

LAKE SHORE HIGH SCHOOL ATHLETIC HANDBOOK

REVISED 2010-2011

(Revisions are bolded for this edition of the Handbook)

MISSION STATEMENT

To ensure the lifelong academic, social and career development of all students in becoming responsible and valued citizens.

GUIDING PRINCIPLES

Lake Shore athletics seeks to accomplish the mission and meet or exceed MHSAA and MAC standards by:

1. Developing physical, mental and emotional growth.
2. Developing and maintaining a dedicated and expert coaching staff.
3. Offering a variety of extra-curricular opportunities that will meet the diverse needs of students.
4. Encouraging and actively seeking parent and community involvement.
5. Facilitating the development of leaders and good role models.
6. Believing that athletics is a privilege, not a right.
7. **Developing and promoting good sportsmanship in all athletic participants.**

ROLES AND EXPECTATIONS OF THE STUDENT-ATHLETE

1. Be a positive role model, possess a quality work ethic, be dependable and honor the code of conduct.
2. Make academic requirements a first priority.
3. Exemplify teamwork, dedication and sportsmanship.
4. Be alcohol, drug and tobacco free.
5. **Be an active participant in the Lake Shore Athletic Boosters and/or other support clubs.**
6. **Be an active participant in other sports as a spectator.**
7. **Respect the decisions of the officials' calls.**

ROLES AND EXPECTATIONS OF THE PARENT/GUARDIAN

1. Support and encourage their son/daughter to be successful as they participate in athletic programs.
2. Be aware of what is expected of them and their son/daughter by the coaches.
3. Be a role model in sportsmanlike behavior and encourage the same behavior from their son/daughter.
4. Communicate concerns directly to the coach in order to promote a supportive and positive relationship.
5. **Be an active participant in the Lake Shore Athletic Boosters and/or other support clubs.**
6. **Respect the decisions of the officials' calls.**
7. **Attend "Meet the Teams Night" to better understand the Athletic Department rules and regulations and also those of individual team programs.**

ROLES AND EXPECTATIONS OF COACHES

1. Be a good role model in personal habits, language and conduct.
2. Establish clear communication with parents and athletes throughout the course of the season.
3. Promote an educational experience in the areas of character development, sportsmanship, personal relationships, and developing a strong work ethic.
4. Be responsible for guiding the team and individuals for higher but attainable goals.
5. Supervise activities at all times.
6. Exemplify professionalism at all times.
7. Create rules and guidelines for student-athletes & coaches to abide by that are approved by the Athletic Director prior to the start of the season.
- 8. Respect the decisions of the officials' calls.**
- 9. Check mailbox provided in the Athletic Office, even outside of season, for important information that may be received regarding tournament and training opportunities and team wearables.**

ROLES AND EXPECTATIONS OF THE ATHLETIC DIRECTOR

1. Coordinate all athletes, coaches and programs.
2. Oversee due process of players, parents and coaches by adhering to the enforcement of handbook rules.
3. Communicate athletic and school system guidelines to players, parents and coaches.

ROLES AND EXPECTATIONS OF THE PRINCIPAL

1. Oversee athletic department and programs.
2. Act as an agent for appeals concerning issues that are not settled by the athletic director.

SUMMARY

It is our belief that the above guiding principles and expectations will promote and ensure an athletic program that all stakeholders can be proud of. The following appendix contains specific information about maintaining these standards.

**LAKE SHORE HIGH SCHOOL
ATHLETIC HANDBOOK
APPENDIX**

ATTENDANCE

1. All athletes must be enrolled as a full time student before participating in conditioning, try-outs, practice or competition.
2. Athletes must attend at least 3 class periods of school to be eligible to participate in either practice or competition that day. Any exceptions must be pre-approved by the Athletic Director and must be documented.
3. If an athlete is suspended from school for any reason the athlete may not attend any athletic activity, including practice, either as a participant or spectator, home or away.
4. Athletes are required to attend all scheduled practices.
5. A verified absence from school is a verified absence from practice.
6. Athletes are responsible to inform the coach if they cannot attend practice prior to practice.
7. If an athlete receives an unverified absence from school or practice, he/she will not be allowed to compete in the next contest.
8. If an athlete misses practice due to an injury, a doctor's note or the athletic trainer's report is required.
9. If the injury is not serious enough for a doctor's note, an athlete will attend practice and participation is based on the nature of the injury and the discretion of the coach.
10. If a doctor's note excuses an athlete from participation, a doctor's note must be submitted to the coach to resume participation.
11. The athlete is responsible to provide all doctors' notes to the Athletic Office.

