

SAN MANUEL JR/SR HIGH SCHOOL ATHLETIC HANDBOOK

Students must be in good standing to remain eligible for sports.

An interscholastic athletic program is available to all students of San Manuel Jr/Sr High School. Programs available to boys are football, cross-country, swim, basketball, wrestling, baseball, and track. Girls may avail themselves of volleyball, swim, wrestling, softball, cross-country, track and basketball. Participation in one or more of these activities offers a student an opportunity to develop physical skills, proper attitudes and lasting friendships. Participation is an investment in your future.

Athletic Eligibility

All interscholastic activities in grades six through twelve that are (1) of a competitive nature and involve more than one (1) school where a championship, winner or rating is determined and (2) endeavors for which no credit is earned in meeting graduation or promotion requirements that are of a continuous and ongoing nature, organized, planned or sponsored by the District, consistent with District policy, shall be conducted under the provisions of this policy. Such activities will be established and designed to offer students worthwhile athletic and leisure-time interests, wholesome recreational and social activity, and an opportunity to develop skills in democratic and cooperative management for these activities. These programs will be appropriate to the maturity of students and as varied as staff and facilities permits. All such activities conducted under the auspices of the District shall be under the direct supervision of the certificated individual responsible for the activity. It is necessary to have the extracurricular activities function within a realistic framework of control. In order that overenthusiastic students do not place a social or athletic function on a higher plane than the academic program, the following policy will be adhered to:

- Students who, upon having their work checked on a cumulative basis at the end of each three (3) to four (4) – week period, show that they are not working to capacity and have one (1) or more failing grades will be removed from any athletic teams or extracurricular activities. After improving their respective grades such that they are passing on a cumulative basis, they shall be reinstated to the teams or extracurricular activities until a subsequent check is performed unless ineligible for some reason other than academic performance.
- A student who is failing one (1) or more classes will be ineligible for a minimum of one (1) week. When the student is passing all classes at the end of the week of ineligibility, the student will regain eligibility. If the student is not passing all classes, the student will remain ineligible until the student has passing grades in all classes. The period of ineligibility must coincide with an instructional week.
- The eligibility criterion for extracurricular participation shall be a passing grade in all classes in which the student is enrolled, and the

student shall maintain progress toward promotion or graduation. See District Policy J-4550eJJJ

- The responsibility for notification of students and parents of these requirements and for enforcement of the above rule rests with the Superintendent.
- The student and the parents or guardian shall be notified of ineligibility in a manner such that confidentiality is maintained when:
 - Ineligibility is pending.
 - Ineligibility is determined to be necessary.
- Student work is to be completed and turned in by 3:00 p.m. Friday before the grade check. Teachers will have until 8:00 a.m. the following Monday to input grades in preparation for grade check on Monday.
- Support services shall be made available to students who become ineligible for extracurricular programs as well as to students notified of pending ineligibility. After each grade check interval each student will be checked in each class for grade status. (The student will be notified in writing of the classes in which failing grades are submitted by the teachers and the period of ineligibility.)
- Students whose behavior presents a problem or jeopardizes school discipline may be ineligible for participation in extracurricular activities until such time as their behavior warrants reinstatement.
- The same general standards shall apply for special education students except that such eligibility shall be determined on a case-by-case basis in relationship to the respective students; individual education programs.
- The Superintendent shall establish regulations to ensure that:
- Necessary documents in support of this policy are maintained.
- Necessary data related to ineligible students are collected and reported as required by law.
- The cultural traditions of students are considered when establishing or enforcing rules related to participation in extracurricular activities.
- The requirements of this policy are met. The Superintendent may develop additional rules or procedures for the proper conduct of extracurricular programs and the implementation of the provisions of this policy.

To be eligible to participate in extra-curricular activities:

- Students in their first through sixth semester (freshman through junior year), must be enrolled in a minimum of five (5) credit earning classes.
- Students in their seventh and eighth semester (senior year) must be enrolled in a minimum of four (4) credit earning classes.
- Students shall be required to earn passing grades in each class in which they are enrolled.
- If failing at that time, ineligibility will last a minimum of 1 week.
- A student/athlete may drop a class up to the 4th week into the Semester without loss of eligibility.

In addition to being scholastically eligible, athletic participants must have on file at the front office: Athletic physical card, which includes:

1. Physical exam information
2. Parent/Guardian consent – proof of insurance.
3. Athletic Participation Fee
4. HS ONLY
 - a. AIA Brainbook Course
 - b. NFHS Courses as required by the Athletic Director

No equipment will be issued until conditions 1-4 are met. Students who miss the major portion of a school day are ineligible to participate in athletic events for that day or evening without special consent from the Athletic Director.

If a student is dropped from a class for disciplinary reasons that class grade will be an F, making that student ineligible.

Athletic Equipment

The coach keeps a record of all athletic equipment issued to students. It is the responsibility of each student to check the equipment in at the end of the sport season or if dropping out of the sport activity. Students will be charged for all athletic equipment assigned to them, but not checked in. Specific item number issues athletic equipment. The exact piece of equipment issued must be returned. Remember, you cannot participate in another sport until you have turned in all equipment from the previous sport.

