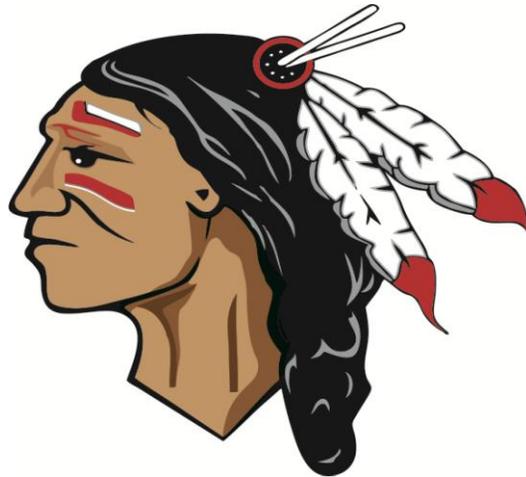


# **Westside Consolidated School District Athletic Department Handbook**

**Board Approved 6/16/14**



**Dear Westside High School Student-Athlete and Parents/Guardians:**

**This handbook is presented to you because your son/daughter has indicated a desire to participate in interscholastic athletics, and you have expressed your willingness to permit him/her to compete. The Westside High School Athletic Department believes that a dynamic program of student activities is vital to the educational development of the student. Its Athletic Program will provide a variety of experiences to aid in the development of favorable habits and attitudes in students that will prepare them for adult life.**

**The Westside School District is very proud of the wide variety of opportunities for athletic participation. These opportunities are believed to be a critical part of a student's total development as they assist in the building of positive character and leadership traits.**

**Young people learn a great deal from their participation in interscholastic athletics. Lessons in sportsmanship, teamwork, competition and how to win and lose gracefully are integral parts of each team in our athletic program. Likewise it is felt that you have committed yourself to certain responsibilities and obligations. It is the athletic department's intent through this handbook to acquaint you with policies that are necessary for an organized program of athletics. This handbook originated for prospective athletes and their parents/guardians to become familiar with the Interscholastic Athletic Code of Conduct and the policies of the Westside High School Athletic Department. These rules need broad-based community support to be fully effective. This is only achieved through communication amongst all parties involved. It is our hope that this handbook serves as a means to accomplishing this objective.**

**Yours in Sports,**

**Freddy Bowen  
Athletic Director**

# **Westside Consolidated School District Athletic Handbook for Student-Athletes, Parents & Coaches**

**Westside High School  
1630 Hwy 91 West  
Jonesboro, AR 72404**

**Athletic Director, Freddy Bowen, telephone: 870-935-7501 Ext. 8013,**

**Email: [fbowen@westsideschools.org](mailto:fbowen@westsideschools.org)**

**Assistant Athletic Director, Richard Griffin, telephone 870-935-7501**

**Email: [rgriffin@westsideschools.org](mailto:rgriffin@westsideschools.org)**

**Principal Michael Graham, phone 870-935-7501,**

**Email: [mgraham@westsideschools.org](mailto:mgraham@westsideschools.org)**

**Middle School Principal Pam Dooley, 870-972-5622,**

**Email: [pdooley@westsideschools.org](mailto:pdooley@westsideschools.org)**

**Superintendent, Dr. Bryan Duffie, Phone 870-935-7501,**

**Email: [bduffie@westsideschools.org](mailto:bduffie@westsideschools.org)**

### **Mission Statement**

The goal of the extracurricular program is to provide every participant the opportunity to grow mentally, morally, physically, and emotionally. The athletic program provides a means of expression and self-improvement. The program allows participants to develop social skills through being part of a team, committing oneself to striving for their personal best and being a part of something bigger than themselves.

### **Philosophy**

The Board of Education recognizes the value of interscholastic athletics as an integral part of the total school experience for students of the District and to the community. The program should foster the growth of school pride within the student body, adult leadership, and the community. The game activities and practice sessions should provide many opportunities to teach the values of competition and good sportsmanship. Athletics is neither a program of recreation for all, nor is it one of rehabilitation for those of questionable dedication. However, we believe student participation in athletics provides a worthy use of leisure time and encourage as many students as possible to be involved. The Westside Board of Education further encourages the development and promotion of sportsmanship, ethics and integrity in all phases of the educational process in all segments of the community, including administrators, participants, adult supervisors, parents, fans, spirit groups and support groups.

### **Objectives**

Strive always for the highest quality of competition that will produce successful teams.

Promote academic excellence in the classroom.

Ensure growth and development that will maintain a high number of individual participants.

Increase attendance at each contest, building gate receipts, thereby enabling the continuing upkeep and improvement of uniforms, equipment, and facilities.

Promote cooperation throughout the athletic department, while supporting all athletic and extracurricular programs.

Recognize and promote the lessons learned regarding good sportsmanship, ethics, teamwork and the value of competing – win or lose.

Provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the real world.

