

ARICKAREE/WOODLIN STUDENT  
ATHLETE HANDBOOK 2015-2016

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## INTRODUCTION

### **Philosophy/Mission of the Athletic Program**

The Arickaree/Woodlin Athletic Department recognizes the importance of athletic activities in providing students with important opportunities for a total education. These activities teach students' lifetime values such as commitment, discipline, hard work, leadership, teamwork, and physical fitness, all of which are the foundation for academic success.

Participation in athletic activities contributes to the physical, emotional and social health of our students and promotes a sense of unity and cooperation among athletes, the student body, and the Arickaree/Woodlin community.

Our sports teams will always strive to win, but never at the expense of character, healthy attitudes and habits, and good judgment. We will always emphasize excellence, effort, improvement, and respect for coaches, teammates and officials. All Arickaree/Woodlin athletes should be known for their character and class (humble in victory and gracious in defeat). At the junior high and junior varsity levels, winning is a goal but is less important than participation and skill development.

Regardless of level, however, our athletic program is designed to develop, promote and provide the following: self-esteem, school spirit and pride, good citizenship, sportsmanship, cooperation, higher academic performance, responsibility to self and others, respect, positive role models, healthy lifestyles, team-building, and lifelong wellness. We believe that the sports experience should not only be rewarding but **fun**.

The Arickaree/Woodlin Athletics further recognizes the unique roles and responsibilities of its coaches and parents in sports activities. Coaches' and parents' primary roles should be to teach the lifetime values of our sports philosophy and to always lead by example. The Arickaree/Woodlin athletic programs are an integral part of the schools and the community. Their impact is immensely important in promoting a positive school climate because they offer opportunities for adults to interact with our students in meaningful ways not available in the classroom.

Once again, we thank you for taking the time to read through this athletic handbook. We look forward to your support and involvement in our athletic program and if you have any questions please feel free to contact us.

Sincerely,  
Nick Koehler & Deb Atwater, Athletic Directors

## **DESCRIPTION OF THE PROGRAM**

**Varsity Athletics:** Varsity athletic programs afford opportunities to those athletes who exhibit the greatest skills in their chosen sport. These athletes will compete against equally talented athletes from opposing schools. The skills of varsity athletes will be refined to provide Arickaree/Woodlin with the best possible win-loss record.

**Junior Varsity Athletics:** Junior Varsity athletic programs afford those students who do not yet possess the skills required of varsity athletes an opportunity to participate in a competitive setting. Junior Varsity athletes are in the process of gaining the valuable knowledge, skill and experience required for varsity competition. Junior Varsity athletes may, on occasion, participate in varsity contests. Decisions of this nature are based on the evaluation of the athletes' abilities by the coaching staff and are not absolute.

**Junior High Athletics:** Junior High athletic programs provide students the valuable knowledge, skill and experience required for high school competition. Junior high sports programs will strive to win, but not at the detriment of teaching the fundamentals and providing all Junior High athletes with the opportunity to compete.

## **ATHLETIC DEPARTMENT POLICIES**

The following athletic programs are offered with the Arickaree/Woodlin co-op:

### **FALL SPORTS**

Football, Volleyball

### **WINTER SPORTS**

Girls/Boys Basketball, JH Wrestling

### **SPRING SPORTS**

Girls/Boys Outdoor Track

**Participation:** An athlete may not try out for a team once a coach has given the official roster to the athletic department for grade and eligibility verification. Transfer students are an exception to this rule. Coaches may petition to the athletic directors for an exception to the rule on behalf of athletes if they deem it appropriate to do so.

### **Attendance – School and Class:**

Participation on an athletic team is a **privilege** granted after a student's academic responsibilities are met. Attendance in the classroom is an important requirement for a good education, as is attendance at team activities. Attendance requirements for participation in a sport are as follows:

- Athletes will attend all classes regularly and be on time. Tardiness to class and cutting class will not be tolerated.
- Athletes who come in late or leave early and miss a portion of the day due to a medical appointment must provide a note to the Athletic Director from the health care provider in order to participate that day.
- Any student who is absent from school or not in school for four (4) periods with an excused absence will not be permitted that day to participate in any athletic activity. Exceptions due to extenuating circumstances may be granted by the Director of Athletics.
- Athletes will not use a sport as an excuse to miss class or portions of a class unless the team is departing early from school. In the case of an early dismissal, the Director of Athletics and/or the coach will notify the athlete's teacher.
- Athletes should be participating in physical education class if they are enrolled in one. If an athlete does not participate in physical education during the day, he/she is not eligible to participate in practice that day.
- A student suspended from school may not participate in a practice or a game during the effective date(s).
- Students are expected to arrive to school on time. Excessive tardiness can result in being suspended or dismissed from a team.

