

# **CROWLEY COUNTY SCHOOLS**



## **ATHLETIC HANDBOOK 2018-19**

# CROWLEY COUNTY HIGH SCHOOL ATHLETIC HANDBOOK

This material is presented to you because your son or daughter has indicated an interest in participating in interscholastic athletics and; you have expressed your willingness to permit him/her to compete. Your family's interest in this phase of our school program is gratifying. We believe that participation in sports and activities provides a wealth of opportunities and experiences that assist students in their personal growth.

Crowley County High School shall offer a well-rounded extracurricular program designed to meet the needs of most students. These programs are essential to the total program of school and shall offer opportunities and values to students that the academic program alone does not offer.

**Participation in such activities is a privilege- not a right. All students are encouraged to participate in at least one activity.**

A student who elects to participate in athletics or activities is voluntarily making a choice of self-determination and self-denial. These are the reasons we place such emphasis on good training habits and self-discipline.

If you have any questions or concerns, please contact your son's or daughter's coach, athletic director, or the principal.

Crowley County High School has a rich tradition in athletics and activities. Your participation in our programs will enhance the pride our school and community have in our young people. We stress Sportsmanship and all the qualities it entails, regardless of whether we **WIN or LOSE**.

**REVIEWED & REVISED 2017**

## ➤ THE REQUIREMENTS OF PARTICIPATION:

Crowley County High School is a member of the Colorado High School Activities Association (CHSAA). By-laws, rules and regulations have been established for participation in high school athletics by this organization.

## ➤ EQUITY CODE:

No person shall be subjected to discrimination in any program or activity on the basis of race, color, religion, sex, national origin, or handicapping condition.

[Ref. CHSAA Handbook, Article3]

## ➤ PARTICIPATION REQUIREMENTS:

General requirements for participation of students are outlined in the CHSAA Handbook and CHSAA Sports Brochure that is given to the high school student/parent at the beginning of the school year.

1. A physical examination is required prior to his/her participation in any form of exercise leading to such activity.  
[Ref. Board Policy JJID, JLCA and CHSAA Handbook].
2. The parent/guardian and student must sign a warning statement.[Ref. CHSAA Handbook].
3. The parent/guardian of the student **MUST** purchase the district insurance program or provide evidence that they have sufficient insurance of their own to cover any injury that the student athlete may incur. A copy of the identification card and number must be on file in the athletic office.[Ref. Board Policy]. **ASTUDENT WILL NOT BE PERMITTED TO PRACTICE OR PLAY UNTIL SUCH EVIDENCE IS IN HAND. NO INSURANCE...NO PLAY!!!**
4. An emergency procedure card is required to be completed (both sides) [Ref. Board Policy].
5. Student and parents/guardian must sign a statement that they have read the Athletic Handbook. [Ref. Board Policy].

## ➤ SPORTS SEASON:

A sports season is defined as the official starting date, established by CHSAA for fall sports until the final championship tournament in the Spring. Fall Sports Practice will officially begin August 15, 2016; Winter practice begins November 10, 2016; and Spring practice will begin February 27, 2017.

## ➤ CONDUCT OF AN ATHLETE:

The conduct of an athlete is closely observed in our community and other communities. It is important that your behavior be above reproach in all aspects of interscholastic athletics. We **will only** penalize a team or individuals when their conduct discredits or violates the rules of our school [Ref. Board Policy JIC, JK, JICDA]. **If a student elects to become an athlete, they are subject to the training rules for the entire CHSAA sports season.**

## ➤ ACCIDENT REPORTS:

Any student who is injured at a practice or scheduled event will have an accident report completed by the coach in charge. The accident report will be placed in the student's file and a copy will be made available to the student's parents on request. [Ref. Board Policy EBBB]. Students have an obligation to report all injuries to the coaching staff, regardless of how minor they perceive the injury to be or the impact that injury will have on future play.

## ➤ CLASSROOM ATTENDANCE:

A student must be in attendance the entire day in which he/she is enrolled to be eligible for practice and/or competition that afternoon or evening. Coaches and administration must verify absences related to doctor's appointments (**in writing**), documented family emergencies (**when the principal is notified in advance**), or school-related absences to be eligible to participate.

