

Procedure – Interscholastic Activities

Coach Duties

In accordance with district policy and the coach's job description, the coach has the duty to:

A. Instruct Participants

The coach should employ the latest methods and proper instruction when working with students to develop motor skills. If an injury occurs while using an improper instructional method, the district and its employees may be liable for negligence.

B. Warn Participants

Athletes and their parent/guardian will review and sign the informed consent form for each sport of participation. The informed consent form lists the inherent risks involved in participation in the particular sport, including the very small risk infection with a blood-borne pathogen. The coach will review the risks involved and provide a safe environment for practices and contests.

C. Supervise Participants

The coach will create a daily practice plan, including how they will supervise specific drills and other components of the daily practice. Adequacy of supervision should be reviewed in terms of quality and quantity and should include factors such as: the age of the students, the size of the students, the equipment involved, the maturity level of the students, the first aid equipment and training available, the appropriate certification of supervisors where required, and the safety training of the personnel involved.

D. Provide Safe Equipment and Facilities

Equipment should be properly fitted and maintained. Athletes should be instructed on how to conduct a daily inspection. Facilities should be free of hazards and inspected regularly.

E. Maintain Records of Injuries

A report should be completed for each incident. Injury reports should be maintained for a period of five (5) years after the student's 21st birthday.

F. Assess Fitness of Participants

The coach will assess the physical fitness, medical condition, and skill level of athletes prior to participation in sporting activities.

G. Provide Equal Protection and Due Process

While participation in co-curricular activities is a privilege, a student whose participation will be terminated based on an alleged violation of the conduct code must be afforded the opportunity of a fair hearing.

H. Transport Athletes Safely

The coach will review transportation guidelines at the pre-season athlete and parent

meeting. When district transportation is not provided, the athlete and/or parent/guardian is responsible for transportation to and from practices/contests.

I. Group Participants

The coach has the duty to employ a recognized system of grouping for participants in a particular sport that will avoid unequal and unsafe participation. The system of grouping will be based upon skill level, age, maturity, sex, size and experience.

J. Foresee Danger

A coach should be able to reasonably anticipate foreseeable dangers that may occur and take precautions protecting the children in their custody from such dangers.

K. Protect From Loss

A participant is required to present evidence that they are covered by an accident policy. A blanket catastrophic ("no fault") insurance provides coverage for serious injuries.

The duties listed above are not meant to be comprehensive. In carrying out the duties of the assignment, a staff member is expected to act as a reasonable professional would act under similar circumstances. A staff member who supervises a sports activity is expected to know the intricacies of the activity that they are leading.

Summer Sports Activities/Clinics

Rules governing out-of-school and/or out-of-season student sports participation are as follows:

- A. A practice is defined as the teaching phase of a sport to any present, past or future squad member while the student is in grades 7-12. Practices can take place during the school year or during the summer. The school may not sponsor, promote or direct activities which resemble out-of-season practices or contests during the school year or summer vacation.

A school staff member who sponsors, promotes or directs such activities during the summer vacation will submit their summer activities to the athletic office, who, in turn, will provide a permission slip with all activities for parents/guardians to sign.

- B. Students will be advised that participation in a commercial summer camp or clinic or other similar type of activity will not begin until the conclusion of the final WIAA state tournament of the school year. Participants in a fall school sports program may not attend any summer camp/clinic in that sport after August 1 until the first fall sports turnout. The school should announce by school bulletin that summer sports camp/clinic is neither endorsed nor sponsored by the district.
- C. A coach (contracted or volunteer) may not sponsor, promote, coach or direct activities which resemble out-of-season practices or contests in the sport they coach to any of their squad members or future squad members (grades 7-12) until after the school year's final WIAA state tournament.
- D. The use of the school bulletin board, public address system or school newspaper for promotional purposes to announce sports clinics/camps will fall within the same guidelines as applied to other commercial endeavors.

- E. School facilities to be used for summer activities and/or sports camps may be rented consistent with the rates, rules and regulations applicable for other commercial uses.