### **Alma Mater**

Hail to thee our alma mater

To our school we're true

Forward is our conquering watchword

We'll remember you

Yes we're proud to be a Warrior

Scarlet, White wave high

Ever guard thy glory and honor

Hail to Westside High

### **Member of the 4A 3 Athletic Conference of the Arkansas Activities Association**

**SCHOOL NICKNAME - Warriors**

School Colors - Scarlet & White

**2014-2015 Westside Consolidated High School Head Coaches**

Baseball – Zach Huggins and Todd Williams

Basketball (boys) Mark Whitmire and David Smith

Basketball (girls) Chris George and Todd Williams

Bowling – Celeste Tinsley

Cheerleading – Lindsay Marshall

Dance – Bobbie Wilson

Football – Wayne Mayer (Head Coach), Bobby Engle (Jr. High Head Coach), Zach Huggins, Fred Carter, and Jody Webb

Golf – Mark Whitmire and Amanda Carter

Soccer – (boys and girls) Amanda Carter and Bobby Engle

Softball – Katie Burns and Devin Montgomery

Tennis (boys and girls) Katie Burns and David Smith

Track (boys) Fred Carter (Head Coach), Wayne Mayer, and Jody Webb

Track (girls) Julie Tubbs

Volleyball – Julie Tubbs and Devin Montgomery

## COMMUNICATION GUIDE

Appropriate lines of communication are vital to all parties involved in high school athletics. Concerns are best handled and resolved as close to their origin as possible. The staff should be given the opportunity to consider the issue and address the concerns. A complaint about school personnel will be investigated fully and fairly, however no such action will take place until it is in writing and signed. Anonymous complaints will be discarded.

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to student athletes. As parents, when your son/daughter becomes involved in the program, you have the right to understand what expectations are placed on your child. This all starts with clear communication from the coach of your son/daughter.

As your child becomes involved in the various athletic programs of Westside High School, it is our hope that he/she will experience some of the most rewarding moments of his/her life. It is important to understand that things may not always go as your child wishes. At these times, discussion with the coach may be desirable (in fact, encouraged) to clear up the issues and avoid any misunderstanding.

### **Appropriate concerns to discuss with coach**

- The treatment of your child mentally and physically
- Ways to help your child improve
- Concerns about your child's behavior

### **Inappropriate areas to discuss with coach**

- Playing time
- Play Calling
- Position Assignments
- Team strategy
- Matters concerning other student-athletes

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be the best for all students involved. It is imperative that certain matters be left to the discretion of the coach.

### **Procedure to follow if you have a concern to discuss with a Coach:**

There are situations that may require a conference between the coach and a parent. Such a meeting is encouraged when necessary. It is important that both parties have a clear understanding of the other person's position. Each should be willing to listen. The following procedure should be followed to help promote a resolution to the issue:

#### **Proper Contact Procedures:**

Contact the coach the day after a contest to set up an appointment.

If a coach cannot be reached after a reasonable period of time, call the Athletic Director. An appointment with the coach will be arranged for you.

**Important:** Please do not attempt to confront a coach before, during, or after a contest or practice session. These can be emotional times for both the parents and the coach. Meetings of this nature do not promote resolution and, in fact, often cause more harm than good.

### **The Next Step**

What can a parent do if the meeting with the coach does not provide a satisfactory resolution? Although total agreement may not always be reached, most often such a meeting does afford the opportunity for productive discussion and better understanding. If the parent desires further communication, please call the Athletic Director to discuss the situation. The appropriate next step will be determined.

### **Chain of Command**

Westside High School in conjunction with the Athletic Department follows the chain of command listed below. We ask that you observe this order if you elect to pursue any concern you may have with regard to the athletic program.

1. The Coach
2. Athletic Director
3. Principal
4. Superintendent
5. Board of Education

### **Communication Parents should expect from coach**

Philosophy of the Coach

Expectations the coach may have for your student-athlete and the team

Times and locations of all practices and contests and any changes in that schedule as far in advance as possible

Team requirements, i.e. fees, special equipment, eligibility, attendance, out-of-season conditioning, etc.

Procedure that will be followed should your child become injured during participation

Athletic Code of Conduct and any additional rules that may affect your child's participation

Requirements to earn a letter

Disposition of lost/outstanding equipment at the end of the season

### **Communication Coach expects from parents**

Concerns expressed directly to the coach FIRST

Notification of schedule conflicts well in advance of the conflict

Special needs of the student-athlete, i.e. physical limitations that may not be obvious to the coach

### **What can be expected from the Athletic Department**

Hire coaches who are leaders, role models and persons of character.

Recognize and promote the accomplishments of athletic teams and individuals.

Provide a safe and secure environment for practice and competitions.

Ensure that everyone involved adheres to the rules and policies of the Westside Consolidated School District, The Arkansas High School Activities Association, the 4A 3 Athletic Conference, and the Westside High School Athletic Department.

### **Communicating with YOUR Children from the OHSAA “Role of a Parent in High School Athletics” (copied from the Ohio High School Athletic Association Handbook)**

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 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 ability, competitive attitude, sportsmanship and actual skill level.
3. Be helpful, but don’t coach them. It’s tough not to, but it is a lot tougher for the athlete to be flooded with advice and critical instruction.
4. Teach them to enjoy the thrill of competition, to be —out there tryingll, to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
5. Try not to relive your athletic life through your child in a way that creates pressure. Don’t pressure your child because of your pride. Athletic children need their parents, so you must not withdraw. Remember, there is a thinking, feeling, sensitive, free spirit out there in that uniform who needs a lot of understanding, especially when their world turns bad. If they are comfortable with you win or lose, then they are on their way to maximum achievement and enjoyment.
6. Don’t compete with the coach. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted. Criticism of the coach to your child puts the athlete in a terrible —No Winll situation.
7. Don’t compare the skill, courage, or attitude of your child with other members of the team.
8. Get to know the coach. Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
9. Always remember that children tend to exaggerate both when praised and when criticized. Temper your reaction and investigate before overreacting. Many times an athlete will define all coach criticism as being —yelled atl.
10. Make a point of understanding courage and the fact that it is relative. 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 and discomfort.

