

Reef Sunset Unified School District

2023-2024

Athletic Handbook



**Athletic Handbook
for
Coaches, Students
and Parents**

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The Purpose of RSUSD Athletics

Reef Sunset Unified School District is proud of its athletic program and the contribution our student-athletes have made to build a strong sense of community. We expect that all student-athletes embrace the School's tradition of outstanding sportsmanship, citizenship, and fair play.

This Guide provides the goals and objectives, along with the responsibilities and expectations of parents and student-athletes while actively involved in our athletic program. Because student-athletes are held to high standards of performance, citizenship, and sportsmanship during school and non-school functions, acceptance of these responsibilities to self and to the team is mandatory.

Students are expected to perform at a high level of physical and academic fitness in their sport activity. Each individual sport has adopted training rules to ensure that students maintain a healthy body during their season of sport.

Parent support for these standards of excellence is needed to insure that the proper values are in place for our athletes as guidelines for their participation.

VISIT OUR WEBSITE: <http://www.rsusd.net>

Expectations for RSUSD Athletes

Individual and team success in sports results from ***commitment***. Athletes who are able to make such commitments reflect their maturity to family, friends, school, and team. As an athlete in the Reef Sunset Unified School District, I commit myself ...

- To be a worthy representative of my teammates and coaches, abiding by school and community expectations and reflecting my team's values of ***commitment*** and hard work.
- To maintain my health, fitness and academic levels by following the training rules as prescribed by the Athletic Department and the coach.
- To reflect the knowledge that a ***commitment*** to victory cannot be accomplished without the ***commitment*** to hard work in practice.
- To attend every practice unless excused by my coach.
- To understand that my future as a responsible adult and citizen relates to my academic and my athletic activities.
- To accept the responsibilities of team membership: cooperation, support of my teammates, shared responsibilities, positive interaction, and mutual respect.
- To reflect my belief that true strength involves humility and that even the toughest athlete is sensitive to the needs of others.

IF YOU ARE INTERESTED IN PARTICIPATING IN RSUSD ATHLETICS

Steps to follow:

Step 1: Contact the Head Coach of the sport you are intending to participate in.

Step 2: Read, understand and complete the School Student Handbook, Parent & Student Guide to Athletics and Athletic Clearance Packet that leads to a “Clearance Card”.

The Athletic Clearance Packet contains the following:

- Emergency Card
- Assumption of Risk
- Extra & Co-curricular activities
- Steroid Policy
- Athletic Physical
- AB25 Concussion Information (attached to this handbook)

Step 3: Each student will be evaluated by the Athletic Administrator/Director, trainer, teacher(s), as to his/her eligibility for participation. All athletes must be academically eligible and must pay any and all debts prior to each season’s clearance.

Note: Students cannot participate on any School team until all forms are signed and a Clearance Card has been issued to the Head Coach.

RSUSD Sport Competitive Level

FROSH: Frosh sports are open to Freshmen and Sophomore athletes only. Frosh is developmental in nature and is designed for skill acquisition to beginning and intermediate athletes. Playing time is shared, but not always equal, so athletes have a chance to expand on their skills in a game situation.

JUNIOR VARSITY: Junior Varsity is open to Freshmen, Sophomore and Junior athletes. Junior Varsity is more specialized (position) and competitive than Frosh sports. Playing time is unequal due to the competitive nature. However, athletes should have the opportunity to play in a game situation.

VARSITY: Varsity is open to Freshmen (except Football-must have Admin approval), Sophomore, Junior and Senior athletes. Varsity is the highest competitive level available in high school. Playing time is dictated by player skill and the team’s need (to win).

RSUSD Athlete Goals & Objectives

THE GOAL OF RSUSD ATHLETICS

“To develop the student-athlete in becoming a highly effective citizen”.

OUR SPECIFIC OBJECTIVES

- 1) ***To work with others ...*** You must learn to develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed above personal desires.
- 2) ***To be successful ...*** You must learn how to compete. You do not always win, but can succeed when you continually strive to do your best. You learn to accept defeat only by striving to improve your individual and team skills. Develop a desire to be the best you can be!
- 3) ***To develop sportsmanship ...*** To accept any defeat like a true sportsman, knowing you have done your best, you must learn to treat others as you would have them treat you. You need to develop social traits, including emotional control, honesty, cooperation, and dependability.
- 4) ***To improve ...*** Continual improvement is essential to good citizenship. As an athlete, you must establish a goal and constantly strive to reach that goal with a strong sense of ***commitment*** and ***dedication***.
- 5) ***To enjoy athletics ...*** Athletes should enjoy participation in order to acknowledge all of the personal rewards to be derived from athletics, and to preserve and improve the program.
- 6) ***To develop desirable personal health habits ...*** It is important to obtain a high degree of physical and mental fitness through exercise and proper training, and to develop the desire to maintain physical fitness after formal competition has been completed.

RSUSD Athlete's Personal Code

Athletics shall be governed by the C.I.F. Blue Book of Rules and Regulations and of their League. The head coach and his/her assistants are responsible for administration of these rules. The following are general responsibilities of the athlete:

APPEARANCE

As a member of a team, you want to be proud of your appearance. Team members are expected to dress neatly and be well groomed. A dress code on the day of a contest may be required by your coach.

COMMITMENT

An athlete must be willing to dedicate himself/herself to being a scholar-athlete. The athlete should be aware that nothing worthwhile is accomplished without hard work and a sincere desire to succeed. The athlete must also understand that this means making a commitment to attending all practices, contests and team meetings. An athlete must be willing to sacrifice his/her own desires for the good of the team.

CONDUCT and BEHAVIOR

As athletes you are representing yourself, as well as your team, parents, school, and community. Proper conduct is expected at all times, on or off the playing fields and during School and non-School activities. Students found to have conduct detrimental to the team or school, may be suspended or released from the team.

ELIGIBILITY

Any student who has transferred more than once from one high school to another must check in with the Athletic Administrator/Director to insure eligibility. Students are responsible to monitor and maintain academic grades, school participation and attendance.

LETTER REQUIREMENTS

Because of the differences in many sports, each coach will set his/her own award requirements.

RESPECT

The athlete is to demonstrate the proper respect and courtesy to all coaches, teachers, administrators, officials, opponents, and spectators. This expectation is for on and off the field encounters.

RESPONSIBILITY FOR EQUIPMENT

Athletes shall assume the responsibility for the proper care and return of all equipment and supplies issued. Proper use and care of the facilities are mandatory. The athlete will be expected to pay for any lost, stolen or damaged items, regardless of blame. Athletes charged for equipment recovery will be put on the "Debt Owed List" and will be unable to practice another sport; attend any extra-curricular activity; or, receive transcripts and/or report cards until that debt is paid in full.

THE FREE SCHOOL GUARANTEE

The free school guarantee under the California Constitution prohibits charging students any fee, charge or deposit for curricular, extracurricular, credit, or non-credit activities that are part of the District's or a school site's educational program.

Voluntary donations, contributions, and fundraising by students and their families to support District and school site programs are always permissible, so long as donations, contributions, and fundraising activities are not made mandatory for students and their families.

ABSENCE FROM SCHOOL

It is extremely important that, at the start of the season, each coach explain the absence policy to athletes. A student shall not participate in a game during or after school, if the student on the game day:

1. Has a medical excuse of any type which prevents participation in the sport;
2. Is absent from any portion of the school day for any reason other than official school business or a valid reason as determined by site administration.

AGE RESTRICTION (19th BIRTHDAY)

By CIF rules, a student whose 19th birthday is on or before June 14 is ineligible for all athletics in the following year (CIF Bylaw 203).

