

# Dolores Secondary Schools

## **Athletics and Activities Handbook**

MS/HS Athletic Director: Travis Rantz

High School Principal: Matt Walker

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### **ACTIVITIES AND ATHLETICS:**

This handbook is a guide to the requirements all Dolores Secondary School participants shall follow. Use this handbook in conjunction with the Colorado High School Athletic Association (CHSAA) handbook to answer questions in regard to our athletic program.

### **Our Mission • • •**

#### **"Seeking Excellence in Academics, Activities, and Athletics"**

In pursuit of excellence, the Colorado High School Activities Association strives to create a positive and equitable environment in which all qualified student participants are challenged and inspired to meet their highest potential.

To fulfill this mission the Colorado High School Activities Association will:

- Act as an integral component of the educational process.
- Administrate, interpret, and seek compliance with the CHSAA By-laws as needed to promote fair play within Colorado activities and athletics.
- Provide diverse and equitable opportunities for participation that encourages all qualified students to take part in the activity/athletic experience.
- Provide an environment that enhances personal development through sporting behavior, character education, teamwork, leadership, and citizenship while increasing values that partner the educational standards of the State of Colorado.
- Recognize the outstanding accomplishments of Colorado athletes, teams, coaches, and administrators through our academic and activity awards programs.

## **Our Core Values • • •**

- Participation is a Privilege
- Athletics and Activities Programs are Education-based
- Participation in Athletics and Activities Teach Life Skills
- Appropriate Perspective is Taught Through Participation
- Fun is Primary Reason for a Student's Participation
- Participation Supports the Academic Mission of the school
- Participation Supports the Development of Positive Character

## **PHILOSOPHY:**

As a participant in the Dolores School District, you exemplify Dedication, Discipline and Determination. The school district equates a quality program by the effort, character and integrity of its athletes. High School and Middle School Athletics and Activities should be coordinated as a cohesive program. To accomplish this effort, the High School Head Coach shall take a leadership role to ensure consistency in the areas of conditioning, discipline and expectations. However, each program shall maintain its own pre-season meetings and banquets to ensure program autonomy as well as separate participant age and physical maturity differences.

**This handbook was created to assist our coaches, sponsors, participants, and parents associated with Dolores Secondary School by outlining necessary philosophy, procedures, standards and requirements for all activities. This handbook will be updated annually to ensure proper protocol for all activities and athletic programs at DSS. The regulations presented herein were taken from the Colorado High School Activities' Association, the constitution and by-laws of the San Juan Basin League and the Southern Peaks League, and from board policy of the Dolores School District RE-4A and Dolores High School.**

**The goal of every program should be:**

1. To instill, in each participant, attitudes of good sportsmanship, good citizenship, fair play, self-control, self-discipline, and goal setting.
2. To exert a positive influence on our community, fans, and our student body.
3. To communicate the ideal that hard work and determination lead to success.
4. To appreciate the fact that participation in extracurricular activities represents a responsibility to both our school and community.

**In order to offer maximum effectiveness in serving and fostering the education of our students so entrusted to us and in promoting and supplementing the regular curriculum, it is the duty of all concerned with our secondary activity and athletic programs to:**

## **CODE OF ETHICS:**

1. Cultivate awareness that participation in athletics and activities is part of the total educational process and as such, the coach/sponsor should neither seek nor expect academic privileges for the participants.
2. Emphasize the proper ideals of sportsmanship, ethical conduct and fair play as they relate to the lifetime impact on the participants.
3. Develop a working awareness and understanding of all rules and guidelines governing competition, both in letter and intent.
4. Recognize that the purpose of athletics and activities is to promote the physical, mental, moral, social, and emotional well-being of the individual participants.
5. Avoid any practice or technique, which would endanger the present or future welfare or safety of any participant.
6. Adhere to policies, which do not force or encourage students to specialize or restrict them from participation in a variety of activities.
7. Refuse to disparage an opponent, an official, an administrator, or any spectator in any aspect of the activity.
8. Strongly encourage the development of proper health habits, including the non-use of vape pens, chemicals, alcohol, tobacco, and other mood altering substances.
9. Exemplify proper self-control at all times. Accepting adverse decisions without a public display of dissatisfaction with the officials or judges.
10. Encourage all to judge the true success of the athletic and activities programs on the basis of the attitude of the participants and spectators, rather than on the basis of a win or loss.

## **SPORTSMANSHIP:**

Sportsmanship is highly emphasized and positive behavior is expected by all students, athletes, parents, guardians and fans at all Dolores sponsored events. We strongly encourage family members and students to share in our athlete's experience by attending games and activities: The Dolores schools will not tolerate any inappropriate behavior or unsportsmanlike conduct. Spectators who do not follow the positive expectations at our athletic contests may be removed from the event(s). We will adhere to the expectations listed below:

### **Sponsor/Coach:**

The coach is the central figure in the sportsmanship pattern of our school and community. That individual is the leader. In order for good sportsmanship to be the guiding principle of activity/athletics for our team, student body, community, and press, he/she must know what good sportsmanship is and teach it to all. It has been said that as the coach goes, so goes the community.

1. Treats team players and opponents with respect.
2. Inspires athletes to love the game and desire to compete fairly.
3. Is a role model for the type of person he/she wants the student/athletes to become.
4. Disciplines members who may display unsportsmanlike behavior.
5. Respects the judge and interpretation of the rules by the officials.
6. Knows he/she is a teacher and understands the activity/athletic arena is a classroom.

### **The Spectator/Parent:**

1. Attempts to understand and be informed of the playing rules.
2. Appreciates a good play no matter who makes it.
3. Cooperates with and responds enthusiastically to cheerleaders.
4. Shows compassion for an injured player, applauds positive performances, does not heckle, jeer or distract players, and avoids use of profane and obnoxious language and behavior.
5. Respects the judgment and strategy of the coach and does not criticize players or coaches for loss of a game.
6. Respects property of others and authority of those who administer the competition.
7. Censures unfavorable behavior.
8. Accepts and Respects decisions made by the officials without verbal or physical harassment.

