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**High School**  
**STUDENT-ATHLETE**  
**AND**  
**PARENT**  
**HANDBOOK**

**2014-2015**



# ***STUDENT-ATHLETE AND PARENT HANDBOOK***

## **PHILOSOPHY OF STUDENT ATHLETICS**

The Elk Grove Unified School District (EGUSD) recognizes the importance of athletics as an integral component of a student's complete educational development. As such, we believe that all students should have an opportunity to participate in some form of interscholastic athletics and that such participation should encourage positive scholastic and social growth and achievement. All participants and teams will represent the school and community in a positive manner and will reflect the dedication and hard work that will be required to compete and be successful. Success will not be measured by records that are achieved by teams or individuals, but rather by the knowledge that each participant gave his/her best effort and prepared for each contest to the best of his/her ability. The Elk Grove Unified School District realizes that an effective interscholastic athletic program is the product of responsible cooperation between its four major components: the student-athlete, the coaching staff, the parents, and the site/district administration.

## **ATHLETIC GUIDELINES**

### **SPORTSMANSHIP**

Participation in the athletic program requires adherence to the highest standards of good sportsmanship. Aspects of good sportsmanship include ensuring fairness in competition and exhibiting respect for the people and institutions associated with athletic contests. In order to promote fairness in competition, the following 16 Principles of "Pursuing Victory with Honor" have been adopted by the EGUSD Board of Education. Athletes of this school will be required to comply with the rules of each sport and to ensure that fairness in competition is not limited by their actions in any way.

1. The essential elements of character building and ethics in California Interscholastic Federation (CIF) sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."
2. It's the duty of School Boards, superintendents, school administrators, parents and school sports leadership – including coaches, athletic administrators, program directors and game officials – to promote sportsmanship and foster good character by teaching, enforcing, advocating and modeling these "six pillars of character."
3. To promote sportsmanship and foster the development of good character, school sports programs must be conducted in a manner that enhances the academic, emotional, social, physical and ethical development of student-athletes and teaches them positive life skills that will help them become personally successful and socially responsible.
4. Participation in school sports programs is a privilege, not a right. To earn that privilege, student-athletes must abide by the rules and they must conduct themselves, on and off the field, as positive role models who exemplify good character.
5. School Boards, superintendents, school administrators, parents and school sports leadership shall establish standards for participation by adopting and enforcing codes of conducts for coaches, athletes, parents and spectators.
6. All participants in high school sports must consistently demonstrate and demand scrupulous integrity and observe and enforce the spirit as well as the letter of the rules.

7. The importance of character, ethics and sportsmanship should be emphasized in all communications directed to students-athletes and their parents.
8. School Boards, superintendents, school administrators, parents and school sports leadership must ensure that the first priority of their student-athletes is a serious commitment to getting an education and developing the academic skills and character to succeed.
9. School Boards, superintendents, principals, school administrators and everyone involved at any level of governance in the CIF must maintain ultimate responsibility for the quality and integrity of CIF programs. Such individuals must assure that education and character development responsibilities are not compromised to achieve sports performance goals and that the academic, social, emotional, physical and ethical well-being of student-athletes is always placed above desires and pressures to win.
10. All employees of member schools must be directly involved and committed to the academic success of student-athletes and the character-building goals of the school.
11. Everyone involved in competition including parents, spectators, associated student body leaders, and all auxiliary groups have a duty to honor the traditions of the sport and to treat other participants with respect. Coaches have a special responsibility to model respectful behavior and the duty to demand that their student-athletes refrain from disrespectful conduct including verbal abuse of opponents and officials, profane or belligerent trash-talking, taunting and inappropriate celebrations.
12. School Boards, superintendents, and school administrators of CIF member schools must ensure that coaches, whether paid or voluntary, are competent to coach. Training or experience may determine minimal competence. These competencies include basic knowledge of 1) the character building aspects of sports, including techniques and methods of teaching and reinforcing the core values comprising sportsmanship and good character; 2) the physical capabilities and limitations of the age group coached, as well as first aid, and; 3) coaching principles and the rules and strategies of the sport.
13. Because of the powerful potential of sports as a vehicle for positive personal growth, a broad spectrum of school sports experiences should be made available to all of our diverse communities.
14. To safeguard the health of athletes and the integrity of the sport, school sports programs must actively prohibit the use of alcohol, tobacco, drugs and performance enhancing substances, as well as demand compliance with all laws and regulations, including those related to gambling and the use of drugs.
15. Schools that offer athletic programs must safeguard the integrity of their programs. Commercial relationships should be continually monitored to ensure against inappropriate exploitation of the school's name or reputation. There should be no undue influence of commercial interest. In addition, sports programs must be prudent, avoiding undue dependence on particular companies or sponsors.
16. The profession of coaching is a profession of the mental and physical dimensions of their sport. Coaches, through words and example, must also strive to build the character of their athletes by teaching them to be trustworthy, respectful, responsible, fair, caring and good citizens.

*Any person who is unable to comply with these standards must understand that his/her opportunity for participation may be limited or removed.*

## CODE OF CONDUCT FOR PARENTS/GUARDIANS

The role of the parent in the education of a student is vital. The support shown in the home is often manifested in the ability of the student to accept the opportunities presented at school and in life.

There is a value system—established in the home, nurtured in the school – that young people are developing. Their involvement in classroom and other activities contributes to that development. Trustworthiness, citizenship, caring, fairness and respect are lifetime values taught through athletics. These are the principles of good sportsmanship and character. With them, the spirit of competition thrives, fueled by honest rivalry, courteous relations and graceful acceptance of the results.

As a parent/guardian of a student-athlete at our school, your goals should include:

- ◆ Promote a healthy lifestyle that does not include the use of performance enhancing drugs or supplements;
- ◆ Realize that athletics are part of the educational experience, and the benefits of involvement go beyond the final score of a game;
- ◆ Encourage our students to perform their best, just as we would urge them on with their class work;
- ◆ Participate in positive cheers that encourage our student-athletes; discourage any cheers that would redirect that focus – including those that taunt and intimidate opponents, their fans and officials;
- ◆ Learn, understand, and respect the rules of the game, the officials who administer them and their decisions;
- ◆ Respect the task that our coaches face as teachers; and support them as they strive to educate our youth;
- ◆ Respect our opponents as student-athletes, and acknowledge them for striving to do their best; and
- ◆ Develop a sense of dignity and civility under all circumstances.

You can have a major influence on your student’s attitude about academics and athletics. The leadership role you take will help influence your child, and our community, for years to come.

