

# **DELRAN HIGH SCHOOL**



## **2018-2019 INTERSCHOLASTIC ATHLETICS HANDBOOK**

For Coaches, Players, Parents and Fans

Approved June 18, 2018

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## TABLE OF CONTENTS

District Administration and Board of Education Members .....	2
Introduction .....	4
Program Philosophy .....	4
Athletic Policy .....	4
Athletic Program Objectives .....	5
Athlete's Code .....	5
Coach's Code .....	6
Parent's Code .....	7
Spectator's Code .....	7
NJSIAA, Constitution, Bylaws, Rules and Regulations .....	8
Student-Athlete Participation .....	9
League Membership .....	9
Procedures and Policies (Pre-Season)	
Physical Examinations .....	9
Eligibility Requirements .....	10
Scholastic Achievement Requirements .....	10
Age Requirements .....	11
Co-curricular Requirements .....	11
Other Requirements .....	11
Procedures and Policies (In-Season)	
Attendance Requirements .....	11
Transportation .....	12
Forgeries .....	12
Physical Education .....	12
Locker Room Security .....	12
School Security .....	13
Cause For Suspension From An Athletic Team .....	13
Coach/Player Disqualification .....	14
Sponsored Sports .....	15
Team Development Model .....	15
Parent/Coach Communication .....	16
Responsibility of Director of Athletics .....	18
General Information	
Academics .....	19
Illness/Injury .....	19
Try-out Period .....	19
Volunteer Coaches .....	19
Athletes Switching Sports Mid-season .....	19
Scheduling .....	20
School Closings .....	20

## **INTRODUCTION**

This handbook has been prepared to enhance communication between parents, student-athletes, coaches, school administrators and community members. This handbook will describe in detail the rules, behaviors and expectations associated with the Delran High School Athletic Department. Parents and athletes are asked to familiarize themselves with the contents of this handbook. Any concerns or questions may be directed to Anthony Guidotti, Director of Athletics, at 856-461-6100, ext. 3016. Questions regarding specific sports should be directed to the coach of the team of which your son/daughter is participating. This handbook should prove valuable to all those closely connected with the Athletic Department.

## **PROGRAM PHILOSOPHY**

The aim of athletics in Delran High School is to develop a wholesome attitude toward the school program, teams, participants and officials; to develop the qualities of loyalty, unselfishness, responsibility, cooperation, citizenship, leadership and sportsmanship; to compete successfully in a sportsmanlike manner; and to encourage the growth of morale, health and self-discipline of boys and girls.

Athletics are an important part of the overall educational program at Delran High School. Participation in athletics is a privilege available to all eligible students. This privilege carries with it serious personal responsibilities to the team, school and the community that the athlete represents. Student-athletes will understand that an emphasis on academic achievement is of primary importance and that athletic achievement is secondary to this responsibility.

Successful competitive performance in combination with educational consideration provides the cornerstone for our athletics program. At the varsity level in particular, full efforts are made to win the various competitions. Within this framework, however, all athletes are given ample opportunity to demonstrate their skill levels in order to earn starting positions on the various teams. Within their roles as team members, athletes accept the following:

- Long hours may be spent in practice with no guarantee of participation in games
- Self-discipline and cooperation with others are integral parts of competition

## **ATHLETIC POLICY**

The Supervisor of Athletics is appointed by the Board of Education with the recommendation of the Superintendent. He/She is responsible for the administration of the entire athletic program.

The coaching staff is appointed by the Board of Education upon the recommendation of the Superintendent. They are responsible for implementing their individual athletic programs.

The interscholastic program of Delran High School is based upon the premise that athletics are an integral part of the educational process of the total school program. The program shall be administered in accordance with the constitution and bylaws of the NJSIAA and Burlington County Scholastic League.

