



Calistoga Junior-Senior High School

Student-Athlete Handbook

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Table of Contents

SECTION I: Philosophy, Guidelines and Protocols

- Philosophy of Student Athletics
- Student-Athlete, Parent, Coach Support Guidelines
- Student-Athlete, Parent, Coach Communication Protocols
- Parent Support Guidelines

SECTION II: Athletic Guidelines

- Tryout Procedures
- Academic Eligibility
- Non-Discrimination
- Physical Examinations
- General Behavior
- School Attendance

SECTION III: General Rules

- Training Rules
- Drugs, Alcohol & Performance Enhancing Drug
- Tobacco – Smoking And Chewing Policy
- Hazing / Bullying
- Social Media
- Travel

SECTION IV: Miscellaneous

- Equipment
- Multi-Sport Athlete

SECTION V:

- Title IX
- NVL
- CMC
- NCS
- CIF

SECTION I: PHILOSOPHY, GUIDELINES AND PROTOCOLS

PHILOSOPHY OF STUDENT ATHLETICS: The philosophy of the Calistoga Joint Unified School District is that interscholastic athletics are in integral part of the educational program and are designed to have a positive influence on students. Our athletic program supports student participation in multiple sports and promotes equal opportunities and experiences for all students. In addition to athletic skill development, we are charged with the responsibility of instilling in our athletes proper attitudes and behaviors that reflect the ideas of citizenship, sportsmanship, and cooperation, as well as building self-discipline and self-esteem. This can only be accomplished by well-organized, goal-oriented programs, conducted by competent adult leaders. CJUSD realizes that an effective interscholastic athletic program is the product of responsible cooperation between its four major components: each parent, the student-athlete, coaching staff, site/district administration.

STUDENT-ATHLETE, PARENT, COACH SUPPORT GUIDELINES: It is the intent of the school Athletic Department to provide an avenue for meaningful dialogue and positive communication between coaches, student-athletes and parents. Working together, we can and will accomplish many great things.

STUDENT-ATHLETE, PARENT, COACH COMMUNICATION PROTOCOLS: There are situations that may require a conference between the coach, the athlete, and the parent. These are encouraged. When these conferences are necessary, the following procedure should be followed to help resolve the concern.

- **First Step** → Student-athlete should set up a meeting to talk with the coach about the concern;
- **Second Step** → If the student-athlete/coach meeting does not clear up the situation then the parent should call the coach to set up an appointment with the coach and student-athlete;
- **Third Step** → If this still does not clear up the situation then a meeting between the coach, parent, student-athlete and Athletic Director is needed.

PARENT SUPPORT GUIDELINES:

- ❖ All meetings with coaches are to be made BY SCHEDULING AN APPOINTMENT. Coaches will make their email address available to parents. Parents will refrain from calling coaches at their homes, unless absolutely necessary.
- ❖ The District will not allow spontaneous meetings between parents and coaches on the athletic fields, in the gyms, or locker rooms.

- ❖ Coaches WILL NOT discuss other student-athletes with parents
- ❖ Parents/guardian/fan who shows misconduct at athletic events that warrant intervention by a school administrator at home or away events will be asked to leave.
- ❖ Parents who verbally abuse a coach may be subject to possible criminal charges.

SECTION II: ATHLETIC GUIDELINES

TRYOUT PROCEDURES: The following is an outline of some of the basic guidelines/timelines that the **CJUSD Athletic Department** follows prior to and at the start of a sport season. There are three sport seasons: fall, winter and spring.

1. Pre-season sign-up meetings: Will be conducted at the beginning of the season.
 - a. Fall, winter, and spring seasons begin according to the C.I.F. calendar
- 2. Registration/Certification: FamilyID is the online system used by CJUSD.**
 - a. Must be completed before starting any tryout, workout, and or practice can occur.
 - b. Physical must be current. See Physical examinations for more details.
3. Pre-season conditioning: Must be within CIF-NCS guidelines.
4. Mandatory Student / Parent Meeting: Conducted by the Coach after tryouts have been concluded.
5. Eligibility: Refer to Academic Eligibility.
6. Try-outs:
 - a. Head Coaches will make the decision in determining the final roster.
 - b. Student-Athletes may make an appointment with the Head Coach to obtain feedback as to why they did not make the team.

