



**SAUGATUCK PUBLIC SCHOOLS
ATHLETIC HANDBOOK**

ATHLETIC MISSION STATEMENT

The mission of Saugatuck Athletics is to develop student-athletes who embrace the following characteristics: *Integrity, Respect, Responsibility, Leadership, Competition and Sportsmanship*. Student-athletes who take on the challenges placed in front of them will take pride in the traditions that are Saugatuck Athletics.

ATHLETIC DEPARTMENT PHILOSOPHY

The athletic program will be in conformity with the philosophy of Saugatuck Public Schools. The athletic administration will be in line with the general policies of the Saugatuck School District, Southwestern Athletic Conference (SAC), Michigan High School Athletic Association (MHSAA), and the National Federation of High Schools (NFHS).

The program of Educational Athletics in the Saugatuck Public Schools is an essential element of a student's instructional experience. Participation in athletics increases instructional time, prepares young people for future life in society, and has been shown to be the highest correlating predictor for high school student's later success in life. Participation in a co-curricular activity is an essential part of a complete learning experience. It should be viewed as an extension of the learning process. We are striving to provide a program of which the student body and community will be proud. Success shall be measured not only by the number of wins and losses, but also by the type of individuals who graduate through our program. Student-athletes should understand that participation in athletics is an honor and carries responsibilities to the team, school, and community. It is important that we teach and practice good sportsmanship, respect, self-discipline, teamwork, and self-esteem. While winning is important and always desired, it should not be the driving motivation of our program.

NOTICE OF NON-DISCRIMINATION

Every child in Saugatuck Public Schools is entitled to equal opportunity for educational development in a caring and respectful environment, free from discrimination based on any real or perceived characteristic, including, but not limited to race, color, national origin, sex, religion, age, height, weight, marital status, sexual orientation, financial status, disability or limited English proficiency.

No student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district. The school board shall treat its students without discrimination as this pertains to course offerings, athletics, counseling, employment assistance, and extracurricular activities.

The following person has been designated to handle inquires regarding the non-discrimination policies:

Executive Assistant to the Superintendent
Saugatuck Public Schools
201 Randolph Street-PO Box 818
Douglas MI 49406
Central Office phone: 269-857-1444



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GENDER EQUITY-TITLE IX

The Saugatuck Public Schools Athletic Department is committed to providing equal interscholastic athletic opportunities for students regardless of gender. Issues pertaining to gender equity (Title IX) should be directed to:

FLOW CHART OF COMMUNICATION

Board of Education

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Superintendent of Schools

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Athletic Director

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Varsity Head Coach

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Volunteer/Assistant/Sub-Varsity Coaches

William E. Dunn, CAA
Director of Athletics and Title IX Coordinator
Saugatuck Public Schools
401 Elizabeth Street
Saugatuck MI 49453

PARTICIPATION THEORY

7th and 8th Grade (limited 6th grade participation)

The junior high program teaches the skills of the activity. Interscholastic competition begins at this level and will afford as many students as possible the opportunity to participate within the schedule so that they may achieve their fullest learning and performance levels.

9th Grade

Some 9th grade activities are more limited in scope and availability for participation. Therefore, while an effort is made to allow as many students as possible to compete, the more advanced participants may receive the majority of participation time. Other team members may be offered the opportunity to participate in a



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schedule that demands lesser skills development.

Junior Varsity

This program will develop and utilize those that show the greatest ability in a variety of skills. Role specialization may become more evident at this level. Those who are more able will be the primary participants.

Varsity

The varsity team is for those who have learned the basic skills well and perform them in both practice and in interscholastic competition. Role specialization is often a necessity at this level and participants may be used in specific roles for the benefit of the entire team. Depending on the activity, not all wishing to participate will be able.

Participants who display leadership and/or enthusiasm, in combination with basic skill development, may enhance their opportunity to participate.

