

Victory Charter High School Athletic Handbook

A Reference Guide for Coaches,
Student Athletes and Parents

2018-2019



***Victory Charter Athletics—A New Standard for
Athletic/Academic Excellence***

Victory Charter School – 9779 Kris Jensen Lane – Nampa, Idaho 83686 – 208-442-9400

2018-2019 Victory Charter Athletic Handbook

Table of Contents

<i>Introduction, Athletic Philosophy, The Harbor Method, Coaching</i>	3
<i>Sportsmanship, Commitment, Eligibility</i>	4
<i>Code of Conduct</i>	5
<i>Conflict Resolution</i>	6
<i>Illegal Substances, Safety</i>	7
<i>Transportation, Uniforms & Equipment, Weight Room & Gym Use, Practices/Tryouts</i>	8
<i>Public Relations, Club Sports, Schedule Conflicts, Victory/Liberty Contests, Concussions</i> ..	9
<i>Appendix – Forms</i>	12-17
<i>1. Victory Charter Athletic Program Participant Release and Waiver Form</i>	
<i>2. Victory Charter Code of Conduct Agreement</i>	
<i>3. Victory Charter Concussion Information Acknowledgement</i>	
<i>4. Victory Charter Emergency Contact Form</i>	

INTRODUCTION

The Victory Charter High School Athletic Handbook is to be used as a guide for coaches, student-athletes, and parents regarding policies that govern interscholastic athletics at Victory Charter High School.

Victory Charter High School participates under the guidelines of the Idaho High School Activities Association (IHSAA) at the 1A classification in the Western Idaho Conference (WIC) of District III. It is our purpose to help the WIC and the IHSAA in promoting good sportsmanship and healthy competition in its athletic events. Victory Charter School offers 9 sports (5 female and 4 male) including volleyball, girls' and boys' cross country, girls' and boys' basketball, girls' and boys' track and field, and girls' and boys' golf.

Interscholastic athletics is a voluntary program and is therefore a privilege, not a right. Accompanying this privilege is the responsibility to adhere to the Harbor standards established by Victory Charter and its athletic program. Student-athletes are expected to maintain a higher level of behavior as they are examples to other students in the school. This privilege of participating may be revoked if the student-athlete fails or refuses to comply with the rules.

ATHLETIC PHILOSOPHY

Victory Charter High School (VCHS) believes that its athletic program helps promote the Harbor School Method philosophy of respect for others, which in turn, promotes the best interests of our student-athletes. We also believe that when athletics are run correctly, they add to the strength and foundation of education at VCHS. Athletic competition provides situations that allow student-athletes to better understand the importance of self-confidence, hard work, discipline, sacrifice, and working together toward a common goal of reaching maximum potential as teams and individuals. Student-athletes are also provided unique opportunities to develop new skills, learn the importance of practice and preparation, demonstrate good sportsmanship, develop leadership skills, and learn the ideals of fair play and ethical behavior that are necessary for competition and cooperation in our society. These ideals and character traits are all consistent with the Harbor philosophy.

THE HARBOR SCHOOL METHOD

The Harbor School Method is centered on the belief that when students are given a learning environment where low threat to their personal safety and self-esteem is coupled with highly-challenging academic content, the inevitable outcome is accelerated learning.

The Harbor School Method is a student-centered educational model built on high expectations for both student behavior and academic endeavor. The Harbor Method provides a comprehensive plan for character education and a rigorous program of core subject instruction. The method proactively sets up an environment that allows students to focus on learning while in a safe, secure setting.

COACHING

Victory Charter High School hires experienced coaches, dedicated to educating student-athletes in developing individual skill, teamwork, good sportsmanship, and fair play. While most coaches are also staff members, it is sometimes necessary to recruit coaches from outside the school. When this happens, we make every effort to include them in the entire school community. The

same behavior expected of teachers in the classroom is expected of all coaches during practices and games.

SPORTSMANSHIP

Student-athletes, coaches, and parents are expected to demonstrate the highest level of respect for each other, opponents, opposing coaches, teachers, officials, spectators, and the community at large. Student-athletes and coaches are expected to exhibit the highest level of conduct, both on and off the playing fields, as they are representing at all times, their team, school and community.

