

**STUDENT ATHLETE &  
PARENT HANDBOOK  
COOPER HIGH SCHOOL  
2016-2017**



**HOME OF THE JAGUARS**

**PLAY WITH CLASS AND WIN WITH CLASS!!!**

**Principal:** Michael Wilson

**Athletic Director:** Randy Borchers

## SPORTS OFFERED AT COOPER HIGH SCHOOL

**FALL SPORTS**      Football  
Volleyball  
Boys and Girls Soccer  
Boys and Girls Cross Country  
Boys and Girls Golf  
Cheerleading  
Dance

**WINTER SPORTS**      Boys and Girls Basketball  
Boys and Girls Bowling  
Boys and Girls Swimming  
Wrestling

**SPRING SPORTS**      Baseball  
Fast Pitch Softball  
Boys and Girls Track  
Boys and Girls Tennis

**Cooper High School Athletic Programs are administered by the bylaws of the KHSAA and the policies and procedures of the Boone County School District and Cooper High School.**

*Every effort is made by the Athletic Department to be fair and consistent to all of our student-athletes, and at the same time be in compliance with the rules of all bodies governing the behavior of student-athletes.*

## PHILOSOPHY AND OBJECTIVES

The Cooper Athletic Program is a continuation of the classroom. The purpose of our athletic programs are to educate our student athletes. The privilege of athletic participation is earned through the maintenance of proper standards of attitude, attendance, grades, and behavior.

Through participation in athletic centered interscholastic activities Cooper's student-athletes will develop values, attitudes, leadership, and skills for personal growth that will be needed to be successful in life after high school.

## VALUES OF ATHLETICS

Research indicates that students involved in co-curricular activities have a greater chance of being successful during adulthood. Many of the positive character traits required as a participant in athletics are exactly those that will promote a successful life beyond high school.

### **Interscholastic Athletics Promote Teaching and Learning**

- Higher GPA
- Better Attendance
- Lower Discipline Referrals
- Encourages Teamwork
- Teaches Sportsmanship
- Increases Self-Discipline
- Builds School Spirit
- Instills a Sense of Pride
- Family/Community Involvement

## TRY-OUT PROCESS

### TRY-OUTS

Students may be denied the privilege of participation because a sport prescribes a specific number that may participate. The number of participants in each sport will be determined by the head coach and the athletic director. Some of the criteria that determines the size of the team may include:

- Talent and work ethic of those trying out
- Number of individuals trying out
- Optimum number determined by the coach to conduct productive practices
- Academic grades and student behavior
- Academic eligibility of those trying out

Coaches will not use a cut list but instead will meet with each player individually who will not be making the team and explain to them why they were not selected to be a member of the team.

## TRY-OUT PROCESS

Student-Athletes will have a minimum **3-Day Try-out period starting from the first day try-outs are held.** If a student misses the try-out period, he/she will miss the opportunity to try-out. The exceptions to this are as follows:

- Athletes coming from a sport which has not concluded, will have three practice days from the day of the last game to try-out
- Athletes may pre-arrange with a coach to extend the try-out period. This must occur and is solely at the discretion of the coach.
- Athletes that did not complete the previous season of a sport may not try-out for the next season of sport until the current season concludes (league and/or post-season play)
- Athletes cut from a team may participate in any other sport that is available that season, unless the athlete was removed for disciplinary reasons
- A student who moves into the district after the try-outs are conducted, will need approval from the athletic director before they can try-out.

## ATHLETIC ELIGIBILITY GUIDELINES

### ATHLETIC ELIGIBILITY

Whether coming out for a sport for the first time or coming out for a sport from another sport, each athlete must meet the following requirements before he/she may participate in practice or a game.

- The student-athlete must pass a physical examination (physicals are good for a 1 year period)
- The KHSAA does not allow students who are not currently in the 7<sup>th</sup> grade or above to participate in high school athletics
- The student-athlete's parent/guardian must complete and sign a Physical History and a Permission Form
- The student-athlete must complete an Emergency Card
- The student-athlete must be academically eligible
- Parents must attend the parent meeting held at the beginning of the season.
- The student-athlete and their parent must sign the acknowledgement that they have read and understand the Student-Athlete & Parent Handbook
- Each athlete is required to pay an athletic fee of \$35.00 once a school year.

## ACADEMIC ELIGIBILITY GUIDELINES

### ACADEMIC ELIGIBILITY

Cooper High School believes that academics should always come before athletics. Any student who is academically ineligible will be athletically ineligible.

