

**COOLIDGE HIGH SCHOOL  
PARENT AND STUDENT  
ATHLETIC HANDBOOK**

**RAISE THE STANDARD  
“SUPPORT, CHALLENGE, AND EMPOWER”**



ATHLETIC DIRECTOR: DR. CLINTON WHITE  
OFFICE: 520.723.2303  
EMAIL: [clinton.white@coolidgeschools.org](mailto:clinton.white@coolidgeschools.org)

ATHLETICS ADMINISTRATIVE ASSISTANT: MS. MAKENZIE BLANK  
OFFICE: 520.723.2308  
EMAIL: [makenzie.blank@coolidgeschools.org](mailto:makenzie.blank@coolidgeschools.org)

# Coolidge High School- Athletic Handbook

## INTRODUCTION

The Coolidge High School Athletics Handbook is a reference guide for coaches, parents, student-athletes concerning the policies that govern interscholastic athletics at Coolidge High School.

The coach of an athletic team reports to the Athletic Director and is primarily responsible for the compliance by his/her team members to the rules, regulations, and policies governing athletics at Coolidge High School. The Athletic Director will administer these rules and regulations as they relate to inter-team and inter-coach relationships.

Sound reasoning, good judgement, and adherence to the school districts core values will be the standard by which situations outside these stated rules and regulations are determined and evaluated. The Athletic Director will refer to the district policies and district handbook to address situations outside of this handbook.

Interscholastic athletics is a voluntary program. Students are not obligated to participate. Thus, competition in high school athletics is a privilege and not a right. Accompanying this privilege is the responsibility to conform to standards established for the high school athletic program. This privilege may be revoked if the athlete fails or refuses to comply with the rules.

## VISION STATEMENT

Coolidge High School Athletics vision is to raise the standard of our expectations for our student athletes in their academic and athletic performance through education-based athletics.

## MISSION STATEMENT

It is the mission of the Coolidge High School Athletic Department to provide an interscholastic athletic program that supports, challenges, and empowers our student athletes. Our athletic department will provide an education based athletic program that emphasizes the development of lifelong learning, values, and skills through hard work, sportsmanship, ethical conduct, and fair play. Being a student athlete at Coolidge High School is preparing the student to be a positive representation of their school and community.

## ATHLETIC PHILOSOPHY

Participation is a privilege that carries with it responsibilities as a representation of Coolidge High School. The interscholastic athletic program is a valuable aspect of the educational journey and development while at Coolidge High School. Students will be provided with opportunities to develop and progress their athletic skills, apply those skills in healthy competition, and grow in characteristics such as leadership, integrity, and sportsmanship. This athletic philosophy is developed to support the vision and mission statement of Coolidge High School.

By participating in athletics at Coolidge High School students are being prepared to mature physically, emotionally, and socially. Students will learn the importance of personal

## Coolidge High School- Athletic Handbook

development and growth, integrity, and commitment to those around them. Athletics provides the opportunity for a student athlete to exhibit their physical skills, while allowing them the opportunity to apply these skills and knowledge to new situations pertaining to their everyday life.

Students and parents are expected to commit to providing an athletic environment conducive for all. This entails displaying good sportsmanship as a participant and a spectator at athletic events. Students and parents will be held accountable for conducting themselves in a positive manner during times of winning and losing. Through participation and competition students will represent both school and community pride.

## **POLICIES AND PROCEDURES**

### **ATHLETIC PROGRAM GOVERNANCE**

All athletic programs in the Coolidge Unified School District are governed first by Coolidge District policy, secondly by the National Federation of High Schools (NFHS), and thirdly by the Arizona Interscholastic Association (AIA).

### **TRYOUTS/ROSTER CUTS**

Some sports have a limited roster, which means that not all interested and able student athletes may find a place on a particular team. Coaches will be responsible for giving details into skills and qualities they deem necessary to make their team.

### **PARTICIPATION OPPORTUNITIES**

It is the philosophy of the high school athletics department that athletes shall enjoy as many athletic seasons as possible in which the student-athlete and his or her parents wish to participate, without undue influence from any coach to specialize in one sport. All coaches will support participation in other sports.

Once the season has started no student shall change sports without the consent of each coach involved. Athletes cut from one sport may try out for another sport, with the receiving coach's permission, providing they were not cut from the first sport for disciplinary reasons. No athlete dropped from one squad for disciplinary reasons, or who quits, shall be eligible to compete in another sport for that season without athletic department approval. No athlete dropping a sport program may start another until the previous program has completed regular season play. Sport specific organized, preseason activities will not be allowed as part of this stipulation. An athlete may not start another sport until all school issued equipment is checked in from previous programs for which they've participated.

