

# Southwestern Jr.-Sr. High School Athletic Handbook 2018-19

## General Statement of Philosophy

Southwestern Jr.-Sr. High School's Athletic Department exists to provide the best opportunities for student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character. Our purpose is to provide an experience that is positive, memorable, and enjoyable and teaches some measure of responsibility to a team philosophy.

Participation in high school athletics is a privilege that carries with it hard work, dedication and reward. If a student is chosen to be a student athlete, he/she will be expected to follow the guidelines that are defined in this handbook and any additional rules that are directly connected to the team of which the athlete is a part.

## Athletic Council

The Athletic Council consists of: high school principal, athletic director, and the varsity coaches of all the sports offered at Southwestern Jr.-Sr. High School. This Council will be the governing body for the athletic department.

## Athletic Review Board

The Athletic Review Board will consist of: superintendent, school board member, high school principal, athletic director, (1) varsity coach, and the president of the athletic booster club. The purpose of this board is to hear a formal complaint filed by an athlete at Southwestern Jr.-Sr. High School. These complaints can be in reference to the athletic handbook or if a student has been denied participation. The athlete must file the complaint within five school days of being denied participation otherwise the denied participation will be in effect and cannot be challenged. Once the complaint has been filed the hearing shall be held within ten school days unless both parties agree to an extension.

## Student-Athlete Defined

A student-athlete at Southwestern Jr.-Sr. High School is defined as any student that is selected to a team that represents Southwestern Jr.-Sr. High School in an interscholastic competition and also includes any student that serves as a member of any cheerleading squad.

**Guidelines for Extra-Curricular Participation-This Athletic Handbook is in effect year round!**

## Physicals

All student athletes must have an athletic physical and an emergency consent form on file in the main office at the high school. Students will not be allowed to practice or play without a pre-participation physical, consent form, concussion information form, and a drug testing form on file in the office. **The physical must be dated after APRIL 1<sup>st</sup>.**

## Grade Policy

The following are requirements that an athlete must abide by in order to be eligible for athletic participation:

- a. The requirements set by the IHSAA for participation are:

To be eligible scholastically, students must have received passing grades at the end of their last grading period in school in at least 70% of the maximum number of full credit subjects that a student can take and must be currently enrolled in at least 70% of the maximum number of full credit subjects that a student can take. For Southwestern students, this would mean that they must be enrolled in at least 5 full credit subjects and they must pass 5 full credit subjects. If an athlete fails to meet the IHSAA requirement, then they will be ineligible until the next report card is issued. \*The athlete will be allowed to practice with the team during this period of ineligibility.

\*If student fails the last 9 weeks grading period of the school year (May) he will be ineligible for the following 9 weeks (Aug.).

- b. Additional requirements set forth by the Southwestern Jr.-Sr. High School Athletic Council:

To be eligible scholastically, an athlete may not have more than one "F" on their current report card. If an athlete fails to meet this requirement, then they will not be eligible to participate in any contests until mid-term of the next grading period. If the athlete is passing **ALL** subjects at mid-term, then they will be allowed to participate in athletic contests. However, if the athlete is not passing all classes at the mid-term, then they will remain ineligible until report cards are issued. Athletes will be allowed to practice with their team during the time they are ineligible.

\*Incompletes in any course will be treated as failing grades until the grade has been recorded. Incomplete Grades at the end of the semester may result in Failure for the Semester. Also, at the end of the 2<sup>nd</sup> and 4<sup>th</sup> grading periods, Semester Grades override the 9 weeks grade. That means if a student earns a D on the 9 weeks but earns an F for the semester, the student is failing that class for eligibility purposes.

## Policy concerning Unlawful Activity including, but not limited to Tobacco, Alcohol and other Drugs

- Possession or use of tobacco this includes e-cigarettes, alcohol or any other illegal or un-prescribed substance or narcotic will not be tolerated by Southwestern on or off school property as well as engaging in any activity forbidden by the laws of Indiana including misdemeanors or felonies. (Ex. Theft, battery, criminal mischief ...)
- After appropriate investigation and a determination that a student athlete has been found to be in possession, has consumed or has distributed an illegal drug, tobacco/e-cigarette, or alcohol in any form or has engaged in any activity forbidden by the laws of Indiana including misdemeanors or felonies will result in the following discipline.
  - a. 1<sup>st</sup> offense – Must be 30% of scheduled games (excluding IHSAA tournaments), if not – remaining penalty carries over to the athletes next athletic season.

