

**EAST MOUNTAIN**



**ATHLETICS**

**East Mountain High School**  
*Timberwolves*  
**Student Athletic Handbook**  
**2019-2020**

## **Philosophy**

It is the feeling of the coaching staff and administration of East Mountain High School that being on an athletic team and representing our school should be a privilege. Our students should always do their part on and off the athletic field to generate pride for our teams and school. A team member is responsible for projecting an image which is positive and reflects on the total student body. Your actions, your general health habits, behavior, and sense of responsibility should be representative of the role of student leadership which you are undertaking.

In becoming a part of the athletic program, you have opened up a new avenue for yourself. You have the opportunity to meet new people from other schools, a chance to travel, display your skills in a spirit of competition, and enjoy the feeling of working together in an effort to achieve a common goal.

As school officials, we congratulate your decision and desire to belong to our athletic program. We hope that our athletic program will provide you with the success and development which will aid you in becoming a well-rounded individual. Good luck!

## **Subject to Change**

This handbook is subject to change without notice.

## **New Mexico Activities Association**

East Mountain High School is a member of the New Mexico Activities Association. The New Mexico Activities Association is the governing body for all extracurricular activities within the state. Most of the policies and procedures set forth within this handbook are directives from the NMAA. East Mountain High School follows the rules and regulations established in the NMAA Handbook, which is available at <http://www.nmact.org>.

## **Guidelines for Athletes**

- Remember that you are representing East Mountain High School and act accordingly.
- Display mutual respect at all times.
- Avoid showboating, unsportsmanlike gestures, and harassing opponents or officials.
- Concentrate on the game and take little notice of the audience.
- Cooperate with officials.
- Influence spectators by your good conduct.
- Display a concern and assist an opponent if the situation presents itself.
- Congratulate a team for their performance.
- Develop a desire to excel.

- Develop an acceptable attitude toward authority – be coachable and be willing to accept constructive criticism.
- Be a positive role model for all students in the classroom, on the field, court, track, and in the community.

### **Sportsmanship Code (Adapted from the NMAA Handbook)**

Participants are admired and respected and their behavior significantly influences the actions and behavior of spectators of all ages.

#### Guidelines

1. Be courteous to opponents, fans and cheerleaders.
2. Be representative in your behavior toward everyone present.
3. Respect and abide by the official's decision.
4. Exercise self-control at all times; never boo an official, coach, cheerleader or player.
5. Display character in your every action.
6. Learn to win with character and lose with dignity.
7. Display appreciation for a good performance or play regardless of the team.

#### Required Responsibilities

1. Accept and understand the seriousness of your role and the privilege of representing the school and community.
2. Learn the rules thoroughly and discuss them with parents, fans, fellow students and elementary students. This will assist all concerned to achieve a better understanding and appreciation of the game/contest/meet.
3. Cooperate with the interscholastic leaders, officials/judges and fellow participants to conduct a fair contest.
4. The captain may communicate with the officials/judges on the clarification of rules. It is his/her responsibility to communicate what was said back to his/her teammates and/or coach/advisor.
5. Always respect the official's judgment and interpretation of the rules. Never argue or make non-verbal gestures which indicate disagreement. This type of immature activity may incite undesirable behavior by teammates and/or spectators in the stands.
6. Congratulate opponents in a sincere manner following either victory or defeat. This is a true measure of character.
7. Demonstrate self-control at all times.
8. Treat opponents with the respect that is accorded guests or friends. Many lasting relationships may be developed from competitive situations.
9. Shake hands with opponents prior to the contest and wish them luck.
10. Try your utmost to win under the rules, and if you do not, provide the best possible challenge to your opponent.
11. Acknowledge your opponents with a handshake after the event.

#### Preventative Measures

1. Assist participants who are down to get on their feet.
2. Shake hands after an aggressive exchange.
3. Show concern for injured opponents and teammates.
4. Shake the opponent's hand if he/ she fouls out or extend congratulations when he/she is leaving the contest.

5. Be objective when communicating to the media about the event. Don't be controlled by your emotions.
6. Promote sportsmanship and your athletics positively whenever and wherever the opportunity is available.

Violation of responsibilities listed may result in imposing sanctions as determined by the Coach or EMHS Athletics Committee.