## ➤ EMERGENCY PROCEDURE CARD:

An Emergency Procedure Card is required before a student can participate in practice or competition. Our Emergency Procedure Card includes procedures you with the district to take if an accident should occur. The back side of the card includes a permission statement to take a student to a doctor or hospital if in the judgment of the coach, the injury warrants immediate medical attention. This card would be used during the absence of parent/guardian at contests or practices. [Ref. Board Policy JLCE]

## ➤ HAZING OR INITIATIONS:

It is a violation of school district policies for students to engage in hazing or initiations of other students in any school-related activities. [Ref. Board Policy JICDA, JBB, JIC, JK]. Students found to be involved in such activities could face suspensions or removal from teams.

## ➤ INCLEMENT WEATHER:

1. The decision regarding the closing of school rests with the superintendent of schools.
2. When it is necessary to close school because of inclement weather while we are at school, school activities will cease.
3. When the superintendent closes school in the morning before school is scheduled to open, scheduled activities are not automatically cancelled. Coaches will wait until the afternoon and then call the athletic director to see if it is possible to hold the events or reschedule.
4. Determination to hold scheduled contests either at home or away will be decided by the athletic office, after consultation with the bus supervisor, the administrator of both schools, police agencies, and the weather bureau. Cancelled contests will be announced over local radio stations and reported to athletes by telephone.
5. Colorado weather is extremely difficult to predict; thus each situation must be taken independently.

## ➤ INSURANCE:

**Primary Insurance:** The school district makes available, at the beginning of the year, a twenty-four-hour-insurance policy. This covers students at all extracurricular activities. Football insurance is higher than the general policy. You should consult your insurance carrier as to the type of coverage you have on your child while participating in extracurricular activities. Parents are encouraged to purchase or have an insurance plan that covers your child while at school and at extracurricular activities. A parent/guardian must sign a waiver if they have sufficient insurance and do not elect to purchase the insurance program made available by the school district. The parent or guardian must show proof of their individual insurance program and a copy must be on file with the athletic office prior to practicing. [Ref. Board Policy JLA]

## ➤ DISTRICT MEDICAL ITEMS:

The coaches will handle all medical equipment/supplies. The athletic department **will not dispense** drugs or prescribed medicines to students, including aspirin or so-called, over-the-counter drugs. [Ref. Board Policy JLCD, JLCD-R]. A permission for medication form must be filled out and on file with the school nurse for your child to receive or carry medication at school or school related activities.

## ➤ MEDICAL RESTRICTIONS:

If your doctor has placed the student on restriction for PE and athletics, the student cannot return to practice or competition until the doctor, **in writing**, states that the student may return to PE, the sport, or the activity. [Ref. CHSAA Handbook]

## ➤ OUT-OF-SCHOOL SUSPENSIONS:

A student who receives disciplinary action at school, which involves suspension, will be ineligible to practice, participate in or attend any school activity while suspended. Undesirable behavior by students at school or at an activity may cause the student to receive a suspension. The suspension agent shall be the office of the principal or his designee. [Ref. Board Policy JJIC-R, JK, KF-R, JKD, JKE-R JKE].

## ➤ IN-SCHOOL SUSPENSIONS:

A student who receives disciplinary action at school, which involves **ISS**, will be eligible to practice, but may not participate in athletic contests until said student has completed one normally scheduled school day. A student receiving multiple days of **ISS** may not practice until completing all days of **ISS** and may not participate in athletic contests until said student has completed one normally scheduled school day.

## ➤ PRACTICES:

Each coach establishes his/her own practice schedule and rules concerning missing practices. [Ref. Board Policy JJIC-R] **However, no athlete will be disciplined by a coach for missing practice or competition while representing another organization of CCHS.**

## ➤ PRACTICE LOCATION AND TIMES:

High school teams [basketball] will rotate weekly as to which team will practice early in Ordway. The other team will practice in Sugar City for that week.