### **Ways to Find Information**

Website –[www.westsideschools.org](http://www.westsideschools.org)

The school will send nixel alerts to notify everyone of cancellations or rescheduling of games as well as contacting local media to have them announce them.

### **Paperwork to be Completed**

Physicals

Handbook Acknowledgement Page

Emergency Medical Authorization Form

### **Code of Conduct**

As a member of a Westside Warrior athletic team, an athlete represents the Westside Consolidated School District and is therefore subject to the Student Code of Conduct included in the Student Handbook. Participants are also subject to rules and disciplines as outlined by the coach/advisor/sponsor of each activity. The minimum standards set by the school do not necessarily meet the standards of conduct, dress, and appearance expected of participants in extracurricular activities.

Participation in extracurricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant

principals to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period not to exceed the remainder of the school year in which the offense or violation of the Student Code of Conduct/Student Discipline Code took place.

In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein. Students prohibited from participation in all or part of any extracurricular activity are not entitled to further notice, hearing, or appeal rights.

A coach has a right, and in some cases, the responsibility to establish additional training rules such as standards of training, behavior, meeting times, attendance expectations, and requirements necessary for participation. These will be furnished in writing with full explanations and disciplinary consequences. Copies of these additional rules should be furnished to both parent and athlete and a copy should remain on file in with the Athletic Director.

### **General Rules**

1. Students who have been suspended from school may not practice, compete, or participate in an extracurricular activity while serving school suspension.
2. If an athlete is dismissed because of a violation of a team rule, or the athlete should quit a team after the first scheduled scrimmage or contest, the athlete is not eligible to participate on any other current team or organized training for an upcoming sport until the completion of that team's schedule and any disciplinary process to regain eligibility. Exceptions may be considered by the principal and athletic director after input from the coaches involved.
3. If an athlete fails to return issued equipment or fails to make appropriate payment for lost items, until these obligations have been met, that athlete will:
  - not receive team awards
  - be deemed not eligible to participate in any future Westside High School athletic sport.
  - The charges will be added to their school fees
  - If the athlete is a senior, their diploma and transcripts will not be released.

### **Substance Statement**

It is the belief of the Westside High School Athletic Department that there is no such thing as responsible use of controlled substances/mood-altering chemicals, alcohol, or tobacco by any high school student. Adolescent use is not only against the law - it jeopardizes the student's health and safety, and it inhibits attainment of individual potential. Therefore, any use of controlled substances/mood-altering drugs, alcohol, or tobacco by student athletes will not be tolerated.

It is further believed that participation in interscholastic athletics is a privilege, not a right. Student athletes are in a highly visible setting of leadership and/or competition/performance.

Therefore, student athletes will be held to a higher accountability of conduct and behavior than the student who chooses neither to participate nor to represent Westside High School. The Westside High School Athletic Department believes in athletes making a twelve month year-round commitment to a substance free lifestyle. There is no off-season for taking proper care of your body.

## **Drug and Alcohol Policy**

Refer to the High School Student Handbook, sections on Substance Abuse Screening and Drugs and Alcohol .

### **Violations of Drug and Alcohol Policies for Athletes :**

Any student caught with drugs or alcohol on the school premises or at any school sponsored event will be suspended from school for 10 days with a recommendation for expulsion. Their athletic participation would cease at the time of suspension.

All students who participate in athletics must sign a drug screen consent form and are placed in a pool of all students who are participating in any extracurricular activity or who wish to drive to school. They are subject to random tests starting in the eight grade.

### **Consequences for a positive test:**

First offense: After confirmation of a positive drug screen, the student will be placed on confidential probation for 30 days. The student will be suspended from all athletic activities for 30 days from the date of the positive drug screen. After 30 days, the student will be tested again. If the retest is negative, the probation will be lifted. **After a positive drug screen, the student will be screened each time a test is administered for one year.**

Second offense: The second positive screening will result in the student not being allowed to continue athletic activities for one year from the date of the second positive screen.

Third offense: The third positive screening will result in permanent expulsion from all athletic activities.

Appeal process: After the third positive screening, the student, or his parent or guardian may ask for a Hearing before the Principal and/or Superintendent. Any further and final appeal will be to the Westside School Board.

## **Transportation**

**The time on the bus is an important team time for many reasons. All athletes are expected to travel to and from away contests with the team, however coaches may allow students to ride home with parents as a matter of convenience. The coach has complete discretion in this matter.**

In the event that it is necessary to provide alternate transportation, the following policies are in place:

### **Alternate Transportation**

A student will NEVER be permitted to leave with another student unless he/she has been signed out by the parent in a face to face meeting with the coach or advisor. (see next rule)

The parent or guardian may sign out their student in a direct, face-to-face conference with the head coach after the contest. Upon signing the student out, the parent takes custody and full responsibility for transporting the student home. The school district is released from all liability at that point. The courtesy of advance notice by phone, email, or written note to the coach that this will need to occur is strongly encouraged.