# **ATHLETIC PROGRAM OBJECTIVES**

The Delran High School Athletic Program commits to the following:

- Offering students an enjoyable experience;
- Learn respect for authority;
- Provide opportunities for development of lasting friendships with both teammates and opponents;
- Provide opportunities for students to place team above self; to learn to practice self-discipline for the overall benefit of the team of which he/she is a member;
- Providing the greatest possible opportunity for athletes to participate in both practice and competitions;
- Promoting personal improvement in skills, physical condition and knowledge of the sport;
- Develop for the community an understanding that the competitive athletic program for students has been promoted under conditions which insure to the participant and to the public the traditions in sportsmanship, citizenship and a wholesome school community relationship; and
- Promoting programs of excellence that provide a sense of accomplishment and lead to success on and off the playing field.

In order to achieve these goals, we hold the following positive expectations for the primary stakeholders in our Athletic Program.

## **ATHLETE'S CODE**

Given our belief that high school athletics provide a unique opportunity for the development of physical conditioning, athletic skill, and character traits, we expect every Delran athlete to strive for the following:

### Competence

- Develop the skills necessary to participate competently in the game.
- Demonstrate knowledge of the rules and conventions of the game.
- Demonstrate knowledge of the strategies of the game.
- Demonstrate a level of physical conditioning and fitness sufficient to participate competently in the game.
- Demonstrate knowledge of healthy behaviors including nutritional issues.
- Understand the necessity of abstaining from the use of alcohol, tobacco, and other drugs in order to achieve the positive benefits of interscholastic athletics.

### Character

- Be dependable in fulfilling obligations and commitments.
- Accept responsibility for consequences of actions without excuses or blaming others.
- Be committed and strive to excel.
- Persevere, give 100% effort and not give up in the face of setbacks.
- Demonstrate truthfulness.
- Play by the rules of the game.
- Control anger and frustration and refrain from displays of temper and bad language.
- Accept losing and winning graciously by congratulating opponents and by not sulking or displaying other negative behaviors.

### Civility

- Practice good manners on and off the field.
- Refrain from “trash talk” and other put-downs of opponents and teammates.
- Treat all persons respectfully, regardless of individual differences and to show respect for legitimate authority (e.g., Coaches, Officials, Captains).
- Be fair and treat others as one wishes to be treated.
- Listen to and try to understand others.
- Be compassionate and sensitive to others.
- Actively support teammates and others.

### Citizenship

- Be faithful to the ideals of the game, including sportsmanship.
- Keep commitments to the team.
- Show team spirit, encourage others and contribute to good morale.
- Put the good of the team ahead of personal goals.
- Set a good example for teammates, younger athletes, fans, and school community.

We expect every student athlete in the athletic program to abide by all rules and regulations approved by the Board of Education, contained within the Student Handbook and/or Athletic Handbook, as well as developed by each head coach for their program. Any violation of the Code of Conduct or any other rule or regulation of the Board of Education, may be subject to disciplinary consequences, including but not limited to exclusion from extracurricular activities, suspension, and/or expulsion, consistent with law, regulation, and/or board policy.

### **COACH'S CODE**

The Athletic Director and Coaches are leaders, dedicated to more than the X's and O's of competition. As professional educators, leaders and role models for students, Delran's coaches and Athletic Director will:

- Exemplify the highest character as a role model for young people.
- Recognize the individual worth and reinforce the positive self-image of each team member.
- Establish a realistic team goal or vision for each season and communicate that to the athletes and parents.
- Encourage and assist team members to set personal goals to achieve their highest academic and athletic potential.
- Create a set of training rules for athletes that reflect the positive values of abstaining from the use of alcohol, tobacco and other drugs.
- Strive to develop the qualities of competence, character, civility and citizenship in each team member.
- Provide a safe, challenging and encouraging environment for practice and competition.
- Gain an awareness of the importance of prevention, care and treatment of athletic injuries.
- Respect the integrity and judgment of the game officials.
- Teach and abide by the rules of the game in letter and in spirit.
- Build and maintain ethical relationships with coaches and administrators.
- Strive for excellence in coaching skills and techniques through professional improvement.

- Promote personal fitness and good nutrition.
- Be modest in victory and gracious in defeat.

