

# **South Warren High School**

## **Athletic Handbook**

### **2024-2025**



For detailed information about Warren County Public Schools' policies, consult the district handbook or visit the Warren County Board of Education website at < <http://www.warrencountyschools.org> >.

**South Warren High School follows all KHSAA Rules and Regulations. SWHS guidelines do not supersede KHSAA Rules and Regulations.**

## **SOUTH WARREN HIGH SCHOOL ATHLETIC MISSION STATEMENT**

An athletic program is an integral part of the total education experience at SWHS. Student-athletes, coaches and parents are called upon to work together in a true spirit of sportsmanship to assist in creating an environment in which positive values can be revealed, tested and proven relevant to both the participants and school community.

Through participation in athletics at SWHS, student-athletes will learn to take responsibility for personal growth by developing loyalty, pride, integrity and commitment. Athletics provide the opportunity for the student-athlete to exhibit physical skills and knowledge of a particular sport, and to apply these skills and knowledge to new situations in a variety of educational settings. Every member of the SWHS community must seek to encourage, instill and foster such growth and development in all student-athletes.

## **ROLE OF ATHLETICS AT SOUTH WARREN HIGH SCHOOL**

Athletics at SWHS are perceived as integral to the total education program that is referenced in our mission statement. The primary goal of athletics at SWHS is the betterment of the student-athlete as an individual. Participation in SWHS athletics is a privilege. Actions of student-athletes are expected to bring honor to the team and school. Actions that bring dishonor to the team will result in consequences or dismissal from the team.

- Responsibility to yourself—the most important of these responsibilities is to broaden one's self and develop strength of character. You owe it to yourself to get the greatest possible benefit from your high school experience. Your studies, your participation in other extra-curricular activities as well as sports prepare you for your life as an adult.
- Responsibility to your school—SWHS cannot maintain its position as an outstanding school unless you do your best in whatever activity you wish to engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school. When you assume a leadership role, the student body, community and others judge our school by your conduct both on and off the field.
- Responsibility to others-- as an athletic team member, you also bear responsibility to your home. Do not do anything on or off the field that would embarrass your family. They are there to support you. Practice and play to the best of your ability.

## **CONDUCT OF A COACH**

The conduct of a coach should first and foremost be that of a role model on and off the sports field. Coaches are to set the example for all student-athletes in character, service, speech, scholarship, sportsmanship, and respect for all persons. It is important a coach's conduct is above reproach in all the following areas:

- *On the field:* the coach should at all times demand sportsmanship, fair competition, and quality effort from their student-athletes during competition and preparation. The

coach will avoid the use of inappropriate language and contact as well as any other form of disrespect towards all student-athletes. The coach will seek to do his or her best to make each student-athlete a better player and encourage a well-rounded way of life.

- *In the classroom:* the coach should at all times be a promoter of scholarship and foster an environment which encourages a focus on academia, sound work in all classes, and the desire to be a lifelong learner. Furthermore, the coach expects student-athletes to be leaders in the classroom, respecters of authority, and responsible citizens.
- *In the community:* the coach should be a supporter of the South Warren High School community. The coach should seek to communicate in a timely manner with players, parents, and administration on issues and information concerning their respective team. The coach should at all times set a positive example for South Warren High School and be an encourager to all students and faculty.

## CONDUCT OF AN ATHLETE

The conduct of an athlete is closely observed in many areas of life. It is important that your behavior is above reproach in all the following areas:

- *On the field:* in the area of competition, you will be gracious in defeat and modest in victory.
  - **Sportsmanship expectations and penalties:** SWHS student-athletes are expected to compete according to the rules and display the highest of sportsmanship. If a student-athlete receives a penalty which results in removal from a competition, the student-athlete must show completion of the online NFHS Sportsmanship Course. This course completion is in addition to any KHSAA suspension requirements.
- *In the classroom:* an athlete cannot fail in the classroom and be an outstanding athlete. Proper time management is vital so that you can have sufficient time to complete your studies and ensure acceptable grades. In addition, student-athletes should show respect to other students and faculty at all times.