### SEMESTER HOURS

- Beginning at the freshman level, high school athletes are permitted to have eight (8) consecutive semesters of eligibility
  - Two (2) semesters constitute a school year

### GRADE LEVEL

In order to participate in athletics the student-athlete must currently be on grade level. Any student who is not on grade level is not eligible to participate in practice or games. **In order to be on grade level a student must have earned the following credits:**

- Sophomore- 5 credits
- Junior- 10 credits
  - 11 credits (Starting with the graduating class of 2018)
- Seniors- 16 credits

### AGE LIMITATIONS

- If a student enrolled in high school turns 19 years of age before August 1 of a given year, the student shall be ineligible to compete in the interscholastic athletic program

## ACADEMIC ELIGIBILITY GUIDELINES

### ACADEMICALLY INELIGIBLE STUDENT-ATHLETES

- If a student-athlete is ineligible for a total of **three weeks** during a single sport season they will be dismissed from the team for the remainder of the season

### The following criteria is used to determine an athlete's academic eligibility

- Academic eligibility will be done on a weekly basis
  - Reports will be run at 9:00 am Monday mornings
  - The grades that are on the academic report are the only grades that will be used to determine eligibility
- Students must be passing 4 of their 6 classes in order to be eligible

### The Athletic Director along with the supervising coaches will be responsible for ensuring that ineligible players do not participate in practices or games

- The athletic director will notify the supervising coach on Monday if they have an athlete that is not eligible
- The athletic director will notify staff weekly of student-athletes who are not eligible to participate in athletics that week
- The supervising coach will notify the student athlete who is not eligible and discuss the situation with them.

## SCHOOL ATTENDANCE GUIDELINES

### ATTENDANCE

- Athletes must be in attendance for at least  $\frac{1}{2}$  **day** of the school day to participate in a game or practice
- Athletes who are absent from school the day before a non-school day activity, may not participate in the following days activity
- The athletic director reserves the right to review all absences and allow the student athlete to participate if there is, in the athletic directors judgement, a valid reason for the absence

### UNEXCUSED ABSENCES

- Students with **9 or more unexcused absences** will be ruled ineligible for the remainder of the year. A student will be notified once they have 9 unexcused absences

## TRANSFERS

- Students who transfer into Cooper High School from another high school must be ruled eligible by the KHSAA before they may begin participating in a sport for Cooper High School
- It is the responsibility of the coach to make the athletic director aware that they have a transfer student interested in playing high school athletics at Cooper
- Once the Athletic Director is aware of a transfer student he/she will fill out the proper paperwork and submit it to the KHSAA
- The Athletic director will let the student, the parent, and the coach know once a ruling has been determine made by KHSAA

## EXPECTATIONS OF STUDENT-ATHLETES

Along with the privilege of competing for and representing Cooper High School on the athletic field comes responsibilities and expectations. Athletes are held to a higher standard because of their high visibility. Names and pictures appear in local newspapers. Peers, teachers, and community members know high school athletes and whom they represent. If Cooper High School's athletic programs expect to continue to receive broad support and respect, we must work hard to earn it each and every day. Our actions are scrutinized not only on the field of play, but in the classroom, around the campus, and throughout the Cooper community. ***"Be the best you can be... every day, in every way, and on every play!"*** This commitment to total effort is what a student-athlete is focused on. **WINNING IS NOT AN OUTCOME, IT IS AN ATTITUDE!**

### PARTICIPATION

Athletics are voluntary. Participation is not required for graduation, and thus, being on a sports team is not a right but a privilege. With participation comes responsibilities to maintain the established standards of conduct as defined by Cooper High School and the Boone Co. Board of Education.

### ATHLETICS AS A SEGMENT OF THE EDUCATIONAL PROGRAM

Athletics are just one of the many parts of an educational program that is provided to students. The main reason that students are in school is to learn and therefore, academics always come first. Maintaining academic eligibility is the student's responsibility, not that of coaches, teachers, or parents. Eligibility can also be lost due to poor attendance, failing grades, discipline issues, or citizenship.

## EXPECTATIONS OF STUDENT-ATHLETES

### SPORTSMANSHIP

Positive sportsmanship is an expectation of our athletic program. Teams are expected to play "harder" than our opponents, but they are also expected to play within the rules of the sport and the boundaries of clean and fair play.

