



2021-2022 Handbook

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Code of Ethics

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she were the coaches' own, and his or her welfare should be uppermost at all times. Accordingly, the following guidelines for coaches have been adopted by the NFCA Board of Directors.

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.

The coach shall avoid the use of alcohol and tobacco products when in contact with players.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.

Before and after contests, coaches for the competing teams should meet and exchange cordial greetings to set the correct tone for the event.

A coach shall not exert pressure on faculty members to give student-athletes special consideration.

A coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

District Coaching Philosophy

Edgemont School encourages all students to exercise their privilege to participate in athletics. The statement “Playing time is earned, not given” is the foundation of the Edgemont Moguls coaching philosophy. Most teams have starters and role players. However, starters should not receive any special treatment. Everyone on the team is expected to put the best interest of the team first before any thought is given to individual accomplishments. No individual, coach or player is more important than the team.

What specifically does “Playing time is earned, not given” mean? The amount of playing time each player receives will depend on his/her attitude, skill level, commitment to the team, absence, injuries and game/tournament situations.

Team pride is another cornerstone of the Edgemont Moguls competitive athletic program. Winning builds pride, but so does hard work and commitment to individual and team goals. Coaches should instill in each player the belief that hard work pays off, and the harder he/she works, the more he/she will achieve. While winning is a goal for everyone, at the same time each player should focus on his/her effort-not the outcome. The team can always control effort but seldom the outcome of a game.

Players should set goals for themselves and the team. These goals should be challenging enough to require each player to extend beyond their present skill level. Each player should have the opportunity to achieve success and/or failure in game situations. When they succeed, give them positive feedback in terms of recognition and approval. When they do not succeed, give them feedback in terms of advice and instruction.

The goal of Edgemont’s Junior High and Junior Varsity teams is to build a Varsity program that is competitive against other school competition. Therefore, the Junior High and Junior Varsity programs philosophy needs to be in alignment with the Varsity program.

Mental preparation is as much a part of Edgemont’s coaching philosophy as physical preparation. Coaches will try to accomplish this through mental preparation.

Intensity Exhibit an exceptional focus and concentration

Composure Keep cool under pressure

Enthusiasm Have fun, enjoy the time to compete

Finally, the coaching staff of the Edgemont School District should include the fact that playing competitively should be **FUN**. Coaches should strive to make practices and competition against other schools enjoyable experiences that will both develop skills and provide positive life long memories for every player. Coaches must remember they represent the Edgemont School District while they are coaching their sport, but also throughout the year as well. We hope that our coaches will act in an appropriate manner at all times.

Physicals

Every student must have a completed sports physical before they are allowed to participate in any athletic event or practice.

Coaches Training Rules/Lettering

Each coach must develop sport specific training rules and establish criteria for lettering in each sport. Coaches will turn in their training rules to the Athletic Director prior to handing them out to the students and parents. The A.D. will review the training rules to make sure they coincide with current handbooks and policies. The cover of the training rules will have a place that the student and parents will sign and return to the head coach - Stating that they understand and have read the contents of the training rules. The training rules will be discussed by all in attendance of the coaches/students/parents meeting before the start of the season. Training rules should include but not limited to the following: lettering standards, dress codes (example no caps.)

Athletic Warning Sheets

Athletic warning sheet will be given to all students who participate in athletics. The warning sheet will be turned into the coaches at the start of the sports season.

Emergency Medical Sheets

Emergency Medical Sheets will be given to all students who participate in athletics. The emergency medical sheets will be turned into the main office and a copy will be kept with the coach at all times. On away games or any situation (practices ect.) where the team leaves the school facility, coaches must have a copy of the emergency medical slips for all students.

Concussion Policy

Any student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion shall be removed from the contest and shall not return until a medical release is issued and signed by a medical doctor.

An annual Concussion Course is required for all coaches (faculty and non-faculty).

Adopted: October 11, 2010

Mandatory Coaches Meeting with Parents/Students

Every coach will have a meeting with the parents and students at the beginning of the sports season. This meeting will include, but not be limited to, training rules, lettering requirements and coaches' expectations. Lettering requirements will be the same for girls and boys basketball. **All lettering requirements will define the amount of playing time required and a statement about coaches' discretion can be used.**

Closed Practices

Practices will be closed to all except for administration and approved volunteers. Parents/Guardians may observe practices, but no contact or interaction is allowed with the students. Coaches reserve the right to ask any person to leave their practices. Any questions or concerns with the coaches and their practices will be directed to the administration. Coaches must have any guest/or speakers approved by the administration prior to visiting the practice.

Ten Practice Rule

Each team must have 10 days of practice before they can compete in any event or contest. Students must attend ten practices before they can compete in a match/game/meet - (during two a day practices each practice counts as one practice.)

All practices need to end by 8:00 PM on all nights except for Wednesday then it is 6:00 PM. Practice will be limited to the week days and practice on Saturday needs to be cleared by the Athletic Director. The Athletic Director will only grant Saturday practices when special situations exist.

