

West Catholic Athletic Handbook

**West Catholic High School
We Stand Together in Learning.
Forever in Faith**





VISION STATEMENT

West Catholic High School of the Diocese of Grand Rapids will continue to be renowned as a quality Catholic School that prepares students to realize their full potential as active participants in their faith communities and marketplace. As educators and advocates of the Catholic faith, our school strives to pass on the Gospel message of Christ. Students choosing to continue their education will graduate from colleges and universities at a rate that ranks among the best of all high schools.

ATHLETIC DEPARTMENT VISION STATEMENT

The proud championship tradition established by former West Catholic athletes through their dedication and hard work is a key to future Falcons. The athletic department will continue to pursue excellence by committing to a well rounded athlete. The athletic programs serve as an extension of the Catholic faith based education. It supports the school's mission by making positive contributions to the development of the participants, spectators, school, and community.

DEPARTMENT PHILOSOPHY

We believe that athletics can be used to develop important values and character qualities such as: loyalty, self-sacrifice, team unity, and unselfishness, which will help young people, become more successful in academic and career settings. Only by challenging the young athletes in our programs to accept these values and qualities will we achieve our goals.

Athletics help to instill discipline and trust in one another. When an athlete dedicates themselves to unselfish trust and combines instinct with integrity and effort, then they are ready to soar to new heights. Hard work and discipline are the best moral builders and success comes from using these builders on a regular basis. There is no greater feeling of satisfaction then when a team accomplishes something because they paid the price and met their goals.

Our programs will foster the work habits necessary to prepare them to reach their full potential both on the athletic fields/courts and in life. Also they will acquire many other attributes such as dedication, loyalty, discipline, responsibility, and commitment. These characteristics are important to their success as students, players, and people.

PHILOSOPHY OF EXCELLENCE

The athletic department philosophy of excellence is very simple: you must prepare yourself spiritually, mentally, and physically to obtain any goal set forth. Failure to properly prepare and execute is not an option in our programs. The following quote by Lou Holtz exemplifies our feeling on striving for excellence: "I don't ask our athletes how many want to win. Everybody wants to win when the bands are playing, the crowds are cheering, and the television lights are on. The question I ask, "Can you live with losing, can you live with failure, and can you live with mediocrity



TEN COMMANDMENTS FOR PARENTS WITH ATHLETIC CHILDREN

- 1) Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts, and are not disappointed in them. This will allow them to do their best without a fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- 2) Try your best to be completely honest about your child's athletic capability, their competitive attitude, sportsmanship and actual skill level.
- 3) Be helpful but don't coach them on the way to the rink, pool, or track or on the way back or at breakfast, and so on. It is tough not to, but it is a lot tougher for the child to be inundated with advice, pep talks, and often critical instruction.
- 4) Teach them to enjoy the thrill of competition, to be "out there trying", to be working to improve their skills and attitudes. Help them to develop the feel for competing, for trying hard, and having fun.
- 5) Try not to relive your athletic life through your children in a way that creates pressure; you fumbled, too, you lost as well as won. You were frightened, you backed off at times, and you were not always heroic. Don't pressure them because of your lost pride.
- 6) Don't compete with the coach. If the coach becomes an authority figure, it will run from enchantment to disenchantment, etc., with your athlete.
- 7) Don't compare the skill, courage, or attitudes of your children with other members of the team, at least within his/her hearing.
- 8) Get to know the coach so that you can be assured that the philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his/her leadership.
- 9) Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.
- 10) Make a point of understanding courage, and the fact that it is relative. Some of us can climb mountains, and are afraid to fight. Some of us will fight, but turn to jelly if a bee approaches. Everyone is frightened in certain areas. Explain that courage is not the absence of fear, but a means of doing something in spite of fear or discomfort. The job of the parent of an athletic child is a tough one, and it takes a lot of effort to do it well. It is worth all the effort when you hear your youngster say, "My parents really helped, I was lucky, in this."



COACHING STANDARDS AND EXPECTATIONS

The coaches at West Catholic High School understand the catholic based mission and the need to maintain a standard of excellence for our students. As such, we support the adoption of these standards to be used by the Athletic Director as the basis for the evaluation of coaches and programs.

