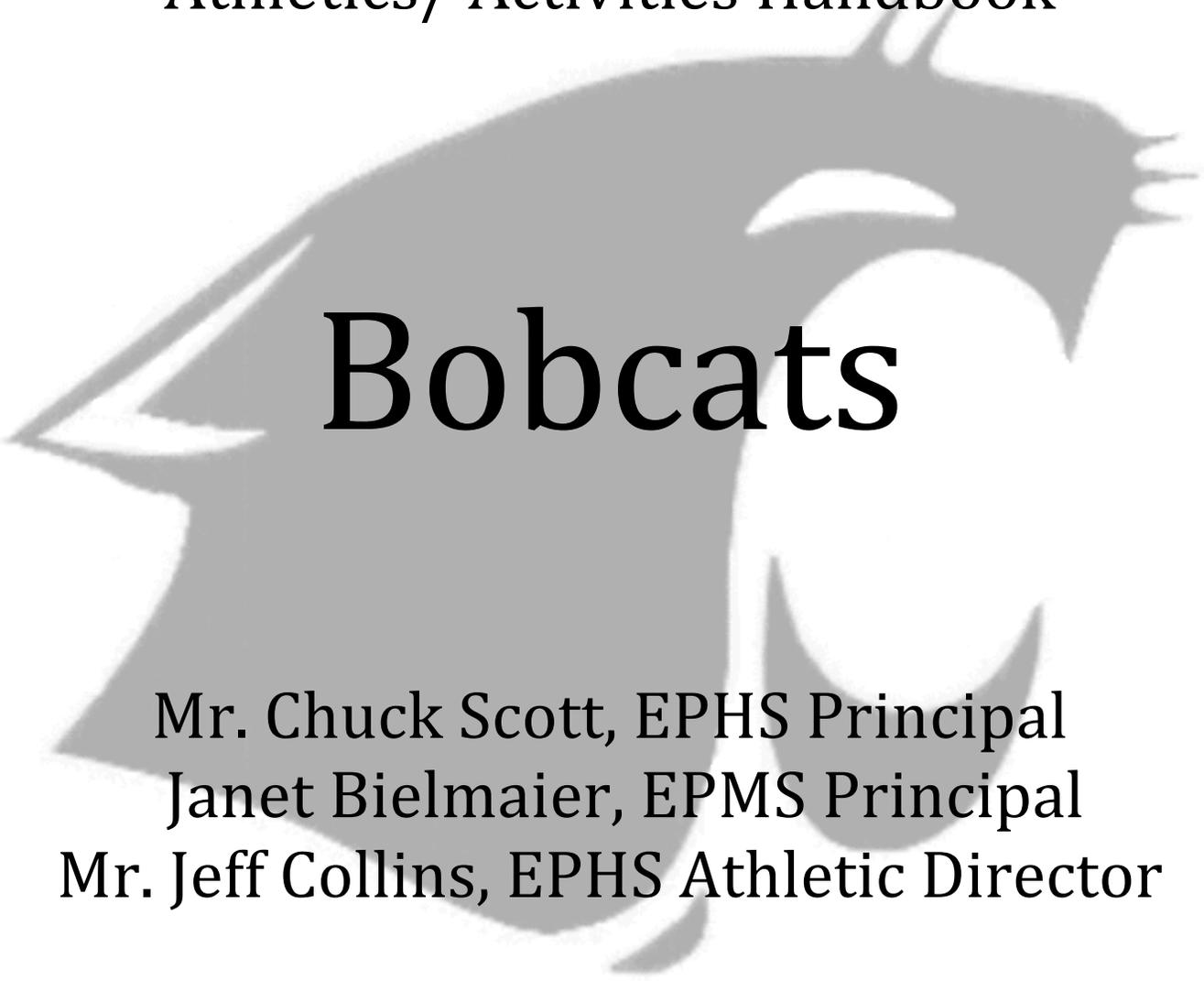


Estes Park Schools
Athletics/ Activities Handbook



Bobcats

Mr. Chuck Scott, EPHS Principal
Janet Bielmaier, EPMS Principal
Mr. Jeff Collins, EPHS Athletic Director

2017-2018

Estes Park Schools Athletic/ Activities
Mission Statement

“Every Estes Park R-3 student has multiple opportunities to participate in athletics and activities, an essential part of an excellent education”

The Estes Park R-3 School District supports the philosophy that a quality interscholastic athletic program is vital to the positive social, physical and educational development of students. The interscholastic athletic program enhances and supports the academic mission of the school system. We are committed to promoting the proper ideals of sportsmanship, ethical conduct, and fair play at all athletic contests. We support high standards of good citizenship and propriety, along with regard for the rights of others.

