

Woodlan



Warriors

**Athletic Handbook
2020/2021**

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Woodlan High School



Extra-Curricular Code of Conduct for Students and Parents

Commitment to Excellence

Athletic Department Philosophy

Woodlan High School Athletics believes a dynamic program of student activities is vital to the educational development of the students. Woodlan Programs provide a variety of experiences to aid in the development of favorable habits and attitudes in students that will prepare them for life beyond high school.

Participation should function as an extension of the classroom. It should offer opportunities to serve the institution, to assist in the development of fellowship and good will, to promote self-realization and all-around growth, to promote lifelong healthy habits, and to encourage learning the qualities of good citizenship.

Leadership should be of the highest quality to exemplify to the participants the desired type of behavior to be evidence not of victory and defeat record, but rather in the intangible personality development factors that are an outgrowth of the major objectives of the activities program, most notably the development of a strong work ethic and selfless service towards others.

The activities program should always be in conformity with the general objectives of the school. The activities administration should be in line with the general policies of the institution. At no time should the program place the total educational curriculum secondary in emphasis. The program should constantly strive for the development of well-rounded individuals, capable of taking their place in modern society.

Woodlan Athletics and our community are very proud of the extra-curricular history and tradition of the Woodlan Warriors. Our extra-curricular programs reflect the school's overall commitment to excellence and we are proud to provide a number of opportunities for our students that will enhance their overall development and extends the educational mission of our school.

ACTIVITIES/ATHLETIC DEPARTMENT POLICIES

INTRODUCTION

This handbook was designed to explain the expectations, regulations, and policies relative to participation in extra-curricular programs at Woodlan High School. Participation by student athletes is a privilege, not a right. It must be earned through demonstrated commitment, honesty, loyalty, and hard work. These policies are enforced for the full year (365 days) for student athletes.

It is the responsibility of the extra-curricular students and parents to read this handbook and to become familiar with the various policies contained within.

The athletic department and administration need and depend on parent/guardian help and cooperation to aid coaches and the athletic director in promoting successful extra-curricular programs. We thank you for your continued support of our extra-curricular programs and truly appreciate you and your family's commitment!

OBJECTIVES OF PARTICIPATION

- A. To provide a positive image of school activities at Woodlan High School.
- B. To strive always for playing excellence that will provide winning teams within the bounds of good sportsmanship and mental health of the student participant.
- C. To ensure growth and development that will raise the number of individual participants.
- D. To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations like those encountered under conditions prevailing in the contemporary society. The laboratory should provide adequate and natural opportunities for:
 1. Physical, mental, and emotional growth and development.
 2. Acquisition and development of special skills in activities of each student's choice.
 3. Team play with the development of such commitments as loyalty, cooperation, fair play, and other desirable social traits.
 4. Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously.
 5. A focus of interests on activity programs for the student body, faculty, and the community that will generate a feeling of unity.
 6. Achievement of initial goals as set by the school in general and the student as an individual.
 7. Provisions for worthy use of leisure time in later life, either as a participant or spectator.
 8. Participation by the most skilled that will enable these individuals to expand possibilities for future vocational pursuits.
- E. To provide superior program of student activities that includes appropriate activities for every student.
- F. To provide opportunity for students to experience success in an activity they select.
- G. To provide sufficient activities to have an outlet for a wide variety of student interests and abilities.
- H. To create a desire to succeed and excel.
- I. To develop high ideals of fairness in all human relationships.
- J. To practice self-discipline and emotional maturity in learning to make decisions under pressure.
- K. To be socially competent and operate within a set of rules, thus gaining a respect for the rights of others.

L. To develop an understanding of the value of activities in a balanced educational process.

TO THE PARENT:

Your child has indicated a desire to participate in extra-curricular programs at Woodlan High School, and you have expressed your willingness to permit him and/or her to do so. Your family's interest in this phase of our school program is much appreciated.

Participation in extra-curricular activities is a privilege not a right. Likewise, there is an inherent risk involved in these activities. Students who participate assume greater responsibility and make certain sacrifices. All participating students must conduct themselves in a manner that appropriately represents the students, the families, the activities, the teams, the schools and the surrounding communities.

At the beginning of each sports year there will be a mandatory meeting for all athletes and their parents/guardians. General school policies and the extra-curricular discipline policy will be discussed. Coaches will also hold parent meetings to discuss the expectations for their sport. Please do everything you can to be there.

We are pleased that your child has chosen to participate. We will do all we can to provide a positive experience. To achieve this outcome, it is important that lines of communication are developed between the coach, sponsor, parent, and extra-curricular participant to allow for two-way communication and resolution of issues before they become conflicts.

Communication you should expect from your student athlete/activities coach/sponsor

- Philosophy of the coach/sponsor
- Expectations of the coach/sponsor for your student athlete/activities
- Locations and times of practices and contests
- Team requirements, i.e. fees, special equipment, off-season conditioning, etc.
- Procedures should your extra-curricular participant be injured during competition
- Participant code of conduct and discipline that results in the denial of your student's participation
- Letter requirements
- Disposition of lost/outstanding/damaged equipment

Communication coaches/sponsors expect from parents

- Concerns expressed directly to the coach FIRST, with your student involved with that communication
- Notification of any schedule conflicts in advance

As an extra-curricular participant, your child will experience some of the most rewarding moments of his/her life. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times, discussion with the coach/sponsor may be desirable to clear up the issue and avoid any misunderstanding.

