

Palmer Ridge High School
2019-2020
HANDBOOK
FOR
PARENTS OF ATHLETES



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Palmer Ridge High School Philosophy for Athletics

The Lewis-Palmer School District supports the philosophy that a quality interscholastic athletic program is vital to the positive social, physical, and educational development of students. The interscholastic athletic program enhances and supports the academic mission of the school system. We are committed to promoting the proper ideals of sportsmanship, ethical conduct, and fair play at all athletic contests. We support high standards of good citizenship and propriety along with regard for the rights of others.

Being a member of the interscholastic program is a privilege to be earned and not a right. Extracurricular activities are a **meritocracy** at Palmer Ridge High School. Each time participants step into a school or onto the practice field and anytime they participate in a game they are expected to represent themselves, their family, team, and school in a responsible, sportsmanlike manner.

It is our responsibility to provide challenging opportunities for our student athletes to compete successfully at the conference, non-conference, regional, and state levels.

At Palmer Ridge High School:

In addition to embracing and committing to the Lewis-Palmer School District Philosophy, at Palmer Ridge High School we will also encourage and promote:

- The belief that athletes should participate in multiple sports and not specialize in any one specific sport.
- The concept of the broadest-based participation possible by offering all of the teams which we can and extending the opportunity to participate to as many students as possible.
- The premise that all teams are considered vital for our student-athletes, and each is a valued part of our athletic program. No one sport is considered more important than any other.
- The approach that all teams are treated as fairly as possible.

Handbook for Parents of Athletes

At times, being a parent is often challenging. This effort and responsibility is frequently complicated by being a parent of an athlete. This handbook with its guidelines and suggestions will give you some insights into this responsibility.

There are many relationships which are involved in being the parent of an athlete.

The Player-Coach Relationship:

The player-coach relationship is perhaps the most critical relationship in athletics. Unfortunately, a parent can have a pronounced effect on this very important and delicate relationship. While you may not agree with all decisions of a coach, how and when you express your feelings can have a decided effect upon your child.

If you express a negative opinion in the presence of your child, you need to remember that he or she will return to practice the next day and may carry with him or her your convictions. Your son or daughter will then have to interact with this coach. You, as the parent, can greatly affect this delicate relationship with the influence of your opinion (positively or negatively).

Receiving technical or strategic instruction at home may interfere and conflict with the instructional process at practice sessions and games. This may ultimately impede your son or daughter's progress and affect his or her playing time or even winning a starting position.

Feedback from a coach to a player can range from how to get more playing time to earning a starting/varsity role. Interpretation of this feedback should be viewed as only a means to improve rather than a coach telling a player they can't improve. A coach can only give the players the tools and the know how to achieve success. It is up to the athlete to execute the tools and knowledge given to improve. Upon learning and accepting this knowledge, it can take countless hours of dedication and sacrifice to see improvement.

Parent - Coach and Student Relationship

In your role as a parent, you obviously love and are concerned about your child's welfare. You want the best for him or her, but an athlete can have only one coach. Allowing the coach to instruct and guide the team is crucial in many respects.

An effective working relationship among the Coach, Student-Athlete and Parent benefits the quality of each person's experience and contributes significantly to the success of the entire team. Establishing this relationship requires that each of the three individuals understands his/her role in the process and communicates openly and honestly with the other persons.

To open the communication channels, the coaching staff is responsible for holding a pre-season orientation meeting at which time the following topics may be addressed:

- Introduction and related background experiences of the coaching staff
- General plans for the upcoming season
- CHSAA, District, school, department and team philosophies, procedures, rules and expectations as covered in the Parent and Athlete's Handbook and team handouts
- Locations and times of practices and competitions
- Helpful tips on how parents/guardians can best support their child during the season
- How best to reach the Coach (by phone or e-mail) and a confirmation of how best to reach each parent/guardian.

Student-Athletes and their parents are responsible for asking questions to clarify their understanding of any topics discussed at the meeting or published in any other printed material (such as the "Parent and Athlete's Handbook"). Student-athletes and parents are also responsible for confirming mailing addresses, phone numbers, e-mail addresses and must inform Coaches of any anticipated conflicts in the proposed practice/competition schedule.

With this foundation in place, it is anticipated that communication between any of the parties can easily and respectfully be conducted throughout the season. However, the most critical time for the working relationship to be employed is when a concern or conflict arises about an expectation or comprehension of a policy/procedure.

Topics that are accepted as appropriate for discussion are:

- The student-athlete's academic performance
- The student-athlete's behavior in school, with the team or in the general public as it pertains to the team's reputation
- The student-athlete's role on the team
- The application of CHSAA, District, department and team philosophies, procedures, rules and expectations for PRHS student-athletes
- Suggestions to improve a student-athletes skill acquisition, knowledge and attitudes relevant to the sport
- Information about recruiting and recommendations about a student-athlete's suitability for play at collegiate levels
- Management of injuries incurred by the student-athlete

However, there are also topics **which are NOT appropriate for discussion.** These include certain prerogatives for which the Coach alone has jurisdiction with the bounds of school district philosophies, regulations and policies:

- Other player's roles on the team
- Selection, placement and determination of playing time
- Establishment and enforcement for all guidelines and training rules related to the activity
- Appointment of practice times, dates and procedures
- Preparation and execution of all travel arrangements for the team
- Creation and implementation of competition strategies
- Management/determination of all awards

In a time of question or conflict concerning an appropriate topic, the following procedures are to be followed in the attempt to resolve the problem.