In the event of an emergency or extremely unlikely occurrence when it is absolutely necessary for an adult other than the parent or guardian to transport a student from a contest, permission

must be granted by the Principal or game administrator. The adult taking the student must sign them out in a direct, face-to-face conference with the head coach after the contest. The adult takes full responsibility for transporting the student home or to another destination. The school district is released from all liability at that point.

**Eligibility** – All students must be officially enrolled in the Westside Consolidated School District per district and AHSAA policies and procedures.

**Academic** – The Westside Board of Education has adopted the AHSAA standards for eligibility. See attached pages. There will be a Supplemental Instruction Program offered to athletes who do not meet the 2.0 gpa. It will be conducted according to AAA guidelines and strict enforcement of the guidelines will be followed. Please see the attached pages Article III of the AAA Handbook for specific rules.

**Transfer Rule** - Westside High School will follow the rules as stated in the AHSAA handbook for all transfers into the district. See attached pages.

### **Attendance Policies**

If the athlete is not in attendance for at least 4 periods the day of a contest (or day prior in case of a weekend contest), the athlete will not be eligible to participate in that contest without the permission of the principal. Students who are absent due to out of school suspension are not eligible to participate in any contest during the time of their suspension. Students who are in in-school suspension are not eligible for any contests during the time of the in-school suspension.

### **Tardy Policy**

See Student Handbook

### **Vacations**

Vacations by athletes during their AHSAA defined sports season are discouraged. Those wishing to schedule a vacation during a sports season need to evaluate the commitment necessary to participate on an interscholastic athletic team. If an athlete does plan to go on a family vacation with a parent/guardian/custodian or is attending a school-related activity during a school recess, advance notice must be given the appropriate coach by the first day of official team practice. It will be up to the individual coaches to decide how this affects the participation of the student.

### **Unexcused absence**

See student handbook

### **Equipment**

Every student-athlete is responsible for all uniforms and equipment issued to them during the sport season. The Athletic Department spends a great deal of money annually to provide its student-athletes with the finest available uniforms and equipment. New uniforms are purchased on a rotation per sport. Since uniforms must fit a variety of athletes each year, they cannot be custom fitted. These uniforms are made and purchased in general sizes. Parents and students must therefore realize that an athlete's uniform may not always be a perfect fit. Uniforms may be tucked at the waist, but should never be altered in any way without the expressed consent of the coach or the athletic director. The student-athlete is financially responsible for any items, which are lost, stolen, or otherwise, destroyed or damaged, and must be replaced by the Athletic Department. The replacement cost will be determined by the athletic director. Coaches will designate an equipment and uniform turn in day when a season is concluded. If an athlete does

not, within good reason, turn his/her uniform and/or equipment in by the designated date, the coach may refer the athlete to a building administrator for possible disciplinary action. An athlete's financial obligations are to be met as soon as possible. Until such obligations are met, the athlete will not be issued any other athletic equipment and will have his/her grade card and/or transcript withheld. Seniors will not be permitted to graduate until all financial obligations are paid in full.

In several sports, athletes will be required to purchase a portion of the uniform such as socks or hats. The purchased items become the athlete's property. Coaches may also make available to Athletes practice apparel or optional —spirit packs.

The school and its employees are not responsible for any item(s) left unattended in the locker room. All athletes should keep any valuables locked up. The athlete will be assigned a combination lock for that purpose

### **Hazing**

Hazing or the initiation of new members into an activity is strictly forbidden by the Westside Consolidated Board of Education Student Code of Conduct. Violations of this policy by athletes and/or coaches will result in severe penalties, which may include suspension or expulsion from school, and suspension or dismissal from athletics.

Hazing is defined as —doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Any incidents of hazing should be immediately reported to a coach, the Athletic Director or any other school administrative official. The incident and the individuals involved will be dealt with the utmost immediacy.

### **Two-Sport Policy**

A student athlete wishing to play two sports during the same season (example: soccer and cross country) must discuss this with the head coaches of the two teams involved. If both coaches are in agreement that the practice schedules and game schedules can be worked out for the student-athlete to play two sports, and the student athlete feels that he/she is willing to commit to this demanding schedule, then that student-athlete may participate in both sports during the same season. The coaches involved must make sure that the parents of this student-athlete are well aware of all practice and game arrangements prior to the season beginning. The coaches involved must discuss this situation with the Athletic Director at the time of the initial request by the student athlete. The athlete must select his/her primary sport and must attend all practices and games scheduled for that sport.

### **Athletic Scholarship Signing Ceremonies**

The Athletic Department, faculty and administration of Westside High School are extremely proud when any athlete has an opportunity to continue participation in his/her sport by being invited by a college or university to become a member of their team. We wish to honor all those students who receive a scholarship that has monetary value to continue his/her athletic career, by having a signing ceremony. We welcome parents and other relatives to attend this ceremony and will also accommodate teammates and friends if possible. The athlete's high school coach and future college coach will arrange this ceremony. An athlete must compete for the school in his or her senior year in order to have a signing ceremony, unless non-participation during that season is due to an injury or medical problem. There will be no ceremonies for invited walk-ons.