## GRADES AND ELIGIBILITY

Any student-athlete who is ineligible academically will be suspended from the team until such ineligibility is corrected. Any student that is ineligible for three weeks during that specific season, will be declared ineligible for the remainder of that sports season. Supervising coaches and the athletic director will be responsible for ensuring that ineligible players do not participate in games or practice. All grades will be checked every Friday. On a weekly basis, a student shall be passing at least three of the four classes on his/her schedule as required by the Kentucky High School Athletic Association (KHSAA). SWORD is not included in the weekly grade check. Athletes must be in the proper grade level at the beginning of each school year. They must also move with their class to the next grade level. Beginning at the freshman level, high school athletes are permitted to have eight consecutive semesters of eligibility. Two semesters constitute a school year.

## **ATTENDANCE**

Regular attendance is expected of all athletes. Athletes must be in attendance for at least half of the school day to participate or compete in a game or practice. The administration reserves the right to review all absences and allow the student athlete to participate if there is, in the administration's judgement, a valid reason for absence. Attendance at all games and practices is mandatory unless excused by the coach before the competition or practice.

## **PHYSICAL EXAMS AND CONSENT FORMS**

All participants in athletics must provide evidence of a medical exam (pre-participation physical) that certifies the athlete is physically capable of participating in athletic activities. Please note that the school does not provide funds for the pre-participation exam as this is the family's responsibility. The exams are valid for one year. In addition to the physical exam, all participants shall fill out an emergency release form, consent to play form, and proof of insurance forms. All forms shall be filled out correctly and completely before being allowed to participate.

## **INSURANCE**

SWHS insures athletes on a very limited basis. The insurance coverage provided has very specific limits and is not designed as basic health insurance, but rather as a companion plan to the personal insurance and as limited coverage if the athlete has no personal insurance. The athletic trainer shall process all insurance claims.

## **TRANSFERS**

A student who transfers to South Warren High School with or without a bona fide change of address by his/her parent(s) or legal guardian(s) shall not play at the varsity level until the KHSAA transfer waiver approval process is complete. Once the written ruling is received, either favorable or unfavorable, the student may then begin practice (KHSAA By-law 14). Students ruled ineligible may also play Fr/JV games, but not play at the varsity level. Transfer students shall meet all the eligibility requirements of the KHSAA and SWHS prior to participation.

## **AGE LIMITATION**

If a student enrolled at SWHS turns 19 years of age before August 1st of a given year, the student-athlete shall be ineligible to compete in athletics.

## **DROPPING A SPORT**

Occasionally, an athlete may find it necessary to drop a sport for a good reason. If an athlete decides to drop a sport, the following procedure must be followed:

- A. The student must talk with his/her head coach.
- B. The student and head coach must report the situation to the athletic director.
- C. The student must turn in all equipment issued, or pay to have it replaced.

*If an athlete quits for other than medical reasons, he/she will not be allowed to compete in another activity or sport for the remainder of that sports season. Those individuals selected to any athletic*

*team shall be considered a member of that team through the regular and postseason unless they are removed for disciplinary reasons, ineligibility, or mutual agreement between player and coach.*

## **EQUIPMENT**

All equipment and uniforms belong to the school, unless the student purchases the item. Students may not keep or give away any item that has been purchased by SWHS. Students may not use any school equipment or uniforms for other teams or organizations for any reason at any time. All equipment and uniforms must be accounted for at all times. Student-athletes are responsible for all school equipment and uniforms they receive. The student-athlete is expected to keep the equipment and uniform clean, in good condition and wear it properly at all times. Players have the responsibility to report any equipment or uniform problems to their coach. No player should play or practice with defective equipment. Any piece of equipment or uniform lost by the student-athlete will be replaced by the student-athlete at Warren County Board of Education bid price.

## **RETURN TO PLAY**

If a student-athlete is injured or has medical issues that affect his/her participation in an athletic activity, that student must be cleared by the SWHS trainer and or consulting team physician in order to return to play.

## **ATHLETIC LETTERING**

An athlete can earn varsity letters for specific sports during his/her high school career. An athlete must achieve at least 25% participation in varsity competition in his/her respective sport **OR** participate in that specific sport all 4 years of high school to earn a varsity letter. Determining the percentage of participation will be at the discretion of the coach and athletic director for special circumstances.

