

# **COLQUITT COUNTY HIGH SCHOOL**



## **STUDENT-ATHLETE HANDBOOK**

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## **Mission Statement**

The mission statement of the Colquitt County High School Athletic Department is to support the student-athletes to ensure their success in the athletic arena, as well as the academic setting. We strive to ensure that each student-athlete has a positive experience during his or her participation in Colquitt County Athletics.

## **Philosophy**

The Colquitt County High School (CCHS) Athletic Department believes that athletics and the associated activities have a direct impact on the school's ability to reach its academic and athletic goals. Through athletics, students are guided by coaches who are committed to developing the student athlete's physical, emotional, and mental maturity through physical conditioning, skill development, and competition. The coaching staff further believes that reaching one's potential means very little without performance, as the basis of athletic preparation has a direct link for living and working in a competitive society.

Participation in all extracurricular activities at the school-level is a privilege, not a right, that carries with it responsibilities to the student athlete's respective team, the school, and the community. CCHS student athletes are ambassadors of this community and their conduct should reflect the highest standards of effort, self-discipline, sportsmanship, academic prowess, and school pride. The coaches who lead the athletic teams of CCHS have a responsibility to the student athlete and the citizens of Colquitt County, as their goal is to have a positive impact and to build a sense of school pride throughout the community. Not only are the coaches of athletic programs committed to winning; they are equally driven to be positive role models, to teach self-discipline, and to prepare our student athletes to be successful beyond the athletic arena.

Additionally, we believe in the value of athletic participation in all its forms. Such participation fosters the qualities of team membership, individual commitment, and personal excellence. Because every sport offers opportunities to develop these qualities, we are philosophically committed to a range of sports activities for every athlete who has time and the desire to play them, and we are opposed to "recommendations that athletes restrict participation to a single sport."

The CCHS Athletic Department's main goals are to:

- Help the student athlete to reach his/her potential,
- Build and sustain competitive athletic teams,
- Serve and entertain the citizens of Colquitt County.

**Welcome to CCHS Athletics and to the Packer Tradition!**

## **Requirements for Participation**

Before student athletes can try out and/or participate in an athletic contest the following criteria must be met.

Student must:

1. Be in good standing academically and behaviorally.
2. Be enrolled as a full-time day student and/or meet the qualifications for dual enrollment.
3. Have passed a minimum of 5 subjects the previous semester and be on track for graduation in accordance with the Georgia High School Athletic Association (GHSA).
4. Have a current physical on file with the Athletic Director. Physicians are required to use the GHSA form.
5. Consent, with parent, to following the Colquitt County School System athletic drug testing policy.
6. Have parents complete the CCHS Athletic/Emergency Medical Treatment form.
7. Have parent's signature acknowledging his/her understanding of the insurance coverage provided by the CCHS Board of Education. Parents may be asked to submit proof of insurance and/or sign a waiver understanding that any expense not paid by the combination of insurances is the responsibility of the parent/guardian and not the Colquitt County School System.
8. Be in school the day of a contest/practice for no less than four periods.
9. Not be in Alternative School or under any school suspension (OSS).
10. Complete all paperwork and return to the Athletic Director.

## **Insurance**

The Colquitt County Board of Education purchases insurance for the entire student population of the Colquitt County schools. As with any insurance policy, there are limits and exceptions. In addition to the regular coverage, the Athletic Department is also required to purchase an insurance rider that covers catastrophic injury (GHSA). For more information, please contact the Athletic Director.

## **Dress Code**

Student athletes are expected to adhere to a higher standard as they represent not only the school, but the community as well. Understandably, our coaches still recognize the need for establishing guidelines as our student athletes' travel out of town. Each coach has the authority to establish his/her own code within reason. The coaching staff is required to provide information to the Athletic Director prior to the respective sport season.

The CCHS Athletic Department has agreed on the following code of dress in addition

to those formulated by individual coaches:

1. All athletes must wear their hair in a manner that will not cause a distraction, is not a safety factor, nor is detrimental to the team standards.
2. All jewelry, with the exception of MedicAlert® Medical jewelry, is prohibited in practice and contests.

