

CONWAY PUBLIC SCHOOLS



ATHLETIC HANDBOOK

2018-2019 SCHOOL YEAR

(School Board Approved)

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WAMPUS CAT ATHLETIC HANDBOOK

This material is presented to you because you have indicated a desire to participate in interscholastic athletics. We are concerned with the educational development of boys and girls through athletics and feel that a properly controlled, well-organized sports program meets the student's needs for self-expression, mental alertness, and physical growth. It is our hope to maintain a program that is sound in purpose and to further each student's educational maturity. A student who elects to participate in athletics is voluntarily making a choice of self-discipline and self-denial. This concept of self-discipline and self-denial is tempered by our responsibility to recognize the rights of individuals within the objective of a team.

We as school officials have committed ourselves to providing: (1) equipment and facilities; (2) trained coaches; (3) trained officials; (4) transportation; and (5) secondary insurance.

UNDERSTANDING OF RULES AND REGULATIONS OF THIS HANDBOOK BY STUDENTS AND PARENTS

We hope that the parents and athletes understand the rules and regulations covered in this handbook. This handbook has been prepared to provide a reference under which the athletic programs of the Conway School District are to be organized, administered, and supervised. This handbook is intended to provide our athletes and their parents with information that is essential to successful and fulfilling participation in our athletic program. As a condition of participation, all student athletes and their parents will be required to sign an acknowledgment that they have completely read, and that they understand, the contents of this handbook.

PHILOSOPHY OF THE CONWAY ATHLETIC DEPARTMENT

The philosophy of the Conway Athletic Department is to maintain a broad-based program that will afford all students with athletic interest an opportunity for safe participation in the sports of their choice.

The coaches shall deal with the athletes with firmness and fairness in order to establish the leadership they respect and admire. They will create enthusiasm for success and encourage high ideals in the process. Coaches will establish goals and then create the desire to pay the price to attain these goals. They will also maintain an organization to which it will be an honor to belong.

GOAL OF THE CONWAY ATHLETIC DEPARTMENT

Our goal is that student athletes will develop the skills necessary to become independent problem-solving adults.

OBJECTIVES OF THE CONWAY ATHLETIC DEPARTMENT

The Athletic experience shall endeavor to accomplish the following:

- A. Develop attitudes that must be a part of each individual for success in athletics and life. Specific attitudes are as follows:
 - Pride in performance
 - Sacrifice and persevering application

- Competition to win – The purpose of athletics is to win and to dilute the will to win is to destroy the purpose of athletic contest.
 - Sportsmanship – The good of the team comes before individual glory and desire.
 - Educational goals – The main reason why boys and girls go to school is to receive an education; athletic participation is secondary.
- B. Develop in athletes an appreciation for optimum health and physical fitness. The importance of proper rest, good eating habits and cleanliness will be stressed at every opportunity.
- C. Encourage athletes physically, mentally, and socially as they develop an appreciation for sports. They should become aware that this will take strength and courage.
- D. Base all teaching and learning situations on a sound progressive educational approach. Successful coaching is teaching at its best.
- E. Include coaches' training. Constant evaluation and improvement of techniques must be evident if the athletic program is to be outstanding.
- F. Develop all programs in such a manner that the end result will be one of unity, harmony, and success. Mass participation is to be emphasized and encouraged below the varsity level.
- G. Attempt constantly to motivate athletes to be better students. Coaches should display approval for school life and classroom achievement.
- H. Cultivate in all athletes a strong desire to be a Wampus Cat or Kitten.
- I. Instill in all athletes the desire to represent their school and community in a manner that will make school administrators, teachers, parents, and the people in the community proud of them.
- J. Emphasize to athletes, at all levels of competition, the realization that athletic competition is a privilege that carries definite responsibilities. Some of the responsibilities are training, loyalty, eligibility, improvement, courage, and perseverance.
- K. Bring recognition – To attain success in athletics, the participants must train their minds and bodies to respond instantly and effectively to the multitude of situations that arise during the course of play. This, of course, parallels success in later life.

The competitive world among children as well as adults is neither gentle nor overly kind. In such a world, however, the youngster under wise direction begins to grow toward social maturity by learning to do the following: (1) suffer mild hurts, mental and physical; (2) control emotional outbursts; (3) overcome feelings of fear; (4) restrain the outward expression of sudden impulses; (5) understand and endure delays in getting what he/she wants; and (6) reject being "babied."