ATHLETIC CONTROL BOARD

1. An Athletic Control Board shall be activated under the leadership of the Principal.
 - a. The Athletic Control Board shall consist of the Principal or designee, Athletic Administrator/Director, and the head coach of the sport.
 - b. The Athletic Control Board shall be empowered to make decisions on all problems arising from or dealing with athletics in such matters as training rules, quitting a sport without permission from a coach or administrator, reinstatement after a suspension, responsibility for equipment, and the matter of letters, awards, etc.
 - c. Coaches shall agree on strict training rules with the approval of the Athletic Control Board and an explanation to the athletes of such rules at the beginning of each sport shall be made.
 - d. Additional issues may be referred to the Athletic Control Board for consideration and/or resolution.
 - e. An Appeals Board consisting of the Principal or designee, Athletic Administrator/Director and 3 Head Coaches not associated with the sport the student is presently on or about to join in the next season. The Appeals Board shall review cases of discipline arising from interscholastic athletics.
2. All students planning to participate in interscholastic athletics are encouraged to purchase an ASB card, obtain insurance coverage, a physical examination by a doctor, and written permission from the parent or guardian to participate in athletics. The Clearance Card and Physical Card are provided by the school. A record of this information shall be kept on file in the Athletic Office prior to clearance to participate in athletics. All coaches shall be certain that the student's clearance is in order for each participant.

ATHLETIC INJURIES

1. All injuries must be reported to the head coach, athletic trainer, parent and administrator. If an injury cannot be reported immediately, the report must be made on the following morning. In cases where a student is hospitalized, the coach must make the report when possible and the coach will contact the Athletic Administrator/Director immediately. The Student Incident Report must be submitted to the Principal. A copy of the form is attached to this handbook.
2. When an athlete requires medical treatment, he/she is not to participate in practice or contests until a medical release from the doctor has been submitted to the Athletic Administrator/Director. The trainer will issue a clearance form to the student who must give it to the coach before beginning practice.

The above procedures must be strictly followed to avoid liability issues for the coach and district.

When an injury occurs on the field during practice or a game, the coach must give immediate first aid. Do not move a seriously injured athlete without assistance of a doctor or emergency personnel. Notify the parent, and/or call the student's doctor for additional procedures. Refer to the student's Clearance Card ("Pink Card") for contact information.

Clearance Cards with the parent's signature for treatment must be carried by the coach at all times.

If an ambulance is called, determine to which medical facility the ambulance driver is transporting the student. If the parent or guardian cannot be reached, it is recommended that a coach or responsible adult accompany the athlete to the hospital.

ATHLETIC PHYSICAL NIGHT

Each summer, Avenal High School may sponsor "Athletic Physical Night(s)". Coaches are expected to attend to speak with students and parents and represent the team. Coaches should be prepared to provide schedules and additional information pertaining to their sport.

BUDGETS AND PURCHASES

Budgets: Each school year (approximately March or April) the head coach of each sport will be requested to fill out budget forms for the following season. These forms, and a deadline for submission, will be supplied by the Athletic Administrator/Director. In compiling lists of needed equipment and materials, the most important consideration is to be aware of present inventory and prioritized necessities. Once the budgets have been determined, the Athletic Administrator/Director will furnish each coach with a final report listing accepted items as a guide in making purchase requests.

Purchases: All purchases must be initiated by the Athletic Administrator/Director. To request a purchase, coaches will forward the following to the Athletic Administrator/Director:

1. Name and address of the company
2. Catalog name and number of the items
3. Quantity for each item

4. Unit cost per item
5. A ten percent allowance to cover tax and shipping costs of the order

It is most important that all items ordered correspond to those approved in the budget. Substitution of one item for another is discouraged. If emergency substitution is required, items must be approved by the Athletic Administrator/Director. When the coach has completed these steps, the Athletic Administrator/Director will complete the purchase request and follow up on orders. No purchases will be completed without a purchase order number issued prior to ordering. All uniform purchases will be approved by the Athletic Administrator/Director including style, color, lettering, logo, etc.

When to Purchase: The following deadlines for major purchases are to ensure delivery prior to the start of each season:

- Fall sports – May 1 of the preceding year
- Winter sports – September 1
- Spring sports – October 1

Where to Purchase: Coaches are encouraged to buy locally if:

- The business can supply the amounts needed when needed
- Prices are comparable with out-of-area competitor prices
- The company handles the brand(s)/product(s) necessary

Each coach should check several sources for the best prices available on desired equipment. The principal or designee will have the final approval on all purchases.

CHARACTER COUNTS

All coaches, athletes and parents should follow the principles of Positive Coaching Alliance and Victory with Honor. These should be embedded in team rules and guidelines. Handouts outlining these principles are available from the Athletic Administrator/Director and at www.positivecoach.org

COACH CLEARANCE

All paid and volunteer coaches must be fingerprinted and cleared - including all required paperwork - through the Athletic Administrator/Director and the Human Resources Office prior to interaction with athletes. Principals, Athletic Administrator/Directors should plan staffing needs well in advance to avoid any problems or delays. All coaches must have a valid CPR/First Aide Certificate. Failure to possess this certificate may delay clearance and pay. All coaches must also complete Title IX and Title VI training and California Interscholastic Federation (CIF) “ASEP” training or NFHS Online Certification. All coaches must have completed all certification prior to the start of practicing.

CODE OF ETHICS

Each athlete and his/her parent/guardian must sign the RSUSD Athletic Code of Ethics form prior to the beginning of each season. Coaches must hold a meeting with all athletes to go over requirements for participation on the team as well as review policies regarding athletic eligibility. A copy of the Athletic Code of Ethics is attached to this handbook.

DISCIPLINE DROPS

The head coach of each sport is responsible for disciplinary rules governing teams. If it should become necessary to drop an athlete, the coach must notify the parent/guardian, the Athletic Administrator/Director and school counselors. The Athletic Administrator/Director is often the first to receive a complaint when a disciplinary drop occurs; information of the situation is helpful when answering questions or providing explanations to parents.

ELIGIBILITY/CITIZENSHIP

1. All participants with an athletic team organized for interscholastic competition must possess the official Clearance Card ("Pink Card") for the specific coach.
2. Students must maintain a scholastic standing satisfactory to the Athletic Control Board. (See the RSUSD Student Handbook for eligibility requirements).
 - a. The Principal or designee retains the right to deny eligibility to any player due to disciplinary problems and/or undesirable representation of the school.
 - b. The AHS Athletic Control Board reserves the right to require a higher standard than that of C.I.F. for eligibility of student athletes. See the RSUSD Student Handbook for more information.

FACILITIES

Any changes to stadium, field, track, locker rooms, storage rooms, etc. must be cleared by the Athletic Administrator/Director. All equipment used in contest areas for games and practices must be removed and properly stored once the contest ends. Proper storage prevents misuse of the facilities and equipment.

Daytime use of the Avenal High School stadium playing field is prohibited the day of football games. Facility requests must be submitted to the Maintenance Department for any activity outside the regular season.

When a team is involved in an activity, the coach is responsible for supervision of the locker room, practice facility, gym and/or other facilities. Following practices and games, a coach will be the last to leave the premises. It will be the responsibility of the coach to check the locker rooms, equipment rooms, showers, etc. to clear the area of trash, equipment, etc. and to verify that all doors, gates and windows are securely locked. The coach must establish the practice of inspecting a locker room prior to team use and after team use to ensure appropriate use of the facility. This practice is particularly important when visiting other facilities. During some events, non-coaching staff may handle some locker room responsibilities; however, non-coaching staff are not responsible for supervision of athletes. Under no circumstances are facility keys to be given to a student. All athletes are to be supervised by a coach.