## **Tryouts**

Tryouts for sports activities will occur on the first day(s) of practice. Conditioning may be held prior to the first official day of practice. Attendance at conditioning is not mandatory, but a coach may take attendance. Conditioning is offered to the athlete as a helping head start for the rigorous training during the season. An athlete is expected to be present for the first day of tryouts unless extenuating circumstances exist. These circumstances, such as an injury, must be approved by the coach and/or athletic director. An athlete will not be allowed to join any athletic team after tryouts have been held unless approved by the athletic director and/or principal after being petitioned by the coach and/or parents. All tryouts are to be of such a length that coaches can make an accurate assessment of any potential player's abilities, attitude and temperament. The tryout shall be of such length that any potential player may have the proper time to exhibit their abilities to the coaches in order to demonstrate their potential as a member of a team.

**Cuts.** The Westside Board of Education and the Westside High School Athletic Department are committed to providing each and every student-athlete who wishes to participate in an activity with a place on a team. Whenever possible the Athletic Department sponsors teams at every competitive level (7th, 8th, 9th, JV and Varsity). However, due to the limitations of some sports, cuts may be unavoidably necessary. It is the coach's responsibility to determine who may be denied participation privileges. The criteria for determining —cuts may be taken from the following:

- \* Overall athletic ability
- \* Mastery of athletic skills necessary in that sport
- \* Academic eligibility
- \* Age limitation eligibility
- \* Disciplinary record
- \* Attendance record
- \* Any other factors which the coach deems relevant to the makeup of his/her team.

## **Season Tickets/Passes**

The Athletic Department offers the following passes for sale in the Superintendent's Office: Chair back seating for boys' basketball, girls basketball and volleyball. Senior citizens passes for all sports are available at no charge.

## **Sports Foundation**

The Westside High School Booster Club, a volunteer-member organization, was formed in 2000 in order to promote excellence in education, values, leadership, physical fitness, discipline, sportsmanship and equal opportunities for all athletes at Westside High School. The Booster Club provides volunteer and financial support to the Westside High School athletic teams. With support from the community, benefits provided to the athletics teams could range from new facilities to new uniforms and equipment. Volunteer opportunities are available in many areas; fund-raising, membership, and special projects to name a few.

## **Parent Responsibilities**

As a parent of an athlete you will be called upon by the coaches and Athletic Department to fulfill responsibilities. Examples of these may include:

- Providing pre or post game food
- Working at the concession stand for events in which your child is not participating
- Working various duties for team or Athletic Department events and/or fundraisers

It is unfair to think that —someone else will always fulfill these roles. Each parent is expected to participate when called upon.

### **Head Coaching Duties and Responsibilities**

As a head coach for the Westside Consolidated School District, you have the following duties, responsibilities and expectations.

1. To instruct athletes in fundamental skills, training and strategies necessary to achieve success.
2. Have knowledge of game rules, AHSAA regulations and to implement these on a consistent basis.
3. Obtain valid teaching certificate from the Arkansas Department of Education with a coaching endorsement or meet the AHSAA Registered Volunteer guidelines or complete the AHSAA Teacher/Coach Certification..
4. Obtain a valid CPR certificate.
5. Know and enforce the Westside Consolidated School District Code of Conduct and Athletic Department training rules and regulations.
6. Coaches must check eligibility for each participant to make sure they meet the AHSAA eligibility guidelines.
7. Pass out and collect from participant's Physical and Handbook Acknowledgement Page.
8. Pass out team rules and Athletic Department Handbooks to all participants.
9. Assign specific duties to and supervise assistant coaches.
10. Establish good public relations with the media, Sports Foundation, parents and officials.
11. Provide positive information and statistics to the media on a regular basis.
12. Monitor the locker room before & after practices & games until all participants have safely left the building.
13. Secure all doors, windows, and gates before leaving facilities.
14. Pass out and maintain records for all equipment and supplies for participants.
15. Report all injuries to the trainer and abide by the trainer's decision.
16. Develop in each athlete a respect for school property and its care.
17. Always be appropriately dressed for practice and games.
18. Always be punctual for practice and games.
19. Collect all equipment and supplies from participant at season's end.
20. Submit a list of missing equipment and cost and a needs list for the next season to the athletic director/principal.
21. Attend clinics and seminars to promote professional growth in your sport.
22. Coordinate middle school, freshmen and reserve programs; evaluate their effectiveness and communicate program needs to the Athletic Director.
23. Submit a list of awards and participate in the Awards Banquet.
24. Begin conditioning sessions for your sport at least two weeks before formal practice begins.
25. Develop an off-season program, which will include weight training, camps, leagues, open sessions or any other means of program development.
26. Assist the Principal and Athletic Director with enforcing the district eligibility policy.
27. Be cooperative with the other coaches and staff. No coach should ever discourage a student athlete's decision to play addition sports in seasons that do not run during the same time frame as the one they are coaching.

### **Evaluation**

All head coaches will have an annual evaluation by the Principal and Athletic Director.