### **PARENT'S CODE**

Parents play a vital role in the development of student athletes and the success of Delran's program. Therefore, we expect parents to do the following:

- Help their child learn that success is experienced in the development of their skills and that they can feel good about themselves, win or lose.
- Be a "team" fan, not just a "my child" fan.
- Refrain from instructing their children before, during or after a game, because it may conflict with the coach's plans and strategies.
- Take time to talk with coaches in an appropriate manner, including proper time and place, if there is a concern. Be sure to follow the designated chain of command (Coach, Athletic Director, Principal, Superintendent, and Board of Education).
- Refrain from addressing a coach immediately after a game based on a particular game situation or strategy that was observed. Allow for 24 hours to pass so that everyone can better reflect upon what occurred during that athletic event.

### **SPECTATOR'S CODE** (Family & Friends)

The larger school-community has an interest and investment in the success of our Athletic Program. These adults play a key role in reinforcing the educational goals of our program. Therefore, we expect these important program supporters to do the following:

- Be a positive role model through their behavior at athletic contests.
- Show respect for the opposing players, coaches, spectators and support groups.
- Be respectful of all officials' decisions.
- Recognize and show appreciation for an outstanding play by either team.
- Praise student-athletes in their attempt to improve themselves as students, as athletes and as people.
- Gain an understanding and appreciation for the rules of the sport.
- Reinforce our alcohol, tobacco and other drug-free policies by refraining from the use of any such substances before and during athletic contests.
- Remember that admission to a school athletic event is a privilege to observe the contest.





### **(C) SUMMER RECESS**

Practice sessions during the summer recess period may be conducted by schools. Athletes are permitted to participate in any school sponsored practices but participation is not required.

During the summer recess period, an athlete may not be sponsored or supported by a school or school-related group (Booster Club) when team-interscholastic or individual competition takes place as part of the activity in camps, clinics or recreation programs. The first school day following the last NJSIAA spring championships to the first day of the next school term, all restrictions are rescinded for practice for all sports. Schools may issue any and all equipment for practice use during the summer recess and the local school district may determine to what extent the school, the coaches, and the students are to be involved in the "summer recess" program. Athletes and coaches may participate at their own individual risk.

The 12-month sequence of participation can be found in the NJSIAA Constitution under Rules and Regulations, Rule 1 & 2.

## **STUDENT/ATHLETE PARTICIPATION**

Participation in athletics and all activities at Delran High School is a privilege which carries with it certain responsibilities. A student is a representative of the school and the entire community. There are certain basic standards expected of the participants in athletics at Delran High School.

- All students who represent Delran on a team are expected to conduct themselves in such a manner as to reflect class and dignity on Delran High School.
- All students must remember they are students of the school first and participants second. Participation in athletics is a privilege granted to a student, not a right guaranteed to them.
- Being a member of a team does not entitle any student to any special privileges in the school. Rather, it may carry a responsibility of being a good citizen in the face of peer pressure to become involved in some action which might violate school rules. Our athletes are expected to set examples of good school citizenship and cooperation which will reflect upon them as individuals and upon all our athletes in general.
- Students afforded these privileges must assume the responsibilities which accompany them at all times.

## **LEAGUE MEMBERSHIP**

Delran High School is a member of the Burlington County Scholastic League. In addition, Delran High School is a member of the New Jersey State Interscholastic Athletic Association (NJSIAA) and competes in Group II competitions.

## **PROCEDURES AND POLICIES**

### **PRE-SEASON**

1. Physical Examinations:

**A Physical is to be performed by Student's Own Physician and is valid for 365 days.** All forms must be turned into the Attendance Clerk and/or Director of Athletics. The following forms must be submitted prior to any athletic participation:

Annual Athletic Pre-Participation Physical Examination Form

Part A: Health History Questionnaire – Completed by the parent and student and reviewed by the examining licensed provider.