FIGHTING

Any athlete involved in fighting with another athlete (from his/her own team or another team) will be subject to the following discipline:

1. **First offense** – Possible suspension or expulsion from the team with a referral to administration for disciplinary action.
2. **Second offense** – Automatic expulsion from the team for the season. The athlete must appear before the Athletic Control Board before being allowed to participate in any sport.

FINANCIAL LIABILITY

Each athlete is financially liable for his/her equipment until it is officially checked into the coach at the end of the season. He/she shall not be permitted to try out for another sport until he/she has met any and all financial obligations incurred in a previous sport or activity. All uniforms must be turned in, washed and clean. Equipment and uniforms turned in dirty or left in lockers will result in a cleaning fee assessed to the athlete.

FOREIGN STUDENT ELIGIBILITY

Students enrolled in an approved foreign student exchange program (please reference CIF's list of approved organizations) must apply for eligibility through CIF. This process can take three to four weeks and must be completed prior to any participation in a sport. A foreign student who participates without the approval of CIF will be ineligible, and the team will face sanctions (including forfeiture of games in which the ineligible student played). A copy of the CIF 207/209/510 Application for Residential Eligibility is found as an attachment to this handbook.

GAME PASSES

Each school has a limited number of CIF passes that allow the bearer admission for two people to any CIF regular season event. Coaches should use good judgment and share these passes to benefit various staff and seasons; i.e., Football coaches should have access to the passes during their season; basketball coaches should have access during basketball season, etc.

HEAD COACHES

Once coaching assignments have been approved by school administration, the head coach of each sport is responsible for the unity of the entire program. The head coach will delegate to all assistant coaches any special assignments, rules, discipline policies, expectations of coaches and student athletes, etc. In order to avoid C.I.F. conflicts; all coaches (head, assistant or volunteer) must inform the site Principal or designee of their participation in any athletic feeder programs. The head coach will evaluate staff members at the end of each season. The administration is responsible for the evaluation of all head coaches.

INELIGIBLE LISTS AND GRADE CHANGES

It is the sole responsibility of the head coach to check on the eligibility of athletes. Ineligible lists should be checked on the day they are issued (usually the second Monday after the end of every grading period) and prior to the next contest. Additions and/or deletions to the roster must be done by the following day and submitted to the Athletic Administrator/Director and counselors. Failure to check these lists may result in the forfeit of games in which the ineligible athletes participated. Coaches must check the confidential ineligible list in the administration office.

Grade changes: No coach should be involved with grade changes. Coaches shall not contact teachers regarding grade changes.

ATHLETIC STUDY TABLE

Any athlete who falls under the Academic Probation criteria must participate in an athlete study table for at least 1 hour per week until their next successful grading period. If a player misses that week's study table they are not eligible for the next game or scrimmage. If it is prior to a tournament the athlete would not be eligible for the entire tournament. Each athlete must sign in and out of the study table with the person in charge. Each athlete must bring work with them for the class they are receiving the failing grade in.

INSURANCE – PHYSICALS – PERMISSION

Each athlete must possess evidence of insurance coverage, a current physical examination, and written permission from the parent or guardian before participation in any sport, including practices. A Clearance Card verifying completion of these requirements must be on file in the Athletic Office prior to participation of any type.

When all items have been verified, the athletic clerk will issue to the student a Clearance Card or "Pink Card" to be given to the coach of the specific sport for which it was issued. The Clearance Card must be in the possession of the coach at all times, including practices.

At the end of the specific sport season, the coach should return the Clearance Card to the athlete after the athlete has met all requirements for returning equipment, uniforms, and fundraising have been met. If the athlete's Clearance Card has designations for more than one sport, the athlete may then give the card to the coach of the next sport. However, if the Clearance Card does not include reference to the upcoming sport, the athlete must return the Clearance Card to the athletic clerk, pick up a new card, and obtain required signatures before giving the Clearance Card to the coach of the next sport.

The athletic Physical Card for the doctor's completion is available at the Athletic Office or in the Guidance Office (SCOR).

To ensure proper medical and legal coverage for all athletes, each coach must:

1. Prepare a roster on the first day of practice listing by team classification and grade of all students who have submitted a Clearance Card for that sport. **Absolutely no student may participate in practice games until his/her Clearance Card has been given to the coach and the student's name has been added to the roster.**
2. A copy of the roster must be submitted to the Athletic Administrator/Director.
3. Additions and deletions to the roster must be submitted to the Athletic Administrator/Director and counselors by the next day.

INTRADISTRICT AND INTERDISTRICT ENROLLMENT

Transfers between schools may affect student eligibility to participate in athletics and other extra-curricular activities. See Board Policy AR 5116.1 / CIF Regulations for more information. When a student is granted an **intra-district transfer**, the parent/guardian must complete the **CIF 207/209/510 Application for Residential Eligibility**. These forms are available at the District Office. Completed forms must be submitted to the school athletic office. Recruitment of individual students for particular programs by staff members of school-sponsored organizations is expressly prohibited; including athletics, band, and cheerleading.

INVENTORY

It is the responsibility of each head coach, upon completion of his/her program to provide the Athletic Administrator/Director with an up-to-date inventory of all equipment charged to the particular sport. This document should be completed and on record before checking out in May/June. Inventory forms are available from the Athletic Administrator/Director.

After each season, all uniforms and associated equipment will be turned in along with the inventory to the Athletic Administrator/Director. Uniforms will be cleaned, folded and stored appropriately in designated athletic storage areas.

Coaches leaving the service of the District will, with the Athletic Administrator/Director, take a special inventory of items on hand, condition of each and place of storage. In the event the head coach is unable to complete the inventory, an assistant coach should be delegated to act as the responsible party. Each coach should regularly check equipment and encourage the students to take proper care of equipment and uniforms.

PLAYOFFS

Any athletic team with an overall season record below .500 must receive approval from the Athletic Administrator/Director and Principal to participate in CIF playoffs. If the team is granted permission, the team's costs shall be covered by the site and/or ASB budget.

PRACTICE SESSIONS

Practice before school and at night must be cleared by the Athletic Administrator/Director. Saturday practices are allowed, but no practices may be held on Sunday. CIF rules prohibit any practices or games on any Sunday and on the following dates: Thanksgiving Day (except football), December 24, 25 and 31, January 1, Good Friday and the following Saturday.

PROBLEMS AND GRIEVANCES

The Principal and Athletic Administrator/Director are responsible for all athletic representation to the league and CIF. All incidents that may fall under problems and grievances should first be called to the attention of the Athletic Administrator/Director to eliminate double-checking, misunderstanding and loss of time. If the problem, in the opinion of the Athletic Administrator/Director, necessitates the judgment of administration, a description of the problem and all pertinent information will be forwarded to the appropriate site administrator. Usually, discussion between the coach and Athletic Administrator/Director will solve the problem.

PROBLEM-SOLVING PROCEDURE

Step 1: Any problem or concern is to first be discussed with the Athletic Administrator/Director informally and should include the details of the problem and the coach's proposal for resolution. The Athletic Administrator/Director will respond verbally or in writing within five working days.

Step 2: If the problem is not resolved, a written statement is to be submitted to the principal or designee within five working days of the Athletic Administrator/Director's response. The principal or designee will respond in writing within five working days to the Athletic Administrator/Director and coach.

Step 3: If the problem is not resolved at Step 2, it may be appealed to the Superintendent in writing within five working days of the response by the principal or designee. The appeal will contain copies of all document and reasons for not being satisfied with the solution(s) proposed in Step 1 and 2. The written response of the Superintendent will be submitted within five working days to the Principal, Athletic Administrator/Director and coach. The decision of the Superintendent will be final.