### **The Student/Athlete:**

1. Treats opponents with respect.
2. Plays hard, but plays within the rules.
3. Exercises self-control at all times, setting the example for others to follow.
4. Respects officials and accepts their decisions without gestures or argument.
5. Wins without boasting, loses without excuses, and never quits.
6. **Always remember that it is a privilege to represent our school and community.**
7. Always remember that you represent our school whether during competition or not. Present yourself in a manner that will make our school and community proud.

## **Expectations for Participants**

1. **Prior to participating in any tryouts, practices, or competition and before you can receive any equipment, we must have on file in our Athletic Office:**
  - A completed physical & medical consent dated after June 1<sup>st</sup>
  - A signed parent/guardian forms: CHSAA Bylaws, Anti-Hazing form, DSS Agreement to abide Rules & Regulations
  - Athletic Warning to Students and Parents
  - Transportation Form
  - Release of Liability
  - Handbook/Code of Conduct Sign-off
  - Verification of Insurance information (copy of card attached)
  - Participation fee paid (**\$55.00 High School**) (**\$40.00 for Middle School**).
  - All student athletes will be cleared using the school activity scheduler.
1. Respect the rules of the school, its teachers, coaches and sponsors.
2. Respect and follow all rules of our school, district, league and CHSAA.

3. Follow training rules, eligibility requirements, and be responsible for maintaining your own eligibility.
4. Strive to perform to the best of your ability in the classroom, understand the importance of your education.
5. Support all school activities to the best of your ability.
6. Be part of the team or group and perform for the betterment of the whole.
7. Exemplify good behavior, appearance, and conduct at all times. Respect others and their property. Theft and destruction of any school, or individual's equipment or property will not be tolerated.
8. You are responsible for your valuables, uniforms, and equipment. Do not leave these items in the locker room unsecured. Keep your locker locked when you are not using it.
9. Abide by and respect official's decisions.
10. Attend all classes the day of and the day following an activity in accordance.
11. Condition yourself properly so that you can safely and adequately meet the physical demands of the activity.
12. The possession or use of tobacco, alcohol, drugs, or steroids will result in disciplinary actions. Participants are prohibited from possession or use of these chemical substances under any circumstances.
13. Use of DHS weight room - For reasons of safety, you may be in the weight room **only** in the presence of your assigned coach. **This is a classroom so it is required that you clean up/organize after each use.**
14. **Athletic uniforms and equipment are not to be worn or used by any student except during a contest or practice of school sponsored events in which he/she participates.** On game days with the approval of the sponsor/coach game jerseys may be allowed to be worn by the participants.
15. **Equipment issued to an athlete is his/her responsibility for return or replacement.** Students are responsible for turning in all equipment issued to them immediately after completion of any sport or after dropping out of that sport. Students shall pay for any items not returned/lost. The money charged for any item not returned, may be refunded when the item is brought back with the cash receipt. If any equipment is neither returned nor paid for, the letter award shall not be given. The participant may not report for any season of competition until all school equipment is returned, replaced, or purchased. **Until these accounts are clear, students may not go out for another activity/sport.**

### **Expectations for Parents**

1. Make sure that your child knows that win or lose, you are proud and appreciative of their efforts. Do not be disappointed in your child as they need your support and love while participating in sports.
2. Try your best to be completely honest about the skill levels and competitive nature of your child.
3. Be helpful but do not coach him/her to the gym or field, or on the way back, or at breakfast, and so on. It is tough not to, but it is a lot tougher for the child to be inundated with advice, pep talks, and often critical instruction.
4. Teach your child to enjoy the thrill of competition and the satisfaction of teamwork. Help him/her to develop the skills and attitude needed to have positive competition.
5. Do not compare the skill, courage, or attitudes of your child with other members of the team, ever.
6. Always remember that children tend to exaggerate both when praised and criticized. Temper your reaction and investigate before over-reacting.
7. Get to know the sponsor/coach so that you can be assured that his/her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his/her leadership, and then let the coach, coach. The experience of interscholastic athletics should be an enjoyable time for everyone. As a parent, be supportive, trust the coaches, and sit back and enjoy the game!

### **Communication and Conflicts**

**Pre-Season Meeting** - The Athletic Director shall host a parent and work session each August of each school year. The Head Coach shall host a pre-season meeting per sport each Fall, Winter and Spring as applicable. The attendance roster shall be filed with the Athletic Director within one week of the meeting.

#### **Chain of Command**

It is inevitable, because of the nature of high school activities, student/athletes or their parents and sponsors/ coaches are going to have disagreements. The district would encourage parents to resolve conflicts in a professional manner and attempt to follow the chain of command listed below:

1. Student-Athlete and Coach
2. Student-Athlete, Parent and Coach
3. Student-Athlete, Parent, Coach and Activities Director
4. Parent and Building Activities' Director/Principal
5. Parent and Superintendent/Designee
6. Parent and School Board

**24-Hour Rule-** The Dolores programs shall follow the 24-hour rule for athletic/activity meetings. Please refrain from scheduling meetings with coaches 24 hours before or after a competition. No parent, guardian or family member should approach a coach for any reason before, during, or after a practice or game, in front of other students or parents for the purpose of questioning a decision made by the coaching staff. Failure to follow these guidelines will result in a penalty of reduced playing time for their student athlete. We are here to set good examples for our student athletes. A second violation may result in a ban from practice and/or games.

**Our district goal would be to resolve any and all conflicts at the building level;** however, student-athletes and parents may feel a need to voice them at the next level. We encourage students to solve as many problems as possible directly with those involved. This is not only an efficient method of problem solving, but teaches these students valuable lessons about life. The district also feels that problems cannot be solved without getting those with the ability to solve the problem involved. Discussing issues about the coach and not involving the coach in those discussions, is non-productive. It is important that problems and concerns be addressed immediately. If coaches are difficult to contact, the Athletic Director is available for assistance. If satisfaction is not found at this level, then the parent and/or the student-athlete needs to move to the next level.

