

# CHAMINADE COLLEGE PREPARATORY



CHAMINADE  

---

COLLEGE PREPARATORY

**Athletic Department Handbook  
2017-2018**

## TABLE OF CONTENTS

CHAMINADE MISSION STATEMENT AND GOALS.....	3
THE ROLE OF THE PARENT.....	4
DEPARTMENT POLICIES.....	5
Athletic P.E.....	5
Commitment.....	5
Conduct.....	6
Sportsmanship.....	7
Eligibility.....	7
Dress code.....	8
Equipment and Facility Use.....	8
Athletic Fees.....	8
Physical Exam.....	8
Summer Rules.....	8
Retreats.....	9
Spirit Pack.....	9
Training Rules.....	9
Injuries.....	9
Athletic Signings.....	9
Travel.....	10
Release Time.....	10
Disciplinary Procedures.....	10
Communication with Coaches.....	10
Communication Procedure.....	11
Problem Resolution.....	11

## **CHAMINADE MISSION STATEMENT**

Chaminade College Preparatory collaborates with the families it serves to provide a challenging Catholic, coeducational education in the Marianist tradition. This tradition, grounded in the values of Jesus, educates the whole person while emphasizing family spirit in a nurturing, caring environment, attentive to the moral, spiritual and religious development of students. Chaminade prepares college-bound students throughout their middle and high school years in a rigorous program of academic excellence. Students from a diversity of cultural, religious and economic backgrounds come together for an active and varied curricular and extracurricular program. The mission of Chaminade College Preparatory is to form morally aware and academically capable people to be outstanding contributors to the future.

## **GOALS**

The goal of the Athletic Program at Chaminade is to provide students with opportunities for interscholastic athletic participation and competition. Chaminade encourages a highly competitive attitude within the athletic program and takes great pride in winning, however, the school does not condone “winning at all cost.” We discourage any and all pressures that lead to poor sportsmanship and words or actions contrary to the mission of Chaminade College Preparatory. It is the goal of the Athletic Department to field teams with the best possible examples of what it means to be a part of the Chaminade family.

Participation in interscholastic athletic activities is a privilege, not a right. This means that students must work to earn and keep the right to be a member of a team. With this privilege comes the responsibility to maintain the standards and conduct guidelines outlined in the Chaminade Student/Parent handbook, along with the Mission League Constitution and the CIF-SS Code of Ethics that each participant signs at the beginning of a particular season of sport. While specific team rules and expectations will come from the various coaches, the following portion of this handbook is intended to outline what is expected of a student athlete at Chaminade High School.

### **1. KEEP ATHLETICS IN PERSPECTIVE**

- Keep your priorities in order: God, Family, Academics, Athletics
- Remember you as an athlete are the most visible representative of the Chaminade Family to the community and the public
- Do not demean the other participants in an athletic contest (teammates, opponents, coaches or officials)
- Stand by your commitment to your sport, your team, your coaches and your school
- HAVE FUN!

### **2. BE A PERSON OF INTEGRITY**

- Display exemplary citizenship and sportsmanship on and off the field or court
- Show respect for yourself, your teammates, your opponents, your coaches, and the contest officials
- Understand your role on the team and do your best to excel at it, this means placing the team and its objectives above your own
- Do not place winning above following the rules or the positive aspects of participation
- Always maintain emotional control

### **3. BE A LEADER**

- Give glory to God for all of your success and the learning opportunities of your setbacks
- Be a positive example for other students by the things you say and do
- Give your best effort at all times
- Represent Chaminade with pride
- Maintain a positive attitude in all circumstances and situations
- Be willing to sacrifice your own desires for the good of the team
- Follow all training rules and guidelines
- Take care of all school facilities

### **THE ROLE OF THE PARENT**

Parents play a critical role in the success of the Chaminade Athletic program. We believe that participation in athletics is an extension of the Marianist mission and serves as a vital component in the education of the whole person. Participation in athletics is a valuable tool in teaching our students the value of hard work and the essence of teamwork. Our athletic department strives to be a positive extension of the excellent Chaminade education in our classrooms, where lessons in self-discipline, self-confidence and character building through adversity abound. You, as a parent, play a critical and central role in this process. We expect our parents to model this commitment and philosophy, and be examples of good sportsmanship and Christian behavior.

The following are some things you can do to help make your child's experience in the athletic program a positive educational endeavor.

#### **1. KEEP ATHLETICS IN PERSPECTIVE**

- Emphasize the right priorities: God, Family, Academics, Athletics
- Place value in the positive participation, not the winning or losing of a contest
- Remember you as a parent at Chaminade represent the school and its mission
- Do not publicly demean participants in an athletic contest (Players, officials, coaches, other parents or spectators, etc.)