Appropriate concerns to discuss with coaches/sponsors

- The mental or physical treatment of your extra-curricular participant
- Ways to help your extra-curricular participant improve
- Concerns about your extra-curricular participants behavior

It can be very difficult to accept that your child is not participating as much as you would like. We expect our

coaches/sponsors to conduct themselves in a professional manner and make judgments based upon what they believe is in the best interest of all students involved.

Inappropriate issues to discuss with coaches/sponsors

- Playing time
- Team strategy
- Play calling
- Matters concerning other extra-curricular participants

There are situations that may require a conference between the coach/sponsor and the parent. It is important that both parties involved have a clear understanding of the other person's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

To discuss an issue with a coach/sponsor

- Request a meeting with the coach/sponsor.
**NOTE: This meeting should not be conducted immediately before or after a practice or contest, as these can be emotional times for both the parent and the coach/sponsor. Meetings of this nature do not promote resolutions and can even exacerbate the issue. A good rule of thumb is the "24 hour waiting period" after a contest or practice.
- If the request is not honored within a reasonable amount of time, call the athletic director and he will help with setting up an appointment.

What can a parent do if the meeting with the athletic coach/sponsor did not provide a satisfactory resolution?

- Call and set up a meeting with the athletic director to discuss the situation.
- Utilize the meeting to determine an appropriate next step.
- If your problem is still unresolved, an appeal can be made to the high school principal.

TO THE EXTRA-CURRICULAR STUDENT:

As a member of an extra-curricular program at Woodlan High School, you have inherited a wonderful tradition, a tradition you are challenged to uphold. When you wear the colors of our school, we assume that you not only understand our traditions, but are willing to assume the responsibilities that go with them.

Each student is urged to participate in one or more extra-curricular activities to be both a doer as well as a watcher. Join activities that interest you. There are athletics, music, drama, and subject-oriented clubs; student council, and interest groups. When you commit yourself to an activity, you owe it your best efforts, not only to benefit the club, but yourself. If you fall behind in your schoolwork, extra help and teacher conferences take precedence over any extra-curricular/co-curricular activity. You may be requested to drop extra activities in order to keep up with your school work. All extra-curricular/co-curricular participants will adhere to the athletic department academic standards, including the grade check policy, school behavior/attendance requirements as well as possible random drug testing.

FROM THE IHSAA:

The Indiana High School Athletic Association has been the governing body of the high school athletics in our state since 1903. The below list from the IHSAA are only a summary of some of the regulations affecting student eligibility. All rules are found in the IHSAA By-Laws and Articles of Incorporation publication. An on-line version is located on their website: www.ihsaa.org

You are ineligible if:

1. **Age**
 - You are 20 years of age prior to or on the scheduled date of the IHSAA State Finals tournament in a sport.
2. **Amateurism**
 - You play under an assumed name.
 - You accept money or merchandise directly or indirectly for athletic participation.
 - You sign a professional contract in that sport.
3. **Awards and Gifts**
 - You receive in recognition for your athletic ability any award not approved by your high school principal or the IHSAA.
 - You use or accept merchandise as an award, prize, gift or loan or purchase such for a token sum.
 - You accept awards, medals, recognitions, gifts and honors from colleges/universities or their alumni.
4. **Enrollment**
 - You did not enroll in school during the first 15 days of a semester.
 - You have been enrolled more than four consecutive years, or the equivalent (e.g. 8 semesters or 12 trimesters, etc.), beginning with grade 9.
 - You have represented a high school in a sport for more than four years.
5. **Illness and Injury**
 - You are absent five or more consecutive school days due to illness or injury and do not present to your principal written verification from a physician licensed to practice medicine stating that you may resume participation.
6. **Participation**
 - A. ***During Contest Season***
 - You participate in try-outs or demonstrations of athletic ability in that sport as a prospective post-secondary school student-athlete.
 - You participate in a practice with or against players not belonging to your school.
 - You participate in a non-school-sponsored contest without an approved waiver.
 - You attend a non-school camp.
 - You attend and participate in a student-clinic.
 - B. ***During School Year Out-of-Season***
 - You participate in a team sport contest as a member of a non-school team where there are more than the following number of students listed below in each sport, including incoming freshmen, who have participated the previous year in a contest as a member of their school team in that sport.
 - Basketball - 3 Baseball - 5 Football - 6
 - Volleyball - 3 Softball - 5 Soccer – 7

- You receive instruction in team sports from individuals who are members of your high school coaching staff (Exception: open facility).

C. *During Summer*

- You attend a non-school fall sports camp and/or clinic after Monday of Week 4 (See your athletic director for specific dates).
- You attend any other non-school camp and/or clinic after Monday of Week 5 (See your athletic director for specific dates).