### **Athletic and Activity Code of Ethics**

Dolores School District RE-4A requires that **ATHLETIC/ACTIVITY CODE OF CONDUCT (AACC)** and **SCHOOL RULES** be observed by student participants in extracurricular activities. Students who choose to participate in extracurricular programs are required to abide by these rules and refrain from practices that impede their ability to perform at an optimum level. Further, students are expected to conduct themselves in a manner which positively promotes Dolores High School, the Dolores School District RE-4A and our community. It is considered a **privilege** to represent Dolores High School. Administrators, sponsors, coaches and assistants shall conduct the extra-curricular programs in a manner that upholds the highest standards of ethics and sportsmanship. They shall be concerned with the health, safety and well-being of participants and treat them with respect. They shall enforce the **CODE** detailed below fairly and consistently. Parents are encouraged to support the extra-curricular endeavors of their children and should expect their children to uphold the

**ATHLETIC/ACTIVITY CODE OF CONDUCT.** Parents are encouraged to support the administration and coaches/sponsors in enforcing this **CODE**.

#### **PURSuing VICTORY WITH HONOR – Code of Conduct for Student Participants –**

Students should strive to achieve their highest personal and athletic potential. This can best be achieved by embracing a lifestyle that embodies respect for others, cooperation, integrity, self-discipline and a positive attitude toward competition. Because selection to a team/activity is both an honor and a **privilege** and, as such, carries **responsibilities**, student participants shall adhere to this **CODE**.

#### **INTERSCHOLASTIC ATHLETIC/ACTIVITY CODE OF CONDUCT PHILOSOPHY**

Dolores High School officials, coaches of athletic teams and sponsors of student activities believe that students who are selected for the **privilege** of membership on teams, squads, performing groups, clubs and other school organizations should conduct themselves as **responsible** representatives of our school. In order to assure this conduct, coaches and sponsors enforce a **CODE OF CONDUCT**. Furthermore, members of teams and organizations and coaches/sponsors who fail to abide by the **CODE OF CONDUCT** and/or **SCHOOL RULES** are subject to disciplinary action. Members of teams and organizations, coaches/sponsors must always serve as examples of high moral character and must demonstrate appropriate academic commitment, expected from all students, coaches and sponsors. As recognized representatives of their school, members, coaches and sponsors are expected to exhibit appropriate behavior **during the season (activity) or out of season, in uniform or out of uniform, on school grounds or off school grounds**.

The **ATHLETIC/ACTIVITY CODE OF CONDUCT** applies to any misconduct from the time student enrolls at Dolores High School until the time they graduate and they are subject to it regardless of whether or not they have signed it. Participation for interscholastic age student-athletes should be enjoyable and should also be a significant part of a sound educational program, embodying high standards of ethics while developing good character and other important life skills. Essential elements of character building are intrinsic in the concept of the six core ethical values: **TRUSTWORTHINESS**,

**RESPECT, RESPONSIBILITY, FAIRNESS, CARING, AND CITIZENSHIP** (the "Six Pillars of Character"). The highest potential of participation is achieved when learning from the T.E.A.M. concept (Teaching, Enforcing, Advocating and

Modeling these values) and by committing, to the ideal of pursuing victory with honor. Good-faith efforts to honor the words and spirit of this **CODE** will improve the quality of all programs and the well being of all teammates.

#### **Code of Conduct -**

Using and wearing the Dolores Secondary Schools logo "Bears" as affiliated with Dolores Schools is a privilege; it is not a right. Therefore, CHSAA and Dolores Schools RE-4A expect all school regulations to be followed. The Code of Conduct rules shall apply during the school year and the consequence shall follow season to season (season play spring to fall). A participant who is suspended from playing a sport may appeal for reconsideration following the guidelines listed in Due Process.

#### **Major Infractions:**

All coaches shall support and enforce the school Code of Conduct regulations and report any misconduct as soon as possible to the Athletic Director. Should a school infraction occur at an away event, the Head Coach or Sponsor shall contact the Athletic Director. As soon as possible the Athletic Director will notify the Principal.

The Principal and Athletic Director shall conduct all investigations that involve criminal behavior. The Head Coach must actively participate in the investigation unless circumstances must exclude him or her in effectively gathering the facts.

**No student may knowingly possess, have under his/her control, prepare, use, purchase, offer to purchase, sell, offer to sell, administer, dispense, give, furnish, or deliver to another, nor may any student be under the influence of:**

- Any controlled substance or dangerous drug as defined by state and federal law, without regard to amount, including but not limited to alcohol, marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, steroid or barbiturate;
- Any simulated controlled substance or dangerous drug as defined by state and federal law without regard to amount;
- Any abusable glue, aerosol paint, or any other volatile chemical substance used for a purpose not intended by the manufacturer;
- Any other intoxicant or mood changing, mind-altering, or behavior-altering drugs, including pills and other over-the-counter stimulants and sedatives used in a manner not intended by the manufacture;
- Any drug paraphernalia, standard and non-standard, determined by school administration.

**II: No student may use/consume/possess tobacco products/vape pens or electronic cigarettes of any type.**

**III: No student may engage in conduct that adversely affects the high school or school district, including conduct that damages the reputation or image of an activity group or athletic team.**

**IV: Hazing/Bullying:** "No student-athlete will engage in Hazing/bullying behaviors. Hazing/bullying is an abusive behavior which also harms victims and negatively impacts a team and school culture by creating an environment of fear, distrust, intolerance and intimidation. Dolores is committed to providing a competitive environment that promotes respect, tolerance, and equality."

#### **THE FOLLOWING CONSEQUENCES WILL BE IMPOSED FOR VIOLATIONS OF THE RULES ABOVE.**

**Additionally, if the violations occur on campus or during the school day, school discipline rules will apply as well as the following consequences.**

**FIRST OFFENSE:** The student and parent/guardian will be required to meet with the student's counselor, grade level administrator, and the athletic director. The student will be suspended from participation in an extracurricular activity for 20 percent of the consecutively scheduled games/events (including playoffs) in the season established by CHSAA and the activities director. The 20 percent suspension will take place in an activity in which the student is currently participating, or in the next season of an activity that the student has previously participated in, or an activity that the student has never participated in if the coach/sponsor of that activity has given the student permission to participate. The suspension must be at the level at which the student most often participates. If the student goes out for an activity in which he/she has not participated before, they must complete the season to the satisfaction of the head coach/sponsor and the activities/athletic director in order for the suspension to count.