### BEING A PART OF THE TEAM

Student-athletes learn many skills to play their chosen sport, but the most important skill to be acquired is teamwork. To be successful every member of the team must work together to make the whole greater than the sum of its parts. Sacrifice, loyalty, common goals, working with others, and sharing responsibility are all important components of teamwork. While all of these components are worth-while to participants of athletic endeavors, they are even more important for future personal and career happiness.

### ATTENDANCE/COMING READY TO PLAY

***Attendance at all games and practices are mandatory unless excused by the coach before the competition or practice***

Student-athletes should come ready to practice on time, be focused and be ready to learn. In addition, they should be prepared both physically and mentally for the season by training in the preseason.

### RESPECT

At the very core of citizenship is respect for oneself and others. The student-athlete is to demonstrate respect for coaches, teachers, officials, spectators, school facilities, equipment, and opponents at all time.

## EXPECTATIONS OF STUDENT-ATHLETES

### DEDICATION

A student-athlete must be willing to dedicate oneself to sports. The athlete should be aware that nothing worthwhile is accomplished without hard work and a sincere desire to succeed. The athlete must also realize the importance of work in the off-season. While this commitment may be challenging and difficult at times, remember a positive attitude, effort, and persistence will assist the student-athlete in reaching his/her dreams and becoming successful in life.

### EQUIPMENT

All equipment issued to the athlete is owned by Cooper High School. The student-athlete is responsible for paying for stolen, lost, or damaged equipment or uniforms (including altered uniforms) at the current replacement cost. Athletes are expected to keep the equipment cleaned and in good condition to wear it properly at all times.

Athletes may not use personal equipment when the equipment is provided to them unless they received permission from the head coach to do so. Athletes cannot use school equipment for other teams or organizations for any reason at any time.

### INITIATION/HAZING

Student-athletes are expected to be leaders and mentors for younger students. Initiation rituals and hazing are not acceptable and will not be tolerated. One is expected to lead by example. Leaving a positive legacy during your time at Cooper High School is a goal for all student-athletes.

## LOCKER ROOM CONDUCT

Student security and safety in the locker room are priorities of the coaching staff. Each student-athlete is responsible to assist in keeping the locker room area clean, safe, and secure.

- NO pictures or video recording will be permitted in the locker room
- Absolutely no horseplay is allowed. Injuries and/or bad feelings may result from this foolish action
- Lock and re-check your locker before leaving the locker room
- Immediately report any missing items to your coach or administrator
- Clean your area as you leave each day
- Treat the facility with respect

## DRUG/ALCOHOL POLICY

The General Assembly of the Commonwealth of Kentucky has deemed that usage by a minor, those under the age of 21 for alcohol, those under the age of 18 for tobacco, and illegal possession of prescription narcotics is illegal. Disciplinary action for use of these items will be as follows:

**1<sup>st</sup> Offense:** loss of 10% of the season with assessment before reinstatement

**2<sup>nd</sup> Offense:** Dismissal from athletic team

**\*\*** Students may also face disciplinary action from Cooper High School

## CONSEQUENCES FOR UNETHICAL BEHAVIOR

### PERSONAL BEHAVIOR

The following outlines the obvious areas of personal ethics along with the consequences for unethical behavior.

1. Any athlete who is found guilty of stealing or defacing school or personal property **will be dismissed from the team.**
2. Profane or obscene language, or any act of vulgarity, is not acceptable. Violators will be **disciplined by the coach and may also face school disciplinary action.**
3. Athletes are expected to treat their opponents with respect before during and after competition. Athletes showing poor sportsmanship towards opponents or officials will be **disciplined by the coach and may face school disciplinary action.**
4. Athletes are expected to attend all classes, be on time, turn in their assignments on time, seek help from the teacher when necessary, have a positive attitude toward their peers and teachers, and be a good citizen. Failure to do **so will result in discipline from the coach.**
5. An athlete must be in class for three full periods to practice or play in a game that day. If an athlete is not in three full periods of class he/she becomes ineligible to compete or practice that day. **The Athletic Director will make the determination under special circumstances.**
6. **An athlete suspended from school may not participate in practices or games for the duration of the suspension, including holidays, weekends, and breaks.**
7. Attendance at practices, scrimmages, team meetings, and games is required. Absences not excused by the coach in advance **may result in disciplinary action and possible removal from the team.**

## INJURY PROTOCOL

### INJURIES

Participating in competitive athletics may result in severe injury, including paralysis or death. Changes in rules, improved conditioning programs, modern equipment, and medical coverage have reduced these risks. However, it is impossible to totally eliminate such incidents from occurring.