Volunteers

Must be approved by administration, have a completed background check on file, and be approved at the next school board meeting. The Athletic Director will follow up on the personal information sheet and contact the references given.

Ineligibility Lists

Coaches are responsible for checking each student's eligibility on a weekly basis. These reports will be placed in the head coaches' mail box on Monday of each week.

Student Handbooks

It is the responsibility of the coaching staff to know the information contained in the student handbooks. It is your duty to follow and enforce these policies in dealing with student matters.

Participation of Jr. High Students in High School Extra-Curricular Activities

JV and Varsity participants will be determined by the coaches, student, and his/her parents if the individual is not in high school. A mutual agreement must exist between the coaches, student, and parents of an athlete, if there is an interest for the student to play at a higher level. The mutual agreement should include, but not be limited to, the following:

- At which level will the student participate and when?
- Which practice session will the student be required to attend?
- Is the student/athlete ready for higher level of competition?

Expected Behavior at Extra-Curricular Activities

Students will demonstrate appropriate behavior when attending extra-curricular activities. This includes refraining from making negative comments toward opponents, fans, and officials. Students will also not be allowed in the lobby area or to loiter at the entrance of the commons area except during half-time and between activities. Students may be removed from school activities for the remainder of the season or school year for disruptive behavior.

Extra-Curricular Activities Eligibility Rules

1. Extra-curricular are those school activities outside the school's regular curriculum that are voluntarily engaged in by students, have approval of the school administration, and are sponsored by the school. Rules concerning eligibility apply to fine arts and sports as they are considered both curricular and extra-curricular.
2. Grade averages for eligibility purposes will be figured on an accumulative basis from Monday to Thursday each week.
3. Students can become ineligible with a failing grade in any subject they are taking. A student is ineligible if they fail one class two grading periods in a row at the high school level or if a student fails two classes two grading periods in a row at the junior high school level. If a Jr. High student plays at a high school level the high school eligibility requirements will be in effect.
4. Grade averages will start over each nine weeks.
5. Students on a warning list have a one-week grace period to bring up their grades.
6. Students who are still failing in the same subject the second week will be placed on the ineligibility list and will not be permitted to participate in the games/matches/meets that week. Students will be ineligible from Monday to Monday including Saturday.
7. Eligibility status will not be carried over from fall semester to spring semester or from spring semester to fall semester, except as required by the South Dakota High School Activities Association. Students carrying incompletes for a semester will be ineligible until work is made up.

Extra-Curricular Participants Code of Conduct

1. Each school year every student must be certified as to the adequacy of his/her health by a fully licensed doctor of medicine, on an official SDHSAA form, before being allowed to participate in interschool athletics.
 2. Participants will not be granted special privileges during the school day and are expected to attend all classes.
 3. Any violation of this code of conduct, training rules which occur outside the school day, or problems occurring during the school day may result in disciplinary action in an extra-curricular activity.
 4. Participants will be held responsible for school equipment issued to them. Participants will pay for lost equipment issued to them. Equipment is to be used during practice and game situations only. No private use of school equipment is permitted. Participants will not receive their awards or be allowed to go out for another activity until all obligations are met.
 5. Participants are expected to attend award events, unless they are excused by the coach.
 6. Participants must attend all practices, games, and events unless excused by the coach/advisor. (ELT, ISS, OSS and detention are not considered an excused absence.)
 7. Participants, who are absent any part of a school day, will not be allowed to participate in a game/match/meet that day or evening. Prearranged absences may be excused (ISS and OSS will be counted as an absence.)
 8. There will be no initiation of participants.
 9. Coaches/advisors may establish training rules and guidelines in addition to those listed in this handbook.
 10. During the extra-curricular school year a participant shall not:
 - a. Use or have in their possession beverage containing alcohol.
 - b. Use or have in their possession any form of tobacco.
 - c. Use, have in their possession, buy, sell, or give away any controlled or illegal substance.
- ++Violation of any of these rules will result in the following penalties:

First Violation...during the extra-curricular school year:

- a. The Student shall be suspended from participation in all games/matches/meets for the next four weeks. If, after the first violation, the student of his/her own volition becomes a participant in a program with a licensed professional counselor, the student may be certified for reinstatement in Edgemont School activities after a minimum of two weeks and (2) Football Games, (4) Volleyball Games, (4) Basketball Games and (2) Track Meets. If a student comes forward and reports his/her violation, the penalty will be reduced to three weeks and (2) Football Games, (4) Volleyball Games, (4) Basketball Games and (2) Track Meets, with no counseling required. The student will forfeit their opportunity to letter for that sport. Repeat offenders do not receive this privilege.
- b. Tobacco related violations will follow tobacco handbook policy.

