

Ardrossan Jr/Sr High School



Athletic Handbook
2016-2017

Contents

Philosophy	3
Athletic Department	3
Programs	3
Seasons of Play	4
Uniforms and Equipment	4
Transportation	5
School Bus	5
Volunteer (Parent/Private) Vehicle	5
Practice and Game Times	5
Guidelines for Student Athletes	6
Eligibility	6
Conduct	6
Injury	7
Commitment	7
Hazing	7
Guidelines for Coaches	7
Team Selection	9
Practices	9
Playing Time/Expectations	10
Communication	10
Sanctioned Absences and Early Dismissals	10
Awards	11
Activity Awards	11
Athlete of the Year – Male and Female	11

Philosophy

Ardrossan Jr/Sr High School recognizes that extracurricular athletics promotes sportsmanship, team building, good citizenship, high academic standards, and community responsibility. Extracurricular athletics provide an opportunity for students to explore their unique talents outside of the classroom setting. These activities demand a high level of commitment, excellence, and self motivation, which will help prepare students for the challenges they will meet outside the school community.

It is a privilege for students to participate in extracurricular athletics. Participation is voluntary and is not a requirement, nor an entitlement. Therefore, extra time and effort are required of those who participate. Since the reputation of the school is often judged by its extra-curricular programs, high standards must be maintained. Those who earn the privilege of representing Ardrossan Jr/Sr High School in extracurricular athletics are expected to accept greater responsibilities as school citizens.

Participation in extracurricular athletics is open to all students provided they meet the general requirements as outlined in this handbook, and any requirements specific to the activity of their choice.

Athletic Department

- o Athletic Director..... Kelly Ferguson/ Michael Gordulic
- o School AdministratorMJ Nam
- o Coordinating Council TreasurerShelly Zaharichuk

Programs

Students can participate at the Grade 7-9, Junior Varsity (Jr), and Senior Varsity (Sr) levels.

Jr Jr teams are open to students in the 7th and 8th grades, and Jr Sr teams are open to students in the 8th and 9th grades.

Junior Varsity teams are open to students in Grade 10 and Grade 11.

Senior Varsity teams compete in the most competitive leagues, and are comprised of the most accomplished players in Grade 10, 11, and 12.

Ardrossan Jr/Sr High School sponsors the following athletic activities:

Sport	Boys				Girls				Mixed			
	Gr 7,8 ,9	Jr	Int	Sr	Gr 7,8, 9	Jr	Int	Sr	Gr 7,8, 9	Jr	Int	Sr
Golf									•			
Football				•								
Cross Country	•	•	•	•	•	•	•	•				
Volleyball	•	•		•	•	•		•				
Basketball	•	•		•	•	•		•				
Curling												
Badminton	•			•	•			•				•
Baseball												
Softball												
Track & Field	•	•	•	•		•	•	•				
Archery	•				•							
Cheer					•	•	•	•				

Seasons of Play

The seasons of play have been established to protect the student athlete from being placed in a position of having sports seasons overlap. It is not desirable for a student athlete to have to attend practices and games for two or more sports on the same days. Therefore,

- Each activity may hold practices according to the Alberta Schools' Athletic Association (ASAA) seasons of play.
- The preceding activity has priority for practice times and games.
- The trailing activity may hold practices according to the ASAA seasons of play; however, these practices are not to include players of the preceding activity.
- Final cuts for the trailing activity occurs (minimum) 2 practices after the completion of the preceding activity.

Uniforms and Equipment

All uniforms will be provided by Ardrossan Jr/Sr High School.

Uniforms will be distributed by the coach or Athletic Director, whichever is the most practical.

Players will be responsible for the care and maintenance of uniforms while they are in their possession.

Players will be responsible for the cost of replacement of any uniform damaged or lost while in their possession.

All uniforms are to be cold water washed and hang dried. The exception shall be football uniforms which shall be distributed before, and collected after each game. Washing and maintenance shall be the responsibility of the athletic department or designate.

Teams may be provided equipment, specific to their activity. This equipment is owned by the school. The care and supervision of this equipment shall be the responsibility of the coach or their designate. This equipment is provided for team use, and not for use by the Physical Education department or public use.

Transportation

The transportation for league, invitational, zone, and/or provincial events may be handled in two fashions at the discretion of the coach. The preferred method of transportation is school buses.

School Bus

- The school owned buses must be booked through the bus binder or athletic department.

Volunteer (Parent/Private) Vehicle

- Players may transport themselves to events, only if they have the required forms filled out giving them parental consent.
- Family members may transport other immediate family members to events.
- Players may be transported to events by registered Volunteer Drivers, only if they have the required forms filled out giving them parental consent.
- Volunteer Driver forms are available from the school office or Athletic Director.

Practice and Game Times

All gym usage shall be booked through the Athletic Director.

League games and home tournaments have booking priority over practices.