- b. 2<sup>nd</sup> offense – Remainder of the current athletic season. If less than ½ of the scheduled games remain, the athlete will be suspended for 50% of their next athletic season.
- c. 3<sup>rd</sup> offense – 365 days!
- d. 4<sup>th</sup> offense – Athlete is not allowed to participate in any extra-curricular activities the remainder of his/her career at Southwestern Jr. / Sr. High School.
- e. ***An athlete must complete the season in which he/she was suspended in order for the penalty to be valid. Any athlete failing to meet the coaches requirements while serving his/her suspension can be referred to the athletic review board for immediate removal from that team, forcing the penalty to be served in their next sport season.***
  - This is a cumulative process from the athlete’s freshman year to their senior year.
  - 1 time honesty clause on their first offense only! If an athlete willingly admits guilt prior to an investigation, of their own free will. The penalty is reduced to 10% of the scheduled games (excluding IHSAA tournaments) and the athlete agrees to be drug tested for the remainder of the year, at the expense of their parents.
- f. Subject to forfeiture of any post-season awards.

\*Consumption of alcohol and/or illegal drugs **on school grounds** is an offense that is defined in the student handbook as grounds for expulsion from school.

### **Sports Season Participation**

Failure to comply with the following could result in the athlete being removed from one of the teams. Due to the growing amount of sports offered at Southwestern, athletes will be limited to no more than two sports during a single season. Exceptions to this rule must be approved by the Athletic Council prior to the start of the athletic season in question. However, the athlete must communicate to all team coaches that he or she is participating in multiple sports at the beginning of those seasons. **It is the responsibility of the athlete and all coaches involved to work together to plan for practice time, game participation, and which events take precedence in case of conflict.** In case of conflict, the following has taken place at Southwestern in the past.

For boys and girls: athlete must let coaches know of conflicts. Event of higher status would take precedence (Sectional vs. regular season). Games of equal status will need to be worked out by the athlete and both head coaches. The athlete will not be punished for missing an event for participating in another. However, the athlete should not expect to be a “starter” when missing the practice before a game.

If the athlete in question is also a cheerleader, the following will apply as well: A “cheerleader” will be expected to participate in her athletic team verses cheering at a particular event (i.e. she will play her basketball game rather than cheering for a boy’s game in times of conflict). Cheering for a team event takes precedence over being at practice for her athletic team (i.e. she will cheer for the boy’s game over being at basketball practice). In times of conflict with both (i.e. cheering for the basketball team she plays on) she will be expected to play basketball rather than cheering.

## Coaches' Team Rules

Rules concerning athletic participation after academic, drug related penalties, and engaging in activities forbidden by the laws of Indiana are outlined in an earlier section of this athletic handbook. No coach will have a policy stronger than that of Southwestern Jr. / Sr. High School. Coaches may have their own rules regarding player discipline and conduct in relationship to team activities or behavior at school. Athletes that are a member of a Southwestern team should remember that they represent Southwestern Jr. / Sr. High School and that they are to always conduct themselves in a manner that typifies good sportsmanship. Participation is a privilege and should be respected as such.

## Transportation

Southwestern Athletes are expected to ride the school provided transportation to and from athletic events. Southwestern does understand that under some circumstances it may be more practical for an athlete to ride home with a parent and the guidelines for such instances follow:

Southwestern Jr/Sr High School Athletics - If a parent would like to take an athlete home from an away contest, they must have permission from the coach (*preferably at least one or more days in advance*) in order to do so. Athletes may ride home with THEIR parents only, not with “a friend” or other athlete’s parent. The parent will have to ‘sign off’ on the student on the sheet coaches have. This is at the discretion of the Head Coach or designee. It is also at the discretion of the Head Coach or designee to waive this rule if a medical emergency/family situation should arise concerning a student’s family (ie. A family member is taken to the hospital and another relative such as an uncle takes the student with them.). Notification(s) should be completed in advance if possible, but sometimes this is not always possible.

Athletes that participate in a home event that is conducted off campus (Golf and Softball) must have permission from a legal guardian before they can drive or ride with another student to the assigned location.

Students missing school provided transportation as a result of discipline (detentions and/or Friday Night Schools) will not participate that evening. If the athlete travels to the game, he/she does so at their own risk, and will be spectator for the evening.

## Attendance

All student athletes must be in school the entire school day in order to participate in a game that evening. Students tardy to school without a valid excuse (doctor’s appointment, scheduled meetings, etc.) may not be eligible to participate that evening; **a parent note or call is not considered excused.** Athletes must provide proof of an appointment upon returning to school. Extenuating circumstances cleared by the Principal and/or Athletic Director can waive this rule (i.e. snow covered roads, car trouble, (late bus) etc.).