Part B: Physical Evaluation Form – Completed by examining licensed provider: MD, DO, APN or PA. Student must pass vision test in order to play sports. If a student has been diagnosed with Asthma or is currently using an inhaler, an Asthma Treatment Plan form must be brought to physician along with the physical for completion.

## 2. Family ID Requirements

- a. Athletic Permission Statement
- b. Medical Information Update (to be completed within 30 days of the first day of practice and a new form is required for each sport season)
- c. Opioid and Banned Substance Fact Sheet
- d. NJSIAA Steroid Consent to Random Testing Form
- e. Concussion Education Policy
- f. Sudden Cardiac Death Education
- g. Athletic Handbook agreement

**No student may participate until the physical is approved by the school physician and all required medical and permission forms are on file with the athletic trainer and school nurse.** If a physical expires once a season has already begun, the parents have two weeks from the expiration date of the original physical to turn in a new physical from an examining licensed provider. If a new physical is not turned within two weeks, the student athlete must stop participation in his or her sport until a new physical is approved by the school physician.

The general requirements by the State Board of Education can be found in the rules and regulations of the NJSIAA Constitution.

## 3. Eligibility Requirements:

To be eligible for membership on any athletic team, a student must fulfill the conditions of the regulations established by NJSIAA and Delran High School, as approved by the Board of Education. The conditions and procedures for eligibility are listed below.

### a. Credit Requirements:

To be eligible for co-curricular/athletic activities during the first semester of 10th grade or higher, or the second year of attendance in the secondary school or beyond, a student must have passed **30** credits during the preceding academic year. This provision shall not apply to incoming 9th graders.

To be eligible for co-curricular/athletic activities that begin during the second semester, a student must have passed the equivalent of **15** credits at the close of the first semester. Full-year courses shall be equated to semester courses to determine credits passed during the preceding semester.

b. Age Requirements:

Students who reach the age of 19 prior to September 1st of the school year will be ineligible for interscholastic competition.

A student who by age is eligible at the beginning of the school year shall be allowed to finish that year unless declared ineligible for academic or administrative reasons.

Eighth graders who by age will be older than 16 for their freshman year and older than 19 before September 1st of their senior year may participate on high school sports teams in the eighth grade but will be ineligible their senior year because of age.

c. Co-Curricular Requirements:

A pupil is eligible for participation in school district sponsored programs if he/she meets academic, attendance and disciplinary eligibility requirements. At Delran High School any student failing 2 or more subjects is ineligible until the following grade reporting. A student with 12 or more unexcused absences in any class is ineligible for all extracurricular activities, including athletics, and a student with more than 15 discipline points may be ineligible for all extracurricular activities, including athletics.

A pupil in any grade must maintain a satisfactory record of attendance to be eligible for participation in school district sponsored programs. An attendance record is unsatisfactory if the number of unexcused absences exceeds 11 school days in the school year prior to the pupil commencing participation in school district sponsored programs. BOE Policy 2430.

d. Other Requirements:

Athletes must be amateurs according to the definition of the NCAA that is on file in the guidance office.

No student shall be eligible for high school athletics after the expiration of eight consecutive semesters following his entrance into ninth grade.

All eligibility requirements can be located in Article V of the NJSIAA By-Laws.

## **IN-SEASON**

1. Attendance Requirements:

Every athlete is expected to attend school and practice each day unless there are unavoidable circumstances. Any student who is absent (unexcused) from school or who attends less than 4 hours of a school day (according to N.J.A.C. 6A:32-8.3) may not practice or participate in any athletic activity that day. Any questions regarding this lateness will be referred to the Athletic Director and/or administration.

If a student is absent (unexcused) from practice the day before a game, they should check with their coach for consequences. The coach, in conjunction with the administration, will handle emergency situations.

Athletes are strongly encouraged to schedule medical appointments and other non-related school events so there are no conflicts with practice or games.

A student with 12 or more unexcused absences in any class is ineligible for all extracurricular activities, including athletics.

