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I. Statement of Purpose

The Waverly Community Schools Board of Education has as their primary goal the mission of the Waverly Community Schools as written in the Strategic Plan. The Board is dedicated to providing a rigorous curriculum, helping all students achieve their academic best, helping develop good character, and developing successful contributors in a global society.

This Athletic Code of Conduct and Handbook is provided to help everyone involved understand the expectations for each child as they participate as students and athletes in the Waverly Community Schools.

Cooperation must exist among all the participants in order for everyone to function in a safe and secure environment. Society in general and schools specifically operate at their best when people of good character come together for a common cause. Our common cause is education. Citizens of good character are necessary for a democracy to function so that all law-abiding people can live in freedom and safety. The Waverly Community Schools strives to develop in students, good character that is demonstrated through honesty, respect, responsibility, and caring. This Athletic Code of Conduct and Handbook is meant to help achieve this goal. These traits are described in the district adopted character clusters as follows:

Honesty: to develop honesty and truthfulness between and among students, staff and community. Honesty can be observed through individual demonstration of integrity, trustworthiness and accountability in words and actions, and a sense of justice and fairness in dealing with others.

Respect: to develop respect between and among students, staff, community and the various groups within society. Respect can be observed and demonstrated by the individual being a skilled listener, friendly and sensitive towards others, having a respect for self, compassion, and a sense of confidence in interpersonal relations and social skills, a respect for laws and rules, and operating as a peacemaker.

Responsibility: to develop responsibility between and among students, staff and community. Responsibility can be observed and demonstrated through self-discipline, cooperation with others, perseverance in completing tasks, dependability, promptness, accountability in actions, and a general commitment to doing one's best.

Caring: to develop caring between and among students, staff and community. Caring can be observed and demonstrated through the showing of compassion, forgiveness and generosity, cooperating with others, helpfulness, service to others, and acts of kindness.

In carrying out the rules and regulations of this Athletic Code of Conduct and Handbook, it is the goal of the staff to emphasize these character traits as important for each student to develop and demonstrate as they work within the school setting. Building administrators may develop regulations that will govern how to address discipline issues that carry out this Athletic Code of Conduct and Handbook in a manner appropriate to the student's age.

STUDENT ATHLETIC HANDBOOK and CODE OF CONDUCT

Preamble

Representing Waverly High School in interscholastic athletic competition is regarded as a privilege and not a right. Students who participate in interscholastic athletics at Waverly High School are expected to represent the highest ideals of character by exemplifying good conduct, good sportsmanship, good citizenship and good training, which includes abstaining from the use of tobacco, alcohol and drugs. Separate and apart from a student's performance as an athlete, the student's conduct, sportsmanship, citizenship and training reflect at all times on the student athlete, his or her team, the school, and the community. Accordingly, this Athletic Handbook and Code of Conduct has been established for all students who aspire to participate in interscholastic athletics at Waverly High School.

II. Statement of Philosophy

The Waverly Athletic Program should provide a variety of experiences to aid students in the development of favorable habits and attitudes that will prepare them for a successful and productive adult life.

The interscholastic athletic program shall be conducted in accordance with existing Board of Education policies and guidelines.

While the Board of Education takes great pride in winning, it does not condone "winning at any cost." At all times, the athletic program must be conducted in such a way as to justify it as an educational activity.

III. Athletic Objectives

The student athlete shall learn:

1. To work with others - In a democratic society a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
2. To be successful - Our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
3. To develop sportsmanship - To accept any defeat like a true sportsman, knowing we have done our best; we must learn to treat others, as we would have others treat us. We need to develop desirable social traits, including emotional control, honesty, cooperation and dependability.
4. To improve - Continual improvement is essential to success. As an athlete, you must establish a goal and you must constantly try to reach that goal. Try to better yourself in the skills involved and those characteristics set forth as being desirable.
5. To enjoy athletics - It is necessary for athletes to enjoy participation, to acknowledge all of the personal rewards to be derived from athletics, and to give sufficiently of themselves in order to preserve and improve the program.
6. To develop desirable personal health habits - To be an active, contributing citizen, it is important to obtain a high degree of physical fitness through exercise and good health habits, and to develop the desire to maintain this level of physical fitness after formal competition has been completed.

