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Dear Student Athletes and Parents,

On behalf of the entire faculty and staff, I am very pleased that you have expressed an interest in participating in the interscholastic athletic program at Dietrich High School. It has been my experience that students who get involved in extracurricular activities whether they are music, drama, clubs, student government or athletics have a much better and richer experience in high school. I am honored to be able to work with the athletes, coaches and community in making this experience both rewarding and positive. I hope that you will take the time to familiarize yourself with this booklet and understand the school's guidelines, policies, and expectations for the student athletes. To begin however, I would like you to read through the philosophy of our athletic department as this is the foundation by which we make all of our decisions.

## ***Philosophy of the Athletic Program***

*Dietrich High School recognizes the importance of athletic activities in providing students with important opportunities for a total education. These activities teach students' lifetime values such as commitment, discipline, hard work, leadership, teamwork, and physical fitness, all of which are the foundation for academic success. Participation in athletic activities contributes to the physical, emotional and social health of our students and promotes a sense of unity and cooperation among athletes, the student body, and the Dietrich community.*

*Our sports teams will always strive to win, but never at the expense of character, healthy attitudes and habits, and good judgment. We will always emphasize excellence, effort, improvement, and respect for coaches, teammates and officials. All Dietrich High School athletes should be known for their character and class; humble in victory and gracious in defeat. At the junior varsity level, winning is a goal but is less important than participation and skill development. Regardless of level, however, our athletic program is designed to develop, promote and provide the following: self esteem, school spirit and pride, good citizenship, sportsmanship, cooperation, higher academic performance, responsibility to self and others, respect, positive role models, healthy lifestyles, team building, and lifelong wellness. We believe that the sports experience should not only be rewarding but fun.*

*Dietrich High School further recognizes the unique roles and responsibilities of its coaches and parents in sports activities. Coaches' and parents' primary roles should be to teach the lifetime values of our sports philosophy and to always lead by example. The DHS athletic programs are an integral part of the school and the community. Their impact is immensely important in promoting a positive school climate because they offer opportunities for adults to interact with our students in meaningful ways not available in the classroom.*

*Once again, I thank you for taking the time to read through this athletic handbook. I look forward to your support and involvement in our athletic program and if you have any questions please feel free to contact me.*

*Best Regards,*

*Traci Perron  
Athletic Director*

## **Code of Ethics for Parents of Athletes**

- Encourage your child and team – be enthusiastic – show school spirit.
- Maintain a positive attitude whether your team is winning or losing.
- Refrain from being insulting or showing bad sportsmanship during the competition. Any problems or concerns should be brought to the attention of the coach or the athletic director at another time.
- Support the team with team sponsored events, such as fundraising initiatives, phone trees, etc.

Parents, as spectators, are expected to exhibit good sportsmanship at all times.

Spectators, including parents, who, in the judgment of the principal, athletic director, and/or the site administrator, behave in ways that are inappropriate and in violation of the IHSAA guidelines will be warned about the behavior and then will be asked to leave the competition, immediately.

Respect the judgment and strategy of the coach

Do not criticize players or coaches for loss of game

### I. Code of Ethics for Parents, Spectators, Student/Athletes and Coaches

#### Code of Ethics for Spectators

- Attempts to understand and be informed of the playing rules
- Appreciates a good play no matter who makes it
- Cooperates with and responds enthusiastically to cheerleader's/dance team
- Shows compassion for an injured player; applauds positive performance; does not heckle, jeer or distract players; and avoids use of profane and obnoxious language and behavior
- Respects the judgment and strategy of the coach, and does not criticize players or coaches for loss of game
- Respects property of others and authority of those who administer the competition
- Censures those whose behavior is unbecoming
- Respects officials and accepts their decisions without gesture or argument

## **Code of Ethics for Student/Athletes**

- Remember that academic performance is your primary responsibility
- Read, familiarize yourself and comply with policies outlined in the Athletic Handbook AND your coach's specific set of team policies.
- Treat advisors, coaches and opponents with respect.
- Respect officials and accept their decision without argument or gesture.
- Exercise self control at all times, setting an example for others to follow.
- Win without boasting, lose without excuse and never quit.
- Always remember that you represent Dietrich High School and the community, and it is a privilege.
- Return any equipment; uniforms issued to the participant must be returned in the same condition at the end of the activity. Equipment that is lost, damaged or stolen is the responsibility of the participant, and it is the responsibility of the participant to make restitution to the school.