GENERAL INFORMATION

Saugatuck Public Schools offers the following athletic programs (grades 7-12):

HIGH SCHOOL SPORTS

Fall

- Boys' and Girls' Cross Country
- Football
- Boys' Soccer
- Volleyball

Winter

- Girls' and Boys' Basketball

Spring

- Baseball
- Softball
- Boys' and Girls' Track
- Boys' Golf
- Girls' Soccer

MIDDLE SCHOOL SPORTS

Fall

- Boys' and Girls' Cross Country
- Football
- Boys' Soccer
- Volleyball

Winter

- Girls' and Boys' Basketball

Spring

- Boys' and Girls' Track
- Girls' Soccer

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)

Some Saugatuck student-athletes will possess the talents, skills, and attitudes necessary to compete at the collegiate level. Any student-athlete wishing to participate at a Division I or Division II institution must pick up NCAA INITIAL-ELIGIBILITY CLEARINGHOUSE information from the High School Guidance Office if they plan to participate in college athletics.

NCAA CONTACT INFORMATION:

NCAA Legislative Services Department
6101 College Boulevard
Overland Park, Kansas 66211
Office phone: 913-339-1906

MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION (MHSAA)



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Saugatuck Public Schools is a member of the Michigan High School Athletic Association. Membership in the MHSAA is comprised of individual schools, so approved by their respective Boards of Education. The Superintendent is responsible for the athletic activities of the school system. The school Principal usually is the official representative of the member school and is directly responsible for the general attitude of the student body and the conduct of the athletic affairs by the Athletic Director and the Athletic Coach.

It is the duty of the above-mentioned administrators to derive from the athletic program a full measure of educational value by developing good sportsmanship on the part of the student body, faculty, parents, and general public. Mutual cooperation is essential in order to carry out properly the work of any or all of these administrators.

It is policy of the MHSAA that no person, on the basis of race, color, religion, national origin or ancestry, sex, marital status, sexual orientation, or handicap shall be discriminated against or excluded from participation in MHSAA-sponsored activities.

A copy of the MHSAA handbook is available in the Athletic Office.

SOUTHWESTERN ATHLETIC CONFERENCE (SAC)

Saugatuck Public Schools is a member of the Southwestern Athletic Conference (**SAC-13 schools**). Other member schools include:

Coloma
Constantine
Delton-Kellogg
Fennville
Galesburg-Augusta
Gobles
Kalamazoo Christian
Kalamazoo Hackett
Lawton
Martin
Saugatuck
Schoolcraft
Watervliet

DEPARTMENTAL POLICIES

Physical Examination

It is required that a physical examination card be on file for each current school year before a student will be issued equipment or allowed to practice and/or compete in an athletic contest for any sport. The physical card must be dated on or after April 15 in order to be valid for the current school year.

Insurance



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If the athlete is uninsured, it is the parent's responsibility to contact the athletic office to make arrangements for coverage. The district offers several low-cost insurance plans for student-athletes. In addition, athletes at the secondary level (grades 7-12) are covered for claims exceeding \$25,000 in excess of your primary family or employee sponsored health plan. In the event your child was injured during a school sponsored athletic event, an accident report must be filed with your child's building Principal. Claims must be reported within 24 hours of occurrence. To report injuries, accidents, or to enroll in the insurance plan, please contact the Principal's office.

Trying out for a Sport

Any student who desires to join a team after the first official practice as designated and announced by the coach must make special arrangements with the coach and Athletic Director. The objective criteria for gaining membership to a team MUST be explained to the student before practice begins. Before cuts are made on his/her team, the coach shall meet with the Athletic Director and submit a list of students who shall be on his/her team and list of those students who were not selected for the team. Those students not making the team may request a personal interview with the Coach/Athletic Director. The coach shall talk with all athletes that are cut for his/her team. The coach will NOT post a list to communicate with athletes on whether or not they have made the team.

Quitting a Sport

We realize that some students are unfamiliar with certain sports and may desire to drop out after trying the sport. Any student who desires to leave a team before the season ends must meet with the Coach and Athletic Director, or make arrangements to do so within 48 hours. A parent may be required to attend.

Transportation of Athletes

The general policy is that all athletes must travel to and from an athletic contest under the direct supervision of the coach. On rare occasions and ONLY with the Athletic Director's approval, parents may arrange with the coach to take their child home with them after an athletic contest. A travel release form must be on file in the Athletic Office, and signed by the parent/guardian accepting full responsibility for his/her son or daughter. Coaches should retain the release form and return it to the Athletic Director. The Athletic Director along with the Coach of that particular sport may refuse any request. Under no circumstances will an athlete be permitted to return with anyone other than his/her own parents or guardian. It is encouraged that athletes make trips as a team. Violations of this policy will justify immediate suspension from the team.