Athletics is an elective; however, due to physical and emotional makeup and for other reasons, many youngsters should not participate in competitive athletics and should not be expected to do so. Reasonable efforts should be made to locate and identify students in the elementary and junior high schools who have the interest, desire, ability, and the heart to participate.

RULES FOR ATHLETES

PARTICIPATION IN ATHLETICS IS A PRIVILEGE, NOT A RIGHT

REQUIRED PHYSICAL AND PERMISSION SLIPS: All students interested in participating in athletics are required to obtain a physical form from a health care provider stating they are physically fit for athletic participation. The student can use the district's physical form, document from a physician or the AAA physical form. In addition, they must have signed and returned the permission forms (consent form, concussion form) in the back of this handbook before being allowed to participate in the athletic programs offered by the Conway Public Schools. **The District will arrange physical examinations to our athletes entering 8th-12th grades. All incoming 7th grade students must obtain a physical examination from their health care provider.**

BEHAVIOR AND CITIZENSHIP: The conduct of an athlete is closely observed by many, and it is important that an athlete's behavior be above reproach. Appearance, expression, and actions always influence people's opinions of the athletes as well as the sport and school. Once you have volunteered to be a member of a squad, you have made the choice to uphold certain standards expected of all athletes in this community. Be proud to be an athlete; it is a privilege, not a right.

The way an athlete acts and looks is of great importance; proper dress, appearance, grooming and personal cleanliness are expected. Athletes should be leaders, and fellow students should respect and follow them. Proper dress and appearance will be established by the coach and is a continual process.

SUSPENSIONS/CRIMINAL CHARGES

Athletes are expected to be good school citizens. Students who are suspended or expelled from school cannot participate in extracurricular activities during the time of their suspension/expulsion, and they are not allowed to attend school activities during this time. Students who remain in school, but whose behavior is inappropriate, may be disciplined or removed from extracurricular participation (including practice) at the discretion of the coaching staff after consultation with the athletic director.

Any athlete charged with a felony will automatically be suspended from that sport and will not be allowed to try out or practice with another sport until they have been cleared of all charges. They are not allowed to attend any athletic events.

***It is the responsibility of the parent and/or student-athlete to immediately notify the head coach and athletic director of a citation involving alcohol, drugs, or criminal charges. Failure to do so will result in further consequences which may include dismissal from the team.**

INFRACTIONS AND CONSEQUENCES

Violation of school rules will result in disciplinary action as outlined by the Conway Public School Student Handbook. Under our athletic philosophy, each head coach also has the authority to create team rules that are specific to his or her sport. The minimum penalty for athlete misconduct will be a verbal warning and the maximum penalty will be dismissal from the team dependent upon the severity and frequency of the misconduct.

The range of consequences is as follows:

- Reprimand/Warning
- Parent contact
- Parent conference
- Behavior contract
- Suspension
- Dismissal from team
- Other

*The coaching staff after consultation with the athletic director reserves the right to exercise his/her discretion based on the frequency and severity of the infraction(s).

An athlete cited with alcohol, drugs, or criminal charges away from school could be suspended or dismissed from athletics. This will be at the discretion of the coaching staff after consultation with the athletic director.

THREE STRIKE POLICY FOR ALCOHOL AND DRUGS

The Conway Public Schools District Athletic Department will use a three strike policy for grades 7th thru 12th. The three strikes apply only to infractions concerning alcohol and drugs. The three strike policy will be cumulative during the student-athlete's tenure in the Conway Public Schools Athletic Program (7-12 grades).

Under our athletic philosophy, each head coach has the authority to create team rules that are specific to his or her sport; however, there are several rules and policies that are universal. Special rules apply regarding possession or use of alcohol or illegal drugs.

Any student-athlete cited at any time during the school day and/or school-sponsored events for possession of or use of drugs or alcohol will be subject to the following CPS Athletic Department Three Strike Policy:

FIRST OFFENSE:

- Consequences outlined in the CPS student handbook under Section IV-Student Behavior (School Board Policy 4.24).
- Student-athletes will be suspended from participation in practice, games, or attending all athletic events for a period of 10 School Days.
- A mandatory parent/student-athlete conference with the athletic director and head coach.