**SECOND OFFENSE:** A second offense will render the student ineligible to participate in any extracurricular activity for the remainder of the season in which the violation occurred, plus the next **one-activity season**. In addition, any student elected or appointed to a position of leadership (such as team captain, club president) will be removed from the office or position. Upon completion of the suspension, the student may participate in extracurricular activities, but may not serve as an officer or be appointed to an office the remainder of the school year.

For both a first or second offense that involves an infraction for Rule 1 or 2, the student will be referred to the Drug/Alcohol Counselor and required to complete their recommendations. A letter from the Counselor verifying compliance must be submitted to the activities/athletic director. Failure to meet this requirement will result in suspension from participation in all activities.

**THIRD OFFENSE:** A third offense will render the student ineligible to participate in any extracurricular activity for the remainder of the season in which the violation occurred, plus the next **two-activity seasons**. In addition, any student elected or appointed to a position of leadership (such as team captain, club president) will be removed from the office or position. Upon completion of the suspension, the student may participate in extracurricular activities, but may not serve as an officer or be appointed to an office the remainder of the school year. For first, second, or third offense that involves an infraction for Rule 1 or 2, the student will be referred to the Drug/Alcohol Counselor and required to complete their recommendations. A letter from the Counselor verifying compliance must be submitted to the activities/athletic director. Failure to meet this requirement will result in suspension from participation in all activities. The third offense will also render a meeting between the student, their parent/guardian, the athletic director, and the DHS Principal to discuss possible behavior interventions/counseling, and to also discuss the possibility of non- participation for the remainder of his/her high school career.

**SELF-REPORTING:** It is the intent of Dolores High School to assist students in taking responsibility for their own actions and to encourage honesty. Therefore, any student who voluntarily admits to a violation of the Conduct Rules before he/she is otherwise reported will be shown leniency by a reduction of up to 50 percent of the stated consequence. To receive the benefit of self-reporting of a Rule 1 and 2 violations, the student must report the violation to their coach/sponsor, or the activities/athletic director, prior to them receiving knowledge of it by other means. Leniency for self-reporting will only be shown once during a student's four-year high school career.

**Disciplinary consequences for violating any elements of these codes** may range from a verbal warning and/or conference with the coach, sponsor, or athletic/activities director to suspension from part or all of the season. The athletic/activities director has discretion to evaluate the circumstances surrounding and the seriousness of the violation in invoking disciplinary action.

**PARTICIPATION IN PRACTICES:** Students who have been suspended from participation as a consequence of a code rule violation, but intend to continue in the activity will be required to practice unless prohibited by law. Students under school district suspension/expulsion will not be allowed to participate or practice for the duration of the suspension/expulsion.

**NOTIFICATION:** Any participant accused of misconduct will be notified as soon as possible of any allegations, investigation, and disciplinary action imposed by the activities director or designee. The activities director may impose restrictions on the participation of a student pending any disciplinary action and has discretion to evaluate mitigating circumstances and modify any disciplinary action invoked under this code subject to the approval of the principal. In cases where there has been a violation of this code, the activities director will determine the appropriate action(s) to be taken.

**PROHIBITED CONDUCT AND CONSEQUENCES:** The AACC applies to any misconduct from the time a student enrolls at Dolores High School until the time they graduate and to misconduct on or off school property. Any instance of misconduct during the year, including breaks (i.e. Winter, Spring, and Summer), will result in the student participant being referred to the activities director for disciplinary action. A student is subject to the code as of the date he/she enrolls at Dolores High School until the time they graduate regardless of whether or not they have signed it.

**Students who are involved in activities/athletics are required to abide by the Athletic/Activity Conduct Code. In addition, students who are enrolled at Dolores High School are required to abide by the school district's student conduct and discipline code. Disciplinary consequences for violation of the AACC or the school district student conduct code may include any and all consequences outlined in the school district conduct code and the AACC.**

#### **COMPETITION CONDUCT FOR ACTIVITIES and ATHLETES**

Athlete misconduct: (Reference; CHSAA Handbook Article 22), Students receiving conduct violations during a contest (for example: 2 unsportsmanlike behavior technical foul in basketball) shall be immediately removed from the contest. In addition, the player shall not play in the next regularly scheduled contest). A second violation during the season: the student shall be excluded from the next two contests. Additional violations, (in each sport) are outlined in CHSAA regulations, Article 22. If there is a third violation the student/athlete will be removed from the team.

#### **COMPETITION CONDUCT FOR STAFF (IJOA-E1):**

Coach or Sponsor Misconduct: (Reference; CHSAA Handbook Article 22), A coach shall maintain reasonable self-control and is responsible for player misconduct. A coach ejected from a contest for committing an unsportsmanlike act shall be suspended from coaching the next regular scheduled match or contest at any level and is placed on probation. A coach placed on probation by CHSAA shall receive a letter of reprimand from the Athletic Director. Additional violations (in each

sport) are outlined in CHSAA regulations, Article 22. The coach and the Athletic Director may develop a growth plan to assist and assure the coach models mature behavior at all times.

**Definitions:**

- **AACC** – Athletic/Activity Conduct Code
- **CHSAA** – Colorado High School Activities Association
- **Out-of-season** – any performances, activities, events, or competitions which take place outside the season established by the governing body of the activity.
- **Suspension** – exclusion only from performances, events, or competitions
- **Three strikes** – a student who has three violations of the AACC cannot participate in any extra-curricular program for the remainder of his/her DHS career.
- **Administrative authority:** The Athletic Director has discretion to evaluate mitigating circumstances and modify any disciplinary action invoked under this policy subject to the approval of the principal.

**These guidelines begin for everyone from the first day of practice for activities in the fall, and will continue in effect until the last day of competition in the spring. Exception: for students not involved in fall activities these guidelines will start the first day of school.**

**These guidelines are designed for all participants, coaches and sponsors who will be involved with activities while being a part of the educational process at Dolores High School.**

## **Participation Guidelines:**

### **Clearance Forms:**

Prior to participation athletes shall not participate in a practice, scrimmage or game until all the required **Dolores Athletic Parent Permission Packet** forms are on file with the Athletic Director. These forms include: \* A current physical form signed by a doctor \* A signed insurance form \* A signed emergency treatment form \* A signed parent permission form \* A signed Dolores Athletic Code of Conduct form shall collect and organize the forms alphabetically and file the documents with the Athletic Director. The Athletic Director shall file the original forms/check sheet attached prior to the first practice of the season. Colorado High School Activities Association (CHSAA) Dolores High School shall follow the CHSAA Section 17, General Eligibility, Section 18, Student Transfer.