Players may reduce the chance of injury by obeying all safety rules in their sport, reporting all physical problems to their coaches, following a proper conditioning program and inspecting equipment daily. Even if all these requirements are met, a serious injury, paralysis, or death may occur.

### PROCEDURE IF YOU ARE INJURED

Report ALL injuries to the coach, athletic trainer, or Athletic Director immediately. The coach and/or athletic trainer will file an injury report with the Athletic Director.

### RETURN TO PLAY

If a student-athlete is injured or has other medical issues that may affect his/her participation in an athletic activity, that student must be cleared by the Cooper athletic trainer and/or the consulting team physician in order to return to play. If a physician has treated the student-athlete, that athlete must have a signed documentation from the physician stating he/she has been evaluated and they are permitted to return to play. The note must stipulate the day the athlete may return to normal activity and any restrictions imposed on the athlete's return to sports activities.



## CONCUSSION PROTOCOL

- If a concussion is suspected, the athlete should immediately be removed from play and evaluated by a trained medical professional (ie. Certified Athletic Trainer, Medical Doctor)
- If no one is available to evaluate the athlete, he/she should be held out of activity until he/she can be evaluated.
- All concussions **MUST** be evaluated and cleared by a Physician before returning to activity
- If symptoms worsen at any time, immediate medical attention is a must

### SYMPTOMS OBSERVED BY STAFF

- Appears dazed or stunned
- Is confused about assignment
- Forget plays
- Is unsure of game, scores, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness
- Shows behavior or personality change
- Forgets events prior to hit/after hits

### SYMPTOMS REPORTED BY ATHLETE

- Headache
- Nausea
- Balance problems or dizziness
- Double or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish
- Feeling "foggy"
- Change in sleep pattern
- Concentration or memory problems

## EXPECTATIONS OF PARENTS

### SUPPORT THE PROGRAM

- Encourage participation. Allow the student to select the sport based on his/her perceived ability and interest. Provide a pressure free environment regarding scholarship expectations.
- Be supportive of your athlete. See that his/her needs are met. Attend as many of your child's contests as possible.
- Stress the importance of the complete athlete... both the mental and the physical preparation
- Do not emphasize quitting as the best way to solve a problem, but rather encourage perseverance

### KEEPING ATHLETICS IN PERSPECTIVE

- Emphasize that academics should always come first
- Assist the student to structure time wisely so that athletics do not interfere with academics
- Use athletics as a way to teach our children how to interact with other people during emotional situations. Help your child understand that athletic ability varies with body maturity and that effort is just as important.

### SUPPORTING THE PROGRAM

- Be supportive of the coaching staff. Go to all meetings requested by the coaches. Support the coach's preparation plan. Talk to your athlete frequently about how things are going with his/her sport.
- During the season, take into consideration practice and games when planning family events
- Understand the needs of a particular sport. Some take more equipment while others take more time.
- Model positive behavior

## INFORMATION FOR PARENTS

### PARENT/COACH RELATIONSHIPS

Both parenting and coaching are extremely challenging vocations. By establishing an understanding of each position, we are better able to accept the actions of the other for the benefit of the student-athlete. As parents, when your children become involved in our program, you have the right to understand the expectations that are placed on your child. This begins with clear communication from your student-athlete's coach.

### COMMUNICATION YOU CAN EXPECT FROM THE COACH

- Philosophy of the program
- Expectations the coach has for your student as well as the team
- Locations and times of practices and contests
- Team requirements (fundraising, equipment, off-season expectations)
- Discipline that results in the denial of your child's participation
- Availability of the coach to speak with you about your child if you should have a concern

### COMMUNICATION COACHES CAN EXPECT FROM PARENTS

- Parents use the proper chain of command
- Concerns expressed at appropriate times
- Notification of any schedule conflict which may involve an absence from practices or a contest well in advance
- Your support for the program and positive encouragement for all involved

### BENEFITS AND CHALLENGES OF ATHLETIC PARTICIPATION

As your student-athlete becomes involved on an athletic team, they will experience some of the most rewarding moments of their lives. Likewise, it is important to realize that there will be times when things do not go the way your student wishes.

***This is when your child should set up an appointment to talk with his/her coach. This type of communication will provide the coach and the student a better understanding of each other's ideas and goals. This is also an important segment of a young person's maturity process into adulthood.***

## INFORMATION FOR PARENTS

### APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

It is difficult to accept your child may not play as much as you may have hoped. Our coaches are experienced, professional educators. They use their experience and expertise to coach young men and women and are required to make judgment decisions based upon evaluation of practice performance and what they believe to be in the best interest of all those in the program. Certain topics can and should be discussed with your student-athlete's coach.