### **PRESEASON PARENT MEETING**

An important factor to achieve a positive experience for the athlete is to ensure there are clear lines of communication. As a parent you deserve the right to know what expectations will be placed on your student athlete. A Coach/Parent preseason meeting should provide you with the following information:

- Philosophy of the coach
- Expectations of the coach
- Team requirements and rules
- General protocol regarding academic eligibility
- Register My Athlete
- Fundraising protocols
- Participants code of conduct (Contract)

## Coolidge High School- Athletic Handbook

### PHYSICAL PACKET DOCUMENTATION

In efforts to ensure the safety and well-being of each athlete at Coolidge High School, every student athlete will be required to complete the documents that are included in the Physical Packet. It is critical that every document is completed based on the designated date given to your sport by the athletics department. No student athlete will be allowed to participate past the given deadline without completing the necessary documents. Support will be provided to anyone in need to ensure proper registration.

### ATHLETIC TRAINING

Coolidge High School will provide an onsite athletic trainer. The athletic trainer is available to all athletes. Priority will be given to in season athletes when it comes to treatment and rehabilitation. Off season athletes may still acquire help from the athletic trainer.

If your student athlete becomes injured during practice or competition, please make sure that both the coach and the athletic trainer are aware of the injury right away. It is highly encouraged that student athletes see the athletic trainer about an injury before seeing a physician.

### PRACTICE PROCEDURE

Team practice/training sessions cannot begin until all members of a respective program have completed their academic school day. A student must be present at least half of the academic school day to participate in practices and/or games. **Practices will take place each school day during the respective season. Coaches may require student athletes to attend practice on non-school days. Except for competition days, practice is expected to take place and all athletes are expected to attend unless an emergency or an extenuating circumstance arises. Coaches will be required to maintain attendance.**

### EQUIPMENT/UNIFORMS

Athletes who damage or lose their uniforms/equipment are liable for all replacement costs. No athlete may start another sport until all school issued equipment is checked in from the previous program for which they participated or has reimbursed the Athletics Office for the replacement cost of missing/damaged items. Coaches will work directly with the Athletics Office and the Athletic Director on inventorying equipment/uniforms. Post season award distribution is contingent upon the return of school issued equipment.

### STUDENT/PARENT COMMUNICATION PROTOCOL

Should a situation require a conference with the coach, the following procedure should be followed to help address the concern.

- When appropriate your student should first talk with the coach about the concern.
- Should the concern not be resolved, the parent(s)/guardian(s) should schedule a conference with the coach.

## Coolidge High School- Athletic Handbook

- If the parent(s)/guardian(s) need further discussion on the concern the parent(s)/guardian(s) should contact the Athletic Director.
- Should it be deemed necessary, the final step is for the parent(s)/guardian(s) to meet with the site Principal to discuss the previous meetings and dissatisfactions.

The following are appropriate concerns to discuss with coaches:

- Advanced notice of schedule conflicts
- The treatment of your child
- Concerns about your child's behavior
- Concerns about your child's grades
- Injury status and/or rehabilitation timeframe

The following topics are to be left to the discretion of the coaches and their staff and are not appropriate to discuss with coaches and school administration.

- Playing time
- Team roster
- Team strategies
- Thoughts about other student athletes

Please refrain from attempting to schedule meetings with a coach during the following times:

- Immediately before/after an athletic contest
- During practice
- In the presence of other student athletes
- When it is apparent that there is not sufficient time to complete the conversation

### **ACADEMIC ELIGIBILITY AND INELGIBILITY REQUIREMENTS**

Eligibility checks will be done by the Athletic Director's office following interim and quarter grade reports.

\*\*\* A soft pull of the student's grade will occur on the designated Mondays at 3:30pm for grade checks. This soft pull will initiate the student's ineligibility period (5 days). A hard pull will occur the oncoming Monday at 3:30pm should the student not gain a passing grade, they will remain ineligible for the rest of the eligibility period totaling 10 days.

1. All students are expected to achieve at least a 2.0 grade point average (GPA). Students who fall below a 2.0 GPA at the time of each eligibility check will be deemed ineligible for participation. Also, if a student receives any "Fs" at the end of the grading period (quarter or semester) they will be deemed ineligible for participation.
2. Students must be passing all CUSD classes, including CHS Digital Learning on-line courses (students may not receive any "Fs")
3. CAVIT courses are NOT included in the eligibility calculation.