ACADEMIC ELIGIBILITY: All student-athletes who wish to participate in an athletic activity in any of the District's High School must meet the following requirements:

1. Have earned a 2.0 GPA for the quarter grading period prior to their participation and for each succeeding grading period during participation.
 2. Meet standards of satisfactory citizenship.
 3. Have a satisfactory attendance record as defined by Board Policy.
 4. Waiver Process and Conditions: (AR 6145 Instruction
Academic/Attendance Conditions Of Participation In Extracurricular Activities)
- Students who fall below the 2.0 GPA minimum at the end of the grading period may, with permission from parents and administration, petition the Eligibility Review Board for an academic waiver under the following conditions:
- a. The Review Board may grant a waiver and place a student on "eligibility probation" for a maximum of one quarter.
 - b. During the probationary period, the student is fully eligible to practice and compete.

- c. During the probationary period, the student must show evidence of educational progress. Such evidence will be in the form of the school's mid-quarter progress report. Student must be maintaining a 2.0 GPA with no F's in any class or become ineligible immediately for the remainder of the grading period.
- d. Any student suspended from school for any reason during his/her probationary period will become ineligible immediately for the remainder of the grading period.
- e. The Review Board may grant only one academic waiver per student during grades 7 and 8.
- f. The Review Board may grant only one academic waiver per student in grades 9-12.
- g. Between grades 8 and 9, no student may be on back-to-back waivers.

Student-athletes who do not maintain these requirements and are dismissed from a team will not be eligible for postseason honors or recognition (Certificates, Letters, etc.)

NON-DISCRIMINATION: All students have access to athletic opportunities regardless of race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

PHYSICAL EXAMINATIONS: Students-athletes must have a yearly physical from a qualified physician (MD/NP) who completes the medical examination report. A completed CJUSD physical examination form should be turned in to the front office staff for processing and upload onto the student's FamilyID account.

GENERAL BEHAVIOR: Student-athletes must comply with all rules and regulations as specified by California Education Code, California Penal Code, and CJUSD Board Policies, CIF Bylaws, and the CIF/NCS Code of Conduct.

- ❖ Student-athletes will be required to read and sign a season NCS Ejection Policy adopted by the NCS Board of Managers.

In addition:

1. Profanity, unsportsmanlike conduct, and disrespect to any person or institution will not be tolerated.
2. Athletes accept responsibility for their behavior both on and off the field or at school.

Examples of inappropriate behavior include, but are not limited to:

- a. An athlete's language and behavior should not embarrass himself/herself, the team, the school, the district, or the community.
- b. Defiant behavior toward any coach, school official, or game official.

- c. Profanity, throwing of equipment or any similar display.
- d. Misuse of social media at all times will not be tolerated.

Violation of any of the above behavior guidelines may result in one or more of the following sanctions: suspension or dismissal from the team.

SCHOOL ATTENDANCE:

Attendance Affecting Eligibility

1. Absences: Students missing six partial (30 minutes or more) or full days of school in any one quarter shall be declared ineligible for the remainder of the quarter. Both excused and unexcused absences shall be counted. Student's eligibility may be re-instated at the start of the next grading period.
2. A student accumulating 16 full or partial absences (30 minutes or more) at any point during the school year shall be declared ineligible for the remainder of the school year. Both unexcused and excused absences shall be counted.
3. In extenuating circumstances, a student may petition the Review Board for consideration of exception to the attendance rule. Justifiable extenuating circumstances may include injury, illness, or accident of such a nature as to prevent regular school attendance.

Day of Event Attendance

1. Students must attend a full day of school on the day of an event in order to be eligible to practice or play in an extracurricular activity or contest held on that day. Missing even a single period more than 10 minutes for illness or for unexcused reasons renders the student ineligible to participate in the event scheduled for the same day.
2. Doctor or dentist appointments are the exception to the above. Other emergency situations must be cleared in advance by the vice principal or principal. Reasonable travel time will be considered.

SECTION 3: GENERAL RULES

TRAINING RULES: For health and safety reasons, students should understand that the CJUSD believes that the use of tobacco, alcohol, drugs, and performance enhancing drugs and supplements is not acceptable for high school athletes. Any violation of these training rules may also result in school disciplinary action according to CJUSD Board Policies and California Education Code. (CJUSD AR 5131.6) The following information concerning tobacco, alcohol, drug, and performance enhancing drug and supplement use is the policy adopted by the Calistoga Joint Unified School District. It is a policy designed to be supportive and helpful to students/athletes, not just punitive. Students and parents must realize that it is their responsibility to follow this cumulative policy, and

repeated offenses during the season or at offseason team activities will result in progressive consequences.