### **Unsportsmanlike Conduct by an Athlete**

When a referee or umpire ejects an East Mountain athlete for unsportsmanlike conduct in any interscholastic contest it will be handled in the following manner:

NMAA rules will be followed regarding ejections. The ejected player will write an essay regarding sportsmanship. In addition, the student will take the NFHS Sportsmanship course. The student must complete the course and print out the completion certificate. The certificate and essay will be turned in to the Principal.

On the first offense:

- A. During the conference, the consequences of a second offense will be explained, self-control will be stressed and a commitment on the part of the athlete will be obtained to see to it that this does not happen again. NMAA sanctions will also apply – including the essay and course as above.
- B. In addition to that listed in “A” above, the athlete will have to forfeit participation in the next contest. Depending on the severity of the offense, further disciplinary action may be administered.

On the second offense:

- A. NMAA sanctions will apply – which includes a meeting with designated members of the EMHS Athletics Committee, the student, parent and the NMAA director.
- B. In addition to that listed in “A” above, the athlete will be put on suspension and he/she would be required to forfeit a minimum of 2 contests and may include the rest of the season depending on the situation.

On the third offense:

- A. The athlete will be removed from athletic participation for 365 days.
- B. The athlete will be required to attend a meeting with the NMAA Executive Director or designee prior to further participation if applicable.

The athlete must adhere to the rules, procedures and consequences of each individual coach.

## **Parental Consent**

Each student who wishes to try out for an athletic team at East Mountain High School must have an athletic agreement form signed by his/her parent or guardian. This form must be on file with the office.

## **Physicals**

Each student who wished to try out for an athletic team at East Mountain High School must have a physical form on file which was taken after April 1 prior to the beginning of school. The students will not be allowed to practice or participate until a completed physical exam form is filed with the office. In addition, the NMAA concussion form needs to be signed and on file for each athlete. These forms are available on the East Mountain High School website.

## **Insurance**

Any student who wishes to participate in competitive athletics must satisfy the insurance requirements in one of the following manners:

- A. Student may have their own personal insurance.
- B. All students must be covered by insurance for catastrophic accident.

## **Athletic Fees**

East Mountain High School requires that each student who participates in athletics to pay a fee to East Mountain High School. This fee covers a portion of the cost of offering athletics, which includes the salary and benefits of the athletic staff, coaches' salaries, transportation, fees, uniforms, equipment and maintenance of our athletic facilities. The remainder of the cost of athletics not covered by the athletic fee comes from the school's operational budget. Please see the Athletic Fee Schedule for the exact amount of the fee for the current school year.

After tryouts have been completed, athletic fees will be collected. A minimum of ½ of the fee is due prior to the first official contest. The remainder will be due 4 weeks after the first contest. If a parent/guardian requests, a payment arrangement may be made. Regardless, the fee is expected to be paid in full before the halfway point of the current season.

One hundred percent of the fee must be paid in order to participate, and monies will not be refunded or transferred due to academic ineligibility, injury, or a personal decision to quit the team after the season begins. In addition, there will be no refunds given for any event outside the control of the school and athletic department.

A limited amount of financial assistance is available. An application form is available in the athletic or business office. Under special circumstances, credit for all or part of the fees may be given for a significant volunteer contribution to the athletic department. This includes, but is not limited to, organizing and working the concession stand during EMHS home games, being the scorekeeper for the season or volunteering as a coach. Arrangements must be made with athletic administration prior to the start of the season and must be performed by the participant as agreed, or the agreement will be rescinded by the athletic administration. A form can be obtained from the athletic or business office.

Foreign exchange students can participate in athletics at a reduced rate of ½ of the full athletic fee. They do not get a multiple sport reduction.

Athletes of EMHS school staff member (paid positions) can participate at a reduced rate of ½ the full athletic fee but may be asked to work at games in the concession stand, ticket table or other event. They do not get a multiple sport reduction.

### **Fundraising**

All fundraisers must be approved by the Athletics Committee prior to being initiated. This is to be fair to existing fundraisers, and to avoid groups or teams using similar strategies with the same businesses. All monies must be turned into the school to be deposited. The Business Office will credit each deposit to the appropriate team or group. It is strongly suggested that the coach account for all money turned in, and maintain a written record of funds raised.

