



CMHS

Clatskanie Middle High School

CLATSKANIE TIGERS ATHLETICS – PROMOTING LIFE SKILLS, CHARACTER, AND VALUES

STUDENT AND PARENT

ATHLETIC

HANDBOOK

2021-2024

INTRODUCTION

School athletics does have a tremendous potential for meeting the needs of our youth. Both competition and cooperation have long been prized by our American culture. Both are fostered by well conducted and competently directed athletic games. An intensive, well-balanced program of interscholastic sports should therefore be offered to all students. Interscholastic athletics for the physically gifted represents an area of great potential for practicing the pursuit of excellence.

It is therefore, the goal of the athletic program to offer this opportunity of participation to every student who had the ability and desire to do so. However, no student is obligated to take part in athletics, nor is this required for graduation. Student athletes and parents/guardians must understand that it is a PRIVILEGE to participate in Clatskanie's athletic program. A condition to participating in the Clatskanie School District athletic program is a commitment to follow the rules, regulations, policies, and procedures established by the district for the implementation of its athletic program. It must also be understood that athletes who violate the rules, regulations, policies, and procedures shall face disciplinary action. Clatskanie School District holds the right to make athletic policy changes throughout the year.

TABLE OF CONTENTS

CLATSKANIE SCHOOL DISTRICT ATHLETICS PHILOSOPHY.....4

CONTACT INFORMATION.....5

ATHLETIC ACTIVITY PACKET.....6

ELIGIBILITY REQUIREMENTS.....7

TOBACCO, DRUG, AND ALCOHOL.....8

ATHLETIC CODE OF CONDUCT.....9

INJURY INSURANCE.....11

SPORTSMANSHIP.....12

ATHLETE / PARENT / COACH COMMUNICATIONS.....13

RESPONSIBILITIES FOR ATHLETES, COACHES, PARENTS.....14

ATHLETIC EQUIPMENT.....15

INCLEMENT WEATHER.....16

LETTERS (ATHLETIC AWARDS).....17

PARENT / COACH COMMUNICATIONS HANDOUT.....18

CLATSKANIE SCHOOL DISTRICT ATHLETICS PHILOSOPHY

CLATSKANIE TIGERS ATHLETICS – PROMOTING LIFE SKILLS, CHARACTER, AND VALUES

Clatskanie High School coaches promote character growth and values through the athletic experience and tiger student-athletes project an image of fierce competitors who take challenges head on, win as a team with humility, lose as a team with dignity, advocate for their program, and are positive role models both in the community and on the field/court.

Athlete and Coaching Characteristics

Competitiveness

Teamwork

Commitment

Discipline

Sportsmanship

Responsibility

Work Ethic

Humility

Integrity

Accountability

Respect

Leadership

Pride

Communication

Academics

Dedication

Athlete and Coaching End Goals

Ability to Set and Achieve Goals

Overcome Adversity

Be Positive Role Models

Skills to Succeed in their sport, in the classroom and in the workforce and community

Build Fulfilling Relationships

Have fun

Learning *How* to Win

Clatskanie Tiger athletic program believes in student-athletes having fun while participating in athletics. Every effort will be made to provide athletic opportunities for as many student-athletes as possible. As an athletic staff, we will strive to offer as many athletic teams as can be adequately coached, managed, and supported through Clatskanie School District or co-op with other local schools. Our competitive teams will be selected based on the need, interest, and ability of student-athletes and the sport. Student-athletes will be placed on teams that are appropriate to their physical and emotional abilities. At the varsity level, our coaches will select student-athletes based on their judgment of a combination of abilities and skills that will make the varsity team as competitive as possible. At the sub-varsity levels, there will be more of a focus on player development, although playing time may still not be equal for all student-athlete participants.

It is also our hope that throughout the student-athletes athletic experience, they will have fun and build meaningful relationships. The outcome of our investment in the athletic program will be developing healthy adults who contribute to their community in a positive manner.

Go Tigers!

Contact Information
Clatskanie Middle High School Athletic Department

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The Clatskanie Booster Club exists to promote athletics in the community. They meet monthly on the first Wednesday of the month at CMHS at 6:00 p.m. Coaches are urged to call upon the services of the Booster organization.