Coaches are spiritual mentors. Faith formation can take a variety of shapes, but it is a coach's responsibility to engage the team in weekly faith formation activities and conversations. It is strongly encouraged that every team, at every level, participates in a service project within the community. In such important capacities, these standard behaviors should be practiced:

1. Develop an understanding of the role of interscholastic athletics and communicate it to players, parents, and the public.
2. Develop an up-to-date knowledge of the rules, strategies, safety precautions and skills of the sport and communicate them to players and parents.
3. Develop, communicate and model policies for athletes' conduct and language in the locker room, at practice, during travel, during competition, and at other appropriate times.
4. Develop fair, unprejudiced relationships with all squad members.
5. Allow athletes to prove themselves anew each season and do not base team selections on previous seasons or out of season activities.
6. Allow athletes time to develop skills and interests in other athletic and non-athletic activities provided by the school and community groups.
7. Give the highest degree of attention to athletes' physical well being.
8. Teach players strict adherence to game rules and contest regulations.
9. Teach players, by precept and example, respect for school authorities and contest officials, providing support for them in cases of adverse decisions and refraining from critical comments in public or to the media.
10. Attend required meetings, keep abreast of MHSAA policies regarding the sport, and be familiar with MHSAA eligibility and contest regulations.
11. Present a clean professional image in terms of personal appearance, and provide a positive role model in terms of personal habits, language, and conduct.



PARENTAL STANDARDS AND EXPECTATIONS

When the coaching staff, the athletes, and the parents are working together for the good of the team, a season is successful. Please help us provide the best possible environment for our athletes to have a quality experience. Everyone must play his/her role. The coaches need to coach, the players need to work hard and sacrifice for the good of the team, and parents need to support their children with attendance and encouragement. As models to our student athletes, the following behaviors should be practiced by parents:

1. Encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game.
2. Place the emotional and physical well being of the participants ahead of any personal desires to win.
3. Provide support for coaches and officials working with the participants to provide a positive, enjoyable experience for all.
4. Refrain from comments and actions that are intended to intimidate, bait, anger, or embarrass others.
5. Maintain a position as a spectator and refrain from “coaching from the stands”.
6. Support the participants in the appropriately designated areas for spectators.
7. Remember that the game is for the students and not for adults.
8. Make youth sports fun for the participants.
9. Expect that your child treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.
10. Keep all comments from the stands positive, including those directed towards individuals other than your own child.
11. Promise to help your child enjoy the extra-curricular experience within your personal constraints by being a respectful fan, providing transportation or whatever you are capable of doing.



PLAYER STANDARDS AND EXPECTATIONS

In our attempt to pursue excellence, we must also learn to excel in the game of life. The below expectations and standards are required from all players in the programs:

Athletes will:

- Always represent our God, yourself, your family, and our school with the utmost respect
- Adhere to the student- handbook
- Set and meet individual goals in the classroom
- Be coachable
- Everyday practice and compete to your best ability
- Play with enthusiasm by demonstrating passion for what you are doing
- Be and act mentally tough
- Be leaders
- Be committed to getting better everyday

ATHLETIC CONFLICT RESOLUTION

- All complaints **MUST** be heard at the lowest possible level **BEFORE** intervention by a higher authority can occur.
- A 24 hour “cooling off” period must be granted before any complaints are initiated.
- Complaints must be made within 10 days of the incident. For the sake of all parties, the entire process must be concluded within 30 days of the incident. This system works very well so we are committed to abide by it.

Step 1 Start with the Source

The player will speak directly to the coach. A cooling off period will be granted for all parties before resolution is sought. This meeting should be done in private, away from practice sites and game arenas, and should be conducted face to face. Students who do not feel comfortable speaking solely to the coach may request a parent to be present; however the meeting should be conducted by the athlete.

Step 2 Move to program head

This step is necessary only if the issue is in regards a subordinate or assistant (i.e. an assistant, JV coach, etc.). If going to the source does not resolve the problem, then the head of the program should be notified and he/she should attempt to facilitate a solution. If the “source” is the head of the program, move to step three.

Step 3 Contact the Athletic Director

If an agreeable solution is not reached, then the athletic director will conduct a meeting between the parties in an attempt to find resolution.



Step 4 Contact the Principal

If an agreeable solution is still not reached, then the principal will conduct a meeting between the parties in an attempt to find resolution.

Step 5 Notify the Superintendent

At this point in the process, individuals who still believe their disputes have not been resolved adequately can submit a written narrative of their complaint to the School Superintendent. A copy of this will be given to all concerned parties, who will be afforded the option of a written rebuttal. After the superintendent has reviewed the documents he can conduct a meeting in a final attempt to resolve the dispute.

Step 6 Request nonpartisan School Board mediation

This final step is appropriate only in extreme circumstances and shall follow the same process laid down for the superintendent.