Groups should not commit the school community to activities which impinge on instructional time or require inordinate amounts of time, effort or money. It is essential that activities, which use the name of the school or imply support of the school, adhere to the policies, procedures and financial safeguards normally expected of public bodies. For the protection of the groups and the school, adherence of all parent groups is necessary. School personnel must ensure that the guidelines are adequately distributed and implemented.

Please keep in mind that Title IX laws regarding equity between men's and women's athletics may limit the amount of supplementary fundraisers that can be authorized. Please consult with the Business Manager for more information.

### **Mandatory Parent Meeting**

Parents/guardians of athletes will be invited to a mandatory meeting before the beginning of the fall, winter and spring season. The purpose of this meeting will be to explain the rules of participation, eligibility requirements, and the coach's expectations of the athletes. A discussion of physical injury risk for the particular sport will also be held. If the student athlete and the parent/guardian are not present, they are responsible for the information provided at the meeting and may face suspension.

### **Try Outs**

In some circumstances, team cuts are necessary to keep team sizes manageable. Coaches are entrusted with the unenviable task of making tough decisions regarding selection and elimination of athletes. We hope that parents will understand that every student who tries out will not be selected to play on the team.

### **Age Eligibility Requirements**

Senior high students must not be 19 years of age prior to September 1<sup>st</sup> to be eligible.

### **Interscholastic Eligibility**

Eligibility is checked based on the following criteria for all NMAA sponsored Athletics and Activities that EMHS provides. Also, eligibility will be checked for EMHS clubs and groups that are missing

classes and competing or presenting with other schools. If a student is deemed ineligible, he/she will not be able miss school, travel or compete.

To be eligible to participate in athletics and/or activities sponsored by the New Mexico Activities Association, a student must be enrolled in a minimum of three 1.0 credit classes at EMHS prior to and during the term in which the sport/activity takes place. An exception to this rule are the A/B math classes. In this case a student may be enrolled in 2.5 credits. This includes all NMAA athletics and activities, whether the student participates at EMHS or their home district high school. Credit bearing study hall classes may be added for a fourth class, but do not meet requirements for being one of the three. Teacher's Aide is not an acceptable course to meet this requirement as it is not a credit bearing class. Any unusual schedule or credit situations should be directed to Athletic Administration for a determination. Students must enroll in courses at EMHS in order to meet the three 1.0 high school credit course requirements for NMAA sanctioned athletics and/or activities. Only with prior approval from the Principal may the student enroll in a dual credit or correspondence course to meet the three credit requirement. Students wishing to use an online or off-campus dual credit class to meet the three course minimum must have the approval of the Principal. Additionally, students using any dual credit class to meet the three class minimum must commit to completing the course, even if the athletic season is over. If a student enrolls in a dual credit course to meet the three class minimum and then subsequently withdraws/drops the course, the W will negatively affect the student's GPA (similar to a failed class). Additionally, the student will not be eligible to earn an athletic letter (for sports) or other honors as determined by school administration (for activities) for the season.

Students wishing to use an online correspondence course to meet the three course minimum must have the approval of the Principal. Students must complete the course(s) during the term in which the sport/activity takes place. If a student enrolls in a correspondence course to meet the three class minimum and then subsequently never completes the course, the incomplete grade will negatively affect the student's GPA (similar to a failed class). Additionally, failure to complete the course during the term will make the student not eligible to earn an athletic letter (for sports) or other honors as determined by school administration (for activities) for the season.

Students must also have established a 2.0 GPA or better during the most immediate grading period to be eligible for participation. Additionally, if the preceding grading period is a credit reporting semester grade, no "F's" are allowed for participation. At the six week progress reporting periods, eligibility may be determined using grades in the 60-69% range. Scores in this range will be determined as in progress and figured at 1.0 GPA points. This only applies at the 6 and 12 week reporting periods.

Grade reviews are conducted after each six-week grading period and determine eligibility for the next six week period. For fall participation, the grades and credit earned from the previous Spring Term will determine eligibility for the first six weeks of the Fall Term. A student may make up only 2 semester classes during summer school by earning a passing grade in that class. The replacement classes are required to be the exact course that was listed on the official transcript (i.e. AP English 11 must be replaced with AP English 11).

Home school students participating in NMAA athletics and/or activities through EMHS must meet the same or equivalent minimum academic requirements in order to be eligible for participation. Students transferring to EMHS from another high school must contact the Principal for more information on eligibility. Visit the NMAA website for more information on NMAA sponsored athletics and/or activities at <http://www.nmact.org/>.