- The first level of contact should always be between the student-athlete and Coach; however, this contact should be made at a time other than during a practice or competition. This will help teach your child how to self-advocate for themselves. Speaking privately with the Coach or in a place away from other team members is preferred.
- If the problem is not resolved at this primary-level meeting, a conference which includes the Coach, student-athlete and parent/guardian may take place. However, none of these persons should be confronted immediately before or after a practice/competition to discuss the matter. At this time, coaches have other responsibilities; and it may be an emotional time. There is a 24-hour no-contact rule for all parent-coach interaction to discuss any matter dealing with the student-athlete. Please refer to LPSD Policy KFA (see Appendix A).
- Always call or e-mail to set up an appointment. If the Coach cannot be reached in this manner, the parent/guardian should contact the athletic office in order to obtain assistance in reaching the Coach.
- Once you have stated your concern, listen to the explanation. Often, a parent may be blinded by emotion; and this overrides logic and reason. Listening receptively may really help you to understand any explanation which is given.
- If a resolution still is not gained after this conference, contact the Athletic Director in for input as to how to proceed. The Athletic Director will give due process and consideration to all of the involved parties while attempting to bring the matter to a reasonable conclusion.
- LPSD Policy JII (see Appendix B) may be initiated at this point if dissatisfaction with the Athletic Director's ruling occurs.

The Parent-Player:

Some parents may try to live through their child's athletic efforts. Being positive and supportive is important, but adding pressure and unrealistic expectations can be extremely harmful. Allow your son or daughter to enjoy and grow from this valuable experience. In numerous national studies, it has been determined that most athletes participate for enjoyment or fun. Excessive pressure or expectations can alter this most fundamental reason for playing.

When you do speak with your child after a contest, don't dwell on his or her play, how many points he or she scored or if he or she started. Instead, first ask how the team did? Did your son or daughter play hard, give 100% and have a good experience? What was learned from the win or loss and what can they bring back to practice to help make the team better?

Relationships with Officials:

There is an age-old refrain often used by irate fans. "How much are you paying the officials?" The home school does not get the officials. The official's assignor of the particular sport assigns all officials, and neither team has control of which officials are assigned.

Officials agree to and follow a code of ethics. They really do not care or have a vested interest in which team emerges as the victor. It is also important to understand that they are a very necessary part of a game. They are an essential part of sports as a contest cannot be played without them.

So while you may not agree with all of their calls, please do not harass and taunt them. It is also important to remember that they are in charge of the contest and have complete authority to have unruly spectators removed. In many sports, a team will see the same official several times during a season. Coaches, athletic administrators, and schools often work hard to establish a rapport and good working relationship which can easily be damaged by spectators.

Unfortunately many people and officials are opting out of this very important profession due to the unruly treatment by spectators, coaches, and players. We all need to do a better job in respecting this very difficult job and treating officials accordingly.

Spectator-Cheerleader:

Cheerleaders try to infuse spirit into the fans/spectators and to lead them in selected cheers. Taking this responsibility into your own hands is not appropriate. Fans that leave the stands to direct cheers may often cause or lead to confrontations with the opponents. Following the cheerleaders' directions, therefore, is absolutely necessary at all athletic contests.

The emotion and atmosphere at athletic contests can be very exciting and the cheerleaders need to be allowed to direct and control this aspect of the event.

Sportsmanship

Since athletics should be educational in nature, it is important that all parents demonstrate good sportsmanship and serve as role models for our athletes and students. Sportsmanship is an overt display of respect for the rules of sport and for all others – players, coaches, officials and fans. It also involves a commitment to fair play, ethical behavior, and integrity. This means:

- There can be no vulgar or inappropriate language from our fans or spectators.
- Taunting or trash talking of our opponents, referees, fans, and their cheerleaders cannot and will not be tolerated.

- Spectators cannot leave the bleachers or enter onto the court or field before, during, or immediately after a contest. (There are occasions necessary for the spectators to celebrate with the team but not before they shake hands with the other team and have had their team meeting).
- Fans should be supportive and positive. Cheering should be done for our team and not against our opponent. Represent our students, parents, coaches, community, and high school in the most positive and respectful manner. (We don't want to be like other teams if those teams are not following this guideline)
- We should not impede or interfere with our opponent's cheerleaders from leading their cheers.
- Artificial noise makers of any kind are not allowed.

LPSD Policy KFA will be observed.