## Coolidge High School- Athletic Handbook

4. Students receiving a NO CREDIT (NC) at the respective eligibility check will be deemed ineligible.
5. Students may not “withdraw” from a class to avoid becoming academically ineligible.
6. A soft pull of the students’ grades will be pulled on the designated Monday (see schedule below). This will begin the first 5 days of their ineligibility period. A report will be given to the coach of those student athletes that are at risk of being academically ineligible per the hard grade check due to a failing grade.
7. Should the athlete not bring the grade to passing by the following Monday after a grade check is performed (hard pull), they will be ineligible for participating for the next 5 days. The entire ineligibility period is 10 days (See the Regaining Eligibility section below)

### Consequences of Academic Ineligibility:

1. 1<sup>st</sup> and 2<sup>nd</sup> time ineligible athletes may not travel to away games or dress for home games; however, they are to attend practices, as well as home games.
2. 3<sup>rd</sup> ineligibility in the same season may result in an athlete being removed from the team.

### Regaining Eligibility:

1. 1) Students may regain their eligibility after the mandatory ineligibility period
2. 2) Grade checks for ineligible athletes will be checked again on the Monday following the ineligibility period.
3. The “regaining eligibility” process must then be repeated to become eligible for the following week.
4. Once eligibility has been regained, the student will remain eligible until the next grade check.

### NO Credit Clause

- 1) Should a student receive 2 No Credits notifications on Hard Grade Dates within an athletic season (ie fall season) they will be immediately removed from the sport of participation.
- 2) All No Credit protocols due apply regarding clearing the No Credit.

**\*\*\* Individual coaches may institute more frequent grade checks as they deem appropriate. \*\*\***

**FALL GRADE CHECK DATES**

Soft Pull Date	Hard Pull Date	Notes
August 26, 2024	September 2, 2024	
September 9, 2024	September 16, 2024	
September 23, 2024	September 30, 2024	
-----	October 7, 2024	Quarter 1 ends
Fall Break	Fall Break	<u>Extended Ineligibility</u>
<u>October 21, 2024</u>	<u>October 28, 2024</u>	<u>Post season as needed</u>

**WINTER GRADE CHECK DATES**

Soft Pull Date	Hard Pull Date	Notes
December 2, 2024	December 9, 2024	
December 16, 2024	December 23, 2024	Semester 1 ends
Winter Break	Winter Break	<u>Extended Ineligibility</u>
January 6, 2025	January 13, 2025	
January 21, 2025	January 27, 2025	
February 3, 2025	February 10, 2025	Post season as needed

**SPRING GRADE CHECK DATES**

Soft Pull Date	Hard Pull Date	Notes
March 3, 2025	March 10, 2025	Quarter 3 ends
Spring Break	Spring Break	<u>Extended Ineligibility</u>
March 24, 2025	March 31, 2025	
April 7, 2025	April 14, 2025	
April 22, 2025	-----	Post season as needed

Please understand that a soft pull initiates the ineligibility period. Students will have an opportunity to correct their failing grade(s) to regain eligibility. This must occur prior to the Monday that is listed as a hard pull. A student may be ineligible 5-10 days depending on their ability to correct their failing grade.



## **SCHOOL ABSENCES**

Students involved in extracurricular activities must attend at least 4 periods and/or 50% of the number of classes they have scheduled on a given day to practice/compete/perform at that day's scheduled event, (i.e., athletic competition, fine arts performance, etc.). Any exception to this policy must be approved by school administration. Although athletic events are considered excused absences, it is the athletes' responsibility to inform their teachers of their absence and to make up any classwork or homework missed because of the athletic absence.

## **COACH TO STUDENT/PARENT COMMUNICATION**

Coolidge High School athletics program will utilize the BAND App for communication between coaches and parents and/or students. This app will allow coaches to notify all athletes and parents instantly about last-minute changes. Announcements, flyers, forms, signups, photos, and videos can all be kept in the BAND app. Parents and students may communicate with the coach using the BAND app by utilizing direct messenger. Coaches will be required to communicate with students through the BAND app, so it is MANDATORY THAT THE STUDENT BE IN THE BAND APP! Per district policy it is implied that coaches should not have contact with students via social media and/or personal phone.

