

Athletic Handbook



Inman Jr. & Sr. High School
Unified School District #448
Inman, Kansas

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INMAN ATHLETIC DEPARTMENT

Forward

This handbook was compiled to acquaint all athletes, coaches, and patrons with the policies, philosophies, and practices of the USD 448 athletic program. It is necessary that each player and parent read and follow this handbook so that they may contribute their part to making the total program a success.

It is sincerely believed that the material in this book can be of valuable assistance in the enrichment of athletics in the USD 448 district.



Principal's Philosophy Statement

At the Junior High level, teaching a sport's fundamentals and learning how to play the game will be stressed. Emphasis will be placed on the enjoyment of the game, and each student will be given the opportunity to participate.

At the High School freshman and junior varsity levels, skill development will continue to be emphasized. Once again each student will be given the opportunity to participate.

At the High School varsity level, our main effort will be aimed at team discipline and cooperation and providing the student athlete the opportunity to win.

USD #448
Inman, Kansas

CODE OF ETHICS

THE PLAYER

1. Lives clean and plays hard. Plays for the love of the game.
2. Wins without boasting. Loses without excuses and never quits.
3. Respects officials and accepts their decisions without question or complaining.
4. Represents his or her school with honor and dignity at all times.

SCHOOL POLICY CONCERNING PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

Representing our school in extra-curricular activities is a privilege and honor. It also carries with it responsibility.

The standards and philosophy of a school are constantly reflected in that portion of the school's extra-curricular activities in which students represent the school before the general public. Therefore, it is of utmost importance that the philosophy, the aims and objectives, and the standards for participation in extra-curricular activities be compatible with the overall objectives of the school.

It is the philosophy of Inman Junior and Senior High School that extra-curricular activities, when maintained in proper balance with the academic program of the school are worthwhile, and participation by students in these activities is to be encouraged.

It is also the philosophy of this school that participation in those extra-curricular activities in which a student represents the school before the public are to be regarded as privileges and opportunities. The opportunity for participation is open to every student who consistently and conscientiously strives to adhere to the standards of participation, conduct, good grooming, and self-discipline as are required of groups representing Inman Junior and Senior High School.

In carrying out this policy, the school administration and all instructors responsible for extra-curricular activities in which students represent the school in public are to jointly develop standards of participation, conduct, good grooming, and self-discipline for participating students.

Those instructors responsible for an activity are to inform students of those standards at the time students indicate interest in participation.

Instructors, upon consultation with administration, are also responsible for dropping from their group students who indicate by their actions that they cannot or will not conform to the standards of the group.

Inasmuch as extra-curricular activities are often a reflection of the school to the public, it is important that students understand the importance of adherence to high standards outside of school as well as within school. If a student's actions and conduct outside of school are such that they do not reflect the standards of conduct expected of students representing Inman Junior and Senior High School, that student may be denied the right to report for an activity if there is strong indication that the student is incapable of adjusting to the required standards of participation.

ATTENDANCE

School attendance is the responsibility of each student and his/her parent(s). Daily class participation is an integral part of the educational process. All students will be unexcused unless excused by a parental phone call or note.

THE STUDENT MUST BE IN ATTENDANCE BY 10:00 AM AND THE ABSENCE MUST BE EXCUSED IN ORDER TO PARTICIPATE IN PRACTICE OF THE EXTRA-CURRICULAR ACTIVITY SCHEDULED FOR THAT DAY.

For more details on attendance, please refer to the student handbook.

ATHLETICS

Inman Junior High and High School are members of the Heart of America League for School Activities, a well-organized and highly competitive association of schools. Students are encouraged to participate in at least one inter-school sport during their stay in Junior and Senior high school. The athletic program is administered by well-trained and competent coaches. The overall objective of the athletic program is educative in that it furnishes experiences through which students are expected to receive training for life situations.

**KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION
ELIGIBILITY REQUIREMENTS**

Student Athletes are eligible to participate if:

1. The student is a bona fide undergraduate student in good standing.
2. The student's conduct and standard of sportsmanship is satisfactory and the student does not bring discredit to self or school.
3. The student is not 19 years of age (16, 15, or 14 for Junior High or Middle school students) on or before September 1 of the school year in which he/she competes.
4. The student has met the following semester requirements: A student shall not have more than two semesters of possible eligibility in grade seven and two semesters in grade eight. A student shall not have more than eight semesters of possible eligibility in grades nine through twelve, regardless of whether the ninth grade is included in junior high in a senior high school. NOTE: If a student does not participate or is ineligible due to transfer, scholarship, etc., the semester(s) during that period shall be counted toward the total number of semesters possible.
5. The student has passed five new subjects (those not previously passed) of unit weight in his/her last semester of attendance. (If the student is a first semester junior or senior high school student, you must have passed five new subjects (those not previously passed) of unit weight in their last semester of attendance.)
6. The student is enrolled and attending five new subjects (those not previously passed) of unit weight.
7. The student has not been in more than four seasons in one sport in a four-year high school, three seasons in a three-year high school or two seasons in a two-year high school.
8. The student has not engaged in outside athletic competition in the same sport while he/she is a member of a school squad. The student should consult their coach or principal before participating individually or on a team in any game, training session, or tryout conducted by an outside organization.
9. The student has passed an adequate physical examination by a practicing physician and have the written consent of his/her parents or legal guardian. (The completed form must be in the hands of the principal prior to the first practice.)
10. The student is regularly enrolled and in attendance not later than Monday of the fourth week of the semester in which you participate.

11. The student is a transfer student and has met the requirements of the Transfer Rule as explained on the Physical Examination form. The student shall contact the principal concerning this regulation.
12. The student shall not be a member of a fraternity or other organization prohibited by law or by the rules of KSHSAA.
13. The student has not competed under a false name.
14. The student has not competed for money or merchandise of intrinsic value, and has observed all other provisions of the Amateur and Awards Rules.
15. The student has complied with the Undue Influence Rule, which states: "The enrollment in a school, the transfer from one school to another, or the failure to transfer from one school to another because of undue influence by anyone connected, directly or indirectly (including alumni associations, booster groups, and similar organizations) with a member school, shall cause the student to forfeit eligibility for a period not to exceed 365 days. Such conduct shall also jeopardize the school's standing in the Association and shall result in such other actions as the Executive Board deems appropriate."
16. The student has not violated the Anti-Tryout and Private Instruction Rule, which states: "Students are eligible if they have not participated in training sessions or tryouts held by colleges or other outside agencies or organizations in the same sport while a member of a school athletic team."

This is a brief summary of important eligibility requirements. Consult your coach and principal on any questionable items. Read Amateur Rules carefully.

RULES AND REGULATIONS CONCERNING ACTIVITIES

Coaches, Faculty, and Administration should report any infraction of the rules to the head coach of the sport of which the student is a member. Upon receiving the report from the above mentioned people, the head coach of the activity involved will enforce the below:

Attitude

Athletics and activities are more than just showing up for a practice and then automatically expecting to participate in the next event. Students are expected to be dedicated, disciplined, and put team goals ahead of selfish interests (i.e. team success above seeing your name in the newspaper.)

Sportsmanship

Athletes are expected to be good sportsmen in the game as well as in the stands or on the bench.

Not Contributing to the TEAM or GROUP

In most cases we will follow a two-step procedure for these kinds of offenses: poor attitude, defiance of a coach, poor sportsmanship (i.e. a student is kicked out of a game), not making an honest effort (this is not an all-inclusive list):

1. First offense – The athlete or participant will not be allowed to participate in the next scheduled activity of the season. The coach may apply other discipline.
2. Second offense – The offender will be barred from participating in the activity for the balance of the school year.

GENERAL INFORMATION

1. Any senior that does not make the varsity team in the sport that they are participating in will be unable to suit up in the varsity or junior-varsity games. This will be a decision made by the coaching staff based on the player's ability and their contributions to the team. The player will be given the opportunity to continue practicing.
2. Each participant will be held financially responsible for damage beyond normal use or loss of equipment. The condition of the damaged or lost equipment and the cost of the replacement will determine the amount of financial obligation.
3. School equipment that is going to be loaned to a student over the summer or throughout a season must be approved by the principal so that a complete record may be kept of loaned equipment.
4. Any equipment or supplies purchased by the schools for resale to athletes must be paid for by the student before he can receive it. All money transactions will be handled through the office and the receipt will be used as proof of payment.
5. Any equipment that has become obsolete, outdated, worn out, or generally useless of its specific function shall not be given or sold to athletes without the express consent of the principal. Periodic reduction of obsolete equipment is necessary. The principal will be notified so that records will be kept of the type and quantity of equipment and date of disposition.