Students will be required to ride to and from all school activities, in which they are participants, in school-owned or authorized vehicles with the following exception: Students may be transported to and from such activities by their own parents or guardians or by parents of other students involved in the activity. Parents or guardians of students involved must notify the high school principal or designee in advance of any such trip. Under no circumstances will student participants be allowed to drive to and from such activities.

State Law: If we provide a bus to a contest all athletes must ride the bus. Some cannot choose to drive to the site. If we do not provide a bus to the event site we may ask all athletes to meet at the event site via their own transportation.



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The Athletic Director schedules all bus departure times with the assistance of the Transportation Director. The head coach is required to confirm all departure times prior to the first contest of the season. The Athletic Director will provide a transportation request form for each head coach prior to his or her season. Times may be adjusted depending upon road and weather conditions. It is the responsibility of the coach to have the members of his/her squad ready to board the bus at the designated time. The coach must exercise control and maintain proper supervision of his/her students during the entire trip.

Upon Returning from Away Contests

Coaches need to make sure they stay with the athletes until their transportation arrives to pick them up. DO NOT leave the school premise until ALL athletes have left the school property.

Attendance

1. **School Attendance**-on the day of an athletic contest or practice, and school is in session, the athlete must attend school at least HALF a day, and have an excused absence for the other HALF day to participate in that contest or practice. Extenuating circumstances in absences of more than HALF day will be considered: attending a funeral, medical appointments, legal appointments, college visits, etc. as long as it was pre-arranged. NOTE: Students must be in school by or until 11:30am to be counted as a HALF day.
2. **Practice Attendance**-athletes are expected to be at ALL practices. Any athlete who accumulates three (3) unexcused practices may be dismissed from the team, lose the right to any awards, and NOT be allowed to participate in that or any sport during that season. An **excused** absence from a game or mandatory practice shall be granted to a player who is personally ill, has had a death in the family, or is involved in a school-related activity and properly notified his/her coach. Any special circumstances that may arise will be dealt with on an individual basis and in agreement with the Coach and Athletic Director. An **unexcused** absence from a game or mandatory practice by a player may result in a suspension from the next game or match. In addition, missed practice time must be made up to the "satisfaction of his/her coach" before playing time is restored.
3. **Suspension from School**-if a player is suspended from school; he/she will also be suspended from participation in a practice or contest with their team for the duration of the suspension.
4. **Excused Absences**-a student athlete may be excused for the following: illness, family emergencies, and excused absences from school. If interpretation is needed, the Coach will confer with the Athletic Director and Building Principal. Up to three (3) consecutive practices may be missed at the direct request of a parent or guardian once during a sport season. If an athlete will be missing practices or contests that may be held during school vacation because of a parental trip, it should be discussed with the Coach before the vacation. Direct request must be made in advance with a signed note or phone call to the Coach from the parent/guardian. These will be considered excused absences.



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***NOTE:** Both the parents and athletes must understand that any absences may affect an athlete's performance and therefore, it will affect his/her relative position on the team and their playing time.

PRACTICE POLICIES

Practices for a sport shall not begin earlier than normal season practice guidelines. MHSAA rules and regulations will be followed.

Length and time of practice will vary due to coaching circumstances. Athletes must have time for normal home activities, academic study, and other school activities.

The Athletic Director in cooperation with the coaches will establish the holiday practice schedules. There will be "dead time" during the Christmas holiday where no practices will be allowed and gyms will be closed.

Weekend or holiday practices should be communicated to the Athletic Office as well as to the athletes and parents.

Sunday practices will not be allowed on a regular basis and must be approved by the Athletic Director in advance of the practice. This includes open gyms.

When school is dismissed due to bad weather, all practices will be cancelled for that day. Varsity practices **ONLY** will be determined by the District Administration. We will not allow mandatory practices at other non-school district sites. All students must leave the school campuses upon dismissal from school. Coaches will not be allowed to transport student-athletes to another facility for practice nor have older students transport younger students.