**Violation of the above code of conduct could result in one or more of the following consequences: a warning, removal from the venue, suspension, or further discipline to be determined by the administration ( per P.C. 602.1, 653g, and P.C. 6476).**

## CODE OF CONDUCT FOR INTERSCHOLASTIC STUDENT-ATHLETES

*Interscholastic athletic competition should demonstrate high standards of ethics and sportsmanship and promote the development of good character and other important life skills. The highest potential of sports is achieved when participants are committed to pursuing victory with honor according to six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. This Code applies to all student-athletes involved in interscholastic sports in California. I understand that, in order to participate in high school athletics, I must act in accord with the following:*

### TRUSTWORTHINESS

1. *Trustworthiness* – be worthy of trust in all I do.
  - *Integrity* – live up to high ideals of ethics and sportsmanship and always pursue victory with honor; do what’s right even when it’s unpopular or personally costly.
  - *Honesty* – live and compete honorably; don’t lie, cheat, steal or engage in any other dishonest or unsportsmanlike conduct.
  - *Reliability* – fulfill commitments; do what I say I will do; be on time to practices and games.

- ❑ *Loyalty* – be loyal to my school and team; put the team above personal glory.

## RESPECT

2. *Respect* – treat all people with respect all the time and require the same of other student-athletes.
3. *Class* – live and play with class; be a good sport; be gracious in victory and accept defeat with dignity; give fallen opponents help, compliment extraordinary performance, show sincere respect in pre- and post-game rituals.
4. *Disrespectful Conduct* – don't engage in disrespectful conduct of any sort including profanity, obscene gestures, offensive remarks of a sexual or *racial* nature, trash-talking, taunting, boastful celebrations, or other actions that demean individuals or the sport.
5. *Respect Officials* – treat contest officials with respect; don't complain about or argue with official calls or decisions during or after an athletic event.

## RESPONSIBILITY

6. *Importance of Education* – be a student first and commit to getting the best education I can. Be honest with myself about the likelihood of getting an athletic scholarship or playing on a professional level and remember that many universities will not recruit student-athletes that do not have a serious commitment to their education, the ability to succeed academically or the character to represent their institution honorably.
7. *Role-Modeling* – Remember, participation in sports is a privilege, not a right and that I am expected to represent my school, coach and teammates with honor, on and off the field. Consistently exhibit good character and conduct yourself as a positive role model.

8. *Self-Control* – exercise self-control; don't fight or show excessive displays of anger or frustration; have the strength to overcome the temptation to retaliate.
9. *Healthy Lifestyle* – safeguard your health; don't use any illegal or unhealthy substances including alcohol, tobacco and drugs or engage in any unhealthy techniques to gain, lose or maintain weight.
10. *Integrity of the Game* – protect the integrity of the game; don't gamble. Play the game according to the rules.

## FAIRNESS

11. *Be Fair* – live up to high standards of fair play; be open-minded; always be willing to listen and learn.

## CARING

12. *Concern for Others* – demonstrate concern for others; never intentionally injure any player or engage in reckless behavior that might cause injury to others or myself.
13. *Teammates* – help promote the well being of teammates by positive counseling and encouragement or by reporting any unhealthy or dangerous conduct to coaches.

## CITIZENSHIP

14. *Play by the Rules* – maintain a thorough knowledge of and abide by all applicable game and competition rules.
15. *Spirit of Rules* – honor the spirit and the letter of rules; avoid temptations to gain a competitive advantage through improper gamesmanship techniques that violate the highest traditions of sportsmanship.

***Suspension or termination of the participation privilege is within the sole discretion of the school administration. Note, this discretion does not exist in relation to violations of the District's policy and Training Rules regarding use or possession of tobacco, drugs, alcohol and performance enhancing drugs, addressed on page 10 of this Handbook, for which there are minimum punishments for 1<sup>st</sup> and 2<sup>nd</sup> offenses that neither the coach, school or District staff has the discretion to reduce.***

## ACADEMIC ELIGIBILITY

For Academic Eligibility, **Grades of Progress** and **Grades of Record** are defined as:

- A. **Grades of Progress:** data processor-generated grades assigned to a student but not officially recorded on a transcript; on a traditional semester calendar these are “quarter” grades issued after the first 9 weeks of each semester; on a block/4 term calendar these are grades issued after the first 4-6 weeks of each term.
- B. **Grades of Record:** data processor-generated grades assigned to a student and officially recorded on a transcript.

### **Student-athletes who represent an EGUSD school in any athletic competition must meet the following requirements:**

- 1. Earn a 2.0 GPA in 9-12 courses for **Grades of Record** prior to competition.\*
- 2. Earn a 2.0 GPA with no “F’s” in 9-12 courses for **Grades of Progress** prior to competition.\* (see continuing eligibility below)
- 3. Maintain standards of satisfactory citizenship.
- 4. Maintain satisfactory attendance record as defined by Board Policy.

\* Schools reserve the right to restrict try-outs to only academically eligible students.

Note: Exceptions may be made to the requirements above by an Academic Hardship Committee when health, physical, mental disadvantages, or other extenuating and unusual circumstances exist. If an Academic Hardship Committee grants an exception and waives the Academic Eligibility requirements listed above, the student-athlete must be placed on an official EGUSD Hardship Contract and abide by all of its stipulations. This is a one-time contract for any high school in the Elk Grove Unified School District.

## CONTINUING ELIGIBILITY

Eligibility is determined by the following:

- 1. A student is eligible if on any **Grade of Record** the student has maintained a minimum 2.0 GPA.
- 2. If on any **Grade of Progress** the student has a 2.0 GPA but has an “F”, he/she is ineligible to compete in any contests beginning the Monday after grades are published. That student becomes eligible to compete as soon as he/she returns a grade clearance form or the Athletic Director receives electronic communication from the teacher, signifying that the student is earning a passing grade.
- 3. If on any **mid-quarter or mid-term Grade of Progress** the student has a grade of “F”, the student is ineligible to compete beginning the Monday after grades are published. That student becomes eligible to compete as soon as he/she returns a grade clearance form or the Athletic Director receives electronic communication from the teacher signifying that the student is earning a passing grade.

## SCHOOL ATTENDANCE

Attending all classes is a high priority for all student-athletes: many athletic events require students to miss classes during the week making it very important for all student-athletes to establish good attendance patterns and communicate with their teachers about assignments to be done.

- 1. Students must attend 50% (minimum) of the school day, excluding lunch, in order to participate in practice or competition that day.
- 2. Student-athletes in violation of this rule, as it relates to competitions, will be suspended for a minimum of one contest or game. (Subject to review with head coach and athletic director.)