ATHLETIC / ACTIVITY PACKET

Welcome to Clatskanie School District Athletics. Please read the following information if you desire to participate in our interscholastic activities. You are eligible to participate only if you meet the following requirements:

1. The athlete must be a member of the student body in accordance with OSAA rules in order to compete.
2. The athlete must be enrolled in five classes and have passing grades in five subjects at the end of each grading period during the semester concurrent to participation. (The student must meet Academic Eligibility requirements every week. See Athletic Eligibility Form)
3. The athlete can participate in only one sport during the concurrent season unless consent is received by both coaches and the athletic director.
4. Any athlete determined by any coach or school personnel of his/her school to have been in possession and/or using drugs, tobacco, or intoxicants will be subject to district and school policy and will be reported to the administration immediately. The school administrator, athletic director and coach will work together in accordance with school policy to address the situation.
5. Any athlete suspended for training violation may not be eligible for team awards, including a letter in the sport in which the violation occurred.
6. To participate, the athlete must be present in school for the entire day. Exceptions will be made only if the absence is due to a school activity, doctors/dentist appointment with verification or if the athlete has made prior arrangements with the Administration/Athletic Director and has notified the coach.
7. Any athlete who skips a class or part of a class on the day of a contest will be ineligible for that contest, but can accompany the team provided no school is missed by a team leaving school early.
8. Physical examinations: Students are to have a physical examination every two years performed by a physician licensed by the Oregon State Board of Medical Examiners, prior to practice and competition in athletics. An OSAA approved Physical Exam form must be completed by the physician and kept on file with the athletic secretary.
9. The athlete must furnish his/her own personal equipment such as shoes, socks, supporters, etc.
10. Good sportsmanship will be insisted upon at all times.
11. Any athlete who quits a sport before termination of that sport may not go out for another sport until the previous sport is concluded, unless there is concurrency by the athletic director and the coaches concerned.
12. Official practice for all sports may begin as determined by the OSAA official start dates.
13. All ASB and Sports Fees must be paid before the athlete can participate in games.

Out of season, non-mandatory open gyms may take place in accordance with the OSAA Rule of 2. All athletes involved in a sport must take seven calendar days off from practice at the conclusion of the season before practicing for the next sport. The only exception is if the team is in the state playoffs.

Eligibility Requirements

It is the philosophy of the staff at CMHS that all students are required to meet the following academic standards in order to participate in any co-curricular activities such as athletics, band, choir, student government, clubs, organization or any school sponsored activity or event.

- Academic Requirements- To be eligible all students must meet the following:
 - To be eligible a student must be passing their classes with one or fewer failures.
 - **The Athletic Director, Advisors, Career Advisory and Classroom Teachers will review grades during scheduled Career Advisory periods. Attempts will be made to notify the parent/guardian of ineligible students:**
 - If students do not meet the eligibility requirements they will be notified and placed on a academic probation. During that time a student will have to raise their grade(s) in order to participate without restrictions.
 - While a student is ineligible *they are ineligible to participate in any school sponsored contest, event or activity*
 - If the student is academic eligibility at the end of the first semester that student begins the second semester on the same step.
 - To be eligible to participate in the next sport season the student must meet CMHS building eligibility criteria and OSAA academic requirements for “progress” at the end of each semester.
 - If a student has questions about their eligibility they may request a meeting with the Assistant Principal and a three person panel to discuss the situation.
- Attendance Requirements
 - To participate or attend any school sponsored activity the student must be in attendance all day.
 - Exceptions are medical/dental appointments with verification, participation in other school sponsored activities or if pre-arranged with the Administration and Advisor.
 - A student will not be allowed to participate in a practice or game on the day they are serving either a in or out of school suspension.