DUAL SPORT PARTICIPATION

1. If a student-athlete has interest in participating in two sports during the same season they must contact the coaches of the two sports and the Athletic Director of their intentions at least two weeks prior to the start of the season of the sport that begins first.
2. The Athletic Director will schedule a meeting with the athlete and the coaches to go through the procedure outlined below and complete the request form to dual sport.
3. The Athletic Director will create a list of the names of the dual sport athletes, their priority sport, and their secondary sport. He provides this list to the coaches of the sports involved.
4. If there are two regular season contests on the same day the athlete will participate in the primary sport, unless the two coaches agree the athlete can participate in the secondary sport.
5. If there is a conference or state event and regular season game on the same day then they will participate in the conference/state event, unless the two coaches agree the athlete can participate in the 2nd sport.
6. Once the season has started, the athlete cannot quit and if they choose to quit, then they are ineligible to compete in the other sport until the sport they quit – season has been completed (unless coach releases them and this is approved by the AD and Coaches involved).
7. The athlete agrees to provide full effort and commitment to both sports. If one sport is becoming a much better situation for them personally, they cannot "jump ship" with regards to the other sport.
8. The athlete's first priority is academics. The request to dual sport will only be considered if the



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applicant is in good academic standing at the time of the request. The athlete is expected to maintain their grades. If this standard is not maintained the participant will be asked to give up one sport, and there will be no appeal.

9. Coaches are to communicate with each other and let the athlete know what the practice schedule is, and the coaches are never to put the athlete in the middle of a conflict.
10. If, in the opinion of the Athletic Director, both competitions/performances can be attended, the athlete will be expected to attend both.

EQUIPMENT/UNIFORM CARE

Squad members are to be held accountable for any loss of or abuse of equipment. **ALL EQUIPMENT IS THE COACHES RESPONSIBILITY.** The athlete must pay for any equipment lost by an athlete. Any loss of equipment should be reported to the head coach immediately. **THE HEAD COACH NOTIFIES THE ATHLETIC OFFICE OF THE LOSS OF EQUIPMENT and/or UNIFORM.**

Coaches are to keep accurate records on the distribution of equipment checked in by each athlete at the end of the season. If possible, identification marks or numbers are to be attached to all equipment to facilitate accurate record keeping.

THE COACH MUST TURN IN A STATEMENT TO THE ATHLETIC DIRECTOR WHO WILL RECORD THEM AND THEN TURN IN TO THE MAIN OFFICE FOR COLLECTION.

It is important to immediately collect equipment from the athlete that quits before the end of the season. Equipment should be collected the last day of practice and at the completion of the last contest. It is the coach's responsibility to secure all equipment issued. We have purchased excellent equipment for our athletes and in turn expect it to be cared for and returned.

Failure to fulfill this requirement will prevent the athlete from any further participation in athletics until the unreturned equipment/uniform matter has been resolved.

ACADEMIC ELIGIBILITY

Athletes in all sports must meet all MHSAA and Saugatuck High School academic eligibility requirements. All rules regulating eligibility as set by the MHSAA and Saugatuck High School will be enforced.

Previous Trimester: eligibility must meet MHSAA standards. Athletes must pass 66 percent of full credit load potential for a full-time student or a minimum of four (4) out of five (5) trimester courses in the previous trimester to be eligible for athletic participation in the current trimester.

Current Trimester: eligibility must meet MHSAA standards. Athletes must be passing 66 percent of their classes or four (4) out of five (5) current trimester courses to be eligible during the current marking period.

A student who fails to pass the equivalent of 20-credit hours (4 out of 5) at the end of any trimester period shall be ineligible for the next trimester unless the deficiencies are made up pursuant to the MHSAA Handbook-Section 7 (C).



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GRADE CHECK PROCEDURE

Academic eligibility: all in-season athletes' grades will be checked, beginning the third week of each trimester. Any student-athlete with a grade below a C- or with an incomplete will be required to attend after school office hours as scheduled by the Intervention Specialist. The amount of time scheduled for after-school help will depend on the number of courses requiring extra assistance. Students will be required to attend office hours until all grades are a C- or better. Grades will continue to be monitored on a week-to-week basis throughout the trimester. Students who fail to attend shall be ineligible to play games until such time as the missed session (s) are made up to the satisfaction of the Intervention Specialist.

