

LEMOORE HIGH SCHOOL



2018-2019

Parent/Student
Athletic Handbook

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LEMOORE UNION HIGH SCHOOL ATHLETIC PROGRAMS

Mission Statement

It is the mission of the Athletic Programs at Lemoore Union High School to provide student athletes with the opportunity to represent the school and compete interscholastically in a wide variety of sports. It is our goal that each student-athlete will learn self-discipline, skill acquisition, sports citizenship, commitment, and respect for teammates, opponents, and officials which will lead to and demonstrate membership in a quality community.

Pursuing Victory with Honor

Preamble

At its best, athletic competition can hold intrinsic value for our society. It is a symbol of a great ideal pursuing victory with honor.

The love of sports is deeply embedded in our national consciousness. The values of millions of participants and spectators are directly and dramatically influenced by the values conveyed by organized sports. Thus, sports are a major social force that shapes the quality and character of the American culture.

In the belief that the impact of sports can and should enhance the character and uplift the ethics of the nation, we seek to establish a framework of principles and a common language of values that can be adopted and practiced widely.

Purpose

The athletic programs at Lemoore High School are an integral part of the educational experience. All students are encouraged to participate in the athletic program at the level most challenging to them. The goals of the athletic program are as follows:

1. To provide an athletic program which is an integral part of the educational program
2. To field competitive teams within the West Yosemite League that brings pride to the Lemoore High School community
3. To develop realistic, but challenging individual and team goals
4. To develop respect and appreciation for teammates, coaches, opponents, and officials
5. To develop self-discipline and a commitment to personal and team excellence
6. To exhibit good sportsmanship at all athletic contests
7. To have a coordinated community based athletic program

Coaches will work with individuals and teams to promote good character and leadership. It is our goal to encourage all student-athletes to growth through competition. Coaches take great pride in our athletic programs and we want all players to experience the feeling of a job well done.

Objectives for Participants

1. To develop knowledge and appreciation for the sport
2. To develop proper conditioning for the sport
3. To develop skills and ability to the highest capacity
4. To expose players to social situations that help them learn about themselves and others
5. To develop integrity
6. To represent the school and community positively

California Interscholastic Federation

The purpose of the CIF is as follows:

1. To serve as an organization through which member high schools, mutually adopt rules and regulations for interscholastic athletic competition. Failure to follow the spirit and intent of CIF rules and regulations may result in the following penalties for our athletes and school:
 - a. Forfeiture of all league games and championships
 - b. Elimination of our school from playoffs for the particular sport
2. To cultivate more cordial and friendly relations among schools through ethical standards of sportsmanship.

3. To promote the acceptance of the Cardinal Principles and Code of Ethics of the CIF.
4. To promote equal opportunities for all youth, regardless of race, religion, sex or national origin.

CIF – Central Section Play-Offs

Pursuant to LUHSD board policy BP 61452) Lemoore High School athletic teams will only be eligible for CIF-Central Section Play-Offs if their league, Division or overall win/loss record is .500 or better.

Student Participation-CIF Code of Conduct Penalty

Student participation in athletic contests is a privilege. As a student athlete, you are expected to conduct yourself in an exemplary manner at all times. During participation in all CIF competition, a student/athlete or coach who is ejected or disqualified from participating in the remainder of said contest will be ineligible for the team's next contest. If an athlete or coach is ejected or disqualified from a second contest during the same season of sport for unsportsmanlike conduct, they will miss the next two CIF contests. A third ejection or disqualification during the same season of sport will be ineligible for all CIF contests for one calendar year. (365 days) In addition, any student who physically assaults a game or event official shall be banned from interscholastic athletics for the remainder of the student's interscholastic eligibility.

West Yosemite League

Lemoore High School is a charter member of the West Yosemite League. The schools that comprise the WYL include: El Diamante, Golden West, Hanford, Mt. Whitney, and Redwood. The management of this conference is conducted by the principals, and athletic directors of the member schools. Each school serves a term as the league representative to the Central Section CIF council.

As a member of the West Yosemite League, we are also responsible for following the constitution, by-laws, and sport regulation as established by the Executive Board of the West Yosemite League. The WYL constitution and sport regulation are continually being revised and up-dated. If there are problems with the constitution, by-laws, or sport regulations, it is imperative that the coaches, through their league representative, inform the Executive Board, so the problem can be addressed.