Sportsmanship for the Athlete

(The PRHS and CHSAA Ejection Policy)

- We will adhere to all CHSAA ejection rules for contests and will allow coaches to make judgments on egregious violations of conduct policies.
- An athlete who is ejected from a game for unsportsmanlike conduct or fighting will not be allowed to participate in the next game.
- A substitute who leaves the team box and enters the playing area during a fight will be ejected.
- The **SECOND** time an athlete is disqualified in the same sport or any other sport during the school year, the penalty shall be doubled.
- The **THIRD** time an athlete is disqualified in the same sport or any other sport during the school year shall result in immediate dismissal from the team for the remainder of the season. The offending athlete shall be prohibited from any further participation in the interscholastic program for the remainder of the school year. Interscholastic participation by such individuals in subsequent school years may be jeopardized and will be judged on a case-by-case basis.
- An ejection or disqualification prevents a player from attending the next regularly scheduled contest. This includes riding the bus, being in the locker room, on the sidelines, the bench, the stands, or anywhere on the contest site.
- Any player who physically assaults an official, coach, player or spectator shall be immediately dismissed from the team for the remainder of the season.
- Once a player has been disqualified, appeals from a coach, player, official, or other party will not be honored.

Responsibilities of an Athlete

PRHS coaches would expect an athlete to adhere to the following guidelines:

- The team goals, welfare, and success must come before any individual.
- An athlete needs to consistently attend practice sessions. This also includes weekend and holiday periods when allowed.
- Players must be receptive to coaching.
- Team members are responsible for all issued uniforms and equipment.
- As a member of a team, an athlete must agree to and follow the team rules.

- Athletes need to understand that they are ambassadors and represent not only themselves but also the coaching staff, team, parents, school, and the community.

If injured, an athlete must report all injuries to a member of the coaching staff.

It is vital that treatment is received and the proper rehabilitation program is followed in all treatment of injuries. If a coach is not made aware of an injury or medical condition that can severely injure or harm an athlete, the ability for the coach to help protect that student/athlete is greatly impacted.

Responsibilities of a Coach

At Palmer Ridge High School, a coach has the responsibility for the following:

- The selection of the squad.
- The determination of the style of play including the offensive and defensive Philosophy (Scheme).
- The teaching and instruction at practice sessions.
- The determination of who starts and how long an athlete plays in a contest.
- The decision of who plays in what position.
- The establishing of team rules.
- The selection of team captains.
- The communication with athletes and parents with respect to when practice sessions will be held and when the sessions will start and finish.

Eligibility Requirements for Athletes

- Any student receiving a failing or incomplete grade in any two or more subjects for the preceding quarter/semester is ineligible until the CHSAA regain dates. Palmer Ridge High School does tri-weekly grade checks (pulled every third Friday), and eligibility is determined tri-weekly and runs from following Monday to Monday of the third week.
- An ineligible athlete cannot regain weekly eligibility at any time during the Monday to Monday ineligibility period. Any failing grades resulting from excused absences within the PRHS make-up policy period should be brought to the attention of the Athletic Director.

If the student falls under semester ineligibility, the student has the option to regain eligibility only through the options presented by CHSAA on regain dates (see below).

A coach may require stricter standards for eligibility.

CHSAA eligibility regain dates and policy:

Students who have earned more than one failing grade for the prior spring semester may regain eligibility on the regain date outlined in the CHSAA bylaws for their chosen fall sport. An athlete who does not regain eligibility on the regain date will be ineligible for the remainder of the fall semester.

Students who have earned more than one failing grade for the fall semester: on the first Friday prior to March 10th. Any athlete, who does not regain eligibility on the first Friday prior to March 10th, will be ineligible to participate for the remainder of the spring semester.

Eligibility applies to all transfer students as well. Their grades and behavior follow them.

Participation on an Athletic Team

It is important to understand that participation on an athletic team at Palmer Ridge High School is a privilege and not a right. Being on and maintaining one's membership on the team means accepting all the responsibilities of an athlete. However, unlike recreation, club, pay-to-play, or intramural teams, equal or guaranteed playing time does not exist. In an effort to win, a coach will use players best suited to the conditions or demands of the contest at that time. Extracurricular activities are a **meritocracy** at Palmer Ridge High School.

Playing Time

Athletes are played because they:

- 1) Exhibit excellent character on the field, in the classroom and in the community.
- 2) Get the job done better than someone else.
- 3) Add the most value to the team.
- 4) Understand their role on the team.
- 5) Demonstrate ability to make plays in games and practices.
- 6) Are coachable athletes.
- 7) Have as their number one goal to make the team better.
- 8) Demonstrate a positive/winner's attitude.

Playing Time Playing time is earned through hard work and consistent effort in combination with skill and needs of the team. Playing time is not rewarded by age, grade, or previous years of play. The best players will play in order to help the team and program succeed. Roles and playing responsibilities are at the discretion of the coaching staff and in no way a personal decision. The best interest of the team and its success are the determining factors at all times involving personnel decisions.

The TEAM always comes first. Playing time is at the coaches' sole discretion and is based on a player's impact, position, and ability. It is an awarded privilege, not a right, and it does not determine a player's value to their squad.