## RESIDENTIAL ELIGIBILITY

The California Interscholastic Federation requires that students who participate on a school team must be living with parents or legal guardians who reside within the school's attendance boundaries. All exceptions to this rule require that special permission forms and letters of approval be on file before a student can be declared eligible. Any transfer student (except entering 9th graders) must obtain and fill out the necessary C.I.F. forms and receive C.I.F. clearance before he/she may participate in any contests. Intra-district Transfers do not guarantee athletic eligibility. Questions about residential eligibility should be directed to the Athletic Director.

Because the penalty for allowing an ineligible athlete to participate is severe (forfeiture of all contests in which the athlete participated), any athlete living outside of the school boundaries' must notify the athletic director of his/her residence at the beginning of the season, so that the athletic director can make sure all of the appropriate forms and approvals are on file. An athlete who is dishonest about his/her residence places an entire team in jeopardy. Any athlete known to be using a false address or otherwise not being honest about a residence should be immediately reported to the coach to avoid penalizing the entire team. If a student and his/her parents move out of the attendance area, but the student remains in the school, the student must immediately report his/her change of residence to the appropriate administrator.

School site administration, or designee, may verify a student-athletes residential eligibility by performing any of the following procedures: a phone call, a home visit, or any other appropriate measure to ensure verification.

## SUMMER SCHOOL TO AFFECT ATHLETIC ELIGIBILITY

Students who have demonstrated a satisfactory attendance record of ninety percent actual attendance, and have met standards of satisfactory citizenship in all courses and in the school generally or in its activities during the spring semester, have the option of having summer school course work affect their extra-curricular and co-curricular eligibility.

In selecting summer school course work for this purpose, the student must repeat summer school course work in the same courses in which grades from the preceding grading period caused the ineligibility. In the event the identical courses are not available, the student may substitute other course work with the same or higher level of difficulty. All substitute course work must have the approval of the counselor, appropriate department chairperson, and final approval of the principal before the student enrolls in summer school. Any substitute course work that is not approved, will be averaged with the end of the school year grades to determine the G.P.A.

## ATHLETIC ELIGIBILITY

Every student who wants to participate in a sport must complete and have signed by a parent/guardian the following forms:

1. Physical / Medical Insurance (*Mandatory*)
2. Emergency Information (*Mandatory*)
3. Agreement for Team Participation (*Mandatory*)
4. Student Alternate Transportation Form (*Mandatory*)
5. Voluntary Athletic Contribution Form (*Mandatory*)
6. Concussion and Head Injury Information Sheet (*Mandatory*)
7. Student Personal Automobile Use Form (*Optional*)

Athletes must have a yearly physical from a qualified physician who completes the medical examination report. In order to be accepted for athletics, the physical must be completed *after* May 1 of the school year in which the athlete plans to compete. **Completed papers should be given to the head coach/athletic director depending on the site's athletic department policy.**

## **EQUIPMENT**

The Elk Grove Unified School District and the individual sites provide a great deal of money to maintain and purchase proper equipment. Equipment is to be handled properly for financial reasons and also to teach students responsibility.

1. All equipment will be inventoried, numbered, and checked out by coaches.
2. Students are responsible for the security of their equipment and uniforms. In some cases, particularly with game uniforms, the replacement fee may be higher than the original purchase price because special processing and printing may be required to duplicate the uniform.
3. Students are expected to turn in the same piece(s) of equipment checked out to them.
4. Equipment should be returned in the same condition as it was received. Equipment and uniforms should be cleaned before being returned. Students are expected to make arrangements to have torn or ripped clothing repaired prior to turning it in to the coach.
5. All equipment must be returned within one week of the last contest.
6. No awards (letters, trophies, etc.) or grades will be issued until all equipment is returned and/or paid for by the student-athlete.
7. Students must return or pay for all equipment before they can practice or participate in another sport. In unusual circumstances when a significant amount of money is owed, arrangements for repayment can be made with the coach and the administrator in charge of athletics.
8. Students who leave a team prior to the end of the season must turn in their equipment and uniform within one week.

## **GENERAL BEHAVIOR**

Student-athletes must comply with all rules and regulations as specified by California Education Code, California Penal Code, and Elk Grove Unified School District Board Policy and Administrative Regulations.

Profanity, unsportsmanlike conduct, and disrespect to any person or institution will not be tolerated. Athletes accept responsibility for their actions both on and off the field. An athlete's language and behavior should not embarrass himself/herself, the team, the school, the district, or the community. Defiant behavior and back-talk toward any coach, school official, or game official will also not be tolerated. Specifically, profanity, throwing of equipment or any similar displays of immaturity will not be tolerated. Any disagreements should be handled in private adult discussions.

Violation of any of the above behavior guidelines could result in one or more of the following consequences: benching, suspension, or dismissal.

## **BEHAVIOR/SPEECH PROVISIONS – AND RELATIONSHIP TO SOCIAL MEDIA**

Team members should be respectful of other team members, school administrators, the coaches, other students, and parents at all times. Team members are expected to maintain a positive attitude acceptable for the environment. Coaches may take appropriate corrective action where speech, conduct or electronic acts by a team member, whether taking place during a team, team-related, school, or school-related activity or event, or taking place away from school grounds or school or team activities, has a direct disruptive or detrimental effect



on, or seriously threatens the discipline, environment, safety or general welfare of the program, other team members, the coaches, or other students, faculty, staff and/or administrators of the District.

## **TRAVEL**

The district provides transportation to selected away contests.

1. Bus departure times are often determined by the EGUSD Transportation Department.
2. At the coach's discretion, students may be signed off the return bus by their parents/guardians or approved adult drivers that have completed an auto usage form and have been fingerprinted.
3. All athletes will dress in an appropriate manner for bus trips. Coaches will establish requirements for proper attire.
4. Students are expected to conduct themselves in a mature, responsible manner. Profanity and inappropriate behavior will not be tolerated.
5. Students are expected to follow all rules set forth by the bus driver and/or coach, to be courteous, and respectful at all times.

## **UNREST PLANS**

If a physical conflict should occur on the playing field/court during a contest, the following action will take place. All athletes in the sideline/bench area will remain there, and all athletes on the field/court are to move immediately to the sideline/bench area. All parents/guardians, fans, etc... are to remain in the stands or in the sideline/bench area if there are no stands. No unsportsmanlike words or actions are to come from any players, fans, or coaches. Violation of the above policy by a student can result in disciplinary action from both the school administration and the Athletic Department. It is the responsibility of every coach to inform, demonstrate, and practice the above action plan.