### Inform the Athletic Director if you have any student who:

- Is a transfer student from another school district or was home schooled the previous year; Is ineligible due to grades; Is 19 years of age or older prior to Aug. 1; Is expelled or negotiated a withdrawal from another school within the past school year; Is permitted make up work after the semester; Is in his/her 8th consecutive year of competitions; Is a foreign exchange student.

1. Activity/Athletic safety is a number one priority. Participants must be aware that other athletes' physical safety is extremely important and avoid any type of aggressive action, which could lead to injury to another participant. Participants are also responsible to avoid any activity, which could lead to injury when not being supervised by an assigned faculty member or coach.
2. *All students are encouraged to participate in as many different activities during each school year as possible. Students and their parents should determine their choice of activities.*
3. Students are expected to report for activities at the beginning of each activity season as established by the CHSAA, Colorado BandMasters Association, and Dolores High School.
4. Members of all activities are required to attend all scheduled practices and meetings during the established activity season. If circumstances arise whereby the student cannot attend a practice or meeting, the validity of the reason will be judged by the individual sponsor/coach. In all cases, however, the sponsor/coach must be notified, prior to the practice or meeting missed, by personal contact (student/parent), phone call (student/parent), or written statement from the parent or guardian.
5. If an athlete is eliminated from one activity/sport, he/she is eligible to participate in another activity during that season at the discretion of the sponsor/coach. A student/athlete faced with this situation would be encouraged to go out for another activity unless eliminated because of disciplinary reasons or eligibility infractions.
6. A student may drop out of a sport by following the procedures listed below:
  - a. First, the student must make the reasons known to the coach.

- b. Secondly, the student must make the reason known to the athletic director.



c. Thirdly, the athlete must return all equipment and clear all financial responsibility with the athletic office.

1. Participation/Training Rules: Though the schools are governed by district policy, school policy, a coach may set more stringent policies and rules.

**This contract is an annual contract between the student and DHS, which is effective from the first day of fall activity practices until the end of spring competitions.**

1. Any violation reported to the school administrators shall be investigated. The person reporting the incident must be willing to testify in person if requested. The school principal shall, after investigation, and within three (3) school days, notify the parents and the student of the disciplinary action. The notice shall advise the parents and the student of the conduct constituting a violation of district and school policy. Coaches are urged to confer with the principals prior to taking any disciplinary action.
2. The building Principal shall have the authority to make the final decision in all of the above matters.
3. Coaches and sponsors are required to review with the students/athletes these policies and rules at the beginning of each activity/sport season.
4. There can be additional expectations/guidelines put forth by the Head Coach or Athletic Director for a specific activity. (E.g. Coach, Parent and Athlete expectations and behaviors) Approval of these expectations/guidelines will be approved by Athletic Director prior to distribution and will need to be recognized by the participant of that activity.

#### **MOTEL BEHAVIOR:**

**Curfew:** Participants will be expected to abide by a curfew, which will be established by the head coach on each overnight activity. Curfew will be defined as being in one's assigned room, with his/her assigned teammates, at a specifically assigned time.

**Room Conduct:** All members of the travel entourage will be expected to conduct themselves as **ladies and gentlemen**. Rooms have been reserved for members of the respective activities only and visitors will not be allowed at any time without the coach or sponsor's permission. **No mixed gender is allowed in rooms at any time.** Participants will be expected to exercise good judgment regarding room decorum, (i.e., excessive noise, horseplay, walking ledges or climbing walls, and pornography in any form is absolutely prohibited).

#### **Attendance Procedures:**

##### **Classroom Attendance:**

**Co-curricular activity participation requires that the student attend classes daily in order to maintain eligibility. The following guidelines shall be enforced:**

1. Classroom attendance the day of a performance or contest is required, except in the case of a valid excuse (e.g., doctor's appointment, funeral, etc) approved by the Principal or Athletic Director.
2. Students are expected to attend classes the day before, the day of, and the day following an activity. (This is at the discretion of the Principal and Athletic Director.)
3. All sponsors/coaches are required to turn in a written or typed list of participants into the Athletic Office 2 days prior to home and away events. (This is to assist the athletic office that student athletes are accounted for outside the classroom.) Please **DO NOT SEND LIST TO THE FRONT OFFICE.**

**Game day Attendance** - Students must be in Attendance all day on the day of a competition (or the last day of the week for weekend competition), to be eligible to participate that day. The athletic director or principal must approve medical or pre-arranged absences. Board Policy (JJJ-R)

##### **Attendance at Practice**

1. Unless there is a satisfactory reason, all participants shall report for practice the day the first call (practice) is made for that activity.
2. Students must be in attendance at school all day in order to participate in team practices. In cases of emergency or extenuating circumstances, the principal or designee may grant an exception to this limitation.
3. The coach/sponsor of the activity may grant excuses from practice.

#### **Completion of Sport**

Successful completion of a sport season is required to be eligible for a letter or other team award. (Exception: injury that limits participation.)

### **ELIGIBILITY (JJJ-R):**

General Eligibility Requirements: Participation in interscholastic activities as part of a school's educational program is a privilege and not a right. (CHSAA bylaw 1710). It is recommended that schools imposing local standards of eligibility notify participating students of these standards; however it shall be the student's duty to inform himself/herself as to such standards and to ensure that he/she maintains eligibility (CHSAA by 1700.11). Students wishing to participate are required to meet standards of personal behavior and academic performance, which are related to school purposes. If a student does not abide by the policies, he/she will be rendered as an ineligible participant.

### **Weekly Eligibility and Grades:**

#### **CHSAA (Colorado High School Activities Association) REQUIREMENTS:**

Participation in interscholastic activities as a part of a school's educational program is a privilege and not a right. Students wishing to participate are required to meet standards of personal behavior and academic performance, which are related to school purposes. In this regard, the CHSAA and its member schools may exercise the fullest discretion permitted under law.