Note: Disgruntlement should be restrained as it produces an environment that is toxic and hampers the player's ability to improve and the team's ability to achieve its full potential. The coaches will always give direct and honest feedback to any player who requests it. The decisions should always be respected.

Selecting (Cutting) the Team

While our ultimate goal is to promote the greatest athletic participation possible at Palmer Ridge High School, it may be necessary in some sports or activities to cut members of a squad or limit squad size. This may occur due to limitations of our facilities and/or staffing, regulations specific to some sports, travel restrictions, playing time, and other factors. We will have all kids who go out for a sport participate as much as possible, but there may be limited or no opportunities for them in a game/match/performance type of setting.

Every coach has the responsibility and authority for selecting his or her team. The criteria for selecting the team are developed by the coach.

It is also important to remember that there are no guarantees. Players from the previous year's JV team, for example, do not automatically make either the JV or varsity squad the following year. Having been a member of a team during the previous year or even being a senior does not ensure that an athlete will make the squad.

Parents should expect that every candidate is treated fairly and given every consideration. Coaches are sensitive to feelings of disappointment, will handle the task as positively as possible, and will be available to answer athletes' questions.

While we understand that being cut is disappointing for many athletes and even for their parents, we unfortunately cannot always keep everyone. Anyone cut from a team is welcome to try out again next season or to try another sport. When parents and athletes understand and support the coach's decision, this difficult process becomes a less painful experience for all.

We have several activities at Palmer Ridge High School that may have limitations in place where cutting members of a squad may be needed. We will do our best to include every student-athlete who wants to participate in our athletic programs in his or her particular sport.

The Purpose of a Sub-Varsity Team

Sub-varsity Teams exist to provide those athletes who are unable to participate on the varsity squad an opportunity to develop skills and gain experience. While the athlete's knowledge or skill level may be the limiting factor in not making the varsity team, participation on a sub-varsity team may enhance the athlete's potential to make the varsity squad in the future.

A caution, however, must also be given. Being a member of a sub-varsity team does not guarantee that an athlete will automatically move up the following year to the varsity squad. The athletes best suited for varsity competition will make the squad each year.

Striving to win is important in athletics; however, compiling a great record or winning a championship should not be the primary objective of a sub-varsity team. The development of athletes should be the ultimate purpose of a sub-varsity squad while, at the same, time acknowledging the value of winning, learning, and enjoying being a member of a team.

Practice Sessions and Games

Practice sessions are normally closed to spectators, and there is a very sound reason for this. During these sessions there is real, quality instruction taking place. Interruptions and interference to an athlete's concentration and focus in practice cannot be allowed any more than a disruption would be tolerated in an academic setting. Education in any setting cannot be compromised. Please consult with the head coach before attending any practice sessions.

Spectators at games, however, are very much encouraged. Positive and nurturing support of teams and athletes can be very helpful to performance in athletic contests.

At Palmer Ridge School, practice sessions:

- May last two hours or more.
- May start and end at different times due to the schedule of the coach or of our facilities. Check with the coach for the specific times.
- Will not be held when school is dismissed early due to inclement weather.
- Will not be held when school is not in session due to inclement weather. If inclement weather improves and approved by the district, practices may be held on a non-mandatory/voluntary basis.
- May be held on Saturdays and over holiday periods when allowed by CHSAA.

Team Captains

There may be several good reasons for having captains of a team. These athletes may serve as positive role models, links between the team and the coach, and they certainly should be leaders. A good captain can be a real asset to the team and coaching staff.

While some coaches may allow their team to select captains, the ultimate responsibility lies with the coach. It is also important to understand that serving in the capacity of a captain is not reserved solely for seniors on a team, but rather this position is for the athlete who is best suited to filling the responsibilities.

Hazing

In athletic settings, some may view hazing as a harmless rite of initiation or an important activity for team bonding; however, it is actually a form of harassment and represents a PRHS Code of Conduct offense. A more complete explanation of harassment can be found in the PRHS Student Handbook.

Hazing, therefore, cannot and will not be condoned or permitted in the athletic program at Palmer Ridge High School. This means on the field or courts, in the locker rooms, on the bus, or at any other activity in which athletes represent Palmer Ridge High School.

Abusive Substance Avoidance Pledge

The following is the pledge that our student-athletes are expected to honor and follow at Palmer Ridge High School:

In all aspects of a student's life, Palmer Ridge High School's primary concern is for the student's health and safety. It is expected that an athlete will refrain from smoking or using chewing tobacco, and products containing nicotine, using illegal drugs, drinking alcoholic beverages, using marijuana, or abusing prescription and non-prescription drugs and/or performance enhancing substances. These substances would include over-the-counter diet pills, caffeine pills, steroids, inhalants, and human growth hormones.

As an athlete at Palmer Ridge High School, you pledge to abide by these expectations. Furthermore, you understand that failure to follow these guidelines can result in possibly being suspended or removed from the team.

Prior school code of conduct violation and consequences will be implemented for students transferring to Palmer Ridge High School.

All school district policies apply.