### ➤ **FORMAL PRACTICE DATES:**

No sport will conduct formal workouts or 'coach' supervised practices outside the sport season during the school year. Sports practices for the next sports season will not begin until the conclusion of the current athletic program. Students who are not out for the current sports season may begin supervised weight and conditioning training with the assistance of a coach. [Ref. Board Policy JJIB-R]

### ➤ **CHSAA FORMAL STARTING TIMES:**

**Fall Sports.....2nd Week of August**

**Winter Sports.....2nd Week of November**

**Spring Sports.....2nd Week of February**

### ➤ **EQUIPMENT AND UNIFORMS:**

Sports equipment issued to the student becomes his/her responsibility. This responsibility includes care, cleaning, and security of the equipment and clothing. The loss of the uniform or equipment, in the care of the student, is the Athlete's Financial Obligation. The athlete will be required to pay the fair value of the lost equipment. If payment is not received, replacement items will not be issued, equipment for other sports will not be issued and participation will be denied in all other activities until financial responsibilities have been taken care of. Report cards and transcripts will also be withheld, along with graduation certificates. In addition, students will not modify equipment/uniforms without permission of the head coach. Items in lockers and the locker room are the responsibility of athletes, not the coaches.

### ➤ **SPORTS MEETINGS:**

Each head coach will schedule a meeting with students and parents/guardians to outline the goals, objectives, and rules that apply to their respective sport.

### ➤ **COACHES' RULES:**

Each coach will develop his/her own disciplinary requirements or code. These may be in addition to the school disciplinary actions. Individual coaches' training rules may or may not include practice procedures, curfews, procedures regarding missing practices or games, time schedules, team selection criteria, dress for away games, and other issues unique to their specific sport. A copy of the individual sport training rules will be given to each player by the head coach and a copy will be kept on file with the athletic director's office. [Ref. Board Policy JJIE-R]

## ➤ DRUGS AND ALCOHOL

USE AND/OR POSSESSION OF DRUGS, ALCOHOL AND/OR TOBACCO SHALL BE PROHIBITED. Violations are defined as: student possession and/or use, or other evidence of student possession and/or use.

### • UPON VIOLATION STUDENTS MAY CHOOSE:

1. **Voluntary Admission**—student voluntarily admits violation BEFORE 8:00 a.m. the next weekday. Students may report to any of the following: Principal, Athletic Director, Superintendent any Head Coach. EXAMPLES: Friday violation must be reported Monday morning BEFORE 8:00 a.m. Wednesday violation must be reported Thursday morning BEFORE 8:00 a.m.
2. **Involuntary Admission**—evidence of violation exists and the student does not voluntarily admit violation before 8:00 a.m. the next weekday.

### • FIRST VIOLATION shall result in the following penalties:

1. **Voluntary Admission**—Suspension from game participation for twenty-five percent (25%) of the regularly scheduled contests for that season. Could affect the next sport season.
2. **Involuntary Admission**—Student will be suspended for fifty percent (50%) of the regular scheduled contests. Twenty-five percent (25%) if student enrolls in a District approved rehabilitation program, at their own expense. Could affect the next sport season.

### • SECOND VIOLATION shall result in the following penalties:

1. **Voluntary Admission**—Suspension from game participation for fifty percent (50%) of the regular scheduled contests. Student shall enroll in a District approved rehabilitation program, at their own expense. If student does not enroll in a rehabilitation program, student will be suspended for 365 days from date of violation. This includes the summer.
2. **Involuntary Admission**—Suspension from game participation for seventy-five percent (75%) of the regular scheduled contests. Student shall enroll in a District approved rehabilitation program, at their own expense. If student does not enroll in a rehabilitation program, student will be suspended from all athletics for 365 days from date of violation. This includes the summer.



- **SUBSEQUENT VIOLATIONS**

The student will be ineligible for 365 days from the date of the suspension. The student shall also be required to complete a District approved drug-alcohol-tobacco abuse counseling class to reinstate eligibility.

- **APPEALS**

All athletes have the right to due process. If suspended from a program, the athlete will have the right to appeal the decision in the following order:

- a. Athletic Director
- b. High School Principal
- c. Superintendent

Violations will be accumulative for the entire time a student is enrolled in Crowley County Junior High School or Crowley County High School. Punishment for violations will carry over from one school year to the next. Students in violation of these rules who were not reinstated during the season will be ineligible for any recognition or honors in the season affected. These rules will be in effect from the official beginning of fall sports to the end of spring sports, as determined by the CHSAA.