IV. Michigan High School Athletic Association (MHSAA) Essential Eligibility Requirements for High School Students

To be eligible for interscholastic athletics - a high school student must meet the following State regulations:

1. AGE - High school students become ineligible if they reach their nineteenth (19) birthday before September 1 of a current school year.

2. PHYSICAL EXAMINATION - Students must have on file, in the school's office, a physician's statement for the current school year (after April 15) certifying that she/he is physically able to compete in athletic practices and contests.

3. ENROLLMENT - Students must be enrolled in school prior to the fourth Friday after Labor Day (1st semester) or the fourth Friday of February (2nd semester). A student must be enrolled in the school for which he or she competes.

4. SEMESTERS OF ENROLLMENT - Students cannot be eligible in high school for more than eight semesters and the seventh and eighth semesters must be consecutive.

5. SEMESTER RECORDS - Students must have passed at least four full credit subjects in the previous semester of enrollment, and must be currently passing four full credit courses. **(Note: All athletes must be enrolled in a minimum of four credit bearing courses in order to be eligible for participation.)**

6. TRANSFER STUDENTS - A student in grades 9 through 12 who transfer to another high school is not eligible to participate in an interscholastic contest for one full semester unless the student qualifies for immediate eligibility under one or more of thirteen published exceptions. Students and parents anticipating a change of schools should first seek advice from their high school administration.

7. UNDUE INFLUENCE - The use of undue influence by any person directly or indirectly associated with a school to secure or encourage the attendance of a student for athletic purposes, shall cause the student to become ineligible for a minimum of one semester.

8. LIMITED TEAM MEMBERSHIP - After practicing with or participating with high school teams, students cannot participate in any athletic competition not sponsored by his or her school in the same sport during the same season. Exceptions include ice hockey and all individual sports which apply the rule from the point of a student's first participation in a contest or scrimmage, rather than practice. Students in individual sports may participate in a maximum of two (2) non-school individual meets or contests during the school season while not representing their school.

9. ALL-STAR COMPETITION - Students shall not compete at any time in any sport under MHSAA jurisdiction in all-star contests or national championships regardless of the method of selection. Participation in such a contest shall cause that student to become ineligible for a maximum period of one year of school enrollment.

10. AWARDS AND AMATEURISM - Students cannot receive money or other valuable consideration for participating in MHSAA sponsored sports or officiating in interscholastic athletic contests, except as allowed by the HANDBOOK. Students may accept, for participation in MHSAA sponsored sports, a symbolic or merchandise award which does not have a value over \$25. Banquets, luncheons, dinners, trips and admissions to camps or events, are permitted if accepted "in kind." Awards in the form of cash, merchandise, certificates, or any other negotiable documents are never allowed.

Note: Consult the MHSAA HANDBOOK for detailed regulations and/or interpretations. This is available at the Athletic Office, through the MHSAA office or website Mhsaa.com.

V. **Requirements for Participation:** The following are requirements that shall be completed prior to full participation on any Waverly athletic team:

A. Physical examination

A yearly physical examination is required. **A PHYSICAL CARD (AVAILABLE AT THE ATHLETIC OFFICE) MUST BE COMPLETED BY THE PHYSICIAN AND SUBMITTED TO THE COACH PRIOR TO ANY FORM OF PARTICIPATION.** The physical covers all sports for the entire school year provided the examination occurred after April 15 of the previous school year. The form will be kept on file in the athletic office.

B. Emergency care permission and release

Each athlete's parents shall complete an Emergency Care Permission and Release form giving permission for treatment by a physician or hospital when the parent(s) is not available. The form will be kept in a notebook that will be carried by the trainer and the head coach of each team for each practice and contest.