Risks of Athletic Participation

In spite of protective equipment and the supervision and sound instruction by our coaches, there are some risks associated when someone participates in athletics. Injuries in some of our activities can and do occur. In extremely rare cases, serious, life-altering injuries and death could also result. All athletes and parents need to be aware and understand this possibility. At Palmer Ridge High School, we will do all that we can do to ensure a safe and healthy environment for our athletes. It is equally important that all participants (parents and athletes) understand that there is no way that we can avoid all injuries that can occur throughout a sports season.

There are also several coaching expectations and techniques that we would like to make you aware of when your child is selected to participate and embraces his or her role on one of our athletic teams.

The coaching staff:

- will demand focus and effort each and every day, whether at practice or competition;

- may play your child in an unfamiliar position to stretch his or her ability to handle adversity;
- may play your child in an unfamiliar position because that is what's best for the team;
- may not feel pressure to start your child every game to appease you, the parent;
- may have higher expectations for your child than you or your child has;
- may have a different opinion of your child's potential than you, your child or a club/private coach do;
- will expect commitment and following through with reasonable repercussions for players who do not fulfill it, applied equally for every player;
- will expect your child to adhere to team rules and standards;
- may hold your child to a standard that you might not hold him or her to regardless of the effect it may have on the outcome of a game;
- staff may not select your child to participate on the team;
- may push your child out of his or her comfort zone to improve performance;
- will give direct and honest feedback;

Concussion Policy

An inherent aspect of sports is injury, in particular concussions. In order to keep the athletes safe and to optimally allow them to heal, the following procedures have been put in place:

1. Any student who comes to athletic trainer or their coach following a blow to the head will be evaluated for a concussion.
2. If the athlete has a concussion, he/she must be seen by a physician and bring a note to me as the athletic trainer, before being cleared for Return to Play.
3. Once cleared by the physician, an athlete must be asymptomatic (no symptoms) for minimum of 24 hours before beginning the Return to Play.
4. There is a 4 day Return to Play progression
 - a. Day 1: 20-30min light aerobic activity
 - b. Day 2: 45-60min sports conditioning
 - c. Day 3: conditioning with sport specific activity
 - d. Day 4: full practice/possibly game
5. Finally we have a Traumatic Brain Injury (TBI)/Concussion Team in place here at Palmer Ridge. This involves many individuals who help to return the athlete back to his/her sport as well as academics. This is split into two teams; Return to Play and Return to Learn.

- a. Return to Play: This team encompasses the Athletic Trainer, School Nurse, athlete's physicians, concussion specialists, coaches, the athlete and their parents. Goal of this team is to return the athlete to their sport safely and as quickly as possible.
- b. Return to Learn: This team encompasses the Athletic Trainer, School Nurse, athlete's councilors and teachers, athlete and parents. Our focus is to return the athlete to his/her studies through a progression that accommodates his/her symptoms.

Our goal is not to keep an athlete from playing, but to keep them safe as possible and to make sure they have fully healed from their concussion before returning to their sport.

Team Travel

Teams will be transported to away contests by either PRHS buses, small vehicles or approved, private, bonded carriers. Athletes are expected to travel to and from these contests with their team on these forms of transportation.

If there is a special reason to forgo district transportation, an athlete and parent must fill out the district approved transportation waiver in the presence of the coach or athletic director one full day previous to the travel situation.

When district transportation is provided, before an athlete leaves an away contest with parents, the parent should contact the coach to indicate that he or she is leaving and sign-out with the coach in person. Only a parent may sign an athlete out. Athletes may not sign themselves out or sign out with anyone other than a parent.

For safety and legal reasons, athletes may only leave with their parents and not with other relatives or friends. If, in the rare case, a student-athlete needs to ride home with another family, the district approved transportation waiver must be filled out by the parent and athlete in the presence of the coach or athletic director one full day prior to the travel situation.

On occasions, a team may need to travel to a contest without school transportation. In such instances, it is the responsibility of the parents to ensure their athlete arrives at the appropriate destination on-time.

Fund Raising

Whether to supplement the budget or to purchase additional discretionary items, fund raising in athletics has become increasingly important and in many cases necessary. At Palmer Ridge High School, fund raising by all organizations, including athletics, is organized and structured by the administration.

Only approved fund raising efforts are permitted to take place within the school.

Sports Booster Club (PRHS Foundation)

The Palmer Ridge High School Foundation exists to support all teams and the entire athletic program. Our booster club has three primary goals: to raise funds to assist the athletic programs, to increase school spirit, and to encourage and promote good sportsmanship.

The Foundation is a service and support organization which works in harmony with Palmer Ridge High School and its athletic program. It is not a vehicle to remove coaches, to advance vested interests, or to alter athletic department policy. The athletic director serves as the liaison between the Foundation and the school. The AD also serves as the advisor to the Foundation. All requests for purchases come through the director of athletics who determines their priority. Considerations of requests are based on the budget, strategic plans, and an overriding belief that any purchase should help the total athletic program and not a single team. No individual coach or team should directly approach the Foundation with a request.