### **Activity Away From School**

Student athletes are expected to be positive role-models at all times and are to disassociate themselves from possible factors that could cause them to be arrested and prosecuted under local, state, and/or federal law. The Colquitt County High School Athletic Department, the school Code of Conduct, and the Colquitt County Board of Education Policies apply to all students – including athletes. In addition to the consequences that may be imposed for behavior outside of school, the Athletic Department in conjunction with the CCHS administration has developed further guidelines in reviewing appeals for re-instatement.

### **Criminal Allegations, Arrests, and Prosecutions**

A student athlete is prohibited from participating if he/she is arrested for any felony and in some cases misdemeanors. The list below is neither all-inclusive nor exclusive:

- A. DUI, possession and/or consumption of alcohol
- B. Any drug related offense
- C. Assault/battery (physical or sexual)
- D. Theft
- E. Gang offenses

A disciplinary committee composed of the Athletic Director / Assistant AD, Principal, and a coach of a non-related team will review each case individually and will render a decision which may include additional consequences. Permanent disbarment from participating in athletics at CCHS is a potential consequence. Criminal acts will not be tolerated.

The following guidelines will be used in addition to any other school-imposed consequences for behavior outside of the regular school day as defined in the Student Code of Conduct. If a student athlete is found not guilty by a court of law, it will not have a bearing on any action already taken by the school in conjunction with the Student Code of Conduct.

**Misdemeanor charges** that result in a decision of guilty:

- Student athlete will complete sentence imposed by court, in addition to school-imposed consequences.
- Student athlete must come before disciplinary review committee before he/she will be allowed to return to the team.

**Felony charges** that result in a conviction:

- Student athlete must serve the sentence imposed, in addition to school consequences.
- Student athlete faces a minimum of a one-year suspension from participating at CCHS, plus one year of probation.
- The disciplinary review committee will convene prior to the student/athlete re- joining the team.

While the CCHS Athletic Department does not intend to “police” student athletes 24 hours a day, the Department will uphold its responsibility to invoke the policies, procedures, and rules of this document, the Student Code of Conduct, and civil law when legitimate notification is presented to a member of the CCHS Athletic Department.

All subsequent violations (misdemeanor & felony) will carry an automatic suspension from the athletic program in addition to any school-imposed consequences.

**Drug Testing**

Colquitt County High School and the Colquitt County Board of Education jointly sponsor and support the random drug testing of its student-athletes. Parents and student athletes will be required to sign an annual statement acknowledging their awareness of the program and granting permission to be tested.

Guidelines for administering this process will be followed according to Colquitt County Board of Education Policy IDF. Please note that a potential or current player who refuses to be tested will possibly forfeit their privilege to be a part of the athletic program for a minimum of one year.

**Responsibilities of Athletes**

Being a member of a Packer athletic team is the fulfillment of an early ambition of many students. The attainment of this goal carries with it certain responsibilities that must be maintained. When an athlete assumes that he/she is willing to accept the

responsibilities that go with being a Packer the following are guidelines of this responsibility:

- **In the classroom:** Our athletes are expected to become good students. A good student doesn't necessarily mean all A's. A good student means trying to do the best with what you have and following all classroom rules.
- **On the field/floor:** Packer athletes are expected to compete with a burning desire to win with honor, dedication, pride, and sportsmanship. Conduct outside the realm of sportsmanship and fair play will not be tolerated.
- **In the community:** The conduct of an athlete is closely observed by many and it is important that an athlete's behavior be above reproach. Appearance, expression, and actions always influence people's opinions of the athletes as well as the entire program.

Once you have volunteered to be a member of a squad, you have made a choice to uphold certain standards expected of all athletes. The way an athlete looks is of great importance. Therefore, proper dress, appearance, grooming and personal cleanliness are expected. Proper dress and appearance will be established by the coach and is an ongoing process.

- **Subordination of self-interest to team values:** Team goals must take precedence over individual desires. An athlete must have self-discipline and be willing to make personal sacrifice for team goals.