- Report any injury to the coach no matter how slight the injury may appear. If the injury requires a physician's care, the participant must have written permission from the doctor before returning to the activity.
- Attend classes the day of, and after, a competition.
- Extracurricular activities are not an excuse for being tardy on the day following a competition
  - ½ day attendance is required to participate in practice or a game, unless absence is pre-approved by your Coach and Principal.

## **Student Participation Policies, Standards, and Requirements**

### **Participation Policies**

#### **Sportsmanship**

All schools and athletic programs will comply with Dietrich School District policies and with the Idaho High School Activities Association (I.H.S.A.A.) sportsmanship guidelines manual. Sportsmanship, as defined by the I.H.S.A.A., is those qualities of behavior which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on others' behavior as well. Coaches, administration, athletes, and spectators should exhibit sportsmanship.

#### **Authorized Practice Days**

There will be no practice on Sundays. Each sport will follow I.H.S.A.A. rules and guidelines for authorized dates to begin and end sports seasons.

#### **Use of Equipment and Facilities**

The use of equipment and facilities are to be cleared with the building principal (in accordance with, I.H.S.A.A. rule 17-2-4) or their designee.

## **Participation Standards**

1. The principals of each school shall certify the eligibility of all interscholastic participant's in accordance to the participation requirements stated herein and pursuant to I.H.S.A.A. rules. This includes home schooled and dual enrolled students.
2. To be academically eligible for interscholastic activities a student must be enrolled full-time and must have received passing grades and earned credits in full-credit subjects in the previous semester or grading period as follows:
  - 5 classes available must pass at least 4
  - 6 classes available must pass at least 5
  - 7 classes available must pass at least 5
  - 8 classes available must pass at least 6
3. A student on a school team shall be enrolled in the school sponsoring that team (see 9th grade participation policy exemption below.)
4. The student must enroll in and attend school no later than the eleventh day of the semester during which the sport is played.

5. Participation standards are applicable to both members of the team and any school age auxiliary help. For example; managers, statisticians, camera operators.

7-8 graders who don't pass enough credits the previous semester must have an academic administrative approved program to compete the next semester. Each athlete may only be eligible for (1) one academic program contract per year.

### **Other Participation Requirements**

Age: According to IHSAA Rule 8-2, a student becomes ineligible for athletics upon completion

of the sport season in which he/she turns twenty years of age. This rule cannot be appealed to the State.

## **STUDENTS Academic Eligibility Policy (Reference Policy 3380)**

At Dietrich Junior/High School, we believe that extracurricular activities complement the classroom academic work and help students learn life skills. Because academic performance is the top priority; failing grades will affect eligibility to participate. In order to be eligible for extracurricular participation, students enrolled in Dietrich School shall adhere to the following:

A. Comply with all Idaho High School Athletic Association (IHSAA) rules and regulations.

B. Grade checks will commence the second week of school, and will continue each week thereafter. Grades will only be checked once per week. Therefore, if a student is found to be ineligible at a grade check, they will be ineligible for a minimum of one week, and will have the opportunity to regain eligibility at the next grade check in one week.

C. Any student that has one or more grades that are below 65% will be placed on warning for one week. The student is eligible to practice and participate in contests during the warning period.

D. If the student's grade is still below 65% after the warning period is over, they will be put on academic probation. The student is permitted to attend and participate in practices during the probation period, but is ineligible to participate in actual extracurricular contests/activities. The academic probation period will continue until all grades are brought to 65% or above. Once all grades are brought to passing, the student becomes eligible for participation.

E. Students who have 10 absences will be ineligible to participate in athletic events for the remainder of the semester. The student will have the opportunity to go before an athletic board consisting of the principal, athletic director and at least two of the following: coach, and team captain to state his/her case for remaining on, and participating with the team.

F. A student who is eligible at the end of regular season play will remain eligible for postseason play (tournaments).

## **Students Extra-Curricular Eligibility (Reference Policy 3382)**

A student will be in school the day of an activity, program, or game, for at least half the day (on school days). Permission to do otherwise must be given by the administration. If you are too ill to come to school, you are too ill to participate. Additional requirements for participation in high school athletics are as follows:

- (a) Each player must get a physical examination prior to participating in their 9th and 11th grade years.
- (b) Each player must have 10 practices before their first contest, meet all IHSAA requirements, and meets all coaches and school rules.
- (c) Players must have insurance and physical to practice.
- (d) All athletic and academic (IDLA) fees from previous season/semester be paid in full prior to the first day of practice. Payment of Specific sports fees and purchase of activity card

Football players must have 2 days of practice with helmet and no pads and 2 days of practice with helmet and shoulder pads before practicing with full pads.