#### **2. SUPPORT YOUR STUDENT-ATHLETE**

- Talk to your child about how things are going with his/her sport
- Let your child select a sport based on his/her perceived ability and preferences
- Come to as many of your child's contests as possible
- Stress and model the importance of a healthy lifestyle free of drugs, tobacco, and alcohol
- Do not support "quitting" as the best way to solve problems, but rather perseverance

#### **3. SUPPORT THE PROGRAM**

- Be supportive of the coaching staff and respect their professional judgment
- Follow the communication procedure outlined in this packet
- Model positive Marianist behavior when attending contests
- Understand the time commitment and needs of the particular sports as many of them involve significant commitments of time and financial resources.
- Help your child follow the guidelines in this packet and the CIF-SS Code of Ethics
- Display, by your actions and words, an understanding of the Mission of Chaminade, to enhance the image of our school to the community.

Chaminade College Preparatory believes that a positive and constructive partnership with a student's parents or guardian is essential to the fulfillment of the School's mission. Parents who do not support the mission, or fail to be civil, and/or become disruptive in their relationship with the School or its constituents, *jeopardize that relationship*. Thus, Chaminade College Preparatory reserves the right to prohibit attendance at sporting events and practices if the School reasonably concludes that the actions of any parent or guardian make such a positive, constructive relationship impossible, or otherwise interferes with the School's accomplishment of its educational purposes.

## **DEPARTMENT POLICIES**

The constitution, by-laws and regulations of the California Interscholastic Federation-Southern Section (CIF-SS), the Catholic Athletic Association (CAA) and the Mission League govern the Chaminade Athletic Program. Information regarding these governing bodies is available in the Athletic Office. The following policies relate to participation at Chaminade College Preparatory and are intended to guide student athletes and their parents to a successful and positive athletic experience. Individual teams and programs will have their own specific rules and student athletes and parents can expect to be presented with this information on the first day of practice or at the pre-season parent meeting respectively.

### **Athletic P.E.**

Athletic P.E. allows students to meet with their coaches in the off-season for the purpose of practicing sport-specific skills. Athletes are able to earn Physical Education and/or elective credits for selected skill development during regular school hours (D Block). This class is only available to students who have clearance from the athletic director and the head coach of the program as class size is limited due to existing facilities. Preference is given to varsity level athletes.

### **Attendance**

An athlete will not be eligible for practice or an athletic event on the day the athlete is absent from school with these exceptions: appearance in court, attendance at a funeral, written verification of a doctor's appointment, or by approval of the principal and/or the athletic directors.

Students must be in attendance in school for at least half of their academic classes to be eligible to participate in or attend any school related sport, activity or function scheduled that day. Classes missed because of an early-out and X-block or study-hall are not considered part of a student's academic day for this policy. Requests for exception to this policy must be directed to the appropriate athletic director, if athletic practice or games are involved.

If an athlete is suspended from school, the athlete is ineligible to compete in games, participate in practice or conditioning during the time of suspension. This includes in-school suspensions.

### **Commitment**

Once an athlete has accepted a position on any team at Chaminade, the athlete is expected to attend every meeting, practice, and game. The coach should be consulted at least 48 hours in advance of any conflict. Before trying out for a team, the ability to sustain the time commitment through an entire season should be considered by the student-athlete and their family.

An athlete is considered to be part of a team only if the athlete has a current medical card and has participated in an official practice. Tryouts do not constitute official practices. Before dropping a sport, the athlete must meet with the head coach of the sport that season and must consult with the athletic director before trying out for any other sport in subsequent seasons.

If an athlete quits or is dismissed from a team, the athlete will not be permitted access to athletic facilities or pre-season practice with other teams. The athletic director can grant training room or weight room access with the recommendation from the head coach.

Participation in the Cheerleading program excludes that student from participation in any other sport during the fall and winter athletic seasons of that school year.

Participation in more than one sport will not be allowed at any time unless by mutual written consent of both head coaches. To change sports in season, the student must have permission from both the head coach and the athletic directors. Chaminade teams must take precedence over off campus/club teams. Participating on a school team and a club (off campus) team in the same sport simultaneously (except soccer O.D.P.) is a violation (CIF-SS Bylaw 600). This rule applies to all levels of participation.