7. **Practice**

- You have not completed the required number of separate days of organized practice in your sport under the direct supervision of the high school coaching staff in your sport preceding participation in a contest.

8. **Scholarship**

- You did not pass 70% of the full credit subjects or the equivalent that a student **can** take in your previous grading period. Semester grades take precedence.

9. **Consent and Release Certificate**

- You do not have the completed certificate on file with your principal each school year, between April 1 and your first practice.

10. **Transfer**

- You transfer from one school to another primarily for athletic reasons.
- You were not enrolled in your present high school your last semester or at a junior high school from which your high school receives its students.
- You are entering the 9th grade for the first time.
- You are transferring from a school district or territory with a bona fide move by your parents.
- You are a ward of the court.
- You are an orphan.
- You transfer to reside with a parent.
- Your former school closed.
- Your former school is not an IHSAA member school and is not accredited by the state accrediting agency in the state where the school is located.
- Your transfer was pursuant to school board mandate for redistricting.
- You enrolled and/or attended, in error, a wrong school.
- You transferred from a correctional school.
- You are emancipated.
- You did not participate in any contests as a representative of another school during the preceding 365 days.
- You return to an IHSAA member school from a non-member school and reside with the same parent/s or guardian/s.
- You transfer to a member boarding school with a corresponding move from the residence of your parent/s or you transfer from a member boarding school with a corresponding move to the residence of your parent/s.
- You are a qualified foreign exchange student attending under an approved CSIET program, who has attended a member school for less than one year.

11. **Undue Influence**

- You have been influenced by any person to retain or secure you as a student or one or both parents or guardians as residents.

ACADEMIC STANDARDS FOR ATHLETES

To be eligible scholastically, student athletes must be passing 70% of classes or 5 out of 7 classes to satisfy IHSAA requirements.

Student athletes are determined to be academically ineligible:

- If they are not passing 70% of classes at the end of the midterm (which is the nine weeks grading period).
- If they are not passing 70% of classes at the end of the semester.
- Students determined to be academically ineligible may be on the team and practice, but will not be allowed to participate in contests. (Students that can only take five classes are exempt from the “six class” rule per the IHSAA as are freshman during the first grading period.)
- Semester grades will take precedence over nine-week grades

HOME SCHOOLED ATHLETES
Home Schooled Athletes
Participation in IHSAA Recognized Athletics

Section 1. General.

It is the policy of the East Allen County Schools that home-schooled athletes be permitted the opportunity to participate in IHSAA recognized athletics provided certain criteria, including but not limited to the criteria set out in these guidelines, are met.

This Administrative Guideline will be governed by IHSAA Rule 12, Section 5 - Enrollment in a Non-Public, Non-Accredited School Team Practices:

1. A student is eligible to participate in an athletic program involving IHSAA recognized sports only at the member school in which the student is enrolled and attends.
2. The foregoing notwithstanding, if a student is enrolled in and attends, full-time, a nonpublic, non-accredited school the student may have eligibility to participate in the athletic program at the Indiana public school serving the student's residence provided that:
 - A. The student in conjunction with the non-public, non-accredited school and the public school serving the student's residence, provides proof to the IHSAA that the spirit of the eligibility rules will not be compromised,
 - B. The student has been enrolled in the non-public, non-accredited school for the previous three years in succession,
 - C. The student completes any state-wide examinations authorized by the Indiana Department of Education,
 - D. The non-public, non-accredited school agent provides proof of meeting the provisions of Rule 18-1 of the IHSAA by-laws during the time period between the end of the member school's designated grading period and the corresponding certification date,
 - E. The student must be enrolled in and attending a minimum of one (1) full credit subject offered within the member school building.

Additional information 5119 Adopted 08/06/13 Page 2 of 3 5119 relating to this requirement is set out in Section 7 below.

The Superintendent is authorized to establish the appropriate procedures and policies governing the practice within the Corporation.

Section 2. Effective Date.

The effective beginning date for this policy is the 2016-17 school year.

Section 3. Enrollment.

A home-schooled student desiring to participate in IHSAA recognized athletics at the East Allen County high school serving the student's residence will be required to be actively enrolled in East Allen County Schools throughout the entire school year and not just during an athletic season. Failure to comply with this

requirement will cause the student athlete to forfeit his or her right to participate in athletics for the duration of the eligibility period.

Section 4. Eligibility.

A home-schooled student desiring to participate in IHSAA recognized athletics at the East Allen County high school serving the student's residence must enroll in East Allen County Schools for the entire school year and may not withdraw at any point during the school year or said athlete will be declared ineligible to participate in IHSAA recognized athletics through East Allen County Schools for 365 days following the student's withdrawal from East Allen County Schools.

Section 5. Student Athlete Code of Conduct and Other Rules and Eligibility Criteria.

Home schooled student athletes will be subject to meeting and following all policies of the East Allen County Schools, including the Student Handbook, the Student Athlete Code of Conduct, and any rules or other eligibility criteria established by the individual coach(es).

Section 6. Student Athlete Academic Requirements.

The home-schooled student athlete must comply with the following requirements prior to participation in athletics for East Allen County Schools and maintain them throughout their participation.