Amateur Status: A student who represents a school in an interscholastic sport must be an amateur in that sport.

**Non-traditional Student Athletes:**

Must be in compliance with current I.H.S.A.A. regulations.

## **Dietrich School Dist. Policies**

### **Hazing, Harassment, Intimidation, Bullying, Cyber Bullying, Menacing (Reference Policy 3295 Students)**

The Board is committed to providing a positive and productive learning and working environment. Hazing, harassment, intimidation, menacing, cyber bullying, or bullying by students, or third parties is strictly prohibited and shall not be tolerated in the District. This includes actions on school grounds and actions at locations outside of school grounds that can be reasonably expected to materially and substantially interfere with the requirements of appropriate discipline in the operation of the school or impinge on the rights of other students are prohibited, and may be subject to disciplinary consequences. Students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including expulsion. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the Superintendent or Board. Students or third parties may also be referred to law enforcement officials.

### **Prohibition of Tobacco Possession and Use (Reference Policy 3305)**

The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the school environment. The Board prohibits tobacco use and possession by students at any time in a school building or on any school property, buses, vans, or vehicles that are owned, leased, or controlled by the District. Tobacco use and possession by students is also prohibited at school-sponsored activities that are held off school property. The District may initiate discipline according to the District's Student

Discipline policy and/or prosecution of a student who possesses or uses tobacco in violation of this policy. Definition For the purposes of this policy, tobacco use shall be defined as the use and/or possession of a lighted or unlighted cigarette, cigar, pipe, smokeless tobacco in any form, and other smoking products specifically including electronic cigarettes, electronic nicotine delivery systems, or vaporizer smoking devices.

### **Substance and Alcohol Abuse (Reference Policy 3320)**

The Board recognizes that use of alcohol and drugs is a serious problem and that the presence of drugs in school is detrimental to the educational environment and harmful to the health, safety and welfare of students and staff. It is the desire of the District to help those in need of alcohol and drug intervention and at the same time to protect others that are affected by the presence of alcohol and drugs and to enforce the policies of the District relating to use, possession or being under the influence of alcohol or controlled substances, as that term is defined in Idaho Code. It is the philosophy of the District that the District will help those who desire to help themselves. The District's desire is to create an environment where students feel safe from the many harmful influences that are prevalent in our society. For those students that come forward and voluntarily disclose using or being under the influence of alcohol or drugs while on school property or at a school function, prior to the District having reasonable suspicion, the District will provide counseling to any such student and make recommendations for referral to appropriate agencies for screening and assessment. The parent or legal guardian of the student will be immediately notified and the District will cooperate with and work with the parent in the establishment of a plan to assist the student in whatever means are deemed necessary and appropriate. Only persons on a "need to know" basis may receive information regarding a voluntary disclosure, except when deemed reasonably necessary to protect the health and safety of others. The mere fact that a student previously disclosed use of alcohol or a controlled substances, in and of itself, shall not establish reasonable suspicion at a later date. If the District has reasonable suspicion (based upon reliable information received or the personal observations of staff) to believe that a student is using or is under the influence of alcohol or a controlled substance and the student has not voluntarily disclosed such use or influence, the District may take whatever action is deemed appropriate, including but not limited to, notifying the parent or legal guardian and notifying local law enforcement. The following shall be used as a guide in determining what procedures may be followed when this occurs, however, the specific procedure may, in large part, depend upon the circumstances in each case: 1. Upon reasonable suspicion, the student will be asked if he or she has used or is under the influence of alcohol or drugs; 2. If the student admits to the use, the student's parent/legal guardian will be immediately called; 3. The student will be asked to reveal the circumstances involving the use of alcohol and/or drugs and asked if any other students were involved; 4. Law enforcement will be called when deemed appropriate; 5. The student will be immediately suspended from school, and depending upon the circumstances, may be suspended for up to twenty (20) days and/or recommended for expulsion; 6. As a condition of readmission, the student and parent will agree to undergo assessment and counseling for alcohol and/or drug use. The District will provide counseling services and any other services available to the student and/or the student's parents; 7. If the student does not admit to the use of alcohol

and/or drugs and the staff member(s) in charge, after talking to the student, still believes that the student used or was/is under the influence of alcohol and/or drugs, an investigation will be conducted, which may include a search of the student's locker, car, desk or any other school property used by the student may be subject to search. In addition, law enforcement will be called immediately as will be the parent/guardian. The student will be suspended from school pending an investigation. If the investigation shows that, more likely than not, the student used or was under the influence of drugs and/or alcohol, a recommendation for expulsion will be made to the Board of Trustees. The student will be entitled to full due process prior to being expelled from school. As a condition of readmission, the Board may require that the student undergo assessment and counseling for alcohol and/or drug use. The District shall provide written annual notification of the voluntary disclosure provisions of this policy as well as counseling availability and any other pertinent information in the student handbook or other reasonable means.