A ninth grade student who has not previously competed in interscholastic sports at the high school level has his/her own open enrollment choice. If an 8th grader participated at any level of high school competition as an 8th grader, he/she has already made an open enrollment choice, which creates ineligibility for play at the 9th grade year. The student may compete without reference to his/her immediate or previous scholastic record in eighth grade (last grading period and/or semester, whichever is applicable). The first eligibility check in 9th grade (approximately mid-September) establishes the beginning of the scholarship requirements for this student. Completion of the Fall Term at EMHS continues the scholarship requirements for a student in 9th grade.

The Athletics Committee will check student-athlete grades each six-week grading period to determine the eligibility for each athlete for the next six weeks. Semester grades (not the term grades) will be used at the end of each eighteen week period.

The athletic department will look for the following:

- a) Did the athlete meet both requirements as stated above? If YES, then the student is eligible for the next 6 weeks. If NO, the student is ineligible for the next 6 weeks.
- b) The athletic administration is allowed by the NMAA a maximum seven days (4:00pm of the seventh day) after each grading period to perform the eligibility check. This buffer is not designed to be used to take advantage of an athlete when it is known he/she are academically ineligible.
- c) For further academic eligibility guidelines, the seek guidance from the EMHS Athletics Committee.

### **Grade Checks for Athletes**

Coaches will collaborate with the EMHS Athletics Committee to ensure that their athletes are being successful in the classroom. It is recommended that grade checks be administered during the preseason, season, and off-season periods of time. Monitoring grades throughout the school year can prevent an athlete from being declared academically ineligible during the season. **The Athletics Committee will check grades of each athlete in season on a regular basis and report back to coaches. Parents are encouraged to check their student-athlete's grades online on a regular basis and report back to coach any academic issues.** The coach is allowed to implement a more stringent grade check policy.

Students who are failing a course at the time of grade checks will be required to attend tutoring until the grade improves to passing. He/she can attend practice after tutoring. Missed practice, in any capacity, could affect playing time.

### **Athletics for Physical Education Credit Waiver**

East Mountain Policy I-112 Physical Education Equivalent Requirement is based on SB 122, which was signed into law on March 12, 2014.

The policy states:

*East Mountain High School defines one unit in physical education as a physical education program that meets state content and performance standards or participation in a full season of interscholastic sports sanctioned by the New Mexico Activities Association.*



The law and policy allows successful participation in an athletic season to count as one Physical Education credit at East Mountain High School. A grade of (P) will be awarded for 1.0 credit, but not contributing to the student's Grade Point Average.

The sports EMHS offers include: Baseball, Basketball, Cross Country, Golf, Soccer, Softball, Track & Field, and Volleyball. Other sports offered at local high schools within the student's participating district may also be counted.

The student who is seeking a Physical Education credit through participation in sports must try out, maintain eligibility, compete in over half (1/2) of teams contests, and complete the season in good standing with team, coach, and athletic guidelines as per NMAA and EMHS guidelines.

### **Behavior**

A student must be in good standing with the school concerning discipline. A student who is under suspension will not be eligible for participation.

For out of school suspension:

- Suspended for the day of infraction and out of school suspension day.
- If more than one day out of school suspension, the student will be suspended from activities the day of infraction and the days suspended.

For in-school suspension:

- Suspended from activities while in ISS.

Tardies and/or minor infractions:

- Suspension from activities is at the discretion of the principal.

If a student were suspended on a Friday, then he would be ineligible on that Friday and the rest of the weekend. Suspension is lifted at 8:00 a.m. the next school day.

### **School Attendance**

Students must be present in school all day, on the day of the contest. If a student is not present on a Friday and the contest is played on Saturday, then the athlete is not eligible for that contest. If a school administrator is notified of a prior doctor's appointment, professional appointment, or a verified emergency, then the student would be eligible for participation.

On days when school is cancelled for inclement weather, all practices and games are cancelled or postponed. Only under certain circumstances, to be determined by the principal and Athletics Committee, can games be played. This would most likely be a tournament game that cannot be rescheduled and the weather improves during the day.

## **Practice Attendance**

It is important as athletes and team members that you are in attendance at all practice sessions where the skills to become real team winners are developed and the week's game plan takes shape.