### **Conduct**

Chaminade at all times expects model behavior from its athletes. The use of indignant behavior, abusive language or profanity, physical violence, or any behavior contrary to accepted standards of conduct set forth in the discipline section of this handbook is intolerable. Failure to comply is grounds for suspension from the team and possible referral to the Office of the Dean for school discipline. Athletes are the most visible ambassadors of the Chaminade community. If a student accepts the honor of wearing Chaminade on their uniform they also accept being held to a higher standard of conduct and discipline.

The officials regulating the game are there to uphold the rules and regulations established by the CIF-SS and the National Federation of State High School Associations (NFHS). They are not responsible for a win or loss and should be treated with proper respect. Only the coach should address the official for clarification of a rule in a professional and courteous manner.

Fighting with an opponent, official, spectator, teammate or coach is unacceptable behavior. Fighting is grounds for suspension or removal from the team and referral to the Office of the Dean for school discipline. If the athlete is removed from the team, the athlete forfeits all awards and end of season honors.

Whenever an athlete is removed from a game by an official, the athlete is immediately placed on athletic probation which means the athlete is ineligible to compete in the next contest and will be required to meet with the athletic director and head coach before being reinstated. The second violation of this policy within the same season will result in removal from the team and a subsequent referral to the Office of the Dean for school discipline. If the second infraction occurs on the last day of the season, the athlete may be declared ineligible for any other sports for the remainder of the school year and/or from the same sport the following year.

## **Sportsmanship**

Chaminade athletes are expected to go beyond good sportsmanship in all activities where they are representing the school. Examples of opportunities are the offering of a hand to help a fallen opponent, “turning the other cheek” if bantered by the opposing team, ignoring vulgar language or the lack of ability on the opponent’s side.

Chaminade athletes are expected to leave all facilities on campus and at away contests in better condition than when they arrived. This includes removal of all trash from the locker and practice areas. All student- athletes are to store all belongings and personal equipment in a locked locker only during their season of sport. Students are not permitted to retain lockers outside of their season of sport. The theft of any item will result in removal from the team and will constitute grounds for expulsion from Chaminade. Destruction of school property or equipment is strictly prohibited and is also grounds for suspension or removal from the team. Destruction of opponents’ property (lockers, windows, walls etc.) out of anger or emotion will not be tolerated and student-athletes will be subject to the same consequences as above and be financially responsible for the repair or replacement of the damaged property.

## **Eligibility**

A student’s eligibility to participate in sports and other extra-curricular activities is determined by maintaining a grade point average of 2.0 or better. Grades are checked quarterly for the purpose of determining eligibility. A grading quarter is nine weeks long. If a student’s G.P.A. falls below a 2.0 (‘C’) average at any quarter they will automatically be placed on academic probation. Students then have the following quarter to bring their G.P.A. up to at least a 2.0 in order to get off probation. A GPA below 2.0 for two consecutive quarters will result in academic ineligibility for sports and other extra-curricular activities for the following quarter.

Students who are on probation or ineligible at the end of a school year may take classes in the summer session to raise their GPA and gain eligibility. Summer grades must be completed and reported to the school by 8:00 AM on the first day of instruction in the fall to be considered for academic eligibility for the first progress period of the school year.

Chaminade complies with the eligibility requirements mandated by the CIF-SS. The following condensed eligibility guidelines should be used for initial eligibility assessment: (For clarification of any rule, including eligibility, please contact the Athletic Directors).

1. The athlete must be under the age of nineteen by June 15th.
2. The athlete must meet school attendance requirements.
3. The athlete must be scholastically eligible (minimum 2.0). The eligibility status will be evaluated at the end of each grading period and end of summer session.
4. The athlete must have met the residence and citizenship requirements.
5. The athlete may not participate in any tryout for a professional or collegiate team without Athletic Department approval.
6. The athlete may not compete on any outside team during the season that sport is played during the school year.
7. The athlete must be an amateur.

It is the responsibility of all transfer students to file the CIF-SS Transfer Eligibility Form and Pre-Enrollment Contact Affidavit with the CIF-SS office before competing. These forms are available in the Athletic Department or at [www.cifss.org](http://www.cifss.org). All specific

questions regarding eligibility should be directed to the Athletic Director.

### **Dress Code**

The appearance of our athletes, student managers and student trainers should be exemplary when present at any athletic event. When the team does not travel to their game in uniform, normal school uniform is required. Coaches may require special standards of travel dress for their athletes such as jackets and ties, travel sweats, game day polo, etc.

On the field of play, athletes are expected to maintain a neat and uniform appearance as prescribed by CIF-SS regulations and consistent with principles of team unity and commitment. (i.e., shirts tucked in, uniform worn in the manner intended, etc.)