Grievances: Any problem relating to the collective bargaining agreement should use the grievance process outlined in the agreement.

QUITTING A SPORT

If an athlete is dropped by the coach from a sport for disciplinary reasons prior to the end of the season, he/she will not be eligible to go out for another sport until the first team's season is completed. Prior to the completion of the season, "quitting" a team after cuts have already been made and/or a final roster has been established, shall require the athlete to sit out the remainder of the current season and the next full athletic season. The athlete may appeal the decision to the Athletic Control Board.

ROSTERS

Prior to the first contest, coaches will submit rosters to the Athletic Administrator/Director. The roster will include all coaches, players (alphabetized and including grade level, eligibility, etc.), managers, scorekeepers and statisticians. When a player is added or dropped for any reason, the name will be forwarded immediately to the Athletic Administrator/Director and counselors.

SCHEDULING CONTESTS

The majority of scheduling is done by league representatives. A league schedule will be given to each head coach well in advance of the season. The Athletic Administrator/Director is responsible for scheduling of all athletic events. This duty may be delegated to the head coach of a sport to schedule contests on available dates. Final schedules must be made well in advance of an upcoming season. Once the season has started, no additional contest may be scheduled unless a cancellation arises and, then only with the approval of the Athletic Administrator/Director. The limitation on the number of contest to be scheduled is set by CIF for each sport and by the school. The principal may reduce the number of contests for each sport.

SHARING OF ATHLETES

All coaches should make every effort to encourage student athletes to participate in other sports. The success of any sport depends on having all available talent out for the particular sport. Under no circumstances will coaches encourage a student/athlete to concentrate on any one particular sport by giving up another sport. Coaches guilty of this practice may be relieved of their coaching assignment(s).

SMOKING/ALCOHOL/DRUGS

1. Any athlete using or in possession of **any tobacco product** at school during the school day or at a school activity:

- Will be dropped from the team and will not be allowed to participate in any other sport until that activity is completed.

- Will forfeit all awards and privileges of team members for the sport season during which the infraction occurred.
 - Will face school discipline, which may include suspension and/or recommendation for expulsion.
2. Any athlete using or in possession of **alcoholic beverages** or **illegal drugs** at school during the school day or at a school activity:
- Will be suspended from participation in all athletics for one calendar year.
 - Will forfeit all awards and privileges of team members for the sport season during which the infraction occurred.
 - May appeal to the Athletic Control Board for reinstatement after 45 days of actual attendance.
 - Will face other school discipline, which may include suspension and/or recommendation for expulsion.
3. Any athlete using or in possession of any tobacco product, alcoholic beverage or illegal drugs at any time during the designated season of sport, shall be suspended from athletic participation for a minimum of 45 school days. The coach has the right to extend the number of days suspended from the team or drop the athlete from their program for the remainder of the season.
4. Other training rules and sanctions may be established by the head coach of each sport. Any sanctions under this provision shall not extend beyond the season of the sport in effect at the time of the infraction.

THEFT

Any athlete found guilty of theft will be dropped from the team and referred to the administration for disciplinary action. This includes items from other school dressing rooms and facilities.

TITLE VI

Under Title VI of the Civil Rights Act of 1964 and its basic implementation of the regulations, no individual may be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination on race, color, or national origin in any school program. Racially motivated conduct that has such an effect and that consists of different treatment of students by recipients, agents, or employees, acting within the scope of their official duties violates Title VI. In addition, encouraging, accepting, tolerating or leaving such conduct uncorrected also constitutes different treatment on the basis of race in violation of Title VI.

TITLE IX

Title IX applies to all public and private educational institutions that receive Federal funds, including elementary and secondary schools, school districts, proprietary schools, colleges and universities. This means that Title IX protects students in connection with all academic, educational, extra-curricular, athletic and other programs of the school, whether they take place in the facilities of the school, on a school bus, or at a school class or training program at another site.

Title IX protects any person from gender discrimination; accordingly both male and female students are protected from sexual discrimination harassment engaged in by school employees, other students or third parties, even if the harasser and the person being harassed are members of the same sex.

TITLE VI AND TITLE IX ISSUES

Every coach is responsible to be an active agent in preventing, intervening and correcting conduct in reference to the following issues in Title VI and Title IX.

Prevention: All coaches must instruct their athletes regarding these issues and show documentation that the instruction took place.

An agenda of the meeting attached to the signed CIF Code of Ethics document constitutes sufficient documentation. These documents are to be retained by coaches then given back to the Athletic Administrator/Director at the end of the school year.

Intervention: All coaches must immediately address any problem that arise in regard to these issues and stress that such behavior(s) will not be tolerated.

Correcting: Every coach should use the following consequences as a guide when correcting the above issues. Minimum consequences:

1. Coach's intervention with all parties;
2. Coach will contact the parent or guardian;
3. Referral to Assistant Principal or Athletic Administrator/Director.

TRANSPORTATION

All travel arrangements must originate from the Athletic Administrator/Director. When a travel date is cleared on the master schedule, the Athletic Administrator/Director will notify the Transportation Department. If transportation is available, the Athletic Administrator/Director will inform the coach.

Travel conflicts can arise if care is not taken to follow correct transportation procedures. Conflicts seldom occur within league schedules, but frequently occur when games are scheduled to replace canceled events or with other schools not on the schedule.

Teams must miss as little school as possible when leaving for an event. All competition arrangements must protect instructional time. Release and departure times require principal or designee approval.

On Athletic Trips: Trips of more than 100 miles one way and/or overnight trips must be approved by the principal and superintendent. The Competition/Field Trip Form must be completed and submitted to the principal. Permission for a trip should be granted prior to scheduling the event. A copy of the Competition/Field Trip Form is appended to this handbook.

A coach must always ride in the vehicle carrying the team members to a contest. If needed, a head coach may assign this duty to an assistant. Each coach in charge of a trip should possess a checklist of the traveling squad, making certain that all who leave in the vehicle return via the same vehicle. The coach must have a Clearance Card for each student/athlete traveling with the team. Exceptions to these travel arrangements must be cleared by administration prior to departure. It is the responsibility of the coach to provide the names of those traveling with the team to the attendance office so the students can be cleared. Be certain to list all names and the date(s) and time(s) of release from school.

All members of a traveling team must ride the school transportation unless other arrangements have been cleared with the coach and administration. A coach may give permission for a player to ride with his/her parents or guardian only. Any athlete who will not be returning from the activity on the team bus should notify the coach 24 hours prior to the event. Authorization signed by his/her parents or guardian is to be kept by the coach.

Cheerleaders on the team bus must be accompanied by a cheerleader supervisor on the bus. Coaches may agree to accept this responsibility. It is recommended that on athletic trips, team buses use a direct return to school without making food stops. In some special cases (e.g., tournament play), permission will be granted for stopovers. However, in league areas, and most practice games, travel time and distance may not warrant a dinner stop. Teams are responsible for removing all trash from the bus.

Athletes who have lost their bus riding privilege may not participate in away games or activities. Coaches may enforce additional penalties per individual team rules.

WEIGHT TRAINING AND CONDITIONING PROGRAMS

Coaches may hold a weight training and conditioning program during off season. However, the program must be open to all students. Weight room rules must be followed.

1. All weights must be neatly put away on weight trees.
2. No weights are to be left on the bars.
3. No students are to be left unsupervised in the weight room.
4. Lock the weight room after each use.