Any activity under way shall have priority over the following season of play (e.g. volleyball over basketball)

There must be a coach or teacher present at all practices and games.

Coaches may request specific practice times. While all efforts will be made to accommodate requests, it shall be the priority of the Athletic Director to provide a practice schedule which is equitable to all teams in accordance with priorities.

The Athletic Director will create a practice schedule on a monthly basis. In some instances where seasons overlap it may be appropriate to develop a schedule on a weekly basis.

Coaches are encouraged to provide players and parents with individual copies of these schedules as they are available, and the Athletic Director shall place copies on his/her office door, as well as the respective locker rooms.

Guidelines for Student Athletes

Eligibility

To be eligible to participate, Grade 7,8,9 student athletes must meet eligibility requirements as outlined by the Elk Island Athletics Association.

To be eligible to participate, Grade 10, 11, and 12 students must meet eligibility requirements as set out by the ASAA.

Students must be in attendance for the day of a practice or game in order to participate in that practice or game. Legitimate reasons for an absence, which would allow a student to participate on the same day as the absence, are;

- o School Sanctioned Activities
- o Appointments with health professionals
- o Emergency Situations
- o Planned absence for personal or educational purposes that have been approved by the school administration.

Students who are absent from classes for a portion of the day due to illness are not eligible to participate by simply making it to the remaining portion of their classes. It may be considered unethical for a coach to practice or play a athlete who was ill earlier in the day. The effects of that illness may linger and present a potential health risk to the athlete, their teammates, and their opponents if the athlete practices or plays that same day.

An athlete under suspension from school is also suspended from participation in extracurricular activities, until such time as the student has been reinstated to classes.

Conduct

Student athletes are representatives and ambassadors of Ardrossan Jr/Sr High School, the community of Ardrossan, and Elk Island Public Schools.

Student athletes are expected to provide strong examples of leadership and citizenship both on and off the court/field of play, and both in and out of the classroom.

Team Before Self - Most sports are team games and although it is proper and even necessary to have personal objectives, it is paramount that each member of the Ardrossan Jr/Sr High School team possesses an unselfish attitude where team objectives are primary.

Regardless of when or where an athletic event occurs, it is a school sponsored activity. The use of tobacco, drugs, or alcohol is prohibited and shall be strictly enforced.

If a student athlete does not conduct himself or herself in a manner that reflects favorably on the school, the privilege of participation may be suspended or revoked by a coach/supervisor, the Athletic Director, or Principal.

Injury

Any student injured on or off the field of play, and requiring medical attention, must present a note from a physician before being eligible to practice or play again.

Commitment

Being a member of any school team is a privilege, which each athlete must earn. A key to earning that privilege is commitment to the team. Team success can only be achieved if all participants are committed. This type of commitment includes;

- o Attendance at all practices, games and team events.
- o Providing the coach with advance notice of absences from practices or games, and an explanation of that absence.

While it is acceptable for a student athlete to have a job, it is not reasonable to expect the coach to accept working as a legitimate reason for missing practice or a game.

Hazing

Hazing or negative initiation activities are prohibited by Ardrossan Jr/Sr High School. The planning, initiation of, or participation in such activities shall be

dealt with under the behavioral expectation of Bison athletics, and may lead to suspension or removal from a team and or school.

Guidelines for Coaching Staffs

The following guidelines are to be considered a code of conduct for Ardrossan Jr/Sr High School coaching staff.

The Coach is foremost a teacher. The chief objectives of school athletics are to build leaders and to develop athletic skills. Winning games is secondary to these objectives. Coaches who do not make a positive contribution to the total educational process are not meeting their obligations.

The Coach should always be regular and prompt in meeting assignments – practices, games and meetings.

The Coach should be diligent in attention to routine details. This includes getting in all reports when due, keeping necessary records, phoning in results, and forwarding any receipts when required.

The Coach should instill in the team an attitude of sportsmanship on and off the court, during the game and afterwards, in school and out.

The Coach should use acceptable language at all times. Vulgarity and profanity have no place on the athletic field or court, in the gym or in the classroom.

The Coach shall not use alcohol or non-prescription drugs in any form while with the team.

The Coach should, when faced with unpredicted disciplinary situations, let the common law prevail. Situations are to be assessed on a rational basis.

The Coach should accept the responsibility as a counselor to the athletes under her/his direction. The coach is in a unique position among all teaching staff in the relationship with the students. Many students complete their high school program because of, on part, of their interest in athletic participation and the influence of the coach. In this way, the coach can play a major role in the problems now confronting high schools in drop-out rates and related issues.

The Coach should be mindful of their position of guardianship entrusted by the athletes and their parents. While acting as a counselor to the athletes, there must also be a necessary social separation, so that over-familiarity or impropriety does not occur or is not perceived to have occurred.

The Coach should work to instill with their players respect for the officials, and establish that they alone shall discuss aspects of the game with the officials.