C. Waverly Athletic Code of Conduct and Handbook

Upon entering high school or at the time a student tries out for an athletic team, he/she will be presented with this handbook containing all the necessary forms and information for participating in athletics. Each parent or guardian shall read all of the enclosed material and certify that they understand the athletic eligibility rules, code of conduct and policies of the school district. This signed consent form (page 12) must be filed in the athletic director's office.

D. Insurance

The school district does not carry insurance to cover student athletic injuries. Parents will need to sign the reverse side of the physical card stating they have purchased insurance, possess a family insurance plan or sign a waiver.

E. Scholastic eligibility

In order to participate on a Waverly athletic team, each athlete must have satisfied all of the scholastic eligibility requirements of the MHSAA prior to participation.

F. Informed consent

By its nature, participation in interscholastic athletics includes risk of injury that may range in severity. Although serious injuries are not common in supervised school athletic programs, it is impossible to eliminate the risk. Participants have the responsibility to help reduce the chance of injury. Players must obey all safety rules, report all physical problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily.

G. Equipment and other financial obligations

1. **School issued uniforms, warm-ups and equipment** - All athletes are responsible for the proper care and security of equipment issued to them. School-furnished equipment is to be worn only for contests and practice. All equipment not returned in good condition at the end of the season will be subject to a financial penalty.

2. **Athlete purchased uniforms** - In some cases, athletes will be required to purchase a portion of the game uniform, which will become their property.

3. All athletes will be required to purchase various pieces of sport specific equipment. Examples include but are not limited to: shoes, cleats, socks, various gloves, practice jerseys, etc. All athlete-supplied equipment will become the property of the athlete.

VI. CODE OF CONDUCT

A. Application of the Athletic Code

Students are to abide by the Athletic Code at all times and at all places. When a student voluntarily participates in interscholastic athletics, he/she agrees to abide by the Waverly High School Athletic Code throughout his/her high school career. A student may neither attend tryouts nor practice with a team until he/she has submitted a signed acknowledgment form agreeing to abide by the Athletic Code. This Athletic Code applies to candidates, members, and managers of all athletic teams.

B. Calendar Application of the Athletic Code

The Athletic Code will be enforced for *all students* from the first day of practice (including tryouts) for *any* fall sports team until the conclusion of the final examination period of the spring semester. For teams or individual athletes who compete beyond the conclusion of the academic year, the Athletic Code will extend through the season, post-season and awards night for that team. Enforcement of the Athletic Code shall apply to any violation that occurs within those time frames. A student who violates the Athletic Code will be subject to disciplinary action as outlined in the penalty provisions of the Athletic Code.

C. Time/Place Application of the Athletic Code

The Athletic Code is *not* limited to student conduct at school-sponsored activities or on school property. Rather, the Athletic Code applies on a 24-hour basis and has no limitation as to the place of conduct while in effect.

D. Standards of Conduct

The following behaviors constitute a violation of the Waverly High School Athletic Code and subject the athlete to discipline as outlined in the "Consequences" section of the Athletic Code:

VII. Conduct Offenses:

1. Violation of federal, state or local law/ordinance, including felony or misdemeanor acts other than minor traffic offenses. Conviction of said act is not necessary to establish a violation of the Athletic Code, but will be determined through an independent school investigation and may result in a consequence.
2. Persistent or gross misconduct, i.e., behavior which school officials consider conduct unbecoming an athlete and a representative of the Waverly High School, may result in a consequence. This includes any and all forms of hazing. "Hazing" means an intentional, knowing, or reckless acts by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical or emotional health and safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization or team.

3. A violation as set forth in the Waverly Community Schools Student Code of Conduct that results in a school suspension.
4. Violation of any team conduct, grooming or training rule as may be established by the coach and approved by the Athletic Director.

Substance Abuse Offenses

1. Use, possession, concealment, distribution, sale, or being under the influence of those substances listed in below.
 - a. Tobacco or tobacco products in any form
 - b. Alcohol or alcoholic beverages in any form
 - c. Illegal drugs, including but not limited to those substances defined as "controlled substances" pursuant to federal and/or state statute;
 - d. Steroids, human growth hormones or other performance-enhancing drugs
 - e. Substances purported to be illegal, abusive, or performance enhancing, i.e., "look-alike" drugs;
 - f. Misuse of prescription drugs.