**Be proud to be a part of the Colquitt County Packers; it is a privilege, not a right.**

Students choose if they want to be a part of the CCHS Athletic Program; they are encouraged, but never required. Those who choose to join a team also choose to be held to a higher standard than a regular student. Students who are members of the CCHS Athletic Department have chosen to represent their team, their communities, and their school both in and out of the playing arena.

**CCHS student athletes are expected to:**

1. Remain in good standing academically, socially, and behaviorally.
2. Represent the collective communities and CCHS in a respectful, high-class manner and never bringing embarrassment to themselves, the team, the school, or the community.
3. Refrain from associations which may be detrimental to the team.
4. Develop and maintain healthy bodies through a rigorous off and on season

- conditioning plan as outlined by the coaching staff.
5. Be a positive role model, whose character, work ethic, and team spirit are beyond reproach.
  6. Keep the team first.
  7. Remain tobacco, alcohol, and drug free.

## **Responsibilities of Coaches**

Coaches are responsible for developing and maintaining a quality team in accordance with the CCHS Athletic Department's philosophy. They are charged with and given the authority to develop team rules and expectations, to set practice times, to encourage and discipline student athletes and select members of their teams.

Coaches reserve the right to determine appropriate times to talk with parents concerning their child's effort, their work ethic, and performance. Conversations specifically centered around "playing time" are not appropriate, however, the aforementioned topics are open for discussion and through conversations may provide insight. The coach should handle all communication with parents in a professional and courteous manner and parents must understand that decisions are made on behalf of the team and not necessarily on behalf of the individual athlete.

## **Responsibilities of Parents**

Parent involvement is the cornerstone for success in anything involving student athletes at CCHS. The coaching staff needs your support as today's students have more distractions and options than ever before. The Athletic Department has determined that the following guidelines are necessary in building and maintaining a successful program and realize that not all parents can do everything, but everyone can do something. The CCHS coaching staff suggests the following:

1. Communicate regularly with your child
  2. Communicate regularly with the coach about progress, effort, and what can be done to assist the child to be able to participate at the AAAAAAA level.
  3. If at all possible, join the Booster Club.
  4. Attend as many games as possible.
  5. If you have questions, ask.
  6. Make sure to monitor the child's academic progress.
  7. Monitor closely any calls/contacts from potential agents.
- Any contact with a sports agent should be reported immediately to the supervising coach and Athletic Director as even casual contact with an agent could jeopardize an athlete's eligibility with both the Georgia

## High School Association and the NCAA.

As a parent, please commit to helping us develop and nurture sportsmanship in our student athletes. Parents can begin by making the following pledge:

- I will encourage good sportsmanship by demonstrating support for all athletes, coaches, and officials at every game, practice, or other athletic event.
- I will place the emotional and physical well-being of children ahead of any personal desire to win.
- I will support coaches and officials working with my child to provide a positive, enjoyable experience for all.
- I will not encourage any behavior or practices that would endanger the health and well-being of athletes.
- I will treat other players, parents, coaches, fans, and officials with respect and refrain from verbal digs.
- I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
- I will respect the coaches and officials and their authority during games and will not question, discuss, or confront coaches at a game site.
- If I have concerns to discuss, I will speak with the coach at an agreed-upon time and place.
- I will do my best to ensure that the sport is enjoyable for my child and remember that the game is for the athletes and not the adults.

## **Letter Jacket Policy**

Letter jackets may be purchased by the Athletic Department and awarded to the student athlete after the following conditions have been met:

1. **\* Participated at the varsity level for at least two years,**
2. Satisfied requirements for lettering in the particular sport.

The CCHS Athletic Department has the right to take up a jacket if an athlete quits or is dismissed from a team due to rules/disciplinary violations and/or exhibits such behavior at school and/or in the community that does not promote the positive image of CCHS, the community, and the Athletic Program.

An athlete must meet the above requirements and the following team-specific requirements:

### **Baseball**

An athlete must be a sophomore AND

- Play defense in 40 varsity innings OR

- Be a designated hitter in 50% of varsity games OR
- Pitch 20 varsity innings.

### **Basketball**

An athlete must be a sophomore AND

- Play in 30 varsity quarters or in 50% of varsity games.