COMMUNICATION BETWEEN COACH AND PARENTS

The purpose of the interscholastic athletic program at West Catholic High School is to provide an arena in which students can learn and grow mentally, spiritually, and physically in meaningful ways that are not always possible in a classroom setting. Our ultimate success in achieving a positive athletic experience will be measured by our ability to establish lines of communication. Through good communication, people feel valued and understood, even if complete agreement is not always reached. We are all concerned about the *education* of our students. Part of the process of growing up is learning to handle your own difficult situations. If a conflict or misunderstanding between an athlete and a coach occurs, learning to resolve it is an important educational experience for the athlete. Parents should react slowly. Children tend to exaggerate at times, leave out part of the story, or present a skewed version of an incident. Taking responsibility for your part in a conflict is a learned skill. It requires maturity and honest self-reflection. Athletes vent frustration at the dinner table expecting mom and dad to take their side of the issue. Parents, however, realize that they were not present at practice to see how their child behaved, related to the coach, or to evaluate his or her skill and effort. Parents should always seek more information before drawing conclusions. The most productive long-term help a parent can give a child in awkward situations with a coach is to teach and model the skills of conflict resolution. Help your child resolve his or her own differences. When a student successfully deals with difficult interpersonal conflicts, he or she learns and grows. Parents are encouraged to help their athlete learn the valuable lessons that athletics can teach, even the “tough lessons” that may be difficult for everyone involved. Of course, a parent always retains the right to intervene on behalf of a child.



ATHLETIC WEBSITE

The athletic website is a great resource to get updated information.

www.westcatholicsports.com: you can follow your athlete's results, schedules, and important information. It is imperative ALL athletes and parents sign into VNN. Alerts and communication through VNN will be used by coaches and athletic administration. Appropriate group messaging will be used.

COMMUNICATION FROM COACHES/ATHLETIC ADMINISTRATION

Team Itinerary: Parents need to know the location and times of all tryouts, practices, games, bus trips, meetings, banquets, team camps, conditioning sessions.

Team Rules: Parents appreciate knowing not only the philosophy of the coach but also any team policies, including consequences that the coach established to supplement the code of conduct, rules and regulations.

Criteria for Team Selection: Coaches will develop a criterion for team selection, including objective criteria such as those measured against the stopwatch or skills completed, as well as subjective evaluations, such as attitude, effort, coach ability, grades or potential.

Injury: Parents can expect to be immediately informed by the coach or trainer when an injury occurs that requires medical attention. Parents may call the athletic trainer for additional information on care.

Problem Behavior: Coaches should call parents whenever an athlete exhibits atypical behavior that persists longer than 48 hours.

Discipline: the coach will inform parents of all discipline which results in the loss of contest participation or removal from the team. This contact will be done before the parent is to attend the contest whenever possible.

COMMUNICATION COACHES APPRECIATE FROM PARENTS

Schedule Conflicts: If you cannot reach the coach directly, it is then appropriate to notify the athletic office to get a message to the coach.

Emotional Stressors: Coaches appreciate knowing about any unusual event in the life of an athlete that is causing the young person additional stress.

Volunteers: Coaches need help with so many aspects of managing the program (fundraisers, work projects, team dinners, awards banquet, et cetera) that they are always glad to hear from parents who have ideas and are willing to work for the team.

Forthrightness: Every coach wants to try to resolve a conflict before it is taken to the athletic director, principal or other higher authority or before it is discussed "in the stands."

APPROPRIATE CONCERNS PARENTS MAY DISCUSS WITH COACHES

1. The treatment of your child
2. Ways to help your child improve
3. Concerns about your child's physical health and welfare, academic progress, or violation of the code of conduct. (Matters regarding other athletes are to be left to their respective parents)



AREAS OF CONTROL THAT BELONGS TO COACHES

1. Tryout procedures, team placement, team size and selection criteria.
2. Position(s) played lineups and playing time.
3. Offensive and defensive strategies play calling and style of play.
4. Practice plans drills and scrimmages.

HOW TO DISCUSS A CONCERN WITH A COACH

Communication is the most vital aspect of heading off potential problems. Any concern a student or parent has must always be addressed by following the “West Catholic Resolution Process.” The first step of this is to contact the source. Whenever possible the student should initiate, but whether the parent or the student begins the process there are some suggestions on how to handle this conversation.