Being a member of the interscholastic program is a privilege to be earned and maintained throughout the season. Each time participants step into a school or onto the practice field and anytime they participate in a game they are expected to represent themselves, their family, team and school in a responsible, sportsmanlike manner.

It is the responsibility of the administration and staff to provide challenging opportunities for our student-athletes to compete successfully at the league, regional and state levels.

Letter from the Athletic Director

Hello and Welcome to the 2017-2018 School Year! I couldn't be more excited about the upcoming athletic year. In my 12+ years in education, I haven't been around such great kids in one building.

This is an exciting year for me personally because the coaching staff and I have been working very hard to determine and define where we want to go with the athletics at EPHS. After many meetings, conversations and collaboration, we landed on two points of emphasis for this school year. We are calling this point of emphasis “The Bobcat Way”. This is used to reference our two values we will coach into our kids this year; Commitment and Pride. We still have some work to do, but with intentionally focusing on these two areas within our athletic programs, we feel like we can prepare student-athletes for success after graduation.

I would be missing the boat if I didn't take the opportunity to thank you for allowing us the privilege to coach your children. It is an opportunity and responsibility that no one on the coaching staff takes lightly.

Jeff Collins, EPHS Athletic Director.

Points of Emphasis

Each school year, there are new challenges/ areas where adjustments are made to better serve the students in Estes Park and some procedures where we would like to add more importance to in the coming year. For this year these areas of emphasis are the registration requirements for each student to be eligible, the chain of command, eligibility requirements and fan behavior.

Athletic Registration

Estes Park Schools have moved to 100% online registration. The online forms can be found on the website www.estesathletics.org A completed registration is required for participation in any and all athletics. The only paper that must be turned in to the school's main office is the physical form and the emergency form.

Chain of Command

We would like to think that over the course of the school year, that we would do such a good job that no one has any concerns or complaints about our athletic programs. However, no one is perfect and if there are questions, concerns, or complaints, we ask that you follow a specific path in voicing your concerns.

When an issue arises, please follow these steps. The athletic department would like to address and resolve any issue at the lowest level to try to learn from it, and to move forward in a positive direction.

1. Student meets with the head coach
2. Student and parents meet with the head coach
3. Student and parent meets with the head coach and the A.D
4. Student and parent meets with the head coach, A.D. and building principal

Academic Eligibility

In January 2015, the Estes Park Schools Board of Education approved a change in the eligibility requirements for high school and middle school students. With this new policy, there is an opportunity for students who qualify to regain eligibility immediately. The new eligibility policy will be explained in further detail in this handbook.

Equipment check-out/ in

All athletes are responsible for the care of and returning all equipment at the end of the season. In order to be eligible for participation in a sport, the athlete must have all equipment turned in from the previous seasons.

Fan Behavior

A large part of making athletics participation a positive experience for students is the experience they have at their games/ contests. The Colorado High School Activities Association asks all spectators at events in Colorado to "Cheer for your team!" Estes Park Schools support this message and ask that all spectators, coaches, athletes and event workers to work together in a positive way so that the event is a safe environment for everyone involved.

Estes Park Schools Athletic/ Activities Handbook

The remainder of this handbook contains valuable information focusing on parents and student athletes. The handbook is organized alphabetically to help use this resource as user friendly as possible. Specific guidelines for coaches can be found in the Coaches' Handbook.

Awards and Banquets

Every sport should have an end of season banquet organized by the coach. This is where the students are recognized for their accomplishments during the season. Participation awards, letter awards, academic awards, all-conference awards (and many others) can be awarded to students during the banquet. Please try to use common sense with team awards. Not everyone needs a trophy. CHSAA has specific limits for awards that can be given to students. Coaches, please check with A.D. prior to presenting students awards that are not listed below as approved and provided by the school or CHSAA.