Locker Room

1. Safety should be stressed in the locker room.
2. No shoes with spikes or cleats are to be worn in the locker area.
3. The shower room should be kept clean at all times.

Practice

The start time for practice will be determined by the head coach. The activity buses will run at 5:45 pm at the beginning of each season until the first varsity game, and then it will run at 5:30 pm.

Injuries

You need to report all injuries to the head coach no matter how minor they may seem. The coach will then make the decision on treatment or referral to our trainer or to a doctor.

Spillage of Human Body Fluids

With HIV and HBV problems in our world today, the laws have now become very strict on how to handle blood situations and other human body fluids. Here are some guidelines that will help the players, trainers, managers, and coaches:

1. If you have an open sore, please cover it before practice or a match.
2. If you are bleeding, the people who will assist you will put on rubber gloves before they touch the wound.
3. If you have a fresh wound and can apply the gauze or the band-aid yourself, we would ask that you do so. Of course, we will be there for your support.
4. If you see blood, vomit, or any other human fluids, do not touch or attempt to clean it up. Get a coach, trainer, custodian, or someone who has access to the proper equipment to clean it up.
5. Do not use someone else's cup or any drinking utensil.

Sometimes it is overwhelming with all the rules and all the possibilities of just what **could** happen. But one also knows the key to all this is to be overly cautious. The universal rule is to treat all human spills as though they contain HIV and HBV. Use common sense in dealing with human body fluids.

Physicals

Students are required to have a physical form on file each year, signed by a physician, the student, and the parent/guardian. The parents or guardian must sign on both the front and back of the form. This form must be properly completed and signed before the student will be allowed to practice. Physical forms may be obtained at the Central Office during the summer months. Physical forms may be obtained at the IHS office during the school year.

Activity Transportation

Whenever students ride transportation to an activity provided by the school, they should also ride home on that transportation. Students representing Inman Jr./Sr. High School will be required to ride school transportation unless special permission is granted by administration. Exceptions to this policy shall be granted providing:

1. Parents notify the sponsor/coach in advance of a change of transportation plans. (Written notice needed.)
2. Parents speak personally with sponsor/coach at the site of the activity.

Parent-Coach Meeting

At the beginning of each season the parents and coaches will meet. The coaches will go over some items that are important to them as well as the meeting will give parents a chance to ask the coaches some questions.

Parent-Coach Communication

It is very important that there is good communication between parents and coaches. If there is a concern from either party, it is very important that the parents talk to the coach first and the coach also communicate with parents. Many times there is a misunderstanding that can be worked out with good communication between parents and coaches.

Student-Coach Communication

Student athletes should go to the coach and privately discuss any concern that they might have concerning their individual status with the team or the team as a whole. This should be done rather than publicly complain about the situation.

Activities Policy for Inclement Weather

- 1) On the days when there is inclement weather and school is not in session – this could be weekends, vacations days, and/or holidays – sponsors/coaches should have contact with the superintendent or his designee (building principal and/or activities director) as to whether practices or activities will be held. Dangerous weather conditions like icy roads, heavy snowfall, or blizzards are examples of reasons for canceling activities.
- 2) On days when school is in session and there is inclement weather, a decision will be made by 2:00 pm as to whether an activity will take place; a decision will be made after consultation with the other school(s) involved. If the activity is canceled, no practice will be held.
- 3) On days when school is canceled (either whole or part of the day), there will be no practices. Games or other activities scheduled on those days will be played or postponed by 2:00 pm after consultation with the other school(s) involved.
- 4) Those games or tournaments under the jurisdiction of the KSHSAA will be subject to their decision making process.

Individual Situations

There may be situations that come up throughout the season that each coach/sponsor will handle on an individual basis. (i.e. Ineligibility, late to practice, detentions – this is not an all-inclusive list.)

Dual Sports Participation Policy

A student who is interested in dual participation should talk to both coaches involved, and if he/she is still interested, he/she should contact the Athletic Director for a form. The form is found on page 11.

USD 448

Dual Sports Participation Policy

The Inman USD 448 Board of Education has approved dual participation for High School students. The sports in which a student may participate are listed below.

Fall: Football/Volleyball and Cross Country

Winter: Basketball

Spring: Baseball/Softball, Track, and or Golf.

The following guidelines will be used for this policy.