### **Medical Procedure**

Participation in interscholastic sports can lead to possible injury to student athletes. Although most injuries are minor in nature, it is possible that an injury can occur that is severe enough to cause a person to become a paraplegic, quadriplegic, or result in death. Westside Schools and staff take every precaution to prevent such injuries, but risk does exist. It is the responsibility of any athlete competing in interscholastic activities in the Westside Consolidated School District to understand and comply with the following medical and injury procedures:

1. All injuries, no matter how seemingly insignificant, should be reported to the coach and trainer as soon as possible. The trainer will then make a determination as to how serious the injury is and what further action should be taken. It is the philosophy of the Westside Athletic Department that all injuries should be taken seriously and that any action is taken on the side of conservatism.
2. Westside High School provides a professional ATC trainer from St. Bernard's Sports Medicine at most, but not all, practices and events. The athletic trainer shall have final say on whether an athlete can participate and what treatment or care is necessary. They are not meant to replace a physician of the athlete's choice.
3. When an athlete sees the trainer for an injury, an injury report must be filed by the trainer. If the athlete is referred to a physician, the Athletic Director and trainer must receive a release statement from that physician before the athlete is permitted to return to participation.
4. While injured, athletes are required to follow procedures as laid out by the trainer and/or physician, including attendance at practice and injury rehabilitation. A coach has the right to require attendance at all team functions from the injured athlete.
5. Parents are encouraged to contact the Athletic Training staff regarding questions or concerns related to their child's injuries and care.

### **Insurance Information**

All athletes are required to carry medical insurance. Information on school insurance is available in the office for those athletes. This is a supplementary policy that will help pay costs not covered by the family or students insurance plan. If family insurance requires that the student use a specific physician, group practice or hospital, the student must use that service. The school insurance cannot be used as a substitute or alternative to family coverage.

All matters and correspondence associated with medical claims are between the family and the insurance company. The school does not process claims or payments. Parents are advised to check with the athletic director/dean of students before authorizing extensive treatment or surgery to make sure that school or catastrophic insurance will cover any excess costs.

### **Catastrophic Insurance**

The Arkansas High School Athletic Association provides catastrophic insurance to cover all athletes playing interscholastic athletics as a member of a middle school or high school team. However, parents are required to provide either school insurance or some other policy which will cover athletic injuries for the first \$25,000 for medical expenses.

## **Sportsmanship**

### **Sportsmanship Philosophy and Guidelines**

The Westside High School Athletic Department believes that interscholastic competition involving member schools of the Arkansas High School Athletic Association should be governed by the basic principles of good sportsmanship. This document has been prepared to insure that all participants have a common understanding of those basic principles.

We believe that participation is more important than winning. We believe that students should be coached to play to the best of their ability and to understand that to play well is to play honorably. The promotion of sportsmanship is the obligation of all school personnel and is directed to the behavior of spectators, coaches, and players. An additional component to consider is coaches' ethics. We believe the development of good sportsmanship through the practice of ethical behavior and moral reasoning is one of the acknowledged objectives of interscholastic athletics.

We therefore expect school administrators, coaches, athletes, cheerleaders, and spectators to know and embrace the following fundamentals of sportsmanship.

1. Respect should be demonstrated for an athletic opponent and for their school at all times. We should treat visiting teams and their supporters as guests and accord them the consideration all persons deserve. Visiting schools should respect the property and dignity of their host school and its athletic teams.
2. Respect should be demonstrated for the officials at all times. Officials must be assumed to be and accepted as impartial arbiters who are trained to do their job, and can be expected to do the job, to the best of their ability.
3. Knowledge of and a proper respect for the current rules of the contest should guide the behavior of all participants. Rules are essential for a fair contest. Good sportsmanship suggests the importance of conforming to the spirit as well as the —letterl of the rules.
4. All participants should strive to maintain self-control at all times. The desire to win should not be accepted as a reason for abandoning rational behavior. A proper perspective must be maintained by all if the potential educational values of athletic competition are to be realized.
5. All participants should learn to recognize and appreciate skill in performance regardless of affiliation. Recognition of the good performance of an opponent is a demonstration of generosity and goodwill that is encouraged in all member schools. In order for good sportsmanship to prevail, it is essential that all participants understand their individual responsibilities and expected modes of behavior before, during, and after contests.

#### **Coaches:**

The coaches bear the greatest responsibility for the development of sportsmanship as they have the greatest influence on the attitudes and behaviors of players, the student body, and the community. Coaches must value sportsmanship and teach it through their words and by example.

#### **Therefore, coaches should embrace the following appropriate behavior:**

- \* Instruct their players in the fundamentals of sportsmanship.
- \* Teach the value of conforming to the spirit as well as the letter of the rules.
- \* Make sportsmanlike behavior a matter of team discipline, with appropriate consequences for team members who display inappropriate behavior.
- \* Remind the student body at every opportunity that visiting teams are guests and, as their hosts, they should be polite and courteous.

- \* Respect the officials' judgment and interpretation of the rules.
- \* Demonstrate publicly the ideals of good sportsmanship by such acts as shaking hands with officials and opposing coaches before and after contests.

**Coaches should avoid the following inappropriate behaviors:**

- \* Use of profanity.
- \* Ejection from contests.
- \* Berating officials or players.
- \* Inciting spectators/players to inappropriate behavior.

**Athletes:**

- \* Because athletes are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. It is important that players:
  - \* Treat opponents with the respect that is due them as guests and as fellow athletes.
  - \* Shake hands with opponents and wish them good luck when appropriate.
  - \* Exercise self-control at all times, accepting the judgment of the officials as just that, the best judgment they could make given what they know and see.
  - \* Never argue or make gestures indicating lack of respect for the officials' judgment.
  - \* Accept both victory and defeat with pride and compassion. Congratulate opponents in a sincere manner following either victory or defeat.
  - \* Accept seriously the responsibility and privilege of representing the school and community.