Note: For the purposes of this section of the Athletic Code, the term "distribution" includes the "hosting" of a party at which the host is aware that any of the substances listed above are provided at the site by any person.

It shall not be a violation of the Athletic Code for an athlete to use or possess a prescription or patent drug when taken pursuant to a legal prescription issued by a licensed practitioner for which permission to use in school has been granted. An athlete shall notify his or her coach if he or she is taking a prescription medicine that could alter the athlete's behavior or affect the athlete's ability to participate in physical activity.

2. Use, possession, concealment, distribution, manufacture or sale of devices designed for and/or associated with the use of controlled substances, e.g., to include but not be limited to a marijuana pipe, "roach" clip, rolling papers, or devices used to smoke, inhale, inject, or otherwise consume controlled substances.

VIII. CONSEQUENCES

A. Conduct Offenses: Violation of Conduct Offenses above when the venue is off the athletic field or court.

1. **First Conduct Offense:** Violations will be addressed as set forth in the Waverly Community Schools Student Code of Conduct and by team rules established by the coach and approved by the Athletic Director.

2. Second and Subsequent Conduct Offenses: Violations will be addressed as set forth in the Waverly Community Schools Student Code of Conduct and by team rules established by the coach and approved by the Athletic Director.

B. Substance Abuse Offenses:

1. In-Season and Off-Season Violations

a. First Offense: Ineligibility to participate in 25% (rounded to the nearest whole number) of the contests for the current team and the next team on which the student is member.

b. Second Offense: Ineligibility for interscholastic athletic participation for the remainder of that academic school year.

c. Third Offense: Termination of participation in the Waverly High School athletic program for the remainder of the student's high school career.

3. Self-Disclosure: An athlete who, by himself/herself or together with his/her parent or legal guardian, voluntarily discloses to a school employee, school official, coach, or an administrator a need for assistance for alcohol or substance abuse prior to any reports, charges, or complaints under the Athletic Code shall be required to follow the chemical assessment/treatment procedures outlined in Section III.E.2. of the Athletic Code. Under such circumstances, the athlete will not be charged with a violation of the Athletic Code of Conduct and Handbook, unless it is determined that the athlete has used this self-disclosure opportunity primarily to avoid a penalty under the Athletic Code. This self-disclosure exemption is available to an athlete only once during his/her high school career.

a. Satisfaction of the assessment/treatment requirements must be verified in writing by the licensed agency.

b. Any expenses incurred for the chemical assessment/treatment program will be the responsibility of the athlete and not the Waverly Community Schools.

C. Chemical Assessment

1. For the first violation regarding alcohol, illicit substances, steroids or performance-enhancing drugs, the athlete shall be strongly urged to complete a chemical assessment through a licensed agency.

2. For the second violation regarding alcohol, illicit substances, steroids or performance-enhancing drugs, the athlete will be required to complete a chemical assessment and a treatment program through a licensed agency. The athlete and his/her parents or legal guardian must meet at least on one occasion with a licensed substance abuse counselor to explain the results and recommendations of the chemical assessment. In addition, the athlete must present evidence of good faith participation in the recommended treatment program.

3. Satisfaction of the assessment and treatment requirements must be verified in writing by the licensed agency and submitted to the Athletic Director.

4. Any athlete to whom this section applies will not be permitted to participate in any athletic activities until the chemical assessment requirement is completed.

5. Any expenses incurred for the chemical assessment and/or treatment program will be the responsibility of the athlete and not the Waverly Public Schools.

D. Definition of "In-Season" and "Off-Season" for Purposes of Penalty Application

1. **"In-season"** is the first day of practice (including tryouts) for the team on which the athlete participates until the season, post-season and awards night for that team is completed.

a. An athlete who violates the Athletic Code during an "in-season" time period will be subject to the consequences outlined above.