Risk Warning

Participating in competitive athletics may result in severe injury, including paralysis or death. Changes in rules, improved conditioning programs, modern equipment and medical coverage have reduced these risks. However, it is impossible to totally eliminate such incidents from occurring.

Players may reduce the chance of injury by obeying all safety rules in their sport, reporting all physical problems to their coaches, following a proper conditioning program, and inspecting their own equipment daily. Even if all of these requirements are met, a serious injury may occur.

Expectations of Athletes

Participation

Athletic is voluntary. Participating on a sport/team is a privilege which must be earned and is not a right.

With these privileges come responsibilities. Athletes must maintain the established standards of conduct of the LUHS District as defined in the Code of Ethics and CIF Code of Ethics **both on and off the field. All Lemoore Union High School District policies for students are applicable to athletic practices and competitions – including travel to and from such events.**

Behavior not becoming of a student/athlete can be cause for discipline from coach and or administration as well as possible dismissal from a team.

Student Code of Conduct

1. Understand that participation in sports is a privilege.
2. Place academic achievement as a high priority.
3. Know and play by the principles of Pursuing Victory with Honor
4. Respect all equipment and use it safely and appropriately.
5. Respect others and treat them as you would like to be treated

6. Cooperate with coaches, teammates and opponents
7. Don't argue with officials or complain about calls
8. Refrain from use of alcohol, tobacco, illegal and non-prescriptive drugs, anabolic steroids or any substance to increase physical development that is not approved by the United States Food and Drug Administration, Surgeon General of the United States of American Medical Association.
9. Not be involved in any form of hazing.
10. Win with class and lose with dignity

Athletics as Part of the Educational Program

Athletics is just one of many parts of the education process that is provided to students. The reason students are in school is to learn and therefore academics will always be a priority. Maintaining academic eligibility is the student's responsibility, not that of coaches or teachers. Participating in athletics and being on a team may mean sacrifices. The commitment an athlete makes to his/her team and coaches may require that choices be made and priorities kept.

Being a Team Member

Athletes learn many skills while participating in sports, but the most important skill is that of teamwork. All successful teams work together and pride themselves on teamwork.

Being Prepared to Participate

Athletes should be on time to practice, and be ready to listen and learn. Athletes should be prepared physically and mentally for the season. Off-season training includes taking care of one's body and mind at all times.

Conduct

1. On the field athletes will be respectful towards their teammates, coaches, opponents, officials and fans.
2. They will play by all the rules of the game at all times.
3. On campus, athletes will set an example of good citizenship.
4. They will help promote school spirit and be aware of their appearance and manner at all times.
5. In the classroom, athletes will show respect for teachers and fellow students.
6. Athletes must remember that they represent their team, school, and community at all times.

Expectations of Parents

Keeping Athletics in Perspective

1. Always emphasize academics as a priority.
2. Assist the student/athlete to use his/her time wisely so that athletics does not interfere with academics.
3. Use athletics as a way to teach children how to react and interact with other people.
4. Help son/daughter to understand that athletic ability varies from person to person; effort is just as important as natural ability.

Supporting Your Student/Athlete

1. Attend as many of your child's contests as possible.
2. Encourage both male and female participation.
3. Allow son/daughter to select a sport based on his/her perceived likes and abilities.
4. Provide a pressure-free environment regarding playing and scholarship expectations.
5. Help son/daughter by providing all of his/her medical needs and see that they have proper equipment when not provided by the school.
6. Stress the importance of the complete athlete, both mentally and physically.
7. Stress the importance of perseverance rather than quitting.

Supporting the Program

1. Parents should be supportive of the coaching staff.
2. Parents should attend all meetings requested by coaches.
3. Support the coach's preparation plan. Being on a successful team is important to your child.
4. Talk to your child frequently about how things are progressing with their sport.

5. Make arrangements to talk to the coaches privately and early about any problems that might materialize.
6. Take into consideration practice and games when planning family events.
7. Understand the needs of particular sports. Every sport has different demands of time and preparation.
8. Support the district policy of no profanity, alcohol, illegal drugs, or tobacco.
9. Model positive behavior towards everyone at all times.