Sportsmanship is defined by the IHSAA as: Those qualities of behavior which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on other's behavior as well.

To remind student-athletes, coaches and spectators of our commitment to good sportsmanship, the following announcement will be read prior to all athletic contests:

“This competition is being conducted according to the rules of the Idaho High School Activities Association. Cheerleaders, officials, and spectators can, and are expected to, assist in the promoting and achieving of good sportsmanship by taking personal responsibility for keeping this contest at a high level of fair, clean, and wholesome competition.”

As stated previously, all Victory student-athletes, coaches, and spectators represent a unique approach to education—The Harbor School Method. The Harbor School Method is also the foundation of our philosophy with sports. Therefore, behavior that is not consistent with the Harbor philosophy will not be tolerated.

COMMITMENT

In order to be successful, a student-athlete must place the highest priority on health, academics and training. All team members are valuable, and each team needs to know that it can count on its individual members. Often this means sacrificing social life and other events which come in conflict with the rigors of training and competition. Learning to make appropriate choices is one of the most valuable life lessons an athlete takes from a good athletic program.

ELIGIBILITY

Academic Eligibility

At Victory Charter High School, athletics support academics. Victory will follow the academic eligibility guidelines established by the Idaho High School Activities Association (IHSAA). Therefore, to be academically eligible for athletics, a Victory student must be enrolled fulltime and be on target to graduate based on State Board of Education graduation requirements. A student must have a cumulative, non-weighted grade point average of 2.0 or higher. During the previous semester, student-athletes must have received passing grades and earned credits in the required number of courses. Equivalency is determined by the following criteria:

- Four (4) classes available must pass at least three (3)
- Five (5) classes available must pass at least four (4)

- Six (6) classes available must pass at least five (5)

Family Service, Community Service, and May Awards are not considered classes, and as such, those grades are not counted as part of the required number of classes passed to determine eligibility. However, those grades are calculated into a student's overall cumulative grade point average (GPA) at the end of the spring semester to determine eligibility for the subsequent fall semester. A student who fails to meet all of the above criteria will be ineligible for extra-curricular activities for the next semester.

Forms Necessary for Eligibility (See Appendix for forms)

1. *Liability Eligibility* – All student-athletes must have a current (yearly) Release and Participation form signed and on file with the Activities' Director.
2. *Health Eligibility* – All student-athletes must have a current physical form on file with Activities' Director. This form must be filled out completely including the signature of the doctor who examined and cleared the student-athlete for competition. It is the student-athlete's responsibility to obtain this form and make sure it is current and is on file with the Activities' Director.
3. *Code of Conduct Agreement* – All student-athletes and parents must read and sign the Code of Conduct Agreement form and return it to the Activities' Director.
4. *Concussion Information Acknowledgement* – All student-athletes and parents must complete and return this form to the Activities' Director prior to the first practice.
5. *Emergency Contact Form* – All student-athletes and parents must complete and return this form to the Activities' Director prior to the first practice.

Coaches may also have their own specific agreement/contract for student-athletes to read and sign before allowing students to participate in the sport.

Age Eligibility

Student-athletes cannot exceed the age of twenty (20) years of age. They become ineligible on their 20th birthday.

Attendance/Effect on Eligibility

Students must attend at least four periods the day of a contest in order to play in the contest.

CODE OF CONDUCT

Student-athletes will:

- Be on the field or court, fully ready to participate at the scheduled start time for all practices and games.
- Exhibit dignity in winning and losing.
- Show respect to others at all times including: no profanity, vulgarity, obscene gestures, negative signs, artificial noise makers, trash talking, sexually-related comments, taunting, and/or boastful celebrations that would demean others.
- Treat game officials with respect. Do not argue calls during or after athletic events.
- Exercise self-control. No fighting or excessive displays of anger or frustration.
- Honor the letter and rules of the sport. Avoid improper gamesmanship that violates the highest traditions of sportsmanship.
- Demonstrate positive cheering only.
- Dress neatly for home and away games as designated by the Coach.