Example: An athlete who participates on a Fall athletic team violates the Athletic Code during that team's season, e.g. sometime between the first day of practice (including tryouts) for the team on which the athlete participates until the post-season awards night for that team. The appropriate "in-season" penalty will apply to that student.

2. **"Off-season"** is any time period which does not meet the definition of "in-season" and is between the first day of practice (including tryouts) for any Fall sports team and the conclusion of the final examination period of the Spring semester.

a. **An athlete who violates the Athletic Code during an "off-season" time period will be subject to the consequences outlined above.**

Example: A student who only participates on a spring athletic team violates the Athletic Code in November of that academic year. The appropriate "off-season" penalty will apply to that student.

NOTE: The above examples are only provided for purposes of illustration.

3. **Overlapping Seasons:** Based on the definition of "in-season" and "off-season", it is necessary to clarify the procedure which will apply to an athlete who is technically "in-season" for two sports that overlap two different sports seasons (e.g., fall/winter or winter/spring). An athlete who is participating on a team during the current sports season shall also gain participant status on the first day of tryouts or practice for a subsequent team in the upcoming sports season. A violation of the Athletic Code which occurs during the overlap of the two sports seasons will have the penalty apply to the upcoming sports season. **"Overlap" only applies to circumstances in which all competition for the current sports season has been completed, but the athletic awards banquet has not been held. "Overlap" does not apply if the current sports team continues competition.** Although the athlete will be eligible to receive any athletic award(s) based on his/her participation in the preceding sports season, the athlete will not be permitted to attend the athletic awards banquet for that sports team.

Example: An athlete who participates in winter basketball and spring baseball violates the Athletic Code at a time when the basketball season (a winter sport) has been extended due to tournament play and baseball (a spring sport) is similarly "in season" for tryouts or practices. These circumstance results in an "overlapping season" and the penalty would apply to the baseball season, in terms of suspension. The athlete is eligible to receive any athletic award(s) based on the athlete's participation in basketball but will not be permitted to attend the athletic awards banquet for the basketball team.

NOTE: The above examples are only provided for purposes of illustration.

E. Application of Consequences

1. Consequences shall not be considered served unless the athlete fully completes the season. Quitting the team is not considered "serving the penalty".
2. The athlete serving a 25% off-season first offense violation may not participate in contests while on an athletic suspension. The suspended athlete's attendance and participation at practice and attendance at contests is a discretionary decision for the team coach. The suspended athlete may not wear a Waverly High School team uniform during the athletic suspension.
3. If a subsequent offense is committed while a previous penalty is being served, the penalty for the subsequent offense will not begin until the penalty for the first offense has been served.
4. The offenses will be cumulative during a student's high school career, rather than on a yearly basis.
5. For purposes of the cumulative number of substance abuse offenses, no distinction is made between "in-season" and "off-season" violations.

IX. Disciplinary Process

The disciplinary process for violations of the Athletic Code shall be administered as outlined below. Before any suspension takes effect, either the coach or Athletic Director shall advise the parent and student of the alleged violation provide an explanation of the evidence, and provide the student an opportunity to respond to the allegation(s). Written notice of any action taken will be provided to the parent and student.

All suspension periods shall begin from the date of the written notice of the Athletic Code violation. The athlete shall be excluded from participation in practices and contests during an appeal. The decision to permit the athlete to attend practices and contests during an appeal is discretionary with the team coach and Athletic Director.

After providing the student an opportunity to respond to the allegation(s) and determining that the student has violated the Athletic Code, the team coach or Athletic Director will present a written notice of the Athletic Code violation to the student and his/her parent(s). This notice will state the violation and any consequences.

A. Appeal

An appeal is limited to the application of due process and a review of the circumstances of the violation of the Athletic Code, and not the disciplinary consequences. An appeal shall be submitted to the Athletic Appeal Committee within five school days of the written notice of violation. The appeal shall be submitted in writing to the high school principal. The Athletic Appeal Committee is comprised of the principal or his/her designee, the athletic director, and one head coach (selected from the off-season coaches who are on the high school teaching staff). Head coaches from the sport(s) in which the athlete participates shall not be eligible to hear the appeal.