RSUSD Athletics Information for Parents

A coalition among coaches, athletes, parents and school personnel is essential if students are to realize the values of athletic participation. Like coaches and athletes, parents must make commitments to the athletic program to assure such a coalition. Please read the following and, as

needed, discuss your reactions with your child, your child's coach or the Athletic Administrator/Director. Thank you for your help and cooperation.

EXPECTATIONS OF PARENTS

- To accompany my child to as many orientations and informational meetings offered by the athletic department or the coach as my schedule will permit.
- To work closely with all school personnel to assure an appropriate academic, as well as athletic, experience for my child while he or she is in high school.
- To assure that my child will attend all scheduled practices and athletic contests. I understand that this will require self-sacrifice.
- To require my child to abide by the athletic departments and coaches' training rules.
- To acknowledge the ultimate authority of the coach to determine **strategy, player selection** and **playing time** of each player.
- To promote mature behavior from students and parents during athletic contests.
- To work cooperatively with other parents and school personnel to identify a reasonable and realistic future for my child as a student athlete, both in school and in college.

CONDUCT

The importance of parents behaving as model spectators cannot be over stated. Parents who display exemplary conduct provide a role model for other parents and students alike. Of particular concern are parents who harass officials or make comments in the stands regarding judgment decisions made by the coach or officials. This is counterproductive and tends to destroy the values of good sportsmanship and the game.

ISSUES OF CONCERN: What are appropriate issues to discuss with the coach?

This is often the question many parents have when their children are participating in sports.

Parents are Encouraged to Discuss

- The treatment of their child
- Ways to help their child improve
- Concerns about their child's behavior
- Coaches' expectations for their child and the team
- Team rules and requirements
- Sanctions incurred by their child

- Scheduling of practices (holidays, summer programs, etc.)
- College participation

Parents are not Encouraged to Discuss

- Placement on teams
- Playing time
- Strategies used by the coach during contests
- Other student-athletes

Special Note: It is very difficult to accept that your child is not playing as much as you hoped he or she would like. Coaches are professionals. They make judgments and the prospective decisions based on what they believe to be in the best interest of the team. The coach must take into account ALL members of the team, not just your son or daughter.

COACH OR PROGRAM COMPLAINTS

It is imperative that parents respect the position of the coach and direct any concerns **to the coach first**. If you wish to discuss a problem or issue concerning your child; begin by contacting his/her coach. Often the problem or issue is resolved at this level. If the issue persists, please adhere to the following chain of command:

Steps for Resolution

1. First contact the coach
2. Contact the A.D.
3. Contact the A.D.'s Administrator
4. Lastly, contact the Principal

Productive Communication

Make an appointment to speak with the coach/AD/Principal prior to or after games/practices. Please do not approach the coach during a game.

PARENT/SPECTATOR SUSPENSION

Spectator conduct is an instrumental component of forging athletic events. Therefore, fan sportsmanship should reflect the CIF's values and ethics illustrated in the ideal of "Pursuing Victory with Honor". Spectator priorities are to advance the principles of trustworthiness, respect, responsibility, fairness, caring and good citizenship.

At athletic events, it is **inappropriate** for spectators to engage in:

- Harassment of officials, coaches, players or fans (verbal or nonverbal)
- Obscenity or obscene gestures
- Vandalism or throwing objects

- Violent acts
- Game disruption (i.e., coming on to the field of play)
- Possession of and/or under the influence of alcohol or illegal substances

Spectators, who demonstrate inappropriate behavior before, during or after an event, shall be cause for immediate removal from the event and may result in banishment from attending any future RSUSD home event and/or any league event for up to one (1) calendar year.

RSUSD Athletics Information for Coaches

THE COACHES PLEDGE

The Coaches Pledge extends beyond knowledge of athletics and reaches into the life of each of his or her players. It is one of the most important responsibilities in the school and involves at least the same level of commitment that coaches expect of their players. Mutual respect and team membership are to be expected equally of player and coach, and for the coach, involve the following promises:

As a coach at Reef Sunset Unified School District I promise:

- To be a model of appropriate language and behavior.
- To respect and dignify each of my athletes as an individual.
- To promote the safety of each athlete.
- To promote the conditions and circumstances that encourages each athlete to realize his or her full potential.
- To impose time demands that acknowledges the importance of each athlete's academic and family responsibilities.
- To promote among all athletes and coaches a solid sense of team membership.
- To assist, whenever appropriate and mutually convenient, with the post-high planning of my players as it relates to athletics.
- To be available to parents at a time that is mutually convenient.
- To work, whenever appropriate, with other school personnel to guarantee the best interests of each of my student athletes.

DRESS CODE FOR COACHES

The coach is in the eye of the public during practice and games. Since coaches represent their schools and the District at all times, they should dress in site approved attire.

RSUSD Athletes as College Athletes

RSUSD Athletes interested in qualifying for interscholastic competition in an NCAA Division I or Division II institution, must meet minimum amateur and academic eligibility requirements. Athletes must obtain initial eligibility through the NCAA Eligibility Center BEFORE enrolling in college or accepting a formal recruiting trip. The NCAA recommends students apply for initial clearance at the beginning of the athlete's **Junior** year in high school.

Please be aware that professional activities, course selection, grades and compensation for athletics while in high school may affect your ability to participate in collegiate athletics. For a complete list of eligibility requirements, visit www.ncaaclearinghouse.net, or contact the Athletic Administrator/Director.

Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can't see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

- | | |
|------------------------------------|--------------------------|
| • Headaches | • Drowsiness |
| • “Pressure in head” | • Amnesia |
| • Nausea or vomiting | • “Don’t feel right” |
| • Neck pain | • Fatigue or low energy |
| • Balance problems or dizziness | • Sadness |
| • Blurred, double, or fuzzy vision | • Nervousness or anxiety |

- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Change in sleep patterns
- Repeating the same question/comment
- Irritability
- More emotional
- Confusion
- Concentration or memory problems
(forgetting game plays)

Signs observed by teammates, parents and coaches include:

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can't recall events prior to hit
- Can't recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athlete will often under report

symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The new CIF Bylaw 313 now requires implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

"A student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time and for the remainder of the day."

AND

"A student-athlete who has been removed may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider".

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And, "when in doubt, the athlete sits out".

For current and up-to-date information on concussions you can go to:

<http://www.cdc.gov/ConcussionInYouthSports/>

Student-Athlete Name (Printed)

Student-Athlete Signature

Date

Parent or Legal Guardian (Printed)

Parent or Legal Guardian Signature

Date

Adapted from the CDC and the 3rd International Conference on Concussion in Sport
Document created 5/20/2010

Reef Sunset Unified School District

Student Incident Report

Student's Name _____ **Grade** _____ **Age** _____ **Phone** _____

Parent's Name _____ **Address** _____

INCIDENT INFORMATION: Period _____ Subject _____
Date of incident _____ Time _____ Place _____
Persons present _____
Nature of injury _____
How did it occur _____

Was injured doing what he should have been doing at the time of the incident? ☐ Yes ☐ No

Recommendations, if any, to prevent this type of incident _____

What was done _____
Signature of Reporter _____ Title _____ Date _____
Signature of Administrator _____

Reef Sunset Unified School District

Student Incident Report

Student's Name _____ **Grade** _____ **Age** _____ **Phone** _____
Parent's Name _____ **Address** _____

INCIDENT INFORMATION: Period _____ Subject _____
Date of incident _____ Time _____ Place _____
Persons present _____
Nature of injury _____
How did it occur _____

Was injured doing what he should have been doing at the time of the incident? ☐ Yes ☐ No

Recommendations, if any, to prevent this type of incident _____

What was done _____
Signature of Reporter _____ Title _____ Date _____
Signature of Administrator _____

California Interscholastic Federation
Central Section
P.O. Box 1567 Porterville, CA 93258
Phone (559) 781-7586 Fax (559) 781-7033

ETHICS IN SPORTS

I. Policy Statement

The Central Section, CIF is committed to the exhibition of sportsmanlike and ethical behaviors in and around all athletic contests. All contests must be safe, courteous, fair, controlled and orderly for all athletes and fans alike.