SECOND OFFENSE:

- Consequences outlined in the CPS student handbook under Section IV-Student Behavior (School Board Policy 4.24).

- Student-athletes will be suspended from participation in practice, games, or attending all athletic events for a period of 20 School Days.
- A mandatory parent/student-athlete conference with the athletic director and head coach.

THIRD OFFENSE:

- Removal from all athletic participation for the remainder of the student-athlete’s enrollment in Conway Public Schools.

***It is the responsibility of the parent and/or student-athlete to immediately notify the head coach and athletic director of a citation involving alcohol, drugs, or criminal charges. Failure to do so will result in further consequences which may include dismissal from the team.**

DISMISSAL FROM TEAM

If a rule or regulation is broken and dismissal from a team is necessary, the parent will be notified why the dismissal took place. It should be understood that final authority regarding dismissal from a team is at the discretion of the coaching staff after consultation with the athletic director.

REMOVED FROM AN ATHLETIC EVENT

Any athlete or family members of an athlete that are removed from an athletic event by an official, police, or administrator is subject to suspension from all athletic events for the remainder of that season or that year.

Any fan that disrupts an athletic event is subject to suspension from all athletic events for the remainder of that season or that year.

HOW TO REPORT A COMPLAINT

When reporting a complaint, the procedures are as follows:

1. Contact the coach who had direct supervision of the athlete at the time. If satisfactory resolution of the complaint is not made, then:
2. Contact the head coach of the sport in which the athlete was participating. If satisfactory resolution of the complaint is not made, then:
3. Contact the athletic director of the Conway School District. If satisfactory resolution of the complaint is not made, then:
4. Contact the building principal of the school. If satisfactory resolution of the complaint is not made, then:
5. Contact the assistant superintendent of the Conway School District.

ATHLETE RESPONSIBILITIES

Being a member of a Conway athletic team is the fulfillment of an early ambition of many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. Our tradition has been to win with honor, pride, and dedication. When an athlete wears the blue and white of our school, we assume that he/she not only understands our traditions but also is willing to assume the responsibilities that go with being a Wampus Cat or Kitten.

1. **In the Classroom:** In the academic area, the athlete is expected to become a good student. A good student does not mean all "A's." A good student means doing the best in academics.
2. **On the Field/Floor:** The desire to win is the most important factor in achieving success in athletics. Wampus Cat/Kitten athletes are expected to play with a burning desire in order to win with honor, dedication, pride, and loyalty while adhering to the rules of the game.
3. **Practice & Games:** The athlete is expected to attend regardless of holidays, job commitment, social activities, or weekends.
4. **Absences:** An athlete should consult his/her coach before missing practice. Missing practice or an event without good reason will be dealt with severely. An athlete missing for any reason is expected to make up the practice session. Disciplinary action will be at the discretion of the coach.
5. **School Attendance:** Students who miss school or check out on the day of an athletic event will not be allowed to participate unless they missed for an emergency or the building principal excused their absence.
6. **In-School Suspension:** If an athlete is sent to In-School Suspension, they may not attend, play, or practice in any school extracurricular activity and no coach or school personnel will be allowed to work them out until they have completed their in-school suspension.
7. **Eligibility Guidelines:** The Athletic Department encourages the academic excellence of all athletes. The eligibility requirements are those set forth by the Arkansas Activities Association and the State Department of Education. Students that are not eligible can practice with the team as long as they have permission from the head coach. The student can practice, but they are not permitted to play in a game or travel with the team.

Rules are as follows: All first semester 7th and 8th grade students have no requirements to be eligible. Second semester 8th and first semester 9th must pass (4) courses. If a student is in 10th, 11th, or 12th grade, they must pass (4) courses and have a 2.0 GPA.