2. Transportation:

It is the school's responsibility to transport the athletes to and from athletic contests. Each athlete must ride the bus to and from all contests. Student-athletes are not permitted to travel home via other means. Exceptions may be made by completing a Travel Release form. This form can be found in the main office or on the high school athletic department webpage under Athletic forms. The Travel Release form must be submitted to the Athletic Director 24 hours in advance of the requested date. Upon approval, the athlete may be released only to his/her parent/guardian.

3. Forgeries:

If an athlete is found to have forged his/her permission slip or physical forms, the athlete may receive up to a two-game suspension (one game for football). Additional offenses would be cause for immediate dismissal and referred to building administration.

4. Athletic Contest Attendance:

Student-athletes are expected to be at every athletic contest during the season. Lack of attendance can negatively impact the participation opportunities of other team members and/or the team itself.

- If a student-athlete misses an athletic contest for an unexcused reason, the coach and athletic director may withhold the certificate of participation, award letter, or any other recognition given to that student athlete.
- If a student-athlete has committed to a contest or tournament of any kind that requires an entry fee and that student-athlete decides not to participate or behaves in a way that is not representative of a Delran High School student-athlete, he/she must remit payment to the Athletic Department in the amount of the entry fee. The same penalties from above will apply. Failure to do so will result in that student's name being issued an obligation for payment.

5. Physical Education:

Student-athletes are expected to participate in each of their classes to the best of their ability. They will not be excused from Physical Education class because they have an athletic event that day. If a student is medically excused from Physical Education class (Doctor's or parent's note due to illness or injury) then the student is NOT permitted to take part in after school athletic activities (exceptions may be made by the athletic trainer only).

6. Locker Room Security:

- No one in the locker room unless a coach is present to supervise.
- The coach unlocks the locker room and allows athletes in to get ready for practice and/or games and after practices and/or games.
- The manager or student athlete is not to be sent back alone to get dressed or get something that is forgotten. Only coaches are to be in possession of keys at any time.

- Athletes are not to be sent in early from practice or games unless accompanied by a supervisor.

#### 7. School Security:

- When the gates in the hallways are closed, the school building is closed and no students may enter the gated area without an escort from school personnel.
- All athletes are expected to take their belongings (including outer wear, book bags and supplies) with them to the locker room and/or athletic area and secure them properly.

## **CAUSE FOR SUSPENSION FROM AN ATHLETIC TEAM**

Gambling, stealing, the use of tobacco (in any form), failure to consent in writing to alcohol and drug testing, possession, sale and use of drugs (including steroids), and/or alcoholic beverages are prohibited and will result in discipline in accordance with Board Policies and the student-parent handbook which clearly details all aspects of drug, alcohol, substance use and abuse, including other sanctions.

Suspensions for reasons other than those mentioned above will be at the discretion of the coach and athletic director. All suspensions will require parental notification. These violations include, but are not limited to: insubordination, profanity, fighting, unsportsmanlike conduct, unexcused absences from practice, unsatisfactory attitude, and/or a failure to follow the code of conduct or any additional rules and regulations that the coach or advisor deems necessary to maintain discipline and facilitate the efficient execution of daily procedures. Imposed suspensions in excess of one week require consultation with the Athletic Director. Discipline referrals and school suspensions are justification for suspension or dismissal from a team.

### **HAZING**

Hazing activities of any type are inconsistent with the educational process. All such practices at any time on school premises and at school-sponsored events are prohibited.

“Hazing” is a process, based on tradition that is used by groups to maintain a hierarchy (i.e., a pecking order) within the group. Regardless of consent, the rituals require individuals to engage in activities that are physically and/or psychologically stressful. These activities can be humiliating, demeaning, intimidating, and exhausting, all of which results in physical or emotional discomfort. Hazing is about group dynamics and proving one’s worthiness to become a member of a specific group. The newcomer, or victim, is hazed. Once accepted by the group, the victim may become a bystander, watch others get hazed, achieve senior status, and ultimately become a perpetrator of hazing.