The Athletic Appeal Committee shall meet and issue a determination within five school days of the student's appeal. Written notice of the Athletic Appeal Committee's decision shall be provided to the athlete, parents, and Athletic Director.

A parent may appeal to the Superintendent within five school days of the written notice of the Athletic Appeal Committee's decision. The appeal shall be submitted in writing to the Superintendent. The Superintendent shall issue a decision within 5 schools days of receipt of the appeal.

X. EXPECTATIONS

A. Parent/Coach Communication: Both parenting and coaching are laborious and complicated roles that adults assume in the successful functioning of the Waverly High School athletic program. By establishing an acceptance and an understanding of each role as well as a vehicle for positive communication, we are better able to create a healthy athletic environment and provide greater benefit to the student-athlete. When your children choose to become involved in the Waverly athletic program, as parents, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's team.

1. Communication a parent can expect from the coach.
 - a. Basic philosophy of the coach.
 - b. Expectations the coach has for your child as well as all the players on the team.
 - c. Conditions that result in the denial of your child's participation.
2. Communication that a coach should expect from parents.
 - a. Personal notification of any schedule conflicts well in advance.
 - b. Special concerns that involve your child expressed directly to the coach at an appropriate time.
3. Appropriate concerns to discuss with coaches.
 - a. Concerns about your child's educational progress as related to athletic participation.
 - b. Ways to help your child improve.
 - c. Concerns about your child's behavior, on and off the field or court.
 - d. The treatment of your child, mentally and physically.
4. Issues not appropriate to discuss with coaches.
 - a. Playing time.
 - b. Team strategy.
 - c. Play calling.
 - d. Other student-athletes.
5. Procedure for parent-coach discussions.
 - a. Call the coach to set up an appointment. All coaches may be reached through the athletic office by calling 321-2189. If the coach cannot be immediately contacted, a message will be delivered and your phone call will be returned in a timely fashion.
 - b. Please do not attempt to confront a coach just prior to, during or immediately after a contest or practice session. These are emotional and stressful times for the parent, athlete, coach and team. Confrontations of this nature do not promote healthy resolutions.

6. Procedure for unsatisfactory parent-coach discussions.
 - a. If after meeting with the coach of your child's team, you still have unresolved concerns, call and set up an appointment with the athletic director to further discuss the situation. (321-2189)
 - b. At this meeting, the appropriate responses to all concerns will be determined.

As your daughter and/or son become actively involved in the athletic programs at Waverly High School, they will experience some of the most rewarding moments of their lives. They will also undergo some of the most difficult learning circumstances as well. Coaches and parents play a significant part in helping student-athlete's successfully contend with these experiences in that the students will take their cues from the adults in all situations. Many of the character traits required to be a successful participant are exactly the same as those that will promote a successful life after high school. Since research indicates a student involved in co-curricular activities has a greater chance for success during adulthood, the athletic programs at Waverly High School strive to make each student's experience a successful one.

- B. Participation:** An athlete may participate in two sports in the same season provided that sport coaches, the athletic director and parents are in agreement. In such cases, one sport will be designated the athlete's primary sport. This means the athlete must attend all practices and contests of the designated primary sport before being allowed to participate in the secondary sport unless the coach of the primary sport grants prior approval. This process must be started prior to the beginning of the season and all team members must be aware of expectations. If it becomes obvious that a student cannot fulfill the obligations of the primary sport or that by limited participation in the secondary sport a question of the ability to safely participate is raised, the student may find himself or herself in a position of having to withdraw from one of the activities.
- C. Dropping or transferring sports:** Quitting is a less than desirable habit to acquire. On occasion however, an athlete may find it necessary to drop a sport for good reason. If this is the case, the athlete will be responsible for informing the coach in person, and to check in all equipment issued within 24 hours of the decision. If an athlete wishes to change sports after having won a letter or award in one sport, he/she should consult with both head coaches concerned. This procedure assures a smooth transfer that is in the best interest of all parties involved.
- D. Equipment:** School equipment assigned to the student/athlete is her/his responsibility. She/he is expected to keep it clean and in good condition. Loss and/or the destruction of any school issued equipment are the athlete's financial obligation.
- E. Missing practice:** Perfect attendance for all practices is the expectation for all Waverly athletes. If it is necessary for an athlete to miss a practice, the coach of that team shall be notified prior to the absence. Unexcused absences are unacceptable and can lead to consequences related to the athletes' status on the team.
- F. Travel:** In general, Waverly athletes travel to and from athletic contests in transportation provided by the athletic department. There will be times and/or situations however when athletes will have to provide their own transportation either to practices or contests. Parents will be encouraged to monitor self-provided transportation situations for their athlete.