Tobacco, Drug, and Alcohol Policy

Any athlete determined to have been in possession and/or using tobacco, or intoxicants, or verified to have been in the presence of drugs or intoxicants will be suspended from competition, but will continue to practice on the following basis:

- A. First Offense
 - 1. Notify student and parent (s);
 - 2. Meeting scheduled by the administration, with the parent(s) and student;
 - 3. The student will be given the option of:
 - i. Two game suspension from interscholastic participation, a drug/alcohol assessment done at the student-athlete's expense, voluntary participation and successful completion of a drug assistance program designed and implemented for students between the age of 10 and 18 (if available) with submission to follow-up drug testing as may be required, at the athlete's expense; or
 - ii. Suspension from participation in athletics for the remainder of the current season and the next school athletic season for which the student is eligible.
- B. Second Offense
 - 1. Notify student and parent(s);
 - 2. Meeting scheduled by the administration, with the parent(s) and student;
 - 3. The student will be given the option of:
 - i. Suspension from interscholastic participation for the remainder of the season, voluntary participation on an ongoing basis in a substance abuse assistance program (if available) designed and implemented for students between the age of 10 and 18 throughout the remainder of the high school athletic career or two year with submission to follow-up drug testing as may be required, at the athlete's expense; OR
 - ii. Suspension from participation in athletics for the remainder of the current season and the next athletic season for which the student is eligible.
- C. Third Offense
 - 1. The student will be suspended from participating in athletics for the remainder of the current season and the next three athletic seasons or for one year whichever is great, for which the student is eligible.

Student-Athlete Drug Testing – see district policy JFCIA and JFCIA-AR

The athlete and his/her custodial parent or guardian shall consent in writing to drug testing pursuant to the district's drug and alcohol testing program.

ATHLETIC CODE OF CONDUCT

ANY ATHLETE WHOSE CONDUCT IS JUDGED TO REFLECT DISCREDIT UPON THEMSELVES, THE TEAM OR THE SCHOOL WILL BE SUBJECT TO DISCIPLINARY ACTION.

SPECIFIC AREAS OF MISCONDUCT, BUT NOT LIMITED TO:

- Violation(s) of the Clatskanie Coach, Student, and Parent Athletic Handbook
- Missing team practices
- Insubordination to game or school officials
- Violation(s) of policies as set forth by OSAA
- Violation(s) of team rules and policies as established by specific sports
- Violation(s) of the Clatskanie School District Student Code of Conduct
- Violation(s) of the CMHS Student Handbook

Disciplinary measures taken by the coach may be in one or more of three forms – defined as special assignments, probation, and/or dismissal. Parents will be contacted if athlete is put on probation and a contract will be signed by athlete and parent to be kept by Head Coach for future action. The next infraction results in dismissal. Prior to a dismissal of an athlete, a parent will be contacted of the reasons for the action within 48 hours of the incident. The appeals process will be outlined at that time. A removal form will be on file with the Athletic Director. Request for an appeal must be done within 5 school days at each level of the appeals process. The athlete will not be eligible for any individual, team recognitions, or awards after dismissal.

Dismissal Appeals Process

Step 1 - Head Coach

- Conference with student and/or parent
- Suspension of activity
- Dismissal from activity
- Other appropriate action (example: Community Service)
- Request for appeal must be done within 5 school days

Step 2 – CMHS Athletic Director

- Accept appeal and reduce action
- Denial of appeal
- Add to action
- Other appropriate action
- Request for appeal must be done within 5 school days

Step 3 – CMHS Principal

- Accept appeal and reduce action
- Denial of appeal
- Add to action
- Other appropriate action⁵
- Request for appeal must be done within 5 school days

Step 4 – Superintendent

Only appeals of a permanent removal from the co-curricular activity may reach this level of the process.

- Accept appeal and reduce action
- Denial of appeal
- Add to action
- Other appropriate action
- **Cannot appeal this final decision**

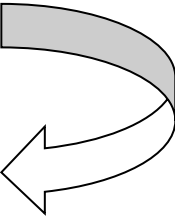
ATHLETES ARE EXPECTED TO:

- Conduct themselves in a mature fashion at all times.
- Demonstrate self-control and mutual respect at all times.
- Avoid the use of profanity, abusive language, or inappropriate gesturing.
- Accept victory with humility and defeat with dignity.
- Set an example in word and action, both on and off the playing area.
- Attend all practices. If absent, call the head coach or athletic department office prior to missing practice. If contact is not made prior to the practice, it is considered an unexcused absence.

INJURY INSURANCE

All athletes must be covered by their family insurance policy or school insurance in order to be eligible to practice and play. Completed forms should be turned in to the athletic secretary prior to participation.