Here's a list of the awards given out that are provided by EPHS or CHSAA:

Participation certificates-must be eligible to participate in half of the season's games

Letter certificate- determined by the coach of that sport

Letter "E"- for the student's first letter in a high school career

Sports pin- for the student's first letter in that sport

Sports bar-for the student's second, third or fourth letter in a specific sport

Academic All-State certificate- for 11th and 12th graders who letter and have meet CHSAA standards

CHSAA 3 Sport Award certificate- for students who participate in all 3 sport seasons in one school year

League All-Conference certificates- for those who were selected as all-conference

Concussion/ Impact Testing

Each athlete must have a current (within two years) baseline Impact test prior to participation. If/ when a student is found to have a concussion, there is a specific return to play protocol that must be followed with support from the school nurse. All coaches are required by state law to complete an approved concussion training annually. This free online course can be found on www.nfhslearn.com

Cutting Procedure

In the event that high numbers out for a specific team warrant a try-out and cut procedure, the athletic department will be forced to cut. This is very rare and as a rule, we try to do the best we can to accommodate all students who want to participate. If we will have to cut, the head coach will clearly define what is necessary to make the team, and will provide feedback as to what the athlete can do the next year to improve and make the team. If an athlete is cut, they are welcome to go out for another team during the same season.

Eligibility (Policy JJJ-R)

The administration in Estes Park School District R-3 recognizes that the academic program must have top priority in the educational process. It is agreed that promoting student participation in athletic and activity programs derives numerous benefits. Conspicuous among these benefits are increased classroom incentives, community involvement, improved school spirit and student morale, and the enhancement of student self-awareness. The athletic and activity programs may also contribute to the development of positive student/faculty relations.

Coaches and sponsors will not accept students for participation without proper office clearance. In order to represent our school, students must be eligible in accordance with state and school guidelines. (Note – General eligibility rules shall apply to students participating in All-State Band, All-State Choir, Solo and Ensemble Festival, and College/University Honor Groups, but scheduled performances or concerts of regular school classes, including drama, band and choir, are not considered activities if a grade is given for participation. These performances must be held during the assigned class time or outside the regular school day.

Eligibility Requirements-Estes Park High School

In order for any student-athlete to be eligible to participate, they must meet several requirements set by CHSAA and the Estes Park School District. Estes Park Schools have the right to set different requirements as long as they are not more lenient than those set by CHSAA. In order to gain and maintain eligibility, every student must:

1. Be a full-time student and must pursue a minimum four year program as outlined in Estes Park School District policy, as well as CHSAA By-laws, which can be found in the office of the Athletic Director. Exceptions include home school students that live in the district, or students who attend another high school that does not offer a sport/ activity that Estes Park offers.
2. Must attend at least 100% of the regular school day to travel, practice, or compete in any team related activity. Issues that do arise, such as doctor's appointments, family functions, etc. can be excused and eligibility can be reinstated by the building principal or athletic director prior to the absence.
3. The athlete must complete the online registration form completely. The only paper that needs to be submitted to the school office is a physical with a signature from a physician.
4. Not fail two or more classes in the previous semester. This is a CHSAA requirement. A student who finishes a semester with two or more failing grades will not be able to participate until the date set by CHSAA, which is about half-way into the following semester.
5. Return all equipment. Any athlete who fails to either turn in, or make good on any equipment checked out to them will not be able to participate in the next season's practices or events until they are cleared by the previous season's head coach.
6. Academically Eligible. Eligibility is pulled every Monday at noon when school is in session. The eligibility report comes into effect the following day (Tuesday) and will stay in effect until the end of the Monday of that same reporting period. Students who have 1 or more failing grades on that Monday will be ineligible. Two D grades is equivalent to one failing grade. If it's one failing grade or two D grades, then the student can regain eligibility at any time between when the report is pulled and when the eligibility period ends by presenting proof to either the Head Coach, or the Athletic Director. If a student has two failing grades on any one report, that student will be considered ineligible until the end of that reporting period. Ineligible athletes may or may not be allowed to participate in team activities/drills, but can still be required to attend all practices and home games unless given approval by the coach not to do so. Ineligible students are not allowed to travel to away games on the bus. They will be required to provide their own transportation to away games, if they choose to attend.