## **EXTRA-CURRICULAR DISCIPLINE CONSEQUENCES**

Student-athletes, performers or competitors involved in a fight, while in uniform and/or at a performance/competition will have the following consequences:

***First Offense*** – One game or performance suspension/school suspension;

***Second Offense*** – Complete removal from the team and school suspension;

Each situation will be evaluated on an individual basis by the administration. Input will be provided by the appropriate coach or advisor.

## LEAVING A TEAM

Students are encouraged to try a variety of sports and students may leave a team prior to the first contest, excluding scrimmages, without penalty, by personally notifying the coach that they no longer wish to participate. After this “try-out” period, students may leave a team under the following conditions:

1. It is the student’s responsibility to notify the coach that he/she no longer wishes to participate. The coach may request that the student explain the reason(s) for leaving the team. If the coach and student agree that the student can leave the team, the student may leave without penalty. If there is no agreement, the student may not begin practicing another sport until the season (including play-offs if applicable) has ended. This includes any off-season programs.
2. If a student-athlete is dismissed from a team, the student may not begin practicing another sport until the season (including play-offs if applicable) has ended. This includes any off-season programs.
3. If a student communicates with a coach, but no agreement can be reached, the student may appeal to the athletic director. If the student feels the decision is still unfair, he/she may appeal the athletic director’s decision to the principal.

***THESE RULES ARE NOT INTENDED TO BE PUNITIVE, AND PENALTIES WILL BE IMPOSED ONLY AFTER CAREFUL CONSIDERATION. THE INTENT OF THESE RULES IS TO ENCOURAGE STUDENTS TO BE RESPONSIBLE IN THEIR ACTIONS AND TO COMMUNICATE IN AN ADULT MANNER WHEN THEY PLAN TO END A COMMITMENT TO A SPORT OR WHEN THEY DISAGREE WITH A COACH.***

## TRAINING RULES

For health and safety reasons, students should understand that the E.G.U.S.D. believes that the use of tobacco, alcohol, drugs, and performance enhancing drugs and supplements is not acceptable for high school athletes. Any violation of these training rules may also result in school disciplinary action according to the E.G.U.S.D. Code of Conduct and California Education Code. The coaches believe that the current glamorization of the use of tobacco and alcohol by some professional athletes is misleading and believe that high school students should be aware of the negative effects of their use.

The following information concerning tobacco, alcohol, drug and performance enhancing drugs and supplement use is governed by this District-approved Student-Athlete and Parent Handbook, and is binding on all District student-athletes. It is a policy designed to be supportive and helpful to students-athletes, not just punitive. Students and parents must realize that it is their responsibility to follow this policy, and repeated offenses during the season or at off-season team activities will result in progressive consequences.

## TOBACCO – SMOKING AND CHEWING POLICY

Any student-athlete who smokes, chews, or possesses tobacco in any form at any time during the season or at any off-season team activity will suffer the following consequences.

**1st OFFENSE:** The student-athlete will be ineligible to participate in any interscholastic contests for **two** weeks from the date of the infraction. He/she must agree to a parent, coach, student conference. With the coach’s permission, the student-athlete may continue to practice with the team.

**2nd OFFENSE:** The student-athlete will be ineligible to participate in any interscholastic contests for **four** weeks from the date of the infraction. In addition, he/she must successfully complete a tobacco abuse program that is approved by the athletic director.

**3rd OFFENSE:** The student-athlete is ineligible for **one** calendar year.

## **DRUGS, ALCOHOL & PERFORMANCE ENHANCING DRUGS**

Any student-athlete who uses/possesses alcohol, drugs or performance enhancing drugs in any form at any time during the season or at any off-season team activity will suffer the following consequences:

**1st OFFENSE:** The student-athlete will be ineligible to participate in any interscholastic contests for **four** weeks from the date of the infraction. In addition, he/she must successfully complete a chemical abuse program that is approved by the athletic director.

**2nd OFFENSE:** The student-athlete will be ineligible for all practices and interscholastic contests for **one** calendar year. In addition, he/she must successfully complete a chemical abuse program that is approved by the athletic director.

**The 1<sup>st</sup> and 2<sup>nd</sup> offense consequences listed above are the minimum punishment for violations of the EGUSD Training Rules. As such, coaches, schools administrators, athletic directors, District staff, and Board have no discretion to reduce the respective minimum punishments set forth herein for 1<sup>st</sup> or 2<sup>nd</sup> offenses of the Training Rules. This said, a coach has discretion to impose a more serious punishment, including removal of a student-athlete from the team. In the instance that removal from a team is not the minimum punishment called for by the Training Rules, such a decision is subject to discretion of the District's Athletic Director, subject to review by the District's Superintendent or designee. The Superintendent's (or designee's) decision shall be final.**

**REPEATED OFFENSES:** *Repeated offenses of the above policy may result in permanent expulsion from all athletic activities. Record of offenses is cumulative during the entire high school career of a student-athlete.*

Out of season violations of the Training Rules (listed above), that result in school issued discipline consequences, will also count as offenses (ex: 1<sup>st</sup>, 2<sup>nd</sup> ...) toward athletic consequences, if a violation occurs at any time during the season or at any off-season team activity.

## **TRY-OUT PROCEDURES**

The following is an outline of some of the basic guidelines/timelines that the Athletic Department follows prior to and at the start of a sport season. There are three sport seasons: fall, winter and spring.

Because of the unique nature of each individual sport, this outline may include or exclude some items that the coaching staff does or does not use.

1. Pre-season sign-up meetings: 1 - 3 months prior to the start of the season.
  - a. Fall, winter, and spring seasons begin according to the C.I.F. calendar
2. Pre-season conditioning: 4 – 6 weeks prior to the start of the season.
3. Necessary forms and paperwork.
4. Eligibility - refer to Academic Eligibility.
5. Try-outs.
  - a. A minimum try-out period of 3 practices will be conducted for those sports that make cuts.
  - b. Head Coaches will make the decision in determining the final roster.

## **EARNING A VARSITY LETTER / PARTICIPATION CERTIFICATE**

A student-athlete must meet the following requirements to earn a varsity letter/participation certificate:

1. Complete the season in good standing.
2. Meet any additional criteria established by the head coach.

## COMMUNICATION

In our continuing effort to establish and maintain clear lines of communication between the Athletic Department Staff and the parents/guardians of our student-athletes, the coaching staff will establish a process for communication. *Do not attempt to confront a coach before or after a contest or practice.* Those can be emotional times for both the parent and the coach. Meetings of that nature, and at those times, do not promote resolution. The following guidelines will help make the communication process a productive and positive experience.