Injury report forms must be filled out within twenty-four (24) hours after an injury has occurred.



MEDICAL CLEARANCE

When an athlete is seen by any medical services, for any injury or condition, the school will need a clearance from the medical personnel who treated the athlete. The clearance should indicate that the student is cleared for practice/competition, and that the athlete is not taking any medication that would impact their participation. If limited participation is approved, the limitations need to be specifically indicated. Any athlete suspected of sustaining a head injury must be cleared by a licensed health care provider before returning to play.

PHYSICAL EXAMINATIONS

Students are to have a physical examination every two years performed by a physical licensed by the Oregon State Board of Medical Examiners, prior to practice and competition in athletics. An OSAA approved Physical Exam form must be completed by the physician and kept on file with the athletic secretary.

SPORTSMANSHIP

1. All Clatskanie School District athletes will recognize that both as a team and as individuals, they have the responsibility to display the highest degree of sportsmanship.
2. An athlete who displays inappropriate conduct in practices, contests, or during travel time will receive a minimum of a verbal warning to possible dismissal from the activity.
3. Clatskanie School District Code of Conduct outlines the following behavioral expectations for our student athletes and student spectators:
 - Accept and understand the seriousness of your responsibility and the privilege of representing your school and community.
 - Live up to the standards of sportsmanship established by the school administration and the coaching staff.
 - Treat opponents the way you would like to be treated as a guest or friend.
 - Refrain from taunting, trash talking, or making any kind of derogatory remarks to your opponents during the game, especially comments of an ethnic, racial or sexual nature.
 - Wish opponents good luck before the game and congratulate them in a sincere manner following either victory or defeat.
 - Respect the integrity and judgment of game officials.

ATHLETE / PARENT / COACH COMMUNICATION PROCESS

Before the start of each sport season there will be a mandatory parent meeting. The head coach will conduct a mandatory parent meeting at this time regarding rules, regulations, and additional team rules will be distributed at that time. See the attached Parent/Coach Communications handout (page 18). This handout must be signed and returned to the head coach prior to the first competition.

RESPONSIBILITIES FOR ATHLETES, COACHES AND PARENTS

A successful experience is the goal of all participants with an athletic program. It is the responsibility of many groups of people that will create an environment in which this goal is realized. Clatskanie School District is committed to providing a success experience for all participants. The individual responsibilities are listed in the chart below.

	Student / Athlete	Coaches	Parents / Guardian
HOME	<ol style="list-style-type: none"> 1. Get adequate rest 2. Eat a nutritious diet 3. Follow all training rules 4. Complete all homework 5. Maintain conditioning during the off-season 	<ol style="list-style-type: none"> 1. Set team goals 2. Organize and use good time management 3. Keep current all program rules 	<ol style="list-style-type: none"> 1. Provide a nutritious diet 2. Allow homework time 3. Encourage and support 4. Recognize the positive experience of participating whether the student is a starter or reserve
SCHOOL	<ol style="list-style-type: none"> 1. Practice good citizenship 2. Maintain high academic standards 3. Promote team accomplishments and those of teammates 4. Take pride in dress and appearance 5. Set academic goals 	<ol style="list-style-type: none"> 1. Pre-season parent meeting 2. Communicate openly with parents 3. Be a positive role model 4. Push to improve your program 5. Participate in workshops/clinics 	<ol style="list-style-type: none"> 1. Follow established procedures when communication with school or coach 2. Be an active volunteer 3. Join a support/booster organization 4. Support all academic efforts
PRACTICE	<ol style="list-style-type: none"> 1. Meet all eligibility requirements 2. Be there, make the time commitment 3. Set goals and work to improve 4. Be prepared to practice, play, listen and take directions 5. Push self and others to reach full potential 6. Support team goals 7. Be a positive team member 8. Follow all practice guidelines 9. Know when to focus and when to have fun 10. Accept accountability for results 	<ol style="list-style-type: none"> 1. Display a positive attitude 2. Organize and plan practices 3. Have informal meetings with parents 4. Supervise athletes at all times 5. Enforce rules about attendance for school and practice 7. Teach fundamental skills 8. Explore avenues to help take athletes to the next level 9. Promote "team" building activities 10. Discipline in an appropriate and consistent manner 11. Recognize contributions by all 12. Make decisions based on what is best for the athlete 	<ol style="list-style-type: none"> 1. Have transportation when needed, in a punctual manner 2. Accept team discipline, support and team rules 3. Work cooperatively with coach to encourage work ethic
GAMES	<ol style="list-style-type: none"> 1. Be a quality representative of Clatskanie Middle/High School 2. Play hard and play to win 3. Play fair and safely 4. Accept your role within the team 5. Demonstrate good sportsmanship towards opponents and teammates 6. Be positive on the field/court and on the bench 7. Accept game results graciously 8. Respect decisions made by coaches and officials 	<ol style="list-style-type: none"> 1. Have good control of team activities 2. Display good sportsmanship 3. Respect the decision of the officials 4. Allow players to perform their best without fear of failure 5. Coach in a positive manner 6. Accept accountability for results 7. Teach winning as an objective, but not the only measure of individual and team success 	<ol style="list-style-type: none"> 1. Model good sportsmanship 2. Respect the decisions made by officials and coaches 3. Recognize outstanding performances by all competitors 4. Keep winning and losing in perspective 5. Support all athletics 6. Respect coaching decisions involving playing time 7. Don't coach from the stands 8. Value the contributions of all players