All parents are encouraged to join this worthwhile organization and to become an active member. The Foundation holds monthly meetings and hosts numerous events throughout the year.

The PRHS Foundation's main source of income comes from concession sales. If each family could volunteer to work just one game throughout the school year, we would have more than enough help.

Web Page

Palmer Ridge High School has its own web page at <https://www.lewispalmer.org/Page/11> and the Athletic Department has its own page on the school site. Please visit our site and get the information that you will need in regards to forms, schedules, game times, rosters and directions to game sites, etc...(Facebook and Twitter links can be found here)

GENERAL LETTERING GUIDELINES

Only one athletic letter may be given to a participant during his/her high school career. Each sport and/or year after that, if a letter is earned, a pin or service bar will be awarded.

All requirements, including completion of the season, must be met before an athlete can be recommended for a letter. Coaches may recommend that students do not receive an athletic award due to disciplinary reasons. These reasons may include but are not limited to citizenship, sportsmanship, communication requirements and behavior detrimental to the school, community, and/or team

Participation Award: An athlete may letter by competing in at least 50% of regular season varsity contests or in any post-season contest. Contests can be defined as an appearance in a game, quarter, half, set, match, inning, event, periods, points (for teams that are on a points system), etc... at the discretion of the head coach. For example:

Football – 10 games equates to 40 quarters. Appearance in 20 quarters earns a letter.

Soccer – 15 games equates to 30 halves. Appearance in 15 halves earns a letter.

Volleyball – 23 games equates to a minimum of 69 sets to a maximum of 115.
Appearance in 50% of the end of season total sets earns a letter.

Wrestling – 28 competition points allowed. Participation in 14 competition points earns a letter.

Hockey – 19 games equates to 57 periods. Appearance in 29 periods earns a letter.

At the discretion of the head coach, some sports may offer lettering criteria other than the aforementioned. The criterion is specific to their sport (i.e. team points scored, attendance, etc...) and will not apply to another sports program.

Service Award: (athletic department policy) A senior boy or girl who has completed three years of participation in a sport may be recommended by the coach for a varsity letter. Students with military families that have completed a bona-fide move due to military orders may letter under this policy only if they can provide proof that they have successfully met the participation requirements at their prior school(s). This criterion does not apply to those who have prior received a varsity letter.

Hardship Award: Any boy or girl who is injured or ill (during the course of the season) and who, in the opinion of the coach, would have earned an award had the injury or illness not occurred, may be considered for an award. If because of an unforeseen problem in the family, an athlete is forced to discontinue competition and has not earned an award, the coach may consider this athlete for an award. A student awarded a Hardship Award must be present for all games, events, and practices that he / she is able.

Outside Competition

Often times student/athletes at Palmer Ridge will seek to play club sports while playing a high school sport. The CHSAA and Palmer Ridge High School recognize that this, often times, is important to athletes that wish to improve their skills. Members of a high school sports team may compete on any other non-school team in that sport season with the written permission of the principal. Permission shall be granted if the student's attendance in school is not compromised and the student is in good academic standing. Parents and athletes should communicate with the coach if a student/athlete chooses to participate on a non-school team. The high school season takes priority over out-of-school sports and all team policies apply (i.e. attendance, lettering, and participation). If a student-athlete cannot commit to both, then a choice must be made between the two.

Members of any high school sport may not participate with any individual or non-school group without prior approval of the high school principal. This approval must be obtained by notifying the athletic office the student's name and outside sport they are participating in.

CHSAA Bylaws – Parent and Student Information

It is the responsibility of the parents and students to be aware of the CHSAA by-laws. More specifically surrounding the areas of:

- Academic Eligibility
 - Grades (Tri-weekly and semester)
 - Make-work (summer school)
 - Semesters of attendance
- Athletic Eligibility
 - Transfer Rules
 - International Students
 - Outside Competition

A snapshot of these by-laws can be found in the CHSAA Competition Brochure. The Competition Brochure is attached to your athletic packet which must be turned in before participation can occur. The CHSAA By-Laws can be found at www.chsaanow.org

GENERAL CHSAA RULES

WINTER VACATION (CHSAA 2310.4)

The CHSAA restricts contact with athletes of any sport and Coaches of Palmer Ridge High School and Palmer Ridge faculty members from December 24 through January 1. Exception: December 28th through December 31st excluding Sundays. Contact can occur on a voluntary basis.

SUNDAY CONTACT (CHSAA 2310.5)

No school interscholastic practice or competition contact from Palmer Ridge High School coaches shall take place on Sunday at any time during the school year. The school year is considered from the Sunday prior to the first formal fall practice day of the school year through the Sunday prior to Memorial Day. The CHSAA may allow for the rescheduling of state-level events to be played on Sunday. Teams playing on Monday in district, regional or a state-culminating event will be exempt from this rule.

APPEAL OF A PLAYER EJECTION OR OUTCOME OF A CONTEST (CHSAA 2530.1)

A decision of an official to eject a player from a contest for unsportsmanlike conduct or the outcome of a contest, judgment or misapplication of a playing rule by a contest official may not be appealed.