### **Cyber image Issues**

Student/athletes represent Dietrich High School all year, not just during the sports season. As a result, Dietrich High School encourages safe and responsible student behavior with regard to internet use.

We highly recommend our students avoid inappropriate use of public web sites such as Facebook, YouTube or any other such sites. Any identifiable image, photo, video, or posted on-line conversation discovered which implicates a student-athlete to have been in violation of our Alcohol and Drug Policy and Athletic Code of Ethics may be investigated and action taken by the administration.

### **Travel Policy**

1. School District approved transportation must be used at all times.
2. A positive image and conduct is necessary to properly represent the school and our community.
3. Any out of state transportation must have prior approval on file in building principal's office in accordance to district policy.
4. In accordance to Idaho Code, at any time that school district approved transportation is being driven by a coach or other authorized individual, the driver must possess a valid Idaho Commercial Drivers License when the occupant load, including the driver, is 16 or more individuals.
5. Participants must travel together to and from contests away from their school in transportation provided by the school. The exceptions are:
  - Injury to a participant which would require alternate transportation.
  - Parent/and/ or guardian signature on the bus roster.
  - Participants are not allowed to ride with friends or family members other than a parent or guardian.

## **Community Service**

All teams are strongly encouraged to design and implement a community service project each season.

(Rationale: To bond as a team, to learn to work together, and most importantly, to give back to the

'community' that helped them get where they are).

Coaches should submit a "news release" of the event (preferably with photo) to the Athletic Director for

the local papers or in advance so the Times News can cover the event.

Examples of projects:

- Coaching/officiating/helping at a youth program of their sport or other;

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- Inviting a Dietrich senior citizen to one of their games (free admission, carnation at the door, stand for

recognition at half-time);

- Pick up trash on Green-Up Day;

- Sponsor a car wash to give proceeds to the Food Shelf – deliver the profit and work there.

## **.Fundraising**

No fund drives or solicitations of funds from businesses or individuals are permitted without administrative approval.

## **Levels of Participation**

### **Varsity Participation**

The Conference Dietrich High School participates in is a very competitive league featuring some of the State's best athletes. The individual's ability, attitude, work ethic, and the team's specific needs or game situation will determine playing time at the varsity level and playing time is not guaranteed.

### **Junior Varsity Participation**

The JV program within each sport at DHS is both developmental and sequential. JV programs are designed to help student athletes develop skills and teamwork necessary for successful varsity competition.

It is expected that members of the JV team will be given appropriate and quality playing time in each game as long as they comply with their coach's team policies and work hard in practice.

Also, consideration must be given to the physical well-being of the athletes as determined by the coaching staff.

## **Jr. High Participation**

The Jr. High program within each sport at Dietrich is developmental. Jr. High programs are designed to help student athletes develop skills, experience and teamwork necessary to prepare for high school athletics. At this level it can be expected that appropriate and quality playing time will be given to all players. This is time for all players to learn and gain experience despite talent. It should be noted that at the Jr. High level, skill development, experience, and teamwork take priority over winning.

### **Communication Plan for Athletic Concerns**

Good communication is critical in athletics, on and off the field. A communication plan is in place to assist and to improve communication between parents, coaches and administrators, ultimately for the benefit of the student.

Involvement in athletics and activities will allow the students to experience some of the most rewarding times of their lives. However, there will likely be times when things don't go their way or they disagree with a coach. It is important that students and parents realize these difficult situations are as much a part of the learning experience as are the good times.

The coaches work hard to do the best they can for all of their athletes, and we ask the students and parents to respect the fact that their decisions are often extremely difficult, and are made based on factors of which students and parents may not be aware. The student, not the parent, is strongly encouraged to talk to the coach about any issues or problems that arise during the season. This is not only the most direct and productive means of communication, but also a valuable method of teaching responsibility.