Grades will be checked at 7:30 am on the Monday of the sixth week of each trimester. Any student-athlete that is NOT passing 4 out of 5 classes will be ineligible immediately through the next Sunday. Grade checks for the purpose of eligibility will be conducted at 7:30 am on each of the following Mondays to determine the reinstatement of an ineligible student-athlete to return to competition. All grade appeals shall be presented to the Building Principal.

CODE OF CONDUCT

Athletes are representatives of Saugatuck Public Schools and their participation in athletics is a privilege, not a right. Students and members of our community look to them to be positive role models. Representing our school is a significant responsibility, and we expect compliance to the following athletic code of conduct standards on a year-round basis. Such compliance is NOT limited to a particular sports season, to school sponsored events, or to school property.

TOBACCO, ALCOHOL, and ILLEGAL DRUGS

1. The **FIRST** time any student-athlete is known by a "*preponderance of evidence*" by a staff person or law enforcement agent to be in possession of or using tobacco, alcoholic beverages, or illegal drugs, the student shall be immediately suspended for **40%** of the number of scheduled contests for that sport.
 - a. This may be reduced to **30%** if the student-athlete self reports the incident or completes an approved counseling assessment, or reduced to **20%** if the student-athlete does both. Self-reporting and approved counseling must be to the satisfaction of the Athletic Director and Building Principal. All cost of counseling shall be the responsibility of the parents.
 - b. Self-reporting shall be done by the student-athlete or together with his/her parent or legal guardian, and must be reported to the Athletic Director or Building Principal within 48 hours of the violation. Any intervening independent report, charge, or notification to the Athletic Director or Building Principal will cause the disclosure to be deemed NOT self-reported, and the athlete in such instance shall NOT be afforded the benefits of the suspension reduction.

2. If a **SECOND** offense occurs in the student-athlete's high school career, the student will be suspended for **50%** of the number of scheduled contests in which they are competing and must complete all counseling requirements in order to regain athletic eligibility.

***Note-**any portion of a suspension at either the 1st or 2nd offense that is NOT completely served will be carried forward into the student-athlete's next sport season. The remaining percentage of the suspension will be recalculated on a percentage of the number of scheduled contests for the new season.



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3. If a **THIRD** offense occurs during the student-athlete's high school career, he/she will be suspended from high school participation for indefinite period of time, not less than one calendar year from the date of the occurrence. Upon completion of one year of the suspension period, the student-athlete may appeal to the Athletic Violation Review Committee for reinstatement of sport participation privileges. This reinstatement will be based on a review of the student's performance under the Saugatuck High School Athletic policy during the suspension period.

The determination of violations under this section may be established by personal knowledge of a staff person, law enforcement agent, or student-athlete self-reporting to the Athletic Violation Review Committee. All offenses shall be based on a *"preponderance of evidence"*.

CONDUCT UNBECOMING A STUDENT-ATHLETE

The conduct of a student-athlete in and out of school shall be such as to bring NO discredit to the student-athlete, their parents, school, team, coach, or community. Examples of conduct unbecoming a student-athlete include but are not limited to: illegal acts/police involvement, fight on or off school property, willful destruction of property, and any other such violations as listed in the student handbook. Situations involving such conduct will be reviewed by the Athletic Violation Review Committee, which is made up of the Athletic Director, Building Principal, and sport specific coaches, and may result in an athletic discipline.

Conduct Standards:

1. Student-athletes are expected to show behavior at all times that will display respect for people, the law, facilities, and equipment.
2. Student-athletes are expected to cooperate with teachers, students, support staff, and residents of our community, and display good sportsmanship towards opponents, officials, and spectators.
3. Student-athletes are expected to be in peak physical condition specific to their sport.
4. Student-athletes are NOT expected to use, possess, conceal, sell, distribute, or be under the influence of:
 - a. Tobacco or tobacco products in any form, including vaporizers;
 - b. Alcohol or alcoholic beverages in any form;
 - c. Illegal drugs, including but not limited to those substances, defined as controlled substances pursuant to Federal and/or State statute;
 - d. Mood altering substances: steroids, human growth hormones, or other performance enhancing substances (i.e.-look alike drugs and drug paraphernalia)
5. Student-athletes are NOT expected to engage in acts of cumulative or gross misconduct, including but not limited to behavior addressed in the Saugatuck Student Handbook.
6. ***Add on-line visuals of holding illegal substances (i.e.-pictures on Facebook, snap chat, etc.)**