	9. Keep winning and losing in perspective		9. Work cooperatively with the coaching staff
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ATHLETIC EQUIPMENT

1. All students are responsible for all school equipment issued to them.
2. Fines will be issued for the damage or loss of any equipment. The fines will be at the current replacement costs for the equipment.
3. Athletes will not be allowed to participate in subsequent seasons if their equipment fines are not paid in full.
4. Diplomas will not be given to graduating seniors if their equipment fines are not paid in full.

INCLEMENT WEATHER (Games and Practices)

District practices regarding athletic/activity competitions and practices during school closures due to inclement weather are as follows:

Games / Matches

1. If the schools are closed to students by radio / T.V. / phone announcement in the morning, games or matches may be conducted with administrative approval.
2. If the schools initially open in the morning, but are closed due to inclement weather during the day with the students being sent home prior to the end of the school day, all games and matches for that day are cancelled.
3. If the opening of school is delayed in the morning but staff and students are eventually required to report and conduct school as normal, all games or matches will be conducted as scheduled.

Practices

1. If the schools are closed to students by radio / T.V. / phone announcement in the morning, practices held that day must be approved by the athletic director or principal. Those practices may begin after noon on those days. Practices in this situation will be non-mandatory.
2. If the schools initially open in the morning, but are closed due to inclement weather during the day with the students being sent home prior to the end of the school day, all practices for that day are cancelled.
3. If the opening of school is delayed in the morning but staff and students are eventually required to report and conduct school as normal, practices will be conducted as scheduled

LETTERS (ATHLETIC AWARDS)

➤ Regular Varsity Letter

Athletes may earn either a varsity or a sub-varsity award if they meet the criteria as determined by the head coach of each sport.

These awards are important to most athletes and parents. They can be a significant motivation for young athletes to strive to do their best. Earning and displaying these awards can be a significant source of pride and self-esteem for a job well done. It is important for coaches to seriously consider the individual and team goals of the program and to determine lettering criteria and procedures with these goals in mind. It is also important to consider that much of the personal and education value of the award is that it **WAS EARNED**, not simply an automatic outcome of being a part of the program.

A wide range of lettering policies have been successful in the past, some being very objective and others being more subjective. *For example*, a subjective policy may be that the athlete earns a varsity letter if, in the opinion of the coach, the athlete made a significant contribution to the varsity team. A more objective policy might be that an athlete earns a varsity letter by fulfilling all of the following: (1) member of the varsity team, (2) play at least one quarter in at least 50% of varsity games, (3) have had no unexcused absences from practices or games, and (4) are a member of the team in good standing at the end of the season. Latitude is given to head coaches to formulate their own lettering policies, knowing that they will keep individual and team goals in mind.

➤ White Varsity Letter

The awarding of a white chenille block “C” with the proper emblem in gold and a star shall be granted on the basis outlined below:

- Football, basketball, cross-country, baseball, volleyball, and softball: Athletes who have been named to district, league, or state all-star first or second teams as selected by coaches. This is to include selection of the Journal or Oregonian first or second all-state teams.
- Wrestling: Athletes who qualify for the state meet.
- Track, golf, tennis (boys’ and girls’): Athletes who qualify for the state meet.