### **Communication the PARENT should expect from your child's COACH:**

- The coach's philosophy and criteria for the team selection process
- Specific team policies and consequences for when policies are not followed or training rules not adhered to
- Expectations the coach has for your child as well as all the players on the squad
- Locations and times of all practices and contests
- Team requirements, i.e. practices, special equipment, out of season conditioning
- Any special events or activities planned, including optional team garments that the team is considering to purchase
- Procedure to follow should your child be injured during participation
- Specific ways to improve upon athlete's ability

### **Appropriate concerns PARENTS should discuss with COACHES:**

- Notification of any schedule conflicts well in advance

- Specific concerns with regard to a coach's philosophy and/or expectations
- If their child, at any time, feels threatened or uncomfortable in any way by actions of teammates or coach(s)
- Any specific information that the parent feels would be of value to the coach to help him/her coach their child
- Ways the parent can help the child improve
- Any concerns a parent may have about their child's behavior or performance in or out of school (Oftentimes a coach may have a very positive influence in the lives of their athletes.) It is recognized that situations may arise where parents find it necessary to raise a concern with a coach, and it is imperative the parent(s) adhere to the following communication guidelines:

Protocol for registering concerns:

1. Contact the coach first, to set up a meeting.
2. If the coach cannot be reached, contact the Athletic Director.

**MOST IMPORTANTLY:**

3. **DO NOT CONFRONT A COACH BEFORE, DURING OR AFTER A PRACTICE OR CONTEST. THESE CAN BE EMOTIONAL TIMES FOR BOTH PARTIES. MEETINGS OF THIS NATURE DO NOT PROMOTE RESOLUTION.**

**Issues NOT appropriate to discuss with coaches:**

1. Playing time
2. Play calling
3. Team Strategy
4. Other Student Athletes

**Next Steps after parent/athlete coach meeting:**

What a parent can do if, in their opinion, the meeting with the coach did not provide a satisfactory resolution:

1. Call and set up an appointment with the Athletic Director (544-2158) to discuss the situation.
2. After this step, an additional meeting may be held with the parent, coach, athlete, and athletic director.
3. If the meeting with the athletic director does not resolve the issue then contact the Principal.

## **The IHSAA Code of Ethics for Athletic Coaches and Officials**

Believing that mine is an important part in the nationwide school athletic program, I pledge to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules of the game, observe the work of other coaches or officials and will, at all times, attempt to improve myself and the game.
3. I will conduct myself in such a way that attention is drawn not to me, but to the young people playing the game.
4. I will maintain my appearance in a manner befitting the dignity and importance of the game.
5. I will cooperate with the news media in the interpretation and clarification of rules and/or other areas relating to good sportsmanship but I will not make statements concerning "calls" after the game.
6. I will uphold and abide by all rules of the IHSAA and the National Federation.
7. I will shape my character and conduct so as to be a worthy example to the young people who play under my jurisdiction.
8. I will give my complete cooperation to the school which I serve and to the IHSAA, which I represent.
9. I will cooperate and be professional in my association with other coaches or officials and will do nothing to cause them public embarrassment.
10. I will keep in mind that the game is more important than the wishes of any individual.

### **Important information for Coaches Scheduling**

Scheduling of all games and contests will be directed and finalized by the athletic director. Consultation with program and team head coaches and the principal will take place when warranted.

#### **Attendance at Team Practices**

A student must practice with the team in order to represent the school on that team. Each student must attend all practices unless excused by the coach. *If special practice schedules are required, the athletic director and head coach must approve said practices.*

### **Practice and Meeting Schedules**

The athletic practice schedules are determined by the head coach and building athletic director in accordance with the rules and regulations of the I.H.S.A.A. Practices and training

regulations must be carefully planned in order to minimize the potential for detrimental effects upon the health of the participants. It is recommended that one and one-half hours of practice time be used as a guideline at the junior high school level for practices held not

during school hours, and two hours for the high school level. This length of time is exclusive of dressing, showering and meetings.

All team meetings should take place at Dietrich School, team socials may take place at other locations but should be approved by the Principal and/or Athletic Director.

### **After Practice and Games**

Participants are not allowed to linger about the schools after practice sessions, games or upon return from away contests. They should be encouraged to leave the buildings via the dressing room doors as soon as they have collected personal belongings. Coaches need to make sure all participants are gone before the coaches leave the area.

### **Equipment**

Equipment will be issued as specified by the head coach and in accordance to I.H.S.A.A. rules and regulations.

### **Supervision**

Supervision of all activities by the assigned coach and/or district employee is necessary to reduce the risk of injury and assure proper handling of emergency situations. The following guidelines should be observed:

1. Proper supervision requires the immediate physical presence of an authorized adult during all period of activity.
2. Emergency occurrences require the suspension of all student activity until proper supervision is provided. Primary attention must be given to an injured athlete.
3. Unique situations must be covered by a supervision plan as developed and authorized by the building principal for the supervision of locker rooms and all other facilities.
4. Primary supervision responsibilities must be completed prior to becoming involved in other assigned duties or unassigned personal or school activities.