- Be neat, clean and socially presentable at all times. This includes hair length and tattoos. (Coaches will designate acceptable hair length for their teams. All tattoos will be covered during all athletic contests. Covering of tattoos is the responsibility of the student-athlete. Covering of tattoos during practice is up to the Coach.)
- Hazing is prohibited.
- The use, possession, sale, distribution, and/or intent to distribute any illegal or controlled substance including mood altering chemicals (illicit drugs, alcohol, and tobacco), medications and look-a-like drugs is prohibited.

Parents/Adults will:

- Exhibit dignity in winning and losing.
- Show respect to others at all times including: no profanity, vulgarity, obscene gestures, negative signs, artificial noise makers, trash talking, sexually-related comments, taunting, and/or boastful celebrations that would demean others.
- Treat game officials with respect. Do not argue calls during or after athletic events.
- Exercise self-control. No fighting or displays of anger or frustration.
- Demonstrate positive cheering only.
- Communicate with coaches about their child only regarding student-athlete behavior concerns, student-athlete academic concerns, ways to help their student-athlete improve, or what they can do to help support the program.
- NOT confront coaches regarding playing time, team strategy, play-calling, coaching style, other student-athletes' abilities and conduct, or any other confrontational issues.

CONFLICT RESOLUTION

As part of the Harbor philosophy, when conflicts or issues arise, it is important that they be addressed immediately and directly so that they can be quickly resolved. It is important for student-athletes and parents to recognize what types of issues are appropriate to discuss with coaches and when it is an appropriate time to discuss them. If an issue arises, the following procedures should be followed while trying to reach a resolution:

Student-athlete: The student-athlete should contact the coach about the conflict/issue as soon as possible. It is always best for the students to become their own advocates. This will help teach them a life-long lesson about resolving issues and concerns on their own.

Parents: In cases where a parent or legal guardian believes a coach or volunteer has engaged in immoral, unethical, or illegal activities, such allegations shall be made directly to the Activities' Director and Principal.

Policy for Consequences for Violation of Code of Conduct:

General Conduct: Violation of General Conduct rules by students/parents/adults may warrant consequences based on severity and frequency of infraction at the discretion of the Coach, Activities' Director, or Principal. Consequences may include but are not limited to: playing time lost, game suspensions, dismissal from the team, or adults being banned from attending games home or away.

It is our goal at Victory Charter that a professional approach be used to resolve conflicts and issues. This avoids uncomfortable situations later on when student-athletes face coaches in a

classroom setting. All student-athletes, parents, and coaches are expected to follow these procedures for conflict resolution.

ILLEGAL SUBSTANCES

The use, possession, sale, distribution, and/or intent to distribute any illegal or controlled substance, including mood altering chemicals (illicit drugs, alcohol, and tobacco), medications, and look-a-like drugs are strictly prohibited. If a student is found in violation of this policy, or is knowingly present during the use or distribution of any of these substances, the consequences listed below will be followed. Victory Charter School administrators, teachers, and coaches reserve the right to randomly drug test any student-athlete at random or if there is suspicion of drug use.

Consequences for Illegal Substance Infractions:

- *1st violation* – 21-day suspension from interscholastic competitions. Seven (7) days may be waived depending on self-reporting and/or if student-athlete participates in a legitimate substance abuse course. It is the responsibility of parents/guardians to arrange for course.
- *2nd violation* – The student-athlete will be suspended from any athletic participation for one year.
- *3rd or more violations* -- The student-athlete will not be allowed to participate in athletics at VCHS.

SAFETY

Coaches carry medical forms for all players to all contests and have them accessible at all practices. Coaches are trained in basic first aid. If an accident or injury occurs, the Coach should notify the Activities' Director within 24 hours and submit an accident report within 3 days. If the injury is serious enough, it may warrant calling EMS. If this occurs, the Coach will try to reach the parents immediately. The Coach will remain with the student-athlete until EMS or parents arrive. If a student-athlete misses a practice due to injury or at the request of a physician, they should have a note of clearance by the physician before returning to practice.