➤ Other Pertinent Information

Only one letter will be awarded to any individual in any varsity sport. Subsequent awards will be certificates.

Athletic awards will be given at the end of each sports season.

The official school colors shall be red, black, and white.

Parent/Coach Communications

Parent/Coach Relationship

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 children. As parents, when your children become involved in our program, you have a right to understand what expectations are placed upon your child. This begins with clear communication from the coach of your child's program.

Communication You Should Expect from Your Child's Coach:

- ✓ Philosophy of the coach
- ✓ Expectations the coach has for your child
- ✓ Locations and times of all practices and contests
- ✓ Team requirements
- ✓ Procedure should your child be injured during participation
- ✓ Discipline that result in the denial of your child's participation
- ✓ Expectations of parents' role in athletic program

Communication Coaches Expect from Parents/Guardians:

- ✓ Concerns expressed directly to the coach
- ✓ Notification of any schedule conflicts well in advance
- ✓ Specific concern in regard to a coach's philosophy and/or expectations

School athletics can be one of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way your child wishes. At these times, discussion with the coach is encouraged.

Appropriate Concerns to Discuss With Coaches:

- ✓ The treatment of your child, both mental and physical
- ✓ Ways to help your child improve
- ✓ Concerns about your child's behavior
- ✓ Level of competition

Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the above list, certain aspects can be and should be discussed with your child's coach. Other aspects must be left to the discretion of the coach.

Concerns Not Appropriate to Discuss with Coaches:

- ✓ Playing time
- ✓ Team strategy
- ✓ Play calling
- ✓ Matters concerning other students/athletes

There are situations that may require a conference between the coach and the parent. It is important that all parties involved have a clear understanding of the others' position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the concern:

If You Possess a Concern, the Procedure to Follow is:

1. Your son/daughter should first speak with the coach about his/her concerns
2. Call to set up an appointment with the coach
3. If the coach cannot be reached at school, then leave a voicemail or message with the school office for them to return your call
4. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote a resolution.

I have read and understand the above criteria for Parent/Coach Communication guidelines.

Athlete's Name _____

Parent Signature _____ *Date* _____

Coaching Handbook

RESPONSIBILITIES

Responsibilities of the Principal:

1. The principal shall act as the administrative representative to the athletic league of which his school is a member.
2. The principal shall give approval for all athletic scheduling.
3. The principal shall evaluate the athletic director at least once each year.

Responsibilities of the Athletic Director:

1. To see that up-to-date inventories are kept of athletic equipment and supplies. Such inventories should indicate the condition of the equipment and supplies. Actual taking of inventories is to be done by the head coach of each sport.
2. To compile the budget requests with explanations for various sports. Head coaches shall submit to the athletic director at least one week prior to the budget deadline their requests for the following year.
3. To consult with the coach requesting supplies or equipment as type, brand etc., desired. All actual purchasing, according to district policy, is to be done by the district office. The order is to be made on the proper request form.
4. To approve all equipment and supplies used in the athletic program.
5. To prepare schedules for the following year's events prior to the close of school each year so the calendar of events can be published before the opening of school in the fall. The athletic director shall work closely with the coaches of various sports in making said schedules and should respect the wishes of coaches in scheduling their sports. Approval of schedules is the responsibility of the principal.
6. To arrange transportation as needed for the athletic program.
7. To be responsible for procedures and reports concerning individual and team eligibility.
8. To coordinate athletic practice schedules and use of facilities.
9. To supervise the maintenance and scheduling of athletic areas and facilities.
10. To obtain qualified officials for interscholastic athletic events and plan for payment of such officials.
11. To insure that established procedures in regard to safety, accident reports and insurance are followed by all athletic coaches.
12. To assume leadership in the continual improvement of the interscholastic athletic program.
13. To make sure that all coaches apply and enforce the athletic policies.

14. To evaluate each head coach and submit his/her evaluation to the principal by the conclusion of each sport season.
15. To supervise the distribution of physical examination and insurance forms.
16. To assume any other duties relating to his job assigned by the principal.