### **After Game Procedures**

The following procedures will be adhered to after the conclusion of each contest:

1. No team member should linger behind to take issue with anyone.
2. It is important that supervising personnel be sent ahead of the team to insure that the dressing area is open and secure before and during the scheduled contest.
3. Coaches must provide supervision for their team at all times.

4. Coaches shall always check for any injuries and advise the athlete or take appropriate action.
5. Clean up facility (Field and/or gymnasium) including but not limited to, garbage disposal, game equipment returned to appropriate storage area, etc.

### **Days with No School**

When school is closed due to transportation hazards, contests will be canceled. All gyms will remain closed this day. Exceptions may be permitted by the athletic director or principal.

### **Budgets and Purchasing**

Budgets shall be prepared by the head coach for that particular sport and turned into the Athletic Director. The Principal or Athletic Director will approve budgets.

Please include:

Equipment: pads, helmets, game balls, score books, etc.

**\*\*We understand these pre-season budgets are not all inclusive.**

No purchases can be made without a purchase order, which may be obtained giving the following information to the Athletic Director.

Item for purchasing

Cost or estimate of cost

Number of items to be purchased

Place of purchase (Donnelly's, Walmart, Costco, etc.)

No purchase of goods, service, merchandise, or equipment can be made prior to obtaining a signed purchase order. The purchase order must be complete and must be signed and/or approved by the Principal.

Personal Reimbursements -7420 Financial Management

While it is recommended that all purchases of goods or services be made within established purchasing procedures, there may be an occasional need for an employee to make a

purchase for the benefit of the District from personal funds. In that event, an employee will

be reimbursed for a personal purchase under the following criteria:

1. It is clearly demonstrated that the purchase is of benefit to the District.
2. The purchase was made with the prior approval of an authorized administrator which should include a signed purchase order.
3. The item purchased was not available from resources within the District.
4. The claim for personal reimbursement is properly accounted for and documented with an invoice/receipt.

The District business office will be responsible for the development of the procedures and forms to be used in processing claims for personal reimbursements.

Policy History:  
Adopted on: March 2014  
Revised on:

## **COACHING**

### **Requirements and Responsibilities**

General Requirements: Compliance with the required competencies as identified in the job descriptions contained herein. Volunteer coaches may attend practices or games provided that the following forms are completed and are on file in the district personnel office.

- A. Current application
- B. Current W-4
- C. Two forms of identification
- D. Copy of current first aid and CPR card (if applicable)
- E. Criminal background check (State law)
- F. Official college or university transcript, if applicable
- G. NFICEP class (volunteer coaches can take the abbreviated class)

### **General Responsibilities:**

1. Continue professional growth by attending classes, clinics, workshops, and affiliations with professional organizations.
2. Insure that rules violations or suspected violations will be reported to the school athletic director in writing. The athletic director will ensure that the proper authorities, principal, Fourth District Board of Control and/or state organizations are notified.
3. Insure that all students have the necessary forms completed for eligibility.
4. Be supportive of the administration and the established policies and procedures.
5. Teach and practice good sportsmanship toward opponents, officials, team members, coaches and spectators.
6. Conduct oneself in a professional manner.
7. Refrain from using profanity.
8. Observe the following:
  - Use of alcohol, drugs, and tobacco products in the presence of athletes in an official capacity is strictly prohibited.
  - Removal of athletes from teacher's classes is not allowed for athletic purposes without administration approval.

End of year inventory.

\* End of year return of any keys issued by Dietrich School. Keys will be reissued prior to the beginning the the next season.

\* Help prepare and take care of Field and/or gym.

\*Set-up & painting of Football Field

\*Keep area around the outdoor Football Gear room clean and free from garbage.

\*Set-up Gym prior to games & take down & clean gym after games.

\* Uniforms are the duty of the Coach. Including but not limited to.

\*Assigning uniforms at the beginning of the season & collecting them at the end

\*Laundry (Coaches may choose to have athletes launder their own uniforms or find someone to launder for the team)

\* New Uniform purchasing - New uniforms must be approved by Administration and go through the PO process before purchase.

Perform Coach evaluations for all assistant coaches and attend evaluation with AD and/or Administration for personal evaluation at the conclusion of their sport season.

### **Team Supervision**

A. Coaches will insure appropriate team conduct at practices, contests and while athletes are transported.

B. Remain at practice or contest until all athletes have left the athletic area.

C.. Ride the team bus to and from practices or contests.