ACADEMIC STANDARDS

At the trimester and marking period, MHSAA guidelines require that a student-athlete is passing 66% of their classes. If this requirement is not met the student-athlete will be ineligible for the next full trimester or marking period.

The Lake Shore Board of Education requires that student-athletes maintain a 2.0 grade point average (GPA) for each marking period/trimester in order to participate in competition. Grades will be reviewed for eligibility at the marking period/trimester. An athlete whose grades fall below a 1.5 GPA at the end of any marking period is ineligible to participate in interscholastic competition for the length of the next card marking. An athlete whose GPA is between 1.500 and 1.999 is placed on academic-athletic probation and may not participate in contests for a minimum of two weeks. The athlete may continue to practice at the coach's/athletic director's discretion. Athletes on probation will be reviewed after 2 weeks into the next marking period every Friday. To regain eligibility, the probationary athlete must increase their GPA by .5. For example, probationary athlete 'A' must increase their GPA from 1.500 to 2.000, while probationary athlete 'B' must increase their GPA from a 1.667 to a 2.167. Upon increasing their GPA by .5, the student will lose their probationary status and become eligible immediately, with no more grade checks. Probationary athletes not meeting that standard will be reviewed each Friday thereafter. The coach

can make arrangements for tutoring opportunities for students needing to reach grade point eligibility. If an athlete on probation chooses not to take advantage of tutoring and/or misses even one tutoring date without prior permission from the coach/athletic director, that athlete will be deemed ineligible for the remainder of the card-marking. Parents and students are encouraged to monitor classroom grade status online through PowerSchool to maintain Lake Shore's high academic standards for student-athletes.

A varsity athlete who is carrying an over-all GPA of 3.0 or higher will receive an ALL LEAGUE ACADEMIC CERTIFICATE. Any freshmen or junior varsity athlete will receive a LAKE SHORE ACADEMIC CERTIFICATE.

PAY TO PARTICIPATE FEE

Lake Shore's Pay to Participate (PTP) Fee is \$75.00 per season regardless of how many sports an athlete participates in per season. The PTP Fee:

- 1. is due prior to the first regular-season contest of the season. If the fee is not paid by the first regular-season contest of the season, the student-athlete may not participate in practices or contests until this fee is paid.**
- 2. does not guarantee playing time; the coaches determine playing time.**
- 3. will not be refunded after season games begin or to players that quit or are removed from a team.**

A graduated fee schedule is available to those athletes who participate in more than one (1) season a school year. An athlete who participates in a second season in the school year will pay \$65.00 for that season and \$55.00 if he/she participates in a third season.

Families who have several student-athletes will have a cap of \$275.00 per family per school year which will be accumulated and tracked as the year progresses.

ADMISSION

Admission to athletic events will be \$4.00 except for the following: single freshmen **or junior varsity games** (\$2.00) and junior varsity football games (\$3.00). **Any Lake Shore student who shows a current school-year ID will be charged \$2.00 admission to an event.** In the event that multiple athletic events take place at the same day/time at a Lake Shore venue, there will not be an additional charge to attend another event as long as proof of entry to the other event is provided, i.e. hand-stamp/ticket. For events in which crowd entrance is difficult to control, there will be no charge.

Lake Shore Annual Passes may be purchased for entry to all home, regular-season events any time during a school year. Passes cost \$30.00 for adults and \$25.00 for high school students per school year.

Middle school students may purchase a Student Pass but will only be allowed entry when accompanied by an adult who stays on the premises for the duration of the contest.

In-Season Athletes, that is an athlete who is actively participating in practices/contests in an individual season (fall, winter, spring), will not be charged admission to any home, regular-season event during that season of participation. For example, a male athlete who plays soccer (fall sport)

will be admitted to all fall sports free of charge but not winter sports such as boys/girls basketball unless he also participates in a winter sport.

Senior Citizens will not be charged admission to any home, regular-season event. A senior citizen is anyone aged 60 or older. Admission attendants reserve the right to ask for proof of age.