1. Provide home school curriculum being studied,
2. Provide name and ISBN number of textbooks being used,
3. Provide athletic director with grade updates as per school's grading rotation including midterm.

Section 7. Student Athlete Required Courses.

As discussed above, home schooled students desiring to participate in IHSAA recognized athletics at the East Allen County High School serving the student's residence are required to enroll in and attend a minimum of one (1) full credit subject at the IHSAA member high school. In addition, the following guidelines will govern the course (or courses) in which the student enrolls.

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1. All course work will be from the Core Curriculum as outlined by each building principal,
2. All students will be required to take the ISTEP/End of Course Assessment (ECA).
3. The student may take another core class outside the requirements as set by East Allen County Schools once they have completed the course sequence set out below and the ECA successfully.
4. Course Sequence:
 - Course 1: Math 10 and ISTEP/ECA
 - Course 2: English 10 and ISTEP/ECA
 - Course 3: Biology I and ISTEP/ECA
 - Course 4: Core Elective

Section 8. Student Attendance Requirements.

The home school student athlete will be required to sign in everyday with the attendance office. The student will be expected to maintain exceptional attendance within the guidelines of the East Allen County Schools Handbook. Excess absences will result in the student's loss of athletic eligibility.

COLLEGE BOUND ATHLETES

Bylaws of various athletic organizations affect all high school athletes' eligible for scholarships or those who plan to participate in activities. These bylaws vary from one level to another. Valuable information can be accessed through the following organizations and their web sites: National Collegiate Athletic Association www.ncaa.org, National Association of Intercollegiate Athletes www.naia.org, and National Christian College Athletic Association www.thenccaa.org National Junior College Athletic Association www.njcaa.org.

NCAA CLEARINGHOUSE...visit www.ncaa.org for more information

If you are a high school student athlete, or the parent, coach or guardian of one that has college aspirations at either the NCAA Division I or II level, you have no choice but to register with the NCAA Clearinghouse. If you don't, you can't play at either of those levels.

The Clearinghouse controls all information related to initial academic eligibility of student athletes for NCAA Division I and II programs. They act as the central "clearinghouse" of information for all colleges to verify if the student athlete meets the minimum set academic standards of participation.

The NCAA Clearinghouse keeps track of which classes at each high school qualify as one of the core GPA classes (classes that count towards your GPA related to college athletic participation). They also record your SAT and ACT scores. College coaches have access to this data to verify your eligibility as a student athlete and your eligibility to take an official campus visit.

CONDUCT AND CHARACTER

EACS athletes are expected to present and to conduct themselves in a manner worthy of respect and honor at all times both in and out of season. What is best for the team should be foremost in the mind of each athlete, and not until the team has been eliminated from competition should the advancement of the individual take precedence. Athletes are also expected to place good sportsmanship ahead of the desire to win and should not engage in any tactics that might provide an unfair advantage over an opponent. Good sportsmanship also applies to the treatment of officials and is expected when athletes attend other sporting events as spectators and supporters. Athletes should refrain from engaging in negatives such as; vulgar language, disrespectful and violent behavior, use of tobacco, alcohol, drugs, theft, vandalism, and other behaviors that will bring discredit upon themselves, their teams, their families, and their school. In short, EACS athletes are expected to maintain a higher standard of conduct than that of those not involved in athletics.

EACS ATHLETIC DEPARTMENT GUIDELINES, RULES, AND CONSEQUENCES

Without limiting the applicability of the Conduct and Character section above, the following specific rules apply: Athletic rules and consequences are cumulative and in effect year round. In the case of one calendar year suspensions, the Principal and Athletic Director will determine the date on which the suspension will end. The athletic season is defined as commencing with the first practice and ending with the last contest. All consequences take effect immediately upon declaration by the Athletic Director and will include contests in succession. An athlete who does not complete the season in good standing, or is in violation of a rule between the last contest and awards ceremony, will forfeit any awards earned. When an athlete is serving a percentage of a season suspension, it is at the discretion of the coach to determine the athlete's attendance at athletic contests and practices involving the team. An athlete must adequately fulfil the terms of the suspension for credit to be given.

Rule 1: Student athletes shall not possess, use, transmit, or be under the influence of any: narcotic drugs, hallucinogenic drugs, stimulus, depressants, marijuana, steroids, or alcohol. (Use of an authorized drug as prescribed by a registered physician shall not constitute a violation of this rule,)

Consequences:

- 1st Offense – Suspension from 33% of the total number of regular season games. Suspended athletes may not dress for any competition or be involved in any recognition ceremony during the suspension. If less than 33% of the regular season remains, the athlete will be removed from the team, forfeit any awards, and will serve the remainder of his/her suspension in the next sport season in which he/she participates.
- 2nd Offense – Student athlete will be suspended for one full season.
- 3rd Offense – Student athlete will be suspended for one calendar year
- 4th Offense – Removal of all athletic privileges for the remainder of his/her career

Rule 2: Student athletes shall not possess or use ANY tobacco products.