PROTEST OF DECISIONS BY CONTEST OFFICIALS (CHSAA 2410.3)

No protests involving the judgment or misapplication of a rule by a game official will be considered by the league or Association.

On the following pages, you will find a copy of Palmer Ridge Athletic Policies for Pre- and Post-Practice and Game Responsibilities and sportsmanship expectations.

Please feel free to call or e-mail with your comments concerning this handbook.

Hopefully, you have found it useful. You will also want to take a few minutes and share this information with your son or daughter. Have a great season!

Palmer Ridge High School

Sportsmanship Expectations

Acceptable Behavior

- Applaud during the introduction of players, coaches, and officials
- Recognize with applause from both sets of fans and with a hand shake from opponents a player's performance who has fouled out.
- Accept all decisions of officials
- Follow the lead of cheerleaders in positive school cheers in a respectful manner
- Shake hands at the end of the contest between participants and coaches regardless of the outcome
- Treat the competition as a game and not a war
- Search out and congratulate opposing coaches and players
- Applaud the performance of all participants at the end of a contest
- Show concern for an injured player regardless of which team he or she plays for
- Encourage only sportsmanlike conduct which includes class, dignity, and respect

Unacceptable Behavior

- Yelling or waving arms during opponent's free-throw attempt
- Performing disrespectful or derogatory yells, chants, songs, or gestures
- Booing or heckling an official's decision
- Criticizing officials in any way; displays of temper with an official's call
- Yelling anything that might antagonize the opponents
- Refusing to shake hands or give recognition for good performances
- Blaming loss of game on official, coaches, or participants
- Taunting or name-calling to distract an opponent
- Using profanity or displays of anger that draws attention away from the game
- Performing your own cheers instead of following the lead of the cheerleaders

Palmer Ridge High School Athletic Department

Pre- and Post-Practice and Game Responsibilities

Student-athletes waiting in the lobby and hallways pose potential problems at Palmer Ridge High School. Risk of injury, property damage and disruption of meetings can possibly result from unsupervised gatherings and activities. In part to address this issue, the following guidelines will be used.

The **coach** will be responsible for the following duties:

- Calling in the game results
- Supervising the locker room while the athletes change
- Securing all equipment, locker rooms and gymnasiums
- Supervising the lobby area and hallways until the last athlete's transportation has arrived, and he/she leaves Palmer Ridge High School

Athletes are responsible for the following:

- Waiting in the locker room or gym hallway after school while waiting for practice sessions to begin
- Arranging in advance for the necessary transportation after all practice sessions and games
- Leaving the building and grounds within one half hour after the conclusion of a contest or practice session

While under the supervision of the coaching staff at Palmer Ridge High School, and while engaging in any activity connected with a team, an athlete must at all times place the best interests of his or her team and his or her school above his or her own person interests.

This includes all practice sessions, contests, traveling to and from such events, and any other situation where the purpose of the activity is related to team membership. As a representative of Palmer Ridge High School, a student-athlete is expected to make the appropriate choices in his/her personal conduct and lifestyle. If student elects to be an athlete, the student also chooses to make that commitment.

In cases where the conduct of an athlete becomes inappropriate for a representative of our school's interscholastic program, he/she may be subject to expulsion from the team. Such measures will be taken only after consideration of the circumstances by the coach.

The following is a list of violations which our coaching staff considers being unacceptable behavior and which would in all probability result in the forfeiture of team membership. This list should not be considered complete since there could be other infractions occurring of the same severity.

- Use of drugs
- Use of tobacco products
- Use of alcohol
 - Use of marijuana
- Stealing
- Flagrant misconduct
- Insubordination
- Poor sportsmanship
- Failure to meet responsibilities to the team such as family vacations (other than during the times designated by the school calendar), participation with outside groups, routine dental checkups, hair appointments, baby-sitting, etc. are examples of unacceptable substitutes for team practice sessions and games. A Physician's exam for return-to-play is an example of an appropriate reason to miss practice/contests.

College Signings

National Signing Day Ceremonies will be conducted by individual schools within the high school attended by the athlete on an as needed basis. Student-athletes earning a college athletic scholarship need to notify the athletic director upon committing to a school.

Athletes who receive DI and DII scholarships must provide the NLI at the time of the signing. Students who are accepted to play DIII or NAIA must provide a letter/email, from their school's coach or athletic director confirming membership on their school's team.

Only head/assistant coaches under a district contract will be allowed to speak on behalf of the student-athlete. In an extenuating circumstance, should the head/assistant coach not be able to attend the ceremony, prior approval must be attained from the Athletic Director for an alternate coach to speak.