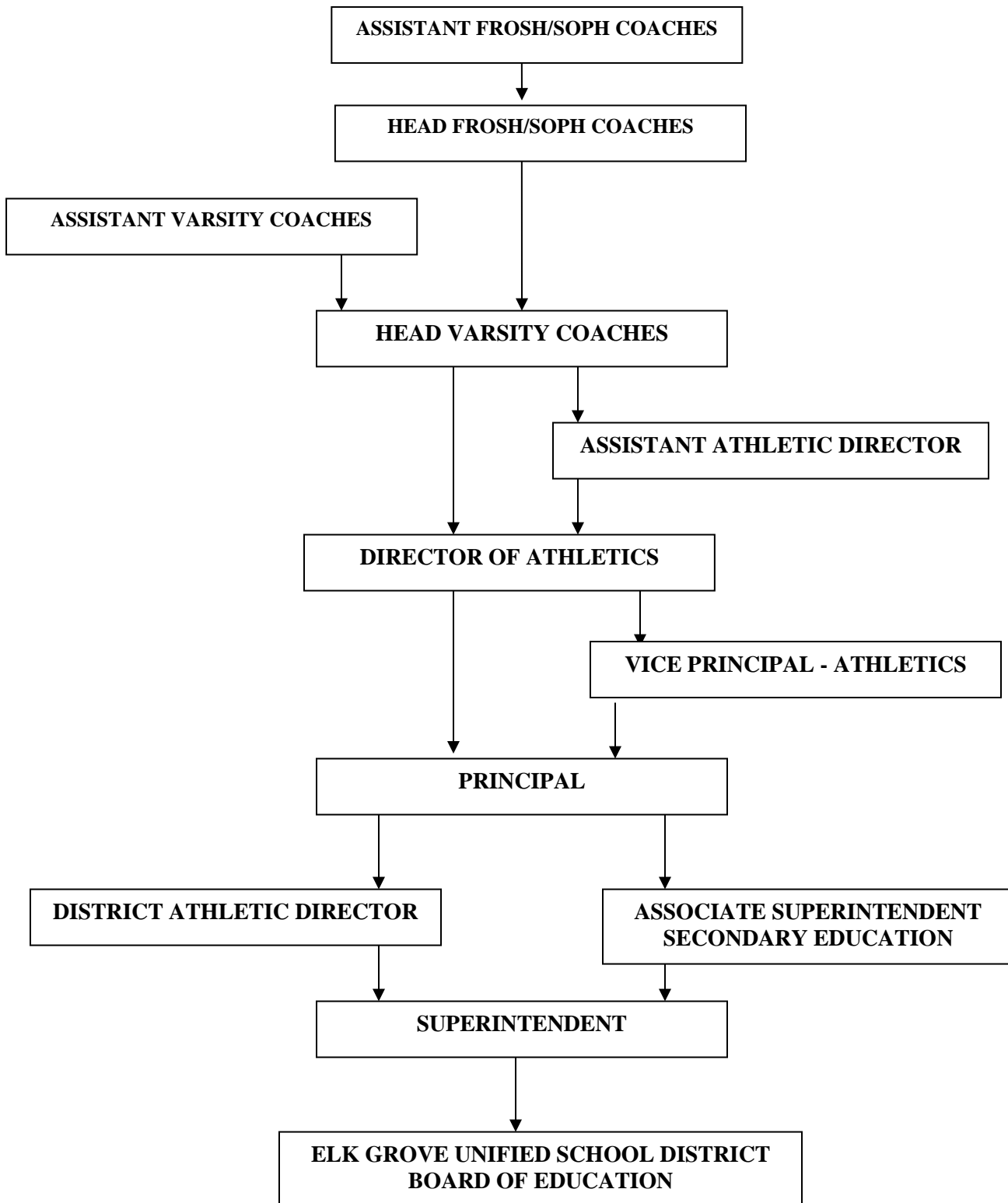
## PARENT INVOLVEMENT GUIDELINES

- Parents can use this process to ask questions and obtain information.
- The coach will discuss what the student-athlete needs to work on in order to improve but not necessarily playing time.
- The coach will only talk to a parent/guardian about his/her own child.
- If the guidelines are not adhered to, the discussion will be terminated.
- If satisfaction is not obtained, the parent/guardian should then contact the head varsity level coach in that particular sport or the athletic director if the discussion already involves the head varsity coach.
- **Parents who verbally abuse a coach may be liable for harassment/slander/defamation of character.**

\*\* It is the intent of the Athletic Department to provide an avenue for meaningful dialogue and communication between coaches and parents. Working together we can and will accomplish great things.

# ORGANIZATIONAL CHART

Adherence to proper channels of communication is necessary in order to assure adequate program coordination and conduct. The following organizational chart describes the official “chain of command” of the athletic department.



***These are not full and complete statements regarding the Uniform Complaint Procedure or the District's nondiscrimination policies. Please refer to the District's Parent and Student Handbook for more detailed information on these policies and procedures.***

### **Prohibition of Discrimination or Harassment**

The Elk Grove Unified School District does not discriminate on the basis of a person's actual or perceived ancestry, color, ethnic group identification, national origin, race, religion, sex, gender (including sexual harassment), sexual orientation, or physical and /or mental disability in any of its policies, practices, procedures, programs or activities. More detailed information regarding the District's prohibition of discrimination or harassment is contained in the Legal Rights section of the Elk Grove Unified School District Parent and Student Handbook. Parents, students and staff should immediately report incidents of discrimination or harassment to the Principal or designee. Students, parents, guardians or any other individuals having questions or concerns or who may wish to file a complaint, should contact the Assistant Superintendent for Human Resources, at (916) 686-7795, for matters involving District employees or contact the Associate Superintendent, Education Services, at (916) 686-7785, for matters between students.

### **Sex Discrimination/Harassment**

The Elk Grove Unified School District does not discriminate on the basis of a person's sex, gender or sexual orientation and has a policy of nondiscrimination in accordance with Title IX of the Federal Regulation. In addition, the Governing Board prohibits sexual harassment of or by any student or by anyone in or from the District. More detailed information regarding the District's policy prohibiting sex discrimination and harassment is contained in the Legal Rights section of the Elk Grove Unified School District Parent and Student Handbook. Parents, students and staff should immediately report incidents of sexual harassment or discrimination to the Principal or designee. Students, parents, guardians or any other individuals having questions or concerns or who may wish to file a complaint, should contact the Assistant Superintendent for Human Resources, at (916) 686-7795, for matters involving District employees or contact the Associate Superintendent, Education Services, at (916) 686-7785, for matters between students.