A student enrolled in a high school shall be eligible to represent that school in CHSAA sanctioned interscholastic activities if the student meets the following specific requirements: (a) The student is a bona fide undergraduate member of the high school in which he/she is enrolled.

- **EXCEPTION 1:** Home based and other students which meet statutory requirements shall be eligible. Statutory requirements state that a student in a home based education program must be registered with the school district of participation a minimum of 14 days prior to being considered a homeschooled student. Students who do not meet statutory requirements shall be considered ineligible for interscholastic competition, but may practice (provided he/she is registered with the school district).
- **EXCEPTION 2:** A student who registers at the beginning of the school year in a nonpublic home-based educational program may participate in the activities program at a public or private school. In the case of a private school, the student must be accepted for inclusion in the school program by the school and meet any criteria set by that private school. (b) In the judgment of the principal of the student's school he/she is representative of the school's ideals in matters of citizenship, conduct and sportsmanship.

During the period of participation, the student must be enrolled in courses which offer, in aggregate, a minimum of 2.5 Carnegie units of credit per semester and must pass a minimum of the equivalent of 2.5 Carnegie units of credit.

#### **DHS REQUIREMENTS:**

##### **Weekly Eligibility and Grades:**

Each Monday morning (after 8:00 am), the Athletic Director shall compile a weekly list of ineligible participants. All teachers and coaches of the student athletes will receive a D and F list on Monday evening. Students must have no failing grades in any of their classes to remain eligible. A grade below 60% is a failing grade. Students will be notified of their eligibility status on Monday at Practice but no later than Tuesday after the grade report was run.

The first time (in a school year) a student is on the ineligible list, regardless of the class they are currently failing. The student will be ineligible for activities and contests for one week (Monday-Sunday).

Ineligible participants will be notified each Monday by the coach. The Athletic Director and the coach are responsible for ensuring only eligible students participate in the sport or activity. Ineligible students are not allowed to travel to away games. They cannot suit up, nor sit on the sidelines, team bench or dugout. Middle School students will have the same eligibility rules to follow. Middle school teachers and coaches will receive the same notification as high school staff. High School students passing six or more classes at semester, will still be allowed to participate in the activity or sport at the start of the next semester.

### **Transportation Guidelines:**

Athletic and Activity Field trip and Travel Procedures Getting Started:

- An agenda/itinerary for the trip must accompany the request (must include time frame for activities) must be presented to the Athletic Director prior to departure.

Unsupervised student time in the agenda will not be approved. Students are to be supervised at all times by the coach/sponsor.

- Parents can be chaperones provided they complete a background check with Dolores Schools.
- Students and parents will sign a behavior expectations contract before the overnight trip.
- All adults chaperoning a trip will have each other's phone numbers.
- Students are expected to follow all Dolores secondary school code of conduct rules. Violations of any of the code of conduct rules will result in consequences outlined in the rules. Major violations will result in parent contact and may require a parent to pick up the student at the parents expense.
- Upon arrival at an away event, students will remain on the bus while the Head Coach inspects the locker area. Contact the Athletic Director if pre-existing damages are found. After all students have left the locker area, the Head Coach will inspect for cleanliness and damage. Damage must be reported immediately.

These Administrative Regulations and Guidelines apply to all students in school-sponsored activities/athletics. All participants are to use district provided transportation to and from the site of all away contests, **unless prior arrangements are made.**

1. Students **may not drive themselves.**
2. Parents may pick their student up by signing them out with the coach/sponsor.
3. Any student wishing to ride home with someone else's parent must have prior written approval of an administrator, and be checked out by the coach or sponsor.
4. **Parents may only transport their own son or daughter and may not provide transportation for any other participants unless these arrangements are made in advance (24 hours before trip departure) with the Athletic Office. The approved form must be given to the coach/sponsor prior to the trip departure.**
5. Students utilizing district transportation will not be released until the bus/van reaches its final destination.
6. Mixed groups of males/females students shall be separated when traveling together. Example males up front, females in the back or vice versa. Coaches or sponsors will set in between groups, to cause a definitive separation.
7. **Coaches or Sponsors are in charge of their group, not the bus driver.**

**Adverse Weather Conditions:** The decision to travel is up to the head of transportation, building principal or designee and the driver.

**(Alternative policies may be established by coaches)**

### **Parent/student information:**

#### **Who's Who in Dolores Schools Activities and Athletics:**

TBA

### **LEAGUE AFFILIATIONS:**

Dolores School District is a member of the San Juan Basin League (SJBL). The SJBL operates under the guidelines established by Colorado High School Activities Association (CHSAA), including all rules and regulations. Copies of the SJBL League Constitutions and By-Laws are available upon request from the Athletic Director. League/district affiliations are listed below: SPORTS; HIGH SCHOOL / MIDDLE SCHOOL:

Volleyball: San Juan Basin (2A), Football: A-8 Mountain(8 Man) League, Basketball: San Juan Basin (2A) San Juan Basin, Track: San Juan Basin (2A), Wrestling: 2A Region 2 League, Golf: San Juan Basin (2A), Baseball: San Juan Basin (2A), Cross Country: 2A Region 4 League

#### **J u n i o r**

### **National Honor Society (NHS) membership:**

Membership is open to Sophomores, Juniors, and Seniors who have attended the school for the equivalent of one semester and who have a cumulative GPA of 3.4. Students who meet the scholastic requirement (after first semester grades are calculated) will be invited to submit an application to be considered for membership.

Completing the application is no guarantee of membership. Students who meet the scholastic requirement are then evaluated by the faculty council on the basis of demonstrated leadership, service, and character.

**STUDENT ACTIVITY FEES (JJD):**

Middle School/ High School students participating in activities that are both subsidized, and provide a stipend for the sponsor/coach, must pay a participation fee for each activity or sport. Middle School students will be charged \$40.00 per activity/sport, and high school students will be charged \$55.00 per activity, not to exceed \$200.00 total for all sports per family per year. Any activity fee collected shall be used to fund the particular activity for which it was charged and not any other purpose.

All fees must be paid in the main office and a receipt will be given. Activity fees shall be refunded if a student drops or is cut from the team prior to the first contest.