Practice sessions are vital for both the student athlete and the team. For this reason, the student athlete should meet all attendance requirements designated in the NMAA handbook. It is the responsibility of the parent to notify the coach prior to an absence and to present valid reason for non-attendance. This should be made clear to all athletes and their parents at the beginning of the season.

Sunday practices or meetings of any kind are prohibited. The only exception to this rule is when EMHS varsity teams are involved in NMAA, District, or State tournament games, which are scheduled on Monday. In this instance, the team may hold practice on Sunday as long as the session does not exceed 60 minutes and begins after 12:00 noon. The Athletics Committee must approve these practices.

Students missing practice/events during school designated and recognized religious holidays will not be penalized by the coach.

Official practice starting dates are established by the NMAA for each sport. No practices or workouts before this date are mandatory.

## **Off-Season & Summer Participation**

Specific guidelines governing off-season and summer participation and coaching are thoroughly covered in the NMAA Handbook. A student will have the opportunity to try out for a team at the beginning of the regular season regardless of their participation in off-season or summer programs.

## **Travel to Away Contests**

East Mountain High School does not provide transportation to any contest or event that occurs within the city limits of Albuquerque, Santa Fe or areas within a 60 minute drive of the school. The school will provide transportation to away contests outside of this radius. Parents/guardians and the student will assume all legal responsibility and liability for the personal safety and actions of the student while the student is traveling to and from away contests when transportation is not provided by EMHS. Except where bus transportation is provided by EMHS, transportation is the responsibility of the athlete and his/her family.

When EMHS provides transportation for athletic contests, this is the only method of transportation allowed to and from events. With a signed Travel Release Form turned in 24 hours before the contest, coaches can release athletes to legal parents/guardians only after the contest is complete.

Under emergency circumstances only, the principal may approve travel to and from bused events. Parents/guardians must contact the principal for permission and present a completed and signed release form to the coach.

When traveling by East Mountain High School provided transportation, authorized numbers of student athletes, managers, coaches, cheerleaders, and trainers constitute the normal travel group. If necessary, administrative personnel or the principal's designee may travel with the team. All others are prohibited from riding in a bus transporting an athletic team (this includes coaches' wives and/or children and parents or siblings of athletes, etc.

On the occasion when the team bus returns to EMHS after 12 midnight on a school night, student-athletes will be excused from 1<sup>st</sup> period the next day. It is the responsibility of the student-athlete to check in with their 1<sup>st</sup> period teacher to obtain make-up work.

### **Overnight Travel**

On away trips each athlete is expected to travel and stay with the team. Students are not allowed to leave the bus at areas other than departure and arrival points.

The athletic office budgets a set amount for all away athletic trips. This budget does not include excursions or "field trip" activities beyond the planned traveling to and from the competition site and estimated time for the competition and eating. Therefore, activities which extend significantly beyond the normal time required for travel, competition and eating are not allowed. A fee of \$25 per night will be collected from each athlete for overnight trips. This fee must be paid in advance.

Parents and guardians should make arrangements with the school or the head coach prior to the trip if their son/daughter is not riding with the team from the event. **Only parents** may check out athletes from an event.

Overnight trips will require a form to be signed by the parent prior to leaving for the event. The completed form should be on file with the Athletics Committee.

### **Behavior on Trips**

As a representative of your team and school, your behavior must be of the highest caliber. As a team representative, you are looked upon to by the rest of the student body, your peers, fans, and coaches. It is, therefore important that you do not bring embarrassment to yourself, teammates, and your school. When you have visited another team's school, a feeling of good will should be left behind. Behavior for the entire team is each member's responsibility. Any damage done should be paid by the athlete. If the athlete is unable to pay, then the parents or guardians should be held liable.

### **Team Limits for Away Contests**

There will be times when a coach will not be able to take his/her entire squad on away trips. Each sport offered at East Mountain High School has a maximum traveling squad number which was adopted by the school. Only with the permission of the administration will the coach take more than what is allowed on away trips.

### **Care of Equipment**

In most sports, practice and/or game equipment will be issued to athletes. Athletes will be responsible for care and custody of all equipment issued to them.

All equipment will be returned when the athlete finished the sport either at the end of the season or upon dropping the sport. The student shall pay for any equipment not returned, and failure to pay for such equipment will cause the athlete to be ineligible to compete in the next sport season. Once fees and fines are paid in full, the athlete will become eligible to compete again.