DRUGS, ALCOHOL & PERFORMANCE ENHANCING DRUGS: Students participating in athletics are prohibited from using or possessing tobacco, androgenic/anabolic steroids, alcohol or any illegal drugs or narcotics during their season of sport. Athletes could be suspended and removed from the team activity for infractions of the rules and expectations that occur during any school activity. Any student that is suspended from school for the use/possession/sale/purchase of alcohol or drugs while at school or any school activity during his/her season will automatically be suspended from the sport in which s/he is currently participating. Further the student will not be able to participate in any other sport during the duration of the season for which s/he was suspended. (EC 48901-Tobacco Free Schools/Smoking)

The use of androgenic/anabolic steroids or dietary supplements including synephrine to expedite the physical development and to enhance the performance level of Athletes presents a serious health hazard to student athletes. (CJUSD BP 5131.63) The student shall not use androgenic/anabolic steroids without the written permission of a fully licensed physician, as recognized by the American Medical Association, to treat a medical condition. The student's violation of District policy regarding steroids or dietary supplements shall result in discipline against the student, including, but not limited to, restriction from athletics, suspension or expulsion from school.

During the time of the athletic suspension an athlete may attend practice as an observer, but not participate.

TOBACCO - SMOKING AND CHEWING POLICY: Any student who is suspended from school for the use of tobacco, or possesses tobacco in any form while at school or any school activity during the season will adhere to the CJUSD BP and be restricted from athletics during that time. The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles. (Health and Safety Code [104420](#); Labor Code [6404.5](#); 20 USC [6083](#))

HAZING/BULLYING: The National Federation defines hazing as any humiliating or dangerous activity expected of a student to belong to a group, regardless of their willingness to participate. Some practices associated with high school hazing carry the potential for serious bodily harm or even death. These practices included: tattooing, piercing, head-shaving, branding, sleep deprivation, physical punishment (paddling and "red-bellying"), "kidnapping," consuming unreasonable/unacceptable foods or beverages, being deprived of personal hygiene and/or inappropriate sexual behavior.

Any form of hazing, bullying, initiation, or rites of passage will not be tolerated. Violations will be addressed according to CJUSD student behavior expectations. (CJUSD BP 5144.1 Suspension And Expulsion/Due Process - PC 245.6 Hazing)

SOCIAL MEDIA: The Calistoga Joint Unified District is committed to providing a safe and secure learning and working environment for its students and employees. The District encourages positive relationships between students, employees and associated persons. There is, however, a distinction between being supportive of students and the real or perceived breach of confidentiality or misconduct. Cyber Bullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation. (CJUSD BP 5131.2 Bullying) Employees and all associated persons who work with or have contact with students are expected to follow all District policies when using social media as a form of communication.

Social Media Guidelines for Students: If a student-athlete's online profile and/or its comments violate Calistoga Joint Unified School District's social media guidelines as adopted by the governing Board or Superintendent in a published policy, the student athlete may be subject to discipline as may be warranted based on the severity of the offense, the harm to another party, and/or the number of violations that exist. Possible consequences may have school and/or athletic consequences.

Examples of possible athletic consequences may include:

- ❖ May be removed from a practice.
- ❖ The student athlete may be suspended from 1 contest, parent contacted, and administrative referral.
- ❖ The student athlete may be suspended from 2 contests, parent, student, coach meeting, and an administrative referral.
- ❖ The student athlete may be removed from the team, parent, student, coach, athletic director meeting and an administrative referral.
- ❖ Other school disciplinary actions may also apply.

Social Media Guidelines for Coaches: The use of social media by all coaches should be restricted to supplying information about meetings, practice times, and other team or school related information. It is also the responsibility of the all coaches to model and develop moral intelligence on the cyber-field. Demonstrating and reminding student-athletes there is such a thing as cyber-integrity, cyber-responsibility, and cyber-respect. All coaches will follow the same guidelines as adopted by the governing Board or Superintendent and will adhere to the Athletics Coaches Evaluation policies.

TRAVEL: Students are required to travel on school transportation. Under special circumstances, with Principal or designee and coach prior approval, students may be transported to the event by their parent/guardian or other designated adult drivers cleared by the CJUSD transportation Department.