Student contacting the Source: The student should talk directly with the coach, in private, face-to-face, away from the practice site or game arena. A telephone call may be necessary to arrange an appointment. E-mail, voice mail, and letters are good methods for communicating information, but they are not as effective for communicating feelings, and concerns. By their nature they tend to distance coaches and athletes.

Parent Contacting the Source: Contact the coach to talk directly, in private, face-to-face, away from the practice site or game area. Making an appointment, sitting down and listening to both sides is far more productive in reaching a mutually satisfying resolution. Our coaches are expected and encouraged to meet with individual parents to discuss concerns that affect that parent’s child. Our coaches are not expected to meet with groups of parents to discuss issues of concern. Please do NOT attempt to confront a coach before or after practice or a contest. These can be emotional times for both the parent and the coach. Our coaches are **NOT** expected to endure yelling, verbal or physical abuse from parents. Make an appointment. Help teach your child the skills of mature conflict resolution.

CONDUCTING A MEETING

1. Introduce yourself and vice versa. There is to be no yelling, verbal or physical abuse by either side.
2. When each person is speaking there is to be no interruption. Let each person complete his or her version of the situation before the other person speaks. When stating your concern be prepared with the facts in so far as you understand, or can ascertain them. **Be clear about what you hope will happen as a result of your meeting.**
3. As you talk with the coach, or other authority, repeat back what you hear him or her say to be sure that you understand the important points. Stay calm and friendly as you talk and listen. Take notes.
4. Before the session ends, have a plan that is clearly understood by all parties. A written document restating the final outcome, what happens if the situation reoccurs, and signatures indicating



understanding is appropriate. This written plan will check for mutual understanding. Make a plan to touch base following the initial meeting. Remember that each party has a stake in making the plan work. We always assume that all parties have the best interest of the student-athlete in mind when concerns are discussed. Therefore, we make every effort to assure that the student is not penalized or placed in an awkward position as a result of voicing a complaint. Parents, rightly so, tend to have single focus and advocate for their own child. Coaches, on the other hand, tend to have multi-focus and must safeguard the needs of every player as well as the team as a whole. Parents and coaches, in order to communicate effectively, must respect the legitimate perspective of the other.

ATHLETICS OFFERED BY WEST CATHOLIC

<u>FALL</u>	<u>Winter</u>	<u>Spring</u>
Cross Country (Boys & Girls)	Basketball (Boys & Girls)	Baseball
Football	Competitive Cheer	Softball
Golf (Girls)	Ice Hockey (co/op)	Track & Field (Boys & Girls)
Soccer (Boys)	Skiing (Boy & Girls co/op)	Tennis (Girls)
Swimming (Girls)	Swimming (Boys)	Golf (Boys)
Tennis (Boys)	Wrestling (Boys)	Soccer (Girls)
Volleyball	Bowling (Boys & Girls)	
Sideline Cheer	Gymnastics (co/op)	

FOREWORD

A sound student-athletic program is not accidental; it is conscientiously planned and directed by individuals who recognize its importance to the educational environment. The purpose of this athletic handbook is to explain the philosophies, objectives, regulations, and procedures of the West Catholic High School student athletic program. In establishing these guidelines, the following factors are considered:

- 1. Promoting the school's faith based mission;*
- 2. Safeguarding the health of participants in the activities program;*
- 3. Providing opportunities for student participation;*
- 4. Establishing standards that cultivate healthy interpersonal relationships among participants.*
- 5. Maintaining the highest quality of student activity;*
- 6. Promoting a healthy school/community relationship;*
- 7. Promoting congenial relationships with other schools.*



WEST CATHOLIC ATHLETIC CODE OF CONDUCT

Student-athletes participating in sports on a West Catholic, Club, or Co-op team have a responsibility to remain drug/alcohol free, and comply with team rules, school policies, and community laws. Participation in athletics is a privilege granted to those who work hard and follow the rules. It is not a right simply because a student is enrolled. Our athletes' conduct is closely observed on and off the competitive fields, therefore it is imperative that they act responsibly to reflect positively on themselves, their family, and their school. Academic eligibility standards require each athlete to receive passing grades in at least four courses for the prior and current semester. Grades are checked regularly during the school year and poor performance will impact athletic eligibility.

Because of the life-long moral, social and physical development opportunities provided to me by athletics, I recognize it is a privilege to participate in athletics.

To achieve personal and team objectives I realize on-time attendance at all practices and meetings is important. I will make every effort to be in attendance, and understand my participation in athletics will be curtailed by absence or tardiness.