## ➤ **TRAVEL TO AN ACTIVITY:**

All students must travel to out-of-town athletic contests in transportation provided by the district. Athletes will remain with team members and under the supervision of their coaches while attending away contest. NOTE: No student will be allowed to be transported or to drive their own vehicles to an athletic event in which they will participate.

## ➤ **TRAVEL FROM OUT-OF-TOWN ACTIVITIES:**

**Students will NOT be released to travel with anyone, other than known parent/guardian. We cannot release a student to brothers, sisters, aunts, or uncles or other relatives. Exceptions must be made through administration prior to the event occurring.**

## ➤ **PROCEDURES TO RELEASE STUDENTS TO A PARENT:**

Students may be released to their own parent/guardian at an out-of-town contest. This is highly discouraged as it does not foster team spirit and teamwork. We also realize that sometimes it becomes necessary to take a student from an out-of-town activity. [1] A form must be completed and signed by the parent and turned into the coach prior to the start of the game in order to give them advance notice. [2] Parents/guardian will contact the coach at the contest they are taking their son/daughter when they are ready to leave at the end of the contest. [Ref. Board Policy EEAF, JJH, JJH-R]

## ➤ **PICK-UP AND RELEASE LOCATIONS:**

Whenever possible, students may be picked up and released to a parent at an arranged location in Olney Springs, Crowley, or Sugar City or along Highways 96 or 71.

## ➤ **ELIGIBILITY:**

1. **Weekly:** Eligibility is a requirement of the CHSAA, Santa Fe League and CCHS. CCHS rules further state that a student who receives more than one "F" during a grading period will be ineligible for the following week's activities.

Eligibility grades are submitted to the athletic director on Tuesday for the current week's ineligible list. Citizenship (e.g. classroom behavior, etc.) can be a determining factor of eligibility in a class as well. The principal will make this decision. Special Education student's eligibility is determined by their IEP [Individual Education Program] and their effort in class. [Ref. Board Policy JJ-R, Student Handbook]. Every effort will be made to provide written notice when ineligibility occurs.

2. **End of Term:** If a student receives more than one "F" at the end of a term, they will be ineligible until the sixth Thursday following Labor Day for the first term and on the Friday immediately prior to March 10 for the second term according to CHSAA policy adopted in May 1998.

**EXCEPTION:** CHSAA allows high school students, during the summer months, to take summer school courses to eliminate ineligible grades and become eligible for participation in athletics and activities for fall sports.

### ➤ **DROPPING OR TRANSFERRING A SPORT:**

Quitting is an intolerable habit to acquire. A student may lose the privilege of participating in further athletic programs if the athlete does not meet with the coaches and administration prior to quitting after the first two weeks of practice. A student may transfer from one sport to another in the same season within one week of practice at the beginning of the season. However, this is highly discouraged. The coaches, parents, and the Athletic Director must approve transferring from one sport to another. CHSAA requires a student to have five days practice in all contact sports, except football, which requires nine days of practice prior to participation in an interscholastic scrimmage or contest.

### ➤ **AWARDS PRESENTATION:**

Awards will be presented at a regularly scheduled time, as determined by the athletic administration. Game Day attire is expected, dress code appropriate. NO HATS, NO T-SHIRTS!

## ➤ HIGH SCHOOL VARSITY LETTER REQUIREMENTS:

### ➤ GENERAL:

Any student who is suspended from a sport will not letter. A senior who has participated in high school athletics for four years in that sport will receive a varsity letter in his/her senior year. An injured athlete may be awarded a varsity letter if it is apparent to the coach that they would have earned the letter if not for the injury.