### **Cheerleading**

An athlete must be a sophomore AND

- cheer in all varsity sports OR
- qualify as a member of the competition team.

### **Cross Country**

An athlete must be a sophomore AND

- Finish in the top 5 runners from the school in at least 50% of varsity events  
OR
- Participate in all scheduled varsity events AND
- Be chosen to participate in the Region Meet.

### **Diving**

An athlete must be a sophomore AND

- Qualify for the state competition.

### **Golf**

An athlete must be a sophomore AND

- Qualify for 50% of the scheduled varsity matches.

### **Gymnastics**

An athlete must be a sophomore AND

- Qualify for the state competition.

### **Football**

An athlete must be sophomore AND

- Have participated in Varsity Football Games for at least TWO Years.

### **Riflery**

An athlete must be a sophomore AND

- Qualify for 50% of the scheduled varsity matches with a qualifying score AND
- Represent the team in sectional competition

### **Soccer**

An athlete must be a sophomore AND

- Accumulate 420 varsity minutes of playing time during the season or participate in 50% of varsity games

### **Softball**

An athlete must be a sophomore AND

- Play defense in 26 varsity innings or participate in 50% of varsity games

### **Swimming**

An athlete must be a sophomore AND

- Participate in 50% of scheduled events and/or qualify for State Meet

### **Tennis**

An athlete must be a sophomore AND

- Start in at least 20% of varsity matches and/ or participate in at least 50% of varsity matches

### **Track**

An athlete must be a sophomore AND

- Participate in 50% of the scheduled events AND
- Must score 22 points in those events OR
- Must qualify for state meet

### **Wrestling**

An athlete must be a sophomore AND

- Participate in 50% of varsity games

### **Additional notes:**

- Any freshman meeting the participation requirements will be awarded a foil certificate plaque signifying their accomplishment.
- Head Coaches may appeal to the Principal and Athletic Director on behalf of those with extenuating circumstances. The Principal and Athletic Director must be in agreement for an athlete to be awarded a letter jacket on appeal.
- Any athlete that quits a sport will lose their letter jacket and may earn it back by lettering in another sport.
- State Championship rings and patches may be purchased by the Athletic Dept. and Packer Booster club for team sports sanctioned by the Georgia High School Association.

### **Practices**

Practices are designed to prepare for upcoming events and do serve as a time to build skills, enhance techniques, and to build the ever-important team concept.

Considerable planning and thought are put into every practice in order to capitalize on the available time and to ensure that the student athlete has time for personal and academic pursuits. Practice, therefore, must be attended in order for the athlete to be prepared to perform.

Parents are welcomed to practices; however, the coach reserves the right to assign areas for viewing that is safe for the spectator and reduces the chance of distractions. In special circumstances, practices can and/or will be closed to the general public.

### **Holiday Practices and Games**

Every attempt will be made to keep scheduled games and practices during school holidays to a minimum. However, with games and tournaments occurring during or soon after return from these breaks, coaches in charge may schedule practices during the holiday breaks. Missing these practices or games will fall under the regular athletic attendance guidelines.

### **Dropping a Sport/Quitting a Team**

In virtually all circumstances quitting is unacceptable. The Athletic Department realizes that on occasion an athlete may find it necessary to drop a sport prior to the end of the sport's respective season. The following steps must be followed if a decision is made to drop a sport or the student will be denied any participation in athletics for 12 calendar months.

1. Talk with your parents and coach before you quit.
2. The coach must agree that the student/parent decision is justified.
3. Meet with Athletic Director and your coach.
4. If cleared to quit a sport, the student athlete may not be allowed to start practicing another sport until the first season is completed. This

will be determined by the Athletic Director, Assistant Athletic Director, Principal, and a Head Coach from another sport.

- Try-outs/cuts are not considered. Athletic Director will determine dates associated with "try-outs".
- Students, who choose to return to a sport they previously quit, must have Athletic Director's and coach's approval, and other stipulations set forth by athletic policy.
- An athlete who quits a sport or is dropped from a team for disciplinary reasons will be removed from athletics completely until that season has finished. He/she may return to athletics after the completion of the season upon receiving permission from the Athletic Director, Head Coach, and Principal.