First-aid treatment guidelines to be followed in case of injury:

- Treat for life first, but respect other injuries. If in doubt, do not move victim. (Monitor vital signs, be prepared to administer CPR, activate EMS, treat life threatening injuries and shock, keep victim lying down.)
- For general injuries, remember RICE: **Rest, Ice, Compression, Elevation**
- For bleeding: Use a barrier (latex glove), direct pressure, elevation, pressure points (arm/thigh), and bandage.
- If necessary, activate EMS and give the following information: Location of emergency, phone number you are calling from, what happened, number of people involved, what action is being done.
- Emergency Action Principles:
 - Survey the scene -- Is it safe?
 - Perform a primary survey -- Check for unresponsiveness, airway, breathing, circulation.
 - Phone EMS.

- Perform a secondary survey -- interview (what happened), vital signs (breathing, pulse, and temperature), and head-to-toe exam.

TRANSPORTATION

All student-athletes must ride with team to all away contests on school provided buses. They are also expected to ride home with the team. With prior permission from the Coach, parents may drive their child home from away contests. Student-athletes may ride home with adults other than their parents **only** with a signed note specifying by name the adult. At no time will a student be allowed to ride home from an away contest with a student driver (including siblings). Coaches have the right to require student-athletes to ride home with team from all away contests to promote team unity. Student-athletes who do not follow a Coach's policy may lose playing time.

UNIFORMS & EQUIPMENT

School property assigned on loan to student-athletes is to be used for that particular sport and season and only at practices, meets, matches, and games. Uniforms are only to be worn in games—not practices. They are not to be used during the regular school day or in PE unless prior permission is granted by the Coach and Activities' Director. Student-athletes are responsible for the care, maintenance, and cleaning of uniforms and equipment. Equipment and uniforms are to be returned clean to the Coach within 7 days of the completion of the season. Student-athletes who do not turn them in by this time will not be allowed to participate in the next sport until they are returned. If they are not participating in a sport, they will be assigned detention until they return the materials. Uniforms and equipment that are lost, stolen, or damaged are the responsibility of the student-athlete to whom they were issued. Payment for replacement costs will be expected within a timely manner.

WEIGHT ROOM & GYM USE

The weight room and gym are off limits to students unless they are accompanied by an authorized VCHS employee. When athletes are permitted to use the Center, they are expected to keep food and drinks (the only exception would be water during practice) out of the facilities, treat the areas with respect, and return all equipment to its proper storage area when finished. (Example: Return weights and balls to their appropriate racks or bins.)

PRACTICES/TRYOUTS

All student-athletes must have 10 days of practice prior to participating in their first interscholastic competition. It is the responsibility of the student-athlete to listen and know when tryouts will take place. This information will be announced during regular school announcements at least one week prior to the first tryout date.

PUBLIC RELATIONS

All Coaches should have information about their programs and athletes ready to release to the newspapers, radio, and television stations. This includes stats after each contest. A contact sheet with phone numbers to the Press-Tribune and Idaho Statesman will be provided to each Coach.

CLUB SPORTS

Club sports, such as AAU and club volleyball, are totally independent from teams at Victory Charter High School. Costs for student-athletes to play club sports are directly the responsibility of the student-athlete or parent. It is in direct violation of IHSAA rules for Victory to pay for any costs in any form towards these activities. It is also in direct violation for any student-athlete to participate in an organized league different from interscholastic leagues at the same time. This could result in the forfeiture of all VCHS games.

SCHEDULE CONFLICTS WITH OTHER SCHOOL COMMITMENTS

Athletes may request to miss a practice or game in order to participate in another academic or extra-curricular school activity. However, athletes must recognize that missed practices or games may result in reduced playing time in future contests.