HAZING

Saugatuck High School and Middle School Coaches will maintain a "zero tolerance" towards any type of hazing activities. Hazing, usually a form of initiation, is defined as any practice (even "harmless fun", "bonding", and "practical", etc.) whereby one part of a group is made or "asked" to do anything that the remaining part of the group is exempt from doing by virtue of seniority or other "privileged" status. Because



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hazing often undermines a group's morale, spirit, and team unity as well as often leads to personal hurt and degradation, the school will NOT permit it in any form and will take disciplinary action against any individual and/or group/teams that haze.

ATHLETIC AWARDS

Sub-varsity award (Freshman/Junior Varsity)-certificate

Varsity awards-certificate and varsity letter

GUIDELINES FOR ATHLETICS DURING SEVERE WEATHER

1. In the event of a tornado watch or warning-all athletic events will be canceled.
2. In the event of a snow day cancellation:
 - a. Practices
 - i. All middle school practices are canceled
 - ii. All high school coaches should contact the Athletic Director, who with the Building Principal and Superintendent, will decide on the possibility of a practice that day. If a practice is approved, it will be held after 12noon.
 - iii. Coaches will clearly communicate that practices are strictly voluntary, and that the athlete's safety of travel is their top priority. Any athlete who is NOT able to attend that day will be excused for that practice.
 - b. Contests
 - i. All middle school contests are canceled.
 - ii. The decision to cancel or play a high school contest will normally be made after 12noon. The Athletic Director, Building Principal, and Superintendent will collectively make the decision to play or cancel.

THE ROLES IN THE RELATIONSHIP BETWEEN COACH, PARENT, and STUDENT-ATHLETE

Being a part of an athletic program is not easy; the athletes must have a great amount of self-discipline. We believe that when a teenage player grows into adulthood, he/she will use what he/she learns here to meet the expectations and responsibilities placed on them. Living up to these high standards, we feel, will better prepare our athletes for life ahead of them. Knowing the roles of the three main elements in an athletic program, coach, parent, and athlete, is vital in the success of the athlete.

Coaches Role

- Set a good example for players and fans to follow.
- Be positive, fair, and consistent with the players.
- Making playing time and strategy decisions with thought and care.
- Establish and organize practice for the team on a daily basis.
- Be a good communicator with parents and players.
- Protect the safety of all athletes.
- Know and employ injury prevention procedures.
- Make sure all players know the expectations, procedures and rules for the program.
- Make sure everyone has practice and game schedules.
- Be a professional practitioner in dealing with situations in the sport and stay current with the X's and O's.



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- Keep inventory of equipment.
- Work to help assistants improve.
- Keep track of academic progress of athletes.
- Be available to talk with players and parents.

Parent's Role

- Be a fan of everyone on the team.
- Respect the decision of officials.
- Respect other fans, coaches, and athletes.
- Talk to their child if they have any questions and, if they still have questions, contact the coach through athletic department procedures.
- Don't put your child in the middle by talking bad about the coach, program or teammates through conversation.
- Don't talk to coaches on game day about a complaint (**24-hour Rule**). Make an appointment at the convenient time for both parties.
- Understand the coach's responsibility is to make sure the students are safe and become better people and athletes, not to win every game.
- Be supportive of the child and of the program.

Student-Athlete's Role

- Be positive and have a good attitude.
- Support your teammates.
- Always work hard!
- If they have any questions, asks the coach – “The only dumb question is the one that you do not ask.”
- Know and follow school and team rules.
- Challenge themselves as a student, person and athlete.
- Meet everyday classroom expectations.
- Notify the coach of any scheduling conflicts in advance.
- Talk to the coach about any special concerns.