Admission to School Sponsored Events

In order to help defray the costs of operating an athletic and activity program, it is necessary to charge admission to these events. The admission price for athletic events, musical events, dances or dramatic productions will be announced at the entrance of the event.

The sports activities offered are as follows:

7 & 8TH GRADES 9,10,11 & 12th

Fall Sports

Football
Volleyball
Cheer

Fall Sports

Football
Volleyball
Cross Country
Swim Team
Cheer

Winter Sports

Boys Basketball
Girls Basketball
Wrestling (6th included)
Cheer

Winter Sports

Boys Basketball
Girls Basketball
Wrestling
Cheer

Spring Sports

Baseball
Softball
Track (6th included)

Spring Sports

Baseball
Softball
Track

Athletic Code

Unless there is a satisfactory reason, all players shall report for practice the day that the first call is made for that sport. Excuse from practice may be granted by the head coach of the squad. Under normal circumstances, all athletes are expected to be in school all day the day of games and the day after each

game. This includes a Friday game, Monday attendance, as well as during school breaks. Insubordination and poor attitude will not be tolerated at any time. Each participant shall be responsible for his/her actions on the field, court, on campus, in games, at practice sessions and in the community. Members of athletic teams are reminded that they represent the high school and community, and that it is their responsibility for maintaining conduct at all times that is a credit not only to themselves, but to their school and community.

Sportsmanship and moral ethics are to be exemplified at all times in relations with other schools and with officials.

Coaches should be ethical in competing for the services of a student athlete. If a coach puts undue pressure on students, the Athletic Director shall hold him responsible for his/her actions. Each athlete must have an equipment release form signed by their last coach in order to practice for the new sport. This also includes any equipment still out from a spring sport (i.e. no equipment will be issued for football, volleyball etc., if you have not turned in all equipment from the previous year).

No awards will be given unless all equipment is properly turned in.

Drugs / Alcohol / Tobacco

Use and/or possession of drugs / alcohol or tobacco by a student athlete is prohibited. The consequences for use or possession are:

1. A student/athlete who is in violation of San Manuel's policy will be dismissed from the team and forfeit all awards.
2. A student/athlete that is using or has used drugs, alcohol or tobacco during the current season may turn themselves in to a coach or school official for help, one time only.

* The student/athlete would then be turned over to the high school counseling services. All information pertaining to the referral is confidential.

Training Rules

1. School attendance: Athletes are required to be in school all day the day of contests and the day after a contest. The only excuse accepted will be a physician's excuse. This includes school breaks and weekends (i.e. Friday event, Monday in school).
2. Dress and travel: Athletes are expected to dress neatly on all trips and remain together as a group, ride the players' bus to and from the site of the game unless parent makes personal contact with the head coach and receives approval from the Athletic Director. Then, after the contest the athlete will be released to a parent or legal guardian only, with proper written documentation.
3. Conduct and attitude: A team member who fails to live up to training standards or who shows conduct or poor attitude contrary to the best interests of the team and school will be dropped from the team upon action by a coach or Athletic Director.

4. Equipment: All equipment must be turned in before an athlete can receive awards or participate in another sport. Your equipment release form must be signed by your coach prior to receiving any equipment for another sport.
5. I.S.S. / Saturday School: No student will be released from I.S.S. / Saturday School to travel to a game. If the bus leaves during the school day, athletes assigned to I.S.S. will not be allowed to participate in that game. Students who are O.S.S. may not participate.
6. Unsportsmanlike conduct: A display of unsportsmanlike conduct towards an opponent, coach or official, or the use of profanity will result in counseling and disciplinary actions by the head coach up to, and including, dismissal from the team and parents will be liable for their actions.
7. Theft and destruction: Theft and/or destruction of any school or individuals' equipment or property is not to be tolerated. The athlete will be dismissed from the team and parents will be liable for their actions.
8. Completion of sport: Successful completion of the sports season is required in order for the student to be eligible for a letter or other team awards. (Exception – injury that limits participation). No awards shall be given to any student suspended for the remainder of the season for athletic code or training rules violations. If a student quits a sport after cuts take place or after the first contest of the season, the student will not be eligible to join or practice in another sport until the conclusion of the team's season. Defined as the last contest of the current season- regular season or state playoff game in which that team is participating.
9. All required forms must be cleared through the high school office prior to attending any practices. These papers are as follows: physical paper, participation fee paid (if there are financial issues, the student & parent must contact the Athletic Director immediately), parent permission slip, release from previous sport season- proof of insurance coverage. Participation fees (will not be reimbursed for athletes who remove themselves from the team) are as follows:
 - 1st sport = \$35.00
 - 2nd sport = \$30.00
 - 3rd sport = \$25.00

* Athletic Council is made up of the head coaches and the athletic director during the ongoing seasons.

Release Time

Home Contests – Athletes and Managers will be released 10 minutes before report time.

Away Contests - If athletes dress at the away school, they will be released from class 10 minutes prior to departure. If athletes dress before departure, they will be released 15 minutes in advance. Managers will be released 15 minutes in advance.