MHSAA events that are hosted by Lake Shore, i.e. districts, regionals, etc., are governed by MHSAA guidelines and admission prices.

All spectators have the right to enjoy athletic contests. An adult must accompany all elementary and middle school students that attend Lake Shore High School athletic events in order to help supervise their child's behavior.

SUBSTANCE ABUSE: VIOLATIONS OF TOBACCO, ALCOHOL AND NARCOTICS ARE COVERED THROUGHOUT THE CALENDAR YEAR

TOBACCO: USE AND POSSESSION (CALENDAR YEAR)

First Offense:

1. Disciplinary action as outlined in the student code of conduct.
2. The suspension will be a minimum of two weeks and 1/5th of a sport's season, (i.e. two contests for football, track, poms and cross-country and four contests for all other sports teams).

Second Offense:

1. Disciplinary action as outlined in the student code of conduct.
2. Suspension from all athletic practices and contests for the remainder of the season.
3. Meeting with Athletic Director and parent to discuss further athletic involvement.

ALCOHOL: USE, POSSESSION OR SALE (CALENDAR YEAR)

First Offense:

1. Disciplinary action as outlined in the student code of conduct.
2. Suspension from all athletic participation for the remainder of the current season and the next three-month sports season in which the athlete would participate. Suspension would be a minimum of three months if the infraction occurs at the end of a season and will carry over to the next sports season of the following year. (An athlete must have participated in the sport in the past).
3. Meeting with Athletic Director and parent to discuss further athletic involvement and additional counseling if necessary.

NARCOTICS: USE, POSSESSION OR SALE (CALENDAR YEAR)

Use/Possession or sale of narcotics or other behavior-altering substances, including steroids, except drugs taken as prescribed by a licensed physician.

First Offense:

1. Disciplinary action as outlined in the student code of conduct.

2. Suspension from all athletic participation for a period of one calendar year beginning with the first day of suspension.
3. Meeting with Athletic Director and parent to discuss further athletic involvement and additional counseling if necessary.

OTHER SERIOUS OFFENSES: Consequences may result in a verbal reprimand up to suspension and/or removal from the team.

1. **USE OF PROFANITY:** Persistent use of profanity, abusive language, obscene gestures, taunting or loss of self-control.
2. **CONDUCT UNBECOMING A LAKE SHORE ATHLETE:** Lake Shore athletes are representatives of the school and are recognized on and off the field of competition. Their behavior and actions must be above question in and out of season. This may be any behavior that is considered unacceptable by coaches, the athletic director or the school principal.
3. **TEAM CONCEPT:** It is very important in team sports that all members of a program understand that an individual must make a commitment to the other members of the team.
4. **INSUBORDINATION OR DEFIANCE TO AUTHORITY:** Coaches have sole authority during practices and game contests. Team members must follow instructions and directives by their coach.
5. **DISCIPLINARY ACTION IN SCHOOL AS WELL AS IN THE SPORT:** Depending on the severity of the misbehavior or the athlete's offense, additional action may be taken by the school administration in accordance with the student code of conduct.

OTHER OFFENSES THAT MAY REQUIRE DISCIPLINE:

1. Continued violations of Lake Shore's student code of conduct.
2. Repeated violations of school, athletic or team guidelines.
3. Personal misconduct that involves police or court action during the sports season either before, during or after school hours.
4. Verbal or physical attack upon an individual.
5. Acts of poor sportsmanship.
6. Continuous academic ineligibility as determined by the athletic director and the coach.
7. Refusing to participate in athletic practices or contests.

EQUIPMENT

1. An athlete is responsible for all equipment issued.
2. All previously issued equipment must be returned before participation can begin in another sport.
3. Equipment lost or unduly damaged must be paid for before participation can begin in another sport.
4. The athlete will be charged the current replacement cost for all lost equipment.
5. Holds will be placed on all student records until all equipment is returned or paid for.
6. The student-athlete has one week from the end of participation in a sport to return equipment.

TRANSFERRING SPORTS

Athletes who leave or are removed from one sport may not join another team without consent from both coaches and the Athletic Director. Commitment to a team or sport lasts from the first day of practice to the last contest of the varsity team during that season.