Responsibilities of a Head Coach:

1. The head coach of a sport shall have complete charge of that activity.
2. To be responsible for all equipment connected with the sport; (accountability, recommendations for repair and replacement, minor repairs, inventory, assuring cleaning and storage, etc.)
3. To work with and assist the athletic director in preparation of budget requests, lists of supplies and equipment to be purchased, scheduling game arrangements, and other matters dealing with his/her sport.
4. To assist junior varsity and assistant coaches and work with them in setting up the program for each sport.
5. To be responsible for seeing that each participant in their sport has had proper physical examination, insurance, and parental permission form completed prior to any physical activity in that sport.
6. To submit a complete list of those taking part in his/her sport prior to the beginning of the season to the athletic director. They shall keep such a list up-to-date by informing the athletic director of any addition to, or withdrawals from the squad.
7. To select student managers and assign their duties.
8. To see that all practices start promptly and are terminated at a reasonable time. All athletic practices must be conducted outside regular school hours.
9. To see that all league, OSAA and school regulations concerning the sport are enforced.
10. To be responsible for making sure that a coach is in the dressing area when students are there in connection with his/her sport. Student athletes are not to be left unattended at any time.
11. To be responsible in the preparation of fields, courts or sites, for athletic contests in their particular sport.
12. To submit to the athletic director at the end of the sport season a complete inventory of all school equipment and materials connected with his/her sport.
13. To evaluate each of the assistant coaches in his/her sport at the conclusion of that sport each season. These evaluations shall be submitted to the athletic director.
14. To notify the parents in writing when and for what reason a participant drops or is dropping from a team.

Responsibilities of Assistant, Junior Varsity and Freshman Coaches:

1. To cooperate with the head coach in carrying out the program of the sport with which they are involved.
2. To enforce the same rules and regulations for participants under their supervision as are required of varsity athletes.
3. Attend the games of other teams in sport whenever possible.
4. At the end of a sports season, meet with the head coach to evaluate their program.
5. To be responsible in the preparation of fields, courts or sites for athletic contests in their particular sport.

REQUIREMENTS FOR DISTRICT AUTHORIZATION TO COACH

Coach's Name: _____

Position: _____

1. Does the coach hold a valid First Aid card? YES
NO

a. Expiration Date: _____

2. Does the coach hold a valid Adult CPR card? YES NO

a. Expiration Date: _____

3. Has the coach completed the NFHS Fundamentals of Coaching class? YES NO

a. **only needs to be taken once**

4. Has the coach completed the Concussion Management Course? YES NO

a. Expiration Date: _____ (needs to be taken yearly)

5. Has the coach completed the Steroids Test? YES

NO

a. Expiration Date: _____ (needs to be taken every 4 years)

6. Received a copy of the "Coaching Handbook" AND the "Student/Parent Athlete Handbook"

YES

NO

Date Received: _____

Coach Signature: _____

7. Coach has completed and turned in the following:

➤ I-9 (Federal Form) YES NO

➤ W-4 YES NO

➤ Fingerprinting/Criminal History Verification YES NO

Athletic Director's Signature

Date

PUBLIC RELATIONS

Each coach should communicate with the local newspapers about news relative to their sport.

The following newspapers offer coverage:

Clatskanie Chief (503) 728-3355

The Daily News (360) 577-2500

The Daily Astorian (503) 325-3211

Local radio stations in Longview / Rainier can publicize newsworthy events and broadcast results. Each coach should make the proper arrangements.

The Clatskanie Booster Club exists to promote athletics in the community. They meet monthly on the first Wednesday of the month at CMHS at 6:00 p.m. Coaches are urged to call upon the services of the Booster organization.

Code of Conduct and Appearance for Athletes

- “Season” as used here will refer to time from the first regularly scheduled practice until released from school supervision following the final contest.
- The athlete will travel to and from contest with coach and team unless specific arrangements are made with the athletic office prior to the time of departure. Transportation must be with a responsible adult 21 years of age or older. Parents may request students to ride with another adult, in writing, in advance. Such note must be verified by the athletic office.
- The minimum standards for appearance, including dress, hair length, etc. will be established by the head coach and/or the athletes prior to each sport season. The head coach will submit a written copy of the minimum appearance standards to the principal and athletic director prior to the first scheduled game.
- Athletes, who in the coach’s and/or athletic director’s opinion do not meet standards, may be refused the privilege of participating in contests or traveling with the team until the standards are satisfactorily met.
- An athlete may be disciplined for conduct termed detrimental to the team and/or the school.