Consequences:

- 1st Offense – Suspension from 20% of the total number of regular season games. Suspended student-athletes may not dress for any competition or be involved in any recognition ceremony during the suspension. If less than 20% of the regular season remains, the student-athlete will be removed from the team, forfeit any awards, and will serve the remainder of his/her suspension in the next sport season in which he/she participates.

- 2nd Offense – Student athlete will be suspended for one full season.
- 3rd Offense – Student athlete will be suspended for one calendar year.
- 4th Offense – Removal of all athletic privileges for the remainder of his/her career.

Rule 3: A student athlete who commits an act that would otherwise constitute a; felony, misdemeanor, or act of delinquency or status offense may face the following

Consequences:

- 1st Offense – The penalty is to be determined by the principal and athletic director with the maximum of a 365 day exclusion from athletics. Any student athlete arrested or detained as juvenile on such a charge may be suspended from any participation pending investigation of the incident.
- 2nd Offense – Student athlete will be suspended for one calendar year.
- 3rd Offense – Removal of all athletic privileges for the remainder of his/her career.

Rule 4: Stealing and Vandalism – a student athlete shall not vandalize property at school or at other schools or have in their possession any stolen item from any source, including uniforms or equipment from WHS or WJHS or other schools. A student athlete shall not commit an act of theft. A student athlete who commits these acts may face the following consequences:

Consequences:

- 1st Offense - The penalty is to be determined by the Principal and Athletic Director with the minimum penalty being suspension from 20% of the total number of regular season contests and maximum penalty of removal from team. The suspension will begin after it is determined that the student athlete was in violation of this rule. If less than 20% of the season remains, the student athlete will be removed from the team, forfeit any awards earned, and will serve the remainder of his/her suspension in the next sport season in which he/she participates.
- 2nd Offense – Student athlete will be suspended for one full season.
- 3rd Offense – Student athlete will be suspended for one full calendar year.
- 4th Offense – Removal of all athletic privileges for the remainder of his/her career.

Rule 5: Any student athlete that is in violation of school rules will be punished according to the student handbook. The student athlete may be subject to further disciplinary action in accordance with the rules of each sport, or at the discretion of the administration. If a student athlete is suspended out of school for any reason, he/she will be ineligible for all contests during the term of suspension. Out of school suspended athletes cannot practice during that time.

Rule 6: Any athlete fighting in a contest or ejected from a game may be subject to disciplinary actions in accordance with the rules of each sport, or at the discretion of the administration.

Rule 7: Specific team rules may be set forth by the coach of each sport. These rules and penalties for violations will be given to the student athletes by the coach at the mandatory parent meeting of that sport. These written regulations will be on file in the athletic office.

SOCIAL MEDIA

It is important for participants and parents to recognize that being in our activities program is a 24-hour endeavor; being a member of a team and a student at Woodlan doesn't cease when they walk out the doors. Facebook, Twitter, Foursquare, etc. have made communication very easy, and with that ease comes risk. Parents and participants need to recognize the inherent risks of "posting" on these sites, and that there are possible consequences for doing so. **As a participant or a parent, it is important to recognize that postings of a negative, derogatory, or inflammatory nature to or regarding coaches, students, teammates, or opponents will be subject to discipline on a case-by-case basis.**

Appeals:

A student athlete and parent/guardian may appeal a ruling by notifying in writing the Assistant Superintendent of Secondary Education within five business days after notification of the decision. The Assistant Superintendent of Secondary Education will set a date for a meeting. If written notification is not received within five business days, the right to appeal is forfeited. The purpose of the appeal meeting is to inquire informally into the student athletes' alleged violation and to allow the student athlete and parent/guardian to speak on the student athlete's behalf.

SPORTS RECOGNIZED AT WOODLAN HIGH SCHOOL FOR ATHLETIC AWARDS

- Baseball
- Basketball (Boys & Girls)
- Cheerleading
- Cross Country (Boys & Girls)
- Football
- Golf (Boys & Girls)
- Soccer (Boys & Girls)
- Softball
- Track (Boys & Girls)
- Volleyball
- Wrestling

ATHLETIC AWARDS AND ATHLETIC AWARD POLICIES

ACTIVITIES AWARDS

The following Activities Award system will be used at Woodlan High School:

- Each participant completing a season in good standing will receive a certificate.
- Letters
 - Athletes will receive a "W" for their First varsity Letter.
 - Each season a participant completes a varsity season in good standing he/she will receive a chevron with the varsity certificate.
- Point system: completing a season in good standing will result in points earned for each participant.
 - JV or Frosh ½ point
 - Varsity 1 point
- Letter Jackets: An athlete may purchase a letter jacket after he/she has obtained their first letter in a varsity sport. Jackets are purchased through the athletic department.
- Blankets: A blanket can be earned with 8 varsity points.
- Each participant who has completed 4 seasons in the same sport in good standing will receive an award at the completion of the fourth season.
- Academic certificates will be presented to the top 3 participants on each team based on the last complete semester's GPA. (Participant must be in grades 10, 11 or 12)
- Special Individual Patches can be purchased through the athletic office.
- Special Team Patches will be provided by the athletic department (Sectional Champs, Regional Champs, State Champs)
- Managers will receive a Varsity Letter at the discretion of the coaches.