Because of my personal goals, and pride in representing my family, school and team, my conduct in and out of school will follow established rules (e.g., School Handbook, Athletic Code, Team Rules) at all times.

Because athletics is only a part of the total school experience I will work hard in academics throughout the year to achieve my goals and the athletic eligibility requirements. My teammates are counting on me. To enjoy the full benefit of athletics I will practice good sportsmanship with teammates and opponents before, during and after all athletic events.

To maintain my health and to be mentally ready for competition I will keep myself clean and well-groomed.

Operating the extensive athletic program for my participation requires the financial support of many people. I am responsible for the care and cleaning of all school equipment and uniforms issued to me and will return all items in good condition at the scheduled time. Issued equipment/uniforms will not be worn as personal clothing unless approved by the Athletic



MINIMUM ACADEMIC STANDARDS FOR ATHLETICS

All students enrolled at West Catholic High School must maintain a minimum grade point average to participate in all extracurricular activities. For ninth grade participation, the minimum is a 1.5 GPA. For all other students, the minimum is a 2.0 GPA. The GPA used for eligibility is based on the quarter average as determined by the counseling department. After the second and fourth quarters, the semester average may be used to determine eligibility if it is higher than the quarter average. Students who fail to meet the minimum GPA may appeal to participate. The appeal forms are available in the main office and athletic office. Appeals will be held quarterly.

* This policy does not replace the Michigan High School Athletic Association's standards. All MHSAA minimum standards for participation will remain in effect.

* Since appeals will be tailored to address individual situations, granted appeals may be applied differently. The review committee may, for example, wish to grant an appeal based on the condition of demonstrated weekly improvement or based on the next interim report. Therefore, students with conditions will need to meet those conditions before they become eligible.

Note: Participation in Athletics is a privilege and not a right. Grade checks will be made each marking period. When a student athlete is failing one or more classes at any given time, due to lack of effort and/or discipline & behavior problems, he or she may become immediately ineligible by the determination of the administration.

ADMINISTERING THE ATHLETIC CODE

Recognizing there will be occurrences where an athlete makes a poor choice and violates the code, an investigation, adjudication and appeal process is described below. It is intended to ensure fair and equitable treatment of all involved.

Due Process: Students will not be disciplined on hearsay evidence. Persons making the charges against the student athlete(s) must identify themselves to school officials and provide a written statement if requested. Upon receipt of such complaint, the Athletic Director will contact the student and parents/guardian to discuss the situation. If the preponderance of evidence points to a violation, disciplinary action will be taken.

1. All disciplinary action will include end-of-season conference and state-level contests and will rollover to the following season if necessary to complete the full action.
2. If the violation is drug or alcohol related, the disciplinary action may be reduced upon the successful completion of an approved substance abuse program.
3. Disciplinary action under the Athletic Code is independent of action taken by other authorities. A student athlete suspended from school is not allowed to participate in school activities. Friday school suspensions carry over to weekend events.



VIOLATION CATEGORIES

All violations are acts that are illegal or seriously disrupt the accomplishment of the school and/or athletic mission. They may occur in school, at school events, away from school, or in or out of a sport season.

Category “A” Violations include, but are not limited to, the following:

1. Possession, use, or transfer of controlled substances or any item represented to be a controlled substance.
2. Possession, use, or transfer of alcoholic beverages. (Malt beverages labeled as non-alcoholic may contain alcohol. The possession or consumption of malt beverages regardless of their alcoholic content is not appropriate conduct and will subject the student athlete to disciplinary measures.)
3. Refusal to submit to a breathalyzer at the request of Administration is considered an admission of guilt and will be treated as an alcohol violation.
4. Possession, use, or transfer of weapons.
5. Major theft.
6. Arson.
7. Malicious destruction of property.
8. Striking or threatening school personnel.
9. Actions, in or out of school, which would be deemed felonies under the criminal code.

Category “B” and “C” violations relate to conduct unbecoming a Diocese of Grand Rapids school student athlete. They may occur in school, at school events, away from school, or in or out of a sport season.

Category “B” Violations include, but are not limited to, the following:

1. Possession or use of tobacco in any form.
2. Repeated school behavior referrals.
3. Vandalism.
4. Minor Theft.
5. Actions, in or out of school, which would be deemed misdemeanors under the criminal code.