Simplified explanation: If you were to add up all of the current grades for one student with these values:

A=0

B=0

C=0

D=0.5

F=1.0

A point total 2 or above is ineligible for the entire week, if the point total is 1.0 or 1.5, that student would be under probation, where once they get their grades back to passing, they are eligible to participate. Any total under 1.0 is considered eligible. Very important: eligibility does not ensure playing time if the student has had to miss many practice days prior to regaining eligibility.

Example #1: Student has 1 D grade, then that student's point total would be 0.5, so he/ she would be eligible.

Example #2: Student has 2 D grades, and then one F grade for a total of 2.0, that student would be ineligible for the entire week.

Example #3: Student has 1 F, for a total of 1.0, that student is on probation until the grade is raised to a D or better.

Example #4: Student has 1 F grade, and 1 D grade (1.5 points). Student must raise both grades so that he/ she at the very least has 1 D grade and the rest C or above to participate in that reporting period.

7. If applicable, complete a transfer form through CHSAA. This is for students who are new to Estes Park High School and have participated in high school athletics before at another school. Please contact the athletic director if you think you may qualify.

Behavioral Eligibility

Students who represent Estes Park School District R-3 are required to meet standards of personal behavior, in addition to standards of academic performance. A student may be declared ineligible for a specific period of time if, in the judgment of the school administration, the student is not representative of the school's ideals in matters of conduct and sportsmanship. Parents will be notified of their child's behavioral ineligibility by the school office. To appeal a decision, the student, with parents/guardians or legal custodian, may schedule a conference with the Principal/Designee.

Academic Eligibility Requirements-Estes Park Middle School

In order for any student-athlete to be eligible to participate, they must meet several requirements set by the Estes Park School District. In order to gain and maintain eligibility, every student must:

1. Be a full-time student. Exceptions are home-school students that live in the district, and students attending other districts that do not offer a sport that Estes Park offers.
2. Must attend at least 100% of the regular school day to travel, practice, or compete in any team related activity. Issues that do arise, such as doctor's appointments, family functions, etc. can be excused and eligibility can be reinstated by the building principal or athletic director.
3. A completed athletic participation packet must be completed and on file with the athletic director. This packet includes the medical evaluation form with a current physical, student eligibility form, acknowledgement form for code of conduct rules and standards handbook, Bobcat athletic warning statement, athletic injury/ emergency card and a completed concussion baseline test.

4. Return all equipment. Any athlete who fails to either turn in, or make good on any equipment checked out to them will not be able to participate in the next season's practices or events until they are cleared by the previous season's head coach.

5. Academically Eligible. Eligibility is pulled every Monday at noon when school is in session. The eligibility report comes into effect the following day (Tuesday) and will stay in effect until the end of the Monday of that same reporting period. Students who have 1 or more failing grades on that Monday or two D grades will be ineligible. The student can regain eligibility at any time between when the report is pulled and when the eligibility period ends by presenting proof to either the Head Coach, Athletic Director, or Principal. Ineligible athletes may or may not be allowed to participate in team activities/drills, but can still be required to attend all practices and home games unless given approval by the coach not to do so. Ineligible students are not allowed to travel to away games on the bus. They will be required to provide their own transportation to away games, if they choose to attend.

Difference between Middle School and High School Eligibility

The main difference between the Middle School and High School eligibility requirements is that at any time middle school student-athletes are able to regain eligibility once the student can produce proof that he/she is back to eligibility. The high school student-athletes can only regain eligibility in the middle of an eligibility period if they go from a 1 point or 1.5 point score to less than 1 point.

Dual Sport/ Activity Participation

All students are encouraged to participate in as many activities as possible. Occasionally there are activities or events that conflict with one another. We try very hard to limit these occasions but when they do occur, the student, parent, coach and athletic director must work together to come up with a plan to best accommodate participation in both events. This requires communication among those involved and adequate notice to allow for all stakeholders to adjust their plans accordingly.

Hazing

The Estes Park School District defines hazing as forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior, which recklessly endangers the health or safety of an individual for purposes of initiation into any student group, or creates fear or an intimidating atmosphere. This behavior is not tolerated in any sense and school policy will be followed in the event anything similar to this occurs.