Second and Subsequent Violations:

The student shall be suspended from participation in all extra-curricular activities for the next twelve (12) months. If after the second or subsequent violations, the student on his/her own volition becomes a participant in a counseling program involving a licensed professional counselor, the student may be certified for reinstatement in Edgemont School District activities after a minimum period of eight (8) weeks.

Coaches Dress Code

Coaches will dress appropriately for the sport that they are coaching. Their dress should be clean and neat in appearance. Dress clothing or Edgemont Mogul attire for your sport is recommended, and no blue jeans or t-shirts should be worn. Some exceptions will be made for coaches of outdoor sports due to the weather related concerns.

Transportation Rules

Coaches will be responsible for the students from the time they leave the school until all students are safely on their way home from the school. At least one coach or sponsor will ride home on the bus with his or her student/athletes.

All participants must ride to extra-curricular events/activities in school provided transportation. All participants must ride home from extra-curricular events/activities in school provided transportation or with their parent or guardian. If a participant is going to ride home with his/her parent/guardian, the parent/guardian must provide the coach/advisor with written permission. If the event or activity takes place on a non-school day and the student is living along the path of the activity bus, they may be picked up and dropped off on the way at a predetermined site.

Any other arrangements must be pre-approved with administration prior to leaving the school.

If two vehicles are used by the coaching staff, they should travel together to the predetermined site. If the coaching staff uses the school's vehicles, it is his/her responsibility to make sure the vehicle is cleaned (students must pick up after themselves) and fueled. If you can't fuel the vehicle, a message needs to be left for the transportation director to fuel the vehicle the following day.

Busing

School bus drivers have the same authority as classroom teachers. The following rules will be in effect while riding school buses on, activity trips, or field trips:

1. Students will be seated before the bus is placed in motion.
2. Students will not use language that is loud or vulgar.
3. Students will not throw wastepaper or rubbish on the floor or out the windows of the bus.
4. Students will not open or close windows without permission of the bus driver.
5. Students will not put their hands, arms, or heads out of the bus windows.
6. Students will immediately report to the bus driver any damage to the bus.
7. Students will enter the bus in an orderly fashion and go directly to their seat.
8. Students must stay in their seats while the bus is in motion.
9. Electronic device use will be at discretion of the coach or chaperone.

Busing (student activity trips)

1. All school district bus rules will be in effect.
2. For athletic contests: (spectator bus)
 - a. There will be a charge varying by distance, collected before the student boards the bus, to cover the cost of transportation.
 - b. A minimum of 16 paid riders will be necessary before arrangements will be made for a spectator bus.
 - c. Only students in grades seven through twelve are permitted to take the bus for “away” games.
 - d. The bus leaves for home immediately after the game.
 - e. No spectator bus will be offered if another varsity event is scheduled at home.

Fund Raising for Sports

Coaches must fill out fund raising form in the office prior to any fund raising activities. Any additional arrangements will be made at that time (example – transportation needs.)

Rules Meeting and Coaching Tests

Coaches are required to attend the rules meeting and must complete the coaching test as per the South Dakota High School Activities Association.

Press Releases

Game scores need to be reported to the Associated Press -(1-800-300-8340) the night of the contest. Stats and scores need to be called into the Rapid City Journal - (1-800-843-2300) and also made available for the local paper – (662-7202 or 745-3930.)

Locker rooms

During both home and away games, coaches need to be the first persons into the locker rooms and the last person to leave the locker rooms and should check for any damage or lost items.

Coaches are responsible for the welfare of their student’s athletes in the locker room at home, away and during practices. Students must report any inappropriate behavior to the coaches and coaches may have to supervise the locker rooms if a problem persists.

Coaches Professional Development

It is the coaches’ responsibility to make sure that all course work is completed to attain all coaching education requirements. **ALL** coaches need a minimum of the following classes: First Aide for Coaches (**once every two years**) and Fundamentals of Coaching.

Coaches are encouraged to attend various coaching clinics and/or trainings on a yearly basis. Coaches are encouraged to put on or sponsor at least summer camp.

Notice To Teachers

Coaches are required to give notice, at least three days in advance, to the teachers of the students that will be attending an event that requires them to miss any part of the school day.

End of Season Paperwork

Coaches are required to inventory all equipment/uniforms of that sport and complete a requisition sheet for the next year. Coaches are responsible for recovering all items that are distributed to the students for their sport. Every attempt should be made by the coach to recover these items. They should fill out and complete the record for that for that sport in the SDHSAA record book in the Athletic Director's office.

Clearing the Building

After games, late practice and returning from games coaches are responsible for the following:

- Make sure everyone is out of the building
- Everyone has a ride home
- All doors are locked and secure
- Lights are turn off

Alcohol and Tobacco

See new policies

Request for Payment

Request for payment must be made by the first Monday of the month in which you wish to be paid. The School District's scheduled monthly pay day is the 12th day of each month. End of the season paperwork needs to be completed before payment is issued.

Have a great season!