Category “C” Violations include, but are not limited to, the following:

1. Skipping class.
2. Fighting in or out of school.
3. Insubordination.
4. Threatening or harassing other students.
5. School suspension.
6. **Student-Athletes remaining at a location where controlled substances or alcohol are being used illegally are in violation of this code.**



DISCIPLINARY ACTION FOR VIOLATIONS

After confirmation of the violation, the student athlete shall lose athletic privileges for the seasonal contests authorized by the MHSAA for that sport and/or any West Catholic sponsored club (or next scheduled sport for that student) according to the chart below. Violations carry over from year to year, covering the entire period of enrollment at West Catholic High School.

Category:	“A”	“B”	“C”
First Offense	50%	25%	10%
Second Offense	100%	50%	25%
Third Offense	Permanent	100%	50%

Example: Basketball is authorized 20 contests per season. A second category C offense results in a suspension from 5 games. All fractions are rounded up to the higher full game. If the full period of suspension is not served in the current season the remaining percentage will be served in the student’s next sport season. Another example: A 50% suspension near the end of football season may result in suspension for 1 football game (10%) and 8 basketball games (40%). Community service work may be included in disciplinary action. Unless directed otherwise, all suspended athletes will attend all practice sessions and contests; however, they may not wear game uniforms or participate in any game or scrimmage. Failure to meet these requirements may increase the length of the suspension.

APPEAL PROCESS

If after being notified of a decision regarding a violation a student believes the process described above was not administered properly, or that all facts were not revealed, an appeal may be made. The Complaint Resolution Process is discussed earlier in this handbook. Any loss of privilege of participation will continue during the appeal process.

TRANSFER STUDENTS

In addition to school and MHSAA transfer eligibility rules, West Catholic High School will enforce upon a transfer student any period of ineligibility to which that student would have been subject as a result of a school or athletic code violation at the student’s most recently attended school. This policy applies even if the student transfers under one or more of the allowable waivers for immediate eligibility. International students are subject to specific participation rules by the MHSAA.



DRUGS, MEDICATIONS, AND FOOD SUPPLEMENTS

Student athletes are exposed to many individual and/or marketing programs promoting the use of food supplements to increase athletic performance. These food supplements are not necessary for a student to compete at West Catholic High School. The following statement from the National Federation of High Schools Sports Medicine Advisory Committee establishes our school policy on this matter:

“School personnel and coaches should not dispense any drug, medication, or food supplement except with extreme caution and in accordance with policies developed in consultation with parents, health-care professionals, and senior school administrative personnel. Use of any drug, medication or food supplement in a way not prescribed by the manufacturer should not be authorized or encouraged by school personnel or coaches. Even natural substances in unnatural amounts may have short-term or long-term negative health effects. In order to minimize health and safety risks to student athletes, maintain ethical standards and reduce liability risks, school personnel and coaches should never supply, recommend or permit the use of any drug, medication or food supplement solely for performance-enhancing purposes.”

A well-balanced diet and a disciplined exercise program will provide any high school athlete the physical ability to compete at the high school level. Parents are encouraged to review this Athletic Code periodically with their children. Coaches will refer to the Athletic Code in discussions with our student-athletes during the sports-season and throughout the year.

*The above training rules are the minimal standards, which are to be adhered to by students. **But, any coach may implement her/his own training rules and regulations which go above and beyond the minimum standards previously stated with approval of the Activities Director.***

SPORTSMANSHIP

Activities in our schools have earned an outstanding reputation in the area of school and community sportsmanship. Our students, fans and participants have always conducted themselves in a commendable manner. Everyone is very proud of this reputation and works hard at upholding it. Please review the following suggestions for future consideration:

1. A student spectator represents his/her school the same as the athlete;
2. The good name of the school is more valuable than any game won by unfair play;
3. Accept decisions of officials without dispute;
4. Recognize and show appreciation of fine play and good sportsmanship on the part of the opponent;
5. Advocate that any spectator or athlete who continually demonstrates poor sportsmanship may be excused from the athletic program.



ADULT FAN BEHAVIOR GUIDELINES

If a fan is acting in an unsportsmanlike manner, he/she will be approached and be advised of the inappropriate behavior by a staff member or the game management, with a follow up letter sent by the Activities Director.

A second offense will result in a suspension of two home contests and any other athletic event during the suspension time period. A third offense will result in a suspension from all athletic contests for the remainder of the school year. This process may be accelerated if the administration deems it necessary.

MHSAA MINIMUM REQUIREMENTS

What follows is a condensation of the Michigan High School Athletic Association's standards. Questions as to the details included in these standards should be taken to the High School Student Athletic Director.