*(\* 1<sup>st</sup> incident: handled by coach)*

*(\* 2<sup>nd</sup> incident and beyond: handled by athletic director/principal)*

## Post-Season Awards

Awards are an integral part of any extra-curricular activity. They are given to signify outstanding achievement and a commitment to excellence. The purpose of these awards is to encourage participation in athletics and to recognize outstanding achievement. The following guidelines will be considered when assigning awards to an individual athlete.

1. An athlete must finish the season for which the award is to be given. In the case of an injury that ends the season of an athlete, he/she will be given special consideration by the athletic department.
2. **All equipment, including uniforms, must be turned in at the completion of the season, before an athlete will be eligible for an award.**
3. All awards will be based on the guidelines listed in this handbook and the decisions of the coaches for that sport.
4. In the event an athlete or a group of athletes cause(s) the season to end prematurely and/or the school, coach, or administration to be subject to any action from the IHSAA (i.e. Fine, probation, reprimand, warning) the athlete or group of athletes shall be subject to forfeiture of receiving post-season awards. Athletes that violate provisions under the unlawful activity, drug, alcohol, and tobacco sections of this manual shall also be subject to forfeiture of receiving post-season awards. An investigation will be conducted. Athletes not involved will be considered for all awards for a given sport regardless of grade and at the discretion of the coach/athletic director/administration.

\* Such actions include, but are not limited to those spelled out under the unlawful activity, alcohol, drug, and tobacco section(s) of this manual as well as other infractions including, but not limited to falsifying documents, "Senior Skip Day" which is not a school sponsored day and does count as an unexcused absence, or other actions that may not be spelled out in this manual, but are determined to be reasonable infractions warranting the forfeiture of receiving post-season awards. Such decisions will be at the discretion of the coach/athletic director/administration.

## Award System

### **Varsity Awards**

1 <sup>st</sup> Award	6" block "S", certificate, pin*, bar, jacket**
2nd - 7th Awards	Certificate and bar
8 <sup>th</sup> Award	Plaque, certificate and bar
9 <sup>th</sup> Award and on	Certificate and bar

\*Every athlete will receive a pin that is sport specific for the first varsity letter won in that sport.

\*\*An athlete will be eligible to purchase a letter jacket after they have earned their first letter.

(Athletes can turn in their metal bars for 'sew' on bars if they wish at no cost originally)

(Any pins/bars, outside of the originals awarded, will cost \$1 to be replaced)

### **Reserve Awards**

1 <sup>st</sup> Award earned	Numerals and Certificate
2 <sup>nd</sup> Award on	Certificate

### **Jr. High Awards**

All Awards	Certificate
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## **Varsity Managers Awards**

1<sup>st</sup> Award

6" block "S"

Additional Awards

Certificate

\*For a manager to earn a letter jacket, the student must receive 4 varsity letters as a manager. Manager letters do not count the same as athletic letters toward a jacket.

## **Transfer Students**

No more than 2 varsity letters may be transferred as a Sophomore.

No more than 3 varsity letters may be transferred as a Junior.

No more than 4 varsity letters may be transferred as a Senior.

## **Basis for Athletic Awards**

### **Baseball/Softball**

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve - Recommendation of the coach

### **Basketball**

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve – Recommendation of the coach.

Jr. High - Recommendation of the coach

### **Cheerleading**

Varsity –must finish the season and be recommended by the coach.

Reserve –must finish the season and be recommended by the coach.

Jr. High - must finish the season and be recommended by the coach.

### **Cross Country**

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve – Recommendation of the coach

Jr. High - Recommendation of the coach

### **Golf**

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve - Recommendation of the coach

### **Soccer**

Varsity - An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve – Recommendation of the coach.

### **Tennis**

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve – Recommendation of the coach

## Track

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve – Recommended by the coach

Jr. High - Recommendation of the coach

## Volleyball

Varsity – An athlete must dress in a minimum of 66% of the contests, certified for the state tournament, and recommended by the coach.