- Suggest ways to help your student-athlete improve
- Concerns about your student-athlete's behavior and/or academic progress

### ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES

- Playing Time
- Play calling and game strategy
- Other student-athletes

### PROCEDURES TO FOLLOW IF YOU HAVE A CONCERN-"CHAIN OF COMMAND"

- Have your student-athlete meet with his/her coach to discuss the issue. On most occasions, this conference will resolve issues or questions.
- Email the coach to discuss your concern. Leave your telephone number and explain your concern and the coach will respond to the email or will call.
- Please do not attempt to talk with a coach before or after a practice or a contest. Our coaches are responsible for the supervision and safety of their athletes. In addition, these can be emotional moments for both parents and the coach. Meetings in this environment do not promote resolution.

### IF A NEXT STEP IS NECESSARY

What can a parent do if the coach-athlete meeting (step 1) and the parent-coach meeting (step 2) does not bring a resolution to the issue?

- Call Cooper's Athletic Department and set up an appointment with the Athletic Director and the coach to discuss the situation. At this meeting, issues of concern will be discussed and resolved.

## COLLEGES AND SCHOLARSHIPS

Recent studies have shown that the percentage of men and women being offered an NCAA Division I full scholarship is 0.008%. In other words, it's easier to become a National Merit Scholar Finalist than to receive an athletic "full ride" scholarship. It is important to understand that high school coaches are not responsible for getting student-athletes college scholarships. However, the coaches will work very hard to make sure that the student-athlete maximizes his/her potential in both the athletic and academic arenas.

### **PARENTS CAN ASSIST IN IMPROVING THE ODDS OF THEIR STUDENT PARTICIPATING AT THE COLLEGIATE LEVEL BY:**

- Learning about the different divisions and the available scholarships and grants
- Determine if your student really wants to play at the collegiate level
- Have a realistic evaluation of what level your student can participate in at the collegiate level. Remember, there are over 25,000 high schools in the nation.

### **NCAA ELIGIBILITY CENTER**

Many college athletic programs are regulated by the National Collegiate Athletic Association (NCAA), an organization which has established rules on eligibility, recruiting and financial aid. The NCAA has three membership divisions: Division I, Division II, and Division III. Institutions are members of a division according to the size and scope of their athletic programs and whether they provide scholarships.

If you are planning to enroll in college as a freshman, and you wish to participate in Division I or II athletics, you must be certified by the NCAA Eligibility Center. The Center ensures consistent interpretation of NCAA initial-eligibility requirements for all prospective student athletes at all member institutions.

## COLLEGES AND SCHOLARSHIPS

### **YOUR RESPONSIBILITY AS A PROSPECTIVE STUDENT-ATHLETE**

It is your responsibility to make sure the NCAA Eligibility Center has the documents it needs to certify you. These documents are:

- Your completed and signed Student Release Form and fee
- Your official transcript directly from every high school you have attended
- Your ACT and/or SAT scores

## DEVELOP YOUR RECRUITING PLAN

- Honestly evaluate your talent/skill level
- Respond to questionnaires
- Show an interest and actively evaluate prospective schools
- Introduce yourself to collegiate coaches
- Develop a list of questions for coaches
- Create a game/skill tape
- Arrange unofficial college visits
- Take the SAT and/or ACT
- Register with the NCAA Clearinghouse
- Take care of the academics

# STUDENT/PARENT HANDBOOK FOR ATHLETICS

## SIGNATURE PAGE

**\*\* PLEASE COMPLETE THIS FORM AND RETURN TO YOUR HEAD COACH BEFORE THE FIRST OFFICIAL DAY OF PRACTICE**

I have read the Student/Parent Handbook for Athletics, and I understand what is expected of me as a student-athlete. I agree to follow all policies in this handbook, and promise to always represent my team and school in a positive manner. I understand that any violation of this handbook will result in consequences.

Additionally, it would be impossible for every situation to be cited in this handbook. With this in mind, situations that arise will be dealt with on an individual basis. Coaches and sponsors may have more stringent rules and policies than the ones that are established in this handbook which will be articulated to their team.

**Student Name (Print):** \_\_\_\_\_

**Grade:** \_\_\_\_\_

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

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

**Parent/Guardian Name (Print):** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

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

**Sports:** \_\_\_\_\_