### **Attendance at Practices and Games:**

Attendance at all practice sessions and games (including tournament and vacation periods) for all team members are mandatory with the only exception being a school approved trip. If an athlete is committed to participating in a school trip, it is the athlete's responsibility to inform the head coach prior to the beginning of the season, or within 48 hours of the announcement of the school trip. Failure of an athlete to abide by this rule may result in an immediate suspension or dismissal from the

team. Captains are held to higher standards for attendance because of the critical role they play in the success of the team.

The physical conditioning and the game readiness for those athletes who miss games and practices for any length of time while in season is a major concern. However the bigger concern is the health and safety of those athletes who miss games and are no longer at peak physical condition and are not prepared to the level necessary to compete at the highest level. Any athlete who has missed more than two practices in a week will not participate in that week's games without the approval of the head coach that they are physically prepared to do so.

Athletes who will be absent or tardy for a practice or game for reasons that are not school related must speak to the head coach prior to the practice or game missed. It is the responsibility of the athlete to inform the head coach of any plans to miss practice(s) or game(s). Failure to abide by this rule may result in an immediate suspension and or dismissal from the team.

### **Game Schedule and Changes**

Schedules for all team contests can be viewed on the following web sites: [www.arickaree.org](http://www.arickaree.org) & [www.woodlinschool.com](http://www.woodlinschool.com). Every attempt will be made to announce schedule changes due to inclement weather by 1:00 p.m. on the date of the change. In the event of an official school closing, all scheduled events, contests and practices are automatically cancelled.

### **STANDARDS AND EXPECTATIONS**

The Arickaree/Woodlin students who wish to participate in the athletic program must set priorities and make wise choices. Academic performance takes precedence over participation in athletics. Students who must receive extra help after school or make up academic work should contact the coach prior to missing practice and bring a note from the faculty member to their coach upon arriving at practice. Any disciplinary actions, including detentions, take precedence over athletic practices. Suspensions take precedence over both athletic practices and contests. Consequences for athletes in violation of these rules include suspension or dismissal from the team, loss of captaincy and loss of awards.

In summary, as a student athlete you are expected to behave in ways that will bring honor to your school, coaches, family, community, or teammates, through the following:

- Exemplary school citizenship
- Consistent attendance in class and school
- Consistent attendance at team practices and games
- Positively influencing team morale
- Obedience to your coach
- Meeting or exceeding standards for academic eligibility
- Respect for school property and property of others
- Display of exemplary sportsmanship conduct toward teammates, opponents, opposing fans, officials, and others

### **ARICKAREE/WOODLIN ELIGIBILITY RULES**

Student athletes are ineligible if:

- They have a D in two or more subjects or are failing in one subject.
- They are sent to the office for disciplinary reasons in which case the student may be declared ineligible immediately for one or two weeks or may be suspended.

Eligibility is pulled on Thursday of every week by 2:00 pm and applies to the student athlete's eligibility status for the following week.

### **MOOD ALTERING CHEMICAL USE – TOBACCO, ALCOHOL, DRUGS (illegal, performance enhancing, and non-prescription)**

There will be absolutely no use or possession of any quantity of tobacco (including smokeless), alcohol, or illegal/non-prescription drugs, including steroids and performance enhancing substances or supplements, by a Arickaree/Woodlin athlete. Any individual who violates this rule either on or off campus will be subject to disciplinary action. Reminder to students: this is a 24-hour rule and extends beyond the school day.

Any violation of the Tobacco, Alcohol, and Drug policy will result in immediate dismissal from the team and possible academic suspension.



## **HAZING AND INITIATIONS**

Hazing or initiations of student athletes by other team members are not acceptable and any practice of this type of behavior will not be tolerated. Actions of this type may be illegal, and those involved may be subject to police action, as well as additional school consequences up to and including: dismissal and/or suspension from participation in any athletic program, and/or suspension and/or expulsion from school.

❖ □ Hazing occurs when an act is committed against a student or a student is coerced into committing an act that creates a substantial risk of harm to the student or to any third party in order for the student to be initiated into or affiliated with any school group, club, athletics team, grade level, activity or organization. Hazing includes but is not limited to:

1. Any activity involving an unreasonable risk of physical harm, including paddling, beating, whipping, branding, electric shock, sleep deprivation, exposure to weather, placement of harmful substances on the body and participating in physically dangerous activities;
2. Any activity involving the consumption of alcohol, drugs, tobacco products or any other food, liquid, or other substance that subjects the student to an unreasonable risk of physical harm;
3. Any activity involving actions of a sexual nature or the simulation of actions of a sexual nature;
4. Any activity that subjects a student to an extreme and unreasonable level of embarrassment, shame or humiliation or which creates a hostile, abusive or intimidating environment.
5. Any activity involving any violation of federal, state or local law or any violation of school district policies and regulations.