## **Academic Expectations**

Athletes' academic performance will be monitored in the following manner:

- All athletes will be required to have their teachers fill out academic progress reports at regular intervals. The coaching staff will monitor the progress reports.
- Any athlete who has either a D or an F for any nine-week grading period will be expected to attend an athletic study hall (which will be supervised by a coach), or attend after school tutoring that may be offered by teachers for the following nine-week grading period.
- A conference with the CCHS athletic academic advisor will determine which avenues must be adhered to so the student athlete can get on track with his/her grades.

## **School Decorum**

All athletes are expected to govern their conduct in accordance with the rules and regulations of the "Student Handbook." Violation of the student's obligations contained in that handbook may result in punishment through the athletic department, including removal from athletics.

## **Equipment**

School equipment, practice and game uniforms used by an athlete are CCHS Athletic Department property.

### **Care of Equipment and Facilities:**

- All equipment must be turned in before participation in another sport or within one week following the end of the season.
- An athlete and his/her parents/guardians are financially responsible for all equipment, lock and lockers checked out to him/her. The amount to be paid for destroyed or lost equipment will be based on replacement cost.

- No equipment shall be altered or modified in any way without approval from a coach.
- Missing or abused equipment must be paid for before participating in another sport or in the same sport.
- The coaches will assign lockers to individual athletes. Each athlete is responsible for the care, maintenance, and cleanliness of his/her locker.
- Each athlete shall be issued a combination lock for use on his/her locker at all times. Equipment not locked up may result in disciplinary action. The school is not responsible for lost items.
- Any damage to equipment or facilities should be reported to the coaching staff immediately.
- It is the responsibility of each athletic team member to keep his or her locker, shower, and dressing room area in proper order.
- Only authorized footwear will be allowed on the gymnasium floors.

## **Sportsmanship**

### **Athletes are expected to:**

1. Be courteous to opponents and officials
2. Play hard and to the limits of their abilities, regardless of the game score
3. Retain their composure at all times so as not to resort to taunting, baiting, physical retaliation, or fighting
4. Understand and observe the rules of the game and the standards of eligibility
5. Respect the integrity and judgment of officials as the authorities in the game, and accept their decisions without unsportsmanlike outbursts
6. Respect the facilities of the opponents and take care of them appropriately
7. Be modest in victory and be gracious in defeat
8. Respect the game and their opponents and further understand that baiting and taunting will not be tolerated. Additionally pointing, “pistol shooting” gestures, profanity, racial comments, and other derogatory personal comments are not acceptable.

Such actions, if they occur will not only bring about a penalty, but will also result in

disciplinary action by the coaching staff and possibly the administration.

9. Remain on the bench if an altercation occurs on the playing area. A player who leaves the bench and joins in the altercation is subject to, but not limited to the following:
  - To an automatic ejection from the game and/or,
  - To a minimum of a two game suspension and/or,
  - Removal from the team,
  - Loss of eligibility for the remainder of high school career in all sports
  - Additional action taken against the school could result in fines and/or forfeiture of games.
  - Additional disciplinary action by the CCHS administration.

## **Sports Agents**

Students and their parents must refrain from associating with potential sports agents. Such a relationship could render a student ineligible for both GHSA and NCAA activities.

## **Georgia High School Association**

The GHSA is the governing body that oversees all extracurricular and interscholastic activities of all public schools in the state of Georgia. The Constitution and By-laws can be found at [www.ghsa.net](http://www.ghsa.net).

## **Strength and Conditioning**

Today's student athlete must be in top-notch condition in order to perform at the level necessary to compete in the AAAA classification. Enhanced performance is directly linked to strength, quickness, agility, and stamina all of which come from planned programs of training.

The CCHS athletic staff strongly supports and encourages that their athletes engage in the conditioning program here at CCHS. The coaches know that the benefits of a quality program will help athletes perform at high levels, develop confidence, and assist in preventing and/or reducing recuperation time due to injury. The serious athlete is committed to the weight-training and conditioning program sponsored by the CCHS coaching staff.