## **DRUGS AND ALCOHOL**

**All athletes on a KHSAA roster are subject to a random drug test at any point in the year. Athletes can not opt out of drug testing. Failure to complete the test when your name is called will result in a positive test.**

Any student found to have purchased, received, possessed, attempted to possess, use, be under the influence of, sell, or transfer alcoholic beverages, narcotics, drugs, controlled substances, mood altering substances (such as inhalants), prohibited drugs and substances, or drug paraphernalia on school property, in any school vehicle, at any school-sponsored or sanctioned activity or event, or en route to or from school property or a school sponsored or sanctioned activity or event shall receive the following consequences:

**First violation:** The student shall be suspended for twenty percent (20%) of scheduled games. If necessary, the suspension shall carry over to the student's subsequent participation on another team to the following season. Participation consists of practicing, dressing out, traveling with, or receiving recognition with or for the activity(s) in which the student is involved before reinstatement to the team after a first violation. The student is prohibited from participation in all school athletic and extracurricular activities while suspended or attending alternative to suspension program (ASP).

If a student is reinstated to the team following a first violation, the student's participation in another team shall not be restricted solely because of the existence of the first violation, as long as the student has completed the period of suspension and was appropriately reinstated to the prior team. If the student elects not to seek reinstatement to a team after the first violation (either because of the student's own election or the season concluded prior to the expiration of the student's own suspension), the student is still required to serve the unexpired portion of the suspension before the student can be eligible for any other activity. A student serving a suspension for one activity may try out for a second activity. If the student successfully makes the team, prior to participation, the student must serve the unexpired portion of the previous suspension.

**Second violation:** The student shall be suspended for one calendar year from the date of the incident. If necessary, the suspension shall carry over to the student's subsequent participation on another team to the following season. Participation consists of practicing, dressing out, traveling with, or receiving recognition with or for the activity(s) in which the student is involved before reinstatement to the team after a first violation. The student is prohibited from participation in all school athletic and extracurricular activities while suspended or attending alternative to suspension program (ASP).

If a student is reinstated to the team following a second violation, the student's participation in another team shall not be restricted solely because of the existence of the first violation, as long as the student has completed the period of suspension and was appropriately reinstated to the prior team. If the student elects not to seek reinstatement to a team after the second violation (either because of the student's own election or the season concluded prior to the expiration of the student's own suspension), the student is still required to serve the unexpired portion of the suspension before the student can be eligible for any other activity. A student serving a suspension for one activity may try out for a second activity. If the student successfully makes the team, prior to participation, the student must serve the unexpired portion of the previous suspension.

### ASP POLICY

- **First Offense (in a season):** Students shall not participate in any athletic activities while they are in ASP. Participation includes practicing, playing in games (pre-season, season, post-season), dressing out, traveling with or receiving recognition. At the coach's discretion, students may attend practice for conditioning purposes only. This serves as a reminder to students about the expected conduct of student athletes and reiterates the primary mission of the SWHS Athletic Handbook.
- **Second Offense (in the same season as the first offense):** Students shall be suspended from any athletic activity for the remainder of the current season. Students will still be eligible to participate in athletics after the end of the current season. This serves to reinforce the primary mission of the SWHS Athletic Handbook. The student is eligible to join other athletic teams at the conclusion of the current season.
- **Three Offenses of ASP within a school year:** Students shall be suspended from any athletic activities for the remainder of the school year. Students may rejoin athletics starting June 1. This serves to uphold the values of individual responsibility of one's actions in order to prepare student athletes for a productive role in society after graduation.

- This ASP policy represents the minimum actions that will be taken for each offense. Coaches have the right to have *more* stringent guidelines for their team. If coaches wish to have their own policy that goes above and beyond this policy, it should be submitted to and approved by the principal and athletic director prior to being distributed. The sport handbook should be shared with all players and parents/guardians at the beginning of each season.
- Coaches, athletic director and assistant athletic director, and administrators are responsible for ensuring that all sports are adhering to this ASP policy.