It is the intent of the CIF that violence, in any form, not be tolerated. In order to enforce this policy, the Central Section has established rules and regulations which set forth the manner of enforcement and of this policy and the penalties incurred when violation of the policy occurs. The rules and regulations shall focus upon the responsibility of the coach to teach and demand high standards of conduct and to enforce the rules and regulations set forth by CIF.

The Central Section requires the following Code of Ethics be issued **each year** and requires signing by student athletes, parent/guardian and coaches prior to participation as a guide to govern their behavior.

II. Code of Ethics

- A. To emphasize the proper ideas of sportsmanship, ethical conduct and fair play.
- B. To eliminate all possibilities which tend to destroy the best values of the game.
- C. To stress the values derived from playing the game fairly.
- D. To show cordial courtesy to visiting teams and officials.
- E. To establish a happy relationship between visitors and hosts.
- F. To respect the integrity and judgment of sports officials.
- G. To achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
- H. To encourage leadership, use of initiative and good judgment by the players on a team.
- I. To recognize that the purpose of athletics to promote the physical, mental, moral, social and emotional well-being of the individual players.
- J. To remember that an athletic contest is only a game, not a matter of life and death for player, coach, school, official, fan or nation.

I have read and I understand the Policy Statement, the Code of Ethics and the violations and Minimum Penalties of the "Ethics in Sports" policy. I agree to abide by the policy and related consequences while participation in interscholastic athletics, regardless of context, site or jurisdiction. I also agree not to use drugs, alcohol, steroids or other performance enhancing drugs while I am in high school.

ATHLETE / PARENT

Student Signature

Printed Name

Date

Parent Signature

Printed Name

Date



APPLICATION FOR RESIDENTIAL ELIGIBILITY

For more information see "Understanding Transfer Eligibility for
Parents' Handbook at www.cifstate.org

FORM 207/209/510



SUBMIT ORIGINAL TO: CIF, P.O. Box 1567, Porterville, Ca. 93258

NOTE: SUBMIT ONLY THE ORIGINAL DOCUMENT. ALLOW 20 BUSINESS DAYS FOR INVESTIGATION AND REVIEW. AT THE TIME OF FILING THIS DOCUMENT, SUBMIT ALL KNOWN FACTS AND/OR DOCUMENTS. ADDITIONAL FACTS SUBMITTED LATE MAY NOT BE CONSIDERED BY THE COMMISSIONER.

1. STUDENT'S NAME _____ DATE OF BIRTH ____/____/____ Circle one: 9 10 11 12
(yr in school)

2. CURRENT ADDRESS _____ PHONE (____) _____
(city) (zip) (area code)

3. FORMER ADDRESS _____ FULL FAMILY MOVE _____
(city) (zip)

4. TRANSFER FROM _____ HIGH SCHOOL TO _____ HIGH SCHOOL
(previous school name) (new school name)

5. ENROLLED IN PREVIOUS SCHOOL FROM ____/____/____ TO ____/____/____ Began attending NEW school on: ____/____/____
(high school enrollment only) (month/day/year) (month/day/year) (month/day/year)

6. LIST ALL HIGH SCHOOLS & DATES ATTENDED: _____

7. APPLICATION MADE UNDER THE FOLLOWING: (Please check next to the one for which you are applying:)

☐ APPLICATION FOR 1ST TRANSFER PRIOR TO THE BEGINNING OF THE 3RD CONSECUTIVE SEMESTER SINCE ENROLLING IN THE 9TH GRADE--BY-LAW 207 A..3

☐ APPLICATION FOR NON DISCIPLINARY TRANSFER WITH NO PARTICIPATION IN ANY SPORTS AT ANY LEVEL IN THE PREVIOUS 12 MONTHS—BY-LAW 207B.1

☐ APPLICATION FOR TRANSFER LIMITED ELIGIBILITY ONLY—BY-LAW 207.B

☐ APPLICATION FOR TRANSFER HARDSHIP VARSITY ELIGIBILITY EXCEPTION BYLAW 208

☐ APPLICATION FOR TRANSFER IN A CIF-APPROVED FOREIGN EXCHANGE PROGRAM:
(name of program-CIF Bylaw 209)
Name of Public High School in which attendance area the host family resides _____

☐ APPLICATION FOR TRANSFER FROM A FOREIGN COUNTRY NOT IN A CIF-APPROVED EXCHANGE PROGRAM

8. PLACE A CHECK MARK IN FRONT OF EACH SPORT YOUR COMPETED IN AN INTERSCHOLASTIC SPORT CONTEST AT ANY LEVEL IN DURING THE 12 MONTHS PRECEDING THE TRANSFER AT YOUR PREVIOUS SCHOOL:

This includes all scrimmages, practice games, pre-season games, league games, playoff games etc! ANY contest of ANY kind

| | | | | | |
|------------------------------------|-------------------------------------|-------------------------------------|--|---------------------------------------|------------------------------------|
| <input type="checkbox"/> BADMINTON | <input type="checkbox"/> BASEBALL | <input type="checkbox"/> BASKETBALL | <input type="checkbox"/> CROSS COUNTRY | <input type="checkbox"/> FIELD HOCKEY | <input type="checkbox"/> FOOTBALL |
| <input type="checkbox"/> GOLF | <input type="checkbox"/> GYMNASTICS | <input type="checkbox"/> LACROSSE | <input type="checkbox"/> SKIING | <input type="checkbox"/> SOCCER | <input type="checkbox"/> SOFTBALL |
| <input type="checkbox"/> SWIMMING | <input type="checkbox"/> TENNIS | <input type="checkbox"/> TRACK | <input type="checkbox"/> VOLLEYBALL | <input type="checkbox"/> WATER POLO | <input type="checkbox"/> WRESTLING |

☐ I DID NOT PLAY SPORTS AT ANY LEVEL AT ANY SCHOOL IN THE LAST 12 MONTHS

9. FORMER SCHOOL ATHLETIC DIRECTOR'S SIGNATURE AFFIRMING THE ABOVE: _____

10. STUDENT'S GPA IN THE LAST GRADING PERIOD AT THE PREVIOUS SCHOOL _____ • _____ GPA

11. CERTIFICATION OF APPLICATION: By filing this application for interscholastic athletic eligibility, I specifically authorize any and all of this student's former and current/new high schools to release all records regarding this student and to disclose to the CIF Section ("CIF") representative any information or documentation needed or requested by the "CIF" in making this eligibility determination. I authorize the "CIF" to use that information in making its decision. I understand that the "CIF" may be unable to grant athletic eligibility absent the disclosure of relevant information or documentation from this student's former or current/new high schools. I am authorized to make this request. I affirm that all of the above statements are true to the best of my knowledge. I further affirm that I understand that if subsequent to the approval of this application, it is discovered that this approval was granted under false, erroneous, inaccurate or incomplete information, severe penalties affecting the future eligibility of this student-athlete may result. (CIF By-law 202)

SIGNATURE OF PARENT/GUARDIAN _____

SIGNATURE OF STUDENT _____

DATE _____

FORMER SCHOOL—please initial all that apply and sign below:

YES NO

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

STUDENT WAS ACADEMICALLY ELIGIBLE AT TIME OF TRANSFER

STUDENT IS TRANSFERRING WITH NO DISCIPLINARY ACTION TAKEN OR PENDING

YES NO

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|

STUDENT MET ALL OTHER CIF ELIGIBILITY RULES AT TIME OF TRANSFER

Please Print Former School Principal's Name: _____

Former School Principal's Signature _____

Date: _____

510 PRE-ENROLLMENT CONTACT AFFIDAVIT (By-law 510)—READ CAREFULLY BEFORE SIGNING!!!!**PARENT'S AND STUDENT STATEMENT'S #1, AND/OR 2, OR 3**

1. SIGN IF TRUE: By signing this affidavit below, I certify that no person who is connected with the athletic department of the enrolling (new) school (School "B"), or is part of the booster club of School "B" or who was acting on their behalf has had ANY communication, directly or indirectly, through intermediaries or otherwise with this transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of this student, prior to the completion of the enrollment process at School "B". (Sign below only if this is a true statement. If not sign statement #3 and attach an explanation)

Parent's Signature _____

Date _____

Student's Signature _____

Date _____

2. SIGN IF TRUE: By signing this affidavit below, I certify that the student has not participated during the previous 24 months on any non-school athletic team* (i.e., AAU, American Legion, club team, etc.) that is associated with or coached by anyone associated with the enrolling (new) school (School "B"). (*See Bylaw 510 for definition of a non-school athletic team.) (Sign below only if this is a true statement. If not, sign statement #3 and attach an explanation)

Parent's Signature _____

Date _____

Student's Signature _____

Date _____

OR

3. SIGN IF EITHER #1 OR #2 ABOVE ARE NOT TRUE: I am unable to certify that one or both of the above statements are true. Therefore, as required, I am submitting a complete written disclosure of the specifics. (Attach the explanation to this form.)

Parent's Signature _____

Date _____

Student's Signature _____

Date _____

FORMER AND CURRENT/NEW SCHOOL STATEMENTS

My signature below attests that to the best of my knowledge I have no credible** evidence of any person who is connected with the athletic department of the new school (School "B") or who is part of the booster club of the new school (School "B") or who is acting on their behalf, having communication, directly or indirectly, through intermediaries or otherwise with the transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of the student, prior to the completion of the enrollment process. Furthermore, I am not aware of this student participating during the previous 24 months on any non-school athletic team* that is associated with the enrolling (new) school (School "B"). (*See Bylaw 510 for definition of a non-school athletic team.)

Former School Signatures

Signature of Athletic Director of former school _____

Date _____

Signature of Head Coach of former school (fall) _____

Sport _____

Date _____

Signature of Head Coach of former school (winter) _____

Sport _____

Date _____

Signature of Head Coach of former school (spring) _____

Sport _____

Date _____

Signature of Principal of former school _____

Date _____

Current/New School Signatures

Signature of Athletic Director of new school _____

Date _____

Signature of Head Coach of new school (fall) _____

Sport _____

Date _____

Signature of Head Coach of new school (winter) _____

Sport _____

Date _____

Signature of Head Coach of new school (spring) _____

Sport _____

Date _____

Signature of Principal of new school _____

Date _____

OR

I am unable to certify that one or both of the above statements are true. Therefore, as required, I am submitting a complete written disclosure of the specifics. (Attach the explanation to this form-CHECK BELOW AND SIGN.)

☐

Signature of FORMER Principal unable to certify statement above _____

Date _____

☐

Signature of NEW Principal unable to certify statement above. _____

Date _____

MAIL ORIGINAL TO CIF .. P.O.BOX 1567, PORTERVILLE, 93258

RULES OF CONDUCT AND STANDARDS OF LEADERSHIP FOR COACHES

Remember your primary goals are to build character and self-esteem and promote teamwork and leadership while teaching the fundamental rules and having fun. Everything you say and do should be consistent with the six core ethical values comprising good character: trustworthiness, respect, responsibility, fairness, caring and citizenship.

Trustworthiness

1. Always act so as to encourage and justify trust. Teach your players the meaning and importance of trustworthiness.
2. Be honest and demand honesty. Do not engage in or permit dishonesty by lying deception or omission.
3. Teach and model the importance of integrity by doing the right thing and making the right call even when the cost is high. Admit your mistakes openly and honestly as a demonstration of integrity.
4. Keep commitments. Do what you say you will do when you said you would do it to impress on your players the values of promise-keeping and reliability. If you are unable to keep a commitment, apologize to those who were depending on you.

Respect

5. Treat players, referees and parents with respect, courtesy and consideration. Avoid and prevent put downs, insults, name calling yelling and other verbal or non-verbal conduct likely to offend, hurt or simply set a bad example.
6. Do not challenge a judgment call of a referee nor confront a referee about a call after a game. If you think a referee misunderstands a rule, seek to educate not humiliate the referee or Chief Referee.
7. Assure that your team always treats opponents, teammates and others with respect and courtesy. Promote politeness and use of "please", "thank you", and "excuse me".
8. Seek to control the conduct of the parents, spectators and players to prevent negative cheers, name-calling or insults inconsistent with a positive atmosphere of character development.
9. Assure that your players' experience is one of fun and enjoyment. Correct and instruct players in constructive ways. Be generous with your praise when it is deserved. Tell players when they have done something well.
10. Don't demean, ridicule or embarrass players for mistakes or yell at a player or the team for any reason.
11. Be on time. Remember players and parents are relying on you to start and end according to schedule.
12. Treat all players as individuals recognizing and appreciating their diversity in skills, gender, ethnicity and race. Never permit statements or acts of prejudice.
13. Listen to your players. Respect their opinions and answer their questions without being defensive or arbitrary.

Responsibility

14. Be a positive model for your players in all matters, including a demonstration of sportsmanship at all times.
15. Always exercise and demand self-control. Do not lose your temper. Don't throw things, scream, or otherwise demonstrate uncontrolled anger.
16. Teach and model self-discipline and a sense of duty to meet obligations even when it is difficult or unpleasant.
17. Teach and model the idea of pursuing excellence measured by doing one's best, not by winning. Teach players to win and lose with grace, that character is measured by how you played the game and that they can always hold their heads up high when they have done their best.
18. Inform yourself about sound coaching principles and strive to improve your own performance as a coach and a mentor of character. Attend coaching and referee clinics when you can seek out and use books and videotapes available to you.
19. Learn all the official rules of the sport you are coaching as well as policies and regulations. Assure that your players know and understand the rules.
20. Teach and model accountability by accepting responsibility for your choices of both action and inaction.

Fairness

21. Teach and model fair play. Make sure your team plays honorably.
22. Teach and model fair-mindedness by being open to ideas, suggestions and opinions of others. Make all decisions fairly and treat all players with impartiality.
23. Be reasonable in your performance expectations and demands on the time and energy of your players and their parents.

Caring

24. Teach and model kindness and compassion for others. Teach and demand teamwork and discourage selfishness.

Citizenship

25. Teach and model the importance of obeying laws and rules as an obligation of citizenship. Teach how unfair it is for some people to play by the rules while others don't.
26. Teach and model respect for the environment and the obligation to contribute to the greater good.

SIGNATURE: By signing below, I am agreeing to follow the guidelines as stated above while coaching in any type of extra-curricular activity at Avenal High School.

Coach _____

Date _____

CHARACTER DEVELOPMENT GUIDELINES FOR PARENTS

A primary goal of sports is to build character while teaching the fundamentals of the game. The CHARACTERCOUNTS! Project promotes six core ethical values: trustworthiness, respect, responsibility, fairness, caring and good citizenship. Parental involvement and cooperation is essential to the success of the program. While attending practices or games: Help maintain a positive environment for the development of character.