Athlete Training Rules and Regulations

Athletic Eligibility

In order to be eligible for try-outs, practices and/or athletic contests, an athlete must:

1. Have a physical card on file that has been signed by a doctor and parent
2. Be a full-time student at Lemoore High School (at least 5 of the 7 periods)
3. Have a signed copy of the training rules on file in the bookkeeper's office.
4. Meet residence requirements as specified by the CIF.
5. Be clear of any suspensions as outlined in the Training Rules.
6. Students must be in school, attending all classes, the day of an activity in order to participate in the activity (game, practice, rehearsal, etc.), unless otherwise arranged in advance with the Principal or Assistant Principal. It is the responsibility of the student to self-report absences to the coach/advisor (it is NOT the responsibility of the Coach or Advisor to monitor student absences). Students who violate this expectation will be subject to disciplinary consequences, including dismissal from an athletic team.
7. 2.0 GPA to compete in an athletic contest.
8. Have all uniforms turned in from previous sport.
9. All appropriate bills must be paid to the LHS Bookkeeper.
10. Recommend that you purchase an ASB card.

Team Discipline Policies

1. Each head coach will set his/her own team rules. Coaches can enforce a stricter discipline policy.
2. Rules and Policies will be written out and given to parents to sign as consent.
 - a. Head coaches will keep all signed rules and policies on file for reference.
 - b. Rules and policies will be turned into the athletic director prior to the start of the season.
3. Coaches will meet with parents to cover expectation of rules, policies and behavior of students/parents at the start of the season.
4. Athletes must maintain the established standards of conduct of the LUHS District as defined in the Code of Ethics and CIF Code of Ethics **both on and off the field.**

School Discipline Policies

LUHSD discipline policies are applicable to all student/athletes. If an athlete has been involved in a violation of school policies, it can and will affect the student/athlete. Anytime there is a school-sponsored activity it is considered part of the school year. Summer time and vacation periods are considered "School Year" when school sponsored, school supervised gathering or trips are taken.

Suspensions

Students that are suspended are not eligible to compete during the suspension including any weekend activities. Any athlete receiving a multiple day suspension may be removed from a team. An athlete receiving more than one multiple day suspension during a season of sport will be removed from the team for the remainder of that sport.

Grounds for Expulsion/Suspension

Expellable offenses are detailed in Education Code 48900 and in Lemoore High School District Board Policy 5144.1 and Administrative Regulation 5144.1.

California Education Code §48900

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
(2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
 - (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
 - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
 - (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
 - (2) (A) "Electronic act" means the creation and transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - (i) A message, text, sound, or image.
 - (ii) A post on a social network Internet Web site, including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

(s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:

(1) While on school grounds.

(2) While going to or coming from school.

(3) During the lunch period whether on or off the campus.

(4) During, or while going to or coming from, a school-sponsored activity.

Athletes may be removed from a team for any of the above offenses.

Athletes Quitting a Sport

The head coach may or may not allow a player that has quit the team to return. Athletes who quit a team may lose all rights of a team member including awards or post season honors.

1. Athletes quitting a sport prior to the scrimmage can continue to another sport without penalty.
2. Any athlete that quits a sport after the scrimmage will have to miss the same percentage of the season of their next sport
 - a. If athletes quit after 10% of the scheduled games are completed, the athlete must miss 10% of the next sport.
 - b. If there is a special circumstance, the player, head coach, and athletic director will meet to determine a suitable decision.
3. An appeal can be made to the principal and the athletic director.
4. If an athlete quits during a spring sport, the penalty will be enforced the next school year.
5. It is the student/athlete's responsibility to communicate to the head coach, his/her intention to quit the team. If the athlete fails to attend practices or games, and does not inform the coach, he/she will be presumed no longer on the team.

Alcohol: Possession and Consumption

1. First violation: Suspension from practice and competition for 45 school days. The athlete is to be referred to counseling and guidance program.
2. Second violation: If second violation occurs in the same school year, the athlete will not be allowed to participate in any athletic program at LUHS.
3. School policy for alcohol is also applied.