### **Uniform Complaint Procedure**

It is the goal of the Elk Grove Unified School District to ensure compliance with applicable state and federal laws and regulations governing educational programs. The District shall follow the Uniform Complaint Procedure when addressing complaints alleging unlawful discrimination on the basis of actual or perceived ancestry, color, ethnic group identification, national origin, race, religion, sex, gender (including sexual harassment), sexual orientation, or physical and/or mental disability in any program or activity that receives or benefits from state financial assistance or for the alleged failure to comply with state or federal law when addressing complaints regarding adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs and special education programs. More detailed information regarding the Uniform Complaint Procedure is contained in the Elk Grove Unified School District Parent and Student Handbook. If you have questions regarding the Uniform Complaint Procedure, you can contact the Legal Compliance Specialist in Human Resources at (916) 686-7795.



# AGREEMENT FOR TEAM PARTICIPATION

[Including Waivers and Releases of Potential Claims]



This Agreement must be signed and returned to the School Office before a Student can participate in Team Activities. Each Team must be listed below. If not listed, a separate Participation Agreement will be required.

*Additional Required Forms – Concussion and Head Injury Information Sheet & Sports Physical Examination Form*

Student:		Address:	
Grade:	Student ID #:	DOB:	
School:		Telephone:	
Team(s):			

In consideration of the Student’s ability to participate on a Team [including any Sport, Cheerleading, or Dance], including try-outs, practices, pre-season or seasonal strength or training sessions or training camps, or actual participation in Team events, shows, performances, or competitions, or the traveling to or from any of these activities (“Team Activities”), the Student and Parent/Legal Guardian (“Adult”) signing this Agreement agree as follows:

1. It is a privilege, not a right, to participate in extra-curricular activities, including Team Activities. The privilege may be revoked at any time, for any reason that does not violate Federal or State law or District policies or procedures. There is no guarantee that the Student will make a Team, remain on a Team, or actively participate in Team events, shows, performances, or competitions. Such matters shall remain exclusively within the judgment and discretion of the supervising District employee or volunteer coach.

2. The Student and the Adult understand the nature of the Team, including the inherent or potential risks of Team Activities. The Student is in sufficiently good health and physical condition to participate in Team Activities, and voluntarily wishes to participate in Team Activities. Before participating in any Team Activity, a properly executed Sports Physical Examination Form and Concussion Head Injury Sheet shall be submitted to the school office (valid for one academic year, Fall/Winter/Spring Activities).

3. The Student shall comply with the instruction and directions of Team Activity teachers, coaches, supervisors, chaperones, and instructors. During the Student’s participation in Team Activities, as well as academic and/or other school activities, the Student shall comply with all applicable Codes of Conduct. The Student shall also generally conduct himself/herself at all times in keeping with the highest moral and ethical standards so as to reflect positively on himself/herself, the Team and the District. Failure to meet these obligations may, in the discretion of the District, result in removal from the Team and/or Team Activities. Should the Student’s violation of these obligations result in bodily injury or property damage, the Adult agrees to (a) pay to restore or replace the damaged property, (b) pay for bodily injury damages to an individual, and (c) defend, protect and hold the District harmless from such claims.

4. Team Activities contain potential risks of harm or injury, including harm or injury that may lead to permanent or serious physical injury to the Student, including paralysis, brain injury, or death (“Injuries”). Injuries might arise from the Student’s actions or inactions, the actions or inactions of another Student or participant in a Team Activity, or the actual or alleged failure by District employees, agents or volunteers to adequately coach, train, instruct, or supervise Team Activities. Injuries might also arise from an actual or alleged failure to properly maintain, use, repair, or replace physical facilities or equipment available for Team Activities. Injuries might also arise from undiagnosed, improperly diagnosed, untreated, improperly treated, or untimely treated actual or potential physical conditions or Injuries, whether or not caused by or related to the Student’s participation in Team Activities. All such risks are deemed to be inherent to the Student’s participation in Team Activities. To the fullest extent allowed by law, the Student and Adult therefore also fully assume all such risks and waive and release any potential future claim they might otherwise have been able to assert against the District and any Board Member, employee, agent, or volunteer of the District (“Released Parties”), including any claim that could otherwise have been made on behalf of the Student or any parent, administrator, executor, trustee, guardian, assignee or family member. The Student and Adult further understand that Team Activities and transportation to and/or from Team Activities are “field trips” for which there is immunity from liability pursuant to Education Code Section 35330.

5. If the Student believes that an unsafe condition or circumstance exists, or otherwise feels or believes that continued participation in a Team Activity might present a risk of Injury, the Student will immediately discontinue further participation in the Team Activity, notify School personnel of the Student’s belief, and notify a parent or guardian of the Student’s belief. The parent or guardian shall thereafter prevent the Student from participating in the Team Activity until the unsafe condition or circumstance is addressed or remedied to their satisfaction.

6. Emergency medical information regarding the Student is on file with the District and is current. The Adult agrees to provide updated medical information during the course of the Student’s participation in Team Activities. If an injury or medical emergency occurs during Team Activities, District employees, agents or volunteers have my express permission to administer or to authorize the administration of urgent or emergency care, including the transportation of the Student to an urgent care or emergency care provider. In such circumstances, notice to me and/or the Emergency Contact of the injury or medical emergency may be delayed. Therefore, any urgent or emergency care provider has my express authority to conduct diagnostic or anesthetic procedures, and/or to provide medical care or treatment (including surgery), as they may deem reasonable or necessary under all existing circumstances. All costs and expenses associated with such care are solely my responsibility. An Adult can only withhold this authorization by filing an Objection to Medical Care (Education 49407) that is based on their personally held religious beliefs.

7. Education Code Section 32221.5 requires us to notify you that: **Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling the District.** Education Code Section 32221 requires that such insurance cover medical and hospital expenses resulting from bodily injuries in one of the following amounts: (a) a group or individual medical plan with accident benefits of at least \$200 for each occurrence and major medical coverage of at least \$10,000, with no more than \$100 deductible and no less than 80% payable for each occurrence; (b) group or individual medical plans which are certified by the Insurance Commissioner to be equivalent to the required coverage of at least \$1,500; or (c) at least \$1,500 for all such medical and hospital expenses. You may meet this obligation in one of two ways:

Option 1: Private medical insurance/Medical. If this option is selected, please provide \_\_\_\_\_ (Name of Insurer/Provider) and \_\_\_\_\_ (Policy number/Identifying number), \_\_\_\_\_ (list coverage dates or "continuous"). The Adult agrees that the Student is covered, and will remain covered during the length of the Team season and that coverage exists in the amounts required by Section 32221.