## **UNSPORTSMAN-LIKE CONDUCT**

If a player is ejected (CHSAA Bylaw 2200) from a varsity, junior varsity, or non-league contest, he/she will be suspended for a period of one contest at that level of play and all contests at any level played in the interim.

Unsportsmanlike conduct on or off the field of competition may result in an athlete's dismissal from the team and may jeopardize future participation in athletics.

Student athletes are subject to discipline, including suspension, dismissal, loss of captaincy, and loss of awards for any behavior in violation of school policy. This discipline includes misconduct that occurs off school property or during non-school time. The following

behaviors will be considered serious violations, which may result in suspension from the team and discipline as outlined in the student handbook. Athletic participation is a privilege, not a right.

- Civil law infractions
- Theft or malicious destruction of individual, private, or school property
- Infraction of school rules requiring administrative action
- Misconduct by an athlete that is potentially detrimental to the athletic program, school, or school district
- Profanity from any athlete while representing the Arickaree/Woodlin athletic program at practice and/or games, and as a spectator at other rival high school athletic contests
- Documented possession or use of alcohol, tobacco or drugs

### **SUSPENSION OR DISMISSAL FROM A TEAM**

Prior to the season, athletes will be informed by their coach regarding the types of behavior that may warrant suspension or removal from the team. Each case will be considered individually. Parents will be notified by telephone as soon as possible after a student has been suspended or permanently removed from a team.

### **ADDITIONAL TEAM / SPORT REGULATIONS**

Coaches may have additional regulations pertaining to their sport. These regulations will be discussed at the beginning of each season.

### **TRAVEL INHERENT IN ANY ACTIVITIES**

In the interest of building and maintaining team spirit and unity and limiting athletic program liability, all players, managers and anyone traveling on the bus to a contest, are strongly encouraged to return with the team on the bus.

- Parents will not transport their child to a contest unless face-to-face verbal and written requests are submitted to the Director of Athletics or coach prior to the contest for approval. Note: these occurrences should be reserved for family emergencies or

important family commitments only. Any other reasons are not acceptable.

- Parents may sign out their child at the end of a contest for transportation home. Other members of the family who are at least 21 years old may transport a student athlete after a contest if written consent is turned into the Director of Athletics prior to the date of the contest. Note: these occurrences should be reserved for family emergencies or important family commitments only. Any other reasons are not acceptable.

- Athletes will remain with their team and under the supervision of the coach during the duration of the contest, which begins with the bus ride to the contest and ends with the parent either signing out the student athlete for transportation home or picking student athlete up from school after contest, or the student athlete (with valid Colorado driver's license) leaving the school property to drive home in personal vehicle.

- Athletes who miss the bus will not be allowed to participate in any contest unless there are extenuating circumstances and with the coach's approval.

- Parents may not take other students home with them from away games where buses are provided. Exceptions are discouraged and will be honored only in rare instances with proper notification.

- Athletes may not transport other student athletes to any contests or practice sessions.

### **SUMMER PHYSICAL CONDITIONING**

Summer physical conditioning programs are not mandatory for team participation. Any conditioning program or practice is **completely voluntary**.

### **ATHLETIC DEPARTMENT INFORMATION**

#### **Permission Form**

All candidates and their parents or guardians must complete the Athletic Department Permission to Participate form and return it to their coaches before they may tryout or participate in any practice sessions. There will not be any exception to this rule. Permissions forms can be obtained in the athletic office.

**Physical Examinations**

A yearly physical examination is required. The school form must be completed by a physician and submitted to the school nurse.

1. Families are encouraged to get athletic physicals done at the school during the month of May with the Yuma Clinic. This is free of charge to the athlete and allows student athletes to compete in all three seasons with a valid, current physical.
2. Completed physical examination forms (or copies of) must be on file in the Nurse's Office of the high school prior to the first tryout or practice session.

**Injuries and Accident Forms**

Any injury sustained by an athlete during practice or during a game is to be reported immediately to the coach. This is the responsibility of the student athlete. The coach will then complete an accident form and submit it to the athletic director.

Athletes with an illness or injury sustained in an athletic event or any other activity, which requires a visit to the doctor, hospital, or primary care facility must receive written clearance by a physician in order to return to participation in Arickaree/Woodlin athletic activities. Written clearance by a physician to return to participation must be submitted to the athletic director and/or coach.