### ➤ SPECIFIC SPORT:

- **BASEBALL:** [a] Complete the season as a squad member in good standing; [b] Play one-fourth of the total innings of all games scheduled; or [c] Pitch in one-fourth of the total games, or pinch-run in three-fourths of all games played.
- **BASKETBALL:** [a] Complete the season as a squad member in good standing; [b] Participate in fifty percent of quarters of the regularly scheduled varsity games.
- **CHEERLEADING:** [a] Complete the season as a squad member in good standing; [b] Participate in fifty percent of the scheduled games for the varsity season.
- **FOOTBALL:** [a] complete the season as a squad member in good standing; [b] Participate in fifty percent of the regularly scheduled varsity games.
- **TRACK:** [a] Complete the season as a squad member in good standing; [b] Score a total of twenty points in scheduled events; or [c] Participate in three-fourths of the scheduled track meets.
- **VOLLEYBALL:** [a] Complete the season as a squad member in good standing; [b] Participate in fifty percent of the regularly scheduled games at the varsity level.
- **WRESTLING:** [a] Complete the season as a squad member in good standing; [b] Participate at the varsity level in fifty percent of the regularly scheduled events at the varsity level.
- **MANAGERS AWARD:** [a] Complete the season as a squad member in good standing; [b] Meet the requirements of the coach for a manager in the specific sport.

## ➤ AWARD CERTIFICATION:

- **VARSITY AWARD:**

All students who complete the season as a member in good standing of a varsity team will receive a certificate, letter, and pin for the first award. All following awards will consist of a certificate and pin.

- **JUNIOR VARSITY AWARD:**

All students who complete the season as a member in good standing of a junior varsity team will receive a certificate and JV insert.

- **C-TEAM AWARD:**

All students who complete the season as, a member in good standing of a C-Team will receive a certificate.

- **COLLEGE ATHLETIC PARTICIPATION REQUIREMENTS:**

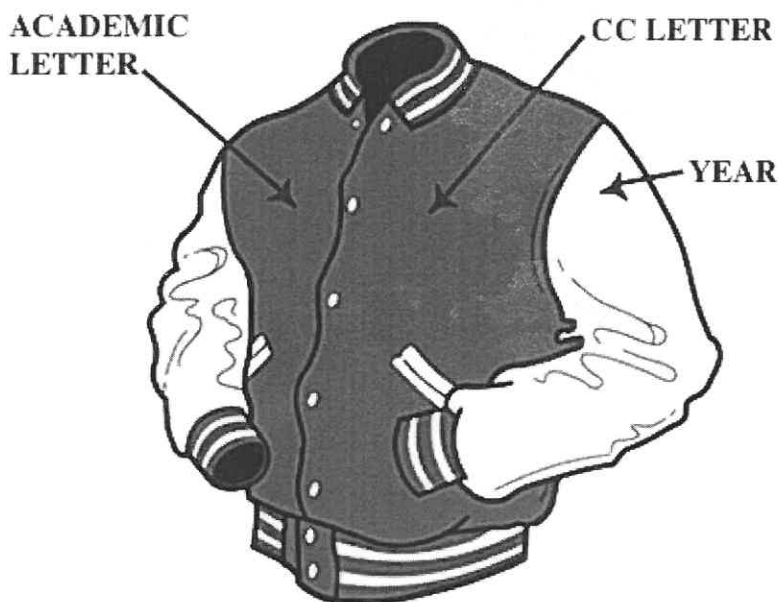
In order to participate at either the Division I or Division II level of the NCAA, a student must have a GPA of at least 2.50 in the core requirements of CCHS in English, Math Science, and Social Studies and a minimum of a combined total of 68 in the four areas of the ACT (Math, Science, English, and Reading). The lower the GPA at CCHS, the higher the combined total of the ACT must be, but under no circumstance, may the GPA be any lower than 2.0. See guidance counselor for actual data.

# **CROWLEY COUNTY APPROVED WEARING OF THE LETTER JACKET**

**STUDENT NAME:** Either on the Right Breast, on the Pocket, or Right Sleeve.

**HONORS:** All-Conference Left Sleeve, State Placing on the Back, Below the Crowley County Logo.

**BAND OR DRAMA:** Right Breast of jacket or above the Right Pocket. If student also has an Academic Letter. These Awards will be below the Academic Letter.



**SCARLET AND WHITE  
BLUE TRIM ALSO ALLOWED**

**NOTE: ONLY APPROVED AND SANCTIONED PINS,  
INSERTS, OR BUTTONS ARE ALLOWED ON THE  
LETTER JACKET.**