## ISS POLICY

Within a season (all sports in that season), the following actions will be taken when a student receives ISS for any reason:

- **First Offense:** Coach's discretion.
- **Second Offense:** Coach's discretion.
- **Third Offense:** Coach's discretion. Further, the student and parents/guardians must sign an Athletic Conduct Contract. (Appendix A) The contract serves to explicitly remind the parents/guardians and students of the implications of a fourth ISS offense within that season.
- **Fourth Offense:** Students shall not participate in any athletic activity for the remainder of the current season, including postseason. Participation is defined in the **3<sup>rd</sup> Offense**.
- This ISS policy represents the minimum actions that will be taken for each offense. Coaches have the right to have *more* stringent guidelines for their team.
- Coaches, athletic director and assistant athletic director, and administrators are responsible for ensuring that all sports are adhering to this ISS policy.

These offenses do not carry over from one season to the next unless specified by the individual coach in his/her sport handbook. This policy serves to uphold the values of individual responsibility of one's actions in order to prepare our student athletes for a productive role in society after graduation.

## PARENT/COACH COMMUNICATION POLICY

A positive experience in sports requires commitment from students, parents and coaches. To be successful, everyone involved must work together to ensure effective communication. Positive and effective communication will only strengthen our athletic program. The following guidelines are intended to aid parents and coaches in their interaction.

Communication parents can expect from coaches:

1. Parent meeting before the start of the season
2. Location and time of practices and games
3. Coach's expectations and philosophy
4. Team requirements, i.e. fees, special equipment, off season conditioning
5. Notification of disciplinary action resulting in dismissal
6. Request for support towards commitment of the program.

Appropriate concerns for parents to discuss with coaches:

1. The treatment of their child, both physically and mentally
2. Skill improvement and development
3. Concerns about their child's behavior

Inappropriate concerns for parents to discuss with coaches:

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

(In the above, the coaching staff will be supported 100% by the athletic administration)

Communication coaches should expect from parents:

1. Individual concerns expressed directly to the coach
2. Advance notice of any schedule conflicts
3. Any ideas to help the program financially or with facilities

Procedure to discuss or meet with the coach:

1. Make an appointment with the coach
2. Contact the athletic director if resolution cannot be reached.
3. Please do not attempt to speak with a coach before, during, or after a contest or practice
4. Do not call the coach at home. Contact him/her at school.
5. At no time should anyone be on the court, in the bench area, on the field, sidelines, or dugouts. No exceptions.

(Remember, playing time, strategy, play calling and other students will not be discussed)

## **GUIDELINES FOR CHOOSING STUDENT-ATHLETES FOR TEAMS**

Students may be denied the privilege of participation because a sport requires a certain set of skills or allows only a certain number of students to participate. The number of participants in each sport will be set by the head coach. Some of the criteria that determine the size of the team may include:

1. TALENT and WORK ETHIC of those trying out
2. Number of individuals trying out
3. Optimum number determined by coach to conduct productive practices
4. Academic eligibility of those trying out

## **GUIDELINES FOR CUTTING STUDENT-ATHLETES**

Our coaches realize that as difficult as this process is for them, it is much more difficult for the student-athlete. We make every attempt to use this opportunity to let the student-athlete know that this is not a personal decision and that we support his/her efforts to try out in the future. **Coaches must have an individual conversation with each student who is cut.**

## **PROHIBITION OF HAZING**

The Department of Athletics at South Warren High School supports only those activities which are constructive, educational and that contribute to the personal development of student-athletes. The administration unequivocally opposes any situation created intentionally to produce embarrassment, harassment or ridicule. SWHS interprets hazing as any act, (physical, emotional or psychological) that subjects another person, either voluntarily or involuntarily, to anything that may abuse, mistreat, degrade, humiliate, harass or intimidate. In addition, any actions by a member that compel another



member to participate in an activity that is against high school policy or state/federal law will be defined as hazing.

### **SUNDAY/WEDNESDAY PRACTICES/GAMES**

Coaching staffs are permitted to practice on Sundays. Sunday practices will not begin before 1:00 and will finish by 5:00.

Wednesday practices and games are also allowed.

Any student athlete that cannot attend, or needs to leave early on Sundays or Wednesdays due to church services and activities will be excused with zero consequences.

### **ATHLETIC CODE OF CONDUCT**

SWHS strives to encourage good sportsmanship throughout our athletic program. We expect all our players, coaches and spectators to be respectful of other players, coaches, officials and spectators. SWHS will not permit any behavior that detracts from the proper conduct of the game.

***\*\*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 may have more stringent rules and policies than the ones that are established in this handbook, as long as they have been communicated to both parents and student-athletes.***