**INSURANCE COVERAGE**

Student athletes must have health insurance to participate in athletic activities. The Arickaree and Woodlin school districts have a student coverage policy that is secondary to the athlete's primary insurance coverage.

**UNIFORMS AND EQUIPMENT**

Uniforms and equipment are on a loan basis and are to be worn only when authorized by the coach. Only uniforms issued by the Athletic Department will be permitted to be worn for contests. The athletic department does not issue additional uniforms if a student forgets theirs on game day. All uniforms and/or equipment are the responsibility of the athletes during the season and must be returned at the conclusion of the season. If lost or stolen, the replacement cost of the uniform or equipment will be assessed to the student. You will not be allowed to try out for or play on a team during the next season until you have returned or paid for the replacement of uniforms and equipment. Failure to return

uniforms and/or equipment will affect an athlete's graduation status and the athlete would be ineligible for any athletic award.

### **LOCKER ROOM**

You are responsible for your valuables, uniforms, and equipment. Don't ever leave these items in the locker room unsecured. Keep your locker locked when you are not using it. At the end of each season locker rooms and lockers will be cleared of remaining articles. It is the responsibility of the student to supply his or her own lock for athletic lockers.

The locker room must be kept clean at all times. Every two weeks the Director of Athletics and the current season's coaches will go through the locker rooms and confiscate items that are not stored properly. The Director of Athletics will hold these items for 30 days. During this 30-day period students may reclaim their missing item. Payment for getting said item back would be helping to clean the locker rooms after an athletic contest. If item is not claimed by the end of the 30 days, it will be either washed and given to a nonprofit organization or disposed of in the trash depending on its condition.

### **GYMNASIUM AND WEIGHT ROOMS**

- For reasons of safety, an athlete will only be allowed in the gymnasium or the weight room during a practice or when supervised by an authorized member of the staff.
  
- Unless you are supervised by a coach, you may not work out in the gymnasium or weight room while another team is having an official practice.

### **HIERARCHY OF COMMUNICATION**

The Arickaree/Woodlin Boards of Education and Arickaree/Woodlin Administrations believe that complaints and grievances are best handled and resolved as close to their origin as possible. Therefore, the proper channeling of complaints will be as follows:

1. Head Coach
2. High School Athletic Director
3. Principal
4. Superintendent
5. Arickaree/Woodlin Athletic Committee

We believe that complaints are best handled when both sides work together to find a solution at the lowest possible level.

Step One: Informal Level

- 1. Contact the Head Coach.
- 2. If a resolution is not reached, request a meeting with the Athletic Director.
- 3. If you still cannot resolve the complaint, then go to the Principal.
- If your issue is not resolved, move to step two.

Step Two: **Formal Level**

- 1. You must fill out a Formal Complaint Form (available [www.arickaree.org](http://www.arickaree.org) or [www.woodlinschool.com](http://www.woodlinschool.com)).
- 2. The form is then filed with your district's Superintendent (Arickaree-Shane Walkinshaw & Woodlin- Rose Cronk). The Superintendent will contact you within **3 working days** of receiving the complaint form to set up a meeting.
- 3. The meeting will be scheduled for a mutually agreeable time within **10 working days** after you are contacted.
- 4. A written decision will be provided within **5 working days** after your meeting.
- 5. If you are not satisfied with the decision, move to step three.

Step Three:

- 1. Please contact president of the Arickaree/Woodlin Athletics committee.

## **HIGH SCHOOL ATHLETIC AWARDS POLICIES**

### **Certificate of Participation**

A certificate of participation will be awarded to each athlete, when a varsity letter is not earned, who finishes an athletic sport season and is on the final athletic award roster.

### **Varsity Letter**

A varsity letter and a pin indicating the type of sport will be given when an athlete earns the letter by satisfactory participation at the varsity level for the first time during a particular year. If an athlete letters in more

than one sport per year, he or she will be awarded an additional pin(s) to designate the sport, but not an additional letter. If an athlete letters in the same sport, they will receive an additional sport pin indicating years of service at the varsity level in that sport. Varsity letters in all varsity sports shall be awarded by Arickaree/Woodlin athletics upon the recommendation of the coach who will consider the following award criteria:

An athlete must:

- Attend practice and games on a consistent basis
- Display a cooperative spirit with the coach, teammates and opponents
- Display respect for others on and off the field
- Observe all rules and regulations as outlined in this handbook
- Actual varsity game involvement

Athlete must participate in 51% of all events. Individual coaches may set a higher standard. If a higher standard is set by a coach, athletes and parents must be made aware of the higher standard at the beginning of the season.