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Saugatuck Athletics – EIGHT STEP PARENT PROTOCOL

All concerns regarding your student in the sport that your student-athlete is involved in can be addressed by following eight steps:

- Step 1** Contact the Head Coach via phone, e-mail, or in person to arrange a meeting time. Please do not make this initial contact immediately after a game or contest. Use the 24-hour rule.
- Step 2** Attend meeting on set date and discuss concern and come to a resolution. Concerns are limited to your student-athlete only. Discussion of any other student athletes is means for meeting termination. Playing time is not an appropriate discussion topic, but discussion about how your athlete can improve is appropriate. The athlete will be present at this meeting.
- Step 3** Contact the Athletic Director via phone, e-mail, or in person to arrange a meeting time if a satisfactory resolution to the concern is not reached through Step 2. Head coach will be invited to this meeting.
- Step 4** Attend meeting on set date and discuss the concern and the proposed resolution to the concern by the Head Coach. The athlete will be present at this meeting.
- Step 5** Contact the Principal via phone, e-mail, or in person to arrange a meeting time if a satisfactory resolution(s) to the concern is not reached through Step 4. Head Coach and Athletic Director will be invited to this meeting.
- Step 6** Attend meeting on set date and discuss the concern and the proposed resolution to the concern by the Head Coach and Athletic Director. The athlete will be present at this meeting.
- Step 7** Contact the Superintendent via phone, e-mail, or in person to arrange a meeting time if a satisfactory resolution to the concern is not reached through Step 6. Head Coach, Athletic Director, and Secondary Principal will be invited to this meeting.
- Step 8** Attend meeting on set date and discuss the concern and the proposed resolution(s) to the concern by the Head Coach, Athletic Director, and Principal. The athlete will be present at this meeting.



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WINNING

There are several components of winning games, some of which coaches can control, others over which coaches have no influence. These are the factors affecting whether or not games are won (in no particular order):

1. **The athleticism of the players.** In other words, how good is the natural ability of your players? Are they innately decent, good, or great athletes? As the coach in a high school, other than efforts you make to develop the young athletes, you have little or nothing to do with this...you play with whomever comes in and tries out and they may or may not be as good as the athletes walking into other schools.
2. **The quality of instruction.** It is imperative that all coaches do a great job in this area. High school athletes deserve to be well drilled and taught the skills of the game. If that occurs we can go into most games knowing that the quality of preparation our athletes have had is as good as or better than our opponents. This component is within each coach's control.
3. **Successful strategy.** Good coaches must be good strategists with a remarkable understanding of and feel for the game. Though any coach's strategy can backfire, the odds favor a coach with this level of understanding of the game. This component is also within the coach's control.
4. **Motivation.** Sports psychologists agree that the two most important needs of young athletes are to have fun, including the need for stimulation and excitement, and to feel worthy, competent, and successful. Coaches do not motivate players; they simply create the climate in which players motivate themselves. I think everyone would agree that most athletes are highly motivated...they want to do well and they work very hard. Our coaches simply have to create an environment in which the kids are relaxed, confident, and enjoying themselves. This component, though you can certainly have a huge impact in their sporting environment, is to a very large degree a part of the psychological makeup of your athletes over which you have minimal control.
5. **Bad calls, a part of every game.** There will be calls that could determine the outcome of the game. The coach has no control over how the game is officiated.
6. **Bad conditions.** In outdoor sports the weather and playing conditions can have an enormous effect on the outcome of the game. The coach has no control.
7. **Playing beatable opponents.** Strength of schedule is a HUGE factor in the won-lost records of all teams. While coaches have some say in the construction of the schedule, much of it, for geographical and expense reasons and by virtue of MHSAA assignments is pre-determined and out of the coach's control. If you are playing teams that have better athletes and comparable instruction and strategy (there are many good programs and coaches), the odds favor your opponent.
8. **Luck.** Sports involve a lot of luck. Bad hops, balls dropped, lucky breaks, and balls fair or foul/in-or-out of bounds by inches, etc. If it isn't your day, there is nothing you can do about it.

Of these eight factors in winning games coaches control two and influence two. The others are beyond the control of the coach. That is why it is so much healthier for coaches to concentrate on teaching skills, making the program exciting, building confidence and character in kids, and demanding discipline. If you do those things well the winning takes care of itself.