**Athletes should avoid the following inappropriate behaviors:**

- \* Use of profanity.
- \* Ejection from contests.
- \* Berating officials or fellow athletes.
- \* Inciting spectators and/or other athletes to inappropriate behavior. Leaving the bench area when not competing, or becoming involved in any type of altercation.

**It should be noted that coaches and athletes ejected from interscholastic athletic contests will be accountable to the disciplinary procedure in the bylaws of the Arkansas High School Athletic Association as printed in the Association's handbook. Further action above and beyond this may be invoked by the school administration.**

**Cheerleaders:**

- \* Cheerleaders are representatives of the student body. By setting a good example, the cheerleaders can influence and control the actions of the student spectators.

**Cheerleaders should:**

- \* Establish standards of desirable behavior in keeping with the fundamentals of good sportsmanship for the cheerleaders and student spectators.
- \* Use positive cheers to encourage their own team without demeaning their opponents.
- \* Use discretion in deciding when to cheer and which cheers to use.
- \* Never attempt to distract opposing players or in any way interfere with their performance.
- \* Serve as hosts for visiting cheerleaders.

**Spectators:**

Partisan spectators by their behaviors and reactions determine to a large extent the reputation for sportsmanship of their school. Spectators should be reminded, and should keep in mind, that athletes are friendly rivals as members of opposing interscholastic teams. They expect to be

treated in that manner. Spectators should be reminded too, that the contest should be between the teams and athletes engaged in the competition and not between their supporters.

**It is important that all spectators:**

- \* Know and demonstrate the fundamentals of good sportsmanship.
- \* Respect, cooperate, and respond enthusiastically to the cheerleaders, coaches, and athletes of all teams.
- \* Censure fellow spectators whose behavior is inappropriate.
- \* Be positive toward players and coaches regardless of the outcome of the contest.
- \* Respect the judgment and the professionalism of the officials and coaches.

**Spectators should avoid the following inappropriate behaviors:**

- \* Verbal/physical abuse of contest officials.
- \* Berating athletes, coaches, officials, or other spectators with chants, signs, or cheers.
- \* Interruption of contests by throwing objects, entering the area of competition or becoming involved in disruptive behavior.

We believe that each participant should be committed to upholding the ideals of good sportsmanship put forth in this document. In this spirit, it should be understood, appropriate disciplinary action will be taken when incidents of inappropriate behavior occur. We also recognize the importance of communication and co-operation among school officials when incidents of inappropriate behavior arise. The quality of our athletic program depends upon this natural respect. We also believe that being proactive is vital to the education of our students and spectators.

Please see the attached AAA Sportsmanship Manual.

**Responsibilities of a Westside Interscholastic Athlete**

Being a member of a Westside interscholastic athletic team is the fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight. It takes the hard work of many people over many years. As a member of an interscholastic squad, you have inherited a wonderful tradition, a tradition you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our school, and our community. Such a tradition is worthy of the best effort of all concerned. Over many years, our athletic program has achieved more than its share of conference and tournament championships. Many individuals have set records and won All-Conference and other individual honors.

It will not be easy to contribute to such a great athletic tradition. To compete for your school means that you have agreed to abide by a higher code of conduct. You will have to say “no” to temptations an athlete cannot afford. When you wear the Red and White we assume that you not only understand our traditions, but are also willing to assume the responsibilities that go along with them. However, the contributions you make should be a satisfying accomplishment to you and your family.

**Responsibilities to Yourself**

The most important of these responsibilities is to broaden and develop your strength of character. You owe it to yourself to get the greatest possible good from your school experience. Your studies, your participation in other extra-curricular activities, as well as in athletics prepare you for your life as an adult.

### **Responsibilities to Your School**

Another responsibility you assume as a member of an athletic team is to your school. Westside High School cannot maintain its position as having an outstanding school unless you do your best in whatever activity in which you become involved. By participating in interscholastic athletics to the best of your ability, you are contributing to the reputation of your school.

You assume a leadership role when you are on an athletic squad, to the student body and citizens of the community know you. You are on the stage with the spotlight on you. The student body, the community and other communities judge our school by your conduct and attitudes, both on and off the field. Because of this leadership role, you can contribute greatly to school spirit and community pride. Make Westside proud of you and your community proud of your school by your faithful exemplification of these ideals.

### **Responsibilities to Others**

As a squad member, you also bear a responsibility to your home and family. You should never give your family anything of which to be ashamed. You must measure up to the full code of conduct. You should practice to the best of your ability every day. If you have played the game—all out, you keep your self-respect and your family can be proud of you.