## **BEHAVIOR AND CHARACTER**

A student who received an out of school suspension is considered ineligible for any participation or travel for the duration of the suspension. A meeting with the coach and Athletic Director may be required before returning to participation. Dismissal from the team is possible.

## **ANTI-INITIATION AND ANTI-HAZING**

A student shall not engage in any activity involving an initiation, hazing, intimidation, assault or other activity related to group affiliation that is likely to cause or does cause bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to students or others. All initiations, including those related to any school club, athletic team or other group are subject to the above prohibitions whether the conduct occurs on or off school grounds.

## **TRAVEL/TRANSPORTATION**

It is the responsibility of the athlete to see their teachers the day before class if they are to miss because of an athletic contest. Transportation to and from all athletic contests will be provided by school district approved transportation whenever possible. In the event a student needs to be driven by a parent to an athletic contest, a written request must be submitted by the parent/guardian and approved by the Athletic Director 24 hours in advance of the contest. Should this be impossible, communication with and approval by the Athletic Director or school administrator is a must. Parental transportation from a contest is allowed given the "Transportation Guidelines" form, which is included in this packet, is signed, and returned. A parent/guardian may provide transportation for their child only. Permission to drive to and from

## Coolidge High School- Athletic Handbook

athletic contests for holiday and other non-school day tournaments may be approved on a case-by-case basis. This must be approved by the Athletic Director and Coach in advance. No student may drive another student. (Any exceptions must be approved by the Athletic Director and have written parent permission on file.)

### LETTERING

Head coaches will determine the specific lettering policy for their programs. Both established norms and program integrity should be considered. This policy must be articulated to athletes and parents at the beginning of each season. An athlete must meet the lettering criteria to receive recognition. He/she cannot letter simply because they are a member of the varsity team.

### SENIOR NIGHT

Senior Night is designed to recognize seniors for their contribution to Coolidge High School Athletics and their sport with a small ceremony conducted before the game, during halftime, or following the game. This night will be led solely by underclassmen and/or parents in coordination with the Athletics Department. Underclassmen and parents are encouraged to provide special gifts.

### AWARDS NIGHT/TEAM BANQUET

Athletic awards nights are held to honor those students who have participated in the sports program and have represented Coolidge High School in a unique way. Awards nights are scheduled as close to the end of the season as possible.

If a particular sports program would like to hold a team banquet (including food), they are welcomed and encouraged to do so. The Athletic Director must be notified prior to organizing.

### TEAM FUNDRAISING PROJECTS

All team fundraising projects must be presented to and approved by the Athletic Director. **Only after the project has been approved is the team allowed to go ahead with the fundraiser.**

### BOOSTERS

Parent booster clubs are permitted if they have cleared their district participation with the AD each year.

Parent and/or booster club organizations shall function for the purpose of assisting and supporting CUSD activities. Membership in a parent and/or booster club organization should be based on interest in a quality program and willingness to donate labor or services or participate in fundraising.

**SCHOOL EMPLOYEES AND GOVERNING BOARD MEMBERS MAY NOT SERVE AS OFFICERS OF A PARENT AND OR BOOSTER ORGANIZATION.**

## Coolidge High School- Athletic Handbook

Parent and/or booster club organizations will keep accurate and complete records of each fundraising activity, recording the gross receipts and expenditures of each activity, keeping a current balance of all monies, submitting a quarterly report, through the principal/athletic director, to the Business Office on September 15<sup>th</sup>, December 15<sup>th</sup>, March 15<sup>th</sup>, June 15<sup>th</sup>. The principal/athletic director must also receive a printout from the Arizona Corporation Commission, showing the organization is in good standing. Failure to maintain good standing, file reports and taxes can jeopardize the tax category of donations. Revenue earned under an inactive organization could be considered personal revenue of the organizer. It is important the statutory agent file required paperwork and transfer statutory responsibly upon leaving the organization.

The following are highly recommended:

1. The treasurer of the organization be bonded.
2. Deposits are made to a Federal Deposit Insurance Corporation (FDIC) insured bank.
3. Adequate liability insurance is purchased with the district named as an additional insured.

Upon request, the principal will be provided invoices, statements, and bank statements for all expenditures or donations.