Injuries

Unfortunately injuries occur while participating in athletics/ activities. When they do, coaches are trained in CPR/ First Aid and can assist when injuries happen. When an injury does happen, the coach must act accordingly to the situation and should as soon as possible make contact with the parents/ guardians of the student-athlete injured. An injury report should also be completed and on file with the school.

When or if an athlete is restricted from participation due to an injury, we request a note from the doctor or physician stating what is allowed and what is not allowed. Once reinstated to participate without restriction, the coach should be provided a note from the doctor or physician stating that they are cleared for full participation.

Lettering Requirements

Lettering requirements are determined by the head coach and will be communicated to all athletes and parents at the beginning of the season. These vary from sport to sport because each sport is so different. There will always be administrative and coach discretion in specific cases. This is what an athlete needs to do in order to letter in their sport:

Boys and Girls Golf: Play in 4 varsity tournaments in one season.

Boys Basketball:

1. Must be in good standing academically, completing the season while remaining academically eligible.
2. Must be in good standing with the athletic department, completing the season without a team, school, or CHSAA suspension.
3. Demonstrate improvement on and off the court throughout the season.
4. Attend all mandatory practices, intrasquad scrimmages, and varsity games.
5. Contribute significantly to the overall success of the team, or participate in at least one-third of varsity games.

Girls Basketball: Play in 50% of the varsity quarters

OR Play in a state tournament game.

Football:

1. Play in 18 varsity quarters not counting special teams
 2. Maintain eligibility for a minimum of 8 weeks (limit of one game missed)
- OR listed as a participant in a state playoff game roster.

Baseball: Play in 50% of the varsity games or appear in 75% of the varsity games.

Wrestling: 15 Varsity Matches. OR Serve as the team captain.

Track: Average 1 point per meet OR Score at league meet OR Qualify for state meet

Boys Soccer:

1. Played in 60% of the total varsity halves.
2. Played in a state tournament game.
3. Maintained academic eligibility with no more than 2 probationary weeks or 1 missed game due to eligibility.
3. Returned all checked out equipment or no outstanding obligations for fees for replacement

Girls Soccer: TBA at a later date.

Cheer: Maintain varsity level status for the majority of a season (fall/ spring).

Volleyball: Must play in 70% of varsity sets.

Boys and Girls Swim/ Dive: Score 22 points during the season

OR Qualify for state meet

OR Finish in the top 8 in an event at the Conference meet.

Cross Country: Must be in the top 7 finishers at least 3 times during the season

OR participate at the state Cross Country meet.

Hardship Letter: In the event that a student-athlete does not meet the minimum requirement in order to letter, a coach can submit a request to the athletic director to award the athlete with a letter.

Locker Rooms

Student safety is the priority for all coaches at Estes Park Schools. Coaches are expected to supervise students in the locker rooms and any/ all areas where students are during all team activities. Locker rooms should also be well maintained and each student-athlete is encouraged to use a lock to protect their belongings and equipment.

Off-Season Activities

Off-season activities are not mandatory for every student athlete. They are, however extremely recommended. There will be no decisions made by the coach during this time but the off-season is a time where students can make great strides in improving their skills in preparation for the next season.

Overnight travel

Any overnight trips must be approved by the building administration. The Board of Education has a number of policies that focus on travel overnight, and those steps must be followed and completed prior to the trip.

Physical Contact

Physical contact between coaches and athletes must be limited to that necessary and appropriate to teach a skill, treat an injury, console or congratulate an athlete. In the instance of teaching a skill, minimal contact should be involved and none which places the adult in a position of power or intimidation. There should never be any physical contact in a one-on-one setting, one-on-one situations should be limited at all times to protect all parties involved.

Playing Philosophy

Estes Park Athletics is working hard to create some alignment and collaboration with all coaches to best prepare all athletes. Middle School athletics through the junior varsity level of competition are focused on skill acquisition and learning to compete. The varsity level puts a much stronger emphasis on winning and competing at a high level. Playing time is not mandatory at the varsity level. Coaches should place their athletes at the appropriate level to ensure that if they get appropriate opportunities to participate when numbers allow.

Practices

Practices during the season are mandatory and attendance is a factor in determining playing time for the next event(s). If a practice must be missed, the student-athlete must discuss it with the coach. The coach can determine if the absence is excused or not.