Transportation by bus/van:

1. Transportation to and from all off-campus student activities shall be in school buses or vans, except that the principal may authorize any school employee or parent who has completed the appropriate district form to carry student in the private car of such employee or parent.
2. Adequate faculty and/or adult supervision must be provided for activities when school buses are used. It will be the responsibility of the school principal to determine adequate supervision.
3. Teachers, advisors, and coaches shall assume major responsibility for the maintenance of proper and safe student conduct at all times.
4. No unauthorized passengers may ride a school bus.
5. School employees transporting pupils to and from school functions are covered by school liability policies.
6. When pupils are being transported for school activities, parents providing such transportation are eligible for secondary insurance coverage, if the principal authorizes such transportation.

Transportation by auto:

1. Students are not allowed to drive themselves or others to athletic contests that are scheduled immediately after school. In specific emergencies a student may drive themselves only with the permission of the principal, coach or parent.
2. Adults, who have complete the appropriate district forms, may under the direction of the head coach, drive students to athletic contests. These forms are located on the CJUSD website.
3. Under no circumstances are those who are driving to have more than (7) students plus the driver in any vehicle. If there are more than seven students plus the driver, a regular bus driver's license is mandatory. Also, NO RECREATIONAL VEHICLES, motor homes, open vehicles etc. are to be used, regardless of numbers of passengers.

SECTION 4: MISCELLANEOUS

EQUIPMENT: The Calistoga Joint Unified School District supports a great deal of funding to maintain and purchase proper equipment. Equipment is to be handled properly for safety and financial reasons and also to teach students responsibility.

1. All equipment will be inventoried, numbered, and checked out by coaches and student-athletes.
2. Students are responsible for the security of their equipment and uniforms. In some cases, particularly with game uniforms, the replacement fee may be higher than the original purchase price because special processing and printing may be required to duplicate the uniform.
3. Students are expected to turn in the same piece(s) of equipment checked out to them.
4. Equipment should be returned in the same condition as it was received. Equipment and uniforms should be cleaned before being returned. Students are expected to make arrangements to have torn or ripped clothing repaired prior to turning it into the coach.
5. All equipment must be returned within one week of the last contest.
6. No awards (letters, trophies, etc.), grades or transcripts will be issued until all equipment is returned and/or paid for by the student-athlete.
7. Students must return or pay for all equipment before they can practice or participate in another sport. In unusual circumstances when a significant amount of money is owed, arrangements for repayment can be made with the front office at CJSHS.
8. Students who leave a team prior to the end of the season must turn in their equipment and uniform within one week.
9. Personal athletic equipment purchased by the athlete/athletes' family (non-school) must meet all CIF, NFHS, and CJUSD requirements for safety. Any alteration of equipment is not allowed.

MULTI-SPORT ATHLETE: The multiple-sport athlete is a key component to all high school athletic programs. In order for Calistoga Joint Unified School District athletic programs to be as successful as possible, we need the best athletes competing in a variety of sports. Our coaches understand that talented athletes bring fantastic skills, a competitive spirit and a drive to success. Therefore we have set standards to allow our student athletes the ability to focus on their season and have the most positive experience as multi-sport athletes as possible. Student athletes are expected to only commit to the season currently in session. Off season coaches may not expect student athletes to participate in any skill or conditioning sessions when playing another interscholastic sport that is in-season. During the off season, student athletes should never miss a competition (passing league over basketball skills session or a basketball summer league game over a baseball hitting session). When a conflict arises, the closest season of sport should take precedent. Communication between the student athlete and coaches is most important.

SECTION 5:

Title IX: PUBLIC LAW 92-318 OF THE EDUCATION ACT OF 1972 “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

The CIF and the public schools have the responsibility of ensuring that all provisions of Title IX legislation are observed and implemented in the California secondary schools. Private schools in the CIF must comply with Title IX as it is a “civil rights” issue protected by federal law and is also a condition of membership in the CIF not to discriminate on the basis of sex.

Student Survey At least once every 3 years the athletic administrator must conduct a student interest survey. This survey may be adapted to individual school circumstances. This requirement is part of a schools CCR process/review conducted by the California Department of Education and it also assists schools in providing evidence to support one of the three prongs of compliance.

NCS: North Coast Section <http://cifnco.org/landing/index> High School Governing Section

CMC: Coastal Mountain Conference <http://www.cmc-sports.org/> High School League

NVL: North Valley League (Closed access) Junior High League