Appendix A

File: KFA

Public Conduct on District Property

Lewis-Palmer School District believes that it is in the best interests of student learning that disruptions to the learning environment be kept to a minimum. To this end, the following protocols will aid positive communications and will apply to parents, community members, Board members, and visitors:

Interactions with all district staff members shall be respectful and, whenever possible, scheduled in advance;

Parents shall address students other than their own respectfully while on school grounds or at school sponsored events;

School employees and officials cannot discuss the behavior or discipline of other students; therefore, conversations with parents will remain focused on their individual child;

All concerns or requests of public issues directed by or to Board members shall be referred to the Board president who may refer the issue to the superintendent;

Classroom lesson planning and expectations are based on best practices and state standards and teachers will choose the best methods for addressing these. Differences in opinion with teachers may be respectfully addressed with classroom teachers. However, the teacher shall have the right to plan and conduct lessons and shall be the final decision-maker in instructional planning;

Parents or patrons who can't resolve an issue through informal processes at the building level shall follow the prescribed concern and complaint processes of the district.

Persons using or upon school district property, including all district buildings, parking lots, and any district vehicle used to transport students, shall not engage in the conduct described below. Any person considered by the superintendent or designee to be in violation of this policy shall be instructed to leave district property and law enforcement may be contacted.

Any person who has engaged in or whom district officials reasonably believe will engage in conduct prohibited by this policy may be excluded from district property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts, or interferes with or threatens to obstruct, disrupt, or interfere with district operations or any activity sponsored or approved by the district.
2. Physical abuse or threat of harm to any person or school district property.
3. Damage or threat of damage to district property regardless of the location, or property of a member of the community when such property is located on district property.
4. Forceful or unauthorized entry to or occupation of district facilities, including both buildings and grounds.
5. Use, possession, distribution, or sale of drugs and other controlled substances, alcohol, and other illegal contraband on district property, at district or school-sponsored functions or in any district vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP), and amphetamines (including methamphetamine).
6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry into district buildings or onto grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon, as defined in state law, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Revised to conform with practice: date of manual revision

Revised: October 20, 1994

Revised: July 16, 1998

Reviewed: March 19, 2009

Revised: June 2012 Revised: April 16, 2015

Revised: January 21, 2016

LEGAL REFS.:

21 U.S.C. 860 (crime to distribute or manufacture controlled substances within 1,000 feet of a school)

C.R.S. 18-1-901 (3)(e) (definition of deadly weapon)

C.R.S. 18-9-106 (disorderly conduct)

C.R.S. 18-9-108 (disrupting lawful assembly)

C.R.S. 18-9-109 (interference with staff, faculty or students of educational institutions)

C.R.S. 18-9-110 (public buildings - trespass, interference)

C.R.S. 18-9-117 (unlawful conduct on public property)

C.R.S. 18-12-105.5 (unlawful carrying/possession of weapons on school grounds)

C.R.S. 18-12-214 (3)(a) (person with valid concealed handgun permit may have a handgun on school property as long as hand gun remains in his or her vehicle and if, while the person is not in vehicle, the gun is kept in a compartment and the vehicle is locked)

C.R.S. 18-18-407 (2) (crime to sell, distribute or possess with intent to distribute any controlled substance on or near school grounds or school vehicles)

C.R.S. 25-1.5-106 (12)(b) (possession or use of medical marijuana in or on school grounds or in a school bus is prohibited)

C.R.S. 25-14-103.5 (boards of education must adopt policies prohibiting tobacco and retail marijuana use on school property) C.R.S. 25-14-301 (Teen Tobacco Use Prevention Act)

CROSS REFS.:

ADC, Tobacco-Free Schools

GBEB, Staff Conduct

GBEC, Alcohol and Drug-Free Workplace

JICH, Drug and Alcohol Involvement by Students

JICI, Weapons in School

KI, Visitors to Schools

NOTE: The exceptions in state law that permit possession of a deadly weapon on school property are that the person:

a. has legal authority to carry or possess a deadly weapon. C.R.S 18-12-105.5 (3)

b. is presenting an authorized public demonstration or exhibition for the school or an organized class.
C.R.S. 18-12-105.5 (1)

c. is carrying out duties for the school district which require the use of a deadly weapon. C.R.S 18-12-105.5 (1)

d. is participating in an authorized extracurricular activity or on an athletic team. C.R.S. 18-12-105.5 (1)

f. is a school resource officer or peace officer on duty. C.R.S. 18-12-105.5 (3)

Lewis-Palmer School District #38, El Paso County, Colorado

Appendix B

File: JII

Concerns and Complaints

Decisions made by school personnel that students believe are unfair or in violation of pertinent Board policies or individual school rules may be appealed to the principal or a designated representative or by following the specific appeal process created for particular complaints.

Complaint procedures (AC-R) are available for students to receive prompt and equitable resolution of allegations of discriminatory actions on the basis of race, color, national origin, ancestry, creed, sex, sexual orientation, marital status, religion, disability or need for special education services, which students are encouraged to report.

Adopted: September 16, 1993

Reviewed: September 19, 2013

Revised: January 15, 2015

Revised: June 16, 2016

CROSS REFS.: IHCDA, Concurrent Enrollment JB, Equal Educational Opportunities
JBB*, Sexual Harassment JICEA, School-Related Student Publications
JICEC*, Student Distribution of Noncurricular Materials

Lewis-Palmer School District #38, El Paso County, Colorado