At NO time does the CCHS Athletic Department condone the use of any illegal substance or drug(s) that effect the natural growth through consistent strength and conditioning exercises. Any student athlete found violating this policy will be immediately suspended from the team.

## **Off season**

The purpose of an off-season program is to prepare a student physically and mentally for participation in athletics; therefore, it is in the student's best interest to have completed a conditioning program before participating in a sport. Such programs are at the discretion of the head coach and are highly recommended if an athlete is going to perform at high levels.

## **Summer Workouts**

All athletes are expected to maintain their physical conditioning throughout the summer.

Coaches should inform athletes and their parents of any special workout programs to be followed.

### **Athletic Injuries**

- Any injury, large or small, should be reported to the coach in charge immediately.
- Once the coach has been informed the Head Trainer must be contacted and the Head Trainer will move forward with the injury.
- Any injuries requiring a doctor's care should be noted and a doctor's release required before the athlete is allowed to play or practice.
- Injuries not requiring a doctor's care will be left up to the Head Athletic Trainer to assess the athlete's ability to play or practice.

### **Hazing**

Under no circumstances is any form of hazing allowed. Team initiations are not allowed.

### **Student Appeal Procedure**

All athletes have the right to due process and may appeal any ruling concerning athletics according to the Colquitt County High School student appeals procedure.

### **Complaints**

The following procedure should be followed in reporting a complaint. Confer with:

- The coach who had direct supervision of athlete at the time.
- The Head Coach of the sport the athlete is participating in.
- The Athletic Director.
- The Principal.
- The Superintendent.
- The Board of Education.

### **Team Trips**

- The Colquitt County School System will provide transportation to interscholastic events.
- All those who travel to the game on the bus will return on the team bus unless released by the Head Coach to his/her parents or guardians after the game.
- Buses will leave at a time specified by the coach. It is the individual athlete's

responsibility to have him/her and the necessary equipment for participation in the event on the bus ready to go at that time. If an athlete is not on the bus when the bus leaves for that particular event, he/she may not be allowed to participate in that event.

- Coaches may designate appropriate team dress for team travel.
- Conduct on the bus will be monitored by the coach and will be subject to disciplinary action.
- No unauthorized personnel will be allowed to ride the bus.

### **Participation on Independent Teams**

Students should not participate with an independent team in an organized event while in season. Such participation could render the student ineligible for athletics for the remainder of that season.

### **Attendance**

- All athletes are required to attend class regularly. Lack of attendance in classes may result in failure of academic work, resulting in ineligibility in athletics.
- A student must be in school a minimum of three periods in order to participate in an activity that day. Exceptions could be allowed for emergencies and must be cleared through the Principal's office.
- All team members of each sport will be expected to attend all scheduled practices, games, and meetings. Attendance at practices and games requires proper attire and full participation. If circumstances dictate that students cannot attend a practice, game, or meeting, the coach should be notified prior to the event by personal contact, phone call, or written permission from parent/guardian. (Examples of excused absence include the following: death in the family, sudden illness, injury, family emergency, school function, or family holidays during school holidays.)
- The Head Coach of each sport will give the student athletes' disciplinary consequences for missing a team function; this will include an excused or unexcused absence. (Attendance is important to insure that the student athlete be in the best physical condition so as not to endanger them to injury and to benefit his/her team).
- An athlete missing a team function for any excused or unexcused reason will be expected to make up for the absence upon returning to practice.
- After the third unexcused absence in any sport, the student athlete, Head Coach and Athletic Director will meet to discuss possible removal from athletics altogether.

### **Jobs**

Athletes should not obligate themselves to a job that in any way interferes with practice time or regular competition time.

## **Miscellaneous**

The coaches reserve the right to develop any rules and administer discipline for any action, which is subversive to good order, and conduct and any other behavior not specified in the preceding rules and regulations.

No visitors should be in the locker room without the Head Coach's approval.

## **Addenda to this document**

[Cheerleading Handbook](#)

[GHSA Website](#)

[NCAA Clearinghouse information](#)

[Colquitt County Board of Education Drug Testing Policy](#)

[CCHS Student Handbook](#)

Colquitt County Schools Student Insurance Policy