ATHLETIC AWARDS

An athlete must complete a season (unless injured) in order to receive an award for any sport. The coach will discuss other participation standards. Athletes, managers or other helpers may receive certificates of participation if they do not receive letters.

TRANSPORTATION

While traveling to or from an athletic event, the athlete must travel in transportation provided by the school when provided. Exceptions would include prior arrangements made between the parent, the coach, and the Athletic Director.

Students must travel in transportation provided by Lake Shore Public Schools or a contracted bus service as outlined here:

- 1. Two-way transportation will be provided to away contests that greater than 10 miles one-way from Lake Shore High School;**
- 2. One-way transportation (from LSHS to destination site) will be provided to away contests that are within 10 miles one-way from Lake Shore High School. Parents will be expected to provide or make arrangements for return transportation for their children. Coaches will allow parents the opportunity to provide an authorization form at the “Meet the Team Night” for release of their child to another parent who may provide return transportation for their child. If no authorization form is on file, the parent is expected to provide the transportation for their own child. A coach may not release an athlete to an adult who is not that athlete’s parent without prior consent. Football and Hockey are exceptions to the 10 mile transportation guideline.**
- 3. All Saturday contests will be scheduled for one-way transportation to the event, and parents are responsible for getting their child home from the event regardless of distance. See provisions in bullet #2 for prior authorization of non-parent/guardian persons taking a child home from an event. The Athletic Director has the option to waive this guideline on a case by case basis.**
- 4. A student may ride home with another student if parental permission is given to and approved by the Athletic Director prior to the day of an event. The Athletic Office will relay this information to the coach prior to the event.**

GAME DAY DRESS

Game day dress will be guided by the school dress code and the coach; however, team uniforms are not to be worn to school on game day or any other day unless allowed and approved by the coach and Athletic Director. Warm-ups and other athlete purchased team-wear are acceptable game day dress as long as the coach allows.

INSURANCE

It is the parent's/guardian's responsibility to provide appropriate insurance coverage.

INFORMED CONSENT

By its nature, participation in interscholastic athletics includes risk of injury, which may range in severity. Although serious injuries are not common in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce the chance of injury. Players must obey all safety rules, report all physical problems to their coaches, and follow a proper conditioning program and inspect their own equipment daily.

COACH-PARENT COMMUNICATIONS

The head coach is responsible to contact parents/guardians in a timely fashion if disciplinary action is to be taken against a player. If an offense is serious enough it may be necessary to have a parent/player/coach meeting. Any violation of the athletic handbook will be documented and reported to the athletic director in writing.

If parents have questions about their son's/daughter's program they should contact the coach to set up a meeting to discuss their concerns. Topics that will not be discussed are playing time, team strategy or other players.

Confrontations with coaches or players during or following games are unacceptable. If a parent's concerns pertain to a situation in a contest they must wait until the next day to contact the coach and set up a meeting.

Non-team personnel are not allowed in the team and coach's bench area at any time before and during games and practices. The MHSAA guidelines require member schools to maintain a safe and enjoyable environment for all in attendance at athletic contests. Restrictions and controls on spectator behavior fall under this jurisdiction and will be enforced by school personnel.

APPEAL PROCESS

A parent or athlete may appeal a suspension to the Athletic Director and then to the Principal within two school days of when the suspension begins. The decision of the coach will stand until the appeal is reviewed.

SPORTSMANSHIP

Lake Shore Public Schools, the MHSAA and the MAC expect good sportsmanship by coaches, players, parents and spectators at all athletic contests. Spirit sections are growing in size, which is good however as a general principle spectators must recognize that they are secondary to participants and that they should spend time supporting the players rather than drawing attention to themselves. Positive cheering is welcome but negative cheers and taunting is prohibited.

ATHLETIC DIRECTOR/COACH/PARENT/PLAYER MEETINGS

At a pre-season meeting the athletic director and coaches will meet with the parents and players. The athletic director and head coaches will communicate their expectations and goals of the programs to the parents and players. Parents should be well aware of what is expected of them and their son/daughter at that time. If we have support of the parents and the hard work of the student-athletes we will have successful teams.

SUMMARY

All guidelines listed in this athletic handbook are minimum requirements. Head coaches have the option to expand the minimum guidelines required of their athletes. The Principal and Athletic Director must approve these guidelines. A copy must be on file in the athletic office and copies distributed to the athletes.