D. *Head coaches must clear any absences from practice or games with Athletic Director and/or Principal with appropriate plans for their team while they are gone.*

E. A staff coach must be present with the team at all practices and contests and remain at the practice or contest until all participants have left the facilities.

### **Public Relations:**

All coaches should have information about their programs and athletes ready to release to the press, radio, and television. Each home and away contest should be phoned or electronically transmitted to the news media the day of the contest. Coaches must openly communicate with parents, patrons, and other interested individuals regarding the sports program

**Evaluations:** Each coach will receive a written performance evaluation conducted by their immediate supervisor within thirty (30) days from the completion of the respective sport season. Said evaluations will focus on the achievement of the goals, objectives, and standards of the athletic program manual and will be retained in the individual's personnel file.

### **Changing Scheduled Games:**

Coaches must clear with the athletic director any scheduled contest changes. The athletic director will notify the member school(s) involved. Game date changes should be avoided.

### **Athletic Program Advisory Committee**

The Dietrich School District #314 Board of Trustees will appoint a standing committee whose

purpose will be to provide advice and counsel to athletic program coordinators and secondary school principals in the district. The committee's purpose will be:

- a. to review the athletic program manual and recommend revisions and/or updates that will keep the manual aligned with state athletic association rules and regulations.
- b. to review the athletic program manual and recommend revisions and/or updates that will address new program issues as they surface.
- c. to research material and procedures that can be used to improve program or personnel evaluations, enhance revenues for athletic programs, and increase program efficiencies.
- d. to serve as a sounding board for new ideas that will better meet the needs of students while maintaining the fiscal integrity of the athletic program.
- e. to accomplish other assignments as stipulated by the Board of Trustees.

**The Advisory Committee will be comprised of the following seven (7) members:**

Member of DHS Student Council 1 member

Parents of DHS students involved in athletics 2 members

DHS Coach 1 members

School Trustee 1 member

High School Athletic Director

DHS Principal

One of the coaches on this committee should be a certified teacher.

Each committee member will serve without compensation for a one year term that can be extended a second year at the committee member's choice. Candidates representing parents should come from each school's booster group and/or PTA/PTO. Candidates from the school district should be made by building principals. No member other than the high school athletic Director and Principal may serve more that two consecutive terms. Terms will begin on July 1st

and end on June 30th of each calendar year. The chairperson and vice-chairperson will be

elected by the committee members at the first meeting of the year and will take office upon election.

## INTERIM QUESTIONNAIRE

**PLEASE PRINT!!**

Last Name	First	Male/Female Middle	(circle one)	City
Date				
Since his/her last athletic physical examination, has this student:				
		YES	NO	Year in _____ School
(1) Had surgery		___	___	
(2) Been hospitalized		___	___	
(3) Been under a physician's care		___	___	
(4) Had a serious illness		___	___	
(5) Had an injury requiring a physician's care		___	___	
(6) Been rendered unconscious		___	___	
(7) Started taking any new medications		___	___	
(8) Developed any new drug allergies		___	___	
(9) Developed any health problems		___	___	
(Please explain all <b>yes</b> answers)				

My child \_\_\_ **should** or \_\_\_ **should not** have a physical examination prior to participation in high school athletics.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip Code

### CONSENT FORM

I hereby consent to the above named student participating in the interscholastic athletic program at his/her school of attendance. This consent includes travel to and from athletic contests and practice sessions. I further consent to treatment deemed necessary by physicians designated by school authorities for any illness or injury resulting from his/her athletic participation. In the absence of parents, I also consent to the release of any information contained in this form to carry out treatment and health care operations for the above named student.

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_ DATE \_\_\_\_\_

My participation in interscholastic athletics for the above school is entirely voluntary on my part, and with the understanding that I have not violated any of the eligibility rules and regulations of the state association.

SIGNATURE OF STUDENT \_\_\_\_\_ DATE \_\_\_\_\_

NOTE: The original copy is to be returned to the school



DIETRICH SCHOOL DISTRICT NO. 314

406 North Park

Dietrich, Idaho 83324

Phone: (208) 544-2158 Fax: (208) 544-2832

Dear Parents/Guardians:

NOTE: THIS FORM MUST BE COMPLETED BY ATHLETES AND RETURNED TO THEIR COACH PRIOR TO BEGINNING

PRACTICE:

ACCORDING TO BOARD POLICY, ALL STUDENTS IN GRADES 6-12 NEED TO FURNISH PROOF OF SOME TYPE OF HEALTH AND ACCIDENT INSURANCE COVERAGE PRIOR TO PARTICIPATING IN ATHLETICS.