All staff members shall be alert to possible circumstances or events that might include hazing. A staff member who detects or suspects hazing or planned hazing shall immediately inform the pupils involved of the prohibition against hazing and direct them to cease all hazing activities or planning for hazing. All hazing incidents must be reported to the Athletic Director, Principal and/or Superintendent. The Delran Township School District holds a memorandum of agreement with the Delran Police Department in regards to hazing.

## **COACH/PLAYER DISQUALIFICATION**

A disqualified player or coach may not be present at any contest in that sport during the period of disqualification. Definition of not being present at the site means the disqualified player or coach is not to be present in the locker room, on the bus, on the sidelines, in the stands or site area before, during or after the game/meet.

- A. In team sports, any player/coach in violation of this provision will be cause for forfeiture of the games during the period of disqualification.
- B. In individual sports, the event or events in which the player previously participated while having been disqualified will be forfeited. The team will lose the highest points awarded in each event noted herein.

Should a senior player be disqualified from the final game/meet of the season, said disqualification will carry over to the next sport in that school year. Should a non-senior player be disqualified from the final game/meet of the season, said disqualification will carry over to the next year in the sport in which the disqualification occurs. Should a coach be disqualified from the final game/meet of the season, said disqualification will carry over to the next year.

Any player/coach disqualified a second time in single or multiple sports will have the penalty doubled (i.e., in football – disqualified for two (2) games; all other sports – four (4) games). Disqualifications will count for 365 days from the date of the first disqualification.

Any player with two or more disqualifications in the current season, prior to the start of an NJSIAA tournament, will be ineligible to compete in said tournament.

Any varsity team accumulating three or more player or coach disqualifications for flagrant unsportsmanlike conduct prior to the start of an NJSIAA tournament will not be permitted to participate in same. Seeded teams will forfeit their right to compete if a disqualification limit is reached prior to the start of the tournament for the team.

Single/multiple sports – on the third offense; players disqualified will be suspended indefinitely, and must apply, in writing, to the NJSIAA through the office of their Principal for reinstatement. Disqualifications will count for 365 days from the date of the first disqualification.

Any coach disqualified a second time within 365 days from the date of the first disqualification will be required to appear before the Controversies Committee with the Principal and the Athletic Director.

Any coach who is disqualified during the course of the preceding school year must attend a Compliance Meeting conducted by the NJSIAA.

Any coach disqualified who has three (3) or more players disqualified during the course of the preceding school year must attend along with his/her Athletic Director, a Compliance Meeting conducted by the NJSIAA.

Disqualification rules and regulations can be found in the Procedure section of the NJSIAA Constitution.

## **SPONSORED SPORTS**

Delran High School sponsors varsity, junior varsity, and freshman interscholastic athletic teams. Existence of sub-varsity teams depends on student participation each year.

	<b>Boys</b>			<b>Girls</b>		
	Varsity	JV	Frosh	Varsity	JV	Frosh
Baseball	x	x	x			
Basketball	x	x	x	x	x	x
Bowling	x	x		x	x	
Cheerleading	x			x		
Cross Country	x	x		x	x	
Field Hockey				x	x	x
Football	X	x	x			
Golf (coed)	X	x		x	x	
Lacrosse	X	x		x	x	
Soccer	X	x	x	x	x	x
Softball				x	x	x
Swimming	x	x		x	x	
Tennis	X	x		x	x	
Track	X	x		x	x	
Wrestling	X	x				

## **TEAM DEVELOPMENT MODEL**

The coaching staff of Delran High School must select players for their respective teams using methods which are often compatible with the nature of each sport. For example: Swimming – time splits; Tennis – competitive ladders; Cheerleading – skill progression point system; Golf – playoff hole by hole.

The following guidelines are to serve as a model in determining squad make-up regarding minimum numbers, grade level philosophy per level, subjective evaluation of skills, and objective measures of assessment based on coaching experience which will be explained to the athletes at the initial tryouts.