Option 2: Purchase insurance meeting the requirements of Section 32221, for the period during which the Student is participating on the Team, through a coverage provider made available through the District [please contact the District to gain additional information regarding this program]. If you are financially unable to pay for such insurance, a payment waiver can be submitted [forms seeking this waiver are also available from the District] and, if no other alternate funding is available through private or charitable organizations, the District will obtain financing for, or provide, the required coverage.

8. Employees, agents or volunteers of the District, members of the press or media, or other persons who may attend or participate in Team Activities, may photograph, videotape, or take statements from the Student. Such photographs, videotapes, recordings, or written statements may be published or reproduced in a manner showing the Student's name, face, likeness, voice, thoughts, beliefs, or appearance to third parties, including, without limitation, webcasts, television, motion pictures, films, newspapers, yearbooks, and magazines. Such published or reproduced items, whether or not for a profit, may be used for security, training, advertising, news, publicity, promotional, informational, or any other lawful purpose. We authorize and consent to any such publications or reproductions, without compensation, and without reservation or limitation.

9. This Agreement is to be broadly construed to enforce the purposes and agreements set forth above, and shall not be construed against the Released Parties solely on the basis that this Agreement was drafted by the District. If any part of this Agreement is deemed invalid or ineffective, all other provisions shall remain in force. No oral modification of this Agreement, or alleged change or modification of its terms by subsequent conduct or oral statement, is allowed. This Agreement contains the sole and exclusive understanding of the parties, with no other representation relied upon by the Adult or Student in determining whether to execute this Agreement or in agreeing to participate in Team Activities.

**AS THE ADULT SIGNING BELOW: (1) I AM GIVING UP SUBSTANTIAL ACTUAL OR POTENTIAL RIGHTS IN ORDER TO ALLOW THE STUDENT TO PARTICIPATE IN TEAM ACTIVITIES; (2) I HAVE SIGNED THIS AGREEMENT WITHOUT ANY INDUCEMENT OR ASSURANCE OF ANY NATURE, AND WITH FULL APPRECIATION OF THE RISKS INHERENT IN TEAM ACTIVITIES; (3) I HAVE NO QUESTION REGARDING THE SCOPE OR INTENT OF THIS AGREEMENT; 4) I, AS A PARENT OR LEGAL GUARDIAN, HAVE THE RIGHT AND AUTHORITY TO ENTER INTO THIS AGREEMENT, AND TO BIND MYSELF, THE STUDENT, AND ANY OTHER FAMILY MEMBER, PERSONAL REPRESENTATIVE, ASSIGN, HEIR, TRUSTEE, OR GUARDIAN TO THE TERMS OF THIS AGREEMENT AND I HAVE EXPLAINED THIS AGREEMENT TO THE STUDENT, WHO UNDERSTANDS HIS/HER OBLIGATIONS.**

\_\_\_\_\_  
**Printed Name of Parent/Guardian                      Signature    Date**

As the Student, I understand and agree to all of obligations placed on me by this Agreement.

\_\_\_\_\_  
**Printed Name of Student    Signature    Date**

*Original to be held on file by the school Athletic Director for one (1) year after the end of the Current Academic Year*





# STUDENT ALTERNATE TRANSPORTATION FORM



Students participating in off-campus District-sponsored activities, including, but not limited to, practices, games, meetings, competitions, and conferences (“Events”), are required to travel on school buses or by other District-designated methods of transportation. Under special circumstances, with the District’s prior written approval, Students may be transported to and from Events (a) by a parent/guardian or other designated adult, or (2) by himself/herself. Under no circumstances may Students be transported in a vehicle driven by another student or anyone under 21 years of age.

Before the District grants a request for alternate transportation, this Student Alternate Transportation Form must be submitted to the School Office after it has been signed by the Student, the Student’s parent/ legal guardian, and the District employee supervising the Event. Before the Student Alternate Transportation Form will be accepted and approved by the School Office, the individual who will transport the Student must also complete and file with the School Office an acceptable (a) Personal Automobile Use Form (for parents/guardians/designated adults) or (b) Student Personal Automobile Use Form (if the Student intends to drive himself/herself to Events). If the required Forms are not submitted to and accepted by the School Office 48-hours before an Event, the Student must be transported to and from the Event through normal District-sponsored methods. A Student not complying with these provisions will not be allowed to attend or participate in the Event.

Name of Student & Student ID#:	
Event(s): Each approved Event or series of Events must be listed:	
Date(s):	
Reason for Request:	
Name of Designated Driver(s): Student and/or Designated Adult(s)	

I/we agree that the designated drivers and vehicles to be used are not covered under the District’s automobile liability coverage. The Student, his/her parent(s)/guardian(s), and/or the driver of the vehicle are solely responsible for damage or injury to others. I/we also agree that the Student and anyone else in the vehicle assume their own risk of harm, injury or death arising from this choice for alternate transportation. The Student, his/her parent(s)/legal guardian(s), and/or the vehicle driver further agree to hold the District and its officers, employees and volunteers free from any liability arising from this alternate transportation, agreeing also to defend and indemnify them against any resulting claim.

_____	_____	_____
Printed Name of Student	Signature	Date
_____	_____	_____
Printed Name of Parent/Guardian	Signature	Date
_____	_____	_____
Printed Name of Supervising Employee	Signature	Date

Date Received by District:	Received/Approved by:
----------------------------	-----------------------



STUDENT PERSONAL AUTOMOBILE USE FORM



Students participating in off-campus District-sponsored activities, including, but not limited to, practices, games, meetings, competitions, and conferences ("Events"), are required to travel on school buses or by other District-designated methods of transportation. At the District's sole discretion, after a separate Student Alternate Transportation Form has been properly executed, Students may transport themselves to and from designated activities. Before District authority is granted to the Student to drive to and from District-sponsored events, this Form and its required information must be completed and accepted by the School Office. The District's permission for the Student to drive to and/or from District-sponsored activities may be revoked or limited at any time, for any reason.

REQUIRED INFORMATION

Table with 2 columns and 8 rows for required information: Name of Student Driver & Student ID#, Calif. Driver's License No. & Exp. Date, Any License Restrictions, Vehicle(s) to be Driven - Year/Make/Model, Vehicle(s) License Plate No(s), Insurance Carrier, Policy Number and Expiration Date, Liability Coverage Limits.