Code of Conduct for Athletes

Every student should have the opportunity to participate in an interscholastic athletic program. It is

indeed an honor and a privilege to represent his or her school in athletic competition. The eyes of the student body and the community are focused on the team and its members. It is imperative that all students make an effort.

1. To respect the purposes of the school by conducting themselves as good citizens, athletes and students.
2. To be a part of the team and perform for the betterment of the team.
3. To be loyal to the school and its coaching staff.
4. To condition themselves properly so that they can safely and adequately meet the physical demands of the sport.
5. To follow training and practice rules that are established for each sport by the coach.
6. To abide by and respect all decisions of officials.
7. To support all school activities.

Discipline of Athletes

Discipline of athletes shall be in accordance with general school policies and athletic rules for all students.

Student athletes assigned to I.S.S. will not be released early to attend away games and will not be allowed to participate in those games. Student athletes who have been suspended from school shall receive the following athletic discipline from the athletic staff:

1. The student shall not be allowed to practice during the term of suspension.
2. The student shall not be allowed to participate in any athletic event during the term of suspension. The length of time of disciplinary action shall be measured for the time of being discharged from school until 8:15 of the day the student is to return to the classroom.

Any further disciplinary action toward the student shall rest in the hands of the coach involved and/or the Athletic Director. When a coach uses reasonable and professional judgment in enforcing policies and rules, he can expect support from his colleagues, the school administrative staff, the central administrative staff, and the Board of Education.

Previous Semester Record

An incoming freshman will be automatically eligible for the first grading period of competition. Summer school credit will count toward previous semester credit in determination of eligibility for a fall sport.

Team Membership

1. The head coach shall keep a record of attendance for all participants.
2. The head coach and all assistants shall award varsity, junior varsity and freshman awards at the conclusion of each season.
3. The head coach shall file a report of award winners in the Athletic Director's office.
 - a) Conference and state honors shall be indicated by the recipients' names.
4. The scores of all athletic contests shall be recorded in the athletic director's office.

COMPETITION ON SCHOOL TEAM SPORTS ONLY:
Applies to Junior High and High School.

A student who is a member of a school team shall not practice or compete with any other group, club, organization, association, etc., in that sport during the interscholastic season of competition. For purpose of this rule and the interscholastic season of competition shall begin with the first regularly scheduled practice and conclude with that particular team's final game. Any student violating the above rule shall forfeit his/her eligibility for a minimum of the balance of the season for that sport up to a maximum of one calendar year. A student competing as an individual and in his/her name shall not be coached by, transported by, financed by, or chaperoned by the school or school personnel. He/she shall not be identified as a representative of the school. He/she shall not use any school equipment when competing. All-star games are the exception.

Qualifications for an Athletic Award

Athletic awards for San Manuel High School are determined by the actual playing time of the student and by his attitude and behavior not only during the actual game competition but at all times. The coach of each sport shall establish the requisites to be eligible for a letter. Requirements for a letter in any given sport must be written and distributed to each perspective athlete prior to the first contest. A copy of the requirements for a letter in any given sport must also be presented to the building principal and/or the coordinator of student activities. In addition the following requirements shall be in force:

1. Eligibility rules as stated in the A.I.A. rules and regulations and those adopted by the San Manuel Board of Education are to be complied with.
2. A player will compete for the full season unless injury or crucial family matter arises.
3. In exceptional cases, as determined by the coach, an award may be refused or awarded regardless of the candidate's time.

Awards

Students shall not accept nor have accepted any award (merchandise, memberships, privileges, services, or money) for athletic performances, except meals and/or trophy awards, which cost not more than forty dollars. Students violating this rule shall not be reinstated for at least one full semester after the violation.

A school may, if it desires present one or more emblematic awards to athletes, provided the cost of each does not exceed the maximum amount allowed (\$40.00).

Publicity

An efficiently administered publicity program is a basic essential for promoting an athletic contest. Because of strong community interest all members of the Athletic department should do everything in their power to build good relationships with the news media.

**San Manuel Jr/Sr High School
School Year 2018 - 2019
Eligibility Grade Check Dates**

9/4/18	3 Week follow-up grade check for those with F's at the end of school year 2017-2018 & 1st grade check of the school year 2018-2019
9/24/18	Eligibility Grade Check
10/22/18	Eligibility Grade Check and end of 1st quarter
11/13/18	Eligibility Grade Check
12/3/18	Eligibility Grade Check
1/7/19	Eligibility Grade Check and End of 1st Semester (Failures at the end of Semester 1 will result in missing the first 3 weeks of games during Semester 2)
1/28/19	Eligibility Grade Check
2/19/19	Eligibility Grade Check
3/25/19	Eligibility Grade Check and end of 3rd quarter
4/15/19	Eligibility Grade Check
5/6/19	Eligibility Grade Check
5/23/19	Eligibility Grade Check and end of 2nd Semester (2 nd semester F's carry over to 1st semester school year 2019-2020 unless satisfactory completion of Summer School.)