Michigan High School Athletic Association Eligibility Standards:

ENROLLMENT:

Students must be enrolled not later than the fourth Friday after Labor Day for the first trimester or second trimester, or not later than the fourth Friday of February for the second or third trimesters to be eligible for interscholastic athletics.

AGE:

A student must be under nineteen (19) years of age at the time of the contest unless the student's birthday occurs on or after September 1 of a current school year. Should the student's birthday occur on or after September 1, the student is eligible for the balance of that school year.

MAXIMUM COMPETITION:

A student, once enrolled in grade 9, shall be allowed to compete 8 semesters they are enrolled.

SEMESTERS/TRIMESTERS OF ENROLLMENT:

A student shall not compete in athletics that has been enrolled in grades nine through twelve, inclusive, for more than eight semesters, or 12 trimesters. The seventh and eighth semesters or the 10th, 11th and 12th trimesters must be consecutive. Students are allowed four first semesters and four second semesters or four first, four second and four third trimesters of enrollment. Enrollment in a school after the fourth Friday counts as a semester/trimester. Participation in one or more interscholastic athletic contests also constitutes a semester/trimester of enrollment.

UNDERGRADUATE STANDING:

The student must not be a high school graduate.



TRANSFERS:

The student must be accompanied by the persons with whom the student had lived when moving out of a former school district or service area and into a new school district. The student is ineligible to participate in an athletic contest or scrimmage for one full semester unless the student qualifies for at least one of the 15 exceptions as stated in the MHSAA Handbook, Section 9, pages 37-44.

AWARDS:

A student may not accept an award for athletic performance that exceeds a value of \$25.00. An award may not include cash, merchandise certificates or negotiable certificate for any value.

AMATEUR PRACTICES:

The student must not accept money or any other type of valuable consideration (merchandise, etc.) for participating in any type of athletics, sports or games. Nor should the student accept this same type of consideration for officiating interscholastic athletic contest. A student is not to sign a contract with a professional team.

LIMITED TEAM MEMBERSHIP:

1. After a student has represented the school in an interscholastic athletic activity, the student may participate in a maximum of two (2) non-school individual interscholastic athletic meets or contests during the athletic season of the school year while not representing the school only in the sports of cross country, golf, gymnastics, swimming and diving, tennis, track and field, and wrestling.
2. The student may not participate in any “all-star”, charity or exhibition contests in any interscholastic athletic event not sponsored by the Michigan High School Athletic Association before graduating from high school.
3. Parents should always check with the Student Activities Director before allowing a student-athlete to participate in any non-school athletic activity. This is important to the student’s future athletic eligibility. A violation of the limited Team Membership rule results in ineligibility for three competitions.

REINSTATEMENT OF ELIGIBILITY:

A change in status for an athlete who has been ineligible occurs on the first full day of the new semester/trimester on which regularly scheduled classes are held, and not on the last day of the previous semester/trimester.



COMPETITION DISQUALIFICATION:

Note: This is the wording of the Michigan High School Athletic Association – Reg. V, Sec. 3, Pg. 92:

The following policies for disqualifications shall apply in all sports:

- When a student is disqualified during a contest for flagrant or unsportsmanlike conduct, that student shall be withheld by his/her school for the remainder of that day of competition and for at least the next contest/day of competition for that team.
- When a coach is disqualified during a contest/day of competition for unsportsmanlike conduct, that coach shall be prohibited by his/her school from coaching for the remainder of that day of competition and from coaching at or attending at least the next contest/day of competition for that team.
- Failure of the school for any reason to enforce this regulation will prohibit the school from entry in the next MHSAA tournament for that sport, or for the remainder of the current tournament if the disqualification occurs during an MHSAA tournament or during the last regular season contest/day of competition.
- Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season in any sport for seniors.
- If the playing rules for a sport specify an additional penalty or more rapid progression, or use of such a progression for other violations, the playing rules apply. (1990)
- Any coach who is disqualified for unsportsmanlike conduct two or more times during a season, any player who is disqualified for unsportsmanlike conduct three or more times during a season, and any coach or player who is ejected for spitting at, hitting, slapping, kicking, pushing or intentionally and aggressively physically contacting an official at any time during that season, is not eligible to participate in the MHSAA tournament for that sport that season. If the tournament disqualifying ejection for that individual occurs during the MHSAA tournament, that player or coach is ineligible for the remainder of that tournament.

PHYSICALS

A physical form must be properly completed and signed by the parent/guardian and examining physician. This form shall be kept on file in the Student Activities Office of the high school before a student may participate in athletic activities.