The athlete will pay for equipment that is lost, or stolen or destroyed through the negligence of the athlete.

The cost of unreturned lost, stolen, or destroyed equipment will be determined by the coach and will be based on replacement cost of the equipment. New equipment will be issued only upon receipt of payment for lost article(s).

School owned equipment is to be worn only at scheduled practice or official contests.

Sale of equipment to students, whether new or used, is prohibited by law, and will not be permitted.

Uniforms must be turned in at the end of a season. Students will not be allowed to participate in another sport until all uniforms and/or equipment is turned in. In the event an item is lost, it must be paid for – before participating in another sport.

### **Theft of Equipment**

When theft of athletic equipment is discovered, the school will seek reimbursement from the culprit and appropriate disciplinary action will be taken

### **Lettering Requirement**

A student must be a team member in either an active or supportive nature throughout the entirety of the season to be eligible to receive a letter or certificate. Exceptions may be made in case of injury or if the coach feels that the student is deserving of an award. Standards for awarding letters should be based on such criteria as participation in games (quarters)/contests, meeting qualifying times, attendance and completion of the season in good standing. Each athlete should meet the following qualifications:

- Sportsmanship
- Cooperation
- Attendance at practice
- Participation in competition
- Attitude
- Character

Coaches will make managers and athletes aware of the criteria for lettering at the beginning of the season.

### **Athletic Awards and Certificates**

Once a student receives a chenille letter, then he/she will not receive another during their tenure at East Mountain High School. After receiving a chenille letter, the student will then receive bars, emblems, and a certificate indicating that he /she has lettered during a current or previous school year.

Awards presented to the athlete at the end of the **season or year** and paid for by the school are restricted to the following items:

- a. Chenille Letters - Athletes will receive only one letter per career. This applies to all sports.
- b. Sport Pins - A specific sport emblem will be awarded to the athlete the first year in which they letter in a particular sport.
- c. Letter Bar - A letter bar will be awarded to the athlete for the subsequent year(s) in which they letter in a particular sport.
- d. Letter Certificates - Athletes will receive letter certificates each year they letter.
- e. Participation Certificates - Will be provided for athletes who did not letter or who participated at the J.V. or C team level.

### **Year-End Athletic Awards**

The Athletics Committee select athletes for special end of the year awards to be announced at the end of the year. End of the year awards include the following:

\*Outstanding Senior Student-Athlete - Contributed with distinction to EMHS varsity athletics, demonstrated leadership, courage, and excellence during his/her entire career.

- Must have cumulative GPA above 3.0
- Leader on and off playing field.

\*Big Bad Timberwolf - This individual goes beyond the measure of any coach's expectation. This person shows dedication, leadership, stability, confidence, perseverance, heart and the will to never let anyone or anything stand in his/her way in order to succeed.

- Must have Year GPA above 3.0

\*Student-Athlete of the Year - Presented annually to the male and female student-athletes who best demonstrated the ability to achieve both academic and athletic excellence.

- Must be in 2 sports.
- Must have Year GPA above 3.0
- Leader on and off playing field.

Nomination forms for these committee awards will be made available to all coaches and will be reviewed towards the end of the spring term.

### **Suggested Training Habits**

Athletes who are going to commit themselves to the strenuous training and season of hard work should maintain the best possible physical condition so as to decrease the chance of injury and sickness. In doing this, the following health habits should be kept:

- A. Get plenty of sleep each night and preferable in the same time span.

- B. Have a well-balanced diet and consume three balanced meals daily. Do not skip meals and fill up on junk foods.

### **Substance Abuse and Tobacco Policy**

A copy of the EMHS Substance Abuse and Tobacco Policy is included with the physical forms. The athlete and their parents/guardians must sign this contract. The penalties for breaking this contract will be strictly enforced by East Mountain High School.

Students and parents should be aware that law enforcement will be notified and criminal charges could be filed. School sanctions will also apply. **Coaches - review these policies and penalties with athletes and parents before the start of your season!**

Offense #1: Student is immediately suspended from all participation at any level in a sport or activity. The student will be suspended from athletic and/or activity participation for a minimum of two weeks and must see the social worker for evaluation. The social worker, coach, Principal, and school disciplinarian will meet to determine the course of action. Next, the parents and athlete will be informed of the plan and potential for student to return to participation. The administration will later meet to determine if the athlete has met requirements and can return to participation, if applicable.