Reserve – Recommendation of the coach

Jr. High - Recommendation of the coach

## *Athletic Achievement Award*

### Baseball-Softball

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach. (All levels)

**Batting Champ** - Presented to the athlete with the highest batting average based on two at-bats per game. (Varsity)

**Golden Glove** – Presented on the recommendation of the coach. (Varsity)

**Most Improved Player Award** - Presented on the recommendation of the coach. (all levels)

### Basketball

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach.(all levels)

**Free Throw Award** - Presented to the athlete with the highest free throw percentage based upon a minimum of 25 att. per season for varsity and ten att. per season for all other levels. (all levels)

**Defensive Award** - Presented to the athlete who has shown outstanding defensive play during the season. (Varsity)

**Leading Rebounder** - Presented to the athlete with the most rebounds. (varsity)

**Assist Award** - Presented to the athlete with the most assists. (varsity)

**Field Goal Percentage Award** - Presented to the athlete who has the best field goal percentage during the season based upon a minimum of 3 attempts per game. (varsity)

**Most Improved Player Award** - Presented on the recommendation of the coach. (All levels)

### Cheerleading

**Captain's Star** - Athlete who has been selected as captain.

**Most Outstanding Cheerleader Award** – Presented to the cheerleader who displays outstanding cheerleading ability. Presented on the recommendation of the coach. (varsity)

**Sportsmanship Award** – Presented on the recommendation of the coach.(all Levels)

**Most Improved Cheerleader Award** - Presented on the recommendation of the coach.(varsity)

**Most Spirited** - Presented on the recommendation of the coach.(all levels)

## Cross Country

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach.(all levels)

**Leading Cross Country Scorer** - Presented to the athlete that scores the least points during the cross country season.(All levels)

**Most Improved Runner Award** - Presented on the recommendation of the coach.(all levels)

## Golf

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach.(Varsity)

**Medalist** - The player that has the lowest match average for the season, excluding tourneys. (Varsity)

**Putting Award** – Presented on the recommendation of the coach (Varsity)

**Most Improved Player Award** - Presented on the recommendation of the coach. (Varsity)

## Soccer

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship** – Presented on the recommendation of the coach. (all levels)

**Most Valuable Offensive Player** – Presented to the athlete who is the best offensive player by recommendation of the coach. (all levels)

**Most Valuable Defensive Player** – Presented to the athlete who is the best defensive player by recommendation of the coach. (all levels)

**Most Improved Player** – Presented on the recommendation of the coach. (all levels)

## Tennis

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach. (All levels)

**Most Improved Player Award** - Presented on the recommendation of the coach. (Varsity)

**Most Wins** – Presented to the singles player or doubles team with the most wins for the season. (Varsity)

## Track

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach (all levels).

**Leading Track Scorer** - Presented to the athlete who scores the most points during the track season (all levels).

**Most Improved Award** - Presented on the recommendation of the coach (all levels).

**Field Event Award** - Athlete with the most points in their respective field events.

**Sprinter Award** - Sprinter (400 or less) with the most points in the sprint events.

**Distance Award** - Runner (800 and up) with the most points in the distance events.

**Spartan Award** - A deserving athlete in any track event



## **Volleyball**

**Captain's Star** - Athlete who has been selected as captain.

**Sportsmanship Award** - Presented on the recommendation of the coach. (All levels)

**Server Award** - Based on points scored.(all levels)

**Setting Award** - Based on total number of assists.(varsity)

**Spiking Award** - Based on total number of kills.(varsity)

**Defensive Award** - Presented on recommendation of the coach.(varsity)

**Most Improved Player** - Presented on the recommendation of the coach.(all levels)

## **Most Valuable Senior Athlete (awarded end of school year)**

This top athletic award will be given to one boy and one girl athlete based on athletic achievement for four years of high school. The Athletic Council will determine this award.

## **Outstanding Citizenship Award (awarded at end of school year)**

This award will be given to one boy and one girl based on:

1. Must be a senior
2. Number of sports participated in
3. Total number of varsity letters won
4. Scholastic achievement
5. Participation as a senior
6. Attitude
7. Community service
8. This award will be determined by the Athletic Council

## **All-Conference Award**

Any athlete who is selected to an All-Conference team will be awarded a jacket patch.

## **Championship Recognition**

Any team or athlete that advances to the state tournament or wins a county/ conference championship will receive:

1. Jacket Patch (Varsity)

## **School Record Recognition**

Any athlete that sets a new school record will receive a Jacket Patch (Varsity)

We at Southwestern Jr. / Sr. High School wish for the students and parents to have an understanding of the Student Athletic Handbook and the guidelines stated for the 2018-19 school year.

I have read the guidelines/rules and policies listed in this handbook. I understand the Southwestern Student Athletic Handbook guidelines/rules apply to all student athletes enrolled at Southwestern Jr. / Sr. High School.

We are asking that each student and parent/guardian sign the bottom of this form to indicate that they have reviewed the guidelines. Please return the signed form to your coach, or athletic department as soon as possible. NO participation shall take place until the notification form, athletic physical, and drug consent form are on file.

Thank you for your kind attention to this matter.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_