### **Equipment and Facility Use**

All equipment and uniforms are the property of the school and are loaned to the athlete during the season of the sport, unless purchased in the spirit pack. The athlete is financially responsible for all equipment checked out for personal use. The athlete should make sure the equipment is clean and in good repair at all times. Before awards are received, final exams are taken, or a new sport has begun, the athlete must return their equipment in good condition or risk payment for the equipment which has been checked out.

The athletic facilities are primarily for the use of the teams in season. Use of these facilities will be allowed only with written permission by the athletic director. At no time are students allowed to use the facility such as the weight room, locker rooms, athletic fields, or gymnasium without adult supervision. Entering or using school facilities unsupervised will result in disciplinary consequences. When using the weight room, supervision must be through the strength and conditioning coordinator or a Chaminade coach. The facilities are closed on Sundays unless prior approval is granted.

### **Athletic Fees**

Chaminade charges a fee for participation in the sports programs. The sports fee will help offset the cost of officials, equipment, facility rentals, transportation, and awards. Payment is due once the official roster comes out. All inquiries for financial assistance should be directed to the athletic directors. No student will be excluded due to financial hardship.

### **Physical Exam**

By state law, all athletes are required to have a separate yearly examination for Athletics. These exams cover the school year from June 1 to May 31 regardless of when the physical exam was taken during the year. Chaminade students must have a current physical exam on file in the athletic trainer's office at all times. An emergency medical card must be on file before tryouts begin.

Chaminade provides secondary insurance for all sports. Questions regarding the insurance options or injuries sustained in athletic activity must be directed to the Business Office (818) 366-9284.

### **Summer Rules**

Student-athletes that commit themselves to more than one sport with summer involvement will follow the schedules that the head coaches of their prospective sports create. All athletes must complete a minimum of three consecutive weeks of

uninterrupted rest during each twelve-month cycle where weight training only is allowed.

### **Retreats**

The Athletic Department encourages all athletes to fully participate in the life of the school, especially the programs of spiritual development. To that end, athletes should actively participate in the retreat program but they should seek to schedule retreats in the off-season in order to avoid schedule conflicts during a season of sport. While it is understood that conflicts are unavoidable, the first priority for students is the spiritual program. Athletes involved in multiple sports must consult with the athletic directors and the Director of Campus Ministry before registering for a class retreat during one of their sports seasons.

### **Spirit Pack**

Chaminade is committed to providing the best in athletic equipment for all sports through its yearly budget. However, because some necessary items will not be re-usable, each sport may require a fee for such items students will keep at the end of the season. These items may include practice uniforms, personal practice equipment, and game day attire. The cost of these spirit packs will vary and the head coaches will make every effort to keep costs down using Chaminade team sports dealers and quantity discounts.

### **Training Rules**

An athlete's use of alcohol, tobacco, performance enhancing drugs, androgenic/anabolic steroids or controlled substances is prohibited. Chaminade's school policies are in effect at all games, practices and school sponsored activities and will be enforced. Any student on prescribed medication (including asthma prescriptions) should report use to the trainer and to the head coach.

### **Injuries**

Athletes will be placed under the care of the trainer (not the coach) in the event of an injury. The trainer will provide initial assessment and develop a sequence of rehabilitation activities and provide treatment or referral to a doctor for continued diagnosis. Injured athletes should report to the training room daily after school. Any athlete referred to a medical doctor must have a signed note or letter from that doctor in order to return to participation. A copy of that note must be presented to the athletic trainer before the athlete returns to practices or games. Athletes with non-serious injuries that are not referred to the medical doctor can only be released by the athletic trainer (not the coach) before returning to participation. Chaminade does have a team physician who is an orthopedic sports medicine specialist. The trainer will work closely with this doctor in the best long term interests of the student athlete. The trainer is a certified Athletic Trainer (A.T.C.). This certification does not allow him/her to prescribe or dispense medication of any sort.

### **Athletic Signings**

During the school year, senior athletes may participate in a ceremony at school to commemorate their signing of a National Letter of Intent to participate in a college athletic program. The following criteria must be met for a signing ceremony to occur:

1. The student has played the sport in their senior year for Chaminade.
2. The student is on schedule to graduate on time.
3. The student coordinates a signing ceremony date with the Athletic Department.

## **Travel**

All students will have the opportunity to be transported to and from games with a coach on school approved transportation with the exception of some holidays, weekend and local games.