**DONATIONS (KCD):**

All donations of \$100 or more shall be approved by the Board of Education. The coach or sponsor shall communicate with the Principal to request that a proposed donation is to be placed on the Board agenda. Any check or cash funds shall be deposited into the appropriate account at the District Office.

**THE DOLORES BEARS BOOSTER CLUB:**

The Dolores Bears Booster Club is a non-profit, parent-run organization that provides support and promotes academics, arts, athletics, and other extra-curricular activities to the students of Dolores Secondary Schools. Funding support is made possible through Booster memberships, sponsorships, advertising, and concessions. The Booster Club meets on the first Wednesday of each month at 5:00 p.m. in the Commons. Meetings are open to all members and guests. Meeting times and dates are posted in the Dolores Schools announcements. If interested please contact the Dolores Bears Booster Club for information on membership, volunteer opportunities, special events, sponsorship and advertising possibilities by going to 'THE DOLORES BEARS BOOSTER CLUB' website.

**CONCESSIONS:**

The Dolores Bears Booster Club is in charge of the concessions for all events. Groups wishing to raise money may work with the Booster Club and they will share the profits for that event. Forms to request working with the Booster Club may be obtained from the Secretary in the Main Office. The Athletic Director shall approve the application.

**FUNDRAISING (JJE):**

The coach or sponsor may obtain an application form for fundraising from the Main Office. All fundraising must be preapproved by the Principal and/or Athletic Director and recorded on the central calendar in the MS/HS office. The fundraising event shall not commence prior to receiving approval. The Coach or Key Communicator must obtain a exempt number from the District office. The Coach or Key Communicator shall receipt/deposit the funds at the district administration office as soon as possible after collecting the funds.

**MONEY:**

All money collected must be deposited with the office as soon as possible. No money over \$100 shall be stored at the school. The coach or sponsor shall make arrangements through the AD for an extenuating circumstance. The AD will notify the Principal or designee. Each time money exchanges "hands," a receipt shall be completed. Checks for activity trips shall be picked up at the Administration Office one day prior to the activity. The AD or designee shall pick up a request by 1:00 PM the day of the event. No checks or money-boxes shall be sent via the school mail.

**FIRST AID:**

The Athletic Director will supply each coach with a first-aid kit. The coach is responsible and shall maintain adequate first aid supplies and request additional supplies from the Athletic Director. All Head Coaches and Assistant coaches must hold current First Aid/CPR cards.

**INCLEMENT WEATHER (EBCE):**

School closings due to inclement weather may result in the cancellation of a game and or practice. Coaches must contact the Athletic Director who will consult with the Principal in order to make the final decision regarding a cancellation of the activity. Coaches are responsible for contacting their players.

**ORGANIZATION:**

The Coach shall develop a playbook which shall contain the Code of Conduct and Discipline procedures. The playbook shall include the sports "key communicator" name, email and phone number. The Coach shall keep accurate statistics, attendance and tardy records. Accurate data will serve to support team play decisions.

- *Citizenship*: A participant's negative behavior detracts from the integrity of the DSS athletic/activity program. Behavior referrals administered to a participant shall be forwarded to the AD. The AD shall ensure the coach administers a consequence according to team policy.
- *Eligibility*: Coaches are encouraged to develop a system to ensure eligibility that places accountability onto the student. A standard template may be obtained from the Athletic Director.
- *Lettering*: Coach practice-rules must include lettering requirements for the sport.
- *Practice*: Coach practice-rules must compliment the athletic attendance policy. Coaches are required to communicate with and provide support for each other's season and student interests

### **SUPERVISION:**

Supervision of players and managers is the responsibility of the HC and his or her assistants. Measures should be taken to ensure that quality supervision is taking place during all practices, games, tournaments, and travel. Playing facilities and equipment should be routinely checked to make sure they are safe for use.

Each coach or sponsor shall be physically present, provide competent instruction, structure practices that are appropriate for the age and maturity of players, prevent foreseeable injuries and respond to injury trauma in an appropriate manner. Further, each coach or sponsor is required to ensure that facilities are locked and that students are denied access when a staff member cannot be physically present to supervise. The coach or sponsor must also control reckless player behaviors.

### **INVENTORY:**

The Head Coach or sponsor shall be responsible for the care, issuing and secure storage of equipment and uniforms. The inventory shall be submitted to the Athletic Director at the post-season evaluation conference. The equipment and uniforms shall be cleaned and stored neatly in the designated area. It is the Head Coaches' responsibility to collect inventory from his/her athletes.

### **TEAM FORMATION:**

Athletes must know where they stand in relationship to other team members and what their expected role will be. The coach is expected to regularly communicate participant expectations and position on the team. The Junior Varsity team is considered the developmental team, and as such, should not have Varsity players playing down for the express purpose of winning. It is the philosophy of Dolores Schools that the athlete can only learn from game situations by playing the game for which s/he has practiced.

Fundamental skill development shall be the primary goal of middle school programs. The A teams shall consist of the highest skill level players while the B/ C teams shall be considered developmental squads. All players shall play in scheduled contests, with the exception of tournament play. At the high school level, athletic skill levels will determine squad placement. At both the middle school and high school levels, no advanced player shall play down. However, a coach may move an advanced player down to insure that there are sufficient players to complete the contest. The intent is to allow students to compete at their skill level.

The Head Coach has a duty of care to match competition. This responsibility may be an exception to the team formation rule.

### **DHS LETTERING POLICY:**

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 for lettering include (1) completion of the season, (2) playing in a minimum of 50% of the scheduled competitions must be met before an athlete can be recommended for a letter. A student may be denied a letter for misconduct that detracts from the program's integrity. The Athletic Director must approve this recommendation.

### **FALL SPORTS:**

#### **CROSS COUNTRY**

- Participate in 1/2; six (6) of all varsity meets as a first team performer or;
- Compete in the state meet.

#### **FOOTBALL**

- Play in 1/2 of the quarters of the regular season varsity games.
- Kickers; appear in 1/3 of the regular season varsity games.

- Compete in state competition.

#### **GOLF - Boys**

- Play in 1/2; six (6) of all varsity matches as a first team performer or;
- Compete in the state meet.

#### **SOCCER - Boys**

- Play in 1/2; (15 of the halves of the regular season varsity games.