A user will hold the district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use of school facilities. Authorization for use of school facilities will not be considered as endorsement of or approval of the activity group or organization, or the purposes it represents.

Athletic Code

The opportunity to participate in the interscholastic athletic program is a privilege granted to all students of the district. Participants in this voluntary program are expected to conform to specific conduct standards established by the principals and athletic coaches.

A student who is found to be in violation of any code of conduct rules is subject to removal from the team. A student who has allegedly violated one or more of the code of conduct rules may appeal a disciplinary action as specified in this code.

The following rules will be applicable:

- A. **Illegal Substances:**

Students will not be permitted to possess, traffic in and/or use non-prescribed or illegal drugs, alcohol or any form tobacco (including Vape products), and may not be in the presences of, or remain in the vicinity of, the use of such substances prohibited by criminal law, or engage in behavior that enables others to illegally use such substances. It is the responsibility of the student athlete or squad member to remove themselves immediately, beyond reasonable doubt and proximity, from the situation. An athlete who is found to be in violation of this code faces penalties as outlined in the athletic handbook.

- B. **Physical Appearance**

An athlete will maintain the dress and grooming standards set forth in their team expectations. If non-compliance is an issue, the student athlete will meet with their coach and building Athletic Director to resolve.

- C. **Unsportsmanlike Conduct**

Students who choose to participate in interscholastic activities are expected to conduct themselves at all times in a manner that will reflect the high standards and ideals of the school, community and Edmonds School District. Students who commit unlawful acts or engage in delinquent behavior may be subject to disciplinary action up to and including athletic disqualification. All Edmonds School District athletes, cheer, dance and drill members are expected to adhere to all Edmonds School District policies as explained in each school's *Student Handbook* and the *District Athletic Handbook*. In addition to these general rules, coaches may establish other team expectations specific to their program. Athletes ejected from a contest will serve a suspension per league/state guidelines.

- D. **Attendance at School**

A student who is not in school for their full scheduled school day will not be allowed to turn out or play in a game/activity on that day. Exceptions are: dental and medical appointments, court appearances, family emergencies and school sponsored or related activities approved in advance by a building administrator.

E. Absence from Practice

An athlete is expected to be in attendance at all team practices unless excused for illness or by prior approval. Coaches of each program will set the expectation for missed practices. Athletes who miss practice may be withheld from participating in contests.

F. Violation of Law on School Grounds

When a student is found guilty of an offense committed while on school grounds or at a school activity, the corrective action will depend upon the nature of the violation. The *School Handbook* procedures will be followed.

G. Repeated Offense

If a student repeatedly violates one of the above rules, they may be removed from the team for the remainder of the sports season.

Appeal Process for Disciplinary Action

When infractions occur within the athletic program, the following process may be followed:

Any student, parent or guardian who is aggrieved by the imposition of discipline, including exclusion from participation in extracurricular activities, shall have the right to an informal conference with the building principal or their designee for the purpose of resolving the grievance. The conference must be requested within three (3) school days of the time the parent receives notice by mail or orally. The employee whose action is being grieved shall be notified of the initiation of a grievance as soon as reasonably possible. During the informal conference the student, parent or guardian shall be subject to questioning by the building principal or their designee and shall be entitled to question school personnel involved in the matter being grieved. Subsequent to the building level grievance meeting, the student, parent or guardian, upon two (2) school business days prior notice (or sooner, but only if convenient for all concerned), shall have the right to present a written or oral grievance to the assistant superintendent and district athletic director. If the grievance is not resolved, the student, parent or guardian, upon two (2) school business day's prior notice, shall have the right to present a written or oral grievance to the Board of Directors during the board's next regular meeting. The board shall notify the student, parent or guardian of its response to the grievance within ten (10) school business days after the date of the meeting. The discipline action shall continue notwithstanding the implementation of the grievance procedure set forth in this section unless the principal or his/her designee elects to postpone such action.

Edmonds School District

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