**Freshman Sports** – The purpose of athletics at the freshman level is to:

- Develop and refine basic skills and learn the rules of the sport
- Determine and encourage the students' continued involvement in the sport
- Provide playing time to all participants, at the coaches' discretion

The freshman team will consist of ninth graders who have demonstrated intellectual skills, proper attitude, physical skills, and sport-specific skills that indicate a potential to be varsity players. The numbers of players may vary from season to season.

**Junior Varsity Sports** – The purpose of athletics at the junior varsity level is to:

- Further develop the personal skills of the athlete
- Increase the intensity of competition
- Prepare the athlete for the varsity level
- Place more emphasis on winning, but not to the extent of the varsity level
- Provide opportunities for playing time as game conditions merit

The junior varsity team will consist of primarily freshmen, sophomore and juniors who have demonstrated the ability to play at the jayvee level. These players must exhibit the requisite intellectual skills, proper attitude, physical skills, and sport-specific skills that indicate a potential to be a future varsity performer. Some varsity players will also see playing time at the jayvee level in order to improve a particular skill or increase the confidence during varsity opportunities. The number of players may vary from season to season.

**Varsity Sports** – The purpose of athletics at the varsity level is to:

- Develop skills and physical conditioning of the athlete to his or her fullest potential
- Provide the talented athlete with a chance to excel
- Provide athletes with the opportunities to learn to set goals, strive to achieve them, and serve as role models for younger athletes
- Play to win, build team skills, and enjoy the activity
- Notification will be given by the coach during the pre-season to those athletes who the coach feels will see only minimum playing time

The varsity team will consist of freshmen, sophomores, juniors and seniors who have demonstrated the ability to be starters or key contributors at the varsity level. Varsity players must have the mental skills, proper attitude, physical skills, and sport-specific skills to contribute to the success of the team. The numbers of players may vary from season to season.

Note: Regardless of level, every player must demonstrate the skills needed to be a member of the team for which he/she is trying out. No player is guaranteed a position simply because he/she was a part of the program in previous years.

## **PARENT/COACH COMMUNICATION**

"The single biggest problem in communication is the illusion that it has taken place." - George Bernard Shaw

**Communication Parents Should Expect From Coach:**



1. Philosophy of the coach
2. Expectations and goals the coach has for each child as well as for the team/season
3. Team selection process
4. Locations and times of all practice and contests
5. Team rules, guidelines and consequences for infractions
6. Team requirements, special equipment, strength and conditioning programs
7. Procedures if your child is injured during participation
8. Lettering criteria

**Communication Coaches Should Expect from Athletes/Parents:**

1. Concerns expressed directly to the coach
2. Notification of any schedule conflicts in advance
3. Notification of illness or injury as soon as possible

As your child becomes involved in the programs at Delran, he or she will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you and your child wish. At these times, discussion with the coach is encouraged.

**Appropriate Concerns to Discuss with Coaches:**

1. The treatment of your child
2. Ways to help your child improve
3. Concerns about your child's behavior

It is very difficult to accept your child not playing as much as you hope. Coaches are professional. They make decisions based on what they believe to be the best for all student-athletes involved and put the team first. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things, such as those listed below, must be left to the discretion of the coach.

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

There are situations that may require a conference between the coach and player, or coach and parent. These conferences are encouraged. It is important that all parties involved have a clear understanding of the other persons' position. When a conference is necessary, the following procedure should be used to help resolve any concerns.

**If A Parent/Athlete Has A Concern To Discuss With A Coach:**

1. Email or call the coach to set up an appointment.
2. If the coach cannot be reached, call the Director of Athletics at 856-461-6100 x3016.
3. Please do not attempt to discuss a matter with a coach before, during or after a contest or practice without an appointment. These can be emotional times for both the parent and the coach. After any athletic contest, a waiting period of 24 hours is recommended for any communication with a member of the coaching staff.

If the conversation does not provide a satisfactory resolution, please follow the chain of command: coach, Director of Athletics, Principal, Superintendent, Board of Education.