- A. Football, Volleyball, Basketball, Baseball, and Softball are the primary sports and if there are any scheduling conflicts the student athlete will participate in the primary sport.
- B. Students grades will be evaluated weekly and a drop in grades may contribute to dual sport participation being revoked.
- C. Participants will not be allowed to quit the primary sport to participate in Cross Country, Track or Golf.
- D. School administration and coaches have the final decision in any extenuating circumstances.

We understand the policy and agree to abide by the terms listed above.

Parent Signature

Date

Student Signature

Date

Primary Sport Coach Signature

Date

Dual Participation Sport Coach Signature

Date

SENIOR HIGH SCHOOL LETTER PROCEDURE

Any individual who letters in one or more activities will receive only one chenille letter. The first time an individual letters, he/she will receive a metal insignia and bar for each activity in which he/she earns the letter. Thereafter, he/she will receive only a bar for each additional year that he/she letters in the activity. Letter requirements are as follows:

Volleyball

Any student who completes the season and is in good standing with the school may receive a letter if he/she meets any of the following requirements:

- A. Participates in at least one-half of total number of varsity matches.
- B. Competes in volleyball for all four years.
- C. Due to injury or illness, a student may receive a letter at the discretion of the coach.
- D. Any contributing member that the coach feels should receive a letter but is not included in the above requirements.

Football

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participates in at least one-half of total number of varsity matches.
- B. Competes in football for all four years.
- C. Due to injury or illness, a student may receive a letter at the discretion of the coach.
- D. Any contributing member that the coach feels should receive a letter but is not included in the above requirements.

Basketball (Boys and Girls)

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participates in at least one-half of total number of varsity matches.
- B. Competes in basketball all four years.
- C. Due to injury or illness, a student may receive a letter at the discretion of the coach.
- D. Any contributing member that the coach feels should receive a letter but is not included in the above requirements.

Track (Boys and Girls)

Any student must accumulate 18 points. They must compete in all meets and events designated by the coach. The coach has the final prerogative. Points are awarded on the following basis:

- A. One point for participation per meet.
- B. One additional point for participating in 3 events per meet.
- C. Additional half point for participating in 4 events per meet.
- D. In meets with 5 teams or less, add the points earned by placing (Relays – $\frac{1}{4}$ total)
- E. In meets with 6 teams or more, double the points earned (Relays – $\frac{1}{2}$ total)
- F. Competes in track all four years.

Cheerleading

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participate in 95% of the total practices, games, and activities.
- B. Due to injury or illness, a student may receive a letter at the discretion of the coach/sponsor.
- C. Any contributing members that the coach feels should receive a letter but is not included in the above requirements.

Dance

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participate in 95% of the total practices, games, and activities.
- B. Due to injury or illness, a student may receive a letter at the discretion of the coach/sponsor.
- C. Any contributing members that the coach feels should receive a letter but is not included in the above requirements.

Golf

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participates in at least one-half of total number of varsity matches.
- B. Competes in golf all four years.
- C. Due to injury or illness, a student may receive a letter at the discretion of the coach.
- D. Any contributing member that the coach feels should receive a letter but is not included in the above requirements.

We use the Turkey Creek Golf course in McPherson for practice.

Softball

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participates in at least one-half of total number of varsity matches.
- B. Competes in softball all four years.
- C. Due to injury or illness, a student may receive a letter at the discretion of the coach.
- D. Any contributing member that the coach feels should receive a letter but is not included in the above requirements.

Baseball

Any student who completes the season and is in good standing with the school may receive a letter if they meet any one of the following requirements:

- A. Participates in at least one-half of total number of varsity matches.
- B. Competes in baseball all four years.
- C. Due to injury or illness, a student may receive a letter at the discretion of the coach.
- D. Any contributing member that the coach feels should receive a letter but is not included in the above requirements.

Cross Country

Any student who completes the season, is in good standing with the school, and competes in at least half of the varsity races the team attends during the season, may receive a letter if they meet any of the following requirements:

- A. The runner must average placing in the top 50 % of the total runners. The runner need not place in the top 50% in each race, but average being in the top 50%.
- B. The runner is a member of a team that qualifies for the State meet.
- C. An individual runner qualifies for the State meet.
- D. Due to injury or illness, a runner may receive a letter at the discretion of the coach.
- E. Competes in cross-country all four years.
- F. A runner may letter upon recommendation of the coach.