Drug Policy

1. First violation: Suspension from practice and competition for 45 school days. The athlete is to be referred to counseling and guidance program.
2. Second violation: If second violation occurs in the same school year, the athlete will not be allowed to participate in any athletic program at LUHS.
3. School policy for drugs is also applied.

Tobacco

1. First violation: Suspension from practice and competition for 5 school days. The coach will discuss the effects of smoking and/or chewing with the suspended athlete. The athlete, while suspended from athletic contest, must attend all practices, and must be with the team during athletic contests.
2. Second violation: Suspension from practice and competition for 45 school days.

3. School policy for tobacco is also applied.

Anabolic Steroids

Warning: Use of steroids to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height, cause heart disease, stroke, and damaged liver function. Men and women using steroids may develop fertility problems, personality changes, and acne. Men can also experience premature balding and development of breast tissue. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use, or exchange of anabolic steroids. Anabolic steroids are an illegal drug and anyone in possession of or found using them will be subject to the drug policy previously listed.

Under no circumstances will personnel at LHS ever condone the use of performance enhancing drugs or steroids

1. First violation: Suspension from practice and competition for 45 school days. The athlete is to be referred to counseling and guidance program.
2. Second violation: If second violation occurs in the same school year, the athlete will not be allowed to participate in any athletic program at LUHS.
3. School policy for drugs is also applied.

Unsportsmanlike Conduct

Unsportsmanlike conduct will not be tolerated. There are two categories of unsportsmanlike conduct:

1. Minor:
 - a. First violation: Athlete suspended for one week from athletic contest. Head coach and athletic director will counsel athlete.
 - b. Second violation: Athlete is suspended from team for remainder of the season.
 - c. Third violation: Athlete will not be allowed to participate in any athletic programs at LUHS.
2. Major: Violations of this type will result in removal from the team
 - a. Abusive language or obscene gesture towards any Lemoore High Coach, opposing coaches, fans, officials or bus driver.
 - b. Stealing from teammates or opposing teams.

Academic Standards

1. Any student entering from the eighth grade into a CIF four-year high school must have 2.0 GPA at the last quarter of the 8th grade year to be scholastically eligible. A probationary period of six weeks is provided for those 8th graders who do not meet the 2.0 GPA requirements the preceding quarter. Students are eligible during the probationary period. A student must have 2.0 GPA at the end of the probationary period in order to be eligible the subsequent quarter.
2. Transfer students must have passed at least 20 semester periods of work at the completion of the last regular grading period with a 2.0 GPA.
3. Lemoore High School students must have a 2.0 GPA in seven subjects at the end of each six-week grading period in order to be eligible the subsequent six weeks. Eligibility will be determined at the end of each six-week period.
4. Eligibility is to be checked by the athletic director and coach as soon as the list is posted by the principal's office. The ineligibility policy becomes effective immediately upon distribution to the coaches and teachers.
5. An athlete that is ineligible may not travel with the team to an away contest.
6. The extracurricular activity eligibility policy will be applied for each six-week progress or semester grading period.

Home and Hospital

Students that are enrolled in and home and hospital program are NOT eligible to compete athletically until they return to regular classes at Lemoore High School

Summer School and Eligibility

All athletes must have a 2.0 GPA in order to compete in athletics while at Lemoore High School. All student grade point averages are compiled on a 4.0 scale. There are no provisions for granting bonus points for Honors, Advanced Placement or college classes.

Student Athletes that are ineligible as a result of spring semester grades may include courses taken in the following summer session in the recalculation of their eligibility along with the last grading period grades. Courses taken in the summer will be added to the courses of the proceeding grading period and the grade point average will be recalculated. Summer school grades can never replace a grade that was previously earned in a class.

Summer school credits can only be counted toward making up deficiencies incurred in the grading period immediately preceding. Students can only use two courses during summer school to help with the recalculation of eligibility. Summer school grades shall not impair an athlete's scholastic eligibility achieved in the grading period immediately preceding.

If a student uses summer school to recalculate his/her grade point average, he/she will be required to pick up a form from the counseling office, complete the form, and return it to the registrar. It is the student's responsibility to complete the form and have his/her GPA recalculated.