8. **Supplemental Instruction Program (SIP):** If a student passes (4) courses but doesn't have a 2.0 GPA, he/she may enroll in the Supplemental Instruction Program. This class meets each Wednesday for 100 minutes throughout the semester. All students in the SIP will have one semester to improve their GPA a minimum of one-tenth of a point to maintain eligibility for a second consecutive semester. The maximum length of involvement in SIP is two consecutive semesters. If a student earns a GPA of 2.0 and leaves the SIP, that student may return later to the SIP for a maximum of two semesters if the GPA drops below 2.0. **If a student misses a SIP class, and it is not approved by the SIP coordinator, he or she automatically becomes ineligible.**
9. **Care and Responsibility for Equipment:** Equipment should be turned in within one week following the end of the season. An athlete is financially responsible for all equipment checked out to him/her. The

cost of destroyed/lost equipment will be replacement costs. An athlete must treat school equipment as though it were his/her personal property. It should never be abused. If an athlete is involved in the theft of school equipment, he/she could be dismissed from the team.

10. **Attendance at an Athletic Event:** An athlete participating in a game will be admitted free of charge but an athlete will not be admitted into other athletic contests without presenting a student pass or purchasing a ticket for admission. An Athlete Pass may be purchased for \$20. A Student Pass may be purchased for \$40. All spectators are required to present a pass or purchase a ticket for admission.

11. **Student-Athletes and Social Networking:** As a student-athlete, one is a representative of the school and community and always in the public eye. The Athletic Department advises student-athletes to exercise extreme caution in their use of social networking (i.e., Facebook, Twitter, Snapchat, MySpace, YouTube, etc.). Student-athletes should not post or utilize information or pictures on social networking websites that damage or embarrass individuals, teams, the Athletic Department, or the school.

Student-athletes should keep the following information in mind before participating in social networking:

- Always represent oneself and one's school respectfully.
- Once any text, photo, tweets, or video is placed online, it is completely out of your control, regardless of whether you limit access to your page. Assume that everything posted is permanent.
- Do not post information, photos, tweets, or other items online that could embarrass you, your family, your team, the Athletic Department, or school. This includes information, photos, tweets, and items that may be posted by others on their page or on your webpage.
- Do not post disrespectful comments or engage in inappropriate behavior such as the following:
 - Derogatory or defamatory language;
 - Derogatory or defamatory comments about teammates, coaches, officials, opponents, athletics, or the school.

Student-athletes could face disciplinary action and even dismissal for violation of school, team, Athletic Department, or Arkansas Activities Association policy or rules.

12. **Bullying:** Bullying of any kind will not be tolerated. (Refer to the Conway Public Schools Student Handbook bullying policy.)

13. **Proper Conduct and Sportsmanship:** Proper conduct and good sportsmanship are expected at all times. Athletes should be good role models both in and out of the classroom. Cell phones and text messaging are not allowed during school.

As ambassadors of Conway Public Schools, student-athletes and coaches should strive to represent the very best spirit and tradition of athletics. Remember that athletes not only represent oneself, but one's teammates, coaches, the entire Athletic Department, and the school and community. Student-athletes shall exemplify good sportsmanship on and off the field of play, during pre- and post-game comments to the media, and when traveling and participating at other institutions. Profanity, derogatory comments, or other intimidating actions directed at officials, student-athletes, coaches, or team representatives will not be tolerated.

14. **Athletes Pick-up:** All athletes should be picked up from an event in a timely manner.

TEAM RESPONSIBILITY

- Common goals and group loyalties.
- Subordination of self-interest to team values.
- Self-discipline and personal sacrifice for team goals.

The coach and athletic director are primarily responsible for implementing these goals and standards. No student is obligated to take part in athletics. Athletics is a privilege, not a right. Since it is a privilege, the coach should have authority to revoke the privilege when rules are broken. Each athlete will realize that the school wishes the athlete to reach his/her very best achievement level, both in life and in interscholastic athletics.

GENERAL INFORMATION CONCERNING ATHLETICS

SUMMER WORKOUTS: All athletes are expected to maintain their physical conditioning throughout the summer. Coaches should inform athletes of any special workout programs to be followed. **Weight rooms and gyms will be open as scheduled through the summer.**

TEAM CAMPS: Coaches may enroll their teams in organized team camps during the summer. Athletes are encouraged to attend if possible. Spirit team members will be required to attend camp.

SPORTS PRE-SEASON: Sports may begin their pre-season workouts during the summer months as per the Arkansas Activities Association guidelines (adhering to the AAA dead week period). Athletes should keep an eye on the media as to the starting dates of practice or get in contact with their coach. If conflicts arise, athletes should contact their coach to resolve these conflicts.