- G. College recruitment/eligibility:** College recruitment information is available in the both the guidance and athletic office. Current NCAA qualifications may also be obtained at NCAA.org. Athletes should make the head coach aware of their situation in regards to being recruited.

NCAA QUALIFICATIONS: Pass/Fail credits do not qualify for NCAA eligibility. Any specific questions regarding NCAA qualifications should be directed to either the guidance office or the athletic office. NCAA eligibility information may also be found at the NCAA website NCCA.org.

XI. Conflicts in co-curricular and extracurricular activities

The district believes that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experience. A comprehensive and balanced activities program is an essential complement to the basic program of instruction offered at Waverly High School and will enable the student to take maximum advantage of his/her education. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community, and to the student. Participation in these activities will provide students with the opportunity to develop personal values, skills, and a positive attitude toward work and leisure time activities.

The athletic program will be available to all students who demonstrate an interest in participating, regardless of their individual abilities. Accordingly, appropriate skill levels will be established within activities, when feasible, so those students may participate as fully as possible regardless of their ability levels. However, an individual student who attempts to participate in several co-curricular activities simultaneously might on occasion, be in a position of a conflict of obligations. If it becomes obvious that a student cannot fulfill the obligation of a school activity without continuously inviting scheduling conflicts, that student might find himself or herself in a position of having to withdraw from one or more of the conflicting activities.

Since the athletic department recognizes that each student should have the opportunity for a broad range of experiences in the area of co-curricular activities, they will attempt to schedule events in a manner that minimizes conflicts.

The student should exercise caution when gaining membership on teams and in activities where conflicts are likely to exist. **Students have a responsibility to do everything they can to minimize obligations where obvious conflicts in practice and performance times will occur. When a conflict does arise THE STUDENT must notify the faculty sponsors/coaches involved immediately.**

When a conflict occurs the sponsors/coaches will work out a solution that minimizes pressure on the student who feels allegiance to more than one activity. If a solution cannot be found, an appeals committee consisting of the two sponsors/coaches of the activities involved, the athletic director and the assistant principal in charge of student activities will make the decision based on the following criteria:

- The relative importance of each event. (Performance vs. Practice)
- The importance of each event to the student.

- The relative contribution the student can make.
- The length of time the events have been scheduled.
- Discussion between the school and the parents.
- Any other contributing factors.

Once the decision has been made and the student has followed that decision, he/she will not be penalized in any way by either faculty sponsor or coach.

XII. Attendance: *All athletes are required to be in attendance the entire school day in order to participate in that day's practice or contests.* Parents are expected not to excuse students from school for non-emergency situations during a student's athletic season. Students absent from school on Friday with a contest the following day (Saturday) will be eligible to participate provided the absence is an excused absence in the eyes of the attendance office. Exceptions to the attendance requirement must be approved in advance by the building administration and prior to the absence and/or participation.

XIII. Grooming and dress: Appearance, expression and actions always influence opinions of athletes, the team and the school. Once you have volunteered to be a member of a team, you have made a choice to uphold certain standards.