Eligibility and Team Rosters

1. It is the responsibility of the head coach to check the eligibility of athletes each grading period.
2. It is the responsibility of the head coach to turn into the athletic director, an alphabetical list of his/her team two weeks prior to the first contest.

Transportation

- LUHSD will provide transportation to all scheduled contests during and after the school day.
- All students must ride school provided transportation to their scheduled contest. At the conclusion of the contest a player may ride home with parent as long as it is approved and documented with head coach.
- All weekend and Summer travel will be the responsibility of the athletic teams and programs. Coordination of travel will be the responsibility of the Head of each Sport.
- Pursuant to LUHSD Board Policy (BP 6145.2) Lemoore High School Athletic Teams will not travel outside of the CIF Central Section with the following exceptions:
 - Participation in CIF State or Regional Play-Offs
 - Special Permission may be granted by the site principal if all travel costs are covered by the specific team that would be travelling
- There will be no use of school buses to transport athletes to and from athletic contests within the Hanford Joint Union High School District. (Hanford, Hanford West & Sierra Pacific High School) Exceptions will be determined by the athletic director and the principal.

Use of private vehicles

Private vehicles being operated for district purpose must meet the following guidelines:

1. Driver must possess:
 - a. Valid CA driver's license
 - b. Minimum liability insurance as required by the State of CA
2. Number of passengers shall not exceed eight (8) including the driver. In no case shall the number of passengers exceed the number of seat belts.

General Transportation Conduct

It is recommended that a coach ride a bus that is full. The bus driver has control of the bus. If you have a disagreement with the driver, please contact the athletic director. Failure to follow the bus regulations can result in appropriate disciplinary action, which could include loss of bus privileges for athletes.

Appearance

You must display pride in your appearance by being well groomed and neatly dressed.

Language

Profanity will not be tolerated at any time

Meals

In some instances, the team may stop for either a pre-game or post-game meal. Please be prepared by bringing appropriate meal money or bringing your own snacks/meal. Athletes are expected to stay together as a group at all times.

Valuables

If you don't want to have it lost or stolen, don't bring it!!

Proper Behavior on the Bus

Proper behavior on the bus is expected, at all times, for the respect, safety and well-being of yourself and others.

1. Students are expected to conduct themselves in an orderly manner that would include:
 - a. Talking in normal tones.
 - b. Remain seated at all times.
 - c. Following verbal instructions from the driver and the coach.
 - d. Absolutely NO rough housing.
 - e. Only radios with headphones are allowed.
 - f. Students will keep hands and head inside the bus at all times.
 - g. Obscene language, literature, etc., is prohibited.
 - h. No eating or drinking on bus (unless permission is given by the bus driver).
 - i. All trash must be removed when exiting the bus.

Conduct and Behavior

As athletes, you are representing your team, school, community, parents and most importantly, yourself.

Expected Return Time

In order to avoid parent/guardian concern, please advise your parents/guardians of the approximate return time, along with the place that the bus will unload. Please have parents/guardians either waiting for students at school or expecting a phone call from students upon return to the school. The coach will give students access to a phone.

The coach is responsible for supervision until the parents/guardians arrive. Students will please stay in a well-lit area near the front of the Event Center, until released to parents/guardians.

Awards Policies and Procedures**Award and Letters**

An athlete must complete the season in favorable status in order to letter. Athletic letter "L" will only be awarded to participants that are on a varsity team. Additional Athletic letters can be purchased for \$15.00 at the bookkeeper's office.

Championship Awards

Championship Awards are the responsibility of the program (not the athletic department). The athletic department will order and bill the sports student body account for all championship patches and/or rings.

Award Policy

The Lemoore Student Body will provide the following awards to the athletic teams:

Varsity:	4 awards
J.V.:	3 awards
Freshman:	2 awards

However, if a Boosters Club or ASB Club run a Lemoore High School snack bar, awards will be paid by whoever ran the snack bar.

Awards & Quitting a Sport

Athletes who quit a team may lose all rights of a team member including, but not limited to, awards or post season honors.

Grievance Procedures

The grievance process is intended to address any concerns of alleged unfair treatment of athletes. It is our belief that a quick and honest discussion between all parties will result in the positive resolution for all concerned and an improvement in the atmosphere for both athletes and coaches.