PROCEDURES FOR VICTORY/LIBERTY ATHLETIC EVENTS

Teachers who work for both Victory and Liberty Charter Schools must be neutral spectators at any sporting event in which Victory and Liberty play each other. Therefore, these teachers will sit in a neutral area rather than choosing one section over another. Also, as Victory and Liberty students often have classes together and many have friendships that cross school lines, when their teams play each other, students from both schools will sit in the same section. This will continue to encourage the respect and support they show each other during the school day on into their extra-curricular activities. Both schools will be monitored at games by each school's Activities' Director.

CONCUSSIONS

What Is a Concussion?

A concussion is a type of traumatic brain injury (or TBI) caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging brain cells.

What Are Signs and Symptoms of Concussion?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If a student-athlete reports one or more symptoms of concussion after a bump, blow, or jolt to the head or body, he/she should be kept out of play the day of the injury. The student-athlete should only return to play with permission from a health care professional experienced in evaluating for concussions.

Athlete Reported Symptoms:

- Headache or “pressure” in the head
- Nausea or vomiting
- Dizziness or balance problems
- Blurry or double vision
- Sensitivity to light
- Sensitivity to noise

- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

Coach Observed Signs:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Cannot recall events prior to hit or fall
- Cannot recall events after hit or fall

Concussion Danger Signs:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student-athlete should receive immediate medical attention if after a bump, blow, or jolt to the head or body he/she exhibits any of the following danger signs:

- One pupil is larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (even briefly should be taken seriously)

What Should You Do If You Think Your Athlete Has a Concussion?

If you suspect that an student-athlete has a concussion, remove the student-athlete from play and seek medical attention. Keep the student-athlete out of play the day of the injury and until a health care professional experienced in evaluating for concussion says he/she is symptom free and it is okay to return to play. A student-athlete should be able to resume all normally scheduled academic activities without restrictions or the need for accommodation prior to receiving authorization to return to play by a qualified health care professional.

Rest is important to helping a student-athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on a computer, and playing video games, may cause concussion symptoms to reappear or get worse. After a concussion, returning

to sports and school is a gradual process that should be carefully managed and monitored by a health care professional.

Remember, concussions affect people differently. While most student-athletes with a concussion recover quickly and fully, some will have symptoms that last for days or even weeks. A more serious concussion can last for months or longer.

Why Should an Athlete Report Their Symptoms?

If a student-athlete has a concussion, his/her brain needs to heal. While a student-athlete's brain is still healing, he/she is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brain. They can even be fatal.

To learn more go to www.cdc.gov/concussion

**Victory Charter High School Athletic Handbook
Appendix/Forms**

VICTORY CHARTER HIGH SCHOOL

9779 Kris Jensen Lane
Nampa, ID 83686
(208) 448-9400

ATHLETIC PROGRAM PARTICIPANT RELEASE AND WAIVER FORM

Liability Release. I, _____, as parent or legal guardian of

_____, a student(s) (hereinafter "Student"), hereby grant the permission necessary to allow Student to participate in the Athletic Program conducted by Victory Charter High School. I, in my own behalf and on behalf of the Student, further agree to release and hold harmless Victory Charter School District 451, Victory Charter High School, the Idaho High School Activities Association, and all of the respective directors, officers, members, agents, representatives, and employees of Victory Charter School District 451, Victory Charter High School, and the Idaho High School Activities Association (hereinafter collectively "Releases") from any and all liability for negligence or any other claim judgment, loss, liability, cost, and expenses (including, without limitations, attorney's fees and costs) arising out of or connected with the Athletic Program, including any claim arising out of or connected with any illness or injury (minimal, serious, catastrophic and/or death) that the Student may incur or sustain while participating in the Athletic Program, all activities associated with the Program and while traveling to and from the activity site whether or not the activity actually occurs. I further expressly agree to indemnify and hold harmless Releases and Releases' heirs, successors, assigns, executors and administrators against loss from any further claims, demands or actions that may subsequently be brought by Student or by any other persons on the account of damages of any character resulting to Student in any way from the foregoing activities. I further agree to reimburse and to make good to Releases any loss, or costs Releases may have to pay as a result of such action, claim, or demand.