XIV. Vacations/Trips policy: Vacations by athletic team members during a sport season are discouraged. Parents/athletes wishing to do so may wish to reassess their commitment to being a member of an athletic team. In the event that an absence due to a vacation is unavoidable, an athlete should:

1. Be accompanied by her/his parents while on vacation.
2. Contact the head coach **prior** to the vacation, preferably before try-outs.
3. Be willing to assume the consequences related to their status on that team.

XV. Restricted Practice Days: In developing interscholastic athletic schedules for both practices and contests, the athletic department gathers information from a variety of sources including the MHSAA, the Capital Area Activities Conference, like school districts, religious leaders, community organizations and parent groups. Even with this, no arrangement can guarantee that any one schedule will satisfy everyone because of all the factors that need to be included. Participants in the athletic program will at times be expected to participate when school is not in session, on a break or during a holiday. The Athletic Department will make every attempt to keep these conflicts to a minimum.

1. Weekend practices

- a. All practices are to be held on school days if at all possible. Saturday practices should be minimal in number and duration. Sunday practices will be permitted only:
 1. By varsity level teams upon permission of the athletic director and, or;
 2. When a varsity contest has been scheduled the following day and, or;
 3. When a tournament or play-off contest falls on the following day.

2. Holiday practices

- a. Holiday practices are to be discouraged, especially by non-varsity level teams. Holiday practices will be permitted only:
 1. By teams upon permission of the athletic director and, or;
 2. When a contest has been scheduled the following day and, or;
 3. When a tournament or play-off contest falls on the following day and, or;
 4. When a non-varsity practice is optional with no penalty for an absence from practice.

XVI. Team Membership

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program while at Waverly High School, we encourage coaches to keep as many students as possible within the framework of high school interscholastic competition. Time, space, facilities, equipment, and other factors will place limitations on the most effective team size for any particular sport.

Prior to trying out, the following information will be made available to all candidates for the team:

1. Extent of try-out period (a minimum number of practice sessions)
2. Criteria used to select the team
3. Number to be selected
4. Practice commitment if they make the team (including possible holiday conflicts and/or commitments)
5. Game commitments
6. Season commitments

A. Team Selection

Choosing the members of athletic squads are the sole responsibility of the coaches of those teams. When a team cut becomes a necessity, the process will include three important elements. Each candidate shall:

1. Have a predetermined minimum number of practice sessions.
2. Have performed in at least one game-like setting (unless extenuating circumstances prevent such a setting, e.g. - Weather and spring sports).
3. Be informed of the cut by the coach.

Coaches will discuss specific alternative possibilities for continued participation in the sport, or in other areas of participation within the athletic program with the athletes.

XVII. Reporting of an Injury

All injuries that occur while participating in athletics should be reported to the trainer/coach. Once a physician treats an athlete, the athlete must obtain and submit a doctor's permission to the Athletic Director in order to return to the activity.

XVIII. Out-of-State Travel

The Waverly High School Athletic Department will apply and adhere to the Michigan High School Athletic Association policy on interscholastic athletic program travel for practices and competition. Waverly teams may travel to states adjoining Michigan, which are Wisconsin, Indiana and Ohio as well as Ontario, Canada. Each request to travel will be approved on its own merit.

Receipt and Acknowledgement Page

2006-07

Athletic Code of Conduct and Handbook

I acknowledge having received this copy of the 2006-07 *Athletic Code of Conduct and Handbook* and will review it with my child to assure that we know and understand all four sections of its contents.

Please initial where indicated and sign this form at the bottom of the page to indicate that you have received this Athletic Code of Conduct and Handbook and return it to the coach or Athletic Office. If you have questions, comments, or concerns, please add them below and your coach or Athletic Director will get back with you.

Questions, Comments, or Concerns

I have seen the Athletic Code of Conduct and Handbook and below are my question/comment/concerns. Please get back with me at your earliest convenience.

Code of Conduct Acknowledgement

_____ (*Please Initial*) Yes, I have received a copy of the Athletic Code of Conduct and Handbook and have reviewed it with my child. I understand the rights and responsibilities being involved in the athletic program.

Student Name: _____

Parent Name: _____

Parent Signature: _____

Date: _____ / _____ / _____