- A. A physical examination given after April 15, good for the following school year.
- B. Physical examinations will be given through the school at a reduced price on a date to be determined each year.



INJURY POLICY

Injury Reporting: Students absent from practice due to extended illness or any athlete who sustains an injury while participating for West Catholic or on his/her own time needs to report the injury to the head trainer.

Release to practice/compete following an injury: Any athletic who has sustained an injury must be released to return to competition or practice by the head trainer, team physician and/or his/her M.D. or D.O. Release by the M.D. or D.O. must be delivered in writing to the head trainer. If the head trainer feels the athlete may be at risk of further injury, return may be withheld pending trainers consulting with team physician and/or athlete's physician.

Head Trainers Role: The head trainer is responsible for injury prevention, care, treatment and rehabilitation under the direction of the team physician.

Athlete's Responsibility: It is the responsibility of the athlete to follow the instructions of his/her physician, as well as the head trainer's recommendations and directions with regard to an injury; it is his/her own responsibility to follow up with treatment as directed by the team trainer.

DUAL PARTICIPATION POLICY

There exist circumstances in which it may be in the best interest of both a particular team and an individual athlete to allow participation on more than one athletic team during a particular season. This would allow individual athletes an opportunity to excel in activities that will help both them and others grow and develop physically, socially, and emotionally while, at the same time, helping the overall growth, development and success of the entire team.

A parent/guardian of a student who wishes to participate in two sports should request a meeting with the student, the coaches of both sports, and the Athletic Director to discuss these wishes and review the following guidelines:

- a. A written contract will be established wherein all the above named parties may agree upon training and performance requirements concerning the games and practices.
- b. The athlete must choose his/her primary sport and would be expected to attend all practices and contests of the primary sport.
- c. The athlete will only be able to participate in the secondary sport when there is not a conflict with primary sport activities. Potential conflicts will be resolved by the parties involved and included in the contract.
- d. The athlete would be expected to abide by all team rules for both sports, unless mutually agreed upon.



e. If the athlete fails to comply with any of the agreed upon criteria, the athlete will no longer be eligible to participate in the secondary sport.

ATTENDANCE REQUIREMENTS

An athlete must be in school all day on the day of the event unless he/she is participating in a school sponsored function. If there are extenuating circumstances to an athlete's attendance, the school attendance officer/athletic director will determine the eligibility.

TRANSPORTATION

Students are required to travel to and from (when provided) athletic events by the transportation provided West Catholic. When students are traveling home from an away they must ride with a parent or immediate family member. If a parent is not available, arrangements must be made prior to the event and communicated to both the coach and athletic administration.

FOOT COVERINGS

State Health Department regulations require feet to be covered at all times in public buildings. The only exception should be in locker rooms and on pool decks. "Spikes" and cleats of any kind are prohibited in the hallways or locker rooms. Athletes are to put on and take off this type of shoe outside of the building.

EQUIPMENT

All equipment that is issued by the school must be returned in normal wear/use in an appropriate time. Students that have outstanding equipment or bills may be subject to NOT participate the season until they are in good standing.

LOCKS/LOCKERS

Athletes issued a lock are required to return the lock at the end of the season. Failure to do so will result in a \$20 fine. Locks are issued to help protect valuables and should be used at all times. West Catholic Athletics is not responsible for lost or stolen items.



SNOW DAY/ INCLEMENT WEATHER PROCEDURE

When there is weather that may impact a game or practice, all determinations will be made by 2pm. Coaches will be notified and it is their responsibility to relay the information using the proper communication policy. Athletic administration will post on our athletic website and also announcements will be made through the main office.

If school is called off during the school day.

If a varsity team contest is scheduled for the next day:

- Varsity teams only may practice after safety and team arrangements have been considered;
- No ninth grade or junior varsity practices are to be held.

If school is called off before the start of the day:

- Game and Practice determinations will be announced by 2 pm.
- No mandatory team practices; practices may occur based on safety of students.

NCAA ELIGIBILITY CENTER

Students interested in competing in division one or two collegiate athletics must register with the NCAA Eligibility Center. Students should contact either the Activities Office or the Counseling Office, or view the NCAA website at http://web3.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp.

Eligibility and Training Rules for Student Athletes at West Catholic High School Please sign and Return BEFORE FIRST Competition

I, the undersigned, have read, understand, and pledge to abide by the Eligibility and Training Regulations for Student- Athletes of West Catholic High School

Athlete's Name (Please Print)

Graduation Year

Date of Signing

Student Athlete Signature

Parent/Guardian Signature