OFF-SEASON: The purpose of an off-season is to prepare a student physically and mentally for participation in athletics; therefore, it is in the student's best interest to have completed a conditioning program before participation in a sport. Required participation is left up to the discretion of the coach. No athlete shall be required to be involved in an off-season while participating in an "in-season" sport.

TEAM TRIPS: All students must travel to events in transportation provided by Conway Public Schools. Special arrangements can be made for travel if approved by the building administrator. Sign-out sheets will be provided by the coach, sponsor, or teacher for students to go with their parents after the event. **Parents can sign out only their child with the coach.**

SPIRIT GROUPS: This entire Athletic Handbook as well as the following pertains to all members of any Spirit Group:

- A. AACCA Safety guidelines will be followed.
- B. The primary goal is to promote school spirit in the school and at athletic events.
- C. All try-outs will be held in the spring.
- D. Competition is at the discretion of the coach.

COLLEGE RECRUITING: In the event an athlete should be contacted personally by a college recruiter, he/she has an obligation to work through his/her coach. Inform your coach of such contact as soon as possible. College recruiting information is available in the counselors' office.

ATHLETIC LETTERING AWARDS: The requirement for earning an athletic award in any sport is at the discretion of the coaching staff. Lettering requirements will be set forth before each sport begins competition. All exceptions are at the discretion of the coaching staff after consultation with the athletic director (injuries, transfers, etc.).

1st Year Letterman	Student receives a letter
2nd Year Letterman	Two Bars for the letter
3rd Year Letterman	Certificate and additional Bar for the letter
4th Year Letterman	Certificate and Additional Bar for the letter

Athletes may purchase a letter jacket when offered after completion of their season.

BOOSTER CLUB MEMBERSHIP: The Conway School District has one Athletic Booster Club to support all Conway Schools' athletic programs. Membership into the Booster Club is encouraged.

PARTICIPATION OF ATHLETES IN DIFFERENT SPORTS:

1. The Athletic Department's philosophy is that each sport complements the other, both physically and competitively.
2. Students will be encouraged by the coaching staff to participate in all sports.
3. The head coach in each sport has absolute total discretion as to who plays, how long they play, and under what circumstances they play or do not play.
4. Try-outs: Sports that are limited to a number of participants will conduct try-outs based on ability and grade level. Selection of the team will be at the discretion of the coach.
5. An athlete must complete his/her season in the sport they are involved in before they can try-out for another sport. They will be allowed to try-out for any team after their season even if the selected team has already had try-outs.

DROPPING & TRANSFERRING SPORTS: An athlete who is participating in a sport is not allowed to quit that sport, while in season, and take up another sport without the consent of both coaches involved. This, of course, does not apply to discipline cases.

UNDERCLASSMEN PLAYING ON VARSITY TEAMS: Only special circumstances would allow a student to participate in a sport higher than their grade level unless they are in the 9th grade and they are trying out for a sport not offered at the Junior High level. Circumstances would be evaluated by the coaching staff and athletic director.

CREDIT FOR ATHLETICS: Sports that are offered during the regular school day in grades 9, 10, 11, and 12 will count as elective credit. The first semester that a student participates in a sport may count for Physical Education credit if needed, to meet graduation requirements and will receive a percentage grade. All other semesters of sports participation will be given a pass/fail grade.

TITLE IX: Conway Schools Athletic Department adheres to Title IX guidelines. Conway Public Schools Title IX coordinator is Mr. Joel Linn; you can reach him at 450-4845 ext. 226 or by mail at 2200 Prince Street – Conway, AR 72034. If you should have any questions or complaints concerning Title IX, call Mr. Linn.

ATHLETIC INJURIES AND INSURANCE POLICY TERMS

The school district has purchased a group accident insurance program covering students while practicing for, and competing in, interscholastic sports and AAA-sanctioned events. Students are covered by the accident policy while they are participating in sports and AAA activities that are school scheduled, school supervised, and school funded during the regular school term. Participants are also covered while they are traveling as a sponsored group in a school assigned car, bus, or van operated by a licensed driver over the age of 21, to and from the school and a covered event site, and while staying overnight, as a school supervised group, during a covered event held away from the home school. Individual travel or travel in a vehicle that is not owned, assigned or operated by the school is not covered by the policy.