### **The Fine Line of Being a Student-Athlete's Parent** by Tim Warsinskey

For my first 21 years of covering high school sports, I came to understand an unspoken language with high school varsity coaches when they uttered one word: "Parents." It spoke gigabytes. I knew what the coach was thinking. We shared an identical image from years on the high school scene: wackos in the stands screaming at officials or stalking outside locker-room doors ready to confront the coach. Then I became one. A parent. The guy in the stands with a kid in uniform. It didn't happen overnight, of course. There were countless youth games played, thousands of miles driven and untold drive-thrus visited from the time my son, Ian, was 5 through his senior year at Mentor High. Hockey and baseball were his sports. He became a two-sport starter and earned four varsity letters before graduating in June. He learned a lot, and of course, so did I. Here are the 10 biggest lessons I learned from being a high school sports parent:

#### **No. 1. Have no expectations, for your child or the coach.**

If you go into his or her freshman year thinking "This kid is going to be a star," you have just set the bar too high. Trophies won from ages 5 to 15 do not mean a thing. What he or she did on the freshman and junior varsity teams is almost as unimportant. So many kids who are young all-stars will fade away. Even among the seemingly "sure bets" as sophomores, some will lose interest, quit, peak early, become ineligible or get kicked off the team. Conversely, for the little ones, puberty is like a magic bean. It takes them to unexpected places. I'm 5-7. My wife is 5-foot-nothing. My son grew to be 5-10 and a better athlete than either of us ever were combined. It was an astonishing transformation, and you will be amazed at the kids who weren't stars at early ages who stick with it and become valuable varsity performers.

#### **No. 2. Give your kid space.**

Let her enjoy her successful moments and figure out how to deal with defeat, failure and disappointment. Don't get too wrapped up in the wins and losses. Your job is to make sure your child does not get too high after a win or too low after a loss.

**No. 3. Try to have an objective view of your kid's ability and build on his or her strengths.**

Don't tear him down by telling him what he did wrong unless the child comes looking for constructive criticism. Most of the time, the kid knows it better than you.

**No. 4. Let your child make decisions that matter, with one caveat.**

When he or she considers quitting -- and most high school athletes have that moment -- make the child understand quitting is not the first option, especially once the season has begun.

Dealing with adversity and persevering are important lessons.

**No. 5. Grades really are the most important thing.**

The chances that he or she will get a college sports scholarship are almost nil, and even if the stars align and that happens, the kid still has to have good grades.

**No. 6. Don't ignore injuries or signs of extreme mental and physical fatigue.**

If he or she is hurting, find out what it is. Playing injured can hurt the team and your kid's long-term health.

**No. 7. Let your child fight his or her own battles with the coach.** Especially with regard to the No. 1 complaint: playing time. Your kid has to learn how to deal with adults. It's part of growing up. He or she will have to confront professors and bosses, and this is a good place to learn. If it's another issue and you find it necessary to get involved, always wait a day to talk to the coach. Let your emotions subside and think clearly about the point you want to make. If you suspect there is hazing or abuse taking place, report it to the athletic director or principal immediately.

**No. 8. Support the team and be a good fan.**

Volunteer, and don't wait to be asked. Attend booster club meetings. Get to know the other parents. Make your own positive experience in the stands, no matter what is going on below. When you're at the game or event, cheer for everyone on your kid's team, not just your own. Don't be the jerk in the stands, the one yelling at the coach, your team, the other team, and mostly the officials. You are embarrassing your school, your kid and yourself. If you don't have anything good to say, sit down and shut up. If you're not enjoying yourself, stay home. You won't be missed.

**No. 9. Understand these are competitive sports.**

It's not Little League where every kid gets to play. There's going to be disappointment, heartache, unfairness and injuries. Unless it ends in a state championship, it will end in defeat. Your kid is going to make mistakes. The coach will yell at him or her. That's what they do. Let it happen. He or she is not a baby anymore.

**No. 10. Enjoy the ride.**

It will go by fast. Hug your child when it's over.

Thank you for your support of Westside Athletics! Let get behind our students and staff and make our program the BEST in Arkansas!

Freddy Bowen  
Athletic Director

Student Name \_\_\_\_\_  
(Please Print)

**ACKNOWLEDGEMENT OF ATHLETIC HANDBOOK**

I have received and read the entire contents of the Athletic Department Handbook set forth by the Westside High School. I understand and agree to abide by all rules, policies, and expectations stated in the Handbook.

\_\_\_\_\_  
Parent/Guardian Signature (Date)

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Parent/Guardian Signature (Date)

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Student Signature (Date)

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**PARENT/STUDENT RELEASE FORM**

I/We, the undersigned, being the parents/guardians of (child's name) \_\_\_\_\_, do hereby release, waive, discharge and covenant not to sue the Westside Consolidated School District Board of Education, its employees, agents or anyone acting on its behalf, from any and all liability, claim, demand, action or right of action, of whatever kind or nature, either in law or equity, arising from or by reason of any bodily injury, personal injury or mental injury, known or unknown, including death, resulting from, or to result from (child's name) \_\_\_\_\_ participation in sports and/or any other extracurricular activity on behalf of or in the name of the Westside Consolidated School District Board of Education.

I/We hereby assume full responsibility for and risk of bodily injury, personal injury or mental injury or death due to my/our son/daughter/ward's participation in sports and/or other extracurricular activities on behalf of or in the name of the Westside Consolidated School District Board of Education.

I/We expressly agree that this release is intended to be as broad and inclusive as permitted by the laws of the State of Arkansas or any other state in which said student may be injured and that if any portion of this release is held invalid, it is agreed that the balance shall, nevertheless, continue in full force and effect. I/We further state that I/we have carefully read the above release and know the contents of same and sign this release as my/our own free act.

\_\_\_\_\_

Parent/Guardian Signature (Date)

Parent/Guardian Signature (Date)

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Student Signature (Date)