Students may drive themselves to approved off-campus locations for practice and games. An athlete must have the Statement of Consent to Participate in Off-Campus Activity and Release Agreement signed by a parent or guardian on file with their coach and the Athletic Department in order to be driven by others, drive oneself, or drive others.

While traveling to a game, athletes are expected to conduct themselves in a respectful manner at all times. All rules established by the driver of the bus on which the athletes are riding will be upheld. Failure to abide strictly by these travel directives may cause an athlete to be suspended or removed from a team.

## **Release Time**

Because of the nature of athletics and the travel involved, it is often necessary for athletes to be released from class. This in no way releases the athletes from any academic responsibility. Athletes are expected to respectfully notify the teachers in advance of their release time, leave class only at the time announced by the Deans, and make up all assignments and tests. Early dismissal due to athletic events does not exempt a student from turning in assignments by the due date. If student-athletes demonstrate an inability to perform these functions, athletic privileges may be curtailed or revoked. Student-athletes should go to school ready for travel. We allow fifteen minutes from the time of release to departure.

## **Disciplinary Procedures**

Enforcement of school rules while attending or being transported to or from an athletic event come under the jurisdiction of the regular school disciplinary procedures. The head coach may add to the punishment from the school but cannot bypass ordinary procedures. Since discipline is a vital ingredient to a team's success, athletes can be disciplined for many reasons including the following infractions:

- A. Unexcused absence from team meetings, practices or games
- B. Tardiness to practice
- C. Lack of sportsmanship, disrespectful, or indignant behavior
- D. Lack of hustle
- E. Absence from practice for disciplinary reasons
- F. Failure to turn in fees or equipment on time
- G. CIF violations or breaking training rules
- H. Unsatisfactory participation in the off-season program
- I. Failure to support the program
- J. Ejection from a contest
- K. Failure to abide by announced early out time

Sanctioned disciplinary procedures include but are not limited to the following:

- A. Suspension or expulsion from the team
- B. Benching or dismissal from game or practice
- C. Extra conditioning (i.e., running)
- D. Performance of community service

## **Communication with Coaches**

The entire athletic staff is encouraged to keep the lines of communication open with our athletes and their families. It is our intent to supply you with all of the essential information that you will need to manage your commitment to athletics successfully. Many times, parents have questions and feel the need to meet with their student-athlete's coach. Chaminade makes every effort to hire the best possible leaders for its athletic programs. Our coaches are professionals. They make decisions based on what is best for the entire team taking into account every member of the team. These men and women work extremely hard for little or sometimes no financial benefit. They coach because they love working with kids and realize the positive benefit of participation in interscholastic athletics. The following are some guidelines and policies to help facilitate the most productive and efficient relationship with your child's coach.

**Parents are encouraged to discuss:**

- The treatment of their student
- Ways to help their student improve
- Concerns regarding their child's behavior
- The philosophy of the coach
- The expectations of coaches and role for their child on the team
- Team rules and policies
- Disciplinary action incurred by their child
- The college recruiting process
- Ways in which they can help the team (team parent, pasta nights etc.)
- Their child's progress

**Parents are not encouraged to discuss:**

- Placement on teams (Freshmen, Junior Varsity, Varsity)
- Playing time
- Coaching strategies used during practice or contests
- Other student-athletes
- Student-Athlete's playing position

**Communication Procedure**

If a problem should arise please make every effort to follow the steps below for a productive resolution:

1. Student-athlete contacts the coach to discuss the issue
2. If a resolution is not reached, the student-athlete should contact the athletic directors to discuss the issue
3. If a resolution is not reached, the parent should contact the coach and arrange for a meeting
4. In the rare instance that there is still no resolution, the parent should contact the athletic director and arrange for a meeting. If after this meeting the problem continues to exist, the athletic director will forward the issue to the principal for advisement and a possible meeting with all parties involved.

**Problem Resolution**

Communication with coaches is most productive when an appointment can be made to talk about the issue. Parents should never try to talk to a coach before or after a contest on a game day. This is the most emotional time for all parties involved and is not the time for a meeting about specific issues with your student-athlete. Please respect the coaches and their need to be focused on the task at hand.

## **Sports Offered at Chaminade College Preparatory by Season**

### Fall

Cross Country  
Field Hockey  
Football  
Girls' Golf  
Girls' Tennis  
Girls' Volleyball

### Winter

Basketball  
Soccer  
Wrestling

### Spring

Baseball  
Boys' Golf  
Boys' Tennis  
Boys' Volleyball  
Boys' Lacrosse  
Girls' Lacrosse  
Softball  
Swimming  
Track and Field

### Multi-Season

Cheerleading  
Equestrian  
Fencing