#### **SOFTBALL**

- Play in 1/3 of the innings of all varsity games.
- Pitcher; play in five (5) regularly scheduled varsity games.

#### **VOLLEYBALL**

- Play in 1/2 of all varsity games.

- Compete in state competition,

### **WINTER SPORTS:**

#### **BASKETBALL - Boys & Girls**

- Play in 1/3 of the quarters of the regular season varsity games.

- Compete in state competition,

#### **CHEERLEADING / DANCE (Fall & Winter)**

- Successful completion of a cheering/dancing season at the varsity level.

#### **SWIMMING**

- Must earn 24 points in varsity meets.

#### **WRESTLING**

- Must earn 24 points in regular season varsity matches or;
- Wrestle in 1/2 of all regularly scheduled varsity matches.

### **SPRING SPORTS:**

#### **BASEBALL**

- Play in 1/3 of the innings of all varsity games.
- Pitchers; appear in five (5) regularly scheduled varsity games as a Pitcher.

#### **SOCCER - Girls**

- Play in 1/2; (15 of the halves of the regular season varsity games.

#### **TENNIS**

- Play in 1/2 of all varsity matches as a first team performer or;
- Compete in the state meet.

#### **TRACK**

- Must earn 12 points in varsity meets or;
- Compete in the state meet

**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 s/he is able.

### **ATHLETIC TRAINER / INJURY / HEALTH**

Dolores Middle/High School takes precautions to maintain safe facilities and conditions. We provide athletic trainer coverage for as many athletic practices and competitions as possible that occur at Dolores facilities for both middle and high school student athletes.

It is the responsibility of the student to notify the sponsor/coach and athletic trainer of all injuries and/or illnesses as soon as possible. Sponsors and coaches will make an initial assessment of a student's injury or illness and determine if referral to the athletic trainer is necessary. The athletic trainer will respond to these referrals and other medical emergencies and assess the nature of the injury/illness. The athletic trainer will complete the evaluation and consult with emergency services and/or a physician if necessary.

If a student sees a doctor for an injury or illness, the student may not return to practice or play until the physician gives written approval clearing the student to return to action (whether it is limited practice, full practice, or competition). Students unable to participate in competitions due to injury will not travel with teams to away

competitions as an athlete unless extenuating circumstances exist and travel is approved by the coach, Activities Director, and Principal.

### **BACKGROUND:**

A certified athletic trainer is a healthcare professional who has a minimum 4-year degree. All athletic trainers must pass the national board of certification (BOC) exam and be registered within the state of Colorado to practice as an Athletic Trainer.

Athletic trainers are healthcare professionals with expertise and skills in preventing, assessing, treating, and rehabilitating conditions and injuries to active and athletic populations. Athletic Trainers provide acute initial assessments, administer treatment and rehabilitation procedures for injuries to help facilitate a safe and speedy recovery, and work with individuals to prevent further injuries. Finally, Athletic Trainers are uniquely qualified to recognize and manage concussion injuries.

### **EXPLANATION OF SERVICES:**

All services provided by the Athletic Trainer are provided on-site at your school and free of charge to the student-athletes. The Athletic Trainer will be at school during practices and at home and away events as much as possible to provide the following services:

- Tape and brace, evaluate, treat, and rehabilitate injuries.
- Determine practice or game participation status for injuries.
- Coordination of the sports medicine staff:
  - Ambulance coverage when necessary.
  - Facilitate physician visits for in school consultations or to fast track students for office appointments
  - Stocking and providing medical kits for all athletic teams while they are in season.
  - If your student athletes require inhalers or other medications, please provide an extra dosage to be included with the medical kit.
- Communication with coaches and parents or guardians regarding the participation status of their student-athletes' due to injury.
- Coordination of concussion management with appropriate health care professionals as defined by CHSAA and Colorado law.

### **CONCUSSION INFORMATION/RETURN TO PLAY:**

RETURN TO PLAY (RTP) Required by Senate Bill 11-040 (This is only an excerpt of the Senate Bill that went into effect on January 1, 2012) (4) (a) If a youth athlete is removed from play pursuant to subsection (3) of this section and the signs and symptoms cannot be readily explained by a condition other than concussion, the school coach or private or public recreational facilities designated personnel shall notify the athlete's parent or legal guardian and shall not permit the youth athlete to return to play or participate in any supervised team activities involving physical exertion, including games, competitions, or practices, until he or she is evaluated by a health care provider and receives written clearance to return to play from the health care provider. The health care provider evaluating a youth athlete suspected of having a concussion or brain injury may be a volunteer.

"Health care provider" means: doctor of medicine, licensed nurse practitioner, doctor of osteopathic medicine, licensed physician assistant, licensed doctor of psychology with training in neuropsychology or concussion evaluation and management.

(b) Notwithstanding the provisions of paragraph (a) of this subsection (4), a doctor of chiropractic with training and specialization in concussion evaluation and management may evaluate and provide clearance to return to play for an athlete who is part of the United States Olympic training program.

(c) After a concussed athlete has been evaluated and received clearance to return to play from a health care provider, an organization or association of which a school or school district is a member, a private or public school, a private club, a public recreation facility, or an athletic league may allow a registered athletic trainer with specific knowledge of the athlete's condition to manage the athlete's graduated RTP. Best Practice for Return to Play (RTP) (These guidelines are not required by S.B. 11-040 but should be considered) S.B. 11-040 does not speak to the school district's role in this section. Best practice suggests that school districts create a multi-disciplinary team approach to concussion management including:

- A seamless system of communication between school professionals, medical professionals and the family. Information must flow smoothly from within the school to outside the school so that the return to play (RTP) decisions can be made safely. Appropriate releases of information will be necessary for school districts to speak with a healthcare professional outside of the school system.
- A seamless system of communication among school professionals. Information must flow smoothly between the school athletic departments and the school academic departments to ensure appropriate physical and academic adjustments during the recovery. Best practice suggests that a school create a concussion management system that is adequate and consistent for any student, elementary through high school, who has sustained a concussion regardless of the setting or mechanism.

Best practice also recommends that a school district create a system in which a student may receive further assessment and intervention, if the concussion does not resolve in a reasonable amount of time. This may include formal accommodations and/or modifications of curriculum.