Preseason Meeting

Parent/ athlete attendance at the preseason meeting for a sport is not mandatory to participate but is highly recommended. There is important information that is discussed and this is a great way to communicate expectations for the season.

Schedules and Information

Schedules and other valuable information can be found on the athletics' department website at www.estesathletics.org. Coaches are asked to keep the schedules/ game results pages up to date. This website is the best place for up to date schedules.

There are a number of reasons that could cause a game to be moved/ rescheduled. The website will be updated quickly after change, the coaches will be notified and the coach should notify his/ her team in regard to the changes as timely as possible. It's also recommended that students and parents/guardians sign up for announcements on estesathletics.net.

MaxPreps (www.maxpreps.com) is also used at the high school level for game schedules and results. This site must be kept up to date in order to determine post-season eligibility/ seeding.

Sportsmanship

Sportsmanship and appropriate behavior as an athlete, coach, and a spectator is a focus of CHSAA and Estes Park School District. Showing poor sportsmanship/ behavior could result in missing game time as a player and coach, or could cause a spectator to be asked to leave the event.

Unacceptable behavior examples:

Noisemaking or physical actions during the game with intent to disrupt or distract.
Performing derogatory yells, chants, songs, gestures towards players, coaches or officials.
Refusing to shake hands with opponents after the contest.
Use of profanity.
Attempting to interact with the players/ coaches during a game from the stands.

Acceptable behavior examples:

Celebrating a great play
Accept all decisions of coaches and officials
Encourage only sportsmanlike conduct, which includes class, dignity and respect.

Supervision

It is the responsibility of the head coach and the coaching staff to constantly supervise all athletes. This includes all team activities and in all locations from the end of the school day until the last student leaves the building after the event.

Training Rules

The training rules agreement is part of the registration packet required for participation.

The purpose of Training Rules/ Conduct Rules:

1. To provide for clarity, consistency and fairness.
2. To insure regular participation in practice, training sessions, and competition.
3. To promote health practices which are beneficial and allows the athlete to perform at a maximal level.
4. To promote conduct that will reflect positive upon the school, increase team and individual morale and encourage the development of desirable character traits.

Training Rules/Conduct Rules are for the benefit of the individual and the team. Students who make a decision to participate in athletics must also decide to make a personal commitment to abide by the rules and procedures governing athletic completion, including training rules. Training rules relate to the use of alcohol,

tobacco, drugs or other controlled substances that can be considered to have a poor effect on the athlete's health, well being or ability to perform.

Failure to follow district athletic training policies shall constitute grounds for suspension from practice, suspension from participation in interscholastic completion or other appropriate penalties when such conduct occurs on school grounds, in school vehicles, or during any school sponsored event or activity, or at any time on or off school grounds. **Once the athlete signs the training rules agreement, they will be expected to follow these rules year round. The training rules are in effect both in-season and out-of-season.**

Suspensions are cumulative for the school year, yet the penalty if need be, continue into the next school year. When suspension occurs, the coach/sponsor will in cooperation with the school administration impose the penalty; notify all coaches and parents in writing. The impositions of penalties by coaches are recommendations to the Athletic Director who has the authority to deviate from them when circumstances warrant. Students entering in High School from the Middle School as 9th graders, enter with a clean slate with regards to eligibility and training rules.

Consequences for violating training rules:

First offense: 20% suspension from that season's scheduled activities.

Second offense: 50% suspension from that season's scheduled activities.

Third offense: 100% suspension from that season's scheduled activities.

Fourth offense: Suspension from all school sponsored activities.

Transportation

Travel to and from a competitive event is provided by the Estes Park School District. Students must travel to the event on the bus in most situations. If extenuating circumstances arise, then the student can gain administrator approval to get to the event in an alternate fashion.

Parents/ guardians only can sign out their child at the end of the event and drive them home. Any other person can sign a student out, but there must be written approval by the parent/ guardian submitted to the school 24 hours in advance.

Uniforms and Equipment

All equipment and uniforms checked out by a coach or sponsor must be returned at the end of the season. Otherwise the student will be charged the replacement cost for the pieces that are unreturned. Any student who does not have their equipment/ uniform turned back in and signed off by the coach will not be able to participate in games for the next season until the missing items are returned or have paid the replacement cost of the item. Many of the uniforms and equipment are custom and very expensive to replace.