ADDITIONAL WOODLAN REGULATIONS:

- An athlete meeting the following criteria will qualify for an award:
 - Maintain and display a proper attitude toward the school, community, sport, coach, family, and friends.
 - Personal conduct should be above question.
 - Must complete the season, which includes the state tournament, if the athlete qualifies, and meets state and coaches' requirements.
 - Account for all athletic equipment issued to him/her, or incur the cost if lost or stolen.
 - Be recommended by the coach.
 - Fulfill the award requirements established for each sport.
- If while participating in a sport a player received a disabling injury, which prevents further participation, and he/she is qualifying for an award at the time of the injury, the player may be recommended for the award by the coach and athletic director provided he/she shows proper interest in the sport for the rest of the season.
- Awards may be withheld until future date if one of the Basic Training rules has been violated.
- Athletes who received a letter "W" are to see that it is respected.
- The Coach may recommend to the Athletic Director that an athlete be lettered if he/she does not meet the sport requirements.
- Recognition patches will be awarded to athletes in individual sports who successfully complete the entire varsity season, excluding tournaments, undefeated. The Athletic Coach will make the final determination of this award under any questionable circumstances. Individuals qualifying for state tournaments above the sectional may purchase a patch.
- Conference/IHSAA Tourney Championship Team patches will be awarded through the athletic department.
- After all due process rules have been followed, the school reserves the right to revoke any award for any violation of athletic, scholastic, or citizenship rules or regulations.
- If a student is placed on a team and quits of his/her own volition, the student may not participate in any sport until the first sport season is complete. The coach of the first sport may consent to early practice by the athlete for the second sport. If a student does quit, he/she must explain his/his situation with the athletic director.
- The athlete understands, coaches may establish additional training rules as deemed necessary. These rules will be on file in the Athletic Director's office. At the discretion of the Extra-Curricular Council, an athlete will not be considered a member of an athletic team if the academic standards for participation are not being met at the completion of the season.

REQUIREMENTS FOR ATHLETIC PARTICIPATION

- **PHYSICAL EXAMINATION**

A yearly physical examination is required. The **IHSAA physical form** must be completed by the physician and submitted to the athletic department **PRIOR** to participation. The physical covers all sports for the entire school year provided the examination occurred **AFTER APRIL 1ST**. The signed form will be kept on file in the athletic office.

- **Parkview Sports Medicine Form – ATHLETE REQUIREMENTS:**

All student athletes must have a Parkview Sports Medicine Form on file. Download the file, and bring it into the Athletic Office.

- **INSURANCE**

Woodlan High School does not provide or offer insurance for athletes. Please make sure your insurance is updated to provide the necessary coverage for athletics. This is also the reason it is necessary for you to provide us with the name of the insurance and policy number, on the Parent Consent and Release Form provided by the Indiana High School Athletic Association.

Third party insurance is available to students of Woodlan High School. Forms for that insurance may be picked up in the Athletic Director's office.

- **SCHOLASTIC ELIGIBILITY**

In order to participate on a Woodlan High School extra-curricular team, each participant must have satisfied all of the scholastic eligibility requirements **PRIOR** to participation. (See the eligibility guidelines on page 6.)

- **FINANCIAL OBLIGATIONS AND EQUIPMENT**

Uniforms - In several activities, participants may be required to purchase a portion of the practice uniform, which will become their property.

Equipment- All extra-curricular participants are responsible for the proper care and security of equipment issued to them. School furnished equipment is to be worn only for contest and practices. Students will be held financially responsible for items not returned in clean, good condition at the end of the season.

- **CONDUCT OF EXTRA-CURRICULAR PARTICIPANTS**

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the activities department. The community, school administrators and coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining sound extra-curricular programs. The welfare of the student is our major consideration and transcends any other consideration.

- **EXTRA-CURRICULAR CODE OF CONDUCT**

Students and parents are expected to read, sign, and abide by the Woodlan High School Code of Conduct.

PARTICIPATION

An athlete may participate in one sport per season as well as an academic club. Coaches, Athletic Director and the Principal will review individual exceptions. Student athletes must participate in at least 10 separate days of organized practice under the supervision of the coaching staff preceding the date of participation in interscholastic contests (Exceptions to this may be subject to change when the athlete is completing one season and starting the next). Only one practice may be counted for any one day. Team practice sessions are open to team members and school staff only. Most teams practice each day of the

week, Monday through Friday. Coaches may schedule weekend and some holiday practices during the season.

SQUAD SELECTION

In accordance with our philosophy of extra-curricular programs and our desire to see as many students as possible participate in the extra-curricular programs while at Woodlan High School, we encourage coaches/sponsors to keep as many students as they can without unbalancing the integrity of their activity. Time, space, facilities, equipment, personal preference and other factors will place limitations on the most effective squad size for any particular activity. Choosing the members of extra-curricular squads is the sole responsibility of the coaches/sponsor of those squads.