I, in my own behalf and on behalf of the Student, hereby warrant that I have read this Liability Release in its entirety and fully understand its contents. I, in my own behalf and on behalf of the Student am aware that this Liability Release releases from liability and contains an acknowledgment of my voluntary and knowing assumption of the risk of injury or illness. I, in my own behalf and on behalf of the Student, have signed this document voluntarily and of my own free will.

Medical Release: I acknowledge and agree, in my own behalf and on behalf of the Student, that such participation subjects Student, to possibility of physical illness or injury (minimal, serious, catastrophic and/or death) and that I, in my own behalf of the Student, acknowledge that the Student is assuming the risk of such illness or injury by participating in the Athletic Program. In the event of such illness or injury, I authorize Victory Charter High School to obtain necessary medical treatment for the Student and hereby, in my own behalf and on behalf of the Student, release and hold harmless Releases in the exercises of this authority. I further acknowledge and

understand that I will be responsible for any and all medical and related bills that may be incurred on behalf of the Student for any illness or injury that the Student may sustain while participating in the Athletic Program and while traveling to and from the sites for the Athletic Program Activities whether or not the Activity actually occurs.

I Represent, that any medication to which Student is allergic or medications that Student is currently taking are listed below.

Medications (if any) _____

Allergic to (if any) _____

I acknowledge that the Student suffers from the following medical conditions _____

I authorize the Athletic Program administrative staff, if necessary, to give Student non-prescription medicine (Tylenol, Benadryl, cold/allergy remedy, etc,) while participating in Athletic Program Activities.

Family Doctor _____ Phone Number _____

Insurance Company _____ Policy Number _____

Insurance Co. Address/Phone _____

Policyholder Name _____ Phone Number _____

Policyholder Address _____

Signature of Parent or Legal Guardian _____ Date _____

Relationship to Student _____

I, identified above as Student, acknowledge that I have read this Release and Waiver form.

Student-athlete Signature(s):

_____ Date _____

VICTORY CHARTER HIGH SCHOOL

Code of Conduct Agreement

I have read and understand the Victory Charter High School Code of Conduct and agree to abide by this policy. I agree to accept the consequences if I violate this policy in any manner. I realize that participating in athletics at Victory Charter High School is a privilege which may be revoked if I violate the Code of Conduct.

Parent/Guardian Signature(s) _____

Student-athlete Signature(s) _____

Date _____

VICTORY CHARTER HIGH SCHOOL

Concussion Information Acknowledgement

I, by signing below, hereby acknowledge that the Victory Charter School has provided me with the necessary and appropriate education on concussion as mandated under subsection 33-1625, Idaho Code. The education included appropriate guidelines that identified the signs and symptoms of concussion and head injury, and described the nature and risk of concussion and head injury in accordance with standards of the Centers for Disease Control and Prevention.

I acknowledge that in addition to receiving the education designated in the above paragraph, that I understand the nature of concussion, the signs and symptoms of concussion, and the risks of allowing a student-athlete to continue to play after sustaining a concussion.

Parent/Guardian Signature(s) _____

Student-athlete Signature(s) _____

Date _____

VICTORY CHARTER HIGH SCHOOL

Emergency Contact Form

The purpose of this form is to provide the coach/sponsor of the activity a means by which you can be reached in case of an emergency. Please list all children (grades 7-12) in your family that you anticipate will be participating in some activity this year. Please complete this entire page and sign at the bottom.

Student Name _____ Grade _____

Student Name _____ Grade _____

Student Name _____ Grade _____

Student Name _____ Grade _____

Parents/Guardians _____

Address _____

Home Phone # _____

Mother's Cell/Alternative Phone # _____

Father's Cell/Alternative Phone # _____

Student Cell Phone # _____

Student Cell Phone # _____

Student Cell Phone # _____

Student Cell Phone # _____

In the case of an emergency and we cannot reach a parent, whom shall we call?

Name _____ Phone _____

Name _____ Phone _____

In case of emergency and parents or persons designated above cannot be contacted, do school officials have permission to take the student to the hospital, and/or call for EMT's with an ambulance?

Yes _____ No _____ If No, please provide further instructions: _____

Parent Signature _____