Legitimate Grievances:

1. Mistreatment of athletes verbally, mentally or physically.
2. Any violation of an adopted code of ethics, conduct or expectations.

Non Legitimate Grievances:

1. Athletes not given enough playing time.
2. Athletes not playing the right position.
3. Strategies used by the coach.
4. Win/loss record of the team or coach.

Formal Grievance Process

It is the intent of the athletic department that all problems be resolved before coming to a formal grievance procedure. If after discussions with the student/parent and coach are unsuccessful, the following procedure and timeline should be followed:

- Step 1:** Any problem or concern with athletic staff is to first be discussed with the athletic director. Parent/Guardian must fill out Lemoore High School Athletic Incident Report. Forms can be picked up in the athletic or attendance office. There must be a complaint form filled out in order to proceed with a formal investigation.
- Step 2:** The Athletic Director will investigate the complaint by interviewing the athletes in question, coaches and the Head of the Sport.
- Step 3:** The results of the investigation will be reported to the Head of the Sport, the Principal and the parent/guardian with ten working days.



Lemoore Union High School District Athletic Incident Report



Name of AIR filer: _____
(First) (Last)

Home Address: _____
House/Apt. # (City) (Zip)

Phone Number _____
(Home) (Work) (Cell)

E-mail: _____

DATE STAMP

Does this AIR involve a student-athlete that you are the parent/guardian of? Y/N
If yes: Name: _____ Grade: _____ Sport: _____
If no, how are you involved?

Date of AIR Submission: _____	Date(s) of the incident(s): _____
Time of AIR Submission: _____	Who is the AIR being filed against? _____ _____ (Name) (Sport)

In the space provided below describe in detail the incident(s) in question. Specific details such as names, dates, locations, and times are necessary to conduct a successful investigation.

To my knowledge the information listed above is true and accurate. I request that an investigation take place according the standards set in the LUHSD Athletic Handbooks.

(Name Print): _____ (Signature) _____ (Date) _____ 14

Expectations of Coaches

Modeling

1. Because coaches' lives are open to public scrutiny, coaches should use good judgment in conducting their private and public lives.
2. Because impressionable youths many times imitate the actions of their coaches, these coaches should model exemplary behavior on and off the field, and encourage their athletes to do the same.
3. Coaches should instill in the athletes that they are all representing not only their school, but also their families and community as well.

Professionalism

1. Coaches behavior on and off the field should exemplify leadership, composure, discipline and integrity.
2. Coaches should allow every student a fair and equal opportunity to try out for the team without prejudice based on prior experiences.
3. Coaches should use caution and common sense in any physical contact with their athletes.
4. Coaches should not exert undue influence on athletes either to play one sport at the expense of another or to play on a club team.

Communication with Athletes

1. Coaches should communicate in a positive manner even when correcting or criticizing an athlete.
2. Coaches should emphasize team loyalty and effort, stressing the value of each individual's contribution toward the success of the team.
3. Coaches should assist students in setting realistic goals, then achieving them, one at a time.
4. Coaches should help each athlete to achieve his/her personal best.

Communications with Parents

Coaches should have a meeting prior to the season to:

1. Inform parents, orally and in writing, of practice hours and the schedule of games and tournaments.
2. To discuss with parents the various roles they might play in assisting in their student's success.

Coaches should be open and available to discuss a students' progress with his/her parent.

Communication with the Athletic Department

Coaches will have a seasonal meeting with the Athletic Director regarding the needs of the sport, i.e. inventory, equipment, budget, game scheduling and transportation.

Coaches will provide the Athletic Department with the following:

1. Team Roster
 - a. Check ineligibility.
 - b. Keep the AD informed of any additions/deletions to the roster.
2. Transportation Requirements
 - a. Dismissal and departure times of all games scheduled.
 - b. Any changes must be submitted at least 48 hrs from game time.
3. Game Scores
 - a. Please notify the AD of scores for all levels, either the day of or the next day after the completion of the event. Please submit this information via text/e-mail/voice mail or in person to either the AD or athletic secretary.
4. Practice Schedules.
 - a. Practice schedules are to be turned in prior to the beginning of the season, to the athletic department. A copy will then be forwarded to the facility scheduler.
 - b. If you do not turn in your practice schedule, this may result in unavailability and conflicts, with other activities that have been scheduled for the facility you wish to use.