Middle School Athletics

Guidelines:

1. The program is limited to grades 6, 7 and 8.
 - a. 6th graders may only participate in wrestling and track and field
2. Parents' consent must be obtained through the completion of the required forms.
3. Participants must have a physical examination prior to practice and competition. See Physical Exam requirements above.
4. Organized practice sessions shall be limited to a maximum of two hours.
5. A pupil may participate in only one sport during a playing season.
6. The program is not to be financed by the school district.
7. Schedules shall be made with the approval of the athletic director.
8. Middle School games shall not be played as preliminary or half-time games at high school or college contests.

Athletic Trips

1. The athletic office will make the arrangements for transportation of athletic teams.
2. All athletic trips must be taken in district-provided vehicles. The principal or the supervisor of secondary athletics must clear exceptions caused by team size or other circumstances.
3. Students will return to the school with the traveling group unless excused by the coach. A coach may grant permission to leave the traveling group only when a parent signs their child out in the presence of the coach. Athletes are not allowed to return home with other students driving the vehicle. A student will not leave the team to ride home with neighbors or friends of the family unless a verified written request from the player's parent granting permission for a student to ride home with relatives or another student's parents is pre-approved by the athletic office.
4. A coach will travel to and from all athletic contests on the bus with the team unless approved by the Athletic Director.
5. Prior to leaving for an athletic trip, it is necessary that an emergency procedure be planned with the building athletic director. This will include telephone numbers of the appropriate school administration.
6. The coach will select the traveling team and submit a list of those traveling to the office/attendance secretaries before the bus leaves the school.
7. The coach will see that the conduct and appearance of players is exemplary and conforms to the Athletic Code of Conduct.
8. When traveling, coaches should have a list of emergency phone numbers; i.e. building athletic director. If a telephone is available, the coach will call and advise the athletic director of the situation and the estimated amount of delay. Arrangements will be made to notify parents of the delay.

Participation Limitations

(According to OSAA regulations)

Baseball/Softball – A school shall not play more than twenty-six (26) games exclusive of the play-off series. A pitcher shall not pitch more than twelve (12) innings on three (3) consecutive days. Participation for any length of time in an inning as a pitcher shall count as one (1) inning.

Basketball- A school shall not play more than twenty-four (24) games, exclusive of the play-off series. A player shall not participate in more than five (5) quarters per day. Overtime periods shall be considered an extension of the 4th quarter, and participation for any length of time in a quarter shall constitute one quarter.

Cross Country - A school team shall not compete in more than twelve (12) meets at each level of competition, exclusive of the varsity district meet and state championships.

Football – A school shall not play more than nine (9) games, exclusive of the play-off series. A player shall not compete in more than six (6) quarters each week, the week running from the school's varsity game through the day before the school's next varsity game. Participation for any length of time in a quarter shall constitute one quarter.

Track - A school team shall not compete in more than twelve (12) meets at each level of competition, exclusive of the varsity district meet and state championships. A contestant shall not enter or compete in more than two distance races – 800, 1500, and 3000.

Volleyball - A school team shall not compete on more than eighteen (18) playing dates at each level of competition, nor shall a team compete in more than 36 matches, exclusive of the varsity district playoffs and state championships. Additionally, a student shall not compete in more than one set in addition to one match per day.

Wrestling – A wrestler shall not compete in more than fourteen (14) matches, exclusive of District and State Tournament competition. A wrestler competing in a tournament with a bracket of four (4) or less in his weight class shall be considered to have participated in one (1) match. A wrestler competing in a tournament with a bracket of five (5) or more in his weight class shall be considered to have participated in two (2) matches. Tournament participation, prior to District and State Tournament competition, shall not account for more than seven (7) matches toward the 14-match limit.

Following his respective District Tournament and until the State Tournament and until the State Tournament begins, a wrestler may not compete against an opponent from a school other than his own.