With this Form, you must also provide a photocopy of (a) the Student's Driver's license, and (b) the Insurance Policy Declarations Page showing that coverage exists for the Student and the vehicle to be driven. Should the Student's Driver's License or the Insurance Policy expire during the school year, updated photocopies showing renewal are required before the Student will again be eligible to transport himself/herself to District-sponsored activities.

Neither the Student nor the Student's vehicle is covered under the District's automobile liability coverage. By signing this Form, you agree that the Student and his/her parent(s)/legal guardian(s) are solely responsible for any resulting damage or injury to others. You also agree that the Student and his/her parent(s)/legal guardian(s) assume the risk of harm, injury or death to the Student or others, and that by voluntarily allowing the Student to operate his/her own vehicle, the Student and his/her parent(s)/legal guardian(s) will hold the District and its officers and employees free from all liability.

For the safety of our Students, in signing below, you are also agreeing to the following rules and requirements:

- 1. I/The Student will not operate an automobile while impaired, whether due to alcohol, drugs (prescription or nonprescription), lack of sleep, or distraction of any kind. I/the Student will at all times comply with California law regarding proper operation of the Vehicle, including compliance with all speed limits and posted signs and placards.
2. I/The Student will not operate an automobile that I/The Student believe, for any reason, is mechanically unsafe or that may become unsafe due to weather or other natural conditions. The automobile will have working seatbelts, which I/the Student will use at all times. The Vehicle(s) may be inspected by District representatives.
3. I/The Student will be the sole driver of the Vehicle. I will not let anyone else, ride in or occupy the Vehicle while traveling to or from any District-sponsored activity, or while I/the Student attend a District-sponsored activity.

By signing below, you are authorizing the District, at its discretion, to (a) obtain a copy of the Student's Driver Record History and confirm the status of the Student's Driver's License, (b) conduct a criminal background check, and/or (c) contact the listed insurance company to confirm the existence of insurance coverage for the Student and the vehicle.

Printed Student Name

Signature

Date

Printed Parent/Guardian Name

Signature

Date

Table with 2 columns: Date Received by District, Received by:



# CONCUSSION AND HEAD INJURY INFORMATION SHEET

Student:		Address:	
Grade:	Student ID #:	Telephone:	
School:	School Year:	DOB:	

Pursuant to Education Code Section 49475, before a Student may try-out, practice, or compete in any District-sponsored extracurricular athletic program, including interscholastic, intramural, or other sport or recreation programs (including cheer/dance teams), but excluding physical education courses for credit, the student and parent/legal guardian must review and execute this Concussion and Head Injury Information Sheet. Once signed, the Sheet is good for one academic year (Fall through Spring) and is applicable to all athletic programs in which the Student may participate.

## IMPORTANT INFORMATION REGARDING CONCUSSIONS

If a Student is suspected of sustaining a concussion or head injury during an athletic activity, the Student shall be immediately removed from the activity. The Student will not be allowed to resume any participation in the activity until he/she has been evaluated by a licensed health care provider (MD or DO for CIF-governed interscholastic sports; MD, DO, nurse practitioner, or physician’s assistant for all other sports/athletic activities), who must affirmatively state (1) that he/she has been trained in concussion management and is acting within the scope of his/her licensed medical practice, and (2) the student has been personally evaluated by the health care provider and has received a full medical clearance to resume participation in the activity. By law, there can be no exceptions to this medical clearance requirement.

Depending on the circumstances of a particular practice or game, a supervising referee/umpire, coach/assistant coach, athletic trainer, or attending health care provider may determine that a student should be removed from an activity based on a suspected or potential concussion or head injury. The following guidelines will be used: (1) in the case of an actual or perceived loss of consciousness, the student must be immediately removed from the activity; (2) in all other cases, standardized concussion assessment tools (e.g., Sideline Concussion Assessment Tool (SCAT-II), Standardized Assessment of Concussion (SAC), or Balance Error Scoring System (BESS) protocol) will be used as the basis to determine whether the student should be removed from the activity. For the safety and protection of the student, once a supervising individual makes a determination that a student must be withdrawn from activity due to the potential existence of a concussion or head injury, no other coach, player, parent or other involved individual may overrule this determination.

Once a student is removed from an activity, the parent/guardian should promptly seek a medical evaluation by a licensed health care provider, even if the student does not immediately describe or show physical symptoms of a concussion (headache, pressure in the head, neck pain, nausea or vomiting, dizziness, blurred vision, balance problems, sensitivity to light or sound, feeling “slow,” “foggy,” or “not right,” difficulty with concentration or memory, confusion, drowsiness, irritability or emotionality, anxiety or nervousness, or difficulty falling asleep). If the student reports or shows any of these symptoms, immediate medical health care should be obtained. If a parent or legal guardian is not immediately available to make health care decisions, the District reserves the right to have the student taken for emergency or urgent evaluation or medical care in keeping with the authorization contained in the Agreement for Team Participation.

Dated: \_\_\_\_\_ Dated: \_\_\_\_\_

Student \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

Signature \_\_\_\_\_ Signature \_\_\_\_\_

*Original to be held on file by the Athletic Director/Principal for a period of one (1) year after the end of the Academic Year.*



**Elk Grove Unified School District  
Voluntary Athletic Contribution Form  
School Year 2014-2015**

*Instructions: Please complete and return this Voluntary Athletic Contribution (VAC) form to the school site athletic director. A separate VAC form must be completed and submitted for each sport of participation in order for your child to obtain athletic clearance.*

**Student's Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_

**School** \_\_\_\_\_ **Student I.D #** \_\_\_\_\_ **Grade** \_\_\_\_\_

**Parent's Name** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**1<sup>st</sup> Sport:** \_\_\_\_\_ **2<sup>nd</sup> Sport:** \_\_\_\_\_ **3<sup>rd</sup> Sport:** \_\_\_\_\_

*I wish to make a voluntary contribution for the suggested amount (circle)*

<b>First Sport</b>	=	<b>\$150</b>
<b>Second Sport/Second Sibling</b>	=	<b>\$125</b>
<b>Third Sport/Third Sibling</b>	=	<b>\$100</b>

*I wish to make an alternative contribution in the amount of \$\_\_\_\_\_ (list amount)*

*I do not wish to make a contribution at this time*

*I certify that all of the information above is true and correct.*

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_  
*Parent/Guardian*

----- **For Tax Purposes** -----

*Voluntary Athletic Contribution donation to Elk Grove Unified School District*

*A donation in the amount of: \$\_\_\_\_\_ Made on: \_\_\_\_\_ (Date)*