Arkansas schools are not required to buy insurance or pay student medical expenses associated with school injuries. The school purchases the accident insurance policy as a public service to assist parents that may be without insurance or need to supplement their own personal insurance program. The school policy will not provide 100% reimbursement for all medical expenses incurred. The plan has limitations and benefits. The school cannot assume responsibility for payment of medical expenses that are not covered by the accident insurance policy.

If you have other insurance, you must first file a claim with your insurance carrier and obtain benefits from that insurance. This policy is designed to consider payment of the eligible expenses that are not paid by your insurance carrier. A complete description of the policy benefits and limitations will be mailed if we receive an accident claim from your athlete's coach. All billing on an injury must be filed through the parents, not the school.

REPORTING INJURIES

- A. Any injury, large or small, should be reported to the coach immediately.
- B. Any injuries requiring a doctor's care should be noted and a doctor's release required before the athlete is allowed to play or practice. Any athlete not having a doctor's release will not be allowed to play or practice.
- C. Injuries not requiring a doctor's care will be assessed by the coach in charge or the athletic trainer in order to determine the athlete's ability to play or practice.
- D. If injuries are not reported within three days, the school's secondary athletic insurance will not be filed.

SPORTS OFFERED IN CONWAY SCHOOLS

Conway Middle Schools 7th Grade:

Sports	Football, Volleyball, Basketball, and Track
Teams	Courtway, Carl Stuart, Ruth Doyle, and Simon

Conway Jr. High 8th and 9th Grade:

Sports	Football, Volleyball, Basketball, Track, Cross Country, Cheer, and Dance
Teams	Blue and White

Conway High School:

Sports	Football, Volleyball, Golf, Tennis, Cross Country, Basketball, Bowling, Swimming, Wrestling, Soccer, Baseball, Softball, Track, Cheer, and Dance
Team	(Only One) Conway Wampus Cats

2018-2019 CONWAY PUBLIC SCHOOLS ATHLETIC CONSENT FORM

I give my consent for my child to compete in interscholastic sports and related practice sessions, and to go with the coach on trips. I acknowledge that even with the best of coaching, use of the most advanced protective equipment, and strict observance of the rules, injuries are still a possibility. I understand that the District or its employees will not be liable if an accident occurs. I also give my consent, if an injury does occur, for the coach/trainer to secure treatment at the best medical facility available.

I understand that Conway Regional Therapy Centers provide Certified Athletic Trainers, Physical Therapists, and/or Sports Medicine staff to work with Conway Public Schools. I authorize them to evaluate and treat any injury/illness that occurs as a result of my child participating in sporting activities with Conway Public Schools. This includes, but is not limited to, any and all reasonable and necessary preventative care/activities, treatment, and rehabilitation for these injuries/illnesses.

I authorize the disclosure and release of pertinent medical information between the appropriate coaching staff, athletic administration, and any involved medical care providers. Medical information not relevant to the injury/illness will remain confidential.

I understand that all Conway Public School District students participating in interscholastic athletics are covered by a secondary group accident insurance policy which is non-duplicating. The premium is paid by the Conway Public School District. The insurance company is selected on a bid basis by the District. This coverage is designed to SUPPLEMENT my primary insurance. I understand that if I do not have primary insurance coverage on my student, it would be beneficial to seek some type of coverage.

I understand that if a parent takes an athlete to a doctor or hospital to receive treatment for an athletic injury, the coach must be notified within three days or the school athletic insurance will not be filed. When taking an athlete for treatment, the expenses must be billed to the parents, not the school. I understand that the Conway Public School District will not be responsible for payment of any medical bills that the family's personal insurance or the District's athletic insurance does not pay.

I agree to be responsible for the return in good condition of any athletic equipment issued to the student named below.

I acknowledge that we have received and read the Athletic Handbook and agree to abide by all rules and regulations contained in the book.

Signature of Parent/Guardian	Signature of Athlete	Date
Print Name _____ Sex: M F Age: ____ Date of Birth: _____		
Parents Names: _____ Grade entering in 2018-2019 ____ School _____		
Address: _____ City: _____ Zip: _____		

(All signatures are required and all information must be provided)