refusal to comply with Level One procedures shall result in the athlete being judged as a Level Two offender.

LEVEL THREE

1. Suspension for **one calendar year** from the date of the violation assessment along with 80 hours of community service. The athletic director or principal will approve the community service.
2. An intervention plan will be developed by a counselor and/or a state-licensed expert.

APPEAL PROCESS:

Any and all violations and penalties can be appealed through the Athletic Board. This 5 member board will consist of an administrator or athletic director, one out-of-season coach, one in-season coach, if applicable (excluding the athlete's current coach), one staff member, and one teacher chosen by the accused athlete. The appeal must be requested in writing to the athletic director within 7 calendar days of the violation assessment. The decision of the Athletic Board is deemed final.

ATHLETIC ACADEMIC POLICY

All student-athletes are expected to maintain passing grades as academic success must be the first priority for student-athletes. It may be necessary to limit participation should a student's grades fall below a 60%. To maintain athletic eligibility at Stanfield Secondary School, student-athletes in grades 6-12 must be passing all of their classes.

The following requirements apply to all students that participate in interscholastic activities at Stanfield Secondary School.

1. High School students must meet O.S.A.A. eligibility requirements. They must have passed 5 of 7 classes the previous semester, attend regularly, and be making adequate progress towards graduation.
2. All students must meet Stanfield Secondary School eligibility requirements. They must be passing all seven (7) classes (or as many classes as they are registered for). Grade checks will be conducted three weeks after the start of a new semester/quarter. After that point in time, grade checks from there on out will be conducted every week for the rest of the season on the first day of the school week. Student-athletes in grades 6-12 who are failing any classes and are placed at Level 1 below.

LEVEL ONE: First Failed Grade Check = Warning

If a student-athlete is failing any class, he or she will be placed on **probation**. The student-athlete may continue to practice and participate in contests.

LEVEL TWO: Second Consecutive Failed Grade Check = Ineligible for Contests

If a student-athlete continues to receive a failing grade for any class after the second grade check, he or she will be **ineligible to participate in any contests for the entire week. The student-athlete will be eligible to practice with the team for the week.** Student-athletes at Level 2 will NOT be allowed to miss class time to attend contests with the team. Student-athletes at Level 2 will NOT be allowed to suit up in uniform for contests.

LEVEL THREE: Third or More Consecutive Failed Grade Check = No Contests, No Practice

If a student-athlete continues to receive a failing grade for any class after the 3rd grade check, he or she will be **ineligible to participate in any contests for the entire week. The student-athlete will also be ineligible to practice with the team for the week.** The student-athlete will be required to attend study hall or complete homework at practice during this time. The student-athlete will remain at Level 3 until they are passing all classes. Student-athletes at Level 3 will NOT be allowed to miss class time to attend contests with the team. Student-athletes at Level 3 will NOT be allowed to suit up in uniform for contests.

This applies to 3 consecutive weeks of failing any class. For example, if a student gets put on Level 2 and then gets his/her grades up to passing at grade check #3, that student would then be off probation. If the student receives an F later in the season or school year, they would start back at level 1.

*Students on an Individualized Education Program (IEP) must be making progress towards their goals.

This signed form will need to be turned into the coach before the athlete can practice or participate with the team.

SPORTSMANSHIP CODE

Stanfield student-athletes will be held accountable for their actions, and unsportsmanlike incidents will be tracked throughout the entire school year. To ensure consequences for unsportsmanlike conduct are comparable to the offense, two levels of consequences have been established.

LEVEL ONE:

Level 1 incidents are unsportsmanlike behaviors which lead to penalty flags, technical fouls, yellow cards, etc., but which do not lead to ejection from an athletic contest. These shall be punishable by one or more of the following:

- | | |
|---------------------|---|
| <u>1st incident</u> | 1. 5-10 hours of community service
2. Letter(s) of apology to official, team, school, etc. as appropriate
3. Minor suspension – any portion of a contest or competition
4. Major suspension – one or more contests or competitions |
| <u>2nd incident</u> | Same as 1st incident |
| <u>3rd incident</u> | Automatic Level 2 consequence |

Level 1 consequences will carry over to the next sports season or school year, if applicable.

LEVEL TWO:

Level 2 incidents are unsportsmanlike behaviors which lead to ejection from an athletic event or competition and are punishable by one or more of the following:

- | | |
|---------------------|---|
| <u>1st incident</u> | 1. 10-20 hours of community service
2. Letter(s) of apology to official, team, school, etc. as appropriate
3. Suspension of one or more contests or competitions
4. Fine paid by the student or parent/guardian to the OSAA. |
| <u>2nd incident</u> | Same as 1st incident, plus suspension from 3 contests competitions |
| <u>3rd incident</u> | Same as 1st incident, plus suspension from all athletic programs for the remainder of the school year |

Level 2 consequences will carry over to the next sports season or school year, if applicable.

Student-Athlete Code of Conduct

I have read and had an opportunity to discuss the participation guidelines presented in this document. My signature below acknowledges that I understand and agree to the guidelines while participating in activities sponsored by Stanfield Secondary School, during my entire time at this school, grades 7-12.

<u>X</u>	<u>X</u>	
Signature of Athlete	Signature of Parent/Guardian	Date