BEHAVIOR/ATTENDANCE

A student has an obligation to be at school and in all classes. The student who has any unexcused absence the day of a contest will be ineligible for participation that day, unless unique circumstances render administration discretion. Students who miss more than 1/2 of a school day, must have a written doctor/dentist excuse in order to participate in any school-sponsored event, or participate in any co-curricular practice or contest. The length of absence must be consistent with the appointment time to be accepted. Eligibility may be granted by the athletic director or principal for prearranged absences including, but not limited to, college visitations, funeral, and family emergency or important appointments.

- All students are expected to be in school the day following a contest unless injured excused for medical appointment, or granted an excused absence by the administration.
- Students must abide by all rules and regulations in the Student Handbook.
- If placed in detention, the student must fulfill the obligation as assigned.
- While under a consecutive all-day in-school or any out-of-school suspension, the student will not be allowed to participate in practices or extra-curricular events.
- If a student is suspended out-of-school on Friday, they are not eligible to participate through the weekend.
- Completion of the extra-curricular season is required in order for the student to be eligible for letter or other team or individual awards.
- If a student is absent on the last day of the school week and the practice or contest is on a non-school day, the student will be eligible for participation.

EQUIPMENT

- School equipment checked out by the student/athlete is his/her responsibility. He/she is expected to keep it CLEAN and in GOOD CONDITION. Loss of equipment is the student/athlete financial obligation. Uniforms and Warm-ups can be expensive, you are responsible for their care.
- Uniforms should be washed after each competition. Since our school colors include Woodlan colors, it is imperative that you take extra caution in washing uniforms. Always use cold water when washing any Woodlan uniform with Woodlan colors on it and be extremely careful with the heat of dryers. Hang to dry uniforms instead of tumble-drying in clothes dryers. Do not use liquid **fabric** softener or spray-wrinkle free products on uniforms. At the end of the season, make sure your uniforms are cleaned before returning them to your coach. Students returning uniforms that have not been cleaned will be assessed a laundry fee by the Activities/Athletic Department.
- Coaches hold the right to require uniforms to stay at Woodlan High School to be laundered.

ATTENDANCE AT PRACTICES AND TEAM MEETINGS

- Team members are expected to be present at all practices, team meetings, contests, and special occasions unless excused by the coach.
- Upon completion of afternoon classes, athletes are to take all needed items (books, coats, boots, etc.) to their athletic lockers in order to avoid entering academic hall areas after 4:00 P.M.

VACATION POLICY

- Vacations by extra-curricular members during a sport season are discouraged. In the event of an absence due to an approved vacation, an extra-curricular participant must:
 - Be accompanied by his/her parents while on vacation.
 - Contact the coach PRIOR to the vacation.
 - Be willing to assume the consequences related to their status on that squad as a starter, 2nd string, 3rd string, etc.

SQUAD TRAVEL

- Athletes must travel to and from contests, away from Woodlan High School, in transportation provided by the school. The only exceptions are:
 - Injury to a participant which would require alternate transportation.
 - Prior arrangement between the participant's parent/guardian and the coach for the student to ride with the parent/guardian. A written note or signature from the athlete's parent must be given to the coach.
- The noise level must remain low so that the driver may be able to hear traffic danger noises.
- No food or drinks are allowed on the bus other than when allowed by the bus driver.

CONFLICTS IN EXTRA-CURRICULAR/CO-CURRICULAR ACTIVITIES

When a student is involved in more than one (1) school related extra-curricular activity, and a conflict arises in the date and/or time of the scheduled activity so that a student can't participate in both, the following policy takes effect:

The coaches, sponsors, athletic director and/or assistant principal will meet to reach a mutual agreement. If agreement cannot be reached, the principal, assistant principal, and/or activities/athletic director will consider all facts and make the final decision.

The following will be considered:

- An academic subject such as a field trip supersedes any extra-curricular/co-curricular activity.
- An extra-curricular contest/performance takes precedence over practices.
- Any school sponsored event takes precedence over AAU Basketball, Club Volleyball, Soccer or other club sport.
- State sponsored, scheduled activities take precedence over school scheduled extra-curricular activities.
- No coach or any extra-curricular/co-curricular sponsor shall be allowed to forbid a student from participating in any other extra-curricular activity.
- An extra-curricular coach or sponsor has their own individualized policies and rules for their programs on file with the administration prior to the start of the season.

REPORTING AN INJURY

All injuries that occur while participating in extra-curricular activities should be reported to the coach/trainer. If the injury requires medical attention by a doctor or treatment center, it will be necessary to have an INJURY REPORT FORM COMPLETED. Once a physician treats the participant, they **MUST OBTAIN THE DOCTOR'S PERMISSION TO RETURN TO THE ACTIVITY. MUST MEET IHSAA REQUIREMENTS TO RETURN TO PARTICIPATING IN GAMES.**

LOCKER ROOM REGULATIONS

Roughhousing and throwing towels or other objects is not allowed in the locker room. Hazing and/or bullying of other players will not be tolerated. Consequences may include, but not limited to, suspension or removal from team. All showers must be turned off. The last person to leave the shower room is expected to check all showers.