- Individual Sports

#### Point System

Athletes earning a minimum of 100 points throughout the season will be awarded a letter. Points are earned in the following manner:

- Attendance and work ethic (5 point/week, 60 points maximum)
- Relay team points divided by two per individual.
- Points earned for the team in meet competition.
- Every athlete that improves on their seasonal best for an event (5 point/event).
  
- 10% improvement on best time or mark from beginning of the year (20 points).
  
- Qualifying for state track in one or more events (75 points).

The coach and the Athletic Director will have the prerogative to award varsity status to a player who has not met the seasonal requirements.

### **Injury Rule**

Any athlete who is a varsity starter or plays in varsity contests on a regular basis and becomes injured may be awarded a letter if, in the coach's judgment, he or she would have met the criteria.

### **NCAA ELIGIBILITY**

To be eligible to play college sports at the Division I and II level, prospective student athletes must:

- Complete and sign a NCAA clearinghouse student release form and mail white copy and fee to the NCAA clearinghouse.
- Give the yellow and pink copies of the clearinghouse form to your school counselor to forward.
- Have an official transcript mailed from any other high school attended.
- Have SAT scores sent to the NCAA clearinghouse.
- Complete the NCAA Amateurism Certification Questionnaire.

To be certified by the NCAA clearinghouse, a student must:

- Graduate from high school
- Earn a grade point average of at least 2.0 on a 4.0 scale in a core curriculum of at least 16 academic core courses during grades 9 through 12
- Division I prospects must earn a minimum sum score of at least 1010 on the SAT with a GPA of 2.0
- Division II prospects must earn a minimum sum score of at least 820 on the SAT with a GPA of 2.0



Note: For additional NCAA information please speak with your school counselor and view the following websites [www.ncaa.org](http://www.ncaa.org) and [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) (guide for the college bound athlete link).

### **DIVISION III**

These requirements do not currently apply to Division III colleges, where eligibility for financial aid, practice and competition is governed by institutional, conference and other NCAA regulations.

## **ARICKAREE/WOODLIN ATHLETICS**

### **STUDENT CONTRACT**

**2015-1016**

At Arickaree/Woodlin, we believe in fostering positive relationships between everyone involved in our athletic programs. As a member of their team, a student athlete serves as a role model. They are admired and respected by many, including younger athletes and their behavior and actions often have a significant impact on others. The student athlete plays an essential role in the promotion of sportsmanship and they must accept the responsibility to always display high standards. I agree to:

1. Support decisions made by the coaching staff.
2. Accept the responsibility and privilege the student athlete has in representing their school and community by learning and showing teamwork, sportsmanship, and discipline in all aspects of the game.
3. Demonstrate respect for self, coach, teammates, opponents, officials and spectators by exhibiting good character and conducting myself as a positive role model
4. Win and lose graciously.
5. Have a thorough knowledge of and abide by the rules of the game.
6. Cheer for my team and not against the opponent.
7. Congratulate opponent in a sincere manner following either victory or defeat.
8. Participate in all fundraising events.
9. Refrain from the use of any illegal or unhealthy substances to gain an unfair advantage.

I have read and understand the expectations detailed in this contract. I know, by signing this contract, I agree to follow these guidelines.

Athlete Name \_\_\_\_\_

Sport(s) \_\_\_\_\_

Athlete Signature \_\_\_\_\_

Date \_\_\_\_\_

## **ARICKAREE/WOODLIN ATHLETICS**

### **PARENT CONTRACT**

**2015-1016**

At Arickaree/Woodlin, we believe in fostering positive relationships between everyone involved in our athletic programs. In order to provide the best experience for your son or daughter, mutual respect and understanding between athletes, coaches and parents is a necessity. As the parent or legal guardian of an Arickaree/Woodlin athlete, I agree to:

1. Support decisions made by the coaching staff.
2. Refrain from negative talk about coaches and other athletes in the program
3. Handle conflict in a professional, respectful manner.
4. Work towards a “win-win” outcome when conflict does arise.
5. Understand that the discussion of “Playing Time” is never appropriate. However, it’s always appropriate to talk to a coach regarding how your son or daughter can improve.
6. Follow the Arickaree/Woodlin Athletic Department “Hierarchy of Communication.”
7. Encourage my son or daughter to advocate for him or herself.
8. Participate in all fundraising events.
9. Fulfill my financial obligations.

I have read and understand the expectations detailed in this contract. I know, by signing this contract, I agree to follow these guidelines.

Parents Name(s) \_\_\_\_\_

Athlete Name(s) \_\_\_\_\_

Sport \_\_\_\_\_

Parent or Legal Guardian \_\_\_\_\_

Signature(s)

Date \_\_\_\_\_