The insurance coverage may be from a private carrier, such as Blue Cross, Blue Shield, and Medicaid etc. or may be obtained from a carrier that offers supplementary insurance to schools. The company authorized in this District for "2014-2015" is:

**Special Markets Insurance Consultants, Inc.**  
**(underwritten by Gerber Life Insurance Company)**  
**1265 Main Street, Suite 202**  
**Stevens Point, WI 54481**

To apply for coverage, please enroll on-line with a credit card at [www.k12specialmarkets.com](http://www.k12specialmarkets.com) or complete the form available at the Dist. Office, mail it, along with your check or money order to the above address.

(Please, make checks/money orders payable to: Gerber Life Insurance Company, \*Please write student's name on the front of check)

Students planning to participate in either volleyball, football, cross country, basketball, track or cheerleading will be informed of this supplementary insurance at their first meeting with the coaches. Insurance from SMIC is obtained directly from the company and **not** through the School District. Forms may be requested from the School office.

**NOTE:** It is important to note that the District **does not** cover students for injuries at school, other than catastrophic insurance and liability insurance. Specifically, "It is the policy of the Dietrich School District #314 that the School District does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. The District carries only legal liability insurance."

My student: \_\_\_\_\_ is covered for health and accident.

(name of student)

By: \_\_\_\_\_  
insurance company.

(name of company)

\_\_\_\_\_  
(Parent/guardian Signature)



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## **Contract for Participation in Extra-Curricular Activities**

Extra curricular activities and student government offices help make up the total educational program. As a participant I must discipline my conduct at school and in the community so that I represent my school as a citizen in good standing. I understand undesirable conduct, which would place me in poor standing, and unacceptable conduct as listed below could make me ineligible for that activity.

1. Use of obscene language or gestures.
2. Visible and/or vocal disrespect for those in authority.
3. Theft
4. Un-sportsmanlike conduct at school or at school activities.
5. Cheating
6. Intimidation, coercion, or disrespect for fellow students.
7. Fighting
8. Possession or use of alcoholic beverages.
9. Possession or use of tobacco; i.e.: smoking, chewing, etc.
10. Possession or being under the influence of illegal drugs, or other substance abuse.
11. Willful destruction of school property.
12. Association with individuals/groups who are willfully violating these rules.

### **Academic Eligibility Policy**

At Dietrich Junior/High School, we believe that extra-curricular activities complement the classroom academic work and help students learn life skills. Because academic performance is the top priority, failing grades will affect eligibility to participate. In order to be eligible for extra-curricular participation, students enrolled in Dietrich School shall adhere to the following:

**A.** Comply with all Idaho High School Athletic Association (IHSAA) rules and regulations. (**IHSAA Academic Policy**). To be academically eligible for athletics, a student must be enrolled full-time in his/her school, on target to graduate based on State Board of Education graduation requirements, and have received passing grades and earned credits in the required number of courses during the previous reporting period. Equivalency is determined by the following criteria:

- 4 classes available ----- must pass at least 3
- 5 classes available ----- must pass at least 4
- 6 classes available ----- must pass at least 5
- 7 classes available ----- must pass at least 5
- 8 classes available ----- must pass at least 6

Note: Schools may adopt stricter academic eligibility policies.

**B.** Grade checks will commence the second week of school, and will continue each week thereafter. Grades will only be checked once per week. Therefore, if a student is found to be ineligible at a grade check, they

will be ineligible for a minimum of one week, and will have the opportunity to regain eligibility at the next grade check in one week.

C. Any student that has one or more grades that are below 65% will be placed on warning for one week. The student is eligible to practice and participate in contests during the warning period.

D. If the student's grade is still below 65% after the warning period is over, they will be put on academic probation. The student is permitted to attend and participate in practices during the probation period, but is ineligible to participate in actual extra-curricular contests/activities. The academic probation period will continue until all grades are brought to 65% or above. Once all grades are brought to passing, the student becomes eligible for participation.

E. Students who have 10 absences will be ineligible to participate in athletic events for the remainder of the semester. The student will have the opportunity to go before an athletic board consisting of the principal, coach, and team captain to state his/her case for remaining on, and participating with the team.

F. A student who is eligible at the end of regular season play will remain eligible for post season play (tournaments).

**I consent to participate in the random drug testing policy and will be subject to all rules that apply!**

Student Signature

Parent/Guardian Signature

Date:



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