No one except coaches and participants are allowed in the locker room. **NO GLASS CONTAINERS ARE ALLOWED IN THE LOCKER ROOMS.** All shoes with spikes or cleats must be put on and taken off outside of the building.

POSTPONING CONTESTS

If a game must be postponed due to weather or any other factor not conducive to good game conditions, the following factors will be considered:

- Playing conditions of the field
- Travel safety for the team and/or opponents
- Travel safety for the official(s)
- Travel safety for students, fans and parents
- Damage to equipment
- Safety to the spectators in or on the school grounds, gym or field
- After considering the above factors, it will then be up to the Athletic Director and/or Principals to conduct the event or postpone the event. The Athletic Director will re-schedule the contest, if possible. In case of postponement, students will be notified immediately.

UNDUE INFLUENCE FOR PARTICIPATION

It shall be the philosophy of the Woodlan High School activities/athletic department that participants shall enjoy as many extra-curricular programs as the student and their parents wish them to participate in without influence from any coach to specialize in one activity. All coaches should encourage participation in other activities.

- Although participants may choose the activity they wish to enjoy, once the season has started, **NO ONE SHALL CHANGE ACTIVITIES/SPORTS WITHOUT THE CONSENT OF EACH COACH INVOLVED.**
- We understand that activities are an important part of school life. Therefore, we encourage students/athletes to devote themselves to activities/athletics above any and all club sports while in season at Woodlan High School.
- It shall be the philosophy of Woodlan High School that no student/athlete be retained for the purpose of benefiting an extra-curricular program.
- Students cut from one activity, however, may try out for another activity providing they were not cut from the first activity for disciplinary reasons.

- No student who is dropped from one squad for disciplinary reasons or who "quits" shall be eligible to compete in another activity for that particular season.
- No student may start another activity until the previous one has been completed and all equipment, etc. is returned to the coaches.

HALL OF FAME CRITERIA

It is our goal to provide the best representation of Woodlan athletics to the Woodlan Hall of Fame. All candidates must have been out of high school ten years to be considered eligible. Inductees will be chosen by the Woodlan Hall of Fame Committee. This committee will consist of the following:

- A. Current Principal
- B. Current AD
- C. Current Staff member that has coached a varsity sport and been at Woodlan for 10+ years (or is a Woodlan Graduate).
- D. A Woodlan Graduate or local community member that has been associated with the school for 10+ years.

Criteria considered for Hall of Fame induction includes but may not be limited to:

- 1. Outstanding high school career and a citizen in good standing in a variety of sports that provide a memorable cumulative high school career
- 2. Exceptional career in an individual sport that garners conference, regional or state-wide recognition.
- 3. Significant collegiate or a professional career in a particular sport.
- 4. Longtime athletic association and contributions to athletics as a coach, athletic administrator or contributor to athletics.
- 5. "Pioneer" in a particular sport.

* The major difficulty in adding candidates to the decades of the 1930s, 1940s, and 1950s has been the lack of documented accomplishments. It is nearly impossible without any kind of recorded accomplishments or documentation to seriously consider Woodlan athletes on the basis of hearsay. The Woodlan Hall of Fame welcomes any additional information via old yearbooks, scorebooks or newspaper clippings that might aid in the selection process.

ACKNOWLEDGE OF THE RISK OF INJURY FOUND IN HIGH SCHOOL SPORTS

Participation in high school athletics carries with it the very real potential for injury. It is reasonable to believe that at least one time during the four-year career of our student athletes, an injury will be attained that will result in missing one or more days of practice or contests.

The Woodlan Jr./Sr. High School athletic department provides the best sports medicine care available. We have a certified athletic trainer who is associated with Parkview Sports Medicine. It must be clearly understood by our student athletes and their families, that even with the proper coaching and support of our coaching staff, the use of proper equipment, and tremendous facilities, injuries will take place. These injuries can range from, but are not limited to, mild soreness, bruises, sprains and strains, dislocations, broken bones and concussions. It should also be clearly understood that some of these athletic injuries might result in severe injuries.

We need your help as a student athlete and as a family. The practice of; proper rest, nutrition, and the adherence to the rules and guidelines established by the athletic department and the coaches of your sport will go a long way to assure that injuries do not happen.

ATHLETIC EVENT PASS PRICES

- Athletic tickets may be purchased:
- Student All Sports Pass \$ 45.00
- Adult All Sports Pass \$ 85.00
- Senior All Sports Pass \$ 60.00
- Family All Sports Pass \$195.00
- The All Sports Pass is good at all home varsity, reserve, and freshmen athletic contests. The price of individual tickets at home athletic contests is as follows:
 - All adults and K 12 students for all varsity & junior varsity games/contests \$6.00.
 - All adults and K 12 students for all junior high games/contests \$5.00.
 - ACAC, IHSAA and other tournaments – All Sports pass not valid.

Acknowledgment

I have read the Woodlan High School Athletic Handbook and understand and accept the; policies, rules, procedures, and consequences it describes

Parent's Printed Name

Parent's Signature

Date

Student's Printed Name

Student's Signature

Date

Sport(s) student anticipates trying out for this school year

Please return signed acknowledgement card to the Athletic office before first athletic contest.

Thank You