Trustworthiness

1. Always act so as to encourage and justify trust. Teach your children the meaning and importance of trustworthiness.
2. Be honest and demand honesty from your children. Do not engage in or permit dishonesty by lying, deception or omission.
3. Teach and model the importance of integrity by doing the right thing even when the cost is high. Admit your mistakes openly and honestly as a demonstration of integrity.
4. Keep commitments. Do what you say you will do when you say you would do it to impress on your children the values of promise-keeping and reliability. If you are unable to keep a commitment, apologize to those who were depending on you.

Respect

5. Treat everyone, including your children, with respect, courtesy, and consideration and require your children to treat others with similar respect. Cheer good plays of both teams. Avoid and prevent put-downs, insults, name-calling, yelling and other verbal or non-verbal conduct likely to offend, hurt or simply set a bad example. Promote politeness and use of "please", "thank you", and "excuse me".
6. Let the coach's coach, the referee's ref, and the players play. Cheer and encourage vigorously but do not confuse players or impede coaches by shouting instructions to players from the sidelines. During a game, do not interfere with coaches judgments on substitutions, plays or assigned positions. Do not challenge the calls of a referee during or after a game.
7. Teach your children to be on time and that others are depending on them to be where they should be when they should be.
8. Teach your children to treat others as individuals recognizing and appreciating their diversity in skills, gender, ethnicity and race. Never permit statements or acts of prejudice.
9. Listen to your children. Respect their opinions and answer their questions without being defensive or arbitrary.

Responsibility

10. Always exercise and demand self-control. Do not lose your temper. Don't throw things, scream, or otherwise demonstrate uncontrolled anger toward any player, including your child, a coach or referee.
11. Teach and model self-discipline and a sense of duty to meet obligations even when is difficult or unpleasant.
12. Teach and model the idea of pursuing excellence measured by doing one's best, not by winning. Teach your children to win and lose with grace, that character is measured by how you played the game and that they can always hold their heads up high when they have done their best.
13. Teach and model accountability by accepting responsibility for your choices of both action and inaction.

Fairness

14. Teach and model fair play. Make sure your child understands the importance of playing honorably.
15. Teach and model fair-mindedness by being fair and by being open to ideas, suggestions and opinions of others.

Caring

16. Teach and model kindness and compassion for others. Discourage selfishness. In your relations with players, coaches, referees and other parents treat others the way you would want to be treated.
17. Help to ensure that your child's athletic experience is one of fun and enjoyment. Correct and instruct in constructive ways. Be generous with your praise when it is deserved. Tell all players when they have done something well. Cheer both teams at half-time and at the end of the game to demonstrate appreciation for the effort of the players.
18. Demonstrate sincere interest in your child's play and support the team.

Citizenship

19. Teach and model the importance of obeying laws and rules as an obligation of citizenship. Teach how unfair it is for some people to play by the rules while others don't.
20. Teach and model respect for the environment and the obligation to contribute to the greater good.

SIGNATURE: By signing below, I am agreeing to follow the guidelines as stated above while my child participates in any type of activities at Avenal High School

Parent(s) _____

Date _____

Parent(s) _____

Date _____

RULES OF CONDUCT AND STANDARDS OF LEADERSHIP FOR PLAYERS

Everything you say and do should be consistent with the six core ethical values comprising good character: trustworthiness, respect, responsibility, fairness, caring and citizenship.

Trustworthiness (honesty, integrity, promise-keeping and loyalty)

1. Act so people can trust you.
2. Be completely honest. Tell the truth, the whole truth and nothing but the truth. Don't be sneaky or tricky. Don't do things behind people's back. Don't cheat or steal.
3. Don't do anything you think is wrong. Have integrity. Stand up for your beliefs. Be your best self. Show commitment and courage.
4. Keep your promises. Do what you said you will do when you said you would do it. Return what you borrow.
5. Don't spread rumors or gossip that would hurt others. Stand by your family, friends and your team but don't do anything wrong to get or keep a friendship. Don't ask a friend to do something wrong.

Respect

6. Treat opponents, teammates, referees, and others with respect and courtesy. Do not use insults, negative cheers or name calling to put anyone down. Don't yell at or make fun of any person. Be polite.
7. Be positive. Help people get better, be constructive.
8. Be on time. Remember others are relying on you.
9. Treat all people as individuals. Be tolerant of people's differences. Never make statements out of prejudice.
10. Listen to others. Respect their opinions and their right to have a different opinion than yours.
11. Don't use violence to settle disputes. Don't hit, shove or threaten to hurt anyone.

Responsibility

12. Think before you act. Think about consequences, how your actions today can affect you and others in the future.
13. Take responsibility for the consequences of your choices. Don't blame others for what you did or take credit that doesn't belong to you.
14. Set a good example in everything you do.
15. Do your best. Don't quit. Make all you do worthy of pride. Remember, your character is shown by how you play the game, not by whether you win or lose.
16. Always control yourself. Do not lose your temper. Don't throw things, scream, hit others, or use bad language.
17. Do your duty. Do what you should do even when it is hard or you don't want to.
18. Be a good sport. Win and lose with grace – don't brag when you win or complain and make excuses when you lose.

Fairness

19. Play fair and with honor. Play by the rules. Never cheat.
20. Give everyone a fair chance.

Caring

21. Be kind and caring. Treat others the way you want to be treated. Don't be mean, cruel or uncaring of others' feelings.
22. Think of the team. Think of others. Don't be selfish on the field or off it.

Citizenship

23. Obey laws and rules. Remember it is unfair for some people to play by the rules while others don't.
24. Listen to your coaches, referees and your parents. Respect authority.
25. Do your share. Help your team and your community. Protect the environment.

SIGNATURES: By signing below, I am agreeing to follow the guidelines as stated above while participating in any type of activity at Avenal High School.

Athlete _____

Date _____

Parent _____

Date _____

Athletic Director _____

Date _____

ACADEMIC ELIGIBILITY REQUIREMENTS

In order to encourage and promote academic excellence, students in grades 9-12 and in extra- and/or co-curricular activities shall demonstrate satisfactory minimum progress in meeting promotion/graduation requirements by undertaking the prescribed course of study and meeting standards of proficiency as described in the RSUSD Athletics Handbook.

In order to be eligible for participation in extra- and/or co-curricular activities, a student in grades 9-12 and shall have earned a minimum 2.0 or “C” grade point average.

The grade point average used to determine eligibility shall be based on un-weighted grades of the previous grade report: 1st Progress, 1st quarter, 2nd Progress, 1st semester, 3rd Progress, 3rd quarter, 4th Progress, 2nd semester, grading periods during which the student attended class at least a majority of the time.

In the event a student finds that he/she is academically ineligible to participate in extra- and or co-curricular activities in the first grading period of the upcoming year, he/she may request that the total spring and summer school grades be used to determine eligibility for the first grading period of the upcoming school year (refer to CIF bylaws on Summer School guidelines).

The Superintendent or designee shall determine which activities may not be entered into after the onset of the activity, assuming eligibility is achieved after commencement of the activity.

AVENAL HIGH SCHOOL COACHES HANDBOOK

I _____
have received a copy of the ATHLETIC
COACHES HANDBOOK. I understand it is
my responsibility as a coach at Avenal High
School, to read, understand, and abide by all
terms, regulations, and requirements as stated in
the Avenal High School Coaches Handbook. I
will follow and enforce all CIF/WSL
regulations. I will follow and enforce the
RSUSD “Coaching Code of Ethics”.

COACH

DATE

ATHLETIC DIRECTOR

DATE

PRINCIPAL

DATE