The Coach will respect the rights and feelings of other coaches and will never use tactics that take unfair advantage of others. The coach should be friendly and courteous at all times and never argue with an opposing coach in front of the team or spectators.

The Coach should teach the team to be respectful of and friendly towards opponents.

Team Selection

All activities are open to all students of Ardrossan Jr/Sr High School who meet the requirements of grade, gender, and general eligibility.

Coaches must conduct an open tryout, and may not make final cuts until after the second practice.

Final selections should be based on attitude, coachability, and skill.

Once the team has been selected, the coach must promptly submit a roster to the Athletic Director.

Practices

All practices will be scheduled by the Athletic Director.

Coaches should distribute a practice schedule to players and parents.

Coaches should do their utmost to adhere to the practice and game schedule, and any changes should go through the Athletic Director.

A change, addition, or cancellation to a game or practice should be made with as much advance notice as possible. Such changes may affect player and parent commitments and may have an effect on other teams.

Playing Time/Expectations

Ardrossan Jr/Sr High School participates in competitive leagues. As such, there will be few, if any instances where playing time for each player on the team will be equal. The amount of playing time may vary from game to game, or from week to week. Neither the player's grade nor prior years of playing experience with Ardrossan Jr/Sr High School's teams, will be a factor in determining playing time.

During the regular season, coaches are encouraged to consider the following recommendations for minimum playing time for athletes, but ultimately decisions regarding playing time shall be at the discretion of the coach.

Grade 7, 8.....	approximately 50%
Grade 9	approximately 40%
Junior Varsity.....	approximately 30%
Senior Varsity.	approximately 20%

For league, zone, and provincial playoffs there are no recommendations.

Communication

Clear communication between coach and player, player and parent, parent and coach, and between players is critical to avoid misunderstanding. This communication can be initiated and maintained in a number of ways:

- At the beginning of tryouts Coaches should provide a written statement of their philosophy, team goals, fees, and player expectations.
- Coaches should outline the process for communication. This process to apply to all parties, and can be outlined for all in a letter.
- Athletic directors will hold a pre-season meeting.

Sanctioned Absences and Early Dismissals

It is at times necessary for student athletes to be absent from classes, or to be released from the last class of the day prior to the end of the class. In these instances coaches are required to provide notice to all school staff.

Teacher-coaches or teacher-liaisons may do so at their own initiative, or request the Athletic Director to execute this task. Community based coaches shall inform the Athletic Director of the dates and times, and the Athletic Director shall be responsible to execute this task.

The notice may take the form of a hard copy to be distributed to all staff members or an e-mail to all staff members. The notice should be provided as early as possible, and must contain the following;

- A list of all students involved
- The date of the Sanctioned Absence
- Periods involved
- When appropriate, time of departure
- The event.

Awards

Each year in June, after the conclusion of all school sponsored athletic activities the Athletic Department will sponsor and host an "Annual Athletic Awards Day". At this evening individual activity awards as determined by the athletic department, and selected by the respective coaching staffs, shall be presented. In addition, the Athletes of the Year, as selected by a designated committee shall be presented.

Activity Awards

Respective coaches shall be responsible to submit to the Athletic Director, the names of the award recipients for the following awards, as well as making the Athletic Director aware of any team or individual accomplishments which

deserve recognition. Coaches may present only those awards listed, and may not present co-winners without the approval of the Athletic Director.

The activity awards to be presented are as follows;

- Heart and Soul Award
- Most Improved Player
- Iron Bison Award
- Most Valuable Player

Athlete of the Year – Male and Female

Determined by Athletic Department

Criteria:

1. Jr High- Grade 7, 8, or 9 student.
2. Sr High- Grade 10, 11, or 12 student.
3. Participated in a minimum of one extra-curricular activity, at the varsity level, listed below:

1. Cross Country
2. Volleyball
3. Basketball
4. Track and Field
5. Football
6. Soccer
7. Badminton
8. Archery
9. Cheer

1. The athlete should have demonstrated an above average degree of athletic ability in all activities he or she participated in.
2. The athlete should have “excelled” in one or more of those activities he or she participated in.
3. The athlete should have demonstrated leadership abilities on and off the court, field, course, or rink which has made him or her a respected individual in the eyes of the staff, fellow athletes, and the student body in general.
4. The athlete should have demonstrated athletic, personal, and sportsmanship abilities and qualities that have brought the pride and respect to himself/herself and Ardrossan Jr/Sr High School in the view of the community, opponents, and others (others referring to other schools, communities, administrators, and coaches).
5. The athlete should demonstrate to all a desire to better him/herself through athletics at Ardrossan Jr/Sr High School.
6. Above all, the athlete should be an example, or epitomize the type of athlete and individual who Ardrossan Jr/Sr High School strives to develop through the sponsorship of extra-curricular athletics.