Teaching Skills and Conditioning

1. Coaches should be knowledgeable and well trained in teaching the skills of the sport.
2. Coaches should physically condition their athletes before each season and teach techniques that enhance an athlete's safety.
3. Coaches should stress the necessity of athletes being in their best physical condition as a responsibility to themselves as well as to their team.

Priorities of Life

1. Coaches should remember that athletics are only part of a student's life and must be kept in a realistic balance with the demands of academics and one's family.
2. Coaches should teach the athletes to win with a sense of accomplishment and humility and to lose without excuses.

Creating a Successful Environment

1. Coaches should prepare themselves as students of the game.
2. Coaches should be positive and enthusiastic.
3. Coaches should develop a program that will attract students to the sport.
4. Coaches should make the sport competitively fun.

Duties and Responsibilities of the Athletic Director

The athletic director reports to and assists the principal in the supervision of coaches and others involved in the school athletic programs. The goal of the athletic director is to provide for overall leadership and coordination among the various sports to facilitate programs that provide student-athletes a quality educational experience. The duties and responsibilities include:

1. Responsible to the district superintendent and works under the direction of the high school principal.
2. Organizes, coordinates, and supervises the total athletic program.
3. Keeps the coaching staff informed of the current rules and regulations.
4. Represents Lemoore High School at league and CIF meetings.
5. Responsible for administrating all interscholastic policies and procedures, working within the framework of the rules and by-laws of CIF.
6. Evaluates coaching staff and makes recommendations on assignments to the principal.
7. Responsible for all recommendations for the improvement of adequate facilities.
8. Responsible for the development of all athletic schedules.
9. Determine ways to help support and finance the athletic program.
10. Make arrangements for all interscholastic events.
11. Orders all uniforms and equipment for athletic programs.
12. Attends and or arranges for proper supervision at athletic events.
13. Manages all league and playoff activities assigned to LHS.
14. Promotes LHS and the community.
15. Obtains officials, team physician, and security as required and assumes the general responsibility for the proper supervision of all home athletic events.
16. Verifies the eligibility of each athlete and administers the physical requirements for participation in each sport and confirms clearance with coaches.
17. Prepares and administers the athletic program budget.
18. Supervises the cleaning, storage, and care of all athletic equipment, along with maintaining an up-to-date inventory.
19. Arranges all details for visiting teams.
20. Arranges the facility practice schedules for the athletic programs.
21. Promotes and recognizes the programs for the athletes at LHS.
22. Works in partnership with the athletic and maintenance staff to provide a safe and suitable facility.

Duties and Responsibilities of Coaches at LHS

Coaches Certification

Any person interested in coaching at Lemoore High School must have all reports and paperwork into the district office and be approved by the school board before coaching or attending practices.

1. Any person who has been convicted of any violent or serious felony offense referred to in the Education Code 45122.1, a sex offense or any other offense involving a controlled substance or a DUI within the past 10 years will not be considered for a coaching position in the Lemoore Union High School District unless they have received a certificate of rehabilitation and pardon from the courts.
2. The District must have on file, a written statement from a nurse that the coach is free from tuberculosis or any other contagious disease.
3. Coaches must be knowledgeable and competent in the following:
 - a. Care and prevention of athletic injuries, basic first aid and emergency procedures.
 - b. Knowledge of child or adolescent psychology as it relates to sports participation.
 - c. Coaching knowledge and/or experience.
4. Coaches must have a valid CPR and First-Aid card.
5. All coaches must have a background check and have a live scan (fingerprints).
6. All coaches must be approved by the principal, athletic director and the Lemoore High School District Board of Trustees.
7. You must show proof of completion of Coaches Education from a certified CIF/ASEP coaching Education Program and proof of completion of an approved concussion education course.