School discipline sanctions will also apply.

Offense #2: Student is immediately suspended from participation at any level in sport or activity. Student will be suspended from athletic and/or activity participation for the duration of the season, and may be suspended for the duration of the year. Social worker will make last recommendation to all involved parties for a final decision regarding student's participation in any extracurricular activities at EMHS. A decision will be made by the Principal, school disciplinarian, and Social Worker regarding the student's future participation in athletics.

After any offense a student may be put on a contract for further participation. This will be agreed upon by the Principal, Athlete, and Parent.

Interpretation:

- 1) Policy takes effect first day or organized practice regardless of sport or activity
- 2) Controlled Substance: any drug, alcohol, tobacco, e-cig, or intoxicant

### **Bullying**

Bullying behavior by any student is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. 'Bullying' means any repeated and pervasive written, verbal or electronic expression, physical act or gesture, or a pattern thereof, that is intended to cause distress upon one or more students in the school, on school grounds, in school vehicles, at a designated bus stop, or at school activities or sanctioned events. Bullying includes, but is not limited to, hazing, harassment, intimidation or menacing acts of a student which may, but need not to be based on the student's race, color, sex, ethnicity, national origin, religion, disability, age or sexual orientation that a reasonable person under the circumstances should know will have the effect of:

- Placing a student in reasonable fear of physical harm or damage to the student's property; or
- Physically harming a student or damaging a student's property; or
- Insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Students and parents may file verbal or written complaints concerning suspected bullying behavior to school personnel and administrators. Any report of suspected bullying behavior will be promptly reviewed. If acts of bullying are verified, prompt disciplinary action may be taken against the perpetrator, up to and including suspension and/or expulsion.

### **Team Member Dismissal**

There will be times when a student's behavior, attitude, and training violations will become intolerable. If it causes an adverse effect on the other team members, removal will become necessary for the good of the team. It is not the purpose of the coaching staff to provide measures to rid their athletic team of team members; the rule is to find avenues to best utilize the talents of all to pull in a common effort toward a winning cause. Removal from an athletic team will be left up to the discretion of each individual coach and will be reviewed by the school administration. It is the coach's responsibility to report any team member's dismissal from the team to the administration when this occurs.

### **Athletic Department Grievance Process**

If a student-athlete or parent has a suggestion, comment, question, or complaint regarding any issue with the team or coaching, the process to be followed is described below.\*

The goal, in keeping with the philosophies of EMHS Athletics, is to teach the student-athletes responsibility. Student-athletes should first bring issues on their own to their coach(es) when the time is appropriate (see below \*\*). If the student-athlete feels their coach has not properly resolved their issue, then they may next go to the Principal and request a meeting.

Parents/guardians, as much as possible, should not intervene and allow their son/daughter to be responsible and discuss issues with their coach(es) on their own. If a parent/guardian, though, feels they must intervene, they should first request a meeting with the head coach (and possibly assistant coaches) of their sport (see below \*\*). If they feel that the head coach has not resolved the issue after the meeting, then the parent/guardian can request a meeting with the Principal and the head coach present.

\*A grievance form, although not necessary all of the time, can be picked up from the Principal to be filled out to document the specifics of the grievance.

\*\*Meetings, as described above, should be at a time and place where all parties are present and comfortable to discuss and resolve the issues without interruption. Meetings should not be during practice, games, and immediately before or after games, where intense emotions may be present. They may take place over the phone, at school, a restaurant, etc. and should be either during the day or after a practice. The guidelines are that every party involved is present and feels comfortable to discuss the issues.

\*\*\*If a student or parent is not satisfied with the outcome of the grievance procedure after completing all steps as listed above, he/she may request a hearing with the East Mountain High School Governing Council. The GC President should be contacted to request a hearing.

Athletic Handbook Agreement

In signing this agreement, the student athlete and parent/guardian are taking full responsibility for reading and understanding all information in the Athletic Handbook. Also by signing, we agree to abide by all rules and regulations contained in the handbook.

\_\_\_\_\_  
Signature of Participant      Date

\_\_\_\_\_  
Signature of Parent/Guardian      Date