Many parents interested in taking over or starting a booster club are discouraged by the requirements. **A booster cannot simply be a group of parents who fundraise and hold funds in personal bank accounts. Any activity involving students directly is not a booster activity and any funds raised should go into the district held club account.**

**The Athletic Director must address any “booster” activity they become aware of that does not follow policy.**



## Coolidge High School- Athletic Handbook

### CODE OF CONDUCT AND ATHLETIC HANDBOOK ACKNOWLEDGEMENT CODE OF CONDUCT

As an athlete at Coolidge High School, I understand that it is my responsibility to:

1. Ensure that academic achievement is the highest priority.
2. Show respect for teammates, opponents, coaches, and officials.
3. Exhibit fair play, sportsmanship, and proper conduct on and off the playing field.
4. Refrain from the use of profanity, vulgarity, and other offensive language and gestures towards teammates, opponents, coaches, and officials.
5. Respect all equipment and use it safely and appropriately.
6. Refrain from the use of alcohol, tobacco, illegal and non-prescriptive drugs, anabolic steroids, or any substance to increase physical development or performance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
7. Win with character, lose with dignity.
8. Adhere to the established rules and standard of the game to be played.
9. Maintain a high level of safety awareness.
10. Know and follow all state, section, and school athletic rules and regulations as they pertain to eligibility and sports participation.

### ATHLETIC HANDBOOK ACKNOWLEDGEMENT

I acknowledge that I have read the Athletic Handbook for Athletes and Parents and understand the risks involved with athletic participation. I also acknowledge the rules and consequences as outlined. Lastly, I acknowledge the code of conduct that is expected, and agree to abide to the rules and consequences as outlined in the entirety of this Athletic Handbook.

---

**Printed Name of Student Athlete**

---

**Signature of Student Athlete**

---

**Printed Name of Parent/Guardian**

---

**Signature of Parent/Guardian**

---

**Date**

---

**Date**



## CUSD INTERSCHOLASTIC ATHLETIC TRANSPORTATION GUIDELINES

- **Student-athletes are not authorized to drive themselves or others to or from athletic competitions.**
- **CUSD will provide team transportation to and from athletic events. Team policy permitting, parents may transport their student-athlete following a competition.**

I/WE wish to provide transportation for our son/daughter following athletic competitions during the current school year 2024-2025.

I/WE understand that we are waiving any claims I/We may have against Coolidge Unified School District and are relieving the district of any liability regarding the safe transport of my/our son/daughter.

I/We understand that I/We may transport ONLY my/our son/daughter from the contest. The authorized adult must make face to face contact with the coach prior to leaving with the student-athlete.

I/We also understand that violation of these transportation regulations and guidelines may result in my/our son daughter becoming athletically ineligible.

---

**Athlete Signature**

---

**Date**

---

**Parent/Guardian Signature**

---

**Date**





## **ELIGIBILITY REQUIREMENTS**

### **Academic Eligibility:**

Eligibility checks will be done by the Assistant Principal and/or Athletic Director's office following interim and quarter grade reports. Students must be passing all CUSD classes, including CHS Digital Learning on-line courses, receive no F's and maintain an overall C average (2.0 on a 4.0 scale). Failure to do so may result in being deemed academically ineligible. CAVIT courses are NOT included in the eligibility calculation. Students receiving a NO CREDIT (NC) at the respective grading period will be deemed ineligible. Students may not "withdraw" from a class in order to avoid becoming academically ineligible.

**A redeemable (5) five-day (M-F) ineligibility period will begin on the Monday of the Soft Grade Check. A mandatory (5) five-day (following M-F) ineligibility period will begin that Monday of the Hard Grade Check and last till the Friday before the next Soft Check is done.**

### **Consequences of Academic Ineligibility:**

- 1) Ineligible students may not travel to away games or dress/participate for home games; however, **they are to attend practices, as well as home games.**
- 2) Further ineligibility in the same season may result in a student being removed from the team and/or not being able to compete

### **Regaining Eligibility:**

- 1) Students may regain their eligibility during the (4) four-days (M-TH) of the school week following the Soft Grade Check. Grade checks for ineligible students will be checked again on the Monday following the Soft Check. Failure to regain or maintain passing status in all classes at this time will deem the student ineligible for a minimum of an additional (5) five-days ineligibility period (M- F).
- 2) Once eligibility has been regained during the redeemable (5) five-day ineligibility period of the Soft Check, the student will remain eligible so long as they aren't failing again come the Mandatory Hard Check on that following Monday.

### **Attendance Eligibility:**

Students involved in extracurricular activities must attend a minimum of 50% of the number of classes they have scheduled on a given day in order to practice/compete/perform at that day's scheduled event, (i.e. athletic competition, fine arts performance, etc.). Any exception to this policy must be approved by school administration.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