Head Coaches Responsibilities

1. Carefully supervise all levels of their sports teams.
2. Inform their staff at all levels of the current rules and regulations pertaining to their sport.
3. Assist the athletic director in the following:
 - a. Placement of personnel.
 - b. Budgeting.
 - c. Scheduling.
 - d. Transportation.
 - e. Awards.
 - f. CIF and WYL advisory meetings.
 - g. Care, maintenance and preparation of facilities for practice and games.
4. Varsity head coaches are responsible for:
 - a. Inventory of equipment.
 - b. Issuing and receiving equipment.
 - c. Submitting equipment needs to the athletic director.
 - d. Care and maintenance of equipment.
 - e. Care and prevention of injuries.
5. Instruct all assistant coaches of their responsibilities.
6. Be responsible to the athletic director and principal for the total conduct of their sport.
7. Organize, oversee, and conduct all practice sessions.
8. Confirm clearance of all athletes in their program.
9. Make sure all team members understand training rules set by the district, school and team.
10. Report all rule violations to the athletic director.
11. Hold team members accountable for proper use and care of equipment.
12. Make sure team is properly supervised at all times.
13. Cooperate with media regarding publicity and information about their sport.
14. Keep statistics for school records.
15. Make sure team represents Lemoore High School properly during away contests.
16. Properly secure all doors and turn off lights when leaving facilities.

Assistant Coaches Responsibilities

1. Assistant coaches are assigned by head coach, with the approval of the athletic director, principal and board members.
2. Perform delegated duties set forth by the head coach.
3. Follow all school policies.
4. Assist in preparing facilities.
5. Help issue equipment, check equipment, and take inventory.
6. Assist in supervision

Duties of the Trainer

1. Work with team physician, athletic director, coaches, student-athletes and parents.
2. Supervise the training room.
3. Train and recruit student-trainers.
4. Report all serious injuries to the family doctor and athletic director. Do not diagnose and give medical treatment without consulting team physician or family doctor.
5. Maintain treatment and injury log.
6. Recommend to coach, an athletes return to practice or game. The doctor has final say in determining whether an athlete is able to participate after an injury.
7. Administer all first-aid and taping.
8. Be present at all home contests and work with athletic director on away events.
9. Be available during practices.

General Information

Weight training and Conditioning Programs

A coach may hold a weight training or conditioning program during the off-season. Weight room rules must be followed or privileges will be lost.

1. A coach must be present when the weight room is being used.
2. All weights must be put away neatly and all bars must be cleared.
3. Athletes should be dressed appropriately.
4. Lock weight room and turn out lights after each use.

Training Room

Please emphasize to athletes that the training room is a place for athletes needing care and or treatment of injuries. When the trainer is not in the room, please do not allow any students in the room.

The Media

It is the responsibility of the head coach to notify the local newspaper about the results of their team's contests.

Scheduling

The athletic director, with the help of the head coach, will set up the schedule for each sport. The majority of our scheduling is automatically accomplished by our league representatives. Do not make any firm commitments without checking with the athletic director. Transportation and facilities must first be checked out before confirmation is made.

The limitation on number of contests to be scheduled is set by CIF. In certain sports, it is the responsibility of the coach to keep track of the individual number of contests.

Releasing Athletes from Class

When athletes are to be excused from class to attend an athletic event, a list of the athletes traveling must be turned into the attendance office. Athletes are not be released more than 30 minutes before the bus is scheduled for departure or they may be released in between classes if it is deemed to have less interruption on instructional time. The Athletic Director is responsible for the release of athletes.

Tournaments

Varsity teams will be limited to two tournaments during their season of sport. JV and freshman teams will be limited to one tournament during their season of sport. If a team wishes to add additional tournaments or travel outside of the central section, it will be at the organization's expense.

All summer or extended season activities will be at the expense of the organization incurring the costs.

Travel will be covered for teams or individuals that have entered post-season play or have advanced to Area, State, or National competition.

Sporting Event Evacuation Plan

1. If you suspect that shots may be fired or hear shots being fired have all Students, Staff, Athletes, Coaches and Fans lie flat on the ground, cover their head with their arms and keep as low as possible, whether you are indoors or outdoors.
2. If the need arises to evacuate the Event, we will wait till the safest Evacuation Point has been determined.
3. We will exit to the safest Evacuation Point and we will wait further instruction.

LHS Stadium Emergency Evacuation Map