## **RESPONSIBILITY OF THE DIRECTOR OF ATHLETICS**

The most efficient way to administer an athletic program is to delegate full responsibility for the inter-scholastic program of a school to the Director of Athletics. The Director of Athletics reports directly to the Principal of the school and is prepared to meet all the duties of this position. This includes administrative, supervisory and coordinating responsibilities and is structured as to make it possible for the Director of Athletics to contribute to the general school administrative policies.

The Director of Athletics shall be responsible for the supervision of all coaches and the other athletic personnel, which fall under his/her direction and to ensure that all related activities conform to established policies, rules and regulations.

## **EVALUATIONS**

Through periodic observation of coaches and athletic staff members at practices and athletic contests, an overall evaluation will be made. A formal supervisory conference between the Director of Athletics and the Coach will take place at the end of each season. Also at this time, the Head Coach's observation of his/her assistant(s) will be discussed with the Director of Athletics.

## **LENGTH OF COACHING CONTRACT**

Contracts are awarded on a yearly basis.

## **PAYMENT OF COACHING SALARY**

Coaches' salaries are paid at the conclusion of that particular athletic season upon clearance by the Director of Athletics and approval of the Principal as per the negotiated DEA contract.

## **GENERAL INFORMATION**

### **ACADEMICS:**

Student-athletes must always keep in mind that their first priority is their school work. Many studies show that athletes can maintain a high level of performance in the classroom and on the field if they make effective use of their unscheduled time. If students are having difficulty in a specific subject, they are encouraged to seek additional help during non-instructional time. Should a student need to meet with a teacher after school, this is considered an excused lateness to practice and will have no adverse effect on the student athlete, provided the student can produce a note from the teacher.

At Delran High School any student failing 2 or more subjects is ineligible until the following grade reporting.

### **ILLNESS AND INJURY:**

Illness and injury are unavoidable parts of athletic competition. The Athletic Trainer and Nurse are integral parts of our athletic program. They are charged by the Board of Education to maintain the physical well-being of the student athlete and return the injured/ill student athlete to full participation as quickly and safely as possible. For the benefit of the student-athlete, his/her teammates and the Delran community he/she should bring any injury or illness to the attention of the Athletic Trainer or Nurse immediately.

### **TRY-OUT PERIOD:**

The first day of practice is made known to the athlete at a pre-season meeting or as in the case of Fall sports, through Spring team meetings and/or the school announcements. The athlete will be evaluated through a try-out period of no less than two days and not to exceed six days. If a student-athlete is ill or injured, he/she will be evaluated based on a minimum of two days. (Only practice days count toward a try-out period. At no time, will scrimmages or games count towards practice days).

### **VOLUNTEER COACHES:**

All coaches are approved by the Board of Education upon recommendation by the Principal. A volunteer coach must fill out a "Volunteer Coach Application," must be fingerprinted and background checked according to district standards. Volunteer athletic coach expectations can be found under Delran Board of Education policy #9181.

**Special Note:** Volunteer coaches are not simply accepted because someone applies. The Head Coach, Director of Athletics and Principal must all agree that they want this person to coach and the team would benefit from their assistance. All volunteers must be two years removed from high school graduation.

### **ATHLETES SWITCHING FROM ONE SPORT TO ANOTHER SPORT MID-SEASON:**

A switch may not be made during the same season unless:

- The student-athlete has been released by the coach of the first sport
- Director of Athletics has all information to determine eligibility and update eligibility lists

**SCHEDULING:**

The Director of Athletics, with the approval of the school Principal, schedules all interscholastic athletic contests and make-ups. All interscholastic scrimmages shall be made with the prior approval of the Director of Athletics. As a member of the Burlington County Scholastic League, we are required to schedule all league contests first. Any schedule changes requested by the coach will be given every appropriate consideration.

**SCHOOL CLOSINGS:**

When inclement weather forces early dismissal from or cancellation of a school day, all practices and games will be cancelled. All students must leave the building/campus. The safety of the student-athlete is of utmost importance.



**GO BEARS!**

To download this document and see other information regarding Delran